

**BOARD OF EDUCATION  
UPPER SADDLE RIVER, NEW JERSEY  
REGULAR MEETING  
Monday, January 22, 2024, 8:00 p.m.  
Bogert School Gym  
391 West Saddle River Road**

**Agenda**

This is a regular meeting of the Upper Saddle River Board of Education and appropriate notice has been provided to the designated newspapers, the Borough Clerk and all interested parties requesting such notice.

Two opportunities are provided at this meeting for citizens to make comments. The Board values and welcomes comments and opinions from the residents of Upper Saddle River as long as remarks are not personal or discourteous. Public comment allows the Board to listen to community members and to hear their opinions on school policy and operations.

Upon being recognized, persons wishing to speak should stand and identify themselves by name and address; the speaker should direct his/her remarks to the presiding officer. Comments shall be limited to school-related issues and each speaker will limit his/her remarks to three minutes. If personal or discourteous statements are made, the presiding officer shall require the speaker to stop. No speaker may comment again until all those who wish to speak have had an opportunity and as long as time allows. If, in the judgment of the presiding officer, the total time devoted to public comment becomes excessive, the presiding officer may indicate the Board has time for one more speaker and will so notify the public.

- |      |                                        |                            |
|------|----------------------------------------|----------------------------|
| I.   | Call to order and roll call            | Mrs. Gandara               |
| II.  | Flag salute and Pledge of Allegiance   | Mrs. Gandara               |
| III. | Opening statement by presiding officer | Mrs. Gandara               |
| IV.  | <b>REPORTS</b>                         |                            |
| A.   | Superintendent's Report                | Dr. Siegel                 |
| B.   | Board Secretary's Report               | Mrs. Imbasciani            |
| C.   | Board President's Report               | Mrs. Gandara               |
| D.   | Committee Reports                      |                            |
|      | Education                              | Mr. Quagliani              |
|      | Finance/Negotiations                   | Mrs. Wenberg               |
|      | Infrastructure                         | Mr. Mehegan                |
|      | Personnel                              | Dr. Verducci               |
|      | Policy/Governance                      | Mrs. Ginsberg              |
|      | Student Success                        | Mrs. Gandara               |
|      | School Boards Liaison                  | Dr. Verducci               |
| E.   | Student Representative's Report        | Miss Noye Lozada           |
| F.   | PTO Report                             | Mrs. DeFrino/Mrs. McGovern |
| G.   | USREF Report                           | Mrs. Tedd                  |

V. **PRESENTATION**

- A. District Goal # 1 Update: Student Behavior Miss Cipollini/Mrs. Apicella
- B. Special Education Staff Development Mrs. Apicella

VI. **PUBLIC COMMENT (for Agenda Items only)**

VII. **PERSONNEL** Dr. Siegel

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

- A. Create/Abolish (not applicable)
- B. Resignations
  - 1. Accept the resignation, for purposes of retirement, of Geraldine Musumeci, Secretary to the Prek-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.

VIII. **FINANCE** Mrs. Imbasciani

**This motion which encompasses Items A through H will be voted on at this meeting. This motion has been recommended for approval by the Superintendent.**

- 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:

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

IX. **PUBLIC COMMENT**

X. **ADJOURNMENT**

Mrs. Gandara