

**Board of Education
Upper Saddle River, New Jersey
Regular Session
Monday, March 6, 2017, 8:00 p.m.**

Minutes

This Work Session of the Upper Saddle River Board of Education was held in the Cavallini School Media Center of the Upper Saddle River Schools beginning at 8:00 p.m. Mr. Amano opened the meeting and stated that the meeting was being held in compliance with PL 1975, Chapter 232 and appropriate notice had been provided to the designated newspapers, the Borough Clerk and all interested parties requesting such notification.

Members present: Mr. Amano, Mrs. Fusaro, Mrs. Gandara, Mrs. Pittman, Mr. Prisco, Dr. Verducci

Members absent: Mrs. Johnston

Also present: Dr. Browne, Mrs. Imbasciani

CONFIDENTIAL SESSION

Mrs. Pittman made a motion, seconded by Dr. Verducci to convene into Executive Session at 7:36 p.m. Mr. Amano then read the following statement:

WHEREAS, the members of the Upper Saddle River Board of Education deem necessary to discuss personnel and legal matters, and

WHEREAS, the topics to be discussed are within the exemptions which are permitted to be discussed and acted upon in confidential session pursuant to PL 1975, Chapter 231,

NOW, THEREFORE, BE IT RESOLVED that the minutes of the meeting will be made public when the need for privacy no longer exists. Action may be taken.

Dr. Verducci made a motion, seconded by Mrs. Fusaro to adjourn Executive Session at 8:00 p.m.

Mr. Prisco made a motion, seconded by Mrs. Pittman to convene into Work Session at 8:00 p.m.

OPENING STATEMENT:

Mr. Amano

Mr. Amano welcomed the public to the meeting.

PRESENTATION:

Preliminary 2017/18 Budget

Mrs. Imbasciani presented the preliminary 2017/18 budget to the Board. Highlights included:

- Budget Timeline
 - February 28 - Governor Christie's Budget Address
 - March 3 - State Aid figures released
 - March 8 - Submit proposed budget to County for technical review
 - May 1 - Public Hearing on Budget
- Goals for Developing the Budget
 - Maintain exemplary reputation
 - Increase student awareness and wellness
 - Continued focus on instructional improvement

- Maintain small class sizes
- Keep students and staff safe
- Keep facilities running well
- Proposed Budget
 - Assumptions
 - 0% increase in State Aid
 - 2% tax levy cap
 - Use of Waiver
 - Revenue Sources
 - Tax Levy – approximately 90% of budget
 - State Aid – 2.29% of budget
 - Budgeted Fund Balance , Capital Reserve Transfers, Tuition/Interest/Misc. make up approximately 8%
 - Expenditures
 - Salaries and Benefits – approximately 76% of budget
 - Special Ed Tuition & Services – approximately 8% of budget
 - Supplies – over 3% of budget
 - Transportation, Maintenance, Utilities, Equipment, Capital Projects and all other – roughly 13% of budget
 - Total Operating Budget (not including Debt Service) \$24,201,116
- What Are We Getting?
 - Emphasis on student safety, achievement and wellness
 - Focus on instructional effectiveness
 - Maintaining smaller class sizes
 - Includes:
 - 1:1 Initiative
 - Staff development
- At What Cost?
 - Tax Levy increase of 2.15%
 - \$117 per year increase for average assessed home in Upper Saddle River

RECOGNITION OF VISITORS: None

ADMINISTRATION

Dr. Browne

A motion was made by Mrs. Gandara and seconded by Mr. Prisco to approve Administration Consent Agenda item A and was approved by all in attendance.

A. First reading of the following Policies and Regulations:

Policy 1510	Americans with Disabilities Act (revised)
Policy 2415.30	Title I – Educational Stability for Children in Foster Care (new)
Policy 2418	Section 504 of the Rehabilitation Act of 1973 – Students (new)
Policy 5116	Education of Homeless Children (revised)
Policy 8330	Student Records (revised)
Policy 9700	Special Interest Groups (revised)
Regulation 1510	Americans with Disabilities Act (revised)
Regulation 2418	Section 504 of the Rehabilitation Act of 1973 – Students (new)

COMMENT:

- Dr. Browne thanked the members of the Policy Committee for their work and time spent reviewing the policies and regulations.

PERSONNEL:**Dr. Browne**

This motion will be one motion that encompasses items A through G and will be voted on at the March 20, 2017 meeting. This motion has been recommended for approval by the Superintendent.

- A. Create/Abolish (not applicable)
- B. Job Description
 - 1. Approve the revised job description for Director of Personnel/Staff Development.
- C. Resignations
 - 1. Accept the resignation, for the purpose of retirement, of Carmela Santorelli Whalen, Director of Special Education, effective August 1, 2017.
- D. Leaves
 - 1. Approve paid disability and unpaid statutory leave for Ronald Hadley, Night Custodian, effective February 10, 2017 through approximately April 25, 2017.
- E. Appointments
 - 1. Appoint Monica M. Browne to the position of Director of Personnel/Staff Development, effective March 21, 2017.
- F. Lateral Guide Move
 - 1. Approve a lateral guide move for Lauren Malaney, Special Education Teacher, from BA, Step 6 to MA, Step 6, effective September 1, 2016, payable in 2017/18.
- G. Substitutes/Consultants/Volunteers
 - 1. Approve High Focus, Paramus, NJ, to provide home instruction for a Cavallini student from February 8, 2017 through March 22, 2017, for up to 10 hours per week at \$35/hour.

FINANCE - BUDGET**Mrs. Imbasciani**

A motion was made by Mr. Prisco and seconded by Mrs. Fusaro to approve Finance – Budget Consent Agenda item A and was approved by all in attendance.

RESOLUTION TO APPROVE THE PRELIMINARY 2017/18 SCHOOL YEAR BUDGET

BE IT RESOLVED that the Upper Saddle River Board of Education, County of Bergen, approves the 2017/18 school year budget as follows:

	Budget	Local Tax Levy
Total General Fund	\$24,201,116	\$21,798,681
Total Special Revenue Fund	\$290,000	\$0
Total Debt Service Fund	\$1,202,091	\$900,822
Totals	\$25,693,207	\$22,699,503

and

BE IT FURTHER RESOLVED that the **GENERAL FUND** tax levy, **\$21,798,681** is approved to support Current General Expense and **\$900,822** to support Debt Service, for the 2017/18 school year budget.

BE IT FURTHER RESOLVED, in accordance with *NJSA 18A:7F-38*, that the 2017/18 school year budget includes the use of the health care cost adjustment of \$60,956; and

WHEREAS, school district Policy 6471 and *NJAC 6A:23B-1.2(b)* provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for 2017/18.

WHEREAS, the Upper Saddle River Board of Education appropriated \$28,000 for travel during the 2016/17 school year and has spent \$15,926 as of February 28, 2017.

NOW, THEREFORE, BE IT RESOLVED that the Upper Saddle River Board of Education hereby establishes the School District travel maximum for the 2017/18 school year at the sum of \$29,550; and

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

COMMENT:

- Dr. Browne thanked Mrs. Imbasciani and the Finance Committee for working so hard on the budget.

FINANCE:

Mrs. Imbasciani

A motion was made by Mrs. Pittman and seconded by Mr. Gandara to approve Finance Consent Agenda Item A and was approved by all in attendance.

A. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fees	Travel Cost
Orton Training Denville, NJ	March 6-8, 2017	Anette Brouhle	\$725.00	\$0.00
BCSCA K-8 Meeting Paramus, NJ	March 10, 2017	Margaret Donnelly	\$0.00	\$0.00
Bergen County School Counselors Association Meeting Paramus, NJ	March 10, 2017 May 19, 2017	Sara Senger Stefanie Slacin	\$0.00 \$0.00	\$0.00 \$0.00
Autism & Psychiatric Issues Oradell, NJ	March 14, 2017	Juvilian Harlow	\$0.00	\$0.00
STEM Symposium at TCNJ Ewing, NJ	March 15, 2017	Amy D'Ambola	\$0.00	\$51.26
NJASA Google for Administrators Trenton, NJ	March 17, 2017	Monica Browne	\$179.00	\$74.56
NJ Association for Gifted Children Conference West Windsor, NJ	March 17, 2017	Carey Goralski	\$219.00	\$51.58
The American Young Voices Teacher Workshop Newark, NJ	March 20, 2017	Chang-Po Chen	\$0.00	\$19.74
PLAAFPS Train the Trainer Workshop Lyndhurst, NJ	March 20, 2017	Mary McKinley Lauren Rozema	\$0.00 \$0.00	\$0.00 \$0.00
BCSCA Juvenile Family Crisis Intervention Meeting Allendale, NJ	March 22, 2017	Brigitte Uzar	\$0.00	\$0.00

Mindfulness? Where Does It Come From? Lunch & Learn Workshop Oradell, NJ	March 23, 2017	Brigette Uzar	\$0.00	\$0.00
Enhancing Executive Function Going Beyond The Prefrontal Cortex Pearl River, NY	March 23 & 24, 2017	Jackie King Stefanie Slacin	\$389.99 \$389.99	\$0.00 \$0.00
Speech Resources Course Oradell, NJ	March 31, 2017	Carolyn Lane Elaine Stern	\$0.00 \$0.00	\$0.00 \$0.00
School Avoidance – How to Reduce Stress And Anxiety Oradell, NJ	April 4, 2017	Juvilian Harlow	\$0.00	\$0.00
Visual Processing Therapy: Helping Individuals with Sensoral Processing Disorders, ADHD, Autism, Dyslexia, and Acquired Brain Injury Parsippany, NJ	April 7, 2017	Meredith Ardito	\$99.99	\$0.00
Oppositional, Defiant, and Disruptive Children and Adolescents. Non-Medication Approaches to the Most Challenging Behaviors South Plainfield, NJ	May 3, 2017	Melissa DiBartolo	\$219.99	\$0.00
2017 National Principals Conference Philadelphia, PA	July 9-11, 2017	Amy D’Ambola	\$695.00	\$965.88

This motion will be one motion that encompasses items A through F and will be voted on at the March 20, 2017 meeting. This motion has been recommended for approval by the Superintendent.

A. Approve the Minutes of Board Meeting:

February 6 and February 13, 2017

B. Approve the Bills List for February 2017 as follows:

10	General Current Expense	\$70,271.96
11	General Current Expense	\$2,221,439.56
20	Special Revenue Funds	\$30,683.26
50	Milk	\$441.49
60	Trust Fund	\$28,663.70
	Total	\$2,351,499.97

C. Approve Transfers for February 2017.

D. Approve the following Resolution:

BE IT RESOLVED that the Upper Saddle River Board of Education does hereby approve an agreement with the Region 1/Mahwah Board of Education, a Coordinated Transportation Services Agency, for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the 2017/18 school year. The services to be provided include, but are not limited to, the coordinated transportation of public, nonpublic and special education students.

BE IF FURTHER RESOLVED, that the Upper Saddle River Board of Education agrees to abide by the Transportation Services Agreement as published by the Region 1/Mahwah Board of Education and attached to this Resolution.

- E. Approve the payment of \$3,515.00 to the Upper Saddle River Recreation Commission to cover 25% of the cost of netting for the new lacrosse/soccer field at Lions Park.
- F. Accept the donation of vouchers for two free tickets to a New Jersey Devils game to be distributed upon parents/staff request, for personal use by Reynolds School parents/staff, from the Gershengorn family and the New Jersey Devils.

COMMENTS:

- Dr. Browne thanked the Gershengorn family for their generous donation.
- Dr. Verducci said that he had the pleasure of going to the NJSBA Technology Conference last week. He explained that his takeaway is that we are exactly where we should be and our 1:1 Initiative is 3 – 5 years ahead of the State. Dr. Verducci invited Commissioner Kimberly Harrington to visit our new STEM Labs.
- Dr. Browne thanked Dr. Verducci for going to this conference.
- Mr. Prisco said “Kudos to our Technology Department and the past Board for making sure technology has always been such a priority.”
- Dr. Browne said that the 1:1 Initiative could not have been done without community support to kick start the program.

ADJOURNMENT

Mrs. Johnston

A motion to adjourn was made by Mr. Prisco and seconded by Mrs. Gandara at 8:28 p.m.

Sincerely,

Dana Imbasciani, Board Secretary