BOARD OF EDUCATION
BOROUGH OF TOTOWA

MEETING MINUTES

07/22/2026

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 July 22, 2026.

1. Call To Order

President Antonucci called the meeting to order at 7:06 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. Alesandrelli, Ms. Antonucci, Mr. Bierach, Ms. Carr, Mr. La Rose, Ms. Panepinto and Dr. Vancheri
Members Absent:	Mr. Palazzo and Mr. Parlegreco
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. Carla Grant of 88 Grant Ave came forward. Ms. Grant asked if there was a response to her statements at the June 24th meeting. Ms. Grant stated the summer reading assignments were provided but accommodations were not given to her child. Ms. Grant stated if she was unaware of necessary accommodations her child would have been set up to fail. Ms. Grant stated she spoke with Mr. Tracy and suggested audio books among other accommodations.

Ms. Capitelli stated Mr. Bierach responded to all of the items he could respond to at the June 24th meeting.

Ms. Sarah Smith of 115 Grant Avenue came forward. Ms. Smith asked who should she contact in regard to medical accommodations for her child to start the school year.

Ms. Capitelli stated that Ms. Smith could contact Mr. Tracy and he will get all of the necessary information and pass it to the nurse when she returns in September.

Ms. Antonucci presented Ms. Capitelli with a plaque acknowledging here achievement of being named Superintendent of the year for Passaic County.

Ms. Capitelli thanked the board.

5. Policy Revision 1230 - Superintendent's Duties

The Superintendent presents to the Board the second read of the revised mandated Policy 1230 – Superintendent's Duties.

6. Policy Revision 2200 – Curriculum

The Superintendent presents to the Board the second read of the revised mandated Policy 2200 – Curriculum.

7. Policy Revision 2411 - Career Education and Academic Counseling

The Superintendent presents to the Board the second read of the revised mandated Policy 2411 - Career Education and Academic Counseling.

8. Policy Revision 0162 - Notice of Board Meetings

The Superintendent presents to the Board the second read of the revised Policy 0162 - Notice of Board Meetings.

9. Policy Adoption 0162.01 - Legal Notices

The Superintendent presents to the Board the second read of the new mandated Policy 0162.01 - Legal Notices.

10. Policy Revision 1643 - Family Leave

The Superintendent presents to the Board the second read of the revised mandated Policy 1643 - Family Leave.

11. Policy Revision 2260 - Equity in School and Classroom Practices

The Superintendent presents to the Board the second read of the revised mandated Policy 2260 - Equity in School and Classroom Practices.

12. Policy Revision 5561 - Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

The Superintendent presents to the Board the second read of the revised mandated Policy 5561 - Use of Physical Restraint and Seclusion Techniques for Students with Disabilities.

13. Policy Revision 6112 - Reimbursement of Federal and Other Grant Expenditures

The Superintendent presents to the Board the second read of the revised mandated Policy 6112 - Reimbursement of Federal and Other Grant Expenditures.

14. Regulation Revision 6115.01 – Federal Awards/Funds Internal Controls – Availability of Costs

The Superintendent presents to the Board the second read of the revised mandated Regulation 6115.01 – Federal Awards/Funds Internal Controls – Availability of Costs.

15. Policy Revision 6115.02 - Federal Awards/Funds Internal Controls - Mandatory Disclosures

The Superintendent presents to the Board the second read of the revised mandated Policy 6115.02 - Federal Awards/Funds Internal Controls - Mandatory Disclosures.

16. Policy Revision 6311 - Contracts for Goods or Services Funded by Federal Grants

The Superintendent presents to the Board the second read of the revised mandated Policy 6311 - Contracts for Goods or Services Funded by Federal Grants.

17. Policy Revision 8561 - Procurement Procedures for School Nutrition Programs

The Superintendent presents to the Board the second read of the revised mandated Policy 8561 - Procurement Procedures for School Nutrition Programs.

18. Revision – Curriculum Revisions

The Superintendent, in consultation with the Administrative Team, recommends the following curriculum revisions:

Grade Level	Subject
TPK	English Language Arts
TPK	Mathematics
TPK	Science
TPK	Social Studies
K – 2	Physical Education
3 – 5	Physical Education
6 – 8	Physical Education

19. District Goals and Objectives

The Superintendent, in consultation with the Administrative Team, recommends the Board approve the District Goals and Objectives for the 2026 – 2027 school year as per the attached.

20. Professional Development District Plan

The Superintendent, in consultation with the Administrative Team, recommends that the Board approve the Professional Development Plan for the Totowa School District for the 2026 – 2027 school year as per the attached.

21. Student Safety Data System (SSDS)

The Superintendent, in consultation with the Administrative Team, recommends that the Board approve the submission of the 2025 – 2026 Student Safety Data System (SSDS) as per the attached document.

22. Approval – Accumulated Sick Leave at Retirement

The Superintendent, in consultation with the Administrative Team, recommends the Board approve the accumulated sick leave at retirement for Heather Corrado, Elementary School Teacher, and Michael Quintieri, Custodial Engineer, for the Totowa School District as per the following calculations:

Heather Corrado: 102.5 Sick Days @ $150.00/per day contracted = $15,375.00
**Payment will be $15,000.00 maximum amount per law.

Michael Quintieri: 48 Sick Days @ $150.00/per day contracted = $7,200.00

Motion for approval of item 5-22

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

23. Informational

Summer Academy

School Safety Data System

Building Updates

ACCESS

Dates for Your Information:

Sept. 2 Board of Education Meeting 7:00 P.M. WPS

Use of Facilities:

August 1-14 Totowa Education Foundation – Kops for Kids Summer Program

Use of Field:

Attachments:

Reports:

Discipline Reports

24. Committee Reports

Ms. Antonucci stated committee meetings were not held.

25. 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 7:16 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 25

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

The Board returned from executive session at 7:59 P.M.

Ms. Antonucci stated that Mr. Danny Palazzo has resigned from the Totowa Board of Education.

26. Special Education Aides Pay Rates 2026 – 2027

The Superintendent, in consultation with the Administrative Team, recommends that the Board approve the 2026 – 2027 pay rates for the Special Education Aides as per the attached document.

27. Resignation – Jazmyn Graham

The Superintendent, in consultation with the Administrative Team, recommends the Board retroactively accept the resignation of Jazmyn Graham, Special Education Aide, for the Totowa School District, effective Tuesday, July 7, 2026.

28. Appointment – Elementary Teacher

The Superintendent, in consultation with the Administrative Team, recommends that the Board appoint Taylor Scardilli to the position of Elementary School Teacher, Grade Three, for the 2026 – 2027 school year, beginning on Tuesday, September 1, 2026. Ms. Scardilli will be placed on BA Step 1 - $61,150.00 of the contracted teacher's salary guide.

29. Approval – Long-Term Substitute

The Superintendent, in consultation with the Administrative Team, recommends that the Board appoint Yasmeen Hamideh as a long-term substitute for the 2026 – 2027 school year beginning on Tuesday, September 8, 2026. Ms. Hamideh will be paid an hourly rate of $19.50 and will not exceed twenty-nine and one-half (29.5) hours.

Motion for approval of item 26-29

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

30. Approval of Minutes- June 24, 2026 – Regular Meeting

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the minutes of the meeting of June 24, 2026, as presented.

Motion for approval of item 30

MOTION: Mr. Bierach
SECONDED: Mr. La Rose
VOTE: Unanimous (Dr. Vancheri abstained)

31. Approval of Minutes- June 24, 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 June 24, 2026, as presented.

Motion for approval of item 31

MOTION: Ms. Panepinto
SECONDED: Ms. Carr
VOTE: Unanimous (Dr. Vancheri abstained)

32. Approval of Bills List – June Supplemental

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

33. Approval of Bills List – July

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

34. Acceptance of Financial Status Report – June

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

35. Monthly Financial Certification of the Board Secretary and the Board of Education – June

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.

36. Acceptance of Bank Reconciliations – June

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

37. Acceptance of Board Secretary Report – June

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

38. Acceptance of Treasurer of School Monies Report – June

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

39. Acceptance of Financial Summary Report – June

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

40. Approval of Line-Item Budget Transfers – June

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 June 2026, as presented. (See Attachment #1 Monthly Transfer Report)

41. Acceptance of Revenue Report – June

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

42. 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 #912061226	1725	$ 8,427.48
Payschools	Invoice #EDU-AN665	1726	$ 3,772.20

43. Approval of Out-Of-District Contract 2025-2026 ESY

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the out of district contract for students OOD-22-23-01, to Hand Over Hand at Kids Interactive Day School, in Oakland, for the 2025-2026 extended school year starting on June 22, 2026, until August 21, 2026, in the amount of $1,500.00.

44. Approval of Parental Contract for Student Transportation

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the Parental Contract for student transportation for student #OOD -22-23-01 to Hand Over Hand, Oakland, New Jersey. The contract cost is $40.00 per day on the days school is in session from June 22, 2026, to August 30, 2026. The Hand Over Hand will supply an attendance sheet and any days missed will be subtracted off the original contract price.

45. Approval of Submission and Grant Award of the 2026-2027 Elementary and Secondary Education Act (ESEA) Application

The Superintendent, in consultation with the Administrative Team recommends the Board, approve the submission of the 2026-2027 Elementary and Secondary Education Act (ESEA) Application, released to the New Jersey State Department of Education and accepts the grant award of funds as follows:

Title I - $170,095
Title II – 37,181 (Including Title IV Transfer)
Title III Immigrant - $4,347

46. Approval to Transfer Funds, Title IV ESEA to Title II ESEA

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends the Board approve the transfer of funds from Title IV ESEA to Title II ESEA in the amount of $12,181.00 for the FY 2026-2027 ESEA Grant.

47. Approval to Refuse Title III ESEA Funds

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends the Board approve the refusal of Title III funds from ESEA 2026-2027 Grant in the amount of $3,033.00.

48. Acceptance of Settlement & Release Agreement

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Settlement & Release Agreement between the Totowa Board of Education and USC Environmental in the amount of $4,200.00.

49. Approval to Dispose of Equipment

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends the Board approve the disposal of the following items.

Memorial School

Old Broken Desks and Chairs	x160pcs

50. Approval of Bergen County Special Services, Educational Enterprises Division Contract

The Superintendent, in consultation with the Director of Special Education, recommends that the Board approve the contract for Teacher of the Deaf services for the 2026 – 2027 school year for student #AUD-23-24-01 in the amount of $170.00 per session with 1 session per week totaling $6,800.00 for the year.

51. Approval of Submission and Grant Award – IDEA FY 2027 Application

The Superintendent, in consultation with the Administrative Team, recommends the Board approve the submission and grant award for the IDEA FY 2027 application.

IDEA Basic	$ 262,950
IDEA Preschool	$ 9,318

Motion for approval of item 32-51

MOTION: Dr. Vancheri
SECONDED: Mr. La Rose
VOTE: Unanimous (Mr. Bierach abstained from all items related to the Totowa Police and Dr. Vancheri abstained from all items related to NRESC)

52. Public to be Heard

Andreza De Oliveira of 600 Totowa Road came forward. Ms. De Oliveira asked the following questions. Is there any information available about the Principal and Vice Principal? Mr. Bierach answered that the Board cannot legally discuss personnel, ongoing investigations or matters pertaining to children. Ms. De Oliveira asked if there is a timeline as to when a new Principal or Vice Principal are going to be hired.

Ms. Capitelli reiterated that personnel, children and ongoing investigations cannot be discussed. Ms. Capitelli stated we are actively interviewing for both positions as we speak. The criteria include certifications, administrative experience and communication skills. The Vice Principal position would ideally be someone with experience however it is typically a stepping stone into administration from the classroom. The Vice Principal and Principal have to work closely together and once interviews are completed a recommendation will be made to the board. State law requires 90 day notice for administrators to leave a current position but districts can opt to let them leave early.

Carla Grant of 88 Grant Ave came forward. Ms. Grant asked who will be in charge if a Vice Principal and or Principal are not hired for September. Ms. Grant also asked is there was a team put together to interview for a Principal and Vice Principal that included the community so that the community can be more rest assured that a qualified candidate is hired. Ms. Grant stated that Mr. Tracy was the only administrator in the building.

Ms. Capitelli responded that Mr. Tracy would still be in charge of the building if a Principal or Vice Principal were not hired by September and that there are a team of administrators currently interviewing candidates as well as the board after that. Everyone will be notified of timelines once a decision has been made. Ms. Capitelli also stated that there were more then one administrator in the building not just Mr. Tracy. Ms. Capitelli and Ms. Terranova are also in the building.

Ms. Antonucci stated that the board asked the Administration to reach out to Ms. Grant, if they have not done so already, in regard to the summer reading.

53. Old Business

There was no old business.

54. New Business

There was no new business.

55. Hearing and Petition of Citizens

No citizens wished to be heard.

56. Other Matters of a Timely Nature

There was no other matters of a timely nature.

57. Adjournment

Upon motion by Mr. Bierach and seconded by Mr. La Rose this meeting was adjourned at 8:12 P.M.

Respectfully submitted,

Vincent Varcadipane
School Business Administrator/Board Secretary