

**Board of Education  
Upper Saddle River, New Jersey  
Regular Session  
Monday, June 19, 2017, 8:00 p.m.**

**Minutes**

This Regular 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. Mrs. Johnston 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: Mrs. Johnston, Mr. Amano, Mrs. Fusaro, Mrs. Gandara, Mrs. Pittman, Mr. Prisco, Dr. Verducci

Members absent: None

Also present: Dr. Browne, Mrs. Imbasciani

**CONFIDENTIAL SESSION**

Mrs. Pittman made a motion, seconded by Mr. Prisco to convene into Executive Session at 7:30 p.m. Mrs. Johnston 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.

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

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

**OPENING STATEMENT:**

**Mrs. Johnston**

Mrs. Johnston welcomed the public to the meeting.

**SUPERINTENDENT'S REPORT:**

**Dr. Browne**

Dr. Browne shared the proposed District Goals for 2017/18. They include:

- Collect and use formative assessment data for students in Grades K-8 to inform targeted instruction for individual students in order to ensure achievement of the New Jersey Standards for Student Learning.
- Provide the support for teachers and students necessary to increase the average Student Growth Percentage in Mathematics.
- Successfully implement the Next Generation Science Standards (NGSS) in Grades K-5 and reflect upon the implementation of the NGSS in Grades 6-8 in order to refine and improve the units of study.
- Continue to identify and implement programs and interventions designed to support the overall wellness of our students.
- Adjust the World Language Curriculum in order to address the expectations for student knowledge that reflect the increased instructional time.
- Continue to incorporate the use of our STEM Labs into the curriculum, as well as focus on digital citizenship for students in Grades K-8.

These goals are a result of discussions with the Administrators over the past few months. These goals may be fine tuned over the summer and will be formally approved in September.

Dr. Browne thanked the USRPTO, USREF, Reynolds, Bogert, Cavallini and the Board of Education for the wonderful send-off being given. She said that this is a wonderful place to work in and it has been a pleasure and honor to be the Superintendent in Upper Saddle River.

**BOARD SECRETARY’S REPORT:**

**Mrs. Imbasciani**

Mrs. Imbasciani discussed the list of scheduled summer projects. She thanked the PTO for their generous donations to all three schools. Then, she thanked Mr. Leka and his staff for their hard work throughout the year.

**BOARD PRESIDENT’S REPORT: None**

**Mrs. Johnston**

**COMMITTEE REPORTS:**

**Finance Committee**

**Mr. Prisco**

Mr. Prisco said that the committee discussed the non-resident tuition rate and has recommended that tuition be raised from \$14,500 to \$15,000 per year.

**Policy Committee**

**Dr. Verducci**

Dr. Verducci explained that policy changes will be reviewed over the summer and approved in September.

**Negotiations Committee**

**Mr. Prisco**

Mr. Prisco read the following statement:

- Once every three years we meet with the USREA to put together a package of working conditions and salary guides that honor the great work that is being done by our staff while managing the burden placed on the taxpayers of Upper Saddle River.
- We have the best staff in the state and possibly the nation. In USR, our children are safe at school and they are learning at rates that are envied by public school districts everywhere. This situation would not be possible without caring, able and reliable staff members in all aspects of the district operations. From the crossing guards to custodians, from paraprofessionals to secretaries, from teachers to administrators, all are working together in the best interests of our children and we, as representatives of the Upper Saddle River community, appreciate their efforts.
- We also have to represent the wishes of USR taxpayers, who bear 95% of this burden. In recent years there has been increasing pressure on public costs, and any mismanagement of expenses is unlikely to be assumed further by taxpayers, but by cuts to services we provide our children.
- Overall our approach has been simple. We have strived to be on the generous side of fair. We have looked to increase pay by more than the average for the area, and we review our guide to make sure we continue to be the public education employee of choice. We are, more than anything, in the talent management business.
- The purpose of this report is to summarize for my colleagues on the Board the status of negotiations with the Upper Saddle River Education Association.
  - As a result of Chapter 78 of Public Law 2011 all public employees must pay an increased share of their health benefits for at least 4 years, commonly referred to as ‘tiers’. Due to contract timing most districts have progressed through each of these tiers. Under the contract with the USREA we are only entering tier 4 in the upcoming year. While many neighboring towns have negotiated the status of health benefits in their contracts at this point, we are not legally able to until after this year. Many districts have left chapter 78 in place at that point.
  - As most people already know, health care expenses are not under control and continue to rapidly increase. The district has taken the approach of increasing the amount dedicated to our employee’s health

care; but not to own the entire risk of cost increases which are especially large for the premium policies we currently provide.

- We began with our first meeting on January 9, 2017. Our goal was to negotiate a fair contract with the USREA that could be in place before the current contract expires on June 30, 2017. This meeting ended with little accomplished but we agreed to meet again on January 30, 2017.
- On January 30, 2017, we offered the USREA what we felt was a good faith offer. The USREA did not agree. While little was accomplished, the USREA negotiating team did agree to meet with us again on February 6, 2017.
- On February 6, 2017, the USREA asked to negotiate a 1-year contract. The USRBOE reluctantly agreed to exploring a 1-year contract realizing that doing so would significantly change the focus of the talks and allow for health coverage to be a point of negotiations earlier than legally necessary. Unfortunately, these talks stalled when the USREA demanded a 1 year contract, plus a higher raise than the county average and other changes to the contract that had been negotiated in good faith over the last 3 rounds of negotiations. Impasse was declared.
- When negotiations are at Impasse the state assigns a mediator in an effort to get the talks moving again. The mediator assigned to Upper Saddle River could not meet with us until June 5.
- On June 5, 2017, during the mediation session led by that state assigned mediator, the Board again agreed to a 1-year contract, offered over the county average in salary and asked for a few modest changes to the current language around health coverage. We offered lower cost plans with minimal differences, like an additional \$5 co-pay, and a larger total out-of-pocket for co-pays -- only co-pays. As the cost of coverage is now shared this would save money for the board to dedicate to pay increases as well as save USREA members on their portion of the coverage.
- The USREA rejected this offer and the mediator reported that we were again at Impasse. The mediator asked the Board members to propose three dates for future sessions. The Board offered June 19, July 18 and August 23. The mediator agreed to those dates and offered them to the USREA. All three dates were rejected and no alternative dates during the summer were suggested. The mediator informed us that the USREA was only willing to meet with the Board in September, after school begins for the 2017-2018 school year.
- Given the USREA's rejection of the summer negotiating sessions, the result will be that almost all of our staff members will see less in their pay checks on September 1, 2017. This unfortunate fact developed because the USREA refuses to continue talking to us while the legal requirement for them to pay more for their health benefits will go into effect. To be clear, we were and still are willing to meet over the summer.
- We remain committed to continuing discussions prior to the beginning of the school year in the hopes of settling before our staff realize the negative impact their legally required contributions have on their take-home pay and to provide a fair compensation package for our staff while not asking the community for more in the way of additional property taxes or cutting programs.

#### COMMENTS:

- Dr. Verducci asked if the USREA gave any reasons for not meeting over the summer.
- Mr. Prisco responded, "No."
- Dr. Verducci asked if the USREA changed their minds and wanted to meet over the summer, would the USRBOE would meet with them.
- Mr. Prisco said, "Absolutely. The Negotiations Committee wants this contract settled."
- Mrs. Fusaro asked what the changes to the health insurance were.
- Mr. Prisco explained that the copay would be raised from \$10 to \$15 and there would be a higher cap on copays. He said it is still an excellent plan but can save both employees and the Board money on premiums.
- Mrs. Gandara asked if we are in line with salary settlements in other districts.
- Mr. Prisco said that the Negotiations Committee offered a settlement agreement above the County average.
- Mrs. Johnston thanked Mr. Prisco and the Negotiations Committee.

**PTO REPORT: None**

**Mr. Layne/Mrs. Mazzola**

**USREF Report: None**

**Mrs. Mueller**

**HONOR RETIREES:**

**A motion was made by Dr. Verducci and seconded by Mrs. Fusaro to approve the motions to honor the following Retirees and was approved by all in attendance.**

Dr. Verducci read the following motion on behalf of the Board of Education:

**WHEREAS**, Dr. Carmela Whalen has announced her intention to retire from the Upper Saddle River School District, where she has served the children of the District admirably as the Director of Special Education.

**WHEREAS**, Dr. Whalen began her career in public education in 1994 as a School Psychologist and Crisis Counselor and then was promoted to Supervisor before joining the Upper Saddle River School District in 2012; and

**WHEREAS**, her desire to help struggling students succeed was her focus from the first day of her employ; and her positive attitude is expressed when she interacts with students, colleagues, supervisors and community members; and her dedication to the profession led to her becoming a leader in Region 1; and

**WHEREAS**, she has devoted countless hours to helping children and their parents acclimate to the Upper Saddle River Schools; and she always put the needs of the children above all else; and her attention to detail and organizational skills are unmatched; and

**WHEREAS**, she has worked tirelessly to improve the relationship between the Special Education Parent Advisory Committee and the District; and her efforts have been rewarded by the support of the organization; and

**WHEREAS**, she has been the guiding force behind the Student Wellness Initiative that has resulted in many opportunities for students and their parents to build healthier and more productive lives; and

**WHEREAS**, she has been a valued member of the Administrative Team as she has mentored new staff and become involved in all aspects of the Upper Saddle River School District; and

**BE IT RESOLVED** that the Board of Education expresses its gratitude and sincere appreciation to this talented educator for her five years of dedication to her students and staff; and

**BE IT FURTHER RESOLVED** that we extend our best wishes for a happy, healthy and productive retirement; and

**NOW, THEREFORE, BE IT RESOLVED** that a copy of this Resolution be presented to Carmela Whalen as a citation of honor and distinction.

Mrs. Fusaro read the following motion on behalf of the Board of Education:

**WHEREAS**, Janice Clare has announced her intention to retire from the Upper Saddle River School District, where she has served the children of the District as a Learning Disabilities Teacher-Consultant at Cavallini Middle School.

**WHEREAS**, Janice Clare began her career at Cavallini Middle School in 2002, where her desire to help children with special needs guided her professional career; and her understanding of the developmental and social/emotional needs of middle school students helped ensure a positive environment for all students; and she provided parents and their children with compassion, care and expert guidance; and

**WHEREAS**, she worked tirelessly as a dedicated member of the Cavallini faculty and Special Education Department; and she mentored many new members of the profession; and where her desire to help struggling students was her focus; and

**WHEREAS**, she helped organize special events for these students to help improve their self-esteem, such as pizza parties, brownie and ice cream socials and social skills clubs; and was readily available when teachers and students dropped by her office for advice and guidance (and brownies); and

**WHEREAS**, she consistently demonstrated the highest level of professionalism and respect; and where she faithfully put students and their needs first, above all else; and where she exhibited an ongoing love of learning by attending workshops and sharing information with her colleagues; and where she brought a unique talent related to scheduling special education students to ensure teachers had the proper opportunity to implement all the necessary services; and

**WHEREAS**, she is described by students and parents as an advocate for them academically, socially and emotionally; and where she has shared her compassion and humanity with all those around her.

**BE IT RESOLVED** that the Board of Education expresses its gratitude and sincere appreciation to this talented professional for her 15 years of dedication to her students; and

**BE IT FURTHER RESOLVED** that we extend our best wishes for a happy, healthy and productive retirement; and

**NOW, THEREFORE, BE IT RESOLVED** that a copy of this Resolution be presented to Janice Clare as a citation of honor and distinction.

Mrs. Johnston read the following motion on behalf of the Board of Education:

**WHEREAS**, Dr. Monica Browne has announced her intention to retire from the Upper Saddle River School District, where she has served the children, parents and staff of the District admirably as the Superintendent of Schools.

**WHEREAS**, Dr. Monica Browne began her career in the Upper Saddle River School District in 2008, where her enthusiasm for education and outstanding leadership skills were evident from the first day of her employ; and her positive attitude is consistently expressed when she interacts with her Administrative Team, teachers, staff, students, parents and community members;

**WHEREAS**, her dedication to excellence and student wellness led to the Upper Saddle River Schools being designated as one of the best districts in the state; and she is willing to give of her time and energy to create a positive environment by working with children, their families and the larger community; and

**WHEREAS**, she has devoted 26 years of her life to the service of children and nine years of her life specifically to the community of Upper Saddle River in service to the Board while ensuring quality partnerships throughout the Quad; and she always places the needs of the children above all else; and

**WHEREAS**, she has served as a role model for her staff and she has provided parents and their children with care and guidance, and ensured that the Upper Saddle River Schools are amongst the most well respected in the state as a result of her ability to navigate both County and State governments.

**BE IT RESOLVED** that the Board of Education expresses its gratitude and sincere appreciation of this talented educator for her more than 26 years of dedication to students and staff; and

**BE IT FURTHER RESOLVED** that we extend our very best wishes for a happy, healthy and productive retirement; and

**NOW, THEREFORE, BE IT RESOLVED** that a copy of this Resolution be presented to Dr. Monica Browne as a citation of honor and distinction.

The Board acknowledged Mrs. Sokolik, who was unable to attend the meeting:

**WHEREAS**, Ellen Sokolik has announced her intention to retire from the Upper Saddle River School District, where she has served the children of the District as a Paraprofessional in a variety of settings, including general education, resource room and self-contained classes.

**WHEREAS**, Ellen Sokolik began her career at Bogert School in 2007 as a Paraprofessional; and her desire to help struggling students succeed was her focus; and she served as a valued member of the Bogert School staff, where she worked tirelessly with students and teachers.

**WHEREAS**, she has devoted long hours toward supporting and preparing to support countless students over the past 10 years; and always working to boost self-esteem and help students unlock their strengths and potential.

**WHEREAS**, her dedication, consistency and willingness to contribute in any fashion necessary was both evident and impactful; and where she always did so with a smile and with a positive attitude that impacted everyone around her.

**WHEREAS**, her students benefited from her diligence, reliability and attention to detail; and the teachers she worked with greatly benefited from her strong work ethic and her endless compassion and dedication.

**WHEREAS**, the teachers and students at Bogert have enjoyed her warm personality and caring demeanor and her love of learning and her sense of humor.

**BE IT RESOLVED** that the Board of Education expresses its gratitude and sincere appreciation to this compassionate and considerate staff member for her 10 years of dedication to the students; and

**BE IT FURTHER RESOLVED** that we extend our best wishes for a happy, healthy and productive retirement; and

**NOW, THEREFORE, BE IT RESOLVED** that a copy of this Resolution be presented to Ellen Sokolik as a citation of honor and distinction.

**COMMENTS:**

- Dr. Whalen thanked the Board. She said it has been a wonderful five years. She said Upper Saddle River is a great place to work and she is going to miss the great Administrative team and staff.
- Mrs. Clare thanked the Board and said it has been a quick 15 years. She thanked everyone for making the experience so wonderful.
- Dr. Verducci, on behalf of the USREF, distributed a letter to each retiree to thank them for their services.
- Dr. Verducci, as new President of the Lions Club, shared a picture of Dr. Browne with the Lions Club mascot.

**RECOGNITION OF VISITORS: None**

**ADMINISTRATION:**

**Dr. Browne**

**A motion was made by Mrs. Pittman and seconded by Mrs. Fusaro to approve Administration Consent Agenda Items A through N and was approved by all in attendance.**

A. Second reading and approval of the following Policies and Regulations:

Policy 0000.02	Introduction (revised)
Policy 2415.06	Unsafe School Choice Option (revised)
Policy 2464	Gifted and Talented Students (revised)

Policy 2622	Student Assessment (revised)
Policy 3160	Physical Examination (revised)
Policy 4160	Physical Examination (revised)
Policy 5116	Education of Homeless Children (revised)
Policy 8350	Records Retention (new)
Regulation 3160	Physical Examination (revised)
Regulation 4160	Physical Examination (revised)

B. Approve the following Resolution:

**BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #\*\*\*051817001 is an incident as defined under HIB Policy # 5512. The Superintendent shall notify the parents and/or guardians of the Board's decision in writing in accordance with Board Policy and N.J.S.A. 18A:37-15(e).

- C. Authorize Dr. Monica Browne to make personnel decisions on new hires and offer contracts in consultation with the Board President during the summer for the 2017/18 school year and to be affirmed at the September 11, 2017 Board Meeting.
- D. Authorize the Board President to approve the preliminary draft of the June meeting minutes.
- E. Authorize the Board President to approve the preliminary report for any H.I.B. investigations that take place during the summer.
- F. Approve the AchieveNJ Waiver Application to meet the Administrative Codes, 6A:10-4.3 and 6A:10-4.4(c), while implementing the Marshall's Teacher Evaluation System in a more efficient manner.
- G. Approve the submission of the Comprehensive Equity Plan Annual Statement of Assurance after the annual review of the approved 2016/17 through 2018/19 Comprehensive Equity Plan (CEP).
- H. Approve the 2017/18 District Mentor Plan after review for fiscal impact.
- I. Approve the 2017/18 Quad-District Professional Development Plan after review for fiscal impact.
- J. Approve the Intervention and Referral Services Plan for the 2017/18 school year.
- K. Approve the Emergency Response Plan for the 2017/18 school year.
- L. Approve the following Resolution:

**WHEREAS**, the Upper Saddle River Board of Education approves Grades K – 8 Curriculum in the below disciplines to reflect the alignment and adoption of the 2016 NJ Student Learning Standards:

1. English/Language Arts
2. Mathematics
3. Health and Physical Education
4. Social Studies
5. Visual and Performing Arts
6. World Languages
7. Science

**WHEREAS**, this includes the integration of Technology Standards (8.1 and 8.2) and 21<sup>st</sup> Century Life and careers Standards (9.1, 9.2 and 9.3).

**NOW, THEREFORE, BE IT RESOLVED** that the Upper Saddle River School District has aligned and integrated Technology Standards (8.1 and 8.2) and 21<sup>st</sup> Century Life and Careers Standards (9.1, 9.2 and 9.3) into the following subject areas:

1. English/Language Arts
2. Mathematics
3. Visual and Performing Arts

M. Approve the Codes of Conduct for the 2017/18 school year.

N. Approve the Security Drill Statement of Assurance certifying that, pursuant to 18A:41-1, all requirements have been met relating to the practicing of school security drills, for the 2016/17 school year.

**PERSONNEL:**

**Dr. Browne**

**A motion was made by Mrs. Gandara and seconded by Mrs. Pittman to approve Personnel Consent Agenda items A through H and was approved by all in attendance.**

A. Job Description

1. Approve the revised Campus Aide Job Description.

B. Resignations

1. Accept the resignation of Alicia Giammanco, 5<sup>th</sup> Grade Classroom Teacher, effective July 1, 2017.
2. Accept the resignation of Jeffrey Grey, Cavallini Math and Social Studies Teacher, effective July 1, 2017.

C. Leaves

1. Approve paid disability and unpaid statutory leave for Julie Spirko Truppi, Computer Literacy Teacher, effective on or about December 15, 2017 through April 24, 2018.

D. Change in Assignment/Guide Moves

1. Approve the transfer of Peggy Dobrinski from 1.0 FTE Title 1 Basic Skills Instructor at Reynolds and Bogert to 1.0 FTE Reynolds Basic Skills Instructor, effective September 1, 2017, salary to be determined upon Contract settlement.
2. Approve the transfer of Brandi Gorman from .50 FTE Basic Skills Instructor at Bogert to .50 FTE Title 1 Basic Skills Instructor at Bogert, effective September 1, 2017, salary to be determined upon Contract settlement.
3. Approve a lateral guide move for Lauren Rozema, Special Education Teacher, from BA to BA + 30, effective September 1, 2017, payable in 2017/18.
4. Approve the transfer of Carrie Topolosky from .50 FTE Basic Skills Instructor at Reynolds to .50 FTE Title 1 Basic Skills Instructor at Reynolds, effective September 1, 2017, salary to be determined upon Contract settlement.

E. Appointments

1. Appoint Dana Imbasciani as the Qualified Purchasing Agent for the district to exercise the duties

of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education.

2. Appoint Carmela Whalen as Affirmative Action Officer from July 1, 2017 through July 31, 2017.
3. Appoint Gianna Apicella as Affirmative Action Officer from August 1, 2017 through June 30, 2018.
4. Appoint Carmela Whalen as the 504 District Coordinator from July 1, 2017 through July 31, 2017.
5. Appoint Gianna Apicella as the 504 District Coordinator from August 1, 2017 through June 30, 2018.
6. Appoint Carmela Whalen as the ADA District Coordinator from July 1, 2017 through July 31, 2017.
7. Appoint Gianna Apicella as the ADA District Coordinator from August 1, 2017 through June 30, 2018.
8. Approve the Affirmative Action Team for the 2017/18 school year:
  - Gianna Apicella
  - James McCusker
  - Michael Alberta
  - Melissa DeBoer
  - Marci Titunick
9. Appoint the 504 Officers for the 2017/18 school year as follows:
 

Reynolds School	Stefanie Slacin
Bogert School	Sara Senger
Cavallini Middle School	Margaret Donnelly
10. Appoint the H.I.B. Specialists for the 2017/18 school year as follows:
 

H.I.B. District Coordinator	Michael DeSocio
Anti-Bullying Specialist/Reynolds	Stefanie Slacin
Anti-Bullying Specialist/Bogert	Sara Senger
Anti-Bullying Specialist/Cavallini	Brigette Uzar
11. Appoint Katherine Baker as Attendance Officer for the 2017/18 school year.
12. Appoint Katherine Baker as Homeless Liaison for the 2017/18 school year.
13. Appoint Nijazi Leka as Integrated Pest Management (IPM) Coordinator for the 2017/18 school year.
14. Appoint Lyndsey Campana as the Assistant Musical Director at Cavallini for the 2016/17 school year. \$1,450.00
15. Appoint Alana Juliet Balestra to the position of Special Education per diem leave replacement teacher at Reynolds School, BA, Step 1-2, effective September 5, 2017 through approximately November 28, 2017, subject to the satisfactory completion of the criminal history records check required by law, salary to be determined upon Contract settlement.
16. Appoint Elizabeth Samimi to the position of 3<sup>rd</sup> Grade Teacher, BA, Step 3, effective September 1, 2017, salary to be determined upon Contract settlement.

## F. Substitutes/Consultants/Volunteers

1. Approve the reappointment of substitutes for the 2017/18 school year, as per attached.
2. Approve the reappointment of consultants for the 2017/18 school year, as per attached.
3. Approve Julie Spirko, Computer Literacy Teacher, as an Administrative Intern in Bogert School for the 2017/18 school year.
4. Approve the following Child Study Team staff members to provide evaluations for seven (7) students who are scheduled to be evaluated during Summer 2017: Hourly rate
 

Katherine Baker	Sheila Barry
Melissa DiBartolo	Kristen Groen
Carolyn Lane	Elayne Stern
5. Approve the following teachers to attend IEP meetings for seven (7) students being evaluated by the Child Study Team during Summer 2017: Hourly rate
 

Melissa DeBoer
Amanda Feijo
6. Approve Kelly Diverio to provide speech therapy services, three times per week, for the month of July, 2017. \$80/session
7. Approve Carolyn Lane to provide speech therapy services, three times per week, for the month of July, 2017. \$80/session
8. Approve Elayne Stern to provide speech therapy services, one time per week, for the month of July, 2017. \$80/session
9. Approve Michelle Weinberg to provide tutoring services for a Bogert student five hours per week for four weeks during summer 2017. \$35/hour
10. Approve Stacy Schiff as a Preschool ABA Teacher for five (5) students attending the Midland Park Summer Program, July 5 to July 28, 2017. \$3,600.00
11. Approve Elissa Mark as an ESY Aide for five (5) preschool students attending the Midland Park Summer Program, July 5 to July 28, 2017. \$1,500.00
12. Approve Elaina Reinke as an ESY Aide for five (5) preschool students attending the Midland Park Summer Program, July 5 to July 28, 2017. \$1,500.00

## G. Salary Guide

1. Approve the 2017/18 Personnel/Payroll Salary Guide, as per attached.

## H. Other

1. Approve the Superintendent's 2016/2017 Merit Bonus as follows:

**WHEREAS**, on September 26, 2016, the Upper Saddle River Board of Education (hereinafter referred to as the "Board") approved merit bonus goals for the Superintendent of the 2016/2017 school year consisting of three (3) quantitative merit criteria and two (2) qualitative merit criteria and submitted same to the Executive County Superintendent for

approval in accordance with N.J.A.C. 6A:23A-3.1(e)10-11 (hereinafter referred to as “Merit Bonus Goals”); and

**WHEREAS**, on or about October 13, 2016, the Executive County Superintendent approved said Merit Bonus Goals, thereby authorizing the Board to evaluate and award merit bonus increases to the Superintendent upon achievement of each objective; and

**WHEREAS**, on May 15, 2017, the Board formally approved merit pay for the successful completion of each objective.

**WHEREAS**, on June 13, 2017, the Executive county Superintendent has determined that the quantitative and qualitative merit criteria for each Board assessed objective has been satisfied for the payment of such merit bonus.

**Merit Goal 1: WHEREAS**, the Superintendent of Schools facilitated four (4) meetings to plan for the Professional Development Day. The Superintendent surveyed participants and analyzed the data with peers in order to plan for future collaborative activities, thereby entitling her to a quantitative merit bonus of 3.33% of her annual salary in the amount of \$4,828.50; and

**Merit Goal 2: WHEREAS**, the Superintendent of Schools created and published a new USRBOE New Member Induction Manual to reflect the needs and history of the USR district, thereby entitling her to a quantitative merit bonus of 3.33% of her annual salary in the amount of \$4,828.50; and

**Merit Goal 3: WHEREAS**, the Superintendent of Schools created and met with a Steering Committee on Integrating STEM across the Curriculum on four (4) separate occasions and reviewed current innovative practices. The Steering Committee also visited three (3) other school districts with STEM labs and a report was provided to the USRBOE in public on May 15, 2017, thereby entitling her to a quantitative merit bonus of 3.33% of her annual salary in the amount of \$4,828.50; and

**Merit Goal 4: WHEREAS**, the Superintendent of Schools created an Administrative Book Club to develop a common understanding on the supervision of teachers’ use of technology in the instruction setting. Two (2) books were read, three (3) research studies reviewed, and a report was provided to the USRBOE in public on May 15, 2017, thereby entitling her to a qualitative merit bonus of 2.5% of her annual salary in the amount of \$3,625.00; and

**Merit Goal 5: WHEREAS**, the Superintendent of Schools created and met with three (3) focus groups of students and teachers to determine the perceived effectiveness of the Wellness Initiative that has been in place in the Upper Saddle River School District for the past three (3) years and a report was provided to the USRBOE in public on May 15, 2017, thereby entitling her to a qualitative merit bonus of 2.5% of her annual salary in the amount of \$3,625.00; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby approves a non-pensionable merit bonus in the amount of 14.99% of the Superintendent’s annual salary in the amount of \$21,735.50 for the 2016/2017 school year subject to approval by the Executive County Superintendent that the quantitative and qualitative merit criteria for each of the Board assessed objectives have been satisfied for the payment of such merit bonus.

**COMMENTS:**

- Dr. Browne thanked Ms. Giammanco for her wonderful work at Bogert. She wished her the best in her new administrative position.
- Dr. Browne wished Mr. Grey the best of luck in his future endeavors.

- Mrs. Johnston said that Mr. Grey is leaving big wrestling coaching shoes to fill; he'll be missed.

**FINANCE:**

**Mrs. Imbasciani**

**A motion was made by Mr. Prisco and seconded by Mr. Amano to approve Finance Consent Agenda items A through VVV was approved by all in attendance.**

A. Approve the Minutes of Board Meetings:

May 1 and May 15, 2017

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

10	General Current Expense	\$70,311.13
11	General Current Expense	\$2,051,365.26
20	Special Revenue Funds	\$33,939.23
50	Milk	\$351.19
60	Trust Fund	\$32,934.64
	Total	\$2,188,901.45

C. Approve the Transfers for May 2017.

D. Approve the Board Secretary and Treasurer’s Reports dated May 2017 and to certify that after review of these reports and upon consultation with appropriate district officials, as to the best of our knowledge, no major account or fund has been over-expended in violation of NJAC 6A:23-2.11 and that sufficient funds are available to meet the district’s financial obligation for the remainder of the year.

E. Approve final payment to Panoramic Window & Door Systems, Inc., Application # 2, (Phase 3) in the amount of \$45,140.20.

F. Approve the Partial Window Replacement at Cavallini Middle School Change Order # 1 (Phase 4) for Panoramic Window & Door, Inc. to supply and install one missing window on drawings and supply and install one operating window to replace a fixed window and reinstall the air conditioning unit at a total cost of \$5,350.00. This amount will be deducted from the original project allowance of \$15,000.00, leaving a balance remaining of \$9,650.00.

G. Approve the following Resolution:

**WHEREAS**, the Upper Saddle River Board of Education (hereinafter referred to as the “Board”) advertised for bids regarding the Partial Window Replacement at Emil A. Cavallini Middle School Project (hereinafter referred to as the “Project”);

**WHEREAS**, on June 15, 2017, the Board accepted bids for the Project;

**WHEREAS**, the lowest responsible bid for this Project was submitted by Panoramic Window and Door Systems, Inc. (hereinafter referred to as “Panoramic”), with a base bid in the amount of \$259,000, for a total contract sum of \$259,000; and

**WHEREAS**, the bid submitted by Panoramic is responsive in all material respects and the Board is desirous of awarding the contract for the Project to Panoramic.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The Board hereby awards the contract for the Project to Panoramic Window and Door Systems, Inc. in a total contract amount of \$259,000.

2. This award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, and an executed A-101, Standard Form of Agreement Between Owner and Contractor, and an A-201, General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

**BE IT FURTHER RESOLVED** that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

- H. Authorize the Business Administrator/Board Secretary to pay bills during the months of July and August 2017. These payments will be approved at the next regularly scheduled meeting.
- I. Authorize the Board Secretary or, as an alternate, the Treasurer, to make wire transfers to/from all the authorized accounts.
- J. Approve the following Resolution:

**WHEREAS**, NJASA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end; and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board Resolution; and

**WHEREAS**, the Upper Saddle River Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

**WHEREAS**, the Upper Saddle River Board of Education has determined that an amount not to exceed \$500,000 is available for such purpose of transfer;

**NOW, THEREFORE BE IT RESOLVED**, by the Upper Saddle River Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- K. Accept funding for the FY18 IDEA Grant as follows:

IDEA Basic	\$230,587
IDEA Preschool	\$ 12,484

- L. Approve the submission of the FY18 IDEA Basic and IDEA Preschool Grant applications.

- M. Approve FY18 IDEA Grant expenditures for salaries as follows:

		<b>% of Salary</b>	<b>Amount</b>
1.	Pre-school Handicapped		
	Zumbano	68.7%	\$12,484
2.	Part B Basic		
	Aufiero	100%	\$19,670
	Balji	100%	\$17,170
	Dalton	100%	\$18,170

Hoffman	100%	\$18,170
Holder	100%	\$19,670
Koppenaar	100%	\$18,170
LiPuma	100%	\$18,170
Macri	100%	\$18,170
Martino	100%	\$18,170
O'Connor	100%	\$17,170
Radicke	100%	\$20,170
Reinke	100%	\$18,170
Shah	57.2%	\$9,547

- N. Appoint Lerch, Vinci and Higgins as the district’s auditors for the 2017/18 school year in the amount of \$22,500.00.
- O. Authorize the Business Administrator/Board Secretary to enter into a Cooperative Pricing Agreement with the Educational Services Commission of New Jersey (ESCNJ) for the purchase of goods and services for the 2017/18 school year.
- P. Authorize the Business Administrator/Board Secretary to enter into a Cooperative Pricing Agreement with US Communities Government Purchasing Alliance for the purchase of goods and services for Trane for the 2017/18 school year.
- Q. Approve the following Resolution:

**A RESOLUTION OF THE BOARD OF EDUCATION OF THE UPPER SADDLE RIVER SCHOOL DISTRICT IN UPPER SADDLE RIVER, NEW JERSEY, APPROVING THE TERMS AND CONDITIONS OF THE INTERLOCAL AGREEMENT BETWEEN REGION 4 EDUCATION SERVICE CENTER, LEAD AGENCY FOR THE COOPERATIVE PURCHASING NETWORK (TCPN), PROVIDING FOR A COOPERATIVE PURCHASING PROGRAM FOR GOODS AND SERVICES; DESIGNATING DANA IMBASCIANI, BUSINESS ADMINISTRATOR/BOARD SECRETARY, AS OFFICIAL REPRESENTATIVE OF THE UPPER SADDLE RIVER SCHOOL DISTRICT RELATING TO THE PROGRAM**

**WHEREAS**, the Board of Education of the Upper Saddle River School District has been presented a proposed Interlocal Agreement by and between the Region 4 Education Service Center, lead agency for The Cooperative Purchasing Network (TCPN), and the Upper Saddle River School District found to be acceptable and in the best interests of the Upper Saddle River School District and its citizens, are hereby in all things approved.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE UPPER SADDLE RIVER SCHOOL DISTRICT, UPPER SADDLE RIVER, NEW JERSEY**

Section I. The Terms and Conditions of the agreement having been reviewed by the Board of Education of the Upper Saddle River School District and found to be acceptable and in the best interests of the Upper Saddle River School District and its citizens are hereby in all things approved.

Section II. The Business Administrator/Board Secretary, Dana Imbasciani, of the Upper Saddle River School District under the direction of the Board of Education of the Upper Saddle River School District is hereby designated to act for the Upper Saddle River School District in all matters relating to The Cooperative Purchasing Network including the designation of specific contracts in which the Upper Saddle River School District desires to participate.

Section III. This Resolution shall become effective from and after its passage.

- R. Approve the following Resolution:

Pursuant to PL 2015, Chapter 47, the Upper Saddle River Board of Education intends to renew, award or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, have been and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq., NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200:

- Alliance for Competitive Telecommunications with ESCNJ
- Atlantic Business Products
- Bergen County Special Services
- Centris Group
- Delta Dental
- DiCara Rubino Architects
- Educational Data Services (Ed-Data)
- Gente (Benefit Tax Link)
- Lightpath
- New Jersey State Health Benefits
- Northeast Bergen County School Board Insurance Group (NESBIG)
- Panoramic Windows and Door Systems, Inc.
- Pat Scanlan Landscaping, Inc.
- Region 1/Mahwah Board of Education
- Scholastic Bus Company

S. Authorize the Business Administrator/Board Secretary to establish petty cash accounts for the 2017/18 school year in accordance with Board Policy # 6620 as follows:

Location	Amount	Per Incident Amount*
Board Office	\$500.00	\$50.00
Reynolds School	\$500.00	\$50.00
Bogert School	\$500.00	\$50.00
Cavallini Middle School	\$500.00	\$50.00

\* No individual purchase shall exceed the per incident amounts indicated above.

T. Approve the renewal of Application for Toilet Room Facilities for Kindergarten Classrooms in Reynolds School, rooms 99, 100, 101, 102, 103 and 104, for the 2017/18 school year.

U. Approve the Application for Dual Use of Educational Space for Bogert School room 11, for the 2017/18 school year.

V. Approve the Application for Dual Use of Educational Space for Reynolds School room 97, for the 2017/18 school year.

W. Approve the following Resolution:

**BE IT RESOLVED** that the Upper Saddle River Board of Education (hereinafter referred to as the "Board") hereby approves the License Agreement by and between the Board and the Upper Saddle River After School Program, Inc. (hereinafter referred to as the "USRASP") which is on file in the Board Office.

**BE IT FURTHER RESOLVED** that the Board hereby authorizes the Board President and the Business Administrator/School Board Secretary to execute, on behalf of the Board, the License Agreement by and between the Board and the USRASP.

- X. Approve reimbursement for the balance of the NJL2L mentor fee, not to exceed \$1,000, for Mrs. Gianna Apicella, Director of Special Education.
- Y. Approve to continue the shared services between the Upper Saddle River Board of Education and the Ho-Ho-Kus Board of Education for the services of a Behaviorist, whereby, Ho-Ho-Kus Board of Education agrees to pay \$21,200.00 in exchange for one day per week of services for the 2017/18 school year.
- Z. Approve a rate of \$15,000.00 per child for non-resident tuition student and a rate of \$550.00 per child to a maximum of \$900.00 per year for a family for professional courtesy tuition students for the 2017/18 school year.
- AA. Approve a rate of \$3,750.00 per child for the Integrated Pre-School for the 2017/18 school year.
- BB. Accept fourteen (14) tuition students, whose names are on file in the Board Office, for the 2017/18 school year.
- CC. Accept eight (8) professional courtesy tuition students, whose names are on file in the Board Office, for the 2017/18 school year.
- DD. Accept fourteen (14) Integrated Pre-School tuition students, whose names are on file in the Board Office, for the 2017/18 school year.
- EE. Approve the contract with Bergen County Special Services School District, Educational Enterprises Division for the provision of Teacher of the Deaf services for a student whose name is on file in the Board Office for the 2017/18 school year.
- FF. Approve the placement of three (3) Special Education students, whose names are on file in the Board Office in the Region 1 Mahwah Summer Program.
- GG. Approve the placement of seven (7) Special Education students, whose names are on file in the Board Office in the Franklin Lakes Multisensory Summer Program.
- HH. Approve the placement of the following Special Education students, whose names are on file in the Board Office in the following summer programs in lieu of the Region 1 Mahwah Summer Program:
- |               |                                            |
|---------------|--------------------------------------------|
| Two students  | Camp Excel Summer Program, Harrington Park |
| Two students  | Wyckoff                                    |
| Five students | Midland Park                               |
- II. Approve the placement of the following Special Education students, whose names are on file in the Board Office, in extended year summer programs in accordance with Individual Education Plans:
- |               |                                  |
|---------------|----------------------------------|
| One student   | CTC Academy                      |
| One student   | Craig School                     |
| One student   | EPIC                             |
| One student   | Franklin Lakes                   |
| One student   | Fusion Academy                   |
| One student   | Sage Day - Mahwah                |
| Five students | Valley Program – Harrington Park |
| Two students  | Valley Program – Norwood         |
- JJ. Approve the placement of the following Special Education students, whose names are on file in the Board Office, in accordance with their Individual Education Plans for the 2017/18 school year:
- |             |                          |
|-------------|--------------------------|
| One student | Banyon Elementary School |
|-------------|--------------------------|

One student	CTC Academy
Two students	Craig School
One student	EPIC
One student	Franklin Lakes
One student	Park Academy
One student	Sage Day – Mahwah
One student	Shepard School - Kinnelon
Five students	Valley Program – Harrington Park
Two students	Valley Program – Norwood Elementary School

- KK. Approve J&J Gym Floors to recoat the Gym, Stage and Multipurpose Room floors a Reynolds, Bogert and Cavallini and to also resurface and line the floor at Travers Multipurpose Room at a total cost of \$17,230.00.
- LL. Approve Sheet Metal, Inc. to fabricate and install twelve (12) new VAV boxes into existing air ducts in the second grade wing of Reynolds School at a total cost of \$6,980.00.
- MM. Approve Trane to supply nine (9) 10", two (2) 5" and one (1) 8" VAV Round (retrofit) terminal units for Bogert/Reynolds RTU-2 at a cost of \$11,298.57. (Pricing based on TCPN #R150502)
- NN. Approve Trane to supply and install a replacement rooftop unit for RTU-9 at a cost of \$25,535.00. (Pricing based on US Communities Cooperative Quote #28-221317-17-002, Trane Contract # USC-15-JLP-023)
- OO. Decline participation in the Special Milk Program sponsored by the New Jersey Department of Agriculture for the 2017/18 school year.
- PP. Approve the agreement for scanning and digitally storing personnel records with Accuscan, in an amount not to exceed \$1,200.00 for the 2017/18 school year. (Pricing based on NJ State Approved Co-op # 65 MCESCCPs MRESC 12/13-22 and ESCNJ 16/17-48)
- QQ. Approve the agreement with Alarm & Communication Technologies for fire alarm monitoring at Reynolds and Bogert Schools in the amount of \$780.00 for the 2017/18 school year.
- RR. Approve the service contract with Atlantic Professionals for the telephone system in the amount of \$6,000.00 for the 2017/18 school year.
- SS. Approve the agreement with Automatic Suppression & Alarm Systems, Inc. for the Cavallini Middle School fire alarm system testing, preventive maintenance and remote central monitoring in the amount of \$1,670.00 for the 2017/18 school year.
- TT. Approve the maintenance contract with Butler Water Corrections for boiler services in the amount of \$1,800.00 for the 2017/18 school year.
- UU. Approve the service agreement with Computer Solutions, Inc. in the amount of \$8,712.00 for the 2017/18 school year.
- VV. Approve the contract with Cream-O-Land Dairies with an increase not to exceed five cents (\$.05) in the monthly 'Class 1' increased or decreased marginal price per half-pint as announced by the Federal Market Administrator for the 2017/18 school year.
- WW. Approve the contract with Delta Dental with no increase for the 2017/18 school year.
- XX. Approve the contract with Dude Solutions for Maintenance Direct Service and MySchoolDude for the 2017/18 school year in the amount of \$2,329.17.
- YY. Approve the contract with Dude Solutions for Technology Essentials (Incident) Service for the 2017/18 school

- year in the amount of \$1,254.75.
- ZZ. Approve the service agreement with Frontline Technologies (AESOP), in the amount of \$7,038.50, for the 2017/18 school year.
- AAA. Approve the agreement for Frontline Technologies (Applitrack System) in an amount not to exceed \$1,755.13 for the 2017/18 school year.
- BBB. Approve the service agreement with Genesis Educational Services Student Information System in the amount of \$10,059.00 for the 2017/18 school year.
- CCC. Approve the contract with Gente for the 2017/18 school year for FSA, Vision and COBRA administration services.
- DDD. Approve the Annual Employee Assistance Contract with Good Samaritan Hospital in an amount not to exceed \$4,000.00, for the 2017/18 school year.
- EEE. Approve the planned maintenance contract renewal with HandiLift in the amount of \$970.00 for Bogert/ Reynolds and \$1,195.00 for Cavallini for the 2017/18 school year.
- FFF. Approve the maintenance agreement with Johnson Controls, Inc. in the amount of \$17,200.00 for the 2017/18 school year.
- GGG. Approve the agreement for comprehensive environmental services from Karl and Associates in the amount of \$5,900.00 for the 2017/18 school year.
- HHH. Approve the contract for boiler/burner cleaning and inspection with Manhattan Welding Company, Inc. in the amount of \$5,400.00 for the 2017/18 school year.
- III. Approve the agreement with N.A.S. Security Systems, Inc. for central station monitoring for the District at a total cost of \$1,228.00 for the 2017/18 school year.
- JJJ. Approve the maintenance contract with Open Systems Metro for the Bogert/Reynolds fire alarm system in the amount of \$1,550.00 for the 2017/18 school year.
- KKK. Approve the agreement for policy alert and support system annual maintenance with Strauss Esmay Associates, LLP in the amount of \$4,585.00 for the 2017/18 school year.
- LLL. Approve the service contract renewal with Trane in the amount of \$38,142.00 for the 2017/18 school year.
- MMM. Approve the following Resolution:

#### **RESOLUTION**

##### **A Resolution to authorize participation in the State Health Benefits Program and/or School Employees' Health Benefits Program of the State of New Jersey**

**BE IT RESOLVED** that the Upper Saddle River Board of Education (hereinafter referred to as "the Board"), SSS ID # 22-600-2357, hereby elects to participate in the Health Program provided by the New Jersey State Health Benefits Act of the State of New Jersey (N.J.S.A. 52:14-17.26 and N.J.S.A. 52:14-17.46.2) and to authorize coverage for all the employees and their dependents thereunder in accordance with the statute and regulations adopted by the State Health Benefits Commission and/or School Employees' Health Benefits Commission.

**WHEREAS** the Board will not have a stand-alone prescription drug plan and understands that prescription drug coverage will be provided based on the medical plan chosen by the subscriber.

**WHEREAS** the Board will be maintaining Delta Dental as its dental plan.

**WHEREAS** the Board elects 30 hours per week (average) as the minimum requirement for full time status in accordance with N.J.A.C. 17:9-4.6.

**WHEREAS** the Board, as a participating employer, will remit to the State Treasury all charges due on account of employee and dependent coverage and periodic charges in accordance with the requirements of the statute and the rules and regulations duly promulgated thereunder.

**WHEREAS** Linda Miller, Confidential Secretary and Payroll & Benefits is appointed to act as Certifying Officer in the administration of this program.

**NOW, THEREFORE, BE IT RESOLVED** that this Resolution shall take effect immediately and coverage shall be effective as of July 1, 2017 or as soon thereafter as it may be effectuated pursuant to the statutes and regulations (can be no less than 75 or 90 days pursuant to the provisions of N.J.S.A. 17:9-1.4).

- NNN. Accept the donation of \$25,278.35 from the USR PTO to purchase additional shelving and new furniture for the Reynolds Media Center.
- OOO. Accept the donation of \$39,984.00 from the USR PTO to purchase and install the necessary materials to create a new Challenge/Obstacle Course at Bogert School.
- PPP. Approve the following Resolution:

**RESOLUTION**

**WHEREAS**, the Upper Saddle River Board of Education (hereinafter referred to as the "Board") is in receipt from the Upper Saddle River Parent Teacher Organization (hereinafter referred to as the "PTO") which, pursuant to N.J.S.A. 18A:18A-15.1, memorializes a gift in the amount of \$49,300 to be used for the sole purpose of furnishing and installing an air conditioning system in the multi-purpose room of the Emil A. Cavallini Middle School (the "Project"); and

**WHEREAS**, no funds of the Board will be utilized for the Project since the Project will be fully funded by the PTO; and

**WHEREAS**, the gift is conditioned upon the Board accepting the assignment of an Agreement with Da-Lor Service Co., Inc. for the performance of work on the Project, as well as other conditions set forth in a letter from the PTO dated June 19, 2017, which is attached hereto; and

**WHEREAS**, it is in the best interests of the Upper Saddle River School District for the Board to accept the gift from the PTO pursuant to N.J.S.A. 18A:18A-15.1 and to use Da-Lor Service Co. Inc. as specified by the PTO for the project;

**NOW, THEREFORE, BE IT RESOLVED** that pursuant to N.J.S.A. 18A:18A-15.1, the Board hereby accepts the gift in the amount of \$49,300 from the PTO, subject to the conditions set forth in the letter from the PTO, dated June 19, 2017.

**BE IT FURTHER RESOLVED** that the gift shall be used for the sole purpose of the Project.

**BE IT FURTHER RESOLVED** that the Board hereby agrees to accept assignment of the Agreement between the PTO and Da-Lor Service Co. Inc., subject to final review, for work associated with the Project.

**BE IT FURTHER RESOLVED** that the Board disclaims any other promises or conditions which may

have been made in connection with the solicitation of donations or the contribution of monies, time or services for the Project.

- QQQ. Approve the donation of \$100.00 by the Reynolds School Student Council to Special Olympics New Jersey in support of the Upper Saddle River Police Department's participation in their annual Torch Run.
- RRR. Approve the donation of \$1,141.80, the proceeds of the fourth grade's Annual Economics Bake Sale, to the non-profit group, E's Battle Buddies, to support the efforts of their classmate, Ethan Sandlofer.
- SSS. Approve the following Resolution:

**WHEREAS**, the Upper Saddle River Board of Education (hereinafter referred to as the "Board") recognizes that, in the course of performing regular school district business, the Superintendent, the Business Administrator/Board Secretary, the Administrators and the Board Office Secretaries, must engage in travel activities; and

**WHEREAS**, employees who incur travel expenses in the course of regular school district business should be reimbursed; and

**WHEREAS**, regular business travel shall be defined as all official business travel, including attendance at meetings, conferences and any other gatherings which are not training functions, training seminars, conventions or conferences in which the primary purpose of employee attendance is the development of new skills and knowledge or the reinforcement of these skills and knowledge in a particular field related to school district operations; and

**WHEREAS**, the Board desires to approve an annual maximum amount per employee for regular business travel for which Board approval is not necessary prior to reimbursement; and

**WHEREAS**, the Board believes \$600 is the appropriate annual maximum amount per employee for regular business travel.

**NOW THEREFORE BE IT RESOLVED**, that, subject to the applicable restrictions and requirements set forth in the New Jersey travel payment guidelines as established by the Department of the Treasury, as well as those guidelines established by the Office of Management and Budget, except to the extent that said guidelines conflict with the provisions of Title 18A of the New Jersey Statutes, the Board hereby approves \$600 as the annual maximum amount per employee (as listed above) for regular business travel.

- TTT. Approve the following Resolution:

**WHEREAS**, the Upper Saddle River Board of Education (hereinafter referred to as the "Board") recognizes that, in the course of performing regular school district business, the Child Study Team staff, must engage in travel activities; and

**WHEREAS**, employees who incur travel expenses in the course of regular school district business should be reimbursed; and

**WHEREAS**, regular business travel shall be defined as all official business travel, including attendance at meetings, conferences and any other gatherings which are not training functions, training seminars, conventions or conferences in which the primary purpose of employee attendance is the development of new skills and knowledge or the reinforcement of these skills and knowledge in a particular field related to school district operations; and

**WHEREAS**, the Board desires to approve an annual maximum amount per employee for regular business travel for which Board approval is not necessary prior to reimbursement; and

**WHEREAS**, the Board believes \$600 is the appropriate annual maximum amount per employee for

regular business travel.

**NOW THEREFORE BE IT RESOLVED**, that, subject to the applicable restrictions and requirements set forth in the New Jersey travel payment guidelines as established by the Department of the Treasury, as well as those guidelines established by the Office of Management and Budget, except to the extent that said guidelines conflict with the provisions of Title 18A of the New Jersey Statutes, the Board hereby approves \$600 as the annual maximum amount per Child Study Team employee for regular business travel.

UUU. Approve the following Resolution:

**WHEREAS**, the Upper Saddle River Board of Education is required pursuant to NJSA 18A:11-12 to adopt policy and approve travel expenditures by district employees and Board members using local, State or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

**WHEREAS**, the Board of Education has determined that the training and informational programs set forth below are directly related to and within the scope of Board members’ duties; and

**WHEREAS**, the Board of Education has determined that the training and informational programs set forth below are directly related to and within the scope of the listed job title’s current responsibilities and the Board’s professional development plan; and

**WHEREAS**, the Board of Education has determined that participation in the training and informational programs set forth below requires school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and

**WHEREAS**, the Board of Education has determined that the school district travel expenditures are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and

**WHEREAS**, the Board of Education finds that a mileage reimbursement rate equal to that of the state Internal Revenue Service mileage reimbursement rate of \$0.31 per mile is reasonable; and

**WHEREAS**, the Board of Education has determined that participation in these training and informational programs are in compliance with the district policy on travel;

**THEREFORE BE IT RESOLVED**, that the Board of Education hereby approves the attendance of the School Board members and district employees at the training and instructional programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount.

VVV. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fees	Travel Cost
AMTNJ's Annual 2-Day Conference East Windsor, NJ	October 26 or 27, 2017 (TBD)	Amy D'Ambola	\$205.00	\$49.30
Aspiring Principals Program South Orange, NJ	January 16 & 23, 2018 February 6 & 13, 2018 March 6 & 20, 2018 April 10 & 24, 2018 May 1 & 15, 2018	Michael Padilla	\$0.00	\$231.66

**COMMENTS:**

- Dr. Browne thanked the PTO for their wonderful donations. She said the enhancements will make coming to school for the staff and students even more exciting.

**RECOGNITION OF VISITORS:**

- Mrs. Griffin said, “Monica, we’re going to miss you. It’s been a pleasure working with you.”

**ADJOURNMENT****Mrs. Johnston**

A motion to adjourn was made by Mrs. Fusaro and seconded by Mr. Amano at 8:48 p.m.

Sincerely,  
Dana Imbasciani, Board Secretary

# Substitutes Renewal 2017/2018

LAST NAME	FIRST NAME	SUBJECTS	CRT
Ali	Muhammed	Teacher & Paraprofessional	C
Asta	Jacqueline	Teacher & Paraprofessional	C
Aufiero	Joan	Teacher & Paraprofessional	C
Balji	Heather	Teacher & Paraprofessional	C
Barry	Patricia	Office Lunch Aide	
Barthold	Kathryn	Teacher & Paraprofessional	C
Blaikie	Denise	Teacher & Paraprofessional	C
Blake	Byron	Teacher & Paraprofessional	C
Brush	Carolyn	Teacher & Paraprofessional	S
Canonico	Randy J.	Teacher & Paraprofessional	C
Caporale	Leo T.	Teacher & Paraprofessional	S
Caputo	Anne	Teacher & Paraprofessional	C
Carlin	Erin	Teacher & Paraprofessional	S
Carucci	Michelle	Teacher & Paraprofessional	S
Charne	Karen	Campus Aide	
Chostaka	Allison	Teacher & Paraprofessional	C
Cosgriff	Amy	Teacher & Paraprofessional	C
Crasto	Jeena	Teacher & Paraprofessional	C
Dalton	Ursula	Teacher & Paraprofessional	C
DeMagistris	Jaclyn	Teacher & Paraprofessional	S
DeNike	Susan	Teacher & Paraprofessional	C
Deniz	Susan	Teacher & Paraprofessional	C
Dillman	Dora M.	Teacher & Paraprofessional	S
Flood	Susan	Teacher & Paraprofessional	C
Giudice	Olimpia	Teacher & Paraprofessional	C
Griffin	Walter	Custodian	
Grob	Deborah	Tcher/Para/Hi/LA/Sect'y	S
Hands	Loretta G.	School Nurse	C
Held	Diane	Teacher & Paraprofessional	S
Ho	Nora	Teacher & Paraprofessional	C

LAST NAME	FIRST NAME	SUBJECTS	CRT
Ho	Linda		
Hoffman	Danielle	Teacher & Paraprofessional	S
Hubbard	Fernanda	Teacher/Para/Secretary/LA	C
Jareck	Pat	Teacher & Paraprofessional	S
Jones	Pam	Teacher & Paraprofessional	S
Kasen	Danielle	Teacher & Paraprofessional	C
Keizer	Don	Teacher & Paraprofessional	S
Kleinman	Helaine	Teacher & Paraprofessional	C
Koppenaar	Jeanne	Teacher & Paraprofessional	C
Kotsopoulos	Sofia	Teacher & Paraprofessional	C
Kovar	Beth	Teacher & Paraprofessional	S
Kreger	Edward	Custodian	
Krieger	Brett	Teacher & Paraprofessional	S
Kykta	Bohdan	Custodian	
Lam	Antenette	Teacher & Paraprofessional	S
Leshinsky	Andrea D.	Teacher/LEAP Co-Coordinator	C
Levine	Mary A.	Teacher/LEAP Co-Coordinator	C
LiPuma	Maureen	Teacher & Paraprofessional	C
Lisovsky	Debra A.	Teacher & Paraprofessional	S
Losos	Cathy	Teacher & Paraprofessional	C
Macri	Gail	Teacher & Paraprofessional	C
Mariniello	Barbara	Lunch Aide	
Mark	Elissa	Teacher & Paraprofessional	C
Marte	Sarah	Teacher & Paraprofessional	C
Martino	Adriana	Teacher & Paraprofessional	C
McMahon	Ingrid	Teacher & Paraprofessional	S
Merritt	Catherine	Teacher/Para/Secretary	C
Mezzatesta	Nancy	Teacher & Paraprofessional	C
Mignone	Suzanne	Teacher & Paraprofessional	C
Miller	Sara	Teacher & Paraprofessional	C
Miller	David	Custodian	
Mizzoni	Tara	Teacher & Paraprofessional	C

LAST NAME	FIRST NAME	SUBJECTS	CRT
Morris	AnnMarie	Teacher & Paraprofessional	S
Moshasha	Fakhrossadat	Teacher & Paraprofessional	C
Nelson	Maritza	Teacher & Paraprofessional	C
O'Connor	Sean	Teacher & Paraprofessional	C
Olcott	Nicole	Teacher & Paraprofessional	C
O'Neill	Veronica	Teacher & Paraprofessional	C
Pagliari	Evelyn	Teacher & Paraprofessional	C
Parent	Lyndsey	Coach	S
Pestronk	Isabel	Teacher/Para/Hi	S
Pula	Gene M.	Teacher & Paraprofessional	C
Radicke	Lynn	Teacher & Paraprofessional	S
Rehain	William	Teacher	S
Rehain	Daniel	Coach	C
Roche	Carolyn	Teacher & Paraprofessional	C
Roy	Pratima	Teacher & Paraprofessional	S
Sailer	Jill	Teacher & Paraprofessional	C
Saites	Cornelia S.	Nurse	C
Samimi	Elizabeth	Teacher & Paraprofessional	S
Schaffer	Jennifer	Teacher & Paraprofessional	C
Schepis	Danielle	Teacher & Paraprofessional	S
Shah	Ami	Teacher/Paraprofessional/Secr	C
Shameli	Elham	Teacher & Paraprofessional	S
Shrout	Marilyn	Teacher & Paraprofessional	C
Silverman	Anne M.	Teacher/LEAP Co-Coordinator	C
Stephan	Victoria	Nurse/Teacher/Paraprofession	C
Stone	Howard	Teacher & Paraprofessional	C
Sweeney	Charlotte	Lunch Aide	
Tenzer	Karen	Teacher & Paraprofessional	S
Tozzi	Anthony	Teacher/Para/Coach	C
Ventresca	Joseph	Coach	C
Warren	Marcia	Teacher & Paraprofessional	S
Wei	Susan	Teacher & Paraprofessional	C

LAST NAME	FIRST NAME	SUBJECTS	CRT
Weinberg(Savitzky)	Michele	Teacher/Para/Home Instructio	S
Welch	Pamela	Nurse	C
Wiseman	Helene T.	Teacher & Paraprofessional	S
Yugas	Renee	Teacher & Paraprofessional	C

**CONSULTANT RENEWALS FOR 2017/2018**

<b>Name</b>	<b>Type of Service</b>
Above and Beyond	ABA Therapist
Behavior Therapy Associates P.A.	(works with teachers only)
BGKK, LLP	Psychology
Brenkert, Rebecca	ABA Therapist
Chimenti, Donna	Targeted Instruction
Communications Therapy	Speech(Janet Krebs and Deborah Roberts)
Comprehensive School Testing	LDTC
Concordia Learning Center	Vision Services
Deutsch, Rita	LDTC
Educational Enterprises	B.C. Special Services
Goldberg Gravity	Professional Development Consultant
Hands, Robert M.D.	School Doctor
Invo Healthcare Associates	OT
Johnson, Jewann	ABA Therapist
Kostenko, Christopher	Targeted Instruction
Lagatta, Christine	Curriculum Consultant (works w/ teachers only)
Levine, Mary A.	LEAP Co-Coordinator
Ludwig, Elizabeth	Reading Specialist
McVeigh, Patricia S.	Speech Therapist
O'Sullivan, Joanne	ABA Therapist
Palatnek, Jaime	Targeted Instruction
Professional Education Services	Home Instruction
Regan, Denise	Musical Director
Rickard Rehabilitation Services	Occupation/Physical/Speech Therapy
Santana, Sarah	Speech Therapist
Schweizer, Danielle	ABA Therapist
Silverman, Anne	LEAP Co-Coordinator
Silvertstein, Marisa	Targeted Instruction
Sorrentino, Deena	Targeted Instruction
Weinberg, Michelle	Targeted Instruction
Widmer, Kirsten	Curriculum Consultant(works w/ teachers only)
Younger, Kristen	ABA Therapist

**2017-2018 Substitute Rates/Payroll Calculations  
Upper Saddle River Schools**

SUBSTITUTE TEACHERS/PARAPROFESSIONALS	\$95/day
<i>(Substitutes holding a NJ State or county substitute teaching certificate)</i>	
SUBSTITUTE PARAPROFESSIONALS	\$75/day
<i>(Substitute paraprofessionals NOT holding a NJ State or county substitute teaching certificate)</i>	
#School Nurse	\$125/day
~HOME INSTRUCTION TEACHERS	\$35/hour
SUBSTITUTE SEC/CLERICAL	\$13.50/hour
SUBSTITUTE LUNCH AIDE	\$10/hour
SUBSTITUTE CUSTODIAN	\$13.50/hour

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# Must hold a state or county school nurse teaching certificate and RN license.

~ Must hold a state teaching certificate.

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The following data is to be used to calculate payroll. Lunch is included in hours per day.

Teachers/School Nurse	186 days	7.67 hours/day	1,426 hours/year
RN	185 days	7.5 hours/day	1,387.5 hours/year
Behaviorist	186 days	7.67 hours/day	1,426 hours/year
Paraprofessionals	182 days	6.92 hours/day	1,259.44 hours/year
§ Campus Aides	182 days	<u>4.5</u> 4 hours/day	<u>819</u> <del>728</del> hours/year
Lunchroom Aides	180 days	2.25 hours/day	405 hours/year
Secretary/Clerical/District Administrative Staff (12 month)	260 days	7.5 hours/day	1,950 hours/year
BOE Front Office Secretary (12 month)	260 days	8 hours/day	2,080 hours/year
Custodians	260 days	8 hours/day	2,080 hours/year

§ Change from 2016/2017

Approved: \_\_\_\_\_