BOARD OF EDUCATION
BOROUGH OF TOTOWA

MEETING MINUTES

03/30/2026

The Regular Meeting of the Board of Education of the Borough of Totowa was held at Washington Park School Media Center, 10 Crews Street, Totowa, New Jersey on March 30, 2026.

1. Call To Order

President Antonucci called the meeting to order at 7:12 P.M. and led all present in the salute to the flag and remain standing for a moment of silence for our past and present troops.

2. Roll Call

Members Present:	Ms. Antonucci, Mr. Bierach, Ms. Carr, Mr. La Rose, Ms. Panepinto Mr. Parlegreco and Dr. Vancheri
Members Absent:	Ms. Alesandrelli and Mr. Palazzo
Also Present:	Patricia Capitelli, Superintendent of Schools Vincent Varcadipane, School Business Administrator/Board Secretary Mr. Raymond B. Reddin, Board Attorney

3. Open Public Meeting Notice

The following statement was read by Mr. Varcadipane:

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Municipal Building and notice was mailed to the North Jersey Herald News and The Record.

4. Public to be Heard

Ms. Kerry Vaccaro of 52 Vita Road came forward. Ms. Vaccaro stated she has a concern for the lack of communication between the district and the parents while a teacher has been out for an extended period of time. Ms. Vaccaro believes the district should have took a more proactive approach contacting the parents about the situation and wants the district to have a clearer protocols moving forward with designated points of contact if the situation were to arise again.

5. Professional Day

The Superintendent, in consultation with the Administrative Team, recommends that the Board approve the submitted Professional Days as per the attached.

6. Approval – Agreement EDS 00302-2026

The Superintendent, in consultation with the Director of Special Education, recommends that the Board approve the parties' agreement in EDS 00302-2026 for student #ID242502 and directs the administration to implement its terms. See attached.

7. Inclement Weather Days

The Superintendent recommends the Board retroactively approve the following school closure due to inclement weather:

Monday, February 23, 2026
Tuesday, February 24, 2026

8. Inclement Weather Day

The Superintendent recommends the Board retroactively approve the following delayed opening due to inclement weather:

Wednesday, February 25, 2026

9. Visitation – Honorable Judge Daniel Brown

The Superintendent, in consultation with the Administrative Team, recommends that the Board approve the visitation of Honorable Judge Daniel Brown to the students in second grade to read a book on Thursday, April 23, 2026, from 1:30 P.M. to 2:30 P.M.

10. Book Club Visitation

The Superintendent, in consultation with the Administrative Team, recommends the Board approve Washington Park School's Book Club to read to Memorial School Students as follows:

Selected Students from Grades 6-8: Tuesday, April 14, 2026
9:15 A.M. to 10:00 A.M.
Location: Memorial School

Selected Students from Grades 6-8: Wednesday, April 15, 2026
9:15 A.M. to 10:00 A.M.
Location: Memorial School

11. Use of Facilities – PTO Spring Candy Fundraiser Pick-Up

The Superintendent, in consultation with the Administrative Team, recommends that the Board retroactively approve the PTO's request to use the Washington Park School cafeteria on a March 24, 2026, from 4:00 P.M. – 7:00 P.M., for Gertrude Hawk Spring Candy Fundraiser pickup. The PTO is also requesting the use of one (1) table and two (2) chairs for check-in and the use of the cafeteria tables.

12. Use of Facilities – Kids' Tricky Tray Basket Drop Off

The Superintendent, in consultation with the Administrative Team, recommends the Board approve the request for the Totowa P.T.O. as follows:

Washington Park School Front Lobby
Thursday, March 19, 2026 6:00 P.M. – 8:00 P.M.
Thursday, April 16, 2026 6:00 P.M. - 8:00 P.M.

The P.T.O. is also requesting the use of one (1) table, three (3) chairs, and one (1) rolling cart.

13. Use of Facilities – Totowa PAL Softball and Baseball Field Request

The Superintendent, in consultation with the Administrative Team, recommends the Board retroactively approve the request of the Totowa PAL to use Washington Park School Field for their softball and baseball programs from Friday, March 13, 2026, through Friday, July 31, 2026, as follows:

Monday through Friday:	5:00 P.M. to Dusk
Saturdays and Sundays:	9:00 A.M. to Dusk

Motion for approval of item 5-13

MOTION: Dr. Vancheri
SECONDED: Mr. Bierach
VOTE: Unanimous (Ms. Panepinto abstained from items #11 & #12 Use of Facilities - PTO Spring Candy Fundraiser Pick-Up and Use of Facilities - Kids' Tricky Tray Basket Drop Off respectively)

Budget Presentation

Ms. Capitelli and Mr. Varcadipane presented the 2026-2027 School Year Budget to the public, which can be found on the Totowa School District's website. There were no questions or comments from the Board or the public.

14. Informational

Battle of the Books – Grade 5

Middle School Musical – Beauty and the Beast

Budget Presentation

Dates for Your Information:

Apr. 1	Art Show and Science Fair
Apr. 2	Marking Period 3 Closes
Apr. 2	1:20 P.M. Dismissal
Apr. 3	1:20 P.M. Dismissal
Apr. 6 – 10	Schools Closed – Spring Recess
Apr. 13	Marking Period 4 Begins
Apr. 15	TPK Open House – Memorial School – 6:00 P.M.
Apr. 16 – 17	8th Grade Trip – Washington, DC
Apr. 17	Report Cards Issued Online – Marking Period 3
Apr. 27 – May 1	NJSLA State Testing – Grades 3 – 5 ELA/Mathematics
May 4 – 8	NJSLA State Testing – Grades 6 – 8 ELA/Mathematics
May 6	Board of Education Reorganization Meeting – WPS - 7:00 P.M.

Use of Facilities:

Apr. 13	PTO Executive Meeting (WPS)
Apr. 16	PTO Kids' Tricky Tray Basket Drop Off (WPS)

Use of Field:

Mar.	PAL Softball/Baseball (WPS)

Attachments:

Reports:

Discipline Reports
Unplugged Concert
The 23nd Annual 8th Grade Fashion Show Program
Beauty and the Beast, Jr. Playbill
Memorial School Smart Dog
Washington Park School Press Volume 20, Issue 2

15. Committee Reports

Ms. Antonucci stated committee meetings were not held.

16. Executive Session

A request for executive session was made to discuss personnel matters and other business excluded from the Open Public Meeting by Law. The Board entered executive session at 7:28 p.m.

Mr. Reddin said, in Executive Session the Board will be discussing personnel and legal matters. The discussion will last approximately twenty (20) minutes and no action will be taken.

Motion for approval of item 16

MOTION: Mr. Bierach
SECONDED: Ms. Panepinto
VOTE: Unanimous

The Board returned from executive session at 7:54 P.M.

17. Substitute Teachers

The Superintendent recommends the Board approve the following substitute teachers submitted by the Substitute Registry:

PRIORITY I
Mariam Zeidan

PRIORITY II
Dania Mansour

18. Appointment - Special Education Aide

The Superintendent, in consultation with the Administrative Team, recommends that the Board appoint Quanisha Carswell, Special Education Aide for the remainder of the 2025 – 2026 school year. Ms. Carswell will work twenty-nine and one half (29.5) hours and be compensated at the rate of $17.25 per hour.

19. Appointment – Custodial Engineer

The Superintendent, in consultation with the Administrative Team, recommends that the Board appoint John Reilly, Custodial Engineer for the remainder of the 2025 – 2026 school year at an annual salary of $40,000, (prorated) beginning on Monday, April 13, 2026.

20. Approval – Medical Leave

The Superintendent, in consultation with the Administrative Team, recommends the Board retroactively approve the sick leave of absence for Lindsey Miglino as follows:

Ms. Miglino will begin her sick leave Monday, February 23, 2026, through Friday, March 27, 2026, as per the following provisions:

1. Leave is granted without pay and benefits.
2. A. Leave will start on Monday, February 23, 2026.
   B. Ms. Miglino will use thirteen (13) sick/personal days from Monday, February 23, 2026, through Friday, March 13, 2026.
   C. FMLA will be invoked from Monday, March 16, 2026, through Friday, March 27, 2026 - two (2) weeks. Benefits will be retained in accordance with FMLA.
   D. Ms. Miglino will return on Monday, March 30, 2026.
   E. Her annual benefit contribution will be charged. Benefit costs will be incurred by Ms. Miglino for any further additional time absent outside the FMLA 12-week period.

Motion for approval of item 17-20

MOTION: Mr. La Rose
SECONDED: Mr. Bierach
VOTE: Unanimous

21. Approval of Minutes- February 18, 2026 – Regular Meeting

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the minutes of the meeting of February 18, 2026, as presented.

Motion for approval of item 21

MOTION: Dr. Vancheri
SECONDED: Ms. Panepinto
VOTE: Unanimous

22. Approval of Minutes- February 18, 2026 – Executive Session

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the minutes of the Executive Session during the meeting of February 18, 2026, as presented.

Motion for approval of item 22

MOTION: Mr. Bierach
SECONDED: Dr. Vancheri
VOTE: Unanimous

23. Approval of Minutes- March 16, 2026 – Regular Meeting

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the minutes of the meeting of March 16, 2026, as presented.

Motion for approval of item 23

MOTION: Ms. Carr
SECONDED: Ms. Panepinto
VOTE: Unanimous

24. Approval of Bills List – March

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the March Bills List as presented.

25. Acceptance of Financial Status Report – February

The Superintendent, in consultation with the School Business Administrator/Board Secretary recommends the Board accept the Financial Status Report for the month of February 2026, as presented.

26. Monthly Financial Certification of the Board Secretary and the Board of Education – February

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends the Board certify that the major accounts and fund balances in the 2025-2026 budget have not been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

27. Acceptance of Bank Reconciliations – February

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Bank Reconciliations for the month of February 2026, as presented.

28. Acceptance of Board Secretary Report – February

The Superintendent in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Board Secretary Report for the month of February 2026, as presented.

29. Acceptance of Treasurer of School Monies Report – February

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Treasurer Report for the month of February 2026, as presented.

30. Acceptance of Financial Summary Report – February

The Superintendent in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Financial Summary Report for the month of February 2026, as presented.

31. Approval of Line-Item Budget Transfers – February

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the following line item budget transfer for the month of February 2026, as presented. (See Attachment #1 Monthly Transfer Report)

32. Acceptance of Revenue Report – February

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Revenue Report for the month of February 2026, as presented.

33. Approval of Payment of Cafeteria Invoices

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends the Board approve payment of the following cafeteria invoices.

Vendor	Description	Check #	Amount
Pomptonian Food Service	Invoice #912013026	1705	$ 20,164.60
Pomptonian Food Service	Invoice #912021326	1706	$ 26,736.88
Pomptonian Food Service	Invoice #912022026	1707	$ 7,142.24
Pomptonian Food Service	Invoice #912022726	1708	$ 16,322.81
Pomptonian Food Service	Invoice #912031326	1709	$ 30,236.92
Service Plus	Invoice #1045439-IN	1710	$ 1,442.69

34. Adoption of the 2026-2027 School Budget

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board adopts and submits the 2026-2027 School budget as presented.

BE IT RESOLVED, by the Totowa Board of Education, County of Passaic, that the 2026-2027 school district budget be approved as follows:

BE IT FURTHER RESOLVED, that the following GENERAL FUND AND DEBT SERVICEtax levies be approved to support the 2026-2027 budget:

	General Fund	Special Revenues	Debt Service	Total
2026-2027 Total Expenditures	30,191,008	530,749	-	30,721,757
Less: Anticipated Revenues				
Fund Balance	9,775,157			
Additional Fund Bal.	-			
State Aid	1,235,798			
Tuition	175,000			
Semi	20,418			
Interest	100,025			
Total Anticipated Revenues	11,306,398	530,749	-	11,837,147
Taxes to be Raised	18,884,610	-	-	18,884,610

Motion for approval of item 24-34

MOTION: Ms. Panepinto
SECONDED: Ms. Carr
VOTE: Unanimous

35. Old Business

Ms. Capitelli addressed Ms. Vaccaro's concerns from earlier. Ms. Capitelli stated the situation in question evolved on a daily basis and there pieces of information that could not be disclosed. Parents could contact the Principal at Memorial School and that this situation was evolving on a daily basis.

Ms. Vaccaro stepped forward and stated that her concern was more general in nature. A letter stating until further notice please contact the Principal with any questions or concerns and who the person educating the students would be, until further notice, would have been helpful.

36. New Business

There was no new business.

37. Hearing and Petition of Citizens

No citizens wished to be heard.

38. Other Matters of a Timely Nature

There was no other matters of a timely nature.

39. Adjournment

Upon motion by Mr. Bierach and seconded by Mr. Parlecreco this meeting was adjourned at 8:03 P.M.

Respectfully submitted,

Vincent Varcadipane
School Business Administrator/Board Secretary