

**Board of Education
Upper Saddle River, New Jersey
Regular Session
Monday, December 16, 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. Pittman, Dr. Verducci

Members absent: Mrs. Gandara, Mrs. Gray, Mr. Quagliani

Also present: Dr. Siegel, Mrs. Imbasciani

CONFIDENTIAL SESSION

Mrs. Pittman made a motion, seconded by Dr. Verducci to convene into Executive Session at 7:45 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. Pittman to adjourn Executive Session at 8:00 p.m.

Mrs. Pittman made a motion, seconded by Dr. Verducci 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: None

Dr. Siegel

BOARD SECRETARY'S REPORT:

Mrs. Imbasciani

Mrs. Imbasciani reminded the Board Members to complete the Board Self-Evaluation document and return it to her by the Reorganization Meeting so the results can be reviewed during the Mini-retreat on January 10th.

BOARD PRESIDENT'S REPORT: None

Mrs. Johnston

COMMITTEE REPORTS:

Personnel Committee

Dr. Verducci

- Dr. Verducci reported that the Personnel Committee met multiple times over the past month. During the meetings, tenure review, staffing projections for 2020/21 and SGP scoring analysis were discussed.

Infrastructure Committee**Dr. Verducci**

- Dr. Verducci stated that the Infrastructure Committee met with Mr. Cazes and Mr. Leka on December 18th.

PTO REPORT: None**Mrs. Apostolou/Mrs. Degenars****USREF Report: None****Mrs. Mueller/Mrs. Wenberg****PRESENTATIONS:****1. 2019/20 USREF Fall Grants****Mrs. Wenberg**

Mrs. Wenberg thanked the Board for the opportunity to announce the USREF Fall Grant recipients. She also thanked Mr. Padilla for his help in creating the grant application form and compiling the completed proposals for the Grant Committee's review. Highlights of her presentation included:

- **Grant Objectives:**
To promote innovation, creativity and excellence in the Upper Saddle River Schools by supporting and enhancing the curriculum of Pre-K through 8th grades while benefitting the broadest number of children.
- **Explanation of the Grant Calendar and Process**
- **Grant Committee:** USREF Trustees Sonia Chadha Agarwal, Traci Altman, Joan Carrion, Debbie Cinquemani, Barbara Lobo, Diana Missaghieh, Karen Mueller, Ellen Ginsberg Simon and Brooke Young. Dr. David Verducci serves as an advisor and non-voting member of the committee.
- **Eight Fall Grants (\$10, 810) were awarded:**
 - Reynolds School:**
 - Brain Break Boulevard (E. Cohen, M. Lavelle, P. Policastro, L. Welch) – K-2 - \$1,650
 - Recess Buddies (S. Slacin, D. Rehain) – K-2 - \$738
 - Sensory and Fine Motor Bins (J. Passanante, D. Joy, C. Stawecki, K. Biglin, C. Santos, T. Barone, A. Brouhle) – Kdg. - \$1,672
 - Bogert School:**
 - Beekeeper Assembly (C. Casey) – 3rd grade - \$300
 - My Superhero, Roberto Clemente (E. Capollari) – 5th grade - \$1,850
 - *Core Yoga for Youth (D. Kaplan) – 3-5 - \$3,150 - *Previously accepted by the USBOE. Reviewed and approved by the USREF summer 2019 and jointly funded with the Saddle River Valley Junior Woman's Club and USR PTO
 - Cavallini Middle School:**
 - Calming Tool Kits for the Classroom (B. Uzar) – 6th grade - \$250
 - Engineers Teaching Algebra (D. Dorn, N. Vosseler) – 8th grade - \$1,200

Two other grants were submitted this fall. The Committee is continuing to work with the grant writers on them and, hopefully, they will be approved at a later date.

Planning for the Media Center renovations to 21st Century Learning Commons in Bogert and Cavallini is in progress. The USREF kicked off a major fundraising effort called USREF Partners in Education with a fundraising website: www.bidpal.net/usrefpartner. A mailing was sent to all district families and response has been good so far. The website will be kept current as planning progresses.

Mrs. Wenberg also reminded everyone about the annual fundraising gala this spring, the USREF Town Night Gala, which will be held March 28, 2020 at Edgewood Country Club in River Vale, NJ.

2. Special Education Programs

Mrs. Apicella

Mrs. Apicella and the Special Education Teachers discussed the types of programs in the self-contained settings. The K-2 LLD and Grades 3-5 LLD align grade level standards while scaffolding skills for students with various learning needs. The ABA Pre-K and K-2 classes consist of students on the autism spectrum as well as developmental abilities. These classes work on filling gaps, teaching self-help skills and work on getting students to be prepared to learn grade level standards. More repetitive instruction and 1:1 teaching is the focus in these classrooms.

DISCUSSION:

- On behalf of the Board, Mrs. Johnston thanked the USREF for their generosity and continued support.
- Mrs. Johnston thanked Mrs. Apicella for sharing about the creative and innovative programs and how they are keeping these children engaged and moving along.
- Dr. Siegel said that these programs are still in their infancy stages and are a testament to the teachers, paraprofessionals and administrators. These programs are a major aspect of what we do and they should be proud. Our number of out-of-district vs. in-district students has changed dramatically. He is proud to say that less than 10 students are out-of-district this year

PUBLIC COMMENT: None

ADMINISTRATION:

Dr. Siegel

A motion was made by Mrs. Pittman and seconded by Mr. Amano to approve Administration Consent Agenda Items A through E and was approved by all in attendance.

A. Approve the Memorandum of Agreement with the Upper Saddle River Education Association for contract years 2019/20 through 2021/22.

B. Second reading and adoption of the following Policies:

| | |
|-------------|--|
| Policy 3159 | Teaching Staff Member/School District Reporting Responsibilities (revised) |
| Policy 3218 | Use, Possession or Distribution of Substances (revised) |
| Policy 4218 | Use, Possession or Distribution of Substances (revised) |
| Policy 6112 | Reimbursement of Federal and Other Grant Expenditures (revised) |
| Policy 7440 | School district Security (revised) |
| Policy 8600 | Student Transportation (revised) |
| Policy 8630 | Bus Driver/Bus Aide Responsibility (revised) |
| Policy 8670 | Transportation of Special Needs Students (revised) |
| Policy 9210 | Parent Organizations (revised) |
| Policy 9400 | Media Relations (revised) |

C. First reading of the following ByLaw and Policies:

| | |
|-------------|---|
| ByLaw 0155 | Board Committees (revised) |
| Policy 3321 | Acceptable Use of Computer Network(s)/Computers and Resources by Teaching Staff Members (revised) |
| Policy 3322 | Staff Member's Use of Personal Cellular Telephones/Other Communication Devices (revised) |

- Policy 4322 Support Staff Member's Use of Personal Cellular Telephones/Other Communication Devices (revised)
- Policy 5350 Student Suicide Prevention (revised)
- Policy 9150 School Visitors (revised)

- D. Approve the 2019/20 Update to the Uniform Memorandum of Agreement Between Education and Law Enforcement Officials.
- E. Approve the 2020/21 School Calendar as per attached.

PERSONNEL:

Dr. Siegel

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

- A. Create/Abolish (not applicable)
- B. Job Descriptions (not applicable)
- C. Resignations
 - 1. Accept the resignation of Jodi Costa from the position of Bogert Lunch Aide, effective December 4, 2019.
 - 2. Accept the resignation of Alyssa Willner, Cavallini Social Studies Teacher, effective January 27, 2020.
- D. Leaves (not applicable)
- E. Change in Assignment
 - 1. Approve the transfer of Mitchell Milarck from .56 FTE Campus Aide to the position of 1.0 FTE Night Custodian at Cavallini, Step 1, plus night stipend, effective January 2, 2020.
- F. Appointments
 - * 1. Appoint Erion Abazi to the position of Night Custodian at Reynolds, Step 1, plus night stipend, effective January 2, 2020.
- G. Substitutes/Consultants/Volunteers
 - 1. Approve Colette Brown as a substitute teacher/paraprofessional for the 2019/20 school year subject to the satisfactory completion of the criminal history records check required by law, Substitute Teacher Certificate pending.
 - 2. Approve Melissa Ruffilo as a substitute nurse for the 2019/20 school year subject to the satisfactory completion of the criminal history records check required by law, Substitute School Nurse/Teacher's Certificate.

*Related to Staff Member

- 3. Approve Nancy Sedky-Tolba as a substitute teacher/paraprofessional for the 2019/20

school year subject to the satisfactory completion of the criminal history records check required by law, Substitute Teacher Certificate pending.

FINANCE:

Mrs. Imbasciani

A motion was made by Mrs. Pittman and seconded by Mr. Amano to approve Finance Consent Agenda Items A through O , Dr. Verducci abstained from Item B Check #50346 , and was approved by all in attendance.

- A. Approve the Minutes of Board Meeting:

November 18, 2019

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

| | | |
|----|-------------------------|----------------|
| 10 | General Current Expense | \$66,744.92 |
| 11 | General Current Expense | \$2,023,729.73 |
| 12 | Capital Outlay | \$237,823.00 |
| 20 | Special Revenue Funds | \$36,269.88 |
| 50 | Milk | \$246.02 |
| | Total | \$2,364,813.55 |

- C. Approve the Transfers for November 2019.

- D. Approve the Board Secretary and Treasurer’s Reports dated November 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. Accept the donation of three (3) grants for Reynolds School from the Upper Saddle River Educational Foundation (USREF) in the amount of \$4,058.

- F. Accept the donation of two (2) grants for Bogert School from the Upper Saddle River Educational Foundation (USREF) in the amount of \$2,150.

- G. Accept the donation of two (2) grant for Cavallini Middle School from the Upper Saddle River Educational Foundation (USREF) in the amount of \$1,450.

- H. Approve the purchase and installation of nine (9) Promethean ActivPanel Titanium 75” boards from Keyboard Consultants in the amount of \$43,922.90. (Pricing as per HCESC Co-op NJ State Approved # 34 HUNCCP Interactive Technology for Classrooms & Meeting Rooms # HCESC-Cat-19-06)

- I. Approve Eastern Datacomm to provide on-site installation services to integrate the LENS system with Share 911 district-wide, at a total cost of \$6,000.00. (Pricing based on ESCNJ # 65 MCESCCPS)

- J. 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 (19/20-3) 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.

- K. 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 (19/20-4) 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.

- L. Approve the following School Clearance Risk Assessment Vendors for the 2019/20 school year:

CarePlus NJ, Inc.
 Comprehensive Behavioral Healthcare
 Vantage Health System
 West Bergen Mental Healthcare
 Bergen Regional Medical Center

- M. Approve Roots & Wings, LLC to provide mindfulness training for faculty and staff at a cost of \$5,879.00.
- N. Accept the donation of \$1,000.00 to Cavallini Middle School to be used to purchase balls for use during Recess. The donor wishes to remain anonymous.
- O. Approve the following Travel Expenses:

| Program Name | Date | Employee | Registration Fee | Travel Cost |
|---|--------------------|--------------------------------------|----------------------|-------------------|
| IMSE Orton-Gillingham Training Secaucus, NJ | January 6-10, 2020 | Danielle Andersen | \$1,175.00 | \$183.00 |
| BPASL Library Collection Training Allendale, NJ | January 9, 2020 | Christina Cucci Elizabeth Ullrich | \$0.00 \$0.00 | \$0.00 \$0.00 |
| Dyslexia: Help Children Who Struggle to Successfully Read, Write and Spell (K-6) West Orange, NJ | January 9, 2020 | Bina Rivard | \$279.00 | \$28.68 |
| 2020 NJECC Annual Technology Conference Montclair, NJ | January 14, 2020 | Bruce Reicher | \$110.00 | \$0.00 |
| NJASA Special Ed Director Academy The Therapeutic Umbrella Monroe, NJ | January 17, 2020 | Gianna Apicella | \$149.00 | \$52.80 |
| Future City Finals Piscataway, NJ | January 18, 2020 | Jonathan Harvey | \$0.00 | \$0.00 |
| Educational Neuroscience and Student Engagement Mahwah, NJ | January 28, 2020 | Aimee Aslanian Catherine Teehan | \$159.00 \$159.00 | \$0.00 \$0.00 |
| Students Who Start Behind: Powerful Strategies to Promote and Accelerate Academic Success (PreK-K) West Orange, NJ | January 28, 2020 | Karen Biglin Amanda Feijo | \$279.00 \$279.00 | \$18.55 \$0.00 |

| | | | | |
|--|------------------|---------------------|----------|--------|
| Building Engaging iSTEAM Experiences, Experiences, Challenges, and Projects | January 28, 2020 | Lyndsey Stickerling | \$149.00 | \$0.00 |
|--|------------------|---------------------|----------|--------|

| | | | | |
|--|----------------------|----------------------------------|------------------|------------------|
| Mahwah, NJ | | | | |
| NJASA Techspo 2020 Atlantic City, NJ | January 30-31, 2020 | Scott Newman | \$475.00 | \$319.80 |
| Zones of Regulation: A Curriculum Designed to Foster Self-Regulation & Emotional Control Oradell, NJ | February 5, 2020 | Meredith Ardito Kelly Diverio | \$0.00 \$0.00 | \$0.00 \$0.00 |
| Yoga & Other Mindfulness Tools in the Classroom Mahwah, NJ | February 20, 2020 | Jennifer Kruter | \$149.00 | \$0.00 |
| NJ Music Educators Association Conference Atlantic City, NJ | February 20-21, 2020 | Meaghan McElroy | \$350.00 | \$372.20 |
| Connected Math Program Users' Conference Preparing Critical Thinkers for a STEM World East Lansing, MI | February 21-22, 2020 | Christine Cipollini | \$325.00 | \$605.51 |
| Practical and Effective Strategies to Improve Self-Regulation and Executive Functioning Skills in Children with SPD, ASD, EF Dysfunction, Anxiety and Learning Disabilities Cedar Knolls, NJ | March 14-15, 2020 | Karen Hunter | \$435.00 | \$0.00 |
| Practical Strategies to Address the Challenges of Today's School Nurse White Plains, NY | March 23, 2020 | Ailish Fillis | \$279.00 | \$26.49 |

DISCUSSION:

- Mr. Johnston thanked the anonymous donor (Cavallini Recess Balls) for their generosity.

PUBLIC COMMENT: None**ADJOURNMENT**

A motion to adjourn was made by Mrs. Pittman and seconded by Mr. Amano at 8:34 p.m.

Sincerely,

Dana Imbasciani, Board Secretary

The ending date of this school year for students and teachers will depend on the number of snow days used, varying from 0 - 4. See the possibilities below. **If more than 4 snow days are used spring recess will be shortened to make up snow days starting with April 9.**

No Snow Days Used

Result:

June: 12 student days & 14 teacher days
 Last day for students 6/16/2021
 Last day for teachers 6/18/2021

| 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: 13 student days & 15 teacher days
 Last day for students 6/17/2021
 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 | | | |

Two Snow Days Used

Result:

June: 14 student days & 16 teacher days
 Last day for students 6/18/2021
 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 | | | |

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 | | | |