

**Board of Education  
Upper Saddle River, New Jersey  
Regular Session  
Monday, January 9, 2023, 8:00 p.m.**

**Minutes**

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

Members absent: Mrs. Gray

Also present: Dr. Siegel, Mrs. Imbasciani

**REGULAR SESSION**

Mrs. Wenberg made a motion, seconded by Mrs. Ginsberg to convene into Regular Session at 8:00 p.m.

**OPENING STATEMENT:**

**Mrs. Gandara**

Mrs. Gandara welcomed the public.

**OATH OF OFFICE:**

**Mrs. Imbasciani**

Mr. Imbasciani administered the Oath of Office to Dr. Verducci.

**SUPERINTENDENT'S REPORT:**

**Dr. Siegel**

Dr. Siegel reported on the results from this year's standardized tests. These results will be posted on the District website beginning tomorrow morning.

On January 18, 2023, the State will be monitoring the District (QSAC). Results will be reported later this year.

Next week, Northern Highlands students will share their experiences and perspectives with regards to social media with middle and elementary school students and parents.

**BOARD SECRETARY'S REPORT:**

**Mrs. Imbasciani**

Mrs. Imbasciani reported on the status of:

- 2023/24 Budget
- Cavallini Auditorium Heat Exchanger

**BOARD PRESIDENT'S REPORT: None**

**Mrs. Gandara**

**COMMITTEE REPORTS: None**

**PTO REPORT:**

**Mrs. DeFrino/Mrs. McGovern**

Mrs. DeFrino and Mrs. McGovern announced that Theater Week (1<sup>st</sup> and 2<sup>nd</sup> Grades) started this week. The performance will be Friday.

They also reported that the Holiday Shop was very successful.

**USREF Report:**

**Mrs. Tedd**

Mrs. Imbasciani read the following prepared statement on behalf of Mrs. Tedd:

- The annual Gala will be held on March 10 at the Edgewood Country Club. Tickets will go on sale soon.
- 50/50 tickets are not on sale.
- We have launched the start of our new capital project, which will focus on the theater, arts and music departments. The Executive team has met with the teachers and has taken a tour of the facilities.

**PRESENTATION:**

**Update on District Goal: District Hiring and Retention Plan**

**Ms. Cipollini**

In connection to the district goal for evaluating and refining personnel practices, a hiring and retention plan has been developed to increase capacity and support staff recruitment, hiring and retention efforts. This plan encompasses five phases: plan, source, attract, hire and support. Success for the plan will be evaluated through data tracking of the effectiveness of sourcing channels, monitoring candidate experiences, and recruitment reports. The district will also be hosting the BCASA Bergen County job fair in March 2023, as a component of this plan.

**COMMENTS:**

- Mrs. Gandara commended Ms. Cipollini on a job well done. She then asked if job fairs and postings primarily focus on New Jersey schools. If so, do we intend in branching outside of the State?
- Mrs. Wenberg asked where the staff showcase can be found on the District website.
- Mrs. Ginsberg asked Ms. Cipollini to share the information collected from staff exit interviews with the Board.

**PUBLIC COMMENT: None**

**ADMINISTRATION:**

**Dr. Siegel**

**A motion was made by Mrs. Wenberg and seconded by Mrs. Ginsberg to approve Administration Consent Agenda Items A through D and was approved by all in attendance, except for Mr. Mehegan, who abstained.**

- A. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #238471\_\*\*\*\_11212022 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. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #238713\_\*\*\*\_11292022 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).
- C. Authorize the Board of Education to suspend the rules of Bylaw 0131 and adopt the following policy:
- Policy 5512 Harassment, Intimidation or Bullying (M) (Revised)
- D. Approve the Sidebar Agreement between the Upper Saddle River Board of Education and Upper Saddle River Education Association for creation of a sick day bank for employee # 0993. A fully executed copy of the Sidebar Agreement is on file at the Board Office.

**PERSONNEL:****Dr. Siegel**

**A motion was made by Mrs. Wenberg and seconded by Mrs. Ginsberg 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 of Maria Bevia from the morning duty position effective January 9, 2023.
  2. Accept the resignation of Laura Pinto, Behaviorist, effective February 3, 2023.
  3. Accept the resignation of Donna Reilly from the morning duty position effective January 2, 2023.
- C. Leaves (not applicable)
- D. Lateral Guide Moves (not applicable)
- E. Appointments
1. Appoint Siria Arias to the position of ACE Team Member for the 2022/23 school year. \$18.00/hr
  2. Rescind the appointment of Siria Arias to the position of Paraprofessional at Cavallini Middle School, Step 3, prorated, effective on or about January 2, 2023, subject to the satisfactory completion of the criminal history records check required by law.
  3. Appoint Jodi Costa to the position of ACE Team Member for the 2022/23 school year. \$27.50/hr
  4. Appoint Isha Korgaonkar to the position of ACE Team Member for the 2022/23 school year. \$16.00/hr
  5. Appoint Rachel Milston to the position of ACE Team Member for the 2022/23 school year. \$22.00/hr
  6. Appoint Nancy Schondorf to the position of ACE Team Member for the 2022/23 school year. \$22.00/hr
  7. Appoint Karin Scotti to the position of ACE Team Member for the 2022/23 school year. \$27.50/hr
  8. Appoint Sarah Soojian to the position of ACE Team Member for the 2022/23 school year. \$22.00/hr
  9. Approve the following stipend position, effective January 9, 2023:
 

<b>Cavallini Morning Hall Duty</b>	
Melanie Katz	\$1,030.00/prorated
- F. Change in Assignment (not applicable)
- G. Substitutes/Consultants/Volunteers
1. Approve Above and Beyond Learning Group to provide a Board Certified Behavior Analyst for up to three days a week from February 6, 2023 through June 30, 2023. \$165.00/hr
  2. Approve Mia Alberta as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Alberta's NJ Substitute Teaching Certificate is pending.

3. Approve Siria Arias as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Arias's NJ Substitute Teaching Certificate is pending.
4. Approve Martin Biba as a substitute custodian for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law.
5. Approve Risa Calarco as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Calarco's NJ Substitute Teaching Certificate is pending.
6. Approve Samantha Castricone as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Castricone's NJ Substitute Teaching Certificate is pending.
7. Approve Alan Garber as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Mr. Garber's NJ Substitute Teaching Certificate is pending.
8. Approve Pamela Guzman as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Guzman's NJ Substitute Teaching Certificate is pending.
9. Approve Robin Katz as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Katz's NJ Substitute Teaching Certificate is pending.
10. Approve Hakeem Kinard as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Mr. Kinard's NJ Substitute Teaching Certificate is pending.
11. Approve Kathryn Klarmann as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Klarmann's NJ Substitute Teaching Certificate is pending.
12. Approve Marissa Shea as a student teacher at Reynolds School, January 2023 through May 2023.
13. Approve Marissa Shea as a student teacher at Reynolds School, September 2023 through December 2023.
14. Approve Jack Weinberger as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Mr. Weinberger's NJ Substitute Teaching Certificate is pending.
15. Approve the following high school student volunteers to work with the Bogert Musical this year:

Sarah Cassell

Emma Cazes

Gavin Cazes

**FINANCE :**

**Mrs. Imbasciani**

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

- A. Approve the Minutes of Board Meeting:

December 12, 2022

## B. Approve the Bills List for December 2022 as follows:

10	General Current Expense	\$78,920.25
11	General Current Expense	\$2,252,679.93
12	Capital Outlay	\$3,646.45
20	Special Revenue Funds	\$59,693.90
30	Capital Projects Funds	\$25,088.55
40	Debt Service Funds	\$48,295.72
50	Milk	\$214.88
60	Enterprise Fund	\$19,022.63
	<b>Total</b>	<b>\$2,487,562.31</b>

## C. Approve the Transfers for December 2022.

## D. Approve the Board Secretary and Treasurer's Reports dated December 2022 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 purchase of 135 Chromebooks with respective licensing and warranties from CDW-G in the amount of \$70,807.50. (Pricing as per Educational Services Commission of New Jersey - CBK ESCNJ/AEPA-22G)

## F. Approve the removal of the following MVIX Digital Signage Players from inventory:

Barcode	Serial Number	Barcode	Serial Number
7500	473289826-402	7501	473233000-402
7502	473328137-402	8070	433090997-402
8071	433176082-402	8676	D7E8DW003857
8681	D7E8DU004012	8682	D7E8DT003868
8779	D7E951000404		

## G. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fee	Travel Cost
NJ Network of Superintendents Equity Visit Somerset, NJ	January 26, 2023	Christine Cipollini	\$0.00	\$54.73
Tri-State Site Visit - Defining Student Success Brewster, NY	February 1-3, 2023	Christine Cipollini	\$0.00	\$38.30
National Train the Trainer Institute (Online)	March 2-3, 2023	Stefanie Slacin	\$645.00	\$0.00
2023 NJSBGA Conference/Expo Atlantic City, NJ	March 19-22, 2023	Nijazi Leka	\$325.00	\$538.37

**PUBLIC COMMENT: None**

**ADJOURNMENT**

A motion to adjourn was made by Mrs. Wenberg and seconded by Mr. Mehegan at 8:51 p.m.

Dana Imbasciani, Board Secretary