

**Board of Education
Upper Saddle River, New Jersey
Regular Session
Monday, January 22, 2024, 8:00 p.m.**

Minutes

This Regular Session of the Upper Saddle River Board of Education was held in the Auditorium of the Bogert School Gym of the Upper Saddle River Schools beginning at 8:00 p.m. Mrs. Gray 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. Gray, Mrs. Ginsberg, Mr. Mehegan, Mr. Quagliani (left at 8:45 p.m.),
Dr. Verducci, Mrs. Wenberg

Members absent: Mrs. Gandara

Also present: Dr. Siegel, Mrs. Imbasciani, Miss Noye Lozada (Student Representative)

REGULAR SESSION

Mr. Mehegan made a motion, seconded by Dr. Verducci to convene into Regular Session at 8:00 p.m.

OPENING STATEMENT:

Mrs. Gray

Mrs. Gray welcomed the public.

SUPERINTENDENT'S REPORT:

Dr. Siegel

Dr. Siegel reported on the exciting event going on in the schools:

- Reynolds - This week is Theater Week sponsored by the USR PTO
- Bogert and Cavallini are performing their Winter Concerts (instrumental and chorale)
- Other events this week:
 - Student Success
 - Belonging Blueprint

BOARD SECRETARY'S REPORT:

Mrs. Imbasciani

Mrs. Imbasciani reported on the following:

- 2024/25 Budget Calendar
- ROD Grants

BOARD PRESIDENT'S REPORT: None

Mrs. Gray

COMMITTEE REPORTS:

Committee Chairpersons

Finance/Negotiations Committee:

Mrs. Wenberg

Mrs. Wenberg reported the Committee will meet in early February to review the proposed budget.

Personnel Committee:

Dr. Verducci

Dr. Verducci reported the Committee has met twice this month. They are working on staffing needs and looking at alternative staffing and scheduling for the 2024/25 school year.

Student Success Committee**Mrs. Wenberg**

Mrs. Wenberg reported that student focus groups were held today. It was a productive day with a lot of participation.

School Boards Liaison:**Dr. Verducci**

Dr. Verducci reported that the Bergen County School Boards is holding their next meeting on February 6, 2024, via Zoom.

Student Representative's Report:**Miss Noye Lozada**

Miss Noye Lozada reported on the following:

- Reynolds: Attended Reynolds Rocket Day
Launched the Act of Kindness Challenge
- Cavallini and Bogert: Student government facilitated focus groups to gain input on the following areas:
Student interactions
Student culture
HIB
Respect

PTO REPORT:**Mrs. DeFrino/Mrs. McGovern**

Mrs. McGovern reported on:

- The Newsletter is going out this week
- The Holiday Shop was a success
- Family Fun Day is scheduled for May 9, 2024
- Theater Week started today, January 22
- 3rd Grade Bingo will be held on February 8 (Snow date – February 27)
- The following events have been approved for Cavallini:
 - 6th Grade
 - Buehler Challenger & Science Center
 - Museum of Jewish Heritage
 - 7th Grade
 - NY Historical Society
 - Shakespeare Live Program
 - 8th Grade
 - Broadcast Day
 - Washington DC Trip – Two shirts and picture
 - Graduation – Decorations, signs and awards
 - Club Illusion
 - Field Day
 - School Musical Ad

USREF Report:**Mrs. Tedd**

Mrs. Tedd reported that the tickets for the Annual Town Night Out Gala on March 8, 2024 will go on sale later this week. Information regarding tickets, Tricky Tray and the Silent Auction will be available on the district website.

PRESENTATIONS:**District Goal # 1 Update: Student Behavior****Miss Cipollini/Mrs. Apicella**

As a component of the District Behavior goal, a behavior data team was established to identify behavioral patterns and work together to plan instructional changes, behavioral guidance updates, responses and interventions. The District has established a behavior data tracking system and is working to refine and adjust practices K – 8.

PRESENTATION QUESTIONS:

- Mr. Ford asked if the impacts of the behaviors are being examined.
- Mr. Wang asked if there is a plan to give parents this data.
- Mr. Noye asked if behavior issues are communicated in real time so the behaviors don't snow ball throughout the day.

Special Education Staff Development**Mrs. Apicella**

On January 15, the District participated in a professional development day grounded in understanding special education students, instruction and approaches to support diverse learners. The day consisted of panel discussions, staff led workshops, on-site student learning experiences, former special ed students who talked about their experiences and off-site experiential learning. Some staff visited agencies with adults with developmental disabilities.

PUBLIC COMMENT: None**PERSONNEL:****Dr. Siegel**

A motion was made by Dr. Verducci and seconded by Mrs. Wenberg to approve Personnel Consent Agenda Items A through G and was approved by all in attendance.

- A. Create/Abolish (not applicable)
- B. Resignations
 - 1. Accept the resignation, for purposes of retirement, of Geraldine Musumeci, Secretary to the Pre-K - 8 Assistant Principal, at Cavallini Middle School, effective July 1, 2024.
- C. Leaves (not applicable)
- D. Lateral Guide Moves
 - 1. Approve a lateral guide move for Brian Walis, Jr., Physical Education/Health Teacher, from BA to BA+30, effective February 1, 2024.
- E. Appointments
 - 1. Appoint Carol Krebs to the position of ACE Team Member for the 2023/24 school year. \$22/hour
- F. Change in Assignment (not applicable)
- G. Substitutes/Consultants/Volunteers
 - 1. Approve Kate Arena, School Psychologist, to conduct psychological evaluations as a consultant, effective January 23, 2024 through June 2024, at a rate of \$450 per evaluation.

FINANCE:

A motion was made by Mr. Mehegan and seconded by Mrs. Wenberg to approve Finance Consent Agenda Items A through H and was approved by all in attendance.

- A. Approve the Minutes of Board Meeting:

December 18, 2023

B. Approve the Bills List for December 2023 as follows:

10	General Current Expense	\$80,646.21
11	General Current Expense	\$2,413,458.61
12	Capital Outlay	\$4,850.00
20	Special Revenue Funds	\$40,658.11
40	Debt Service Funds	\$48,007.08
50	Milk	\$208.31
60	Enterprise Fund	\$23,691.89
	Total	\$2,611,520.21

C. Approve the Transfers for December 2023.

D. Approve the Board Secretary and Treasurer’s Reports dated December 2023 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 the following Resolution:

**APPROVAL AUTHORIZING EXECUTION AND DELIVERY OF GRANT AGREEMENT
FOR SCHOOL FACILITIES PROJECT -
CAVALLINI MIDDLE SCHOOL BOILER REPLACEMENT**

WHEREAS, based on prior New Jersey Department of Education approvals, by letter dated January 19, 2024, the New Jersey Schools Development Authority (“NJSDA”) has offered an Educational Facilities Construction and Financing Section 15 Grant (“the Grant”) to the Upper Saddle River Board of Education (“the Board”); and

WHEREAS, the Grant is for certain funding of a School Facilities Project at the Cavallini Middle School including the replacement of the Boilers; and

WHEREAS, the Board has received all necessary New Jersey Department of Education (“DOE”) approvals, including approval by letter dated January 19, 2024, of the “Final Eligible Cost” (“FEC Letter”) for the School Facilities Project; and

WHEREAS, the FEC Letter establishes a maximum dollar amount of eligible costs, meaning that if the local share of the costs of the School Facilities Project is less than the dollar amount stated in the DOE’s FEC Letter or if the total cost to complete said Project is less than the total amount in the FEC Letter, the Grant amount shall be decreased proportionally; and

WHEREAS, if there are additional costs for the School Facilities Project resulting in an amount greater than the total FEC amount, said additional costs will be funded through the Board’s local share of the cost for said project; and

WHEREAS, in order to receive NJSDA funding, the Board must authorize the execution and delivery of the Grant Agreement.

NOW, THEREFORE, BE IT RESOLVED that the Board is hereby authorizing execution and delivery of the Grant Agreement for SDA Project # 5330-050-23-G5TO, Grant # G5-6912, for NJSDA funding of its School Facilities Project at the Cavallini Middle School.

BE IT FURTHER RESOLVED, that the Board hereby delegates the Authority to the School Business Administrator for supervision of the School Facilities Project.

F. Approve the following Resolution:

**APPROVAL AUTHORIZING EXECUTION AND DELIVERY OF GRANT AGREEMENT
FOR SCHOOL FACILITIES PROJECT -
BOGERT SCHOOL ROOF REPLACEMENT**

WHEREAS, based on prior New Jersey Department of Education approvals, by letter dated January 19, 2024, the New Jersey Schools Development Authority (“NJSDA”) has offered an Educational Facilities Construction and Financing Section 15 Grant (“the Grant”) to the Upper Saddle River Board of Education (“the Board”); and

WHEREAS, the Grant is for certain funding of a School Facilities Project at the Bogert School, including the replacement of the Roof; and

WHEREAS, the Board has received all necessary New Jersey Department of Education (“DOE”) approvals, including by letter dated January 19, 2024 of the “Final Eligible Cost” (“FEC Letter”) for the School Facilities Project; and

WHEREAS, the FEC Letter establishes a maximum dollar amount of eligible costs, meaning that if the local share of the costs of the School Facilities Project is less than the dollar amount stated in the DOE’s FEC Letter or if the total cost to complete said Project is less than the total amount in the FEC Letter, the Grant amount shall be decreased proportionally; and

WHEREAS, if there are additional costs for the School Facilities Project resulting in an amount greater than the total FEC amount, said additional costs will be funded through the Board’s local share of the cost for said project; and

WHEREAS, in order to receive NJSDA funding, the Board must authorize the execution and delivery of the Grant Agreement.

NOW, THEREFORE, BE IT RESOLVED that the Board is hereby authorizing execution and delivery of the Grant Agreement for SDA Project 5330-060-23-G5XF, Grant # G5-7007, for NJSDA funding of its School Facilities Project at the Bogert School.

BE IT FURTHER RESOLVED, that the Board hereby delegates the Authority to the School Business Administrator for supervision of the School Facilities Project.

G. Approve the following Resolution:

**APPROVAL OF TRANSFER OF CAPITAL RESERVE FUNDS
TO CAPITAL PROJECTS**

WHEREAS, the Upper Saddle River Board of Education has established a Capital Reserve Fund; and

WHEREAS, the Upper Saddle River Board of Education has a Capital Reserve Fund balance of \$3,652,726; and

WHEREAS, the Upper Saddle River Board of Education has been offered construction grants through the State of New Jersey Regular Operating District (R.O.D.) Grant Program; and

WHEREAS, the Upper Saddle River Board of Education desires to fund its share of the following R.O.D. Grant Projects as follows:

- Cavallini Middle School SDA Project # 5330-050-23-G5TO, Grant # G5-6912 - \$78,000
- Bogert School SDA Project # 5330-060-23-G5XF, Grant # G5-7007 - \$1,203,177

NOW, THEREFORE, BE IT RESOLVED that the Upper Saddle River Board of Education transfer \$78,000 (Cavallini Middle School) and \$1,203,177 (Bogert School) from its Capital Reserve Fund to the Capital Projects Fund for the purpose of meeting the District's requirement for funding 60% of the approved capital project cost as delineated in the State of New Jersey's letter of determination stating the Final Eligible Costs for each project.

BE IF FURTHER RESOLVED, that the Board hereby delegates the Authority to the School Business Administrator for supervision of the School Facilities Project.

H. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fee	Travel Cost
Lesson Share for Elementary Art Emerson, NJ	February 7, 2024	Annamarie Zimmermann	\$0.00	\$0.00
Counseling & Student Services School Visit Roslyn Heights, NY	January 30, 2024	Christine Cipollini Tracy Nussman Sara Senger	\$0.00 \$0.00 \$0.00	\$56.43 \$0.00 \$65.49
Tri-State Site Visit Southampton, NY	February 7-9, 2024	Amy D'Ambola Sarah Maginnis	\$0.00 \$0.00	\$315.28 \$138.42
Learn Civil Discourse in a Fake News World (Online)	March 5, 2024	Catherine Teehan Eileen Tyburczy	\$279.00 \$279.00	\$0.00 \$0.00
2024 NJSBGA Conference Atlantic City, NJ	March 18-20, 2024	Nijazi Leka	\$325.00	\$478.08

COMMENT:

- Dr. Verducci commended Mrs. Imbasciani on the ROD Grant awards and managing expenses so the district is now 100% debt free.

PUBLIC COMMENT:

- A parent thanked the Board for all of the work they do. She then expressed her concern over the outside lunch drop off containers. She asked the Board to please consider an alternative measure for how to collect and store lunches so the lunches aren't exposed to prolonged freezing temperatures in the winter and excessive heat in the warmer months.

ADJOURNMENT

Mrs. Gray

A motion to adjourn was made by Dr. Verducci and seconded by Mr. Mehegan at 8:57 p.m.

Dana Imbasciani, Board Secretary