

**BOARD OF EDUCATION  
UPPER SADDLE RIVER, NEW JERSEY  
REGULAR MEETING  
Monday, February 10, 2020, 8:00 p.m.  
Media Center, Cavallini Middle School  
392 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.

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|------|---|------------------------------|
| I.   | Call to order and roll call   | Mrs. Johnston                |
| II.  | Flag salute and Pledge of Allegiance  | Mrs. Johnston                |
| III. | Opening statement by presiding officer  | Mrs. Johnston                |
| IV.  | <b>REPORTS</b>  |                              |
| A.   | Superintendent's Report   | Dr. Siegel                   |
| B.   | Board Secretary's Report  | Mrs. Imbasciani              |
| C.   | Board President's Report  | Mrs. Johnston                |
| D.   | Committee Reports   | Chairpersons                 |
| E.   | PTO Report  | Mrs. Degenars/Mrs. Apostolou |
| F.   | USREF Report  | Mrs. Mueller                 |
| V.   | <b>PRESENTATION</b>   |                              |
| A.   | <b>Martin Luther King Day Professional Development Highlights</b>                   | Dr. Siegel                   |
| B.   | <b>Supporting Students' Social and Emotional Development with Community Circles</b> | Mrs. D'Ambola/Mrs. Apicella  |
| VI.  | <b>PUBLIC COMMENT (for Agenda Items only)</b>                                       |                              |

VII. **ADMINISTRATION**

Dr. Siegel

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

A. Approve the following Resolution:

**BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #\*\*\*122019001 is not 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).

B. Approve the following Resolution:

**BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #\*\*\*122019002 is not 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 N.J.S.A. 18A:37-15(e).

C. Approve the Sidebar Agreement with the USREA to revise Article 16, Teaching Hours and Teaching Load (D. 2. and F.) and Article 29, Miscellaneous Teacher Compensation – Extracurricular School Activities (C. 1.). A copy of this agreement is on file in the Board Office.

D. First reading of the following Policies:

Policy 3282	Use of Social Networking Sites (revised)
Policy 4282	Use of Social Networking Sites (revised)

VIII. **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. Job Descriptions (not applicable)

C. Resignations (not applicable)

D. Leaves

1. Approve paid disability and unpaid FMLA/FLA leave for Alana Capogrosso, 5th Grade Classroom Teacher, effective on or about May 25, 2020 through October 27, 2020.

2. Approve unpaid FMLA/FLA leave for James Dunn, Cavallini Special Education Teacher, effective on or about March 30, 2020 through approximately May 15, 2020.

E. Change in Assignment/Lateral Guide Move

1. Approve a lateral guide move for Maria Bevia, Cavallini Spanish Teacher, from BA to MA, effective February 1, 2020, payable in the 2020/2021 school year.

F. Appointments

1. Approve Serena Ashwal, Northern Highlands Regional High School student, as a student intern in the Tomorrow's Teachers Program, beginning February 24, 2020 through April 30, 2020 at Reynolds School in Ms. Stawecki's classroom.

2. Approve Kelsey Byrnes as Board Game Club Advisor, split stipend, pro-rated, for the remainder of the 2019/20 school year. (Replaces Alyssa Willner) \$225.00
3. Approve Chelsea Chiellini as a 1:1 aide for a LEAP student, Wednesday's only, from January 29, 2020 through March 25, 2020 (8 sessions), one hour per session. hourly rate
4. Approve Megan Conners as a Girls Lacrosse Coach (split position) for the 2019/20 school year. \$1,450.00
5. Approve James Dunn, Cavallini Special Education Teacher, as a Home Instructor for a student whose name is on file in the Board Office for February 5 and 6, 2020 for a total of three hours. \$35/hour
6. Approve Meghan Ennis as a Girls Lacrosse Coach (split position) for the 2019/20 school year. \$1,450.00
7. Approve Susan Kasnia-Flood, Bogert Paraprofessional, as a 1:1 substitute aide (if assigned Paraprofessional, Chelsea Chiellini is out) for a LEAP student, Wednesday's only, from January 29, 2020 through March 25, 2020 (8 sessions), one hour per session. hourly rate
8. Approve Christina Kim, Northern Highlands Regional High School student, as a student intern in the Tomorrow's Teachers Program, beginning February 24, 2020 through April 30, 2020 at Bogert School in Ms. Whitman's classroom.
9. Appoint Christine Moon to the position of long-term per diem leave replacement Bogert Special Education Teacher, MA, Step 1, effective on or about March 23, 2020 through approximately June 25, 2020, subject to the satisfactory completion of the criminal history records check required by law and required NJ Teaching Certification.
10. Approve Kristen Nicholas as Newspaper Club Advisor, pro-rated, for the remainder of the 2019/20 school year. (Replaces Alyssa Willner) \$800.00
11. Appoint April Quinones to the position of K-2 ABA Paraprofessional at Reynolds, Step 5, effective on or about February 11, 2020, subject to the satisfactory completion of the criminal history records check required by law.
12. Approve Anthony Tozzi as the Girls Basketball Coach for the 2019/20 school year. \$2,900.00
13. Approve Sofie Ricca, Northern Highlands Regional High School student, as a student intern in the Tomorrow's Teachers Program, beginning February 24, 2020 through April 30, 2020 at Reynolds School in Ms. Titunick's classroom.
14. Approve Samantha Sansone, Northern Highlands Regional High School student, as a student intern in the Tomorrow's Teachers Program, beginning February 24, 2020 through April 30, 2020 at Reynolds School in Ms. Policastro's classroom.
15. Appoint Kayla Schneider to the position of long-term per diem leave replacement 2<sup>nd</sup> Grade Classroom Teacher, BA, Step 1, effective on or about April 13, 2020 through approximately June 25, 2020, subject to the satisfactory completion of the criminal history records required by law.
16. Appoint Julia Shea to the position of long-term per diem leave replacement Cavallini Math Teacher, MA, Step 1, effective February 11, 2020 through approximately May 29, 2020, subject to NJ Teaching Certification.

- 17. Appoint Christine A. Vido to the position of Reynolds ABA Preschool Paraprofessional, Step 5, effective on or about February 11, 2020, subject to the satisfactory completion of the criminal history records check required by law.

G. Substitutes/Consultants/Volunteers

- 1. Approve Sarkis Kasparian as a substitute custodian for the 2019/20 school year subject to the satisfactory completion of the criminal history records required by law.
- 2. Approve Christine Moon as a substitute teacher/paraprofessional for the 2019/20 school year, subject to the satisfactory completion of the criminal history records check required by law, NJ Substitute Teacher Certification.
- 3. Approve Megan O’Shea as a substitute teacher/paraprofessional for the 2019/20 school year, NJ Standard Art Teaching Certificate.
- 4. Approve April Quinones as a substitute teacher/paraprofessional for the 2019/20 school year, subject to the satisfactory completion of the criminal history records check required by law, NJ Substitute Teacher Certification.
- 5. Approve Kayla Schneider as a substitute teacher/paraprofessional for the 2019/20 school year, subject to the satisfactory completion of the criminal history records check required by law, CEAS Teacher of Preschool through Grade 3 Teaching Certificate.

IX. FINANCE

Mrs. Imbasciani

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

- A. Approve the Minutes of Board Meetings:

January 6, January 10 (Retreat) and January 13, 2020

- B. Approve the Bills List for January 2020 as follows:

10	General Current Expense	\$83,851.36
11	General Current Expense	\$2,204,658.21
12	Capital Outlay	\$30,682.14
20	Special Revenue Funds	\$35,089.64
40	Debt Service Funds	\$10,425.00
50	Milk	\$252.30
	Total	\$2,364,958.65

- C. Approve the Transfers for January 2020.

- D. Approve the Board Secretary and Treasurer’s Reports dated January 2020 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 cancellation of General Fund checks as follows:

DATE	CHECK NUMBER	AMOUNT
10/26/2016	42788	\$230.00
3/2/2017	43639	\$200.00
4/27/2017	42959	\$69.30

4/27/2017	43960	\$87.62
5/17/2017	44066	\$24.22
11/17/2017	45396	\$25.00
1/8/2018	45680	\$42.94
1/26/2018	45821	\$38.94
1/30/2018	45851	\$1,000.00
6/30/2018	46903	\$50.00
3/15/2019	48585	\$84.07
6/14/2019	49213	\$983.75
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		\$2,835.84
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F. Approve the cancellation of Net Payroll checks as follows:

DATE	CHECK NUMBER	AMOUNT
4/30/2015	75884	\$55.52
6/15/2016	81861	\$257.49
6/15/2016	81875	\$286.94
6/15/2016	81887	\$41.63
3/31/2017	85562	\$85.81
6/26/2017	87477	\$300.34
9/15/2017	87878	\$239.84
6/27/2018	92624	\$129.46
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		\$1,397.03
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G. Approve the Application for Change of Use of Educational Space for the 2019/20 school year, Bogert Stage to be used for OT/PT.

H. Approve the following Resolution:

**BE IT RESOLVED** that the Upper Saddle River Board of Education does hereby approve an agreement with the Region 1/Mahwah Board of Education, a Coordinated Transportation Services Agency, for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the 2020/21 school year. The services to be provided include, but are not limited to, the coordinated transportation of public, nonpublic and special education students.

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

I. Reaffirm the following Resolution:

**RESOLUTION TO CONTINUE MEMBERSHIP IN THE NORTHEAST BERGEN  
COUNTY SCHOOL BOARD INSURANCE GROUP**

**WHEREAS**, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance Group as permitted by N.J. Title 18A: 18B; and

**WHEREAS**, said Group was approved effective July 1, 1985 by the New Jersey Commissioner of Insurance and has been in operation since that date; and

**WHEREAS**, the Bylaws and regulations governing the creation and operation of this Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Group; and

**WHEREAS**, the Board of Education of Upper Saddle River has determined that membership in the Northeast Bergen County School Board Insurance Group is in the best interest of the District;

**NOW, THEREFORE**, be it resolved that the Board of Education of Upper Saddle River does hereby agree to renew membership in the Northeast Bergen County School Board and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2019 to June 30, 2022.

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District; and

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Group as are required by the Group's Bylaws and to deliver the same to the Executive Director.

J. Reaffirm the following Resolution:

**NORTHEAST BERGEN COUNTY SCHOOL BOARD INSURANCE GROUP  
FUND MEMBERSHIP, INDEMNITY AND TRUST AGREEMENT**

**THIS AGREEMENT** made this first day of July 2019 in the County of Bergen, State of New Jersey, By and Between Northeast Bergen County School Board Insurance Group (hereinafter referred to as "Group") and the Board of Education of Upper Saddle River, a duly constituted unit of government (hereinafter referred to as "the Board");

**WITNESSETH:**

**WHEREAS**, several local school districts have collectively formed or are in the process of forming a School Board Group as such an entity is authorized and described in NJSA 18A: 18B and the administrative regulations promulgated pursuant thereto; and

**WHEREAS**, the Board has agreed to renew membership in the Group and to share in the obligations and benefits flowing from such membership with other members of the Group in accordance with and to the extent provided for in the Bylaws of the Group and in consideration of such obligations and benefits to be shared by the membership of the Group.

**NOW, THEREFORE**, it is agreed as follows:

1. The Board accepts the Group's Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of the said Bylaws and the pertinent Statutes and Administrative Regulations pertaining to the same.

2. The Board agrees to participate in the Group with respect to the types of insurance offered by the Group: Self-Insured Workers' Compensation, Property, Liability, Auto, Crime, Excess Liability, Environmental, School Board Legal and any other insurance offered by the Group, allowed by law.

3. The Board agrees to renew membership in the Group for the period of **three (3) years, the commencement of which shall be July 1, 2019.**

4. The Board certifies that it has never defaulted any claims if self-insured and has not been canceled for non-payment of insurance premiums for a period of at least two years prior to the date hereof.

5. In consideration of membership in the Group, the Board agrees that it shall jointly and severally assume and discharge the liability of each and every member of the Group, all of whom as a condition of membership in the Group shall execute a verbatim counter-part of this Agreement and by execution hereof the full faith and credit of the Board is pledged to the punctual payment of any sums which shall become due to the Group in accordance with the Bylaws thereof, this Agreement or any applicable Statute.

6. If the Group in the enforcement of any part of this Agreement shall incur necessary expense or become obligated to pay an attorney's fees and/or Court costs the Board agrees to reimburse the Group for all such reasonable expenses, fees and costs on demand.

7. The Board and the Group agree that the Group shall hold all monies paid by the Board to the Group as fiduciaries for the benefit of Group claimants all in accordance with NJSA 18A: 18B.

8. The Group shall establish separate Trust Accounts for each of the following categories of risk and liability:

- a. Claims or Loss Retention Fund
- b. Administrative
- c. Workers' Compensation Premium

The Group shall maintain Trust Accounts aforementioned in accordance with NJSA 18: 18B, the Group's Bylaws and such other Statutes as may be applicable. Specifically, the "Claims or Loss Retention Fund" Trust Account shall be utilized solely for the payment of claims, allocated claim expense and excess insurance or re-insurance premiums for each such risk or liability or as "surplus,"

9. Each Board who shall become a member of the Group shall be obligated to execute this Agreement.

- K. Approve submission of the SEMI Waiver for the 2020/21 school year to the Executive County Superintendent of Schools.
- L. Approve the purchase and installation of three (3) Promethean ActivPanel Titanium 75" boards from Keyboard Consultants in the amount of \$13,650.00. (Pricing as per HCESC Co-op NJ State Approved # 34 HUNCCP Interactive Technology for Classrooms & Meeting Rooms # HCESC-Cat-19-06)
- M. Approve the purchase and installation of one (1) Epson Large Venue Projector for Cavallini Auditorium from Keyboard Consultants in the amount of \$17,776.86. (Pricing as per HCESC Co-op NJ State Approved # 34 HUNCCP Interactive Technology for Classrooms & Meeting Rooms # HCESC-Cat-19-06)
- N. Accept two students, whose names are on file in the Board Office, as tuition students for the 2019/20 school year.
- O. Approve Jen Goeke as a consultant to run a full day Special Education workshop, Co-Teaching and IEP Goal Development, on February 11, 2020. \$2,000.00
- P. Approve Jenny Mills as a consultant to provide eight 90 minute sessions, Everyday Mindfulness for Schools: Promoting Calm and Focus Across the Curriculum. \$5,379.00
- Q. Approve Rickard Rehabilitation to provide an OT functional evaluation for a student whose name is on file in the Board Office. \$365.00
- R. Approve Allison Rooney, OTR/L, PC, to provide an OT functional evaluation for a student whose name is on file in the Board Office. \$400.00
- S. Approve Elana Rosenbaum to provide an OT functional evaluation for a student whose name is on file in the Board Office. \$365.00
- T. Approve the disposal of the 55" Samsung Interactive Flip Chart, Inventory Tag # 8293, Serial No.: 051NHNJK200002P, which was replaced in the Cavallini Music Center with a Promethean Board. This is to be sold on GovDeals.

U. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fee	Travel Cost
Museum of Art & Design - Creating A Unit of Study Around Design New York, NY	February 12, 2020	Heidi Rockwell Stephanie Wassmer Anna Zimmermann	\$0.00 \$0.00 \$0.00	\$24.50 \$54.25 \$24.50
NECTFL Annual Conference New York, NY	February 14, 2020	Erlinda Capollari	\$215.00	\$0.00
Mindfulness Retreat - Loving Kindness Workshop Barre, MA (Received a scholarship to attend)	February 14, 2020	Jason Weinstein	\$0.00	\$0.00
IMSE Intermediate Orton-Gillingham Training Secaucus, NJ	February 17-21, 2020	Heather Miller	\$1,175.00	\$0.00
2020 NJMEA State Conference Atlantic City, NJ	February 20-22, 2020	Philip Chen	\$170.00	\$591.75
Edtech Leadership Summit Monmouth Junction, NJ	February 21, 2020	Daniel Cazes	\$0.00	\$51.11
2020 NJAHPERD Annual Convention Long Branch, NJ	February 24, 2020	Carlos Ramirez Brian Walis Jr	\$160.00 \$160.00	\$53.00 \$0.00
2020 NJAHPERD Annual Convention & Youth Mental Health First Aid Certification Long Branch, NJ	February 24-25, 2020	Brian Haines Peter Petrow Erik Schlemm	\$95.00 \$210.00 \$294.00	\$0.00 \$0.00 \$117.18
Intermediate Leveled Literacy Intervention Training Oradell, NJ	February 24-25, 2020	Danielle Larsen	\$450.00	\$0.00
2020 Statewide Assessment District Test Coordinator Training Whippany, NJ	February 27, 2020	Sara Senger	\$0.00	\$22.96
NJSBA School Finance Conference West Windsor, NJ	February 28, 2020	Brad Siegel David Verducci	\$99.00 \$99.00	\$60.68 \$60.68
Developing Impactful Arts Integration Monroe Township, NJ	March 2, 2020	Anna Zimmermann	\$149.00	\$44.10
Holocaust Education Today South Orange, NJ	March 5, 2020	Nadia Balsamo Jamie Drucker Janelle Klos Sara Senger	\$0.00 \$0.00 \$0.00 \$0.00	\$26.23 \$0.00 \$25.25 \$20.16
A Story for Every Student: Diverse Books In the Classroom Hackensack, NJ	March 5, 2020	Melissa DeBoer Erika Zeccardi	\$0.00 \$0.00	\$0.00 \$0.00
What's New in Young Adult Literature and How to Use It in Your Program Fairfield, NJ	March 9, 2020	Elizabeth Ullrich	\$279.00	\$15.02
Over 75 Quick :on the Spot" Techniques for Children and Adolescents With Emotional and Behavioral Problems Nanuet, NY	March 11, 2020	Kristen Groen	\$219.99	\$0.00
2020 NJAMLE Annual Conference Union, NJ	March 13, 2020	Bruce Reicher	\$0.00	\$0.00
NJECC Annual Spring Conference Mahwah, NJ	March 16, 2020	Erica Cohen Kristin Martin	\$125.00 \$125.00	\$4.15 \$0.00
AYV 2020 Teachers' Workshop Newark, NJ	March 17, 2020	Philip Chen	\$0.00	\$26.80



NJ Association for Gifted Children Conference West Windsor, NJ	March 20, 2020	Amy Caravela Jonathan Harvey	\$219.00 \$219.00	\$44.45 \$59.73
Oppositional, Aggressive, Attention-Seeking And Uncooperative Children, Teens & Young Adults – High Impact Strategies to Reduce Chronic Misbehavior Fairfield, NJ	March 23, 2020	Rachel Schneider	\$249.99	\$0.00
TCNJ Job Fair Ewing, NJ	March 27, 2020	Gianna Apicella Amy D'Ambola Devin Severs	\$0.00 \$0.00 \$0.00	\$72.77 \$52.35 \$62.50
BCASA Job Fair Elmwood Park, NJ	March 28, 2020	Gianna Apicella Amy D'Ambola James McCusker Brad Siegel	\$0.00 \$0.00 \$0.00 \$0.00	\$10.08 \$0.00 \$0.00 \$0.00
Ramapo College Job Fair Mahwah, NJ	March 31, 2020	Daniel Cazes Michael DeSocio David Kaplan James McCusker Michael Padilla	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00
Rutgers College Job Fair New Brunswick, NJ	April 21, 2020	Gianna Apicella James McCusker Brad Siegel	\$0.00 \$0.00 \$0.00	\$51.61 \$44.12 \$0.00

X. **PUBLIC COMMENT**

XI. **ADJOURNMENT**

Mrs. Johnston