



## **COMMITTEE REPORTS**

Buildings & Grounds – Mrs. Capano indicated they did not meet

Policy - Mrs. Rosner indicated they did not meet

Finance - Mrs. Rosner indicated they did not meet

Education – Mrs. Gundersen indicated they met. The committee discussed detentions, which can be given in grades 6-8. The reasons for detention are tardiness, lack of preparedness, being behind in work/danger of failing and behavior infractions. Detentions are 20 minutes, for those in danger of failing, the student must be doing work the entire time; for tardiness and behavioral infractions, there is no work to be done. Parents will be informed when detention is given. The committee also discussed Hillside Pineapple Visits for grades K-2. The teachers opened their classrooms to showcase different lessons. The visits were a huge success, pictures will be posted soon. Grades K-3 completed orientation and reset to Writer's Workshop. New NJ learning standards have been accepted and will be implemented next year for ELA. Pam Koutrakis was asked by the state to be part of a group to view the new standards and advise the state. There will be no big changes in math, but ELA changes include inclusion of phonics, and wanting children to see texts in different media and then present in different media along with a focus on public speaking. The District has already started all of this. Tanya Lopez-Gonzalez is looking to create a "Parent Hub" with online resources for parents including tools, videos, games and activities. The committee also discussed the Quad Professional Development. The Math Committee meeting analyzed data and Allendale is in great shape. Visits will start for K-12 where student panels will be formed to discover what they enjoy, what is effective or frustrating, etc. Regarding Health/PE, the committee has been addressing what effectiveness looks like, lesson planning, and QUAD district observations, in order to integrate sports, fitness and social emotional skills into the lessons. The Committee is developing two staff committees as well; Diverse Learner Committee and DEI Committee. Allendale is doing well and ahead of the rest of the K8 schools in Science. The Committee also discussed the IR&S and developing two pathways for referrals; academic and behavioral. K-3 phonics was discussed including the progression of Foundations phonics programs from K-2 to grade 3. The supplies for 3<sup>rd</sup> grade were delayed so it was rolled out slower. Cursive is back for grade 3 and the program is receiving positive feedback. The October and January Professional Development Committees met to share what they worked on and what went well. The January PD committee plan is "Wellness Meets Resilience", including finding balance, and being resilient even with challenges. The Parent Learning Series is starting again in December running 9 programs. The committee is hoping for increased parent involvement by spreading the word through multiple mediums and having sessions on evenings when there are other events at school. The committee discussed AFEE. The AFEE Art Initiative is looking at other options since One River does not want to be involved. The Joe Beckman Grant planning is going well and will be a full school year process. The students will be writing about it in ELA. The committee discussed behavioral expectations especially prior to December choir and band functions. They also discussed the E-Sports plan. The cafeteria opened December 4<sup>th</sup>. The E-sports lounge will be finished in late January, then it will begin to be open during lunch time. By the end of the year, they will solicit interest for clubs for the 2024-25 school year. By then, students who excel will have a higher level club and will join the NJ e-sport club with three levels of interest: interest, low level and high level. The committee discussed class size as well. If the district went to a class size cap of 21 there would need to be 4 new staff members and there would not be enough physical classrooms. Current class sizes are K- 88, 1 st -88, 2nd -85, 3rd -93, 4th -106, 5th – 83. It was recommended to keep the class sizes as they are. Class sizes vary from district to district in the Quad. There are huge budgetary implications to decrease class size within the 2% cap limitations. State and internal testing show that current class size is

succeeding. Substitutes were discussed. There is a list of approved subs, but mostly rotate the same subs that are mostly town residents. Allendale's subs are paid less than surrounding towns and it was recommended to increase sub pay to \$150 across the board.

Technology – Mr. Verbel indicated they did not meet

Negotiations – Mr. Fliegel indicated they did not meet

## **MINUTES**

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

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

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

November 15, 2023	Regular Session
November 15, 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 the December 1, 2023 request from Employee #4499, for a maternity leave of absence effective on or about February 26, 2024; it is her intent to utilize a total of 26 sick days. Employee #4499 anticipates returning to the District on September 1, 2024. This leave shall be in accordance with the NJ Family Leave Act and the Federal Family and Medical Leave Act.
2. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the appointment of Ms. Lindsay Litwin to the maternity leave of absence position of 4<sup>th</sup> Grade Teacher for Employee #4499, from February 26, 2024 through June 30, 2024, at a contractual prorated salary of \$62,740, Column A, Step 1, on the Teachers' Salary Guide. In addition, three (3) days of transition prior to Employee #4498 leave of absence, at the daily substitute rate of \$130 per day.
3. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the appointment of Ms. Lindsay Litwin to cover for Employee #4498 (who will be chaperoning the Disney field trip) from January 29, 2024 to February 1, 2024, at a per diem rate of \$313.70 per day.
4. BE IT RESOLVED, upon recommendation of the Superintendent, to retroactively approve Rick Santry as a Coach for the Brookside School Girls' Basketball Team the 2023-2024 school year.
5. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the revised appointments for the 2023-2024 stipend positions; payment will be in accordance with the rates as shown, as per Personnel Attachment I.

6. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the following substitute for the 2023-2024 school year:

Kristen Zrebiec {Nurse}

7. BE IT RESOLVED, upon recommendation of the Superintendent, to approve the appointment of Mrs. Alessandria Italia as a Full-Time Special Education Aide in the Allendale School District the 2023-2024 school year at a salary of \$29,618, Step 6 on the Salary Guide for Full-Time Special Education Aides {pending receipt of criminal background check} starting on or about January 8, 2024.

### **EDUCATION**

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 the first reading of the following Policy from Alert # 205 & 231, as per Education Attachment I:

*Policy & Regulation 3212 Attendance*

2. BE IT RESOLVED, to approve the 2024 Calendar of Executive and Regular Session Meetings for the Allendale Board of Education, as per Education Attachment II.

### **SPECIAL EDUCATION**

On motion by Mr. Verbel 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 payment to Dr. Asma Jamil Sadiq, for a Developmental Pediatric Evaluation at a rate of no more than \$800 for Student #001403 as recommended by the Child Study Team.
2. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to Dr. Asma Jamil Sadiq, for a Developmental Pediatric Evaluation at a rate of no more than \$800 for Student #000203, as recommended by the Child Study Team.
3. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to Bergen County Special Services for an Augmentative Communication Consultation during the 2023/2024 school year for student #001025, at a cost of \$600, as recommended by the Child Study Team.
4. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to School Based Therapy Services, Inc., to provide five additional, 15 minute consultations, at a total cost of \$122.50, for Student #001616, as recommended by the Child Study Team.
5. BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to School Based Therapy Services, Inc., to provide three, 15 minute consultations, at a total cost of \$73.50, for Student #001408, as recommended by the Child Study Team.

## **BUSINESS OFFICE/FINANCE**

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

1. BE IT RESOLVED, to approve the Bills List dated December 6, 2023 in the amount of \$460,960.26 as per Business Attachment I.
2. BE IT RESOLVED, to approve the Food Services Bill List dated December 6, 2023 in the amount of \$22,319.30 as per Business Attachment IA.
3. BE IT RESOLVED, to approve the Report of the Treasurer for the month of October 2023, as per Business Attachment II.
4. BE IT RESOLVED to approve the Report of the Secretary to the Board of Education for the month of October 2023, as per Business Attachment III.
5. BE IT RESOLVED, to approve the budgetary transfers for the month of October 2023 as per Business Attachment IV.
6. BE IT RESOLVED, to approve the donation and/or disposal of library books, with a zero current net book value, from Hillside School, as per Business Attachment V.
7. BE IT RESOLVED, to approve the donation and/or disposal of technology equipment, with a zero current net book value, as per Business Attachment VI.

## **BUILDINGS & GROUNDS**

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, to approve the renewal contract with Borst Landscape & Design, Allendale, NJ, for Snow Removal Services for the 2023-2024 school year, as per Buildings & Grounds Attachment I.
2. BE IT RESOLVED to approve the change order for Murray Construction to add a drainage trench to the existing stairs exiting Brookside's cafeteria in the amount of \$13,935.38 as per Buildings & Grounds Attachment II

## **MEETING OPEN TO THE PUBLIC**

Board President will inform the public of Bylaw 0167 procedures.

Jen Asplund commented her son, Shane is a Boy Scout and is working on his citizenship badge. As a part, he needs to attend a meeting of municipal or school governing body.

## **OLD BUSINESS**

Facilities Use Application Attachment Old Business I

## **NEW BUSINESS**

On motion by Mr. Fliegel and seconded by Mr. Verbel and carried by roll call vote, Mrs. Capano abstained, Mrs. Gundersen and Mrs. Rosner approve, as do Mr. Fliegel and Mr. Verbel, the Board approved the following resolution:

1. BE IT RESOLVED, upon recommendation of the Superintendent, to accept, with regret, the resignation of Mrs. Natalie Capano, Board Member, effective December 31, 2023.

Mrs. Gundersen told Mrs. Capano that she will miss her like crazy. Her professionalism and dedication will be big shoes to fill. Mr. Fliegel said add another star because Mrs. Capano was President of the Board during the COVID year.

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

2. BE IT RESOLVED, to ratify the actions of the Business Administrator/Board Secretary for advertising for residents to apply for a vacancy on the Board of Education, with the term expiring December 31, 2024.

On motion by Mr. Fliegel and seconded by Mr. Verbel and carried by roll call vote, Mrs. Capano abstained, Mrs. Gundersen and Mrs. Rosner approve, , as do Mr. Fliegel and Mr. Verbel, the Board approved the following resolution:

3. BE IT RESOLVED TO APPROVE THE FOLLOWING:

WHEREAS, Mrs. Natalie Capano served as a conscientious and dedicated member of the Allendale Board of Education from May 24, 2012 until December 31, 2023; and

WHEREAS, Mrs. Capano served as Board President and Vice-President, was a member of every Board subcommittee, and the Chairperson of the Education, Technology, Policy, and Buildings & Grounds Committees; and

WHEREAS, Mrs. Capano served as a long standing member of the Education Committee creating, overseeing a number of District initiatives which included but were not limited to: a redesigned gifted and talented program, new special education programs, a shift in delivery of academic support, creation of a tiered system of academic supports, implementation of overnight trips, the application of data-driven decisions and creation of innovative spaces; and

WHEREAS, under Mrs. Capano's guidance, District improvements included a new state of the art technology infrastructure, a 1:1 chrome book initiative, and virtual classroom procedures during the Covid-19 pandemic that allowed students five days of live instruction each week; and

WHEREAS, Mrs. Capano as a member of the Buildings & Grounds Committee, acted on the District's behalf for continued energy efficiency and serving as the consummate professional who demonstrated a strong commitment to campus and building maintenance, security, and capital improvements in the District by providing the oversight for several state-funded projects; and

WHEREAS, Mrs. Capano made valuable contributions in the critical role of Negotiations Committee, on behalf of the District, and most recently negotiated a new three-year contract with the Allendale Education Association, Administrators' Association, and all

other staff in District; and

WHEREAS, during her tenure, Mrs. Capano has proven herself as the consummate Board Member while providing a legacy of dedication to students, being responsive and transparent with parents and the Allendale community, and earning the respect of staff and administration; and

WHEREAS, we shall be deprived of Mrs. Capano's loyal services to the children of Allendale and staff of Allendale; and

WHEREAS, Mrs. Capano will be continuing her service to the community, joining the Board of Education of Northern Highlands Regional High School, representing Allendale, beginning January 1, 2024; and

NOW, THEREFORE, BE IT RESOLVED, that we extend to Mrs. Capano best wishes for health and happiness during the years to come; and

BE IT FURTHER RESOLVED, that we present this testimonial to her as a citation of honor and distinction; and

BE IT FURTHER RESOLVED, that this resolution be adopted and duly recorded in the official minutes of the Board of Education, Borough of Allendale, County of Bergen, NJ.

Presented this 6<sup>TH</sup> day of December 2023

The 2024-2025 calendar was discussed. Dr. Barcadepone left December 20<sup>th</sup>, the Friday before break as a full day given 12/23, that Monday is a day off. Mr. Verbel brought up the February break for discussion. He stated that it was previously discussed to try to have the school year finish the 3<sup>rd</sup> week in June. Mrs. Gundersen said that shortening the break but discussing a longer June month isn't productive. She stated she would be in favor of following the QUAD for February break. Mr. Verbel said he would be in favor too. Dr. Barcadepone said that Northern Highlands is the only district he is sure of with February break being 17<sup>th</sup> and 18<sup>th</sup>. He was not sure what HoHoKus and Upper Saddle River were doing. Mrs. Gundersen asked Dr. Barcadepone to find out and during the course of the meeting he was able to find out both USR and HHK were aligned with NH. She asked if the Board wanted to table the discussion or continue. Mrs. Rosner said having three days, Monday, Tuesday and Wednesday is good for the community who want to go away. Mrs. Gundersen said if we were looking to change, to take baby steps. Three days first, then review behavior and make adjustments. Mrs. Capano said she supports February break but being that this is here last meeting on the Board, she didn't have a strong say, but feels it is a long time to go without a break. Mr. Fliegel said when he first started on the Board they definitely wanted a five day break but over the years, he received parent recommendations that Northern Highlands versus Allendale calendar differences are difficult. Once we are past Memorial Day there is not a lot of true educational experiences happening and would like the year to end sooner. Mrs. Rosner said she wanted to make the decision to change February break for educational reasons with the ability to have flexibility in the calendar going forward. Mrs. Gundersen asked if they wanted to vote on the calendar with three days off in February.

On motion by Mr. Fliegel and seconded by Mr. Verbel and carried by roll call vote, Mrs. Capano abstained, Mrs. Gundersen and Mrs. Rosner approve, the Board approved the following resolution:

BE IT RESOLVED, to approve the 2024-2025 school calendar with February break of February 17, 18 and 19 with the last day of school for students June 19<sup>th</sup> and teachers June 20<sup>th</sup> with amended make up days starting April 14.

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

BE IT RESOLVED, upon recommendation of the Superintendent to increase the daily substitute rate to \$150/ day eliminating the years of service differential.

The Board also discussed overnight field trips. Mrs. Gundersen asked Dr. Barcadepone, seeing costs of trips rising each year, if parents are commenting the trips are too expensive and cannot afford them at all, is this a trend? The Board understands they are amazing experiences for the kids and the trips expanded to 8<sup>th</sup> grade, but at this point have a frank discussion needs to be had regarding the trips. Other options would be fund raising and AFEE Grants. A Board of Education discussion ensued on fund raising options, how these funds need to be a part off the top of the total costs. It was suggested to survey the parents in grades 3-8 regarding the trips. Mrs. Capano said there is an issue here, but it is not solved by cancelling the trip. We need to be creative. Dr. Barcadepone suggested creating a parent survey, then talking to Melissa at AFEE and a survey of other Bergen County K8 districts.

#### **ADJOURNMENT**

On motion by Mr. Fliegel and seconded by Mrs. Capano and unanimously carried by voice vote, the Board adjourned the meeting at 8:55 pm.

Respectfully submitted,

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Ms. Maria Engeleit  
Business Administrator/Board Secretary