

REGULAR SESSION

ALLENDALE BOARD OF EDUCATION

December 7, 2022

The Regular Session of the Allendale Board of Education was held in the Brookside School Learning Commons on Wednesday, December 7, 2022. Board President, Mrs. Capano called the meeting to order at 7:00 pm.

The flag salute was led by Mrs. Capano.

Mrs. Engeleit announced that, "The public has been duly informed of this meeting in accordance with Chapter 231 of the Public Laws of 1975 by posting at least 48 hours' prior notice on the District website, bulletin boards in Brookside School and Hillside School and by like 48 hours' prior notice to the Borough Clerk, the designated newspapers, and interested parties requesting such notification."

Roll Call Present: Mrs. Capano, President
Mrs. Gundersen, Vice President
Mrs. Rosner

Absent: Mr. Verbel
Mr. Fliegel

Also Present: Dr. Michael Barcadepone, Superintendent and Mrs. Maria Engeleit, Business Administrator/Board Secretary

MEETING OPEN TO THE PUBLIC - AGENDA ITEMS ONLY

Board President will inform the public of Bylaw 0167 procedures. No comments from the Public attendance.

BOARD PRESIDENT'S COMMENTS

Mrs. Capano wished everyone a happy and healthy holiday season.

SUPERINTENDENT'S REPORT

Dr. Barcadepone reported that the student presentations on the creation of the District website, and on the wind turbine project will be moved to January due to absence of Board members.

For the upcoming Strategic Planning Meetings ~ Dr. Barcadepone has been speaking with parents but will be getting out a formal notice to the community for meetings to be held in February, March and April.

Dr. Barcadepone read a resolution honoring Mrs. Elaine Greenan, Confidential Assistant to the Business Administrator and Facilities Coordinator who will be retiring as of December 31, 2022. She will be missed.

He also wished everyone a happy holiday, said spend time with family and hope everyone has a healthy New Year.

COMMITTEE REPORTS

Buildings & Grounds

Mrs. Capano reported the committee did not meet, no report.

Policy

Mrs. Gundersen reported the committee did not meet, no report.

Finance

Mrs. Rosner reported the committee met on November 17th. The following topics were discussed: 1) An alignment/market adjustment of Business Office staff salaries. A survey of 12 other Bergen County districts with similar positions and years of service yielded that Allendale staff were at the very low end of the results. In the interest of keeping experienced, valuable employees, salary adjustments were recommended. 2) A change in the terms and conditions of employment for the position of Confidential Assistant to the Business Administrator to eliminate the yearly payout for unused vacation days. Unused days may be carried over up to a max of 5. 3) For the Board of Education to annually budget for the per person fees charged by the District's flexible spending account provider. Currently paid by employees, it has become problematic as people resign but still have access to their account. The fee is \$42 per year, with approximately 20 participants, not requiring a large budget contribution.

Education

Mrs. Gundersen reported the committee met and discussed the Start Strong testing, but still no data from State. The new Instructional Coach has seamlessly integrated into the District, working on systemic assignments; coaching and learning works and conducting QUAD PD on Word Study.

Discussed PD Grades 5-8 ~ What content is being reviewed on assessments so students have higher level.

K-4 Curricular resources for science curriculum.

PD in Health and PE ~ Build on units; will have site visit in Harrington Park on 12/15 – teachers and Admin.

Social Studies ~ Getting content areas up to speed with NJ standards.

GT ~ Putting in a Curricular Framework.

Looked at I&RS ~ Making sure there is concrete data at each level and support for teachers.

K-2 Phonics ~ Reviewed Foundations, which is new program being used – need to have well balanced approach to instruction – not just workshop model. Looking to make strategic decisions not get rid of what's working just for change.

PD Committee split into two:

- (1) Traditional PD – will plan PD days;
- (2) Learning Walk Group – hope is to have each teacher select an area of pride and allow others to review; and
- (3) Teacher Mentoring will be multiple years not just the one mandated by the State.

The reset norms for academic and behavioral expectations has resulted in a much improved school environment.

District Construction Projects – Discussions on:

Cafeteria/Annex/Outdoor Lot

- Plans to paint cafeteria/new furniture
- Annex – 1 side games, other side eSports
- Outdoor eating area

Hillside Backyard:

- Looking to keep a little parking and redevelop drop off area
- Gain field and black top space for kids;

Staffing ~ Still an issue. Dr. Barcadepone's idea is for the community to send resumes; but still no social worker. Will contract out for some hours, but LDTC and Psychologist will pick up some work.

HIBster ~ up and running in about three (3) weeks with link on website.

ParentSquare ~ Still in pilot; roll out will be in phases. Parents will be able to decide if they choose to have child's picture used online.

Mrs. Capano asked about the reset norms ~ What have we seen, i.e., mental health; has there been a decline in seeking out counselors?

Dr. Barcadepone: Behavior issues at Brookside have declined. He commented that we are dealing now with more family dynamic issues – students talking to counselors, Principals and even Dr. Barcadepone.

Mrs. Capano asked about the Harrington Park Visit – will the Education Committee be attending?. Dr. Barcadepone said just teachers and admin. Mrs. Gundersen is looking for just those involved to talk.

Mrs. Capano also asked about the Playgrounds/Cafeteria and are we talking to students – yes.

Mrs. Capano asked what is happening with pavers? Dr. Barcadepone explained that this entire sidewalk site will need to be redone.

Mrs. Capano asked about the Art Curriculum, and Mrs. Gundersen replied the Art Curriculum is on hold and being looked into as the District is focusing on other projects.

Technology

Mrs. Engeleit reported the committee did not meet, no report.

Negotiations

Mrs. Capano reported the committee did not meet, no report.

MINUTES:

On motion by Mrs. Rosner and seconded by Mrs. Gundersen, and unanimously carried by roll call vote, the Board approved the following resolution:

Mrs. Capano	YES
Mrs. Gundersen	YES
Mr. Fliegel	ABSENT
Mrs. Rosner	YES
Mr. Verbel	ABSENT

BE IT RESOLVED, to approve the minutes of the following meetings:

November 22, 2022	Executive Session
November 22, 2022	Regular Session

PERSONNEL

On motion by Mrs. Gundersen and seconded by Mrs. Rosner and unanimously carried by roll call vote, the Board approved the following resolutions:

1. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the following substitute(s) for the 2022-2023 school year:

Arben Papa	Custodian (pending completion of paperwork)
Maureen Fisher	Secretary (Effective 1/5/23)

2. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the appointment of Mrs. Ellenmarie Golabek, as a Full-Time Special Education Aide in the Allendale School District for the 2022-2023 school year at a salary of \$26,343, Step 4 on the Salary Guide for Full-Time Special Education Aides, effective January 2, 2023.
3. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the appointment of Mrs. Heather Fisher as Confidential Secretary to the Business Administrator/Facility Coordinator in the Allendale School District for the 2022-2023 school year at a salary of \$80,000, effective January 30, 2023 or sooner, if schedule permits.
4. BE IT RESOLVED, upon recommendation of the Superintendent, to approve Jack Weinberger as Volunteer Coach for the Boys' Basketball Team, for the 2022-2023 school year.
5. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to the following Playground Aides for working additional hours on each of the following date to attend Playworks Recess Implementation Training: December 20, 2022 {not to exceed two (2) hours}:

NAME	DATE/HOURS	PAYMENT
Georgia Christodoulakis	12/20 ~ up to 2.0/day	\$16.50/hour
Maria Crespo	12/20 ~ up to 2.0/day	\$16.50/hour
Monia DiGennaro	12/20 ~ up to 2.0/day	\$18.50/hour
Diana Fiduccia	12/20 ~ up to 2.0/day	\$16.50/hour
Patricia Murphy	12/20 ~ up to 2.0/day	\$21.00/hour

6. BE IT RESOLVED, upon recommendation of the Superintendent to approve a market rate salary adjustment for Kathleen Natalino, in the amount of \$11,385, beginning January 1, 2023 for the remainder of the 2022-2023 year.
7. BE IT RESOLVED, upon recommendation of the Superintendent to approve a market rate salary adjustment for Mary Esposito, in the amount of \$3767, beginning January 1, 2023 for the remainder of the 2022-2023 year.
8. BE IT RESOLVED, upon recommendation of the Superintendent to approve the changes to the Employment Guidelines for the Confidential Assistant to the Business Administrator/Facilities Coordinator, effective January 2, 2023.
9. BE IT RESOLVED TO APPROVE THE FOLLOWING:

WHEREAS, Elaine Greenan began her employment with the Allendale Public School District in 1998 as both a substitute teacher and substitute secretary; Mrs. Greenan began her full time contributions to the District on October 25, 2005 as Secretary to the Business Administrator, assimilating herself in a fast-paced detail oriented working environment, working diligently and efficiently during her tenure with four (4) different Business Administrators/Board Secretaries; and

WHEREAS, Mrs. Greenan was instrumental in the operations of the Business Office and Facilities Department for seventeen (17) years of her tenure with the Allendale Public Schools with an ability to quickly and competently multi-task, prioritize projects and work tasks, as well as effectively communicate with internal and external constituents; and

WHEREAS, Mrs. Greenan's contributions included working with the architects and attorney for bid specifications and bid openings for constructions projects not only for the 2005 Referendum, construction project monitoring and submission of all required documentation to receive the SDA grant funding relating to those projects, but for all projects during her tenure, the implementation of Systems 3000, managing the tuition funds received for various school grades, and owning the free and reduced lunch application process and the District's audit firms during the annual audit process; and

WHEREAS, Mrs. Greenan was the primary contact in all matters concerning the Board of Education and its meetings from creating the meeting schedules, publishing the notices, creating meeting agendas and minutes, registering new Board members for NJ School Boards and the required trainings and registration arrangements for the annual School Boards conference; and

WHEREAS, Mrs. Greenan showed her excellence in every task, with attention to detail, organization skill, and demonstrating her strong commitment to the well-being and fastidious representation of the District; and

WHEREAS, Mrs. Greenan is duly credited with fulfilling the duties of her position, providing guidance and support and working efficiently with not only four (4) Business Administrators, but also three (3) Superintendents in her role; and

WHEREAS, Mrs. Greenan is respected by the school and Allendale community, and has worked tirelessly to serve these communities with care and professionalism in her critical role to the District; and

WHEREAS, Mrs. Greenan has proven herself to be the consummate professional with a strong commitment to the well-being of all students while earning the respect and admiration of the administration and staff of the Allendale Public School District; and

NOW, THEREFORE BE IT RESOLVED, that the Allendale Board of Education, County of Bergen, New Jersey, gratefully recognizes and is appreciative of the exceptional and outstanding contributions and the legacy of dedication in her attention to detail of Mrs. Greenan to the District of Allendale; and

WHEREAS, the Allendale Board of Education, County of Bergen, New Jersey, gratefully recognizes Mrs. Greenan for over twenty-four (24) years of substitute and full time services rendered and presents this testimonial to her as a citation of honor and distinction; and

NOW, THEREFORE, BE IT RESOLVED, that this resolution be adopted and duly recorded in the official minutes of the Board of Education, School District of Allendale, NJ; and

BE IT FURTHER RESOLVED, that Mrs. Greenan and her family be extended best wishes and happiness as her retirement commences.

President Capano commented we will sadly miss her.

EDUCATION

On motion by Mrs. Gundersen and seconded by Mrs. Rosner, and unanimously carried by roll call vote, the Board approved the following resolutions:

1. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the following field trip:

Grade Level	Destination	Date(s) of Trip	Cost Per Student	Curricular Goals
8	Salem & Boston, MA	5/31/23-6/2/23	Not to Exceed \$1,000	<i>This supports the 8th Gr. LA classics unit where students read The Crucible. It will also serve as a culminating MS experience for the 8th graders.</i>

Mrs. Gundersen commented that the initial payment for this trip was collected too soon, in a season where this is a lot of spending, and the second payment for the Disney trip was also due

2. BE IT RESOLVED, upon recommendation of the Superintendent, to thank the PTO for the delicious luncheon provided to the teachers and staff at both Brookside and Hillside School on November 22, 2022, to show them how thankful they are for all the hard work and dedication shown by the Allendale District and to wish them and their families a joyous Thanksgiving holiday.

3. BE IT RESOLVED, upon recommendation of the Superintendent, to accept the 2022 Environmental Awareness Challenge Grant, in the amount of \$1,000, from the Bergen County Utilities Authority (BCUA). The Hillside Ecology Center continues to be an important place for the Students from Kindergarten to 3rd Grade as they continue to work on planting vegetables and flowers; and

BE IT FURTHER RESOLVED, to acknowledge and thank Mrs. Susan Clauss Kindergarten Teacher and Hillside Ecology Center Coordinator for her work in preparing and submitting the Grant.

Mrs. Capano publicly thanked Mrs. Clauss and acknowledged her efforts in receiving this grant each year.

4. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the contract for the “Strategic Planning 3D Model Renewal Dream, Determination and Destiny by Design” with New Jersey School Boards Association, in the amount of \$3,000, as per Education Attachment I.

5. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the second reading for the Policies & Regulations listed below:

<i>Policy 0163</i>	<i>Quorum (Revised)</i>
<i>Policy 1511</i>	<i>Board of Education Website Accessibility (M) (Revised)</i>
<i>Policy 2415</i>	<i>Every Student Succeeds Act (M) (Revised)</i>
<i>Policy & Regulation 2432</i>	<i>School Sponsored Publications (Abolished)</i>
<i>Policy 3216</i>	<i>Dress and Grooming (Revised)</i>
<i>Policy 3270</i>	<i>Professional Responsibilities (Revised)</i>
<i>Policy 3270</i>	<i>Lesson Plans and Plan Books (Revised)</i>
<i>Policy 4216</i>	<i>Dress and Grooming (Revised)</i>
<i>Policy & Regulation 5513</i>	<i>Care of School Property (M) (Revised)</i>
<i>Policy 5517</i>	<i>School District Issued Student Identification Cards (M) (Revised)</i>
<i>Policy 5722</i>	<i>Student Journalism (M) (New)</i>

SPECIAL EDUCATION

On motion by Mrs. Rosner and seconded by Mrs. Gundersen, and unanimously carried by roll call vote, the Board approved the following resolutions:

1. BE IT RESOLVED, upon recommendation of the Superintendent, to approve an anticipated contract with West Bergen Mental Healthcare to provide Social Worker Counseling Services, at a rate not to exceed \$22,500, as recommended by the Child Study Team, as per Special Education Attachment I.
2. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to Fogarty and Hara for the Child Study Team Workshop to be conducted by Stacey Cherry on January 27, 2023, at the rate of \$175 per hour, for two (2) hours.
3. BE IT RESOLVED, upon the recommendation of the Superintendent, to approve payment to Region V for a Social History Evaluation for Student #001502, as recommended by the Child Study Team.
4. BE IT RESOLVED, upon the recommendation of the Superintendent, to approve payment to Region V for a Social Worker to attend initial planning meetings as mandated by the NJ Administrative Code Title 6A, Chapter 14 Special Education.
5. BE IT RESOLVED, upon the recommendation of the Superintendent, to approve payment to Bergen County Special Services for an Assistive Technology Evaluation for Student #001401, as recommended by the Child Study Team.
6. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to Bilingual Child Study Team for Japanese language psychological, educational, speech language and social history evaluations, as part of a Study Team evaluation of Student #001009, as recommended by the Child Study Team.
7. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment for a Developmental Pediatric Evaluation for Student #001009, at a date TBD and with a provider TBD, as recommended by the Child Study Team.
8. BE IT RESOLVED, upon recommendation of the Superintendent, to approve placement of transfer Student #000123 to New Bridge Center, River Edge, NJ, as recommended by the Child Study Team.
9. BE IT RESOLVED, upon recommendation of the Superintendent, to approve 10 hours of Parent training conducted by Jillian Menendez, for Special Education Student #000325, as recommended by the Child Study Team.

10. BE IT RESOLVED, upon recommendation of the Superintendent, to approve a contract with The Bilingual Child Study Team for bilingual language psychological, educational, speech language and social history evaluations, including written reports, as recommended by the Child Study Team, as per Special Education Attachment II.

BUSINESS OFFICE/FINANCE

On motion by Mrs. Gundersen and seconded by Mrs. Rosner and unanimously carried by roll call vote, the Board approved the following resolutions:

1. BE IT RESOLVED to approve the Reports of the Secretary to the Board of Education for the month of October 2022, as per Business Attachment I.
2. BE IT RESOLVED, to approve the Reports of the Treasurer for the month of October 2022, as per Business Attachment II.
3. BE IT RESOLVED, to approve the Bills List dated December 07, 2022, in the amount of \$181,239.05 as per Business Attachment III.
4. BE IT RESOLVED, to approve the Food Services Bill List dated December 07, 2022 in the amount of \$31,047.83 as per Business Attachment IIIA.
5. BE IT RESOLVED, to approve the budgetary transfers for the month of October 2022, as per Business Attachment IV.
6. BE IT RESOLVED, as per N.J.A.C. 6A:23A-16.10(c)4, A district board of education, after review of the school business administrator/board secretary’s and treasurer’s monthly financial reports and upon consultation with the appropriate school district school officials hereby certifies that no fund has been over expended and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.
7. BE IT RESOLVED, to approve the submission of the Application for State School Aid (ASSA) for the 2023-2024 school year, to the NJ Department of Education, and the Bergen County Office.
8. BE IT RESOLVED, upon the recommendation of the Superintendent to approve the account fees charged by WEX for Flexible Spending Accounts in the amount of \$42 per year, per participant be paid by the Board of Education with the plan year beginning January 2023.
9. BE IT RESOLVED, upon recommendation of the Superintendent, to approve unavoidable travel and costs as related in this resolution which are educationally necessary and fiscally prudent and are related to and within the scope of the employee’s current responsibilities and promotes the delivery of instruction or furthers the efficient operation of the school district. The reimbursements listed in this resolution are in compliance with state travel reimbursement guidelines as established by the Department of the Treasury and Board of Education policy in accordance with N.J.A.C. 6A:23B-1.1 et. seq. for the following seminars/workshops:

Name	Conference Title	Place	Date of Trip	Total Estimated Expenses*
A. Stein	Breaking Bias: Lessons from the Amistad Part 1 & 2 Workshop	NJ Law Center New Brunswick, NJ	1/10/2023 (Postponed from 10/19/22)	\$0
P. Gomez	Techspo 2023	Harrah’s Resort, Atlantic City, NJ	1/25-27/23	\$515
M. Engeleit	Techspo 2023	Harrah’s Resort, Atlantic City, NJ	1/26-27/23	\$610

J. Goodell	NJSEAA- Strategies for Building Strong Collaborative Relationships with Parents to Avoid Conflict	Region V Conference Room	12/9/22	-0-
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*Does not include mileage and sustenance as they are contractual

BUILDINGS & GROUNDS

On motion by Mrs. Rosner and seconded by Mrs. Gundersen and unanimously carried by roll call vote, the Board approved the following resolutions:

1. BE IT RESOLVED, to approve the USE OF FACILITIES REQUESTS submitted by Highlands Travel Basketball for the Winter Basketball Program, to be held in Brookside School's gymnasium on weekends beginning Saturday, December 3, 2022, and ending on Sunday April 2, 2023.
2. BE IT RESOLVED, to approve the USE OF FACILITIES REQUESTS submitted by the Girl Scouts for a cookie decorating event to be held in Brookside School gymnasium on, December 10, 2022, and for a science star lab to be held at Hillside School on March 6, 2023.

MEETING OPEN TO THE PUBLIC

Board President will inform the public of Bylaw 0167 procedures. No comments from Public attendance.

OLD BUSINESS

NEW BUSINESS

Mrs. Gunderson brought up the topic of the District's February break, a community request to have other religious holidays considered and how this would affect the calendar. Discussion to be moved to a January meeting so as to include all Board Members.

Mrs. Rosner commented that this should be broken into two categories: (1) the February break on the calendar; and (2) The recognition of other religious holidays.

MISCELLANEOUS

CORRESPONDENCE

EXECUTIVE SESSION

The Board will entertain a motion to adjourn the open meeting and go into Executive Session to discuss personnel matters and negotiations. No action will be taken. The topics to be discussed are within the exemptions, which are permitted to be discussed and acted upon in private session, pursuant to P.L. 1975, Chapter 231. The Board will disclose the information as soon thereafter as possible once the reasons for nondisclosure no longer exist.

ADJOURNMENT

On motion by Mrs. Rosner and seconded by Mrs. Gundersen , and unanimously carried by voice vote, the Board adjourned the meeting at 7:44 pm.

Respectfully submitted,

Maria Engeleit
Business Administrator/Board Secretary