

**Board of Education  
Upper Saddle River, New Jersey  
Regular Meeting  
Monday, March 14, 2022, 8:00 p.m.**

**Minutes**

This Regular Session of the Upper Saddle River Board of Education was held in the Cavallini Media Center of the Upper Saddle River Schools beginning at 8:00 p.m. Mrs. Johnston 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. Johnston, Mrs. Ginsberg, Dr. Verducci, Mrs. Wenberg

Members absent: Mrs. Gandara, Mr. Quagliani

Also present: Dr. Siegel, Mrs. Imbasciani

**CONFIDENTIAL SESSION**

Mrs. Ginsberg made a motion, seconded by Dr. Verducci to convene into Executive Session at 7:20 p.m. Mrs. Johnston then read the following statement:

**WHEREAS**, the members of the Upper Saddle River Board of Education deem necessary to discuss personnel and legal matters, and

**WHEREAS**, the topics to be discussed are within the exemptions which are permitted to be discussed and acted upon in confidential session pursuant to PL 1975, Chapter 231,

**NOW, THEREFORE, BE IT RESOLVED** that the minutes of the meeting will be made public when the need for privacy no longer exists. Action may be taken.

Mrs. Wenberg made a motion, seconded by Dr. Verducci to adjourn Executive Session at 7:59 p.m.

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

**OPENING STATEMENT:**

**Mrs. Johnston**

Mrs. Johnston welcomed the public.

**SUPERINTENDENT'S REPORT: None**

**Dr. Siegel**

**BOARD SECRETARY'S REPORT:**

**Mrs. Imbasciani**

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

- Budget Timeline
- Revenue Sources
- Key Expenditures
- Overall, 0.94% tax levy increase
- Public Hearing on the Budget – April 25, 2022

**BOARD PRESIDENT'S REPORT: None**

**Mrs. Johnston**

**COMMITTEE REPORTS:****Personnel Committee****Dr. Verducci**

- Dr. Verducci reported the committee is performing an ongoing review of staff positions and the filling of open positions.

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

Mrs. DeFrino announced the following:

- The Book Fair is being held this week.
- Matilda T-shirts are available for purchase as part of the musical fund raiser

**USREF Report:****Mrs. Mueller**

Mrs. Imbasciani on behalf of Mrs. Mueller, President of the USREF, read the following statement:

“The USREF would like to thank everyone who attended this year’s Town Night Out Gala. It was a great night to gather together to support our school district. Special thanks to our honorees, sponsors, advertisers, donors, auction participants and gala attendees for making the evening a huge success. Please sign up on our website to receive information on our future events and projects: [www.usref.org](http://www.usref.org). Thank you.

**COMMENT:**

- On behalf of the Lions Club, Dr. Verducci thanked the USREF for its Award of Excellence.

**PRESENTATIONS:****Codes of Conduct****Mr. Kaplan/Mr. McCusker/Mrs. Severs**

The Building Principals, Mrs. Severs, Mr. Kaplan and Mr. McCusker, were tasked with updating the Code of Conduct for their respective schools. They completed an extensive review of these documents, which can be critical sources in managing student behavior. They explained the process to update the language and approach with student conduct and how to make these documents useful, relevant and applicable on a daily basis. Highlights included:

- Committee considerations
- Specifics
- The next steps to take between now and September

**COMMENTS:**

- Dr. Siegel commended the Principals for working collaboratively to create a useful document for each school. He said their hard work is greatly appreciated.
- Mrs. Johnston asked what role the Mental Health Social Worker and Guidance Counselors had a role with these revisions.

**PUBLIC COMMENT:**

- Mrs. Shady asked what the metrics are that will be used to measure if the new Codes or Conduct are working.
- Mrs. Clark asked if there will be specific scenarios included to address racial issues.

- Mrs. Altman asked how we will ensure the kids will feel safe with regards to bigoted and racial comments. She asked if it fell within Code of Conduct, HIB or something else.
- Mrs. Clark suggested there should be consequences outlined to address racial offenses (violations of the code of conduct).
- Mrs. Hudson said it is hurtful that out of school (online) racial slurs and their repercussions are not addressed in school.
- Mrs. Shady asked what parents can do to help educate the kids to make this better. She asked if we could use a third party consultant to help correct the racial climate in the schools.
- Mrs. Clark asked what is being done to bring more diversity to the faculty. She said she appreciates the efforts but we need results sooner rather than later.

**ADMINISTRATION:****Dr. Siegel**

**A motion was made by Dr. Verducci and seconded by Mrs. Ginsberg to approve Administration Consent Agenda Item A and was approved by all in attendance.**

- A. Approve the Memorandum of Agreement with the Upper Saddle River Education Association for contract years 2022/23 through 2024/25.
- B. Authorize the Board of Education to suspend the rules of Bylaw 0131 and adopt the following policy:
- |             |                     |
|-------------|---------------------|
| Policy 5541 | Anti-Hazing (M) new |
|-------------|---------------------|
- C. First reading of the following Policies and Regulations:
- |                   |                                                                                         |
|-------------------|-----------------------------------------------------------------------------------------|
| Policy 2415.05    | Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment (M)(revised) |
| Policy 2431.4     | Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)(revised)   |
| Policy 2622       | Student Assessment (M)(revised)                                                         |
| Policy 3233       | Political Activities (revised)                                                          |
| Policy 8465       | Bias Crimes and Bias-Related Acts (M)(revised)                                          |
| Policy 9560       | Administration of School Surveys (M)(revised)                                           |
| Regulation 2431.4 | Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)(revised)   |
| Regulation 2622   | Student Assessment (M)(revised)                                                         |
- D. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #\*\*\*011322001 is not an incident as defined under HIP 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).
- E. Approve the Lead Testing Statement of Assurance for School Year 2021-22.

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

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

- A. Create/Abolish
1. Create one 1.0 FTE Supervisor of Personnel and Staff Development, effective July 1, 2022.

B. Job Descriptions

1. Supervisor of Personnel and Staff Development, effective July 1, 2022.

C. Resignations

1. Accept the resignation of Kelsey Byrnes, Special Education Teacher, effective July 1, 2022.
2. Accept the resignation of Christine Moon, Special Education Teacher, effective July 1, 2022.
3. Accept the resignation of Jackeline Vidaurre, Paraprofessional, effective March 14, 2022.

D. Leaves

1. Approve a paid medical leave for Employee #0009, effective February 28, 2022 through approximately March 28, 2022.
2. Approve a paid medical leave for Employee ID #0915, effective March 24, 2022 through approximately May 6, 2022.
3. Approve a paid medical leave and unpaid FMLA/NJFLA for Employee ID #1236, effective on or about April 18, 2022 through approximately November 18, 2022.
4. Approve a paid medical leave and unpaid FMLA for Employee ID #1990, effective March 2, 2022 through approximately April 15, 2022.

E. Appointments

1. Appoint Christine Cipollini to the position of Supervisor of Personnel and Staff Development, effective July 1, 2022, subject to the issuance of the required NJ Department of Education Supervisor Certificate.
2. Appoint Allison Coca to the position of per diem Middle School Mathematics leave replacement teacher, BA, Step 1, effective on or about March 15, 2022 through approximately June 23, 2022, subject to the satisfactory completion of the criminal history records check required by law.
3. Revise the appointment of Gail Neuman, Lunch Aide, from five days per week to three days per week, effective March 10, 2022 through June 30, 2022.
4. Appoint Melissa Ng to the position of Aftercare Program Team Member for the 2021/22 school year. \$18/hour
5. Approve Kelly Rybak to the stipend position of Bogert Lunch Duty for the 2021/22 school year. \$22/day
6. Appoint Jeremy Sauber to the position of per diem long-term Music leave replacement teacher, BA, Step 6, effective on or about April 18, 2022 through approximately June 23, 2022, subject to the satisfactory completion of the criminal history records check required by law.
7. Revise the hourly rate of Payal Sheth, Aftercare Program Team Member, for the \$22/hour

2021/22 school year.

8. Appoint Kristen Targrove to the position of per diem, long-term 4<sup>th</sup> Grade leave replacement teacher, BA, Step 1, effective on or about May 31, 2022 through approximately June 23, 2022.
- F. Change in Assignment (not applicable)
- G. Substitutes/Consultants/Volunteers
1. Approve Lauren Alleva as a substitute teacher/paraprofessional for the 2021/22 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Alleva holds a NJ Substitute Teaching Certificate.
  2. Approve Allison Coca as a substitute teacher/paraprofessional for the 2021/22 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Coca holds a NJDOE Mathematics Teaching Certificate.
  3. Approve Magdalena Deniz as a substitute teacher/paraprofessional for the 2021/22 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Deniz's NJ Substitute Teaching Certificate is pending.
  4. Approve Andrea Falquez as a substitute teacher/paraprofessional for the 2021/22 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Falquez holds a NJ Substitute Teaching Certificate.
  5. Approve Jeremy Sauber as a substitute teacher/paraprofessional for the 2021/22 school year, subject to the satisfactory completion of the criminal history records check required by law. Mr. Sauber holds a NJDOE Music Teaching Certificate.
  6. Approve Tamara James as a substitute teacher/paraprofessional for the 2021/22 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. James's NJ Substitute Teaching Certificate is pending.
  7. Approve Jennifer McDermott as a substitute teacher/paraprofessional for the 2021/22 school year. Ms. McDermott holds a NJ Substitute Teaching Certificate.
  8. Approve Cheryl McGovern as a substitute teacher/paraprofessional for the 2021/22 school year. Ms. McGovern holds a NJ Substitute Teaching Certificate.
  9. Approve the following staff for ESY:

<b>Special Education Teachers</b>	<b>\$50/hour:</b>	
Lauren Bergrin	Mara Bunting	Dorothy Fox
Caitlin Gervasio	Taylor Grbelja	Savannah Heimall
Jillian Menendez	Rachel Nagy	Kaitlin Reilly
Julia Shea	Lindsey Welch	
<b>Preschool Teacher</b>	<b>\$4,000 Stipend:</b>	
Amanda Feijo		
<b>ABA Teachers</b>	<b>\$4,000 Stipend:</b>	
Olivia Lee	Jillian Menendez	
<b>General Education Teachers</b>	<b>\$50/hour:</b>	

Noelle Bauer	Lauren Bergrin	
<b>Counselor/Social Worker/School Psychologist</b>	\$50/hour:	
Noelle Bauer		
<b>Speech Therapists</b>	\$50/30 minute session	(\$100/hour):
Leah Fand	Kimbro Hintz	
<b>OT</b>	\$50/30 minute session	(\$100/hour):
Elana Rosenbaum		
<b>PT</b>	\$50/30 minute session	(\$100/hour):
Sheli Dansky		
<b>Substitute Teachers</b>	\$50/hour:	
Erika Blumenfeld	Olivia Goodell	Emily Whitman
<b>School Nurse</b>	\$50/hour:	
Ailish Fillis		
<b>ABA Paraprofessionals</b>	\$25/hour:	
Michelle Carucci	Simona DiFranco	Laura Fox
Elizabeth MacFarran	Elissa Mark	Joan Pilkington
Christina Rauch	Nicole Rivera	Deborah Rodas
Carol Stevens	Katie Stevens	

**COMMENT:**

- Dr. Verducci congratulated Ms. Cipollini on her appointment.

**IX. FINANCE – BUDGET:****Mrs. Imbasciani**

**A motion was made by Mrs. Wenberg and seconded by Mrs. Gray to approve the Finance – Budget Consent Agenda item and was approved by all in attendance.**

**RESOLUTION TO APPROVE THE PRELIMINARY 2022/23 SCHOOL YEAR BUDGET**

**BE IT RESOLVED** that the Upper Saddle River Board of Education, County of Bergen, approves the 2022/23 school year budget as follows:

	<b>Budget</b>	<b>Local Tax Levy</b>
Total General Fund	\$26,920,797	\$23,812,856
Total Special Revenue Fund	\$680,710	-
Total Debt Service Fund	\$290,735	\$220,766
<b>Totals</b>	<b>\$27,892,242</b>	<b>\$24,033,622</b>

and

**BE IT FURTHER RESOLVED** that the **GENERAL FUND** tax levy, \$23,812,856 is approved to support Current General Expense and \$220,766 to support Debt Service, for the 2022/23 school year budget.

**BE IT FURTHER RESOLVED** that the Upper Saddle River Board of Education requests the approval of a capital reserve withdrawal in the amount of \$350,000. The district intends to utilize these funds for the Septic Replacement at Bogert School.

**WHEREAS**, school district Policy 6471 and *NJAC 6A:23B-1.2(b)* provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for 2022/23.

**WHEREAS**, the Upper Saddle River Board of Education appropriated \$29,100 for travel during the 2021/22 school year and has spent \$2,652.67 as of March 11, 2022.

**NOW, THEREFORE, BE IT RESOLVED** that the Upper Saddle River Board of Education hereby establishes the School District travel maximum for the 2022/23 school year at the sum of \$29,100; and

**BE IT FURTHER RESOLVED** that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

**FINANCE :**

**Mrs. Imbasciani**

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

- A. Approve the Minutes of Board Meetings:

February 7, 2022

- B. Approve the Bills List for February 2022 as follows:

10	General Current Expense	\$82,850.74
11	General Current Expense	\$2,242,653.00
20	Special Revenue Funds	\$34,133.10
30	Capital Projects Funds	\$441,000.00
50	Milk	\$129.26
60	Enterprise Fund	\$18,322.75
	Total	\$2,819,088.85

- C. Approve the Transfers for February 2022.

- D. Approve the Board Secretary and Treasurer’s Reports dated February 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 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 2022/23 school year. The services to be provided included, 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.

- F. Approve the following Resolution:

**FOR LOCAL GOVERNMENT UNITY PARTICIPATION IN COOPERATIVE  
PRICING SYSTEM AGREEMENT**

**The ACES Cooperative Pricing System #E8801-ACESCPS**

*A Resolution Authorizing the Upper Saddle River Board of Education to Enter  
Into a Cooperative Pricing Agreement for the Purchase of  
Electricity, Technology, Work, Materials, and Supplies*

**WHEREAS**, “The Electric Discount and Energy Competition Act,” P.L. 1999, c. 23 authorizes the New Jersey School Boards’ Association (hereinafter NJSBA) to obtain electricity and other energy-related services for individual local boards of education on an aggregated basis; and

**WHEREAS**, N.J.S.A. 18A:18A-11 and 40A:11-10 authorizes local district boards of education to enter into cooperative pricing agreements with local government units, i.e. municipalities and counties (hereinafter local units); and

**WHEREAS**, NJSBA has offered voluntary participation in a cooperative pricing system for the group purchase of electrical generation and/or natural gas for consumption by the local units; any ancillary or administrative services related to the purchase of electrical generation and/or natural gas; and related energy services; and digital and electronic products and services and other technology products and programs to be purchased by local units; and services and such other items or services as two or more participating local units in the system agree can be purchased on a cooperative basis; and

**WHEREAS**, the Upper Saddle River Board of Education in the County of Bergen, State of New Jersey, desires to participate in NJSBA’s Cooperative Pricing System;

**NOW, THEREFORE, BE IT RESOLVED** on the 14<sup>th</sup> day of March, 2022, by the Upper Saddle River, County of Bergen, State of New Jersey as follows:

**TITLE**

This **Resolution** shall be know and may be cited as the “ACES Cooperative Pricing Resolution of the Upper Saddle River Board of Education”.

**AUTHORITY**

Pursuant to the provisions of N.J.S.A. 18A:18A-11 and 40A:11-10, Dana Imbasciani, School Business Administrator/Board Secretary, is hereby authorized to enter into NJSBA’s ACES Cooperative Pricing System Agreement.

**CONTRACTING UNIT**

The New Jersey School Boards Association shall be responsible for complying with the “Public School Contracts Law,” N.J.S.A. 18A:18A-1 *et seq.* all other applicable laws in connection with the preparation, bidding, negotiation and execution of contracts in connection with NJSBA’s ACES Cooperative Pricing System.

**EFFECTIVE DATE**

This Resolution shall take effect immediately upon passage.



- G. Approve the joint Purchasing Agreement between the Region V Council for Special Education/River Edge Board of Education and the Upper Saddle River Board of Education for providing the joint purchase of direct services and evaluations in the following areas: Occupational, Physical, Speech Therapist, Audiologist, Behaviorist, Learning Disabilities Teacher Consultant, Psychologist, Social Worker, Teacher of the Deaf, Assistive Technology, Transition Services, Reading Specialists, Nursing, Certified Health Aides, 1-1 Aides, Home Instructor, Home Supports, Parent Training (POP), Translators, Educational Equipment and other educational services on an as-needed basis throughout the year, effective July 1, 2021 to June 30, 2022.
- H. Approve the purchase and installation of twenty-eight (28) Promethean ActivPanel Titanium 75” boards and thirteen (13) Promethean ActivPanel Titanium 75” boards from Keyboard Consultants, at a total cost of \$213,068.00. (Pricing based on EDS Bid # 8572 titled MSRP Tech/AV/Computer/Interactive Whitebds extended to December 2023 – Vendor #6346; HCESC Co-Op NJ State Approved #HUNCCP Interactive Technology for Classrooms & Meeting Rooms #HCESC-CAT-19-06 April 10, 2019 to April 9, 2023)
- I. Approve the placement of a student, whose name is on file in the Board Office, at Y.A.L.E. School Atlantic, Inc., for the remainder of the 2021/22 school year, effective January 18, 2022.
- J. Approve two current students who have moved out of district as tuition students for the remainder of the 2021/22 school year.
- K. Approve Dr. Lisa Kotler to conduct psychiatric evaluations for districts on an as-needed basis. \$1,500/eval.
- L. Approve Dr. Leslie Nagy to conduct psychiatric evaluations for district students as needed. \$700/eval.
- M. Approve Dr. Veronica Rojas to conduct psychiatric evaluations for district students on an as-needed basis. \$1,600/eval.
- N. Approve Dr. Nancy Tancer to conduct psychiatric evaluations for district students as needed. \$1,000/eval.
- O. Approve Dr. Bryan Fennelly to conduct psychiatric evaluations for district students as needed. \$715/eval.
- P. Approve the recycling of the following Smart Document Cameras 450 SDC-450 which are no longer in use:

Smart Document Camera 450 SDC-450		
USR Tag #	USR Tag #	USR Tag #
8296	8297	8298
8310	8318	8320
8514	8515	851
8517	8518	8520
8521	8522	8523

- Q. Approve the donation of \$875.00 raised by the Bogert School Student Council for “Rare is Beautiful,” a not-for-profit organization that raises awareness of rare diseases in children and financially supports families who have children suffering from rare diseases.
- R. Accept the donation from the Shade Tree Commission of a full-size tree to be planted at Reynolds School as part of the Green Week/Earth Day celebration.
- S. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fees	Travel Cost
NJ Association for Gifted Children Conference Hamilton, NJ	March 18, 2022	Amy Caravela Carey Goralski	\$219.00 \$219.00	\$37.49 \$56.56
NJ School Nurses: A Force for the Future (Online)	March 19, 2022	Ailish Fillis	\$150.00	\$0.00
Childhood Apraxia of Speech: Powerful Treatment Strategies for More Intelligible Speech (Online)	March 21, 2022	Kelly Diverio	\$279.00	\$0.00
NJ Association of Learning Consultants: Spring Conference 2022 (Online)	April 8, 2022	Lauren Foca	\$130.00	\$0.00
Intermediate IMSE Orton-Gillingham Training (Online)	May 31 - June 3, 2022	Aimee Aslanian	\$1,275.00	\$0.00
Comprehensive Orton-Gillingham Training (Online)	June 20 – 23, 2022	Kristen Nicholas	\$1,275.00	\$0.00
Comprehensive Orton Gillingham Plus (Online)	July 11 - 15, 2022	Janelle Klos	\$1,275.00	\$0.00
Teachers College July Writing Institute (Online)	July 11 - 15, 2022	Leigh Ann Weil	\$850.00	\$0.00
NAESP Convention Louisville, KY	July 14 – 17, 2022	David Kaplan	\$805.00	\$1,482.00
Teachers College New Teaching Institute: Grades K - 8 (Online)	August 1 – 4, 2022	Angelina Aragona	\$800.00	\$0.00

**PUBLIC COMMENT:**

- Mrs. Gowan asked the Board to look into building a cafeteria with a working kitchen.

**ADJOURNMENT****Mrs. Johnston**

A motion to adjourn was made by Mrs. Ginsberg and seconded by Mrs. Wenberg at 8:59 p.m.

Sincerely,

Dana Imbasciani, Board Secretary