

REGULAR SESSION

ALLENDALE BOARD OF EDUCATION

January 25, 2023

The Regular Session of the Allendale Board of Education was held in the Brookside School Learning Commons on Thursday, January 25, 2023. On motion by Mrs. Rosner and seconded by Mr. Verbel, and carried by roll call vote, the Board reconvened the meeting at 7:00 pm.

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

Absent: Mrs. Fliegel

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

MEETING OPEN TO THE PUBLIC - AGENDA ITEMS ONLY

Mrs. Gundersen informed the public of Bylaw 0167 procedures regarding the Open to the Public portion of portion of the meeting, also available on the website.

No comments/questions.

Meeting closed to the public for comments/questions on Agenda Items.

BOARD PRESIDENT'S COMMENTS

Mrs. Gunderson thanked everyone for being here and expressed that she was happy to have the 8th grade to present the website video.

SUPERINTENDENT'S REPORT

Dr. Barcadepone introduced Daniel Dojka (8th grader) and commended him on the hours inside and outside school he put into creating the website video. Daniel explained the process of creating the video and the challenges he ran into doing the same. Mrs. Lopes also contributed to the conversation and explained the software package Daniel taught himself for this project.

Dr. Barcadepone explained Start Strong testing is done by Grades 4-8 and that it is a 45-60-minute test. He indicated that Start Strong does not give us any serious data. Dr. Barcadepone presented the results and showed where more students did well and where more focus is needed in ELA, math and science. Allendale is not really making any major changes as a result of this data. Allendale is uses LinkIt data and NJSLA for student performance and curricular changes.

Dr. Barcadepone showed the Board what is happening with professional development with examples from today's session.

David Verbel asked if the state does anything with funding or grant related dollars based on Start Strong results. Dr. Barcadepone indicated that they do not.

Maria Engeleit introduced Kathryn Perry from Jump Perry & Associates with the Fiscal Year 2022 Audit Report. Ms. Perry presented what financial data they looked at and how they checked this data, what they are looking for and that they look at the internal control process.

COMMITTEE REPORTS

Buildings & Grounds

Mr. Verbel reported the committee met on Monday, January 23rd. Items discussed were the year-end 2022 balances in Capital Reserve, Maintenance Reserve and the Emergency Reserve funds. Capital Reserve funds will be used to fund upcoming projects. The DOE has announced they are issuing a round of ROD grants. These grants offer districts the opportunity to receive up to a 40% rebate on facilities projects that impact the health and safety of students. These project plans are sent to the DOE for approval, and the district needs to demonstrate that it has the capital reserve monies to cover the cost of the projects. Projects being sent to the DOE for review and approval include Brookside toilet room renovations, Brookside HVAC replacements, classroom door hardware upgrades district-wide, and playground/backyard improvements, and front entrance pavers at Hillside. An update was also provided on the Hillside classroom closets. A major design change was made by the District. We are currently waiting for updated plans. Summer Facility use was discussed with ALEOOOP being at Brookside from Monday, July 3 through Thursday, July 27th. The Junior Police Academy will be at Brookside from July 10th – July 14th, and the Allendale Summer Educational Programs will take place at Hillside.

Policy

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

Finance

Mrs. Rosner reported the committee met on Friday, January 20th. Items discussed were the year-end 2022 balances in Capital Reserve, Maintenance Reserve and the Emergency Reserve funds. Capital Reserve funds will be used to fund upcoming projects. The DOE has announced they are issuing a round of ROD grants. These grants offer districts the opportunity to receive up to a 40% rebate on facilities projects that impact the health and safety of students. These project plans are sent to the DOE for approval, and the district needs to demonstrate that it has the capital reserve monies to cover the cost of the projects. Projects being sent to the DOE for review and approval include Brookside toilet room renovations, Brookside HVAC replacements, classroom door hardware upgrades district-wide, and playground/backyard improvements, and front entrance pavers at Hillside. An update was also provided on the Hillside classroom closets. A major design change was made by the District. We are currently waiting for updated plans. The budget calendar for the 23-24 was discussed and is on the agenda tonight for approval. The Committee also discussed a tax levy increase to support the budget and is in favor of using the full 2%. The potential use of the enrollment adjustment received from the DOE when the 22-23 budget was built was also discussed. In order to keep class size practices as is, there will be a need to hire additional staff for the 23-24 year. Since this adjustment was not used in the 22-23 budget, the District has the opportunity to use it for the 23-24 budget. The committee is in favor of using these additional funds to offset the increased staffing costs of both salaries and benefits. The District will be approving a new Treasurer of School Monies, an outside position that reviews all cash reporting and reconciliations. This position is currently held by the Borough's CFO. As she is retiring, her replacement has agreed to take on the position for the District, and is on the agenda for approval.

Education

Mr. Verbel reported the committee did not meet, no report

Technology

Mr. Verbel 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. Capano, and unanimously carried by roll call vote, the Board approved the following resolution:

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

December 7, 2022

Regular Session

On motion by Mrs. Rosner and seconded by Mrs. Capano, and carried by roll call vote, the Board approved the following resolution as amended:

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

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

January 5, 2023	Reorganization Session
January 5, 2023	Regular Session
January 5, 2023	Executive Session

PERSONNEL

On motion by Mrs. Capano 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 Jack Weinberger as a Coach for the Brookside School Boys' Basketball Team the 2022-2023 school year.
2. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the following substitute for the 2022-2023 school year:

Greyson Ebnetter {pending receipt of criminal background history}

3. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the following Playground Aide at Hillside School for the 2022-2023 school year:

Meika Strahlendorff {pending receipt of criminal background history}

4. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the following individual as the Treasurer of School Monies effective March 1, 2023, for the remainder of 2022-2023 fiscal year at a prorated salary of \$4162.

Alison Altano

- BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to the following Hillside School Teachers for their attendance during the Kindergarten Orientation on Wednesday evening, February 1, 2023; payment for one (1) hour each at the curriculum rate of \$40/hour:

Laura Heitman Maria Keenan
 Kelly Termini Shannon Rutowski

- BE IT RESOLVED, upon recommendation of the Superintendent, to approve Dominick Truglio, Brookside AM Campus Greeter and Donna Grippa, Brookside PM Campus Greeter for an additional two (2) hours of school security camera training on February 2, 2023.

EDUCATION

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

- BE IT RESOLVED, upon recommendation of the Superintendent, to approve the following field trips:

Grade Level	Destination	Date(s) of Trip	Cost Per Student	Curricular Goals
2	Waterloo Village	5/5/23	\$32.00	<i>Integration of STEM, ART, Economics and Music</i>

- BE IT RESOLVED, upon recommendation of the Superintendent, to re-approve the Marshall Evaluation Rubrics for the 2022-2023 school year, approve the submission of the New Jersey Department of Education Equivalency Application for the same; and approve the NJ Principal Evaluation for Professional Learning Observation Instrument.
- BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to Learn Well Education Center for 504 Student #X001014, intake scheduled for 1/19/23, as recommended by the 504 Committee, and

BE IT FURTHER RESOLVED to approve up to 10 hours per week of instruction at a cost of \$41.00 per hour plus administrative preparation time of up to 4 hours per week at the same rate.

SPECIAL EDUCATION

On motion by Mr. Verbel and seconded by Mrs. Capano, and unanimously carried by roll call vote, the Board approved the following resolution:

- BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to Region V for a Social History Assessment for Student #001309, as recommended by the Child Study Team.
- BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to Region V for a Social History Assessment for Student #000501, as recommended by the Child Study Team.

3. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to School Based Therapy Services for an Occupational Therapy Evaluation, including written reports, for Student #000226, as recommended by the Child Study Team.
4. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to School Based Therapy Services for an Occupational Therapy Evaluation, including written reports, for Student #002307, as recommended by the Child Study Team.
5. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to School Based Therapy Services for an Occupational Therapy Evaluation, including written reports, for Student #001807, as recommended by the Child Study Team.
6. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to School Based Therapy Services for an Occupational Therapy Evaluation, including written reports, for Student #001219, as recommended by the Child Study Team.
7. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to Rickard Rehabilitation for a Physical Therapy Evaluation, including written reports, for Student #002307, as recommended by the Child Study Team.
8. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment not to exceed \$1800 for an Educational and Psychological Evaluation, including written reports, of Student #000226 as recommended by the Child Study Team.
9. BE IT RESOLVED, upon the recommendation of the Superintendent that the terms, stipulations and conditions as established in the Settlement Agreement between the Board and the Parents of a student whose name is on file in the Superintendent's office and which Agreement is located in the student's file, are hereby adopted and approved by the Board.

BE IT FURTHER RESOLVED, The Board President and Business Administrator/Board Secretary are authorized and directed to execute the Settlement Agreement and Release, and any other documents necessary to effectuate the Settlement.

10. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to School Based Therapy Services for an Occupational Therapy Evaluation, including written reports, for Student #000501 as recommended by the Child Study Team.
11. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to Region V for a Speech and Language Evaluation for Student #002307 at the rate of \$350, plus a 7% administrative fee, as recommended by the Child Study Team.
12. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to Dr. Ragheb for a Psychiatric Evaluation, including written reports, at the rate of \$750 for Student #001002 as recommended by the Child Study Team.

BUSINESS OFFICE/FINANCE

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

1. BE IT RESOLVED, to approve the Bills List dated January 25, 2023, in the amount of \$308,567.60 as per Business Attachment I.
2. BE IT RESOLVED, to approve the Food Services Bill List dated January 25, 2023 in the amount of \$41,998.16 as per Business Attachment IA

3. BE IT RESOLVED, to approve the Reports of the Treasurer for the month of November and December 2022, as per Business Attachment II.
4. BE IT RESOLVED to approve the Reports of the Secretary to the Board of Education for the months of November and December 2022, as per Business Attachment III.
5. BE IT RESOLVED, to approve the budgetary transfers for the month of November and December 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, that the Allendale Board of Education does hereby approve the Budget Calendar for FY 23-24, as per Business Attachment V.
8. BE IT RESOLVED, to accept the Comprehensive Annual Financial Report (CAFR) and the Auditor’s Management Report (AMR) on Administrative Findings, of which there are none, for the fiscal year ended June 30, 2022.
9. BE IT RESOLVED to authorize Heather Fisher, Confidential Assistant to the Business Administrator to record minutes of the Board meetings in the absence of the Board Secretary effective January 30, 2023.
10. 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 *
M. Barcadepone	Tri-State Visit ~ South Orangetown	Blauvelt, NY	March 22-24, 2023	\$0
A. Maroulis	BCPSA Winter Professional Development Session	Maggiano’s Hackensack, NJ	February 2, 2023	\$0

*Does not include mileage and sustenance as they are contractual

11. 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*
M. Engeleit	Techspo 2023	Harrah's Resort, Atlantic City, NJ	1/25-1/27/23	\$610

*Does not include mileage and sustenance as they are contractual

12. BE IT RESOLVED, upon recommendation of the Superintendent, to approve a stipend payment of \$125/night (\$375 for three overnights); \$75/returning day, and \$30/incidental expenses to the following staff members (*Will not receive stipend/incidental payment) who will accompany the 6th grade students participating in the Disney Youth Education Series in Orlando, FL February 6 thru February 9 2023; this payment is in accordance with Article XVIII, Work Day, A. 3 of the Agreement between the AEA and BOE:

HILLSIDE SCHOOL	BROOKSIDE SCHOOL	DISTRICT
Mrs. Elizabeth Diomede	Ms. Laura Boggio	Ms. Kelsey Snedeker
	Mrs. Sarita Cook-Kelty	Mr. Bruce Winkelstein*
	Ms. Alyssa Spagnuolo	
	Mrs. Collette Mather	
	Mr. Stephen Ritter	
	Mrs. Angela D'Alia	
	Mrs. Kimberly O'Brien	
	Mrs. Megan Schreur	
	Mrs. Haley Mc Crosson	
	Mrs. Emma Brooke	

BUILDINGS & GROUNDS

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

1. BE IT RESOLVED, the Allendale Board of Education authorizes Settembrino Architects to submit the following capital improvement projects to the NJ Department of Education for review and approval:

- Exterior Improvements at: Hillside Elementary School
 NJDOE Project No: 03-0040-020-23-1000
- Cafeteria Annex Expansion at: Brookside School
 NJDOE Project No: 03.0040-010-23-4000

- Classroom Door Hardware Replacement at: Brookside School
NJDOE Project No: 03.0040-010-23-3000

The District is submitting these applications as other capital projects.

2. BE IT RESOLVED, the Allendale Board of Education authorizes Settembrino Architects to submit the following capital improvement projects to the NJ Department of Education for review and approval:

- HVAC replacement at: Brookside School
NJDOE Project No: 03.0040-010-23-1000
- Toilet Renovations at: Brookside School
NJDOE Project No: 03.0040-010-23-2000

The District is submitting these applications for R.O.D. Grant Funding.

3. BE IT RESOLVED, the Allendale Board of Education authorizes Settembrino Architects to amend the current approved LRFP to include all of the capital improvement projects listed in (1.) and (2.) above.

4. BE IT RESOLVED, to approve the USE OF FACILITIES REQUESTS submitted by the Allendale Police Department for the 2023 Junior Police Academy, to be held at Brookside School, from July 10th, 2022 through July 14h, 2023.

5. BE IT RESOLVED, to approve the USE OF FACILITIES REQUESTS submitted by ALEOOOP for the ALEOOOP 2023 Summer Camp and Summer Theater Session July 3, 2023 – July 28, 2023.

6. BE IT RESOLVED, to approve the *NJDOE Health and Safety Evaluation of School Building Checklists* for Hillside and Brookside Schools for the 2022-2023 school year, and

BE IT FURTHER RESOLVED to approve the submission of the Statement of Assurance to the Bergen County Office of the DOE.

MEETING OPEN TO THE PUBLIC – NON-AGENDA ITEMS

Mrs. Gunderson informed the public of Bylaw 0167 procedures regarding the Open to the Public portion of the meeting. Bylaws are available for review on the District's website.

Sarita Cook Kely 438 Colonial Rd Ridgewood NJ read a statement from AEA on eliminating the 5-day February break.

Yolanda Cafiero commented about five sections of 3rd grade going into 4th. She indicated 3rd grade is currently at five sections and questioned if 4th will have 5 sections.

Dr. Barcadepone stated that if there are over 88 students there will be 5 sections.

Meeting closed to the public for comments/questions on Non-Agenda Items

OLD BUSINESS

1. 2023-2024 School Calendar discussion

Mrs. Capano inquired about the change since she was not present at the last meeting. She has read the minutes but was not sure why this was. Her opinion was to keep the calendar as is. Mrs. Rosner explained anomalies with 23-24 calendar Yom Kippur is on a Saturday, it is a leap year with an extra day. She further explained Northern Highlands uses snow days at Memorial Day due to their graduation being a fixed date. Mrs. Rosner asked about data previously requested from Ho-Ho-Kus and Upper Saddle River when their February week was shortened. Mr. Verbel stated that if it's not broke, don't fix it. Mrs. Gunderson's stated her thoughts were that she never felt a strong urge to change because they had more important Board items to address, but sees positive and negatives on both sides and appreciates the AEA input (attachment) : a. to align with the Quad Districts, b. Dr. Barcadepone's discussions on when students learn, not June, c. transition back to school/work environment d. realize some families like the break. Mrs. Rosner likes the February break but reasons that the learning curve is harder to maintain in June. Dr. Barcadepone said for 12 years the focus is harder to maintain in June after hot beach days. Mrs. Capano said she felt it would be disjointed if you make the February break shorter. She felt certain that recharging was better for families and does not see the end date in June as an issue. Mrs, Capano stated the calendar needs to be analyzed year by year and that we can try to align with Northern Highlands but it is never going to be perfect. Mrs. Gunderson said that looking at other religious holidays has to be more of a community-based process. Mr. Verbel asked if there was any past practice to finishing the third week of June if we were looking to have that happen. He questioned if we should come up with a guiding principal of when to end and then formulate the February break accordingly. Mrs. Capano asked how late school can go before approving a 23-24 calendar. Dr. Barcadepone stated that there is no statutory requirement. Northern Highlands does theirs November, and the K8 districts follow. Mrs. Rosen agreed we should still do a holiday analysis. Mrs. Gunderson expressed; we need to decide where this is going. Mrs. Rosen asked if there was a plan to have a community discussion on holidays. Dr. Barcadepone commented that the it could be discussed in Strategic Planning and have a separate session with the community. Mrs. Gunderson liked the Strategic Planning meeting but was concerned not a lot of people would attend and suggested providing a survey with the option to be anonymous. Mrs. Rosen said they could use the survey not necessarily to translate into days off but for educational planning as well. Mr. Verbel asked how this would fall into Strategic Planning. Mrs. Gunderson said that global awareness was big in the last planning process.

On motion by Mrs. Capano and seconded by Mrs. Rosner, and unanimously carried by roll call vote, the Board approved keeping the February break at 5 days for the 2023-24 school year.

EXECUTIVE SESSION

ADJOURNMENT

On motion by Mrs. Rosner and seconded by Mrs. Capano and unanimously carried by voice vote, the Board adjourned the meeting at 8:39 pm.