BOARD OF EDUCATION
BOROUGH OF TOTOWA

MEETING MINUTES

09/07/2016

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 September 7, 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, Ms. Carr, Ms. DeCeglie, Mr. Ferraro, Mr. Guarneri, Mr. Kerwin, and Ms. Ruocco
Members Absent:	Mr. Reynoso, Mr. Schaffer
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. P.T.O. Activities - 2016-2017 School Year

The Superintendent, in consultation with the Administrative Team, recommends the Board approve the P.T.O. activities for the 2016-2017 School Year as follows:

P.T.O. Executive Meetings: September 12th, October 10th, November 7th, January 9th - (10th Snow Date), February 6th - (7th Snow Date), March 6th - (7th Snow Date), April 3rd, May 8th, June 8th

General Meetings: October 18th, March 14th, June 6th - Also requesting the use of tables, chairs and a podium with microphone.

Fund Raisers:

Fall Fundraiser - September-November (Order Pick Up - November 17th)
Pictures - October 10th
Picture Retakes - November 21st
Holiday Gift Shop - December 2nd
Book Fair - January 31st, February 1st, 2nd 2017
Tricky Tray - April 27, 2017
Eighth Grade Dance - May 19, 2017

12. Community Based Instruction Field Trips

The Superintendent, in consultation with the Administrative Team, recommends the Board approve Community Based Instruction Field Trips to local businesses by the students, teachers and staff of the RISE 4 classes as per the attached list. In case of inclement weather on any particular day, the trip will be canceled. (see attached)

16. Appointment - Substance Abuse Coordinator

The Superintendent recommends the Board appoint Lauren Terranova Substance Abuse Coordinator.

Motion for approval of items 5-16

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

17. Informational

Status of Buildings

TPK Orientation

Kindergarten Orientation

Third Grade Orientation

Dates for Your Information

September 5	Labor Day - Schools Closed
September 6	Staff Workshops
September 7	Staff Workshops / Orientations for Pre-K, Kindergarten & Grade 3
September 8	Schools Open - All Students
September 27	One Session Day - Back to School Night - MS
September 28	Board of Education Meeting

Use of Facilities - September

Sept. 12	PTO	Executive Board Meeting (WPS)
Weds.	VITAL	Men's Basketball (MS)

20. 2016-2017 Substitute Teacher Listing

The Superintendent recommends the Board approve the 2016-2017 Substitute Teacher Listing submitted by the Substitute Registry. (see attached)

21. Substitute Teacher

The Superintendent recommends the Board approve the following to receive their substitute teacher certification:

Priority III
Nicholas D. Andriani, Totowa

22. Bus Aides

The Superintendent, in consultation with the Supervisor of Special Education, recommends the Board approve the following Bus Aides for the 2016-2017 school year with payment to be made through Passaic County Educational Services Commission:

Joanne Schwartz Andreina Tatiana Canessa Toni Malatesta Deborah Luciano(Substitute)

23. Resignation - Nicole Jimenez

The Superintendent, in consultation with the Administrative Team, recommends the Board retroactively accept the resignation of Nicole Jimenez, Art/Leap Teacher for the Totowa School District, effective September 1, 2016.

24. Posting - PreK/Specials Teacher

The Superintendent, in consultation with the Administrative Team, recommends the Board retroactively approve posting the position of PreK/Specials Teacher.

30. Appointment - Educational Support Aide

The Superintendent, in consultation with the Administrative Team, recommends the Board appoint Ms. Sawsan Al Saber as temporary Educational Support Aide for the 2016-2017 school year. Ms. Al Saber will be paid at the rate of $17.25 per hour.

31. Appointment - Special Education Aide

The Superintendent, in consultation with the Administrative Team, recommends the Board appoint Ms. Cheryl Law as a temporary Special Education Aide for the 2016-2017 School Year. Ms. Law will be paid at the rate of $16.80 per hour.

32. Appointment - Special Education Aide

The Superintendent, in consultation with the Administrative Team, recommends the Board appoint Ms. Tricia Czornomor as a temporary Special Education Aide for the 2016-2017 School Year. Ms. Czornomor will be paid at the rate of $16.80 per hour.

33. Appointment - Pre-K/Specials Teacher

The Superintendent, in consultation with the Administrative Team, recommends the Board retroactively appoint Ms. Jillian Galese to the position of Pre-K/Specials Teacher for the 2016 -2017 school year beginning on Tuesday, September 6, 2016. Ms. Galese will be placed on BA Step-1 $51,550 of the contracted teacher salary guide.

34. Appointment - LEAP/Specials Teacher

The Superintendent, in consultation with the Administrative Team, recommends the Board retroactively appoint Ms. Tracy Juliano to the position of LEAP/Specials Teacher for the 2016 -2017 school year beginning on Tuesday, September 6, 2016. Ms. Juliano will be placed on BA Step-1 $51,550 of the contracted teacher salary guide.

Motion for approval of items 20-38

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

39. Approval of Bills List – September

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

40. Acceptance of Financial Status Report – June Adjusted

The Superintendent, in consultation with the School Business Administrator/Board Secretary recommends the Board accept the Financial Status Report for the month of June 2016, as presented.

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

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends the Board certify that the major accounts and fund balances in the 2015-2016 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.

42. Acceptance of Bank Reconciliations – June Adjusted

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the adjusted Bank Reconciliations for the month of June 2016, as presented.

49. Monthly Financial Certification of the Board Secretary and the Board of Education – July

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends the Board certify that the major accounts and fund balances in the 2015-2016 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.

50. Acceptance of Bank Reconciliations – July

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the adjusted Bank Reconciliations for the month of July 2016, as presented.

51. Acceptance of Board Secretary Report – July

The Superintendent in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the adjusted Board Secretary Report for the month of July 2016, as presented.

52. Acceptance of Treasurer of School Monies Report – July

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Treasurer Report for the month of July 2016, as presented.

53. Acceptance of Financial Summary Report – July

The Superintendent in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Financial Summary Report for the month of July 2016, as presented.

58. 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 # 18003 to the Washington South School, Paramus, New Jersey. The contract cost is $40.00 per day on the days school is in session from September 1, 2016 to June 30, 2017. The Washington South School will supply an attendance sheet and any days missed will be subtracted off the original contract price.

Motion for approval of items 39-58

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

59. Old Business

There was no old business.

60. New Business

There was no new business.

61. Hearing and Petition of Citizens

There were no citizens to be heard.

62. Other Matters of a Timely Nature

There were no other matters of a timely nature.