

**REGULAR SESSION**

**ALLENDALE BOARD OF EDUCATION**

**September 25, 2019**

The Regular Session of the Allendale Board of Education was held in the Brookside School Learning Commons on Wednesday, September 25, 2019. On motion by Dr. Prince and seconded by Mrs. Gundersen and carried by roll call vote, the Board reconvened the meeting at 7:01 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 (arrived 7:04pm)  
Dr. Prince  
Mrs. Gundersen  
Mrs. Rosner

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 welcomed those present, and commented the Board will honor Mrs. Gwen Keeble for her time served on the Allendale Board of Education. Mr. Fliegel commended her on being an instrumental member in serving on almost all BOE Committees during her tenure on the Board. Mrs. Keeble worked with me (Mr. Fliegel) on the last Allendale Education Association (AEA) contract and with Dr. Prince on other employee contracts. Mr. Fliegel thanked Mrs. Keeble for her dedication to the Board and Allendale schools and predicted that she will continue to be concerned with the education of Allendale's K-8 students.

**NEW BUSINESS**

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

WHEREAS, MRS. GWEN KEEBLE SERVED AS A CONSCIENTIOUS AND DEDICATED MEMBER OF THE ALLENDALE BOARD OF EDUCATION FROM JUNE 2013 THROUGH AUGUST 2019; AND

WHEREAS, MRS. KEEBLE POSSESSED THE NECESSARY FORESIGHT TO ENABLE HER TO BE INSTRUMENTAL IN THE HIRING OF PERMANENT LEADERSHIP FOR THE DISTRICT, EMPLOYING A BUSINESS ADMINISTRATOR/BOARD SECRETARY; AND

WHEREAS, MRS. KEEBLE WAS BUILDINGS & GROUNDS COMMITTEE CHAIR DURING HER TENURE, ACTING ON THE DISTRICT'S BEHALF FOR CONTINUED ENERGY EFFICIENCY AND SERVING AS THE CONSUMATE PROFESSIONAL WHO DEMONSTRATED A STRONG COMMITMENT TO CAMPUS AND BUILDING MAINTENANCE IN THE DISTRICT BY PROVIDING OVERSIGHT FOR SEVERAL PROJECTS INCLUDING THE BROOKSIDE SCHOOL LEARNING COMMONS AND STEM LAB ; AND

WHEREAS, MRS. KEEBLE MADE VALUABLE CONTRIBUTIONS TO THE EDUCATIONAL WELFARE OF ALL STUDENTS IN THE DISTRICT, SERVING AS A MEMBER AND CHAIR OF THE EDUCATION COMMITTEE AND ACTING AS A STRONG ADVOCATE FOR MUSIC AND ARTS, AS WELL AS AN ENHANCED LANGUAGE ARTS PROGRAM, NEW CURRICULUM IN SOCIAL STUDIES, SCIENCE AND PHYSICAL EDUCATION, AND SEEKING WAYS TO ADVANCE TECHNOLOGY INTEGRATION FOR STUDENTS AND STAFF; AND

WHEREAS, MRS. KEEBLE MADE VALUABLE CONTRIBUTIONS IN THE CRITICAL ROLE OF NEGOTIATIONS COMMITTEE MEMBER AND CHAIR, ON BEHALF OF THE DISTRICT FOR THE AGREEMENT BETWEEN THE ALLENDALE BOARD OF EDUCATION AND THE ALLENDALE ADMINISTRATORS ASSOCIATION; AND.

WHEREAS, WE SHALL BE DEPRIVED OF MRS. KEEBLE'S LOYAL SERVICES TO THE CHILDREN OF ALLENDALE; AND

NOW, THEREFORE, BE IT RESOLVED, THAT WE EXTEND TO MRS. KEEBLE 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.

**SUPERINTENDENT'S REPORT**

Dr. Barcadepone had no specific report, but introduced two presentations fulfilling compliance with DOE requirements. Dr. Barcadepone introduced Ms. Jo Ann Karamus, District Supervisor of Curriculum & Instruction who presented the *School Self-Assessment of Determining Grades under the Anti-Bullying Bill of Rights Act*. Mrs. Cathy Danahy, District Curriculum Coordinator presented the 2018-2019 NJSLs Testing Report.

Mr. Fliegel commented that the areas tested were Language Arts and Math but that doesn't mean as a district the other curricula areas are not valued. Curriculum Coordinator, Cathy Danahy, and the District staff are working on all other disciplines, but there are no current standardized tests to measure them.

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

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

**POLICY**

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

**FINANCE**

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

**EDUCATION**

Mrs. Gundersen reported the committee will meet next week.

**TECHNOLOGY**

Dr. Prince reported the committee will meet before the next meeting.

**NEGOTIATIONS**

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

**MINUTES**

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

Mrs. Capano	YES
Dr. Prince	YES
Mrs. Gundersen	YES
Mr. Fliegel	YES
Mrs. Rosner	ABSTAIN

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

September 10, 2019	Executive Session
--------------------	-------------------

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

Mrs. Capano	YES
Dr. Prince	YES
Mrs. Gundersen	YES
Mr. Fliegel	YES
Mrs. Rosner	ABSTAIN on Vote for BOE Candidate

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

September 10, 2019	Regular Session
--------------------	-----------------

**PERSONNEL**

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

BE IT RESOLVED, upon recommendation of the Superintendent, to approve submission of paperwork to the NJ State Department of Education, Bergen County Office, for Anita Groome for renewal and issuance of a County Substitute Certificate.

BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to the following staff for working two additional hours on October 15, 2019:

Kim Coleman	2 Hours @ \$40/Hour
Jen Jacobsen	2 Hours @ \$40/Hour

BE IT RESOLVED, upon recommendation of the Superintendent, for the following Special Education Aide to work as a Substitute Cafeteria/Playground Aide for an additional (30) minutes (7:45am to 8:15am) at Brookside School, on Wednesday, September 25th thru Friday, September 27th, at the hourly rate as shown, for the 2019-2020 school year, in accordance with the approved Cafeteria/Playground Aide Salary Guide:

<b>NAME</b>	<b>HOURLY RATE</b>
Patricia Zoeller	\$17.50

BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to the following P/T teachers for working additional hours on Monday, October 7, 2019 to attend a PE Curriculum Meeting:

NAME	HOURS	PAYMENT
Jake Rizer, P/T Phys Ed	2.0/day	\$40/hour – Total \$80/day
Ken Brown, P/T Phys Ed	2.0/day	\$40/hour – Total \$80/day

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the September 25, 2019 request received from Kelly Cites, 4th Grade Teacher, for a maternity leave of absence effective on or about March 9, 2020; Mrs. Cites anticipates returning to the District in early May, 2020 (date to be confirmed). It is her intent to utilize a total of 10 sick days (or what she has remaining in her bank at that time). This leave shall be in accordance with the NJ Family Leave Act and the Federal Family and Medical Leave Act.

**EDUCATION**

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

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the use of the following NJ Department of Education Forms during the 2019-2020 school year; these forms are associated with the Student Safety Data System per Education Attachment I:

- Incident Report Form/Incident & Offender Information
- Other Incident Leading to Removal
- Incident Report Form/Harassment, Intimidation and Bullying Information
- Harassment, Intimidation and Bullying Training

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

Grade 5 Jan. 9-10, 2020 Challenger Learning Ctr. Airmont, NY  
 (Classes split into 2 days) Per Student Cost \$30  
*To enhance our study of Mars and space, we will participate in a simulation activity that will land a rover on the planet Mars. Students will also view star constellations in their planetarium.*

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the District’s Nursing Services Plan for 2019-2020, as per Education Attachment II.

**SPECIAL EDUCATION**

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

BE IT RESOLVED, to approve payment to School Based Therapy Services, District OT provider, for an occupational therapy evaluation to be conducted for the following District student, as recommended by the Child Study Team:

SCHOOL	STUDENT #	DATE OF EVALUATION	COST
Hillside School	X000702	After September 26, 2019	\$300

BE IT RESOLVED, to approve payment to Dr. Sameh Ragheb to conduct a psychiatric evaluation and classroom observation scheduled for October 2, 2019, for Student X000702, at the rate of \$600, as part of a Child Study Team evaluation.

BE IT RESOLVED, to approve a contact with School Based Therapy Services, for the 2019-2020 school year, effective September 26, 2019, for Occupational Therapy services, for Special Education student #001414, at the rate of 3 x 30 minutes/week, at the rate of \$142.50/week, as per the student's IEP and as recommended by the Child Study Team.

**BUSINESS OFFICE/FINANCE**

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

BE IT RESOLVED to approve the Report of the Secretary to the Board of Education for the month of July 2019, as per Business Attachment I.

BE IT RESOLVED, to approve the Report of the Treasurer for the month of July 2019, as per Business Attachment II.

BE IT RESOLVED, to approve the Bill List dated September 25, 2019 in the amount of \$149,314.49, as per Business Attachment III.

BE IT RESOLVED, to approve the Food Services Bill List dated September 25, 2019 in the amount of \$29,274.29, as per Business Attachment IIIA.

BE IT RESOLVED, to approve the budgetary transfers for the month of July 2019, as per Business Attachment IV.

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.

<b>Name</b>	<b>Conference Title</b>	<b>Place</b>	<b>Date of Trip</b>	<b>Total Estimated Expenses*</b>
J. Cannici M. Souza A. Todorovich	Acquisition-Driven Instruction: Transforming your Practice to Build Proficiency	William Paterson University, Wayne, NJ	10/15/19	\$125 pp
A. Stein	NJ Council for the Social Studies	Rutgers University, Piscataway, NJ	10/21/19	\$65
K. De Pol	5 <sup>th</sup> Annual Wellness Conference	Bergen Community College, Paramus, NJ	11/21/19	\$-0-
C. Wang	Autism NJ Conference	Harrah's, Atlantic City, NJ	10/17-18/19	\$500**
J. Lynch N. Melbrech D. Demeduk	IMSE Comprehensive Training	Secaucus, NJ	10/28-11/1/19	\$1,175 pp
C. Perla	The RTI Pyramid	BCSS, Paramus, NJ	11/22/19	\$-0-
S. Peterson	Conference for School-Based Speech-Language Pathologists	Doubletree Suites, Fairfield, NJ	12/05/19	\$289**

[MF1]\*Does not include mileage and sustenance as they are contractual

\*\*ESEA FY 2020 Funding will be used for the costs for this conference/training

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:

BE IT RESOLVED, to approve the Immunization Service Agreement with Walgreens for participating District staff at Hillside and Brookside School for Fall 2019, at no cost to the District.

**BUILDINGS & GROUNDS**

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

BE IT RESOLVED, to approve the renewal contract with Borst Landscape & Design, Allendale, NJ, for Snow Removal Services for the 2019-2020 school year, as per Buildings & Grounds Attachment I.

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

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

Mr. Fliegel asked meeting attendees if there were any specific concerns that needed to be addressed. A young man was in attendance and commented he was working on a merit badge.

No further public comments or questions.

**NEW BUSINESS**

PTO Off-Site Events – Issue tabled for continued discussion at next meeting.

Traffic Incident – citizen saw a car drive through the Hillside School parking lot at rapid speed before student arrival. Board discussion followed on potential solutions. Dr. Barcadepone to review with APD traffic coordinator and discuss options with the Buildings & Grounds Committee.

**ADJOURNMENT**

On motion by Mrs. Capano and seconded by Mrs. Gundersen, and unanimously carried by roll call vote, the Board adjourned the Regular Session at 8:41pm.

Respectfully submitted,

\_\_\_\_\_  
Mrs. Maria Engeleit  
Business Administrator/Board Secretary