

**REGULAR SESSION**

**ALLENDALE BOARD OF EDUCATION**

**July 18, 2018**

The Regular Session of the Allendale Board of Education was held in the Brookside School Learning Commons on Wednesday, July 18, 2018. On motion by Dr. Prince and seconded by Mrs. Gundersen and carried by roll call vote, the Board convened the meeting at 7:00 pm.

The flag salute was led by Mr. Fliegel.

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:      Mr. Fliegel, President  
   Mrs. Capano, Vice President  
   Mrs. Keeble (arrived 7:25 pm)  
   Mrs. Gundersen  
   Dr. Prince

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

**MEETING OPEN TO THE PUBLIC – AGENDA ITEMS ONLY**

Mr. Fliegel informed the public of Bylaw 0167 procedures regarding the Open to the Public portion of the meeting, also available on the website. No public comments or questions. Meeting closed to the public for comments/questions on Agenda Items.

**BOARD PRESIDENT’S COMMENTS**

Mr. Fliegel, President, reported that he has seen staff over the last few weeks and they are enjoying summer and looking forward to returning in September.

**SUPERINTENDENT’S REPORT**

Dr. Barcadepone reported on the QUAD Administrators retreat that was held on July 11<sup>th</sup> and 12<sup>th</sup>, 2018. Summer curriculum work is going well, as are the district summer programs.

**COMMITTEE REPORTS**  
**BUILDINGS & GROUNDS**

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

**POLICY**

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

**FINANCE**

Mr. Fliegel reported the committee did not meet; no report.

**EDUCATION**

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

**TECHNOLOGY**

Dr. Prince reported the committee did not meet; no report.

**NEGOTIATIONS**

Dr. Prince reported the committee did not meet; no report.

**STRATEGIC PLANNING**

Mrs. Gundersen reported the Committee has reviewed the plans and goals, with full Board discussion tonight on any proposed changes arising from individual BOE member review.

**MINUTES**

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

Mrs. Capano	YES
Mrs. Keeble	ABSENT
Dr. Prince	YES
Mrs. Gundersen	YES
Mr. Fliegel	YES

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

June 13, 2018	Executive Session
June 13, 2018	Regular Session

**PERSONNEL**

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

Mrs. Capano	YES
Mrs. Keeble	ABSENT
Dr. Prince	YES
Mrs. Gundersen	YES
Mr. Fliegel	YES

BE IT RESOLVED, upon recommendation of the Superintendent, to approve additional appointments for the 2018-2019 stipend positions, as follows:

Megan Rose	2 <sup>nd</sup> Cross Country Coach	\$3,254
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*(Based on premise there will be over 30 students participating)*

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the appointment of Mrs. Nicole Mehlbrech to the tenure track position of Middle School Special Education Teacher for the 2018-2019 school year at a salary of \$62,180, Column B, Step 4, on the Teachers' Salary Guide.

BE IT RESOLVED, that the Board of Education approved the Superintendent's merit goals acceptance at the September 19, 2017 Board Meeting, and the following goals have been met:

- Goal I:* QUAD Superintendents' collaboration to create a comprehensive K-12 Stem initiative. (3.33% - \$5,763.66, Quantitative)
- Goal II:* Revision of all District Job Descriptions. (3.33% - \$5,763.66, Quantitative)
- Goal III:* Remaining 50% of all District Policies and Regulations reviewed, updated and Board approved. (3.33% - \$5,763.66, Quantitative)
- Goal IV:* Spearhead a student monitoring process utilizing LinkIt. (2.5% - \$4,327.07, Qualitative)
- Goal V:* Creation of a new five-year Strategic Plan. (2.5% - \$4,327.07, Qualitative)

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the Interim County Superintendent of Schools.

BE IT RESOLVED, upon recommendation of the Superintendent, to amend Resolution 7 (Board Agenda 6/13/18) to approve Kristin Caputo for 15 summer hours of Summer Technology Curriculum Work and reduce Kristen Caldwell to 30 summer hours for Summer Curriculum Work. Payment will be at the curriculum rate of \$40/hour. Specific dates and locations to be determined.

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the following updated job descriptions for the Allendale Public School District, as per Personnel Attachment I.

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the change in shifts for the Greeters at Hillside School for the 2018-2019 school year. Ms. Ellen Turnamian’s hours will be 7:45am to 12:15pm and Ms. Lovette Aversa’s hours will be 12:15pm to 3:30pm. Payment will be at the rate of \$15.50/hour Step I on the P/T Aides Salary Guide.

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the following P/T Playground/Cafeteria Aides, for the hours indicated, and at the hourly rates as shown, for the 2018-2019 school year, in accordance with the approved Salary Guide:

NAME	SCHOOL	HOURLY RATE *	NOT TO EXCEED HOURS SHOWN/WEEK
Norma Alzapiedi	Brookside	\$22.00*	17.5
Debbie Brackenbury	Brookside	\$15.50	12.5
Catherine Buckleysmith	Brookside	\$15.50	8.75
Frances Cagney	Brookside/Hillside	\$15.50	13.0
Lauren Charkowski	Brookside	\$23.00*	5.0
Rita DeVries	Brookside	\$18.45	20.0
Monia DiGennaro	Hillside	\$15.50	8.75
Diana Fiduccia	Hillside	\$15.50	11.25
Maria Maglione	Hillside	\$15.50	8.75
Patricia Murphy	Hillside	\$19.75	15.0
TBD	Brookside	\$15.50	9.25
TBD	Brookside	\$15.50	9.25
TBD	Hillside	\$15.50	8.75

*\*Salary Guide effective as of 2017/2018.*

AND BE IT FURTHER RESOLVED, to approve payment, at their hourly rates, for all Playground/Cafeteria Aides for eight (8) hours of Professional Development, as needed, during the 2018-2019 school year.

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the appointment of Ms. Emma Brooke to the tenure track position of Middle School Language Arts/BSI Teacher for the 2018-2019 school year at a salary of \$56,380, Column A, Step 2, on the Teachers’ Salary Guide.

**EDUCATION**

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

- |                |        |
|----------------|--------|
| Mrs. Capano    | YES    |
| Mrs. Keeble    | ABSENT |
| Dr. Prince     | YES    |
| Mrs. Gundersen | YES    |
| Mr. Fliegel    | YES    |

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the District’s 2018-2019 Statement of Assurance for the Comprehensive Equity Plan (CEP) and submission of same to the Interim Executive County Superintendent by September 1, 2018.

**SPECIAL EDUCATION**

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

Mrs. Capano	YES
Mrs. Keeble	ABSENT
Dr. Prince	YES
Mrs. Gundersen	YES
Mr. Fliegel	YES

BE IT RESOLVED, to approve the following amended resolution originally approved at the May 30, 2018 meeting:

BE IT RESOLVED, to approve payment to MSB Therapy, LLC, for Speech Language Therapy through the modality of Hippotherapy Services, for Special Education Student #000407, for one 30 minute weekly session at the rate of \$115.00 per session, services provided at Starlight Farm, Ringwood, NJ, from July 1 through August 31, 2018, and for the 2018-19 school year, as per the student’s IEP and as recommended by the Child Study Team.

BE IT RESOLVED, to approve Ms. Lovette Aversa, P/T Special Education Aide for Special Education Student #000201, for the 2018-2019 school year, from 8:45am – 12:15pm daily, at the rate of \$18.24/hour (Step 5) on the Salary Guide for F/T and P/T Special Education Aides, and as per the student’s IEP.

BE IT RESOLVED, to approve payment to Cathleen Biebrich, Speech Language Specialist, for conducting speech language evaluations, scoring, report writing, and observations as needed, for the following Special Education Students: #000712, #000404, #000504, and #001003, at the rate of \$59.80/hour, total as per approved Supplemental Payment Request.

BE IT RESOLVED, to approve Mary Fortune, District Paraprofessional, to work as a substitute paraprofessional during the July –August Special Education summer programs, as needed, at the rate of \$21.55/hour.

BE IT RESOLVED, to retroactively approve payment to the following staff for attendance at the three (3) Eligibility/IEP meetings scheduled for Monday, July 16, 2018 for the following Special Education students: #001003, #000712, and #000504. Final payment as per approved Supplemental Payment Requests:

<b>Name of Staff Member</b>	<b>Role in Meeting</b>	<b>Hourly Rate</b>
Carlea Dries	Case Manager/School Psychologist	\$57.82/hour
Cathleen Biebrich	Speech-Language Specialist	\$59.80/hour
Barbara Hernandez	General Education Teacher	\$40.00/hour
Terry Merchant	Special Education Teacher	\$40.00/hour

BE IT RESOLVED, to retroactively approve payment to the following staff for attendance at the Evaluation Planning meeting for Special Education student #000123, scheduled for Tuesday, July 17, 2018:

<b>Name of Staff Member</b>	<b>Role in Meeting</b>	<b>Hourly Rate</b>
Carlea Dries	Case Manager/School Psychologist	\$57.82/hour
Cathleen Biebrich	Speech-Language Specialist	\$59.80/hour
Barbara Bogdanski	LDTC	\$74.58/hour
Kristina Vassallo	School Social Worker	\$67.95/hour
Kelly Kramer	Special Education Teacher	\$40.00/hour

BE IT RESOLVED, to approve payment to the following staff for attendance at the ESLS Evaluation Planning meeting for Student # 001004, scheduled for Tuesday, July 24, 2018:

<b>Name of Staff Member</b>	<b>Role in Meeting</b>	<b>Hourly Rate</b>
Cathleen Biebrich	Case Manager, Speech-Language Specialist	\$59.80/hour
Kelly Kramer	Special Education Teacher	\$40.00/hour

**BUSINESS OFFICE/FINANCE**

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

- |                |        |
|----------------|--------|
| Mrs. Capano    | YES    |
| Mrs. Keeble    | ABSENT |
| Dr. Prince     | YES    |
| Mrs. Gundersen | YES    |
| Mr. Fliegel    | YES    |

BE IT RESOLVED, to approve the Bill Lists dated June 29, 2018 in the amount of \$68,854.02, and July 18, 2018 in the amount of \$412,448.66, as per Business Attachment I.

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:

<b>Name</b>	<b>Conference Title</b>	<b>Place</b>	<b>Date of Trip</b>	<b>Total Estimated Expenses*</b>
M. Barcadepone	Bergen County Association of School Administrators – Monthly Breakfast Meetings	Bacari Grill Washington Twp. NJ	Sept 2018- June 2019	\$500 Membership
M. Barcadepone	NJ Superintendents’ Study Council	Seton Hall Univ. South Orange, NJ	Sept 2018- June 2019	Subscription/

				Monthly Mtgs. \$600
M. Barcadepone	NJ Superintendents' Study Council Executive Board	Seton Hall Univ. South Orange, NJ	10/18/18 01/17/19 03/14/19 05/23/19	\$-0-
T. DeMarco	NJSBGA Monthly Meetings	Wash.Twp., NJ	Sept 2018- June 2019	-0-
M. Engeleit	NJ Assn. of School Business Officials (NJASBO) Workshops	Rockaway, NJ	Sept 2018- June 2019	Subscription \$250
M. Engeleit	Northeast Bergen County School Board Insurance Group (NESBIG) Meetings	Wash.Twp., NJ	Sept 2018- June 2019	-0-
M. Engeleit	Bergen County Assn. of School Business Officials (BCASBO) Meetings	Wash.Twp., NJ	Sept 2018- June 2019	-0-
T. DeMarco M. Engeleit E. Greenan	NORTHERN REGIONAL FACILITIES TRAINING	Morris Knolls HS , Rockaway NJ	08/14/18	-0-
*M. Barcadepone *M. Engeleit *C. Dries	School Safety Specialist Training *NOTE: Approved 06/13/18 with location TBD	Morris County Public Safety Academy Morristown, NJ	08/6-9/18	-0-

\*Does not include mileage and sustenance as they are contractual

BE IT RESOLVED, to authorize the purchase of natural gas supply services for public use on an online auction website as follows:

WHEREAS, Allendale Board of Education has determined to move forward with the EMEX Reverse Auction in order procure natural gas for Allendale Board of Education; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the "Act") authorizes the purchase of natural gas supply service for public use through the use of an online auction service; and

WHEREAS, Allendale Board of Education will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at [www.energymarketexchange.com](http://www.energymarketexchange.com); and

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of \$0.605/therm or less for a 12 month term, a price of \$0.625/therm or less for an 18 month term, a price of \$0.59/therm or less for a 24 month term; Allendale Board of Education may award a contract to the winning supplier for the selected term.

NOW THEREFORE BE IT RESOLVED, that the Business Administrator of the Allendale Board of Education be and sh] hereby is authorized to execute on behalf of the Allendale Board of Education any natural gas contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.605/therm or less for a 12 month term, a price of \$0.625/therm or less for an 18 month term, a price of \$0.59/therm or less for a 24 month term; Allendale Board of Education may award a contract to the winning supplier for the selected term.

BE IT RESOLVED, to retroactively re-approve the Nursing Services Agreement with the Allendale Enrichment and Opportunity Program (ALEOOOP) for summer nursing services, as amended, for the District Summer Writing Program, and the Summer Preschool Program, as per Business Attachment II.

BE IT RESOLVED, upon recommendation of the Superintendent, to approve acceptance of the following out-of-district student, and the tuition agreement for the 2018-2019 school year, in accordance with the District's tuition policy, as follows: Grade 7.

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

WHEREAS, the Department of Education sent out revised state aid figures for the 2018-2019 year based upon the Governor's budget; and

BE IT RESOLVED, that Allendale received an increase of \$117,444; and

WHEREAS the Board must pass a resolution by August 1, 2018 on how the Allendale Board of Education would like to use these additional funds, with choices directly from the DOE guidance document as follows:

1. Provide tax relief
2. Increase the 18-19 General Fund appropriations (meaning increase the budget to use this money for educational purposes in this school year)
3. Designate it for use in 2019-2020

NOW THEREFORE BE IT RESOLVED, to approve the designation of the additional State Aid received for the 2018-2019 budget in the amount of \$117,444, to be used as revenue in the 2019-2020 budget.

Mr. Fliegel provided a summary of the current financial position of the District. The Board discussed the three options for utilization of the additional aid. Final decision is reflected in the resolution showing designation of the additional state aid for use in the 2019-2020 budget.

**BUILDINGS & GROUNDS**

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

Mrs. Capano	YES
Mrs. Keeble	ABSENT
Dr. Prince	YES
Mrs. Gundersen	YES
Mr. Fliegel	YES

BE IT RESOLVED, to approve the USE OF FACILITIES REQUEST and Agreement submitted by the YMCA Wyckoff for before and after school day care, to be held at Brookside and Hillside Schools, for the 2018 - 2019 school year.

Mr. Fliegel reported that he received letter thanking Dr. Barcadepone and Ms. Maroulis for developing this onsite childcare option.

**MEETING OPEN TO THE PUBLIC – NON AGENDA ITEMS**

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

An Allendale resident expressed that she is available for promoting mental health education for students and staff. She is currently working with schools in the area, focusing mainly on anxiety. Mr. Fliegel

asked that she follow up with Dr. Barcadepone as the district has this as part of the Five-Year Strategic Plan and Goals for the District, and has addressed this topic via professional development and programs for students.

No further public comments or questions.

**OLD BUSINESS**

Five-Year Strategic Plan and Goals – Discussion ensued with the Board of Education and Dr. Barcadepone on the proposed plans and goals as formulated by the Strategic Planning Committee under the guidance of the NJSBA.

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

BE IT RESOLVED to adopt the Board of Education’s Five-Year Strategic Plan and Goals for the District, as amended and discussed.

**ADJOURNMENT**

On motion by Dr. Prince and seconded by Mrs. Keeble, and unanimously carried by roll call vote, the Board adjourned the Regular Session at 8:10 pm.

Respectfully submitted,

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Mrs. Maria L. Engeleit  
Business Administrator/Board Secretary