

**Board of Education  
Upper Saddle River, New Jersey  
Regular Meeting  
Monday, March 15, 2021, 8:00 p.m.**

**Minutes**

This Regular Session of the Upper Saddle River Board of Education convened 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. Gandara, Mrs. Ginsberg, Mrs. Gray, Mr. Quagliani, Dr. Verducci, Mrs. Wenberg

Members absent: None

Also present: Dr. Siegel, Mrs. Imbasciani

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

**OPENING STATEMENT:**

**Mrs. Johnston**

Mrs. Johnston welcomed the public.

**SUPERINTENDENT'S REPORT:**

**Dr. Siegel**

Dr. Siegel congratulated Bruce Reicher on co-publishing an article in New Jersey School Boards regarding Technology and Wellness.

Dr. Siegel also thanked all of the presenters for their dynamic presentations at this meeting.

**BOARD SECRETARY'S REPORT:**

**Mrs. Imbasciani**

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

- Budget Timeline
- Revenue Sources
- Key Expenditures
- Overall, 1.98% tax levy increase. \$9 increase for the year on an average assessed home (\$735,607).
- Public Hearing on Budget – April 26, 2021

Mrs. Imbasciani reported on the status of the window replacement at Reynolds.

Mrs. Imbasciani highlighted the generous donation of the rental of six (6) outdoor tents for the schools from the PTO.

**BOARD PRESIDENT'S REPORT: None**

**Mrs. Johnston**

**COMMITTEE REPORTS:**

**Personnel Committee**

**Dr. Verducci**

- Dr. Verducci reported that the Personnel Committee met on March 4, 2021.

**School Boards Liaison****Dr. Verducci**

- Dr. Verducci announced that the New Jersey School Boards Association (NJSBA) Spring Symposium will be held on May 12. If anyone is interested in attending, they should notify Mrs. Imbasciani, the Business Administrator, and she will register them.

**PTO REPORT: None****Mrs. Apostolou/Mrs. Degenars****USREF Report:****Mrs. Mueller**

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

- The USREF is proud to announce the 2021 Award for Excellence Honorees:

Kelli Moss  
Melissa Reifman  
USR Cares

These honorees have made a significant and positive impact on our community and we are excited to honor each one of them with this award. The press release with details of their many achievements can be found on the USREF website [www.usref.org](http://www.usref.org).

- The USREF's spring fundraiser, which replaces the Town Night Out Gala this year, will take place from April 29 to May 2. Events include a Virtual Silent Auction, an Ultimate 50/50 Raffle, a Wine Raffle and the presentation of the Award for Excellence trophies. More details will be announced soon.

**PRESENTATIONS:****Careers and Volunteerism****Mrs. Severs, Ms. Policastro, Mrs. Maginnis**

Mrs. Severs, Ms. Policastro, Mrs. Maginnis and two Reynolds families (Mason Brussel (1<sup>st</sup> grader) and Mr. Brussel and Morgan Centrella (1<sup>st</sup> grader) and Mrs. Centrella) shared a project from the 1<sup>st</sup> Grade Social Studies unit on students' exploration of Careers and Volunteerism. Different family members visited classrooms, via Zoom, to share aspects of their careers, as our young students are getting their first glimpse of what type of work people do. In addition, the grade level highlighted service activities, and these themes were integrated into activities taught by our specialists.

**COMMENT:**

- Mrs. Johnston thanked Mason and Morgan for attending tonight's meeting and thanked Mrs. Severs, Mrs. Maginnis and Ms. Policastro for the presentation.

**8<sup>th</sup> Grade Special Event – Passion Projects****Mrs. D'Ambola, Mrs. Zeccardi**

8th Grade students had the opportunity to take Master Classes on various fields and interests, led by our Master Class teachers. These extended classes explored topics that are different from our standard curriculum, and enabled many of our middle school teachers to spotlight a particular interest or hobby. From here, students will become the Master Class teachers based on their passion projects.

**COMMENTS:**

- Dr. Siegel said that both programs demonstrate our district's commitment to high quality, innovative education that has been sustained through a difficult school year. He personally thanked all of the

teachers involved with the 1<sup>st</sup> Grade project and Master Class from 8<sup>th</sup> Grade, as well as the administrators supporting their staff members.

- Mrs. Johnston thanked the presenters for coming this evening. She said these projects are a nice break from routine and a return to normalcy for the students.
- Mrs. Gandara said her son participated in the Fantasy Football Passion Project and she has never seen him take so much enjoyment in a school project. He was reenergized. She expressed her thanks for such a great program.
- Dr. Verducci said that this program sounds like fun.

#### **Ethics Presentation**

**Mrs. Imbasciani**

Mrs. Imbasciani led the Board through the Annual Ethics Training Session.

**PUBLIC COMMENT: None**

#### **ADMINISTRATION:**

**Dr. Siegel**

**A motion was made by Mr. Quagliani and seconded by Mrs. Gandara to approve Administration Consent Agenda Items A through C and was approved by all in attendance.**

A. Second reading of the following Policies and Regulations:

Policy 2468	Independent Educational Evaluations (revised)
Policy 5111	Eligibility of Resident/Non Resident Students (revised)
Policy 8420.30	School Clearance Following Crisis Situation (revised)

B. Approve the Collective Bargaining Agreement between the Upper Saddle River Administrators Association and the Upper Saddle River Board of Education for contract years 2021/22 through 2023/24.

C. Approve the following Sidebar Agreement:

**SIDEBAR AGREEMENT  
BETWEEN  
The Upper Saddle River Board of Education  
and  
The Upper Saddle River Education Association**

**WHEREAS**, the Upper Saddle River Board of Education (“Board”) and the Upper Saddle River Education Association (“Association”) are signatories to a collective negotiations agreement for the period of July 1, 2019 through June 30, 2022; and

**WHEREAS**, the Board desires an adjustment to the Bogert and Reynolds Elementary School schedule during a global pandemic that has resulted in a hybrid (in-person and remote) schedule exceeding the total minutes of weekly student contact time from the USREA contract for certain members by nineteen (19) minutes (roughly four (4) minutes/day) at Bogert and forty-five (45) minutes (roughly nine (9) minutes/day) at Reynolds.

**WHEREAS**, the Association accepts the proposal to adjust the Bogert and Reynolds Elementary School schedule during a global pandemic that allows for USREA members who are affected by the excess minutes to leave work early commensurate to the time where student contact time is exceeded.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD AND ASSOCIATION AGREE AS FOLLOWS:**

Following adjustments to the Bogert and Reynolds Elementary School schedule accounting for excess minutes, the Board acknowledges that certain USREA members may exceed the total student contact time by nineteen (19) minutes per week at Bogert and forty-five (45) minutes per week at Reynolds. The Board and USREA agree those USREA members impacted by the excess minutes are permitted to leave work early by the number of minutes exceeded per day, only on the weeks that student contact time is exceeded.

The two parties consent to the terms of the agreement for the duration of the hybrid schedule in a global pandemic for the 2020-21 school year.

**PERSONNEL:**

**Dr. Siegel**

**A motion was made by Dr. Verducci and seconded by Mrs. Wenberg 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 K-5 Elementary Classroom Teacher, effective March 8, 2021 through June 30, 2021.
- B. Resignations
  - 1. Accept the resignation for the purpose of retirement of Denise Blaikie, Paraprofessional, effective July 1, 2021.
  - 2. Accept the resignation of Colleen Moran, Spanish Teacher, effective July 1, 2021.
  - 3. Accept the resignation for the purpose of retirement of Stephanie Pirsos, 4th Grade Teacher, effective July 1, 2021.
  - 4. Revise the resignation effective date of Elizabeth Waldt, PE/Health teacher from February 12, 2021 to February 26, 2021.
- C. Leaves
  - 1. Approve the unpaid FMLA/NJFLA leave of Employee ID #0728, Paraprofessional, effective March 15, 2021 through April 16, 2021.
  - 2. Motion to terminate the unpaid child care leave of Employee ID #1217, effective March 8, 2021.
  - 3. Approve unpaid FMLA/NJFLA leave for Employee ID #1334, effective September 1, 2021 through approximately November 26, 2021.
  - 4. Approve paid medical leave and unpaid FMLA/NJFLA leave for Employee ID #1825, effective on or about May 20, 2021 through approximately November 26, 2021.

D. Lateral Guide Moves (not applicable)

E. Appointments

1. Appoint Erika Blumenfeld to the position of team member in the After Care Experience Program for the 2020/21 school year. \$24.00/hour
2. Appoint Melissa Ruffilo to the position of team member in the After Care Experience Program for the 2020/21 school year. \$22.00/hour

F. Change in Assignment

1. Approve the transfer of Leigh Ann Weil from the position of a 1.0 FTE long term leave replacement 3rd Grade Classroom Teacher, effective September 1, 2020 through June 30, 2021 to the position of a 1.0 FTE K-5 Elementary Classroom Teacher, effective March 8, 2021 through June 30, 2021.
2. Approve the transfer of Leigh Ann Weil from the position of a 1.0 FTE K-5 Elementary Classroom Teacher, effective March 16, 2021 through June 30, 2021 to the position of a 1.0 FTE 3rd grade classroom teacher, effective March 8, 2021 through June 30, 2021.
3. Approve the transfer of Carla LaBarbera from a 1.0 FTE 3rd grade classroom teacher to a 1.0 FTE K-5 elementary classroom teacher, effective March 8, 2021 through June 30, 2021.

G. Substitutes/Consultants/Volunteers

1. Approve Barbara Abdulsalam as a substitute teacher/paraprofessional for the 2020/21 school year subject to the satisfactory completion of the criminal history records check required by law. Ms. Abdulsalam's NJ Substitute Teacher Credentials are pending.
2. Approve Despina Anastasopoulos as a substitute teacher/paraprofessional for the 2020/21 school year subject to the satisfactory completion of the criminal history records check required by law. Ms. Anastasopoulos' NJ Substitute Teacher Credentials are pending.
3. Approve Rebecca Diamond as a substitute teacher/paraprofessional for the 2020/21 school year subject to the satisfactory completion of the criminal history records check required by law. Ms. Diamond's NJ Substitute Teacher Credentials are pending.
4. Approve Fran Gordon as a substitute teacher/paraprofessional for the 2020/2021 school year subject to the satisfactory completion of the criminal history records check required by law. Ms. Gordon's NJ Substitute Teacher Credentials are pending.
5. Approve Milana Lieberman as a substitute teacher/paraprofessional for the 2020/21 school year. Ms. Lieberman's NJ Substitute Teacher Credentials are pending.
6. Approve Jamie Rosenkrantz as a substitute teacher/paraprofessional for the 2020/21 school year subject to the satisfactory completion of the criminal history records check required by law. Ms. Rozenkrantz's NJ Substitute Teacher Credentials are pending.

7. Approve Danielle Serronico as a substitute teacher/paraprofessional for the 2020/2021 school year subject to the satisfactory completion of the criminal history records check required by law. Ms. Serronico's NJ Substitute Teacher Credentials are pending.

**FINANCE - BUDGET:**

**Mrs. Imbasciani**

**A motion was made by Mrs. Gandara 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 2021/22 SCHOOL YEAR BUDGET**

**BE IT RESOLVED** that the Upper Saddle River Board of Education, County of Bergen, approves the 2021/22 school year budget as follows:

	<b>Budget</b>	<b>Local Tax Levy</b>
Total General Fund	\$ 27,289,790	\$ 23,588,981
Total Special Revenue Fund	\$ 547,313	-
Total Debt Service Fund	\$ 290,962	\$ 220,901
<b>Totals</b>	<b>\$ 28,128,065</b>	<b>\$ 23,809,882</b>

and

**BE IT FURTHER RESOLVED** that the **GENERAL FUND** tax levy, \$23,588,981 is approved to support Current General Expense and \$220,901 to support Debt Service, for the 2021/22 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 \$560,000. The district intends to utilize these funds for the final phase of the Partial Window Replacement Project at Reynolds 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 2021/22.

**WHEREAS**, the Upper Saddle River Board of Education appropriated \$40,900 for travel during the 2020/21 school year and has spent \$0.00 as of March 12, 2021.

**NOW, THEREFORE, BE IT RESOLVED** that the Upper Saddle River Board of Education hereby establishes the School District travel maximum for the 2021/22 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. Wenberg and seconded by Mr. Quagliani approve Finance Consent Agenda Items A through S and was approved by all in attendance.**

- A. Approve the Minutes of Board Meeting:

February 8, February 26 (Special Meeting), 2021

B. Approve the Bills List for February 2021 as follows:

10	General Current Expense	\$77,950.58
11	General Current Expense	\$2,029,473.24
20	Special Revenue Funds	\$33,404.01
60	Enterprise Fund	\$7,996.15
	Total	\$2,148,823.98

C. Approve the Transfers for February 2021.

D. Approve the Board Secretary and Treasurer's Reports dated January and February 2021 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:

**WHEREAS**, the Superintendent of Schools has requested that the Upper Saddle River Board of Education ("Board") disenroll two students ("Students") based on information that the Students are not entitled to a tuition free education from the Board;

**WHEREAS**, the Superintendent provided the Students' parents with notice of their right to a disenrollment hearing in the event that they did not agree with the Superintendent's determination;

**WHEREAS**, the Students' parents did not request a hearing;

**WHEREAS**, the Board considered the evidence presented by the administration in support of the Superintendent's recommendation to disenroll the Students; and

**WHEREAS**, the Board has determined that the Students are not entitled to a tuition-free education from the Board.

**NOW, THEREFORE, BE IT RESOLVED** that the Students shall be disenrolled from the Upper Saddle River School District, effective 21 days from the notice of disenrollment, and the Board Secretary shall provide the parents with notice of the disenrollment decision; provided, however, that if the Students' parents contest the Board's decision before the Commissioner of Education within 21 days of the notice of disenrollment, then the Students shall remain enrolled in the Upper Saddle River School District while the appeal is pending before the Commissioner of Education, subject to the right of the Board to collect tuition in the event that the parents are unsuccessful in their appeal or withdraw their appeal.

F. Approve the following Resolution:

**WHEREAS**, the Upper Saddle River Board of Education ("Board") advertised for bids regarding the Partial Window Replacement at Reynolds School –Phase 3 Project ("Project"); and

**WHEREAS**, on March 4, 2021, the Board accepted bids for the Project; and

**WHEREAS**, the lowest responsible bid for this Project was submitted by Premier Group Inc. (hereinafter referred to as "Premier"), with a total bid in the amount of \$720,000; and

**WHEREAS**, the bid submitted by Premier is responsive in all material respects and it is the Board's desire to award the contract for the Project to Premier.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The Board hereby awards the contract for the Project to Premier in a total contract amount of \$720,000.

2. This award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, and an executed A-101, Standard Form of Agreement Between Owner and Contractor, and an A-201, General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

**BE IT FURTHER RESOLVED** that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

G. Approve the Partial Window Replacement at Reynolds - Phase 2 Change Order ARA-GC-01 for Panoramic Window & Door Systems, Inc., in the amount of \$14,175.00. The cost of this change order will be deducted from Allowance #1. The remaining balance in Allowance #1 after this change order will be \$15,825.00.

H. Approve the cancellation of the Cavallini Student Activities checks as follows:

<u>Date</u>	<u>Check Number</u>	<u>Amount</u>
10/21/2019	5007	\$80.00
01/04/2020	5044	\$9.00
01/24/2020	5058	\$9.00

I. Approve submission of the FY22 CRRSA - ESSER II, CRRSA - Learning Acceleration, and CRRSA - Mental Health Grant applications.

J. Approve the out-of-district placement of a child whose name is on file in the Board Office at Learn Well Education, ten (10) hours per week, effective February 26, 2021. \$40/hour

K. Approve the out-of-district placement of a child whose name is on file in the Board office at the Paramus School District, effective March 3, 2021.

L. Approve the purchase and installation of one (1) 30 Ton Packaged Commercial Rooftop and one (1) 40 Ton Packaged Commercial Rooftop to replace RTU-8 and RTU-2 at Bogert/Reynolds from Trane in the amount of \$162,664.91. (This will be funded with proceeds from the CRRSA-ESSER II grant. Pricing based on US Communities Contract USC 15-JLP-023)

M. Approve the purchase and installation of two (2) VUVE Unit Ventilators and two (2) Split System Air Conditioning Units for the Bogert Media Center from Trane in the amount of \$106,748.83. (This will be partially funded with proceeds from the CRRSA-ESSER II grant. Pricing based on US Communities Contract USC 15-JLP-023)

N. Approve Richard D. Lavoie, to present Batteries Not Included: The Parent's Role in Student Motivation to the Upper Saddle River Parent Wellness Academy on Zoom on April 20, 2021 at a cost of \$2,500.00.

O. Approve Dr. Michael Fowlin, to present "You Don't Know Me Until You Know Me" to the Upper Saddle River Parent Wellness Academy on Zoom on May 3, 2021 at a cost of \$1,500.00. The cost will be split between the USRBOE and the USRA Coalition.



- P. Accept the donation of six (6) rolls of HDMI cable (valued at \$250.00) from the Carrero family.
- Q. Accept the donation of \$54,609.00 from the USR PTO to cover the cost to rent six (6) 20' x 40' tents from Taylor Rentals. These tents will be used as additional outdoor learning spaces for the schools for the remainder of the 20/21 school year.
- R. Approve Roots & Wings, LLC to provide a three part evening staff development series on March 9, 16, and 23, 2021 at a cost of \$1,492.50.
- S. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fee	Travel Cost
Guiding Pre-K and Kindergarten Students to Better Behavior and Increased Learning (Online)	March 25, 2021	Amanda Feijo	\$279.00	\$0.00
Guiding Pre-K and Kindergarten Students to Better Behavior and Increased Learning (Online)	March 26, 2021	Stacy Schiff	\$279.00	\$0.00
How to Support Families with Children Who Use AAC (Online)	May 13, 2021	Sheila Barry	\$75.00	\$0.00
NJ Teachers of English to Speakers of Other Languages (NJTESOL) Annual Spring Conference (Online)	May 25, 2021	Jacqueline Valdes	\$399.00	\$0.00
NJ Teachers of English to Speakers of Other Languages (NJTESOL) Annual Spring Conference (Online)	May 26, 2021	Jessica Molinaro	\$399.00	\$0.00

#### PUBLIC COMMENT

- Mrs. McGovern, regarding the 7<sup>th</sup> Grade quarantine, asked if the students are six feet apart, then why are we quarantining students?
- Dr. Siegel responded that in classrooms we cannot assess or guarantee that students maintain the 6-foot distance, especially since they are in the classroom for 2+ hours.

#### ADJOURNMENT

Mrs. Johnston

A motion to adjourn was made by Mrs. Gray and seconded by Mrs. Gandara at 9:00 p.m.

Sincerely,

Dana Imbasciani, Board Secretary