

**Board of Education
Upper Saddle River, New Jersey
Regular Session
Monday, March 13, 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. Gray, Mrs. Ginsberg, Mr. Mehegan, Mr. Quagliani, Dr. Verducci, Mrs. Wenberg

Members absent: None

Also present: Dr. Siegel, Mrs. Imbasciani

REGULAR SESSION

Mrs. Gray 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.

SUPERINTENDENT'S REPORT:

Dr. Siegel

Dr. Siegel provided an update to District Goal # 2, Mental Health and Behavior Support.

BOARD SECRETARY'S REPORT:

Mrs. Imbasciani

Mrs. Imbasciani shared the preliminary budget with the Board. Highlights included:

- Budget Timeline
- Revenue Sources
- Key Expenditures
- Overall, 3.30% tax levy increase. However, due to the increase in ratables, 0.2% tax rate increase.

BOARD PRESIDENT'S REPORT: None

Mrs. Gandara

COMMITTEE REPORTS:

Student Success Committee

Mrs. Wenberg

The Student Success Committee met to establish a mission statement and goals.

Policy/Governance Committee

Mrs. Ginsberg

Five Cavallini students met with the Policy Committee and reviewed two policies and provided valuable feedback.

Personnel Committee

Dr. Verducci

Dr. Verducci was happy to announce the appointment of a new French Teacher on tonight's agenda.

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

Mrs. DeFrino and Mrs. McGovern reported the following:

- The General Meeting scheduled for Wednesday is cancelled.
- The lunch portal opens on March 24, 2023
- Family Fun Day, which will benefit the Theatre and Arts Program, is scheduled for May 4, rain date May 11.

USREF Report:**Mrs. Tedd**

Mrs. Tedd reported the following:

- The Annual Gala was held on Friday, March 10, with 290 in attendance.
- The USREF is still working on tabulating the money raised.

COMMENT:

- Mrs. Gandara commented on the success of the Gala. She and the Board appreciate the effort, time and continued support provided by the Educational Foundation.

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.

- A. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #241885_***_01312023 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 #240401_***_01062023 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. Approve the following Resolution:

**APPROVE THE ADDENDUM TO THE SHARED SERVICES AGREEMENT
AMONG UPPER SADDLE RIVER BOARD OF EDUCATION,
ALLENDALE BOARD OF EDUCATION AND HO-HO-KUS BOARD OF EDUCATION**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Upper Saddle River Board of Education hereby approves the Addendum to the Shared Services Agreement, initially approved on February 13, 2023, with the Allendale Board of Education and the Ho-Ho-Kus Board of Education for the purpose of operating a consolidated extended school year program to be attended by students from each of the member school districts upon the terms and conditions set forth in the Shared Services Agreement from February 28, 2023 to February 27, 2026.

- D. Second Reading and adoption of the following Policies and Regulations:

Policy 0152	Board Officers (Revised)
Policy 0161	Call, Adjournment, and Cancellation (Revised)
Policy 0162	Notice of Board Meetings (Revised)
Policy 1648.11	The Road Forward COVID-19 – Health and Safety (M) (Abolished)
Policy 1648.13	School Employee Vaccination Requirements (M) (Abolished)

Policy 2423	Bilingual and ESL Education (M) (Revised)
Policy 8140	Student Enrollments (M) (Revised)
Policy 8330	Student Records (M) (Revised)
Regulation 2423	Bilingual and ESL Education (M) (Revised)
Regulation 8420.2	Bomb Threats (M) (Revised)
Regulation 8420.7	Lockdown Procedures (M) (Revised)
Regulation 8420.10	Active Shooter (M) (Revised)

PERSONNEL:**Dr. Siegel**

A motion was made by Dr. Verducci and seconded by Mr. Quagliani to approve Personnel Consent Agenda Items A through H and was approved by all in attendance.

- A. Create/Abolish
1. Abolish one 1.0 FTE Middle School Assistant Principal position, effective July 1, 2023.
 2. Create one 1.0 FTE K-8 Assistant Principal position, effective July 1, 2023.
- B. Job Descriptions
1. K-8 Assistant Principal (revised), effective July 1, 2023
- C. Resignation
1. Accept the resignation of Alexis Inguaggiato, Art Teacher, effective March 7, 2023.
- D. Leaves
1. Approve unpaid contractual child care leave for Employee #1230, effective September 1, 2023 through June 30, 2024.
 2. Approve unpaid intermittent FMLA/NJFLA leave for Employee #0095, effective March 6, 2023 through June 30, 2023.
- E. Lateral Guide Moves (not applicable)
- F. Appointments
1. Approve the following staff members to be Risk Assessment Providers for the ACE Program, at a rate of \$175 per assessment, for the 2022/23 school year:
 - Katherine Baker
 - Anthony Farinacci
 - Sara Senger
 - Brigette Uzar
 - Alexis Yotka
 2. Appoint Elayne Stern to the position of substitute ACE Team member for the 2022/23 school year. \$30.00/hr
 3. Appoint Meltem Spicer to the position of French Teacher at Cavallini Middle School, September 1, 2023, MA, Step 8-9, subject to the satisfactory completion of the criminal history records check required by law.
- G. Change in Assignment (not applicable)

H. Substitutes/Consultants/Volunteers

1. Approve Michelle Borin as a substitute teacher/paraprofessional for the 2022/23 school year. Ms. Borin’s Substitute Teaching Certificate is pending.
2. Approve Francesca Ciardella 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. Mrs. Ciardella holds a NJ Standard Elementary School Teacher Certificate.
3. Approve Patricia Delltorre 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. Dellatorre holds a NJ Substitute Teaching Certificate.
4. Approve Michael Goldstein 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. Goldstein holds a NJ Substitute Teaching Certificate.
5. Approve Christine Krenicki as a substitute teacher/paraprofessional for the 2022/23 school year. Mrs. Krenicki holds a NJ Teacher of English Certificate.
6. Approve Mary Ellen O’Doherty 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. O’Doherty holds a NJ Standard Elementary School Teacher Certificate.

FINANCE – BUDGET:

Mrs. Imbasciani

A motion was made by Mr. Mehegan and seconded by Dr. Verducci to approve Finance - Budget Consent Agenda Item A and was approved by all in attendance.

RESOLUTION TO APPROVE THE TENTATIVE 2023/24 SCHOOL YEAR BUDGET

BE IT RESOLVED that the tentative budget be approved for the 2023-2024 School Year using the 2023-2024 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	Total	General Fund	Special Reveue	Debt Service
2023-2024				
Total Expenditures	\$29,476,559	\$28,724,568	\$461,584	\$290,407
Less:				
Anticipated Revenues	\$4,650,327	\$4,118,887	\$461,584	\$69,856
Taxes to be Raised	\$24,826,232	\$24,605,681	-0-	\$220,551

And to advertise said tentative budget in The Record in accordance with the form required by the State Department of Education and according to law; and

BE IT RESOLVED that the Upper Saddle River Board of Education approves the use of adjustment for increase in health care costs permitting the tax levy to increase above 2% in the amount of \$316,568. The adjustment will be used to support the rising cost of health benefits for eligible district staff.

BE IT RESOLVED that the Business Administrator/Board Secretary is authorized to submit the preliminary budget with the inclusion of health care costs adjustment as noted above.

BE IT FURTHER RESOLVED that a public hearing be held at the auditorium in the Cavallini Middle School located at 392 West Saddle River Road, Upper Saddle River, NJ at 8:00 pm on May 1, 2023 for the purpose of conducting a public hearing for the 2023-2024 School Year.

WHEREAS, the Upper Saddle River Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of those expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Upper Saddle River Board of Education established \$29,100 as the maximum travel amount for the current school year and has expended \$6,958.80 as of this date;

NOW, THEREFORE, BE IT RESOLVED, the Upper Saddle River Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$35,600 for the 2023/2024 school year.

FINANCE :

Mrs. Imbasciani

A motion was made by Mrs. Ginsberg and seconded by Mrs. Gray to approve Finance Consent Agenda Items A through L and was approved by all in attendance.

A. Approve the Minutes of Board Meeting:

February 13, 2023

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

10	General Current Expense	\$82,437.39
11	General Current Expense	\$2,688,120.69
20	Special Revenue Funds	\$45,545.75
30	Capital Projects Funds	\$16,618.58
50	Milk	\$201.88
60	Enterprise Fund	\$23,902.27
	Total	\$2,856,826.56

C. Approve the Transfers for February 2023,

D. Approve the Board Secretary and Treasurer's Reports dated February 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 N.J.A.C. 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:

**SEPTIC REPLACEMENT AT
BOGERT ELEMENTARY SCHOOL**

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Upper Saddle River School District in the County of Bergen, State of New Jersey, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project(s).

Section 3. The School Administration and such other officers and agenda of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this Resolution. Including the submission of information to the New Jersey Department of Education as set forth in Section 5(d) of P.L. 2000, c72 in connection with receipt of a ROD Grant with respect to the proposed Project.

Section 4. This Resolution shall take effect immediately.

F. Approve the following Resolution:

**ROOF REPLACEMENT AT
BOGERT ELEMENTARY SCHOOL**

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Upper Saddle River School District in the County of Bergen, State of New Jersey, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project(s).

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this Resolution. Including the submission of information to the New Jersey Department of Education as set forth in Section 5(d) of P.L. 2000, c72 in connection with receipt of a ROD Grant with respect to the proposed Project.

Section 4. This Resolution shall take effect immediately.

G. Approve the following Resolution:

**BOILER REPLACEMENT AT
CAVALLINI MIDDLE SCHOOL**

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Upper Saddle River School District in the County of Bergen, State of New Jersey, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project(s).

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this Resolution. Including the submission of information to the New Jersey Department of Education as set forth in Section 5(d) of P.L 2000, c72 in connection with receipt of a ROD Grant with respect to the proposed Project.

Section 4. This Resolution shall take effect immediately.

H. Approve the following Resolution:

RESOLUTION

BE IT RESOLVED by the Upper Saddle River Board of Education (hereinafter referred to as the "Board") that the terms, stipulations and conditions as established in the Settlement Agreement and Release #2023-35373 (hereinafter referred to as "Agreement") between the Board and the Parents of a student whose name is on file in the Superintendent's Office, and which Agreement is located in the Student's file, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Agreement, and any other documents necessary to effectuate the settlement.

I. Approve the submission of the FY23 School Climate Change Pilot Grant application.

J. Approve Dr. Mohab Hanna of MedPsych Associates to conduct a psychiatric evaluation for a student at a rate of \$1,500.00.

K. Approve home instruction for a student to attend Stepping Forward Counseling Center in Chatham, New Jersey at their intensive partial care program commencing February23, 2023 and lasting up to six months at a rate of \$100/hour, 10 hours/week.

L. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fee	Travel Cost
Tri-State Visit: Literacy Instruction for Special Education Scotch Plains, NJ	March 15-1, 2023	Gianna Apicella	\$0.00	\$130.06
		Mary Lavelle	\$0.00	\$118.55
NJ Network of Superintendents Site Visit Salem, NJ	March 23, 2023	Katherine Baker	\$0.00	\$133.48
		Christi Cipollini	\$0.00	\$154.04
		Brad Siegel	\$0.00	\$156.60
Guided Math: Differentiate Your Math Instruction Using Small Groups (Online)	April 19, 2023	Carey Goralski	\$279.00	\$0.00
NJTESOL/NJBE Spring Conference New Brunswick, NJ	May 23-24, 2023	Jacqueline Valdes	\$515.00	\$0.00
NJASBO Annual Conference Atlantic City, NJ	June 6-8, 2023	Dana Imbasciani	\$275.00	\$554.12
TC June Reading Institute (Online)	June 26-29, 2023	Angelina Aragona	\$850.00	\$0.00
		Philip D'Anna	\$850.00	\$0.00
		Alexis Garcia	\$850.00	\$0.00
		Maura Telfer	\$850.00	\$0.00
		Leigh Ann Weil	\$850.00	\$0.00

TC Rebalancing Literacy Institute – 2023 Grades K – 2 (Online)	July 31-August 3, 2023	Mara Bunting Rachel Squicciarri	\$850.00 \$850.00	\$0.00 \$0.00
Tri-State Consortium Training Princeton, NJ	August 8-9, 2023	Stefanie Slacin	\$0.00	\$74.03

PUBLIC COMMENT: None

ADJOURNMENT

A motion to adjourn was made by Mrs. Gray and seconded by Dr. Verducci at 8:19 p.m.

Dana Imbasciani, Board Secretary