

**Board of Education  
Upper Saddle River, New Jersey  
Regular Session  
Monday, October 15, 2018, 8:00 p.m.**

**Minutes**

This Regular Session of the Upper Saddle River Board of Education was held in the Cavallini School 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, Mr. Amano, Mrs. Fusaro, Mrs. Gandara, Mr. Prisco, Dr. Verducci

Members absent: Mrs. Pittman

Also present: Dr. Siegel, Mrs. Imbasciani

**CONFIDENTIAL SESSION**

Mr. Prisco made a motion, seconded by Mrs. Gandara to convene into Executive Session at 7:50 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. Fusaro made a motion, seconded by Mr. Prisco to adjourn Executive Session at 8:00 p.m.

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

**OPENING STATEMENT:**

**Mrs. Johnston**

Mrs. Johnston welcomed the public to the meeting.

**SUPERINTENDENT'S REPORT:**

**Dr. Siegel**

Dr. Siegel reported on the following:

- Wednesday, October 17, will be the first Superintendent's Forum for parents in the community. There will be two sessions, one at 9:00 a.m. and one at 7:00 p.m.
- The Samsung Challenge award winners from last year were invited by Samsung to go to their national headquarters to profile their technology.

**BOARD SECRETARY'S REPORT:**

**Mrs. Imbasciani**

Mrs. Imbasciani reported on the following:

- The window replacement project at Cavallini is officially complete. This spring/summer, we will begin the replacement of windows at Reynolds.

**BOARD PRESIDENT'S REPORT: None**

**COMMITTEE REPORTS:****School Boards Liaison****Dr. Verducci**

- Dr. Verducci thanked Dr. Siegel for joining him in attending the BCSBA meeting on school security.

**Negotiations Committee****Mr. Prisco**

- Mr. Prisco reported that the committee met to discuss the next round of negotiations.

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

- Mrs. Wenberg announced the Award for Excellence for this year's gala will be given to a "Power Couple." Applications are being accepted for any Upper Saddle River couple that is very active in the community and acts as role models for our children.

**PRESENTATION:****HIB/Schools Self-Assessment and 2017/18 Report Period 2****Mr. DeSocio**

Mr. DeSocio presented the Annual School Self-Assessment Report for the 2017/18 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:

School Self-Assessment for Determining Grades:

Out of a possible 78 points, Reynolds scored 74 points, Bogert scored 73 points and Cavallini scored 74 points. The District Grade was 74.

Mr. DeSocio presented the findings of HIB Investigations for Reporting Period 2, January 1, 2018 to June 30, 2018:

Reynolds – 0 HIB incidents, 0 other incidents leading to removal, 0 HIB alleged, 1 HIB training, 2 HIB programs  
 Bogert – 2 HIB incidents, 0 other incidents leading to removal, 0 HIB alleged, 1 HIB training, 2 HIB programs  
 Cavallini – 0 HIB incidents, 6 other incidents leading to removal, 0 HIB alleged, 1 HIB training, 4 HIB programs

**PUBLIC COMMENT: None****ADMINISTRATION:****Dr. Siegel**

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

- Approve the submission of the NJ Department of Education School Self-Assessment for Determining Grades Under the Anti-Bullying Act (ABR) for school year 2017/18, Report Period 2.
- First reading of the following Policies and Regulations:

Policy 1613	Disclosure and Review of Applicant's Employment History (new)
Policy 2431	Athletic Competition (revised)
Policy 3222	Evaluation of (Non) Teaching Certified Staff Members, Excluding Classroom Teachers and Administrators (revised)
Policy 5350	Student Suicide Prevention (revised)

Policy 8462	Reporting Potentially Missing or Abused Children (revised)
Policy 5533	Student Smoking (revised)
Regulation 2431.2	Medical Examination Prior to Participation on a School-sponsored Interscholastic or Intramural Team or Squad (revised)
Regulation 3221	Evaluation of Teachers (revised)
Regulation 3222	Evaluation of (Non) Teaching Certified Staff Members, Excluding Classroom Teachers and Administrators (revised)
Regulation 5600	Student Discipline/Code of Conduct (revised)

- C. Designate the week of October 1-5, 2018, as a state-wide "Week of Respect."
- D. Designate the week of October 15-19, 2018, as School Violence Awareness Week.
- E. Designate the week of October 23-31, 2018, as Red Ribbon Week.
- F. Approve the School Bus Emergency Evacuation Drill Reports (in accordance with N.J.A.C. 6A:27-11.2) as follows:
1. On September 18, 2018, between 9:30 a.m. and 10:15 a.m., all students in the Reynolds Elementary School, 391 West Saddle River Road, Upper Saddle River, New Jersey, participated in school bus emergency evacuation drills. The drills took place in front of the school and included Routes 1, 2 and 3 and Routes A through F. Mrs. Devin Severs, Reynolds School Principal, and Mr. Thomas Inzalaco, Scholastic Bus Company Safety Director, supervised the drill.
  2. On September 18, 2018, between 10:15 a.m. and 11:00 a.m., all students in the Bogert Elementary School, 391 West Saddle River Road, Upper Saddle River, New Jersey, participated in school bus emergency evacuation drills. The drills took place in front of the school and included Routes 1, 2 and 3 and Routes A through F. Mr. David Kaplan, Bogert School Principal, and Mr. Thomas Inzalaco, Scholastic Bus Company Safety Director, supervised the drill.
  3. On September 20, 2018, between 11:30 a.m. and 12:30 p.m., all students in the Cavallini Middle School, 392 West Saddle River Road, Upper Saddle River, New Jersey, participated in school bus emergency evacuation drills. The drills took place in front of the school and included Routes 1, 2 and 3 and Routes A through F. Mr. James McCusker, Cavallini Principal, Mr. Michael DeSocio, Cavallini Assistant Principal, and Mr. Thomas Inzalaco, Scholastic Bus Company Safety Director, supervised the drill.

**PERSONNEL:**

Dr. Siegel

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

- A. Create/Abolish (not applicable)
- B. Resignations (not applicable)
- C. Leaves
1. Revise the leave of Danielle Larsen, Basic Skills Instructor at Bogert, from unpaid FMLA/NJFLA, effective September 4, 2018 through approximately September 21, 2018 to unpaid FMLA/NJFLA, effective September 4, 2018 through October 4, 2018.
  2. Approve paid disability leave for Marguerite Soojian, Cavallini French Teacher, effective September 21, 2018 through approximately October 19, 2018.
  3. Revise the leave of Elizabeth Waldt, Physical Education and Health Teacher, from paid

disability, unpaid FMLA/NJFLA and unpaid child care leave, effective approximately November 12, 2018 through June 30, 2019 to paid disability, unpaid FMLA/NJFLA and unpaid child care leave, effective October 22, 2018 through June 30, 2019.

D. Appointments

1. Appoint Erica R. Cohen to the position of long-term leave replacement Special Education Teacher at Reynolds, MA, Step 2, effective on or about December 14, 2018 through approximately June 30, 2019, subject to the satisfactory completion of the criminal history records check required by law.
2. Appoint Brian Haines to the position of long-term leave replacement Physical Education and Health Teacher, BA, Step 1, effective on or about October 22, 2018 through June 30, 2019, subject to the satisfactory completion of the criminal history records check required by law.

E. Lateral Guide Moves

1. Approve a lateral guide move for Carla LaBarbera, 3<sup>rd</sup> Grade Classroom Teacher, from MA to MA + 30, effective September 1, 2018.

F. Change in Assignment (not applicable)

G. Substitutes/Consultants/Volunteers/Interns

1. Approve Zenab Elsouccari as a substitute teacher/paraprofessional for the 2018/19 school year subject to the satisfactory completion of the criminal history records check required by law, NJ Art Teacher Certificate.
2. Approve Michael Mattis as a substitute teacher/paraprofessional for the 2018/19 school year subject to the satisfactory completion of the criminal history records check required by law, NJ PE/Health Teacher Certificate.

**DISCUSSION:**

- Mrs. Fusaro asked if Ms. Soojian’s class will have a substitute that is fluent in French or a regular substitute.

**FINANCE:**

**Mrs. Imbasciani**

**A motion was made by Mrs. Fusaro and seconded by Mr. Prisco to approve Finance Consent Agenda items A through K was approved by all in attendance except Item K, which Dr. Verducci abstained from.**

A. Approve the Minutes of Board Meeting:

September 17, 2018

B. Approve the Bills List for September 2018 as follows:

10	General Current Expense	\$66,171.46
11	General Current Expense	\$1,924,487.25
12	Capital Outlay	\$33,290.50
20	Special Revenue Funds	\$31,619.88
60	Trust Fund	\$31,697.25
	Total	\$2,087,266.34

- C. Approve the Transfers for June, July, August and September 2018.
- D. Approve the Board Secretary and Treasurer’s Reports dated June, July, August and September 2018 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 # 2 (final) for Panoramic Window & Door Systems, Inc., for the Partial Window Replacement Project (Phase 4) at Cavallini Middle School, in the amount of \$36,828.25.
- F. Approve Application for Payment # 2 (final) for Panoramic Window & Door Systems, Inc., for the Partial Window Replacement Project (Phase 5) at Cavallini Middle School, in the amount of \$49,665.75.
- G. Approve the design development, construction documents (architectural and structural), bidding and contract administration professional services fees associated with the Partial Window Replacement Project at Reynolds School – Phase 1, by Di Cara Rubino, at a cost of \$38,000.00 (not including reimbursable expenses which will be billed separately).
- H. Approve the following Resolution:

**SNOW REMOVAL AGREEMENT RENEWAL**

**WHEREAS**, the Upper Saddle River Board of Education (hereinafter referred to as the {“Board”}) desires to renew the Snow Removal Services Agreement (hereinafter referred to as the “Agreement”) that currently exists between the Board and Calderone Enterprises, LLC (hereinafter referred to as “Calderone”) to provide snow removal services for the 2018-2019 school year at a cost of \$57,000.00; and

**WHEREAS**, based upon its experience, Calderone is prepared to and desires to furnish snow removal service to the Board and has been performing said services in an effective and efficient manner since on or about December 11, 2017; and

**WHEREAS**, the parties are desirous of memorializing the terms of the agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the Board that the terms, stipulations and conditions are established in the Agreement between the Board and Calderone which is annexed to this Resolution, are hereby adopted and approved by the Board of Education. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the attached Agreement and any other documents necessary to effectuate said Agreement.

- I. Approve the out-of-district placement, effective September 1, 2018 through June 30, 2019, for a student whose name is on file in the Board Office, at the Institute for Educational Achievement (IEA) in New Milford, New Jersey.
- J. Approve the contract with New Jersey Commission for the Blind and Visually Impaired to provide services for a student whose name is on file in the Board Office for the 2018/19 school year at a rate of \$1,900.00.
- K. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Cost	Travel Cost
Online Web-Based VB-MAPP Assessment Training	All Year	Gianna Apicella	\$149.00	\$0.00
		Laura Pinto	\$149.00	\$0.00
		Stacy Schiff	\$149.00	\$0.00

Bergen County Curriculum Consortium Hackensack, NJ	October 17, 2018	Suzanne Cook	\$0.00	\$0.00
Middle School Course Review Committee Site Visit Closter, NJ	October 18, 2018	Jonathan Harvey James Gorab Meaghan McElroy Bruce Reicher Elizabeth Ullrich Stephanie Wassmer	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00 \$3.57 \$7.13 \$0.00 \$0.00 \$0.00
NJECC Monthly Meetings Montclair, NJ	October 19, 2018 November 16, 2018 December 14, 2018 February 8, 2019 March 15, 2019 April 12, 2019 May 17, 2019 June 13, 2019	Daniel Cazes Michael Padilla	\$0.00 \$0.00	\$171.20 \$171.20
NJ Council for Social Studies Annual Conference "The Times Are Changing" Piscataway, NJ	October 22, 2018	Catherine Teehan Eileen Tyburczy	\$80.00 \$80.00	\$0.00 \$33.60
YCIW Teacher Observation Brooklyn, NY	October 22, 2018	Philip Chen Jason Weinstein	\$0.00 \$0.00	\$0.00 \$26.63
NJSBA Convention: Workshop 2018 - Engaging Every Child Atlantic City, NJ	October 23 - 25, 2018	David Verducci	Already Approved 4/30/2018	\$284.20 (Travel & Meals Only. All other costs were approved 4/30/18)
2018 SNAP Conference Garfield, NJ	October 26, 2018	Gianfranco Gervasio	\$0.00	\$0.00
Bergen County Consortium for Teachers of the Gifted South Hackensack, NJ	October 26, 2018	Carey Goralski Jonathan Harvey	\$0.00 \$0.00	\$11.78 \$9.92
Bergen County Consortium for Teachers of the Gifted Monthly Meetings (multiple locations)	October 26, 2018 December 7, 2018 January 24, 2019 February 1, 2019 March 15, 2019	Amy Caravela	\$0.00	\$0.00
Middle School Course Review Committee Site Visit Colts Neck, NJ	October 30, 2018	Amy D'Ambola Jonathan Harvey James McCusker Carlos Ramirez Brad Siegel Emily Viola	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$35.14 \$47.43 \$0.00 \$40.48 \$0.00 \$48.44
NJECC - STEM Middle School Summit Montclair, NJ	November 2, 2018	Dan Cazes Michael Padilla	\$149.00 \$149.00	\$26.90 \$26.53
Samsung Developer Conference San Francisco, CA	November 6-9, 2018	Jonathan Harvey	\$0.00	\$259.00
Supporting Anxious Youth - Strategies for Schools Oradell, NJ	November 12, 2018	Brigette Uzar	\$0.00	\$0.00
Intermediate Orton-Gillingham Training Hasbrouck Heights, NJ	November 13-16, 2018	Jennifer Moss	\$1,175.00	\$0.00
2018 Trauma Symposium	November 14, 2018	Lisa LoPiccolo	\$0.00	\$0.00

Hackensack, NJ				
Middle School Course Review Committee Site Visit Chatham, NJ	November 14, 2018	Amy D'Ambola James Gorab Jonathan Harvey James McCusker Brad Siegel Elizabeth Ullrich	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00 \$28.53 \$27.18 \$0.00 \$0.00 \$0.00
SEL and Executive Function Workshop Mahwah, NJ	November 15, 2018	Aimee Aslanian Catherine Teehan	\$149.00 \$149.00	\$0.00 \$0.00
Middle School Course Review Committee Site Visit Ramsey, NJ	November 16, 2018	Amy D'Ambola James McCusker Meaghan McElroy Bruce Reicher Stephanie Wassmer	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00
Conquer Math - Operations & Algebraic Thinking Fairfield, NJ	November 28, 2018	Sarah Maginnis	\$155.00	\$8.92
NJPSA FEA I&RS Workshop Middlesex, NJ	November 30, 2018	Kristin Martin	\$149.00	\$44.22
Rutgers Gifted Education Conference Somerset, NJ	November 30, 2018	Carey Goralski Jonathan Harvey	\$189.00 \$189.00	\$35.22 \$37.41
Conference for School-Based Occupational Therapists New Brunswick, NJ	December 3-4, 2018	Meredith Ardito	\$449.00	\$27.59
Teachers College Reading and Writing Workshop: Informing K-8 Special Education Instruction New York, NY	December 3-5, 2018	Joseph Calabria	\$650.00	\$158.00
Supporting English Learners in Reading Workshop Livingston, NJ	December 6, 2018	Marci Titunick	\$249.00	\$13.18
Making the Best Use of Google Classroom to Strengthen Your Science instruction West Orange, NJ	December 7, 2018	Lyndsey Campana	\$259.00	\$15.50
Advanced Cohort - New Directors Monroe Township, NJ	December 7, 2018 January 18, 2019 March 1, 2019 April 5, 2019	Gianna Apicella	\$1,305.00	\$161.20
Speech Language Therapy: Facilitating Rapid Change for Children With Severe Phonological Disorders (PreK - 6) Newark, NJ	December 10, 2018	Kelly Diverio Carolyn Lane	\$259.00 \$259.00	\$14.88 \$14.88
Making Best Use of Personalized Learning to Powerfully Support Student Success West Orange, NJ	December 12, 2018	Parveen Sangha	\$259.00	\$19.22
Effectively Dealing With Disruptive Students: Practical Classroom-Proven Techniques Newark, NJ	December 17, 2018	Helen Vega	\$269.00	\$0.00
NJECC Annual Educational Technology Conference Montclair, NJ	January 8, 2019	Daniel Cazes Michael Padilla	\$110.00 \$110.00	\$21.40 \$21.40

American Library Association Mid-Winter Meeting Seattle, WA	January 25-28, 2019	Christina Cucci	\$0.00	\$0.00
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**PUBLIC COMMENT: None**

**ADJOURNMENT**

A motion to adjourn was made by Mr. Prisco and seconded by Mrs. Gandara at 8:20 p.m.

Sincerely,

Dana Imbasciani, Board Secretary