

**Board of Education  
Upper Saddle River, New Jersey  
Regular Session  
Monday, October 21, 2019, 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. Gandara, Mrs. Gray, Mrs. Pittman, Mr. Quagliani, Dr. Verducci

Members absent: None

Also present: Dr. Siegel, Mrs. Imbasciani

**CONFIDENTIAL SESSION**

Mrs. Pittman 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. Pittman made a motion, seconded by Mrs. Gandara to adjourn Executive Session at 8:00 p.m.

Mrs. Pittman 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 to the meeting.

**SUPERINTENDENT'S REPORT:**

**Dr. Siegel**

Highlights of Dr. Siegel's Superintendents Report are as follows:

- **Ad Hoc Media Center Committee (October 2)**

Discussed how to move forward with the renovation of Cavallini and Bogert Media Centers  
Finalizing Cavallini for summer 2020 and Bogert for summer 2021  
Partnership between the USREF and the BOE to fund these projects  
Next meeting scheduled for December 5

- **Ad Hoc Transportation Committee**

Safe driving and traffic in parking lots during drop off and pick up  
Busing for students less than two miles from school

- **Other News:**

Bogert School was recognized as a Blue Ribbon School by the Federal Government - one of nine schools in New Jersey and the only school in Bergen County to be awarded that honor. National Blue Ribbon Award Ceremony and workshops to be held on November 14 and 15 in Washington, DC.

Trunk or Treat, a partnership between the USREF and USRPTO was held on Friday, October 18 and was very well attended.

**BOARD SECRETARY'S REPORT:**

**Mrs. Imbasciani**

Mrs. Imbasciani reported:

- The renewal of the snow removal contract with Calderone Enterprises will be approved at this meeting.
- The District is participating in an electricity and natural gas purchasing program through ESCNJ that would lock favorable rates in for three years.

**BOARD PRESIDENT'S REPORT: None**

**Mrs. Johnston**

**COMMITTEE REPORTS:**

**Negotiations Committee**

**Mr. Amano**

- On October 9 the Committee met with the Super Conciliator and came to an agreement on October 10. This will be voted on once the teachers ratify the agreement.

**Personnel Committee**

**Dr. Verducci**

- Dr. Verducci reported the Committee discussed staffing for the 2020/21 school year and also that he will be doing a presentation with Dr. Siegel and Mrs. D'Ambola at the NJ School Board's Conference on Thursday, October 24.

**PTO REPORT: None**

**Mrs. Apostolou/Mrs. Degenars**

**USREF Report:**

**Mrs. Mueller**

- Mrs. Mueller spoke about the Trunk or Treat held on Friday, October 18. She said there was a large turnout and thanked the Buildings & Grounds team for their help. This great event was held in collaboration with the USRPTO and they are planning on doing it again next year.

**COMMENT:**

- Mrs. Johnston thanked the Foundation and the PTO and said these events are always fantastic when the USREF and USRPTO are involved.

**PRESENTATIONS:**

**2018/19 Schools Self-Assessment for Determining Grades and 2018/19 Incidents, Trainings, Programs for Report Period 2**

**Mr. DeSocio**

Mr. DeSocio presented the Annual Schools Self-Assessment for Determining Grades for the 2018/19 school year and the Incidents, Trainings, Programs for Report Period 2 for the 2018/19 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 75 points, Bogert scored 74 points and Cavallini scored 74 points. The District Grade was 74.

### **Student Safety Data System Report, Period 2:**

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, 2 HIB Alleged, 5 HIB Confirmed, 1 Other Incidents Leading to Removal

Cavallini – 1 Violence, 0 Vandalism, 0 Substance Abuse, 0 Weapons, 0 HIB Alleged, 2 HIB Confirmed, 12 Other Incidents Leading to Removal

Reynolds – 2 Trainings, 3 Programs

Bogert – 1 Training, 2 Programs

Cavallini – 0 Trainings, 3 Programs

### **2019 District Performance Report**

**Mrs. D'Ambola**

Mrs. D'Ambola reported district progress on standardized testing for the 2018/19 school year. Data from NJSLA, Access 2.0 and DLM were analyzed and an update for science testing was provided. Additional focus was put on comparative data, including district/state results, subgroup data and district participation. The presentation also outlined how professional development is supporting the analysis of NJSLA data alongside our local, formative (Link It!) assessment data. Multiple reports were shared to highlight how the district is using data to target interventions for students needing additional support and those in need of enrichment opportunities.

### **DISCUSSION:**

- Dr. Siegel stated that though the District consistently scores well, it is a feat to do well year after year.
- Mrs. Pittman commented that Link It information is so helpful for teachers in understanding students and to structure instruction.

**PUBLIC COMMENT: None**

### **ADMINISTRATION:**

**Dr. Siegel**

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

- A. Approve the submission of the NJ Department of Education School Self-Assessment for Determining Grades Under the Anti-Bullying Act (ABR) for school year 2018/19, Report Period 2.
- B. Approve the submission of the NJ Quality Single Accountability Continuum (NJQSAC) District Performance Review for the 2019/20 school year.
- C. Approve the submission of the School Safety and Security Plan Annual Review Statement of Assurance.
- D. Designate the week of October 7-11, 2019, as a state-wide "Week of Respect."
- E. Designate the week of October 21-25, 2019, as School Violence Awareness Week.
- F. Designate the week of October 23-31, 2019, as Red Ribbon Week.

- G. Approve the School Bus Emergency Evacuation Drill Reports (in accordance with N.J.A.C. 6A:27-11.2) as follows:
1. On September 23, 2019, 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 23, 2019, 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 24, 2019, 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 Mrs. Pittman and seconded by Mr. Quagliani to approve Personnel Consent Agenda Items A through G and was approved by all in attendance.**

- A. Create/Abolish (not applicable)
- B. Job Descriptions
  1. Approve the job description for Anti-Bullying Specialist.
  2. Approve the job description for Anti-Bullying Coordinator.
  3. Approve the job description for School Safety Specialist.
- C. Resignations (not applicable)
- D. Leaves
  1. Approve paid disability and unpaid NJFMLA/FLA leave for Danielle Dorn, Cavallini Mathematics Teacher, effective on or about December 12, 2019 through approximately May 8, 2020.
- E. Appointments
  1. Approve Chelsea Chiellini as a Paraprofessional for the 2019/20 school year, to assist with fourth and fifth grade Chorus. Hourly rate
  2. Appoint Simona Georgali DiFranco to the position of ABA Preschool Paraprofessional at Reynolds School, Step 2, effective on or about October 22, 2019, subject to the satisfactory completion of the criminal history records check required by law, salary to be determined upon Contract settlement. Salary TBD  
\$3,000 Stipend

3. Appoint Lizandra S. Geraldo to the position of long-term per diem leave replacement Middle School Mathematics Teacher, BA, Step 3-4, effective on or about November 11, 2019 through approximately April 1, 2020, subject to the satisfactory completion of the criminal history records check required by law, salary to be determined upon Contract settlement. Salary TBD
4. The following staff members are recommended for the positions listed below for the 2019/20 school year:

GRADE	DEPT. CHAIRPERSON	STIPEND
<b>Cavallini Battle of the Books</b>	Elizabeth Ullrich	\$600.00
<b>" (Split)</b>	Stephanie Chamberlin	\$300.00
<b>Cavallini Board Game Club</b>	Alyssa Willner	\$450.00
<b>Cavallini Coding</b>	Elizabeth Ullrich	\$900.00
<b>Cavallini Head Asst. Musical Director</b>	Megan Connors	\$1,600.00
<b>Girls' Softball (Split)</b>	Melissa Brause	\$1,450.00

- F. Change in Assignment (not applicable)
- G. Substitutes/Consultants/Volunteers/Interns
1. Approve Heather Federico as a substitute secretary for the 2019/20 school year.
  2. Approve Nan Kurz as a substitute teacher/paraprofessional for the 2019/20 school year, NJ Elementary School Teacher Certificate.
  3. Approve Daniella Pic as a substitute teacher/paraprofessional for the 2019/20 school year, subject to the satisfactory completion of the criminal history records check as required by law, NJ English Teacher Certificate.

**FINANCE:****Mrs. Imbasciani**

**A motion was made by Mrs. Gandara and seconded by Mrs. Pittman to approve Finance Consent Agenda Items A through M was approved by all in attendance.**

- A. Approve the Minutes of Board Meeting:

September 23, 2019 and September 25, 2019 (Retreat)

- B. Approve the Bills List for September 2019 as follows:

10	General Current Expense	\$66,703.45
11	General Current Expense	\$2,091,824.21
12	Capital Outlay	\$13,146.00
20	Special Revenue Funds	\$42,819.88
	Total	\$2,214,493.54

- C. Approve the Transfers for September 2019.
- D. Approve the audited Board Secretary and Treasurer's Reports dated June 2019 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 Board Secretary and Treasurer’s Reports dated July, August and September 2019 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.
- F. 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 2019-2020 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.

- G. Approve the following Resolution:

**WHEREAS**, the Upper Saddle River Board of Education has joined the Educational Services Commission of New Jersey (ESCNJ) Cooperative Pricing System for the purpose of participating in their Electricity Aggregation Program and authorization is required for the ESCNJ to act as agent for the Upper Saddle River Board of Education at the time of purchase.

- H. Approve the following Resolution:

**WHEREAS**, the Upper Saddle River Board of Education has joined the Educational Services Commission of New Jersey (ESCNJ) Cooperative Pricing System for the purchase of participating in their Natural Gas Aggregation Program and authorization is required for the ESCNJ to act as agent for the Upper Saddle River Board of Education at the time of purchase.

- I. Approve the following Resolution:

**PARTICIPATION AGREEMENT FOR COOPERATIVE PURCHASING OF  
ELECTRIC SERVICES THROUGH  
THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY  
COOPERATIVE PRICING SYSTEM 65MCESCCPS**

The Upper Saddle River Board of Education in the County of Bergen agrees to participate with the Educational Services Commission of New Jersey (ESCNJ) in seeking bids on a cooperative basis for the purchase of Electricity.

The Upper Saddle River Board of Education agrees to provide the Commission with the correct

address/meter/account information for each location in their District.

The Upper Saddle River Board of Education agrees not to solicit bids or quotes or to enter into a contract that would jeopardize the award of a contract for Cooperative Purchasing of Electricity by the Commission. The Upper Saddle River Board of Education agrees to abide by the award of contract made by the Commission if the Commission determines that the bidder is qualified. The Upper Saddle River Board of Education will not withdraw from the cooperative without providing at least 30 days advance notice of their intent before the next preparation of bid specifications or contract extensions.

The Commission will prepare bid specifications, evaluate bids submitted and award a contract for the purchase of Electricity. The Commission will also monitor the performance of the vendor during the course of the contract.

In lieu of the participation fee, the Commission will receive a .00125 per kilowatt hour commission from the successful bidder for the services rendered by the Commission, including preparation of specifications, transmittal of bid specifications, bid evaluation and contract documents.

The Educational Services Commission of New Jersey is authorized to act as the District's agent in the award of an Electricity Procurement contract and execute purchase contracts at time of bid.

J. Approve the following Resolution:

**PARTICIPATION AGREEMENT FOR COOPERATIVE PURCHASING  
OF NATURAL GAS SERVICES**

The Upper Saddle River Board of Education in the County of Bergen agrees to participate with the Educational Services Commission of New Jersey (ESCNJ) in seeking bids on a cooperative basis for the purchase of Natural Gas.

The Upper Saddle River Board of Education agrees to provide the Commission with the correct address/meter/account information for each location in their District/Municipality in accordance with the bid calendar.

The Upper Saddle River Board of Education agrees not to solicit bids or quotes or to enter into a contract that would jeopardize the award of a contract for Cooperative Purchasing of Natural Gas by the Commission. The Upper Saddle River Board of Education agrees to abide by the award of contract made by the Commission if the Commission determines that the bidder is qualified. The Upper Saddle River Board of Education will not withdraw from the cooperative without providing at least 30 days advance notice of their intent before the next preparation of bid specifications or contract extensions.

The Commission will prepare bid specifications, evaluate bids submitted and award a contract for the purchase of Natural Gas. The Commission will also monitor the performance of the vendor during the course of the contract.

In lieu of the participation fee, the Commission will receive a .00650 per therm commission from the successful bidder for the services rendered by the Commission, including preparation of specifications, transmittal of bid specifications, bid evaluation and contract documents.

The Upper Saddle River Board of Education hereby authorizes the Education Services Commission of New Jersey to act as agent for the purpose of executing a purchase agreement for Natural Gas.

- K. Approve the Settlement and Release Agreement between the Upper Saddle River Board of Education and the Upper Saddle River Education Association (19/20-1).
- L. Accept an out-of-district tuition student, whose name is on file in the Board Office, to attend the Pre-K Archways to Learning Program in Reynolds School for the 2019/20 school year.
- M. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Cost	Travel Cost
Mindfulness Fundamentals Mindful Educator Essentials <i>Online</i>	N/A	Sarah Maginnis	\$550.00	\$0.00
NJ Science Convention Princeton, NJ	October 22, 2019	Patricia Kramer	\$180.00	\$0.00
Self-Regulation Interventions for Children & Adolescents: Reduce Frustration, Emotional Outbursts, and Oppositional Behaviors Fairfield, NJ	November 4, 2019	Alexandra Byrne Kristin Law	\$219.99 \$219.99	\$0.00 \$0.00
Anxiety & Autism Workshop Oradell, NJ	November 5, 2019	Brigette Uzar	\$0.00	\$0.00
National Blue Ribbon Award Ceremony and Workshops Oxon Hill, MD	November 14-16, 2019	David Kaplan Kerry Murphy Brad Siegel	\$0.00 \$0.00 \$0.00	\$857.40 \$551.20 \$819.85
Anxiety in the Classroom Nanuet, NY	November 15, 2019	Kristen Groen	\$219.99	\$0.00
NJECC Monthly Meetings Montclair, NJ	November 15, 2019 December 13, 2019 February 28, 2020 March 20, 2020 April 24, 2020 May 15, 2020 June 11, 2020	Daniel Cazes	\$0.00	\$156.10
NJ Association for Jazz Educators Conference Newark, NJ	November 16, 2019	Cynthia Haas	\$75.00	\$0.00
Digital Leadership Lawrence Township, NJ	November 18, 2019	Bruce Reicher	\$0.00	\$0.00
Rutgers 2019 Gifted Education Conference Somerset, NJ	November 22, 2019	Carey Goralski	\$199.00	\$36.47
NJSLS Operations & Algebraic Thinking and NJSLS Measurement & Data Pompton Plains, NJ	November 25, 2019 January 27, 2020	Eda-Marie Carmilani Elizabeth Samimi	\$320.00 \$320.00	\$30.66 \$34.02
SEL Through Mindful Practice Mahwah, NJ	December 9, 2019	Aimee Aslanian Lyndsey Stickerling Catherine Teehan	\$159.00 \$159.00 \$159.00	\$0.00 \$0.00 \$0.00
TC: Using Toolkits to Provide Access for Students with IEPs and to Support Individual Reading Goals – Grades 1-8 New York, NY	December 9-10, 2019	Lindsey Welch	\$650.00	\$176.01
Proloquo2Go – Advanced (iPad) (Augmentive Communication Training) Paramus, NJ	December 12, 2019	Emily DiRusso	\$75.00	\$0.00



De-Escalate Meltdowns & Diffuse Explosive Behaviors in Children & Adolescents Parsippany, NJ	December 13, 2019	Laura Pinto	\$219.99	\$0.00
NJECC Statewide Educational Technology Conference Montclair, NJ	January 14, 2019	Daniel Cazes	\$0.00	\$22.30
Strengthen Your Special Needs Students' Executive Function Skills West Orange, NJ	January 15, 2020	Katherine Baker	\$279.00	\$22.96
Yoga and Other Mindful Tools in the Classroom Mahwah, NJ	February 20, 2020	Margaret Donnelly	\$149.00	\$0.00

**PUBLIC COMMENT: None**

**ADJOURNMENT**

A motion to adjourn was made by Mrs. Gandara and seconded by Mrs. Pittman at 8:52 p.m.

Sincerely,

Dana Imbasciani, Board Secretary