

**REGULAR SESSION**

**ALLENDALE BOARD OF EDUCATION**

**November 14, 2018**

The Regular Session of the Allendale Board of Education was held in the Brookside School Learning Commons on Wednesday, November 14, 2018. On motion by Dr. Prince and seconded by Mrs. Gundersen and carried by roll call vote, the Board reconvened the meeting at 7:05 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, Vice President  
Mrs. Keeble  
Mrs. Gundersen  
Dr. Prince

Absent:      Mr. Fliegel, President

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

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

Mrs. Capano 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**

Mrs. Capano advised those present of the presentations on tonight's agenda for recognition of several accomplished students. Mrs. Capano also noted the special Hillside School Veteran's Day Program scheduled for tomorrow.

**SUPERINTENDENT'S REPORT**

Dr. Barcadepone recognized and commended the Girls' Soccer Championship Team with a resolution presentation as follows:

WHEREAS THE GIRLS' SOCCER TEAM HAD AN 8-2 RECORD FOR THE 2018 FALL SEASON; AND

WHEREAS THE GIRLS' SOCCER TEAM WON THE LEAGUE CHAMPIONSHIP AGAINST WYCKOFF IN OVERTIME PENALTY KICKS, BEING THE FIRST TIME IN TWO YEARS THAT THE GIRLS HAVE BEAT WYCKOFF IN THE CHAMPIONSHIP GAME; AND

WHEREAS THE GIRLS TOOK IT TO HEART EACH TIME COACH SNEDEKER TOLD THEM "YOUR TEAM VS. OUR FAMILY," THAT THE MOST IMPORTANT PART OF BEING A TEAM IS BEING SUPPORTIVE OF ONE ANOTHER (WHICH MAKES THEM MORE OF A FAMILY THAN A TEAM); AND

WHEREAS THE GIRLS SOCCER TEAM SET UP SPIRIT DAYS FOR EVERY GAME DAY TO PUMP THEMSELVES UP BEFORE EACH GAME;

NOW, THEREFORE, BE IT RESOLVED, THAT WE ACKNOWLEDGE AND CONGRATULATE THE GIRLS OF THE 2018 SOCCER TEAM FOR THEIR TEAMWORK AND PERSEVERANCE AND PRESENT THIS TESTIMONIAL TO THEM; 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, N.J.

Dr. Barcadepone recognized and commended student Alexander Morena for heroism and quick thinking in making sure his sisters safely evacuated their smoke filled house; and student Lynn Heo on her selection for the Bergen County Band. Lynn will receive her award at a future meeting.

Dr. Barcadepone received a Thank You Note on behalf of the Administrative Team and the Board of Education from the AEA Vice President for the congratulatory Bagel Breakfast provided to the staff for Allendale's overall school performance, ranked No. 3 out of 610 school districts (includes Math and Language Arts). This ranking is purely academic performance unlike other ranking systems that include many variables and change from year to year. Kudos to the staff!

**COMMITTEE REPORTS**

**BUILDINGS & GROUNDS**

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

**POLICY**

Mrs. Keeble 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 met on October 31, 2018 and topics discussed included: the PE Curriculum; Growth Learning Assessment Mindset (GLAM) - a group of Bergen County Districts to explore alternative assessments and standards-based report cards; Overnight Field Trips; Homework policy; *Stigma Free*, a county-wide program which aims to reduce the stigma associated with mental illness; Mental Health, the Health and Wellness Committee and QUAD series; Toastmasters, a group focusing on communication and public speaking skills; MS electives/student survey; I&RS/504/IEP changes in roles and responsibilities; Student Management System (Genesis) and *Realtime*; Technology updates for K-4 and technology use; MS Science lab updating; Library/Pre-K; and 4th Grade standardized test scores

**TECHNOLOGY**

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

**NEGOTIATIONS**

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

**MINUTES**

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

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

October 17, 2018

Regular Session

**PERSONNEL**

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

BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment at the curriculum rate (\$40/hr), for 2.5 hours (\$100), to the following staff members for chaperoning the Brookside winter music concerts from 6:30 pm - 8:30/9:00 pm on December 6, 2018 and December 18, 2018:

2 nights:	Kelly Falknor	
1 night:	Kelsey Snedeker	Jessica Parciasepe
	Russ O'Neill	Allison Law
	Emma Brooke	Aleksandra Todorovich
	Janie Cannici	Tracy Lewis

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the appointments for the 2018-2019 Spring Sports Stipend Positions, as per Personnel Attachment I.

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the staff appointment and stipend payment for the following extra-curricular stipend position for the 2018-2019 school year:

Boys' Basketball Coach	Brian Walis	Stipend Amount	\$3,254
------------------------	-------------	----------------	---------

BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to the following Custodians, Special Education Aides, Library Aides, Cafeteria/Playground Aides and Greeters for an additional hour (at their regular hourly rate) on November 28, 2018 to attend a Professional Development Meeting starting at 3:30pm:

Lonnie Bice	Jaehoon Kim
Paul Whalen	Ylli Shkemi
Lovette Aversa	Diane Coates
Traci DuBois	Donna Grippa
Dominick Truglio	Kathleen Brandes
Ellen Turnamian	Mary Fortune
Denise Greenan	Pam Flynn
Jennifer Grutta	Tammy Guarriello
Gail Gunhus	Carol Kolb
RoniAnn Jansen	Susanne Messina
Diane Librot	Cynthia Sander
Joan Pilkington	Pat Zoeller
Charles Mataski	Norma Alzapiedi
Debbie Brackenbury	Frances Cagney
Maria Canela	Georgia Christodoulakis
Rita DeVries	Monia DiGennaro
Diana Fiduccia	Maria Maglione
Patricia Murphy	Pat Murphy

BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to the following Secretaries for an additional half-hour, 4:00-4:30pm (at their regular hourly rate) on November 28, 2018 to attend a Professional Development Meeting starting at 3:30pm:

Donna Antonnini	Laura Finkelstein
June Taylor	Stephanie Kanderis

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the November 1, 2018 request received from employee #4304, 2<sup>nd</sup> Grade Teacher, for a maternity leave of absence effective on or about April 8, 2019; employee #4304 anticipates returning to the District on January 2, 2020. It is her intent to utilize a total of 37 sick days. This leave shall be in accordance with the NJ Family Leave Act and the Federal Family and Medical Leave Act.

BE IT RESOLVED, upon recommendation of the Superintendent, to amend the following resolution (No. 7 on the 10/17 BOE Agenda under Personnel) for these Special Education Aides to work as Cafeteria/Playground Aides for 45 minutes (7:45am to 8:30am) at Brookside School, for the days indicated, at the hourly rates as shown, for the 2018-2019 school year, in accordance with the approved Cafeteria/Playground Aide Salary Guide, effective November 19, 2018:

<b>NAME</b>	<b>HOURLY RATE</b>	<b>DAYS PER WEEK</b>
Mary Fortune	\$17.50	3 Days Per Week
Denise Greenan	\$17.50	4 Days Per Week
Patricia Zoeller	\$17.50	3 Days Per Week

BE IT RESOLVED, upon recommendation of the Superintendent, to approve Mrs. Lisa Knutzen for the position of Main Office Secretary at Brookside School beginning January 2, 2019 at a salary of \$45,326, Step 1 on the Secretarial Salary Guide; and

BE IT FURTHER RESOLVED, upon recommendation of the Superintendent, to approve two days for Mrs. Knutzen to shadow Mrs. Finkelstein with payment at the substitute rate of \$90/day.

**EDUCATION**

On motion by Mrs. Gundersen and seconded by Dr. Prince, 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 trip(s):

Grade 2 March 4, 2018 Community Center Theatre Mayo Ctr, NJ Per Student Cost \$18  
*This trip coincides with all our science and enrichment units. The story has many themes that apply to 2<sup>nd</sup> grade: Resiliency, Creative Problem Solving, Teamwork, Friendship, School, Collaboration, Science, Engineering and Architecture.*

Grade 3 November 15, 2018 Municipal Building Allendale, NJ Per Student Cost \$ - 0 -  
*This trip is to enhance our study of Allendale and build the students’ knowledge about civic responsibility, the roles of a citizen and the purpose of having a municipality (meeting with Mayor White).*

BE IT RESOLVED, upon recommendation of the Superintendent, to thank the PTO for the kind offer of a \$30 credit toward book purchases at the Fall Book Fair for each of the District’s Teachers.

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the first reading for the Policy & Regulation listed below:

*Policy & Reg. 5561 Use of Physical Restraint and Seclusion Techniques  
 For Students with Disabilities*

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the District’s 2018-2019 Statement of Assurance for the Allendale School District’s School Safety and Security Plan Annual Review to the Interim Executive County Superintendent by November 30, 2018. (Education Attachment I)

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the following Course Proficiencies:

- English Language Services (ELS)
- Enrichment K-2
- Enrichment 3-5

**SPECIAL EDUCATION**

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

BE IT RESOLVED, upon recommendation of the Superintendent, to approve payment to Ms. Lovette Aversa, Special Education Aide, for 3.5/day on November 19<sup>th</sup> and November 20<sup>th</sup>, 2018 and January 21, 2019 at the hourly rate of \$18.24, for a total of 10.5 hours (\$191.52), to attend Staff Meetings and In-Service.

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

SCHOOL	STUDENT #	DATE OF EVALUATION	COST
Hillside School	000413	After November 14, 2018	\$300
Hillside School	001103	After November 14, 2018	\$300
Hillside School	000112	After November 14, 2018	\$300

BE IT RESOLVED, to retroactively approve payment to Dr. Carlea Dries, School Psychologist, for conducting a transition planning conference on November 2, 2018, for 1¼ hours, (meeting held after school hours at parental request) for Special Education student #001409, at the rate of \$57.82/hour, as per approved Supplemental Payment Request.

BE IT RESOLVED, to approve payment to Bergen County Special Services for parent training services on utilizing the assistive technology device provided for Special Education student #000519, for up to four (4) hours of parent training at the rate of \$155/hour, with the initial session scheduled for December 11, 2018, as recommended in the Assistive Communication Evaluation conducted by BCSS and as per the student’s IEP.

BE IT RESOLVED, to retroactively approve payment to Dr. Sameh Ragheb, for conducting a psychiatric evaluation and written report for Student XX000711, on November 1, 2018, at the rate of \$550, as recommended by the Brookside 504 Team.

BE IT RESOLVED, to approve payment to Pascack Valley Council for Special Education, Region II, for Applied Behavior Analysis (ABA) parent training costs for the parents of Special Education student #000403, scheduled for December 6, and 11, 2018, at the cost of \$225, as recommended by the Child Study Team.

**BUSINESS OFFICE/FINANCE**

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

BE IT RESOLVED to approve the Report of the Secretary to the Board of Education for the month of September 2018, as per Business Attachment I.

BE IT RESOLVED, to approve the Report of the Treasurer for the month of September 2018, as per Business Attachment II.

BE IT RESOLVED, to approve the Bill List dated November 14, 2018 in the amount of \$204,372.75, as per Business Attachment III.

BE IT RESOLVED, to approve the Food Services Bill List dated November 14, 2018 in the amount of \$20,834.71, as per Business Attachment IIIA.

BE IT RESOLVED, to approve the Unemployment Bill List dated November 12, 2018 in the amount of \$8,962, as per Business Attachment IIIB.

BE IT RESOLVED, to approve the budgetary transfers for the month of September 2018, 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.

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>
L. Heitman	2018 NCTE Annual Convention	Houston, TX	11/15-18/18	\$ - 0 -**
M. Engeleit	BC Assoc. School Security Professionals	Morris County Public Safety Academy Morristown, NJ	11/15/18	\$ - 0 -
P. Bombolevicz	Annual Wellness Conference	Bergen Community College	11/29/18	\$ - 0 -
M. Barcadepone	Curriculum & Instruction Committee Meetings	NJASA Headquarters Trenton, NJ	12/5/18 2/5/19 4/3/19	\$ - 0 -
S. Clauss M. Keenan K. Termini	IMSE Phonological Awareness & Beginning Orton-Gillingham Trng	300 Plaza Drive Secaucus, NJ	12/1-2/18	\$525/pp
S. Cook-Kelty	Northeast Conference of Teachers of Foreign Languages	New York Hilton New York City, NY	2/8-9/19	\$175
C. Dries	Handle with Care Instructor Recertification Program	Totowa Public Schools, 294 Totowa Rd, Totowa (Location Chgd)	<del>12/13/18</del> 1/9/19	\$450***
C. Dries	Suicide and Self Harm: Treatment Essentials	Sheraton Parsippany Hotel, Parsippany	12/12/18	\$199***
J. Karamus	Mental Health in Schools: Engaging Students & Preventing Issues of Concern	FDU Campus, Hackensack, NJ	12/14/18	\$ - 0 -
C. Dries	Mental Health in Schools -Engaging Students & Preventing Issues of Concern	FDU Campus, Hackensack, NJ	11/16/18	\$ -0-

- \*Does not include mileage and sustenance as they are contractual
- \*\*Paid in Full by Scholastic
- \*\*\*Title II Funding will be utilized for the costs incurred with this training

BE IT RESOLVED, to approve Change Order #2 to the contract with Black Rock Enterprises, LLC for the Hillside School Paving Project in the amount of \$10,392.53 for the asphalt pricing adjustment, and \$2,155.49 for the fuel price adjustment, for a total of \$12,548.02.

**BUILDINGS & GROUNDS**

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

BE IT RESOLVED, to approve the following resolution for submission of the Comprehensive Maintenance Plan for the 2018-2019 school year:

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities; and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of Allendale School District are consistent with these requirements; and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid; and

WHEREAS the Actual Prior Year Required Maintenance Expenditures FY17-18 are \$362,588, Certified Current Year Budget Required Maintenance Expenditures FY18-19 are \$468,710, and Anticipated Subsequent Budget Years Required Maintenance Expenditures are \$478,084; and

NOW THEREFORE BE IT RESOLVED, that the Allendale Public School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan for Allendale School District in compliance with Department of Education requirements, on or before the due date of November 15, 2018.

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

Mrs. Capano informed the public of Bylaw 0167 procedures regarding the Open to the Public portion of the meeting, also available on the website.  
No further public comments or questions.

**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 7:27 pm.

Respectfully submitted,

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