

**Board of Education
Upper Saddle River, New Jersey
Public Hearing and Regular Meeting
Monday, April 26, 2021, 8:00 p.m.**

Minutes

This Public Hearing and 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, Mr. Quagliani, Dr. Verducci, Mrs. Wenberg

Members absent: Mrs. Gray

Also present: Dr. Siegel, Mrs. Imbasciani

CONFIDENTIAL SESSION

Dr. Verducci made a motion, seconded by Mrs. Ginsberg 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.

Dr. Verducci made a motion, seconded by Mrs. Ginsberg to adjourn Executive Session at 8:00 p.m.

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

OPENING STATEMENT:

Mrs. Johnston

Mrs. Johnston welcomed the public to the meeting.

PUBLIC HEARING ON THE 2021/22 BUDGET

Mrs. Imbasciani

Mrs. Imbasciani presented the 2021/22 budget to the public. Highlights included:

- Budget timeline
- Goals for developing a responsible budget
- History of state aid to Upper Saddle River
- Revenues and expenditures
- How we stayed within 2%
- What this Budget includes
- 1.98% tax levy increase. Because our budget is calculated on a fiscal year and the Borough budget is calculated on a calendar year, it translates into a \$9.00 increase over last year for an average assessed home (\$735,607) in Upper Saddle River
- The history of tax increases over the past years

PUBLIC COMMENT (on Public Hearing): None

A motion was made by Mrs. Wenberg and seconded by Mrs. Gandara to approve the 2021/22 Budget and was approved by all in attendance.

A. Approve the following Resolution:

RESOLUTION TO APPROVE THE 2021-2022 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:

Current General Expense (Fund 11)	\$26,064.790
Capital Outlay (Fund 12)	\$1,225,000
TOTAL GENERAL FUND	\$27,289.790
Special Revenue (Fund 20)	\$547,313
Debt Service Fund (Fund 40)	<u>\$290,962</u>
TOTAL EXPENDITURES/APPROPRIATIONS	\$28,128,065

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.

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 April 23, 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.

COMMENT:

- Mrs. Johnston thanked Mrs. Imbasciani and the Finance Committee for the time spent and work done on the budget.

SUPERINTENDENT'S REPORT:

Dr. Siegel

2020/21 Incidents, Trainings, Programs for Report Period 1

On behalf of Mr. DeSocio, Dr. Siegel presented the Incidents, Trainings, Programs for Report Period 1 for the 2020/21 school year which is required by the New Jersey Department of Education in accordance with the Anti-Bullying Bill of Rights Act. Highlights of his presentation included:

- **Student Safety Data System Report, Period 1: July 1, 2020 – December 31, 2020**

Reynolds – 0 Violence, 0 Vandalism, 0 Substance Abuse, 0 Weapons, 0 HIB Alleged, 0 HIB Confirmed, 0 Other Incidents Leading to Removal

Bogert – 0 Violence, 0 Vandalism, 0 Substance Abuse, 0 Weapons, 1 HIB Alleged, 0 HIB Confirmed, 0 Other Incidents Leading to Removal

Cavallini – 0 Violence, 0 Vandalism, 0 Substance Abuse, 0 Weapons, 1 HIB Alleged, 0 HIB Confirmed, 0 Other Incidents Leading to Removal

Reynolds (HIB) – 0 Trainings, 4 Programs
 Bogert (HIB) – 1 Training, 1 Programs
 Cavallini (HIB) – 1 Trainings, 3 Programs
 District (HIB) – 3 Trainings, 0 Programs

BOARD SECRETARY’S REPORT: None

Mrs. Imbasciani

BOARD PRESIDENT’S REPORT: None

Mrs. Johnston

COMMITTEE REPORTS:

Infrastructure Committee

Mrs. Ginsberg

- Reviewed public usage of property

Personnel Committee

Dr. Verducci

- Extended discussion about criteria for:
 - updating administrators’ evaluations
 - updating process of providing information to Board members on new hires

PTO REPORT: None

Mrs. Apostolou/Mrs. Degenaaers

USREF Report:

Mrs. Mueller

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

The USREF is holding our spring fundraiser this week. Thursday night, beginning at 7 pm will be our Live Stream Silent Auction Kick-Off Event held via Zoom. Register for the silent auction and Thursday’s Zoom Event on our website: www.usref.org. We have some amazing prizes to bid on, including: tickets to *The Music Man* on Broadway, a *Hamilton* virtual meet and greet with actor and original cast member, Austin Scott, a DJI Mini 2 Drone with a Drone Flying Lesson, the coveted Reserved Parking Spot in the Reynolds lot, and so much more. This event replaces our annual Town Night Out Gala so we really appreciate your support.

A limited number of tickets are still available for our Ultimate 50/50 Raffle on our website. The current first place jackpot is over \$4,200.

Finally, we are very excited to be donating over \$32,000 to the district for this summer’s renovation of the Bogert Media Center. We want to thank all of our donors for their contributions towards this amazing project.

PRESENTATION:

District Communication Plan

Dr. Siegel

Dr. Siegel joined Mrs. Tolpa to share the goals that came out of this plan. Highlights included:

- Communication Strategy
- Summary of Key Stakeholders
- Organizations
- Communication Platforms and Responsibilities

COMMENTS:

- Mrs. Johnston said that there is a need for more teacher driven communication with parents and asked what we can do from a professional development perspective to help them with this.

- Mrs. Wenberg suggested utilizing the digital sign more to communicate with the community.
- Mrs. Gandara suggested we create protocols for certain scenarios.
- Mrs. Johnston thanked Mrs. Tolpa for her assistance with this plan.

PUBLIC COMMENT: None

ADMINISTRATION:

Dr. Siegel

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

A. Approve the Lead Testing Program Statement of Assurance for School Year 2020/21.

PERSONNEL:

Dr. Siegel

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

A. Job Descriptions (not applicable)

B. Create/Abolish (not applicable)

1. Abolish one 1.0 FTE Grades 3-5 Classroom Teacher/Special Education Teacher position, effective September 1, 2021.
2. Abolish one .50 FTE Grades 3-5 Classroom Teacher position at Bogert, effective September 1, 2021.
3. Abolish one 1.0 FTE K-5 Elementary Teacher position, effective September 1, 2021.
4. Abolish one .625 FTE Special Education Teacher position at Cavallini, effective March 29, 2021.
5. Abolish one .50 FTE 5th Grade Classroom Teacher position, effective September 1, 2021.
6. Create one 1.0 FTE 3rd Grade Classroom Teacher position, effective September 1, 2021.
7. Create one .50 FTE Grades 3-5 Special Education Teacher position, effective September 1, 2021.
8. Create one 1.0 FTE Resource Room Program In-class Support Teacher position at Cavallini (due to hybrid schedule), effective March 29, 2021 through June 30, 2021.
9. Create one 1.0 FTE ABA Special Education Teacher position for Grades 3-5 at Bogert, effective September 1, 2021.
10. Create one 1.0 FTE LLD Special Education Teacher position for grades 6-8 at Cavallini, effective September 1, 2021.
11. Create one 1.0 FTE Paraprofessional/Applied Behavior Analysis (ABA) Instructor position for grades 3-5 at Bogert, effective September 1, 2021.
12. Create one 1.0 FTE LLD Paraprofessional position for grades 6-8 at Cavallini, effective September 1, 2021.
13. Create one Applied Behavior Analysis (ABA) Instructor stipend, \$3000 per year, effective September 1, 2021.

C. Resignations

1. Accept the resignation of Alexis Gallinger, School Social Worker, effective June 7, 2021.
2. Accept the resignation for the purpose of retirement of Gail Macri, Paraprofessional, effective July 1, 2021.

D. Leaves

1. Terminate the unpaid leave of absence of Employee ID #1032, effective September 1, 2021.
2. Approve paid medical leave and unpaid FMLA leave for Employee ID #1131, effective April 8, 2021 through approximately May 14, 2021.
3. Approve paid medical leave, unpaid FMLA/NJFLA leave, and unpaid contractual child care leave for Employee ID#1316, effective September 1, 2021 through June 30, 2022.
4. Revise the unpaid FMLA/NJFLA leave for Employee ID#1334 from, effective September 1, 2021 through approximately November 26, 2021 to unpaid FMLA/NJFLA leave and unpaid contractual child care leave, effective September 1, 2021 through June 30, 2022.
5. Approve a paid medical leave for Employee ID #1407, effective April 8, 2021 through approximately May 6, 2021.
6. Approve unpaid NJFLA for Employee ID #1826, effective March 24, 2021 through April 1, 2021.
7. Approve paid medical leave and unpaid FMLA/NJFLA leave for Employee ID #1850, effective September 1, 2021 through approximately November 26, 2021.

E. Appointments

1. The following staff members are recommended for the positions listed below for the 2020/21 school year:

ATHLETIC PROGRAM	ADVISORS/COACH	STIPEND
Baseball (split)	Erik Schlemm	\$1,500.00
Baseball (split)	Brett Wilkes	\$1,500.00
Softball (split)	Melissa Brause	\$1,500.00
Softball (split)	Samantha Smith	\$1,500.00
Track & Field	Jonathan Harvey	\$3,000.00
Asst. Track & Field (split)	Christine Cipollini	\$1,125.00
Asst. Track & Field (split)	Nicole Mascetti	\$1,125.00
Asst. Track & Field (split)	Colleen Moran	\$1,125.00
Asst. Track & Field (split)	Emily Viola	\$1,125.00

2. Approve the reappointment of non-tenured contractual Bargaining Unit certificated staff, for the 2021/22 school year, as per attached.
3. Approve the reappointment of tenured contractual Bargaining Unit certificated staff for the 2021/22 school year.
4. Appoint Julie Fallon to the tenure track position of ABA Special Education Teacher for grades 3-5 at Bogert, MA, Step 14, effective September 1, 2021, subject to the satisfactory completion of the criminal history records check required by law.
5. Appoint Anthony Farinacci to the position of per diem leave replacement School Psychologist, MA + 30, Step 14, effective September 1, 2021 through approximately November 26, 2021.

6. Appoint Lauren T. Iannini to the position of Middle School Spanish Teacher, BA, Step 1, effective September 1, 2021, subject to the satisfactory completion of the criminal history records check required by law and receipt of the required teaching certificate.
7. Appoint Leigh Ann Weil to the position of long-term 3rd Grade Leave Replacement Classroom Teacher, MA, Step 3, effective September 1, 2021.
8. Appoint Rae Wine to the position of Middle School LLD Teacher, MA, Step 5, effective September 1, 2021, subject to the satisfactory completion of the criminal history records check required by law.
9. Appoint Alexis Yotka to the position of School Social Worker, MA, Step 4, effective September 1, 2021, subject to the satisfactory completion of the criminal history records check required by law.
10. Approve the following staff for ESY:

BCBA	\$90/hour:	
Cristina Jasper		
Non-BCBA/Behaviorist	\$50/hour:	TBD
Special Education Teachers	\$50/hour:	
Tamia Anderson	Kelsey Byrnes	Cayla Casey
Christie Cipollini	Dorothy Fox	Savannah Heimall
Mary Lavelle	Cristina Perla	Kaitlin Reilly
Julia Shea	Lyndsey Welch	
Preschool Teacher	\$4,000 Stipend:	
Amanda Feijo		
ABA Teachers	\$4,000 Stipend:	
James Dunn	Julie Fallon	Jillian Menendez
Tia Miller		
General Education and MSI Teachers	\$50/hour:	
Kelsey Byrnes	Cayla Casey	Mary Lavelle
Cristina Perla	Mary Kate Probert	Lyndsey Welch
Emily Whitman		
Counselor/Social Worker/School Psychologist	\$50/hour:	
Noelle Bauer		
ABA/Pull Out Speech Therapists	\$50/30 minute session	(\$100/hour):
Leah Fand	Kimbo Hintz	
Integrated Speech Therapist	\$70/hour:	
Cathleen Biebrich		
OT	\$50/30 minute session	(\$100/hour):
Elana Rosenbaum		
PT	\$50/30 minute session	(\$100/hour):
Sheli Dansky		
Substitute Teachers	\$50/hour:	
Mary Kate Probert	Emily Whitman	
Integrated Paraprofessionals	\$21/hour:	
Heather Balji	Michelle Carucci	Pam Flynne
Laura Fox	Anne Lahart	Elizabeth MacFarran
Susanne Messina	Sean O'Connor	Joan Pilkington
Kristen Younger		

School Nurse	\$50/hour:	
Ailish Fillis		
ABA Paraprofessionals	\$25/hour:	
Tammy Guarriello	Sandra Herrera	Lisa Ingrassia
Roni Ann Jansen	Christine Kline	Elissa Mark
April Quinones		

F. Change in Assignment

1. Approve the transfer of Linda Ho from the temporary position of .625 FTE Special Education Teacher and .375 FTE Paraprofessional at Cavallini to the temporary position of 1.0 FTE Resource Room Program In-class Support Teacher at Cavallini, BA, Step 1, effective March 29, 2021 through June 30, 2021.
2. Approve the transfer of Chelsea Leann Chiellini from the position of 1.0 FTE Paraprofessional at Bogert to the position of 1.0 FTE Elementary Classroom Teacher at Bogert, BA, Step 1, effective September 1, 2021.

G. Substitutes/Consultants/Volunteers

1. Approve Margaret Brown as an OT Intern with the Child Study Team beginning April 12, 2021 for 12 weeks.

FINANCE :

Mrs. Imbasciani

A motion was made by Mrs. Gandara and seconded by Mr. Quagliani approve Finance Consent Agenda Items A through X and was approved by all in attendance.

A. Approve the Minutes of Board Meeting:

March 15, 2021

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

10	General Current Expense	\$78,313.95
11	General Current Expense	\$2,504,767.48
12	Capital Outlay	\$18,839.00
20	Special Revenue Funds	\$26,208.03
60	Enterprise Fund	\$10,312.71
	Total	\$2,638,441.17

C. Approve the Transfers for March 2021.

D. Approve the Board Secretary and Treasurer’s Reports dated March 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 Application for Payment # 1 for Panoramic Window & Door Systems, Inc., for the Partial Window Replacement Project (Phase 2) at Reynolds School, in the amount of \$291,354.00.

F. Approve the following 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 (20/21-1)

and Release between the Board and the Parents of students whose names are on file in the Superintendent's Office, which is annexed to this Resolution, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release, and any other documents necessary to effectuate the settlement.

- G. Approve the following Resolution:

BE IT RESOLVED by the Upper Saddle River Board of Education (the "Board") that the terms, stipulations and conditions as established in the Addendum to the Settlement Agreement and Release (19/20-4-A) between the Board and the Parents of a student whose name is on file in the Superintendent's Office, which is annexed to this Resolution, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Addendum to the Settlement Agreement and Release, and any other documents necessary to effectuate the settlement.

- H. Approve AFD Contract Furniture Inc. to provide all materials and labor to construct a new server closet for the Bogert Media Center, at a cost of \$16,445.62.
- I. Approve the purchase of one (1) Savin IM C300 Color Copier/Printer/Scanner/Fax and one (1) PaperCut Software License from Atlantic Tomorrow's Office at a total cost of \$4,795.00. Service and supplies for this machine will be billed quarterly at a rate of .0043 per black and white copy and .06 per color copy.
- J. Approve Demco to provide and install new shelving and furniture for the Bogert Media Center, at a cost of \$61,705.45. (Pricing based on Ed-Data Pricing C80901)
- K. Approve Pimental Murals to design and paint the wall murals and design, paint and install the wood cutouts for the Bogert Media Center, at a total cost of \$8,000.00.
- L. Approve RFS Commercial Inc. to abate existing VAT tile, skim coat and prep subfloor, supply and install new VCT flooring for Reynolds School Room # 115, at a cost of \$12,689.83. (Pricing based on NJ State Contract/Mannington State Contract Pricing # A81751)
- M. Approve RFS Commercial Inc. to abate existing VAT tile, skim coat and prep subfloor, supply and install new VCT flooring for Reynolds School Room # 116, at a cost of \$12,689.83. (Pricing based on NJ State Contract/Mannington State Contract Pricing # A81751)
- N. Approve RFS Commercial Inc. to abate existing VAT tile, skim coat and prep subfloor, supply and install new carpeting to the Bogert School Main Entrance, at a cost of \$11,401.91. (Pricing based on NJ State Contract/Tarkett-Tandus State Contract Pricing #A81755)
- O. Approve RFS Commercial Inc. to supply and install new carpeting to the Bogert School Door #8 Entrance, at a cost of \$3,370.54. (Pricing based on NJ State Contract/Tarkett-Tandus State Contract Pricing #A81755)
- P. Approve RFS Commercial to install a new plywood subfloor and supply and install Interface Carpet Tile in a four-color pattern in the Bogert Media Center, at a cost of \$39,455.77. (Pricing based on NJ State Contract/Interface State Contract Pricing #A81756)
- Q. Approve RFS Commercial Inc. to supply and install new VCT flooring for Cavallini Middle School Room #33, at a cost of \$10,691.06. (Pricing based on NJ State Contract/Mannington State Contract Pricing # A81751)
- R. Approve RFS Commercial Inc. to abate existing VAT tile, skim coat and prep subfloor, supply and install new VCT flooring for Cavallini Middle School Room #34, at a cost of \$11,324.72. (Pricing based on NJ State Contract/Mannington State Contract Pricing # A81751)
- S. Approve the purchase of one (1) Toro Z Master Z-590 riding mower with E-Z Vac Blower & Drive Kit and Triple Soft Bagger from Storr Tractor Company at a cost of \$13,543.69. (Pricing based on Bergen Co-Op Bid #20-03)

T. Approve the disposal of one Toro Z500 Riding Mower, Model # 74251, Serial # 260000199. This mower no longer works and is beyond repair.

U. Approve the disposal of the following projectors from our inventory:

Barcode	Item	Serial #
6750	NEC NP07LP LCD Projector	
8230	NEC NP-M260X Projector	
6530	NEC NP-M260X Projector	
6200	NEC NP-M260X Projector	1501246FC
7567	NEC M282X	
7573	NEC NP-M271X Projector	3302560FA
6728	NEC NP-M260X Projector	2301684FF
7178	NEC NP-M271X Projector	3501008FA
7585	NEC M282X	
7603	NEC M282X	5101264RF
7995	NEC M282X	5500314RJ

V. Approve Brian Osborne to provide executive coaching to each administrator at a cost of \$2,500.00 for an introductory session and \$7,500.00 for individual sessions with each administrator.

W. Accept the donation of \$32,547.10 worth of furniture for the Bogert Media Center from the Upper Saddle River Educational Foundation.

X. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fees	Travel Cost
Summit Professional Offers: A Multitude of Pediatric Therapy Courses (Online)	One-year subscription	Karen Hunter	\$299.99	\$0.00
Facilitating the Classroom Learning of Students with Asperger Syndrome and High-Function Autism (Online)	April 29, 2021	Amanda Feijo	\$149.00	\$0.00
Northeast Conference on the Teaching of Foreign Languages (Online)	April 30 – May 1, 2021	Erlinda Capollari	\$160.00	\$0.00
Teachers College Writing Institute (Online)	August 2-6, 2021	Christine Moon	\$850.00	\$0.00
Teachers College Reading Institute (Online)	August 9-13, 2021	Christine Moon	\$850.00	\$0.00

PUBLIC COMMENT: None

ADJOURNMENT

Mrs. Johnston

A motion to adjourn was made by Mr. Quagliani and seconded by Mrs. Ginsberg at 9:05 p.m.

Sincerely,

Dana Imbasciani, Board Secretary

Contractual Appointments

April 26, 2021

Name	Tenured	Category	FTE
Balsamo, Nadia	N	Teacher	
Blumenfeld, Erika	N	Teacher	
Brause, Melissa	N	Teacher	
Byrnes, Kelsey	N	Teacher	
Capogrosso, Alana	N	Teacher	
Capollari, Erlinda	N	Teacher	
Cipollini, Christine	N	Teacher	
Conners, Megan	N	Teacher	
Dunn, James	N	Teacher	
Ennis, Meghan	N	Teacher	
Fillis, Ailish	N	Teacher	
Iannaccone, Amanda	N	Teacher	
Kaldawi, Katherine	N	Teacher	
Kruter, Jennifer	N	Teacher	
Leonard, Rachel	N	Teacher	
Menendez, Jillian	N	Teacher	
Miros, Katharine	N	Teacher	.50
Molinaro, Jessica	N	Teacher	.50
Moon, Christine	N	Teacher	
Parelhoff, Kerri	N	Teacher	
Ramirez, Carlos	N	Teacher	
Samimi, Elizabeth	N	Teacher	
Schlemm, Erik	N	Teacher	
Shea, Julia	N	Teacher	
Squicciarri, Rachel	N	Teacher	.50
Walis, Brian	N	Teacher	
Wassmer, Stephanie	N	Teacher	
Welch, Lindsey	N	Teacher	

Name	Tenured	Category	FTE
D'Ambola, Amy	N	Director of Curriculum and Instruction	
Padilla, Michael	N	Supervisor of Special Projects	
Pentrelli Apicella, Gianna	N	Director of Special Education	