

**BOARD OF EDUCATION
UPPER SADDLE RIVER, NEW JERSEY
SPECIAL VIRTUAL MEETING – BOARD RETREAT
THURSDAY, SEPTEMBER 24, 2020
8:39 A.M.**

MINUTES

This Special Virtual Meeting – Board Retreat of the Upper Saddle River Board of Education was held beginning at 8:39 a.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

Mrs. Gandara made a motion which was seconded by Dr. Verducci to begin the meeting at 8:39 a.m.

OPENING STATEMENT

Mrs. Johnston

Mrs. Johnston welcomed the Board to the meeting.

DISCUSSION ITEMS:

Policy Update

- Suggested goals for the Policy Committee this year were discussed.
- Training protocols for new Board Members and new staff members were discussed.
- Dr. Siegel commended Mrs. Gandara for her tremendous dedication and attention to detail with regards to Policy Committee and review.

Phase 1/Phase 2 Review

- The Phase 2 Plan was discussed.
- Parents may switch from hybrid to remote or vice versa for Phase 2.
- Looking to make minor changes to start preparing for eventual transition to full day of school.
- The Board discussed the possibility of allowing clubs and sports to return in a limited capacity.

Communication Strategy

- Dr. Siegel discussed his recommendations to improve communications with staff, administrators, families and the community. He shared his vision: Through access, consistency, efficiency and quality we will achieve transparency and authenticity.
- Key focus areas were identified and discussed.
- Long-term objectives and outputs were discussed.
- Mrs. Johnston commended Dr. Siegel for his constant and appropriate communications through the COVID pandemic.

Book Choices:

- The Board discussed the recent full class reading book choices.
- Mrs. Johnston stressed that anyone who has an issue with the curriculum should contact the respective school administrator – not individual Board members.

PERSONNEL:**Dr. Siegel**

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

A. Appointment

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|----|--|---------------------------|
| 1. | Appoint Kristen Foelsch to the position of team member in the After Care Experience program for the 2020/21 school year. | \$22.00/hour |
| 2. | Appoint Linda Miller to the position of team member in the After Care Experience program for the 2020/21 school year. | \$27.50/hour |
| 3. | Appoint Jaclyn Schreiber to the position of Lunch Aide at Bogert School, effective on or about September 25, 2020, subject to the satisfactory completion of the criminal history records check required by law. | \$5,000.00
(pro-rated) |

B. Leaves

1. Approve paid medical leave and unpaid FMLA/FLA for Lauren Foca, L.D.T.C., effective on or about November 9, 2020 through approximately March 30, 2021.
2. Approve paid medical leave for Scott Kirsch, Custodian, effective September 9, 2020 through approximately October 14, 2020.
3. Approve paid medical leave and unpaid FMLA/FLA for Julie Spirko Truppi, 3rd Grade Classroom Teacher, effective December 21, 2020 through approximately April 23, 2021.
4. Approve a leave of absence for Elizabeth Waldt, PE/Health Teacher, under the Emergency Paid Sick Leave Act (EPSLA), effective October 5, 2020 through October 16, 2020 and the Emergency Family and Medical Leave Expansion Act (EFMLEA), effective October 19, 2020 through December 23, 2020. Payment will be in accordance with the Emergency FMLA Expansion Act.
5. Approve unpaid FMLA for Susan Wei, Paraprofessional, effective October 1, 2020 through October 31, 2020.

C. Substitutes/Consultants/Interns/Student Teachers

1. Approve Noelle Ghiorso as a student teacher at Bogert School for the 2020/21 school year from September 2020 through May 2021.

D. Other

1. Approve the Superintendent's 2020/21 Merit Goals as follows:

Quantitative Goal # 1: Facilitate 10 formal meetings with our newly hired Regional Curriculum Coordinator to monitor and facilitate a successful transition with the new position following a period of restructuring in the Quad-District Curriculum Office. The superintendent will conduct a minimum of four site visits to observe the interactions and collaboration occurring through the Regional Curriculum Office. The superintendent will meet at least one time per month with the Regional Curriculum Coordinator and neighboring K-8 district superintendents to develop, support and enhance the articulation of staff and curricular development in the region. Each meeting will have an agenda with key issues to discuss and time allotted for mentoring/growth. The superintendent will report back to the Board of Education about the progress of the coordination with new personnel. 3.33%

Quantitative Goal # 2: Organize, plan and facilitate the development of 10 parent wellness academy sessions delivered through virtual platforms to provide families with relevant content to guide children in conjunction with the district's wellness initiatives. A parent wellness academy program brochure will be developed by the superintendent for distribution by October 15, 2020. Programs will run throughout the course of the school year on a monthly (or twice monthly) basis. 3.33%

Quantitative Goal # 3: Institute monthly supervisory meetings with the nine district/building administrators and two non-teaching staff members (Instructional Coach & Mental Health Social Worker) to create a consistent and common forum for review of individual goals, feedback on various professional roles and discussions about professional growth. In general, the monthly meeting schedule will provide an opportunity to review themes and issues that surface within the district. The superintendent will create an online calendar that will keep track of monthly meetings. Each meeting with each administrator will include a specific agenda with notes maintained. These documents will inform the summative evaluation process for each administrator. 3.33%

Qualitative Goal # 4: Research, develop and implement a comprehensive district-wide communication plan that encompasses a clear, consistent, deliberate and efficient process for parents to obtain school-related information at every point of communication. The development of a communication plan will occur through meetings with various stakeholders and communication experts. The plan will be reviewed by the Administrative Team and Board of Education subcommittees before it is launched for the 2021/22 school year. 2.50%

Qualitative Goal # 5: Review, model and guide BOE members, staff members, parents and students on the "Community Circle" approach to social-emotional learning, as the district launches this platform to teach social development, communication skills, emotional regulation and citizenship. Throughout the school year, the superintendent will facilitate numerous meetings with various stakeholder groups. The superintendent will regularly begin to incorporate an age- and subject-appropriate "Community Circle" activity into scheduled meetings so that our various groups become familiar with the common language, themes and methods that are used to teach students social-emotional learning skills daily. This program, too, will assist in navigating a challenging school culture with COVID-19 and hybrid/remote learning. 2.50%

FINANCE

Mrs. Imbasciani

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

- A. Accept funding for the NJDOE 2020 Coronavirus Relief Fund Grant in the amount of \$27,159.00.

PUBLIC COMMENT: NONE

ADJOURNMENT:

A motion to adjourn was made by Mr. Amano and seconded by Mrs. Gandara at 10:04 a.m.

Sincerely,

Dana Imbasciani
Business Administrator/Board Secretary