

**Board of Education  
Upper Saddle River, New Jersey  
Electronic Regular Meeting  
Monday, July 20, 2020, 8:00 p.m.**

**Minutes**

This Electronic 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, Mr. Amano, Mrs. Gandara, Mrs. Ginsberg, Mrs. Gray, Mr. Quagliani, Dr. Verducci

Members absent: None

Also present: Dr. Siegel, Mrs. Imbasciani

**CONFIDENTIAL SESSION**

Mrs. Gandara made a motion, seconded by Mrs. Gray to convene into Executive Session at 7:05 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. Gandara made a motion, seconded by Dr. Verducci to adjourn Executive Session at 7:58 p.m.

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

**OPENING STATEMENT:**

**Mrs. Johnston**

Mrs. Johnston welcomed the public.

**SUPERINTENDENT'S REPORT:**

**Dr. Siegel**

Highlights of Dr. Siegel's report to the Board included:

- Thank you to all of the administrators for going above and beyond this summer to prepare for the reopening of schools this fall.
- Thank you to the staff for participating in meetings and subcommittees this summer.
- Thank you to the subcommittees, composed of administrators, Board members, staff and parents, for assisting with the creation of the Return to School Plan.
- Reviewed status of the Return to School Plan
- Gave an update on the status of the new district-run aftercare program.



The ending date of this school year for students and teachers will depend on the number of snow days used, varying from 0 - 2. See the possibilities below. **If more than 2 snow days are used spring recess will be shortened to make up snow days starting with April 9.**

**No Snow Days Used**

Result:

June: 14 student days & 15 teacher days  
 Last day for students 6/18/2021  
 Last day for teachers 6/21/2021

June						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**One Snow Day Used**

Result:

June: 15 student days & 16 teacher days  
 Last day for students 6/21/2021  
 Last day for teachers 6/22/2021

June						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**Two Snow Days Used**

Result:

June: 16 student days & 17 teacher days  
 Last day for students 6/22/2021  
 Last day for teachers 6/23/2021

June						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**Three Snow Days Used**

Original calendar:

Result:

June: 15 student days & 17 teacher days  
 Last day for students 6/21/2021  
 Last day for teachers 6/23/2021

June						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**Four Snow Days Used**

Original calendar:

Result:

June: 16 student days & 18 teacher days  
 Last day for students 6/22/2021  
 Last day for teachers 6/24/2021

June						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**BOARD SECRETARY’S REPORT: None**

**Mrs. Imbasciani**

**BOARD PRESIDENT’S REPORT:**

**Mrs. Johnston**

Mrs. Johnston thanked Dr. Siegel for his leadership and creativity in putting through an aftercare program during these trying times. She also thanked all the Administrators involved in the process as well.

**COMMITTEE REPORTS:**

**PTO REPORT: None**

**Mrs. Apostolou/Mrs. Degenaaars**

**USREF Report:**

**Mrs. Mueller**

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

“The USREF held two virtual guided wine tastings featuring a variety of wines from Napa Valley vineyards. Special thanks to our event sponsors, the Lin and Chung families, as well as several of our gala sponsors and loyal supporters who participated in these very enjoyable evenings!

The Cavallini Media Center renovation continues to progress and we are very excited to see it completed this summer. Photos are continually being posted on our website and Facebook page.

We will be holding our first virtual Board meeting of the school year in early September and we welcome anyone who is interested in joining the USREF to contact us through our website, [www.usref.org](http://www.usref.org).”

We wish everyone a safe and relaxing summer break.

Karen  
President, USREF

**PUBLIC COMMENT:**

- A parent asked what the start and end times would be for the proposed am and pm sessions.

**ADMINISTRATION:**

**Dr. Siegel**

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

- A. Approve the revised calendar for the 2020/21 school year, as per attached.
- B. Authorize the Board of Education to suspend the rules of Bylaw 0131 and adopt the following policy:
 

Policy 1649      Federal Families First Coronavirus (COVID-19) Response Act
- C. Approve the submission of the AchieveNJ Equivalency Application to meet the Administrative Codes, 6A:10-4.4(c), while implementing the Marshall’s Teacher Evaluation System in a more efficient manner.

**PERSONNEL:**

**Dr. Siegel**

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

A. Create/Abolish

1. Create one (1) Aftercare Program Director stipend position (\$12,000.00/stipend), effective September 1, 2020.
2. Create five (5) Aftercare Site Coordinator stipend positions (\$5,000/stipend), for one day per week of site coordination, effective September 1, 2020.

B. Job Descriptions

Approve the following Job Descriptions as of September 1, 2020:

1. Middle School Special Education Coordinator (stipend)
2. Family and Community Engagement Coordinator (stipend)
3. District Curriculum Coordinator Chairperson (stipend)
4. Aftercare Program Director (stipend)
5. Aftercare Program Site Director (stipend)
6. Aftercare Program Teaching Staff

C. Resignations

1. Accept the resignation of Ursula Dalton, Paraprofessional, effective July 1, 2020.

D. Leaves (not applicable)

E. Appointments

1. Appoint Nicole Christensen to the position of Paraprofessional at Reynolds Schools, Step 5, effective September 1, 2020, subject to the satisfactory completion of the criminal history records check required by law.
2. Appoint Jessica Molinaro to the position of .50 FTE ESL Teacher, BA, Step 1, effective September 1, 2020, subject to the satisfactory completion of the criminal history records check as required by law and receipt of required New Jersey Teaching Certificate.
3. Appoint Christine Cipollini, Cavallini Mathematics Teacher, to the stipend position of Aftercare Program Director for the 2020/21 school year. \$12,000.00
- \* 4. Appoint Robyn Ranges, Cavallini Registered Nurse, to the stipend position of Aftercare Program Site Coordinator on Mondays for the 2020/21 school year. \$5,000.00
- \* 5. Appoint Tracy Nussman, 2<sup>nd</sup> Grade Classroom Teacher, to the stipend position of Aftercare Program Site Coordinator on Tuesdays for the 2020/21 school year. \$5,000.00
- \* 6. Appoint Sarah Maginnis, 1<sup>st</sup> Grade Classroom Teacher, to the stipend position of Aftercare Program Site Coordinator on Wednesdays for the 2020/21 school year. \$5,000.00

\*Prorated if school is not in session.

- \* 7. Appoint James Dunn, Cavallini Special Education Teacher, to the stipend position of Aftercare Program Site Coordinator on Thursdays for the 2020/21 school year. \$5,000.00
- \* 8. Appoint Cayla Casey, 3rd Grade Classroom Teacher, to the stipend position of Aftercare Program Site Coordinator on Fridays for the 2020/21 school year. \$ 5,000.00
9. Approval the following Summer Explorations list (workshop instructors will be compensated \$1,000 per workshop):

Course Name	Grade Level	Date	Instructor
Jingle Writing!	1 - 8	July 6 - 9, 2020	Susan Jarvis
Art & Science Collide!	1 - 8	July 6 - 9, 2020	Stephanie Wassmer
Math in the Kitchen	3 - 5	July 6 - 9, 2020	Danielle Andersen
Dance and Choreography in Motion	4 - 6	July 6 - 9, 2020	Sarah Samuels
Channeling Creativity; One Story at a Time	6 - 8	July 6 - 9, 2020	Melissa Brause
Super Hero Strong	1 - 5	July 13 - 16, 2020	Brian Walis
Mathematical Mania: Mixing Math with Arts	3 - 5	July 13 - 16, 2020	Sarah Samuels
Lego Landmarks	2 - 4	July 13 - 16, 2020	Valerie Kersting
Did Hollywood Get It Right?	6 - 8	July 13 - 16, 2020	Melissa Brause
International Film Festival	6 - 8	July 13 - 16, 2020	Desiree Lascarro Nicole Mascetti
Lights! Camera! Action!	1 - 5	July 20 - 23, 2020	Tracy Nussman
Summer Social Butterflies	1 - 3	July 20 - 23, 2020	Stefanie Slacin
Fun in the Sun Fitness	2 - 5	July 20 - 23, 2020	Carlos Ramirez
Culture and Cuisine!	6 - 8	July 20 - 23, 2020	Colleen Moran
Creating Artisanal Art: Step Back in Time and Create Art Like the "Old Masters"	1 - 5	July 27 - 30, 2020	Annamarie Zimmerman
Staycation Around the World	1 - 3	July 27 - 30, 2020	Jacqueline Valdes
Shark Tank	4 - 8	July 27 - 30, 2020	Jonathan Harvey
Let's Get Looming!	5 - 8	July 27 - 30, 2020	Jennifer Moss
Jump Start Instrumental Music Lessons and Repertoire Workshops	5 - 8	July 27 - 30, 2020	Jonathan Kulhawy
Storybook STEAM	3 - 8	August 3 - 6, 2020	Christine Cipollini
Backyard Olympics	1 - 8	August 3 - 6, 2020	Brian Walis
Yoga for the Young Mind	3 - 6	August 3 - 6, 2020	Danielle Larsen
Upcycling as an Art	6 - 8	August 3 - 6, 2020	Stephanie Wassmer
Mindful Writing	6 - 8	August 3 - 6, 2020	Jennifer Kruter

\*Prorated if school is not in session.

10. Approve the following Resolution:

**WHEREAS**, on or about September 23, 2019, the Upper Saddle River Board of Education (hereinafter referred to as the “Board”) approved merit bonus goals for the Superintendent for the 2019-2020 school year consisting of two (2) quantitative merit criteria and one (1) qualitative merit criteria and submitted same to the Executive County Superintendent for approval in accordance with N.J.A.C. 6A:23A-3.1(e)10(ii) (hereinafter referred to as “Merit Bonus Goals”): and

**WHEREAS**, on or about September 30, 2019, the Executive County Superintendent approved said Merit Bonus Goals, thereby authorizing the Board to evaluate and award merit bonus increases to the Superintendent upon achievement of each objective; and

**WHEREAS**, on June 15, 2020, the Board formally approved merit pay for the successful completion of each objective.

**WHEREAS**, on June 30, 2020, the Executive county Superintendent has determined that the quantitative and qualitative merit criteria for each Board assessed objective has been satisfied for the payment of such merit bonus.

**Merit Goal 1: WHEREAS**, the Superintendent of Schools prepared for long term strategic planning. He organized, facilitated and evaluated results of three online discussions/surveys using a new online platform. The superintendent managed the online platform and provided multiple reports on the results to the community and Board of Education, thereby entitling him to a quantitative merit bonus of 3.33% of his annual salary in the amount of \$5,817.14; and

**Merit Goal 2: WHEREAS**, the Superintendent of Schools organized and facilitated a 15-parent committee and received feedback and advice on the district’s work with wellness. The Parent committee reported to the Board of Education under guidance and leadership of the superintendent. The superintendent also led one book study on the topics of empathy and resilience and involved the committee in the evaluation of social-emotional learning curricula for K-5, and organized two family workshops on evening of November 19, 2019, co-planned between the district and the parent committee, thereby entitling him to a quantitative merit bonus of 3.33% of his annual salary in the amount of \$5,817.14; and

**Merit Goal 3: WHEREAS**, the Superintendent of Schools conducted a review, analysis, and plan for a full ESY program, including preschool, elementary LLD, and elementary archways (ABA) to be run completely in district with shared management by the two K-8 districts in the quad. Meetings were held with Quad K-8 superintendents and an ESY Shared Services Agreement from March 16, 2020 to March 16, 2023 was adopted by the Board of Education on March 16, 2020, thereby entitling him to a qualitative merit bonus of 2.5% of his annual salary in the amount of \$4,367.22; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby approves a non-pensionable merit bonus in the amount of 9.16% of the Superintendent’s annual salary in the amount of \$16,001.50 for the 2019-2020 school year and approval was received by the Executive County Superintendent that the quantitative and qualitative merit criteria for each of the Board assessed objectives have been satisfied for the payment of such merit bonus.

F. Substitutes/Consultants/Volunteers/Student Teachers

1. Approve Jennifer Amoroso as a student teacher at Reynolds School from September 2020 through December 2020.

2. Approve Shea Brennan as a student teacher at Reynolds School from September 2020 through April 2021.
  3. Approve Lauren D’Imperio as a student teacher at Bogert School from September 2020 through December 2020.
  4. Approve Rachel Squicciarri as a student teacher at Reynolds School from September 2020 through December 2020.
- G. Change in Assignment (not applicable)

**COMMENTS:**

- Dr. Siegel thanked the Board for the approval of the Summer Explorations Program. He highlighted that this program is servicing over 200 students and is offering creative, engaging opportunities for our students. The program is being offered at no cost to the students and is funded entirely by the CARES Act grant. Attendance in the programs has been high and the quality of the programs offered has been excellent. Special thanks to Amy D’Ambola for her hard work organizing and overseeing this program.
- Dr. Verducci commended the great hiring choices for the new after care staff.

**FINANCE :**

**Mrs. Imbasciani**

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

- A. Approve the Minutes of Board Meeting:

June 3 (retreat) and June 15, 2020

- B. Approve the Bills List for June 2020 as follows:

10	General Current Expense	\$74,255.39
11	General Current Expense	\$2,568,313.09
12	Capital Outlay	\$7,600.00
20	Special Revenue Funds	\$31,012.13
40	Debt Service Funds	\$1,154.78
	Total	\$2,682,335.39

- C. Approve the Transfers for June 2020.
- D. Approve the Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms for the 2020 – 2021 School Year, for room # 59 in Reynolds School.
- E. Approve a professional courtesy tuition student, whose name is on file in the Board Office, for the 2020/21 school year.
- F. Approve three tuition students, whose names are on file in the Board Office, for the 2020/21 school year.
- G. Approve the contract with the Commission for the Blind and Visually Impaired for the 2020/21 school year.
- H. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fees	Travel Cost
Distance Learning: Strengthening Your Online Instruction with Second Grade Students (Online)	July 27, 2020	Helen Vega	\$279.00	\$0.00
Teachers College Grade 8 Reading Units of Study Conference Day Bundle (Online)	July 27, 2020 October 2, 2020 December 7, 2020 February 2, 2021	Catherine Teehan	\$300.00	\$0.00
Teachers College Grade 8 Writing Units of Study Conference Day Bundle (Online)	July 28, 2020 September 29, 2020 December 14, 2020 January 27, 2021	Catherine Teehan	\$300.00	\$0.00
Gifted 360 (Online)	August 1, 2020	Jonathan Harvey	\$59.00	\$0.00
Your Management Obligations, Part 1 (Online)	August 5, 2020	Dana Imbasciani	\$50.00	\$0.00
Your Management Obligations, Part 2 (Online)	August 12, 2020	Dana Imbasciani	\$50.00	\$0.00

**PUBLIC COMMENT:**

- Mr. Cercone commented that he and his family are new to Upper Saddle River and they are so grateful for everything the district is doing.
- Mrs. Johnston welcomed the Cercone family to Upper Saddle River.

**ADJOURNMENT**

A motion to adjourn was made by Dr. Verducci and seconded by Mr. Amano at 8:28 p.m.

Sincerely,

Dana Imbasciani, Board Secretary