BOARD OF EDUCATION
BOROUGH OF TOTOWA

MEETING MINUTES

08/17/2016

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 August 17, 2016.

1. Call To Order

President Ruocco called the meeting to order at 7:10 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:	Mr. Bierach, Mr. Ferraro, Mr. Guarneri, Mr. Kerwin
	Mr. Reynoso, Ms. Ruocco and Mr. Schaffer
Members Absent:	Ms. Carr, Ms. DeCeglie
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

There was no public to be heard.

11. Regulation Revision 1530 - Equal Employment Opportunity Complaint Procedure

The Superintendent presents to the Board the second read of the revisions to mandated Regulation 1530 - Equal Employment Opportunity Complaint Procedure.

12. Policy Revision 1550 - Affirmative Action Program for Employment and Contract Practices

The Superintendent presents to the Board the second read of the revisions to mandated Policy 1550 - Affirmative Action Program for Employment and Contract Practices.

13. Policy & Regulation Revision 2200 - Curriculum Content

The Superintendent presents to the Board the second read of the revisions to mandated Policy & Regulation 2200 - Curriculum Content.

14. Policy Revision 2260 - Affirmative Action Program for School and Classroom Practices

The Superintendent presents to the Board the second read of the revisions to mandated Policy 2260 - Affirmative Action Program for School and Classroom Practices.

15. Policy & Regulation Revision 2411 - Guidance Counseling

The Superintendent presents to the Board the second read of the revisions to mandated Policy & Regulation 2411 - Guidance Counseling.

22. Policy Revision 3125.2 - Employment of Substitute Teachers

The Superintendent presents to the Board the second read of the revisions to Policy 3125.2 - Employment of Substitute Teachers.

23. Policy & Regulation Revision 3126 - District Mentoring Program

The Superintendent presents to the Board the second read of the revisions to Policy & Regulation 3126 - District Mentoring Program.

24. Policy Revision 3141 - Resignation

The Superintendent presents to the Board the second read of the revisions to Policy 3141 - Resignation.

25. Policy & Regulation Revision 3144 - Certification of Tenure Charges

The Superintendent presents to the Board the second read of the revisions to Policy & Regulation 3144 - Certification of Tenure Charges.

26. Policy Revision 3159 - Teaching Staff Member/School District Reporting Responsibilities

The Superintendent presents to the Board the second read of the revisions to Policy 3159 - Teaching Staff Member/School District Reporting Responsibilities.

27. Policy Revision 3231 - Outside Employment as Athletic Coach

The Superintendent presents to the Board the second read of the revisions to Policy 3231 - Outside Employment as Athletic Coach.

34. Regulation Revision 5350 - Student Suicide

The Superintendent presents to the Board the second read of the revisions to Regulation 5350 - Student Suicide.

35. Policy Revision 5750 - Equal Educational Opportunity

The Superintendent presents to the Board the second read of the revisions to mandated Policy 5750 - Equal Educational Opportunity.

36. Policy Revision 5755 - Equity In Educational Programs and Services

The Superintendent presents to the Board the second read of the revisions to mandated Policy 5755 - Equity In Educational Programs and Services.

37. Policy Adoption 7481 - Unmanned Aircraft Systems (UAS also known as Drones)

The Superintendent presents to the Board the second read of the new Policy 7481 - Unmanned Aircraft Systems (UAS also known as Drones).

38. Policy & Regulation Revision 8441 - Care of Injured and Ill Persons

The Superintendent presents to the Board the second read of the revisions to mandated Policy & Regulation - 8441 Care of Injured and Ill Persons.

39. Policy Adoption 8454 - Management of Pediculosis

The Superintendent presents to the Board the second read of the new Policy 8454 - Management of Pediculosis.

46. Revised - Special Education Summer School Placement

The Superintendent, in consultation with the Supervisor of Special Education, recommends the Board retroactively approve the following special education summer school placement revision:

Out-of-District Extended School Year Program:

Student #	Program	Date
O-31	ARC of Essex County (Stepping Stones)	7/5 - 8/15 (Originally - 7/5- 8/12)

Transportation to be provided by the Passaic County Educational Services Commission.

47. ABA Home Programming

The Superintendent, in consultation with the Supervisor of Special Education, recommends the Board approve ABA Home Programming for the 2016-2017 school year to be provided by the following district personnel:

Bryan Autore Brittany Hoskins

Payment will be made through Passaic County Educational Services Commission.

48. ABA Home Programming Consultation

The Superintendent, in consultation with the Supervisor of Special Education, recommends the Board approve Home Programming Consultation for the 2016-2017 school year to be provided by the following district personnel:

Alycia Desmond Carly Fleres Gina McQuin Erica Wolpert

54. Professional Development Plans

The Superintendent, in consultation with the Administrative Team, recommends the Board approve the District and Schools' Professional Development Plans for the 2016-2017 School Year.

55. School Discipline Procedures

The Superintendent, in consultation with the Administrative Team, recommends the Board approve the School Discipline Procedures for the 2016-2017 School Year. (see attached)

56. Use of Field - P.A.L. Fall Baseball

The Superintendent, in consultation with the Administrative Team, recommends the Board approve the request of the Totowa PAL to use Washington Park School Field for their Fall Baseball program from Wednesday, August 17, 2016, through Sunday, November 20, 2016.

Motion for approval of items 5-56

MOTION: Mr. Kerwin
SECONDED: Mr. Schaffer
VOTE: Unanimous

57. Informational

None

61. Approval - Additional Hours

The Superintendent, in consultation with the Administrative Team, recommends the Board retroactively approve additional hours for Charisse Torres to provide evaluations during the summer for students referred by Early Intervention Services at the prorated individual hourly per diem based on the 2015-2016 salary guide.

62. Resignation - Justine Capolongo

The Superintendent, in consultation with the Administrative Team, recommends the Board accept the resignation of Justin Capolongo, Educational Support Aide for the Totowa School District, effective September 1, 2016.

63. Resignation - Jessica Hoskins

The Superintendent, in consultation with the Administrative Team, recommends the Board accept the resignation of Jessica Hoskins, Special Education Aide for the Totowa School District, effective August 29, 2016.

64. Appointment - Vice Principal

The Superintendent, in consultation with the Administrative Team, recommends the Board appoint Jonathan Kruzel as Vice Principal at Washington Park School for the 2016-2017 School Year beginning on Monday, August 22, 2016 with a prorated salary of $92,000.

65. Appointment - Educational Support Aide

The Superintendent, in consultation with the Administrative Team, recommends the Board appoint Ms. Jillian Galese as Educational Support Aide for the 2016-2017 School Year. Ms. Galese, a graduate of Montclair State University, has a P-3 Certificate of Eligibility. She will be paid $17.25 per hour.

Motion for approval of items 60-70

MOTION: Mr. Kerwin
SECONDED: Mr. Reynoso
VOTE: Unanimous

71. Approval of Minutes- July 13, 2016 – Regular Meeting

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the minutes of the meeting of July 13, 2016 as presented.

Motion for approval of items 71

Due to an emergency this item will be approved at the September 28, 2016 board meeting.

72. Approval of Bills List – June Supplemental 2

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the June Supplemental 2 Bills List as presented.

73. Approval of Bills List – August

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

74. Acceptance of Bank Reconciliations – June

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Bank Reconciliations for Memorial and Washington Park School Store and Activity accounts for the month of June 2016, as presented.

78. Approval of Emergency Purchase and Repairs – Fire Alarm Panels Memorial School

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board retroactively approve the purchase of equipment and repair services to Commercial Protective Systems Inc. These purchases of equipment and repair services were needed to fix the fire alarm panels at Memorial School. The panels control the fire alarm system as well as the system in the elevator and are inoperable without them. The emergency request was submitted to the Passaic County Superintendent and was approved on August 11, 2016.

79. Approval to Purchase Custodial Supplies – MRESC Custodial Supplies and Equipment

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board retroactively approve Atra Janitorial Supply Co., Inc. of Pompton Plains, New Jersey for custodial supplies and equipment in the 2016-2017 school year. These purchases will be through the New Jersey approved MRESC custodial supplies and equipment bid #'s 14/15 -34 and 15/16-44.

80. 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.

Washington Park		**Purchased by**
LCD Monitor	x 5 pcs	2008
PC-P4	x 5 pcs	2008
Memorial School		
LCD Monitor	x 2 pcs	2008
PC-P4	x 2 pcs	2008
TV 27"	x 1 pcs	2000

85. Approval of Tuition Contract with Clifton Board of Education

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the following tuition contract with the Clifton Board of Education. The Totowa School district will be receiving a student from Clifton for the 2016-2017 school year. (See Attachment #2 Monthly Transfer Report)

Motion for approval of items 72-85

MOTION: Mr. Ferraro
SECONDED: Mr. Reynoso
VOTE: Unanimous

86. Old Business

There was no old business.

87. New Business

There was no new business.

88. Hearing and Petition of Citizens

There were no citizens to be heard.

89. Other Matters of a Timely Nature

There were no other matters of a timely nature.