

**Board of Education  
Upper Saddle River, New Jersey  
Regular Session  
Monday, November 18, 2024, 7:00 p.m.**

**Minutes**

This Regular Session of the Upper Saddle River Board of Education was held in the Media Center of Cavallini Middle School of the Upper Saddle River Schools beginning at 7:00 p.m. Mrs. Gandara 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. Gandara, Mrs. Ginsberg, Mr. Mehegan, Mr. Quagliani, Dr. Verducci, Mrs. Wenberg

Members absent: Mrs. Gray

Also present: Dr. Schoen, Mrs. Imbasciani, Miss Batla

**REGULAR SESSION**

Mrs. Wenberg made a motion, seconded by Mrs. Ginsberg to convene into Regular Session at 7:00 p.m.

**OPENING STATEMENT:**

**Mrs. Gandara**

Mrs. Gandara welcomed the public to the meeting.

**SUPERINTENDENT'S REPORT:**

**Dr. Schoen**

Highlights of Dr. Schoen's report are as follows:

- Thanked the teachers and staff for their continued dedication to our students' achievement.
- Announced Suzanne Cook, Spanish Teacher at Reynolds School, and Rachel Serkanic, 1st Grade Classroom Teacher, received the 2024 Recycling Awareness Challenge Grant from the Bergen County Utilities Authority (BCUA) in the amount of \$999.43. These funds will be used to purchase books about recycling that will go along with Green Week this year.

**BOARD SECRETARY'S REPORT:**

**Mrs.**

**Imbasciani**

Mrs. Imbasciani reported on the following:

- The date for the December board meeting has been changed to Monday, December 9th.
- Summary of Highlights of the June 30, 2024 Audit to the Board:
  - The District continues to be in a very good financial position.
  - The Allowable Fund Balance at June 30, 2024 was \$1,322,401. This amount can be spent at the Board's discretion.
  - \$1,841,368 has been set aside to offset taxes in the current school year. (2024/25 Fund Balance)
  - A minimum of \$2,248,887 must be set aside to offset taxes in the next school year. (2025/26 Budgeted Fund Balance)
  - As of June 30, 2024, the Capital Reserve Account total is \$3,371,549. Of that, \$482,000 has been set aside for the current school year.
  - There were no audit recommendations for this year.
  - There were no repeat audit findings.

**BOARD PRESIDENT'S REPORT: None****Mrs. Gandara****STUDENT REPRESENTATIVE REPORT:****Miss Batla**

Miss Batla reported the following school updates:

- **Reynolds:**
  - Accountability is the Star Power Word for November. On November 13th, Reynolds had Rocket Day where they discussed their Star Power Word and celebrated World Kindness Day.
  - Storytime with Mrs. Severs started last month. Thank you to the PTO for making sure each student leaves storytime with a Reynolds reading flashlight.
  - The Garden Club visited this month and helped the second graders plant daffodils near the front entrance. The students are looking forward to seeing their flowers bloom in the spring.
- **Bogert:**
  - The Bogert School Musical, Mary Poppins, was revealed on Halloween. There will be two shows open to the public on May 2 and May 3. Auditions and rehearsals will begin in December. It will be a supercalifragilisticexpialidocious time!
  - November 5th was the Pawsitively You assembly. 182 paws were given to students the month of October. These paws celebrate exceptional students at Bogert and demonstrate how students can follow the six pillars of character.
  - The after school activities have started at Bogert.
- **Cavallini:**
  - The Cavallini Run took place on November 4th at Lions Park. It was a huge success. Congratulations to all of the runners who participated.
  - The Cavallini school musical, Finding Nemo Jr, was announced this month. Auditions will take place on November 20 and 21 and callbacks will be November 26.
  - Pep Rally is tentatively scheduled for November 22. The theme is "Falling Into the Dark." We are super excited to show some school spirit!
  - The Cavallini Club Fair will be held on November 18. Many of the afterschool clubs will be starting soon.

**COMMITTEE REPORTS:**

- **Education Committee:** None **Mr. Quagliani**
- **Finance/Negotiations Committee:** None **Mrs. Wenberg**
- **Infrastructure Committee:** **Mr. Mehegan**

Mr. Mehegan reported that this evening we are approving the purchase of a new truck and cubbies for the 1st grade wing.
- **Personnel Committee** **Dr. Verducci**

Dr. Verducci announced the first meeting will be in December.
- **Policy Committee:** None **Mrs. Ginsberg**
- **School Board Liaison** **Dr. Verducci**

Dr. Verducci reported the next NJ School Board meeting is December 3. The topic of the meeting will be Teacher Shortages and Strategies.

**USREF Report:****Mrs. Tedd**

Mrs. Tedd reported the following:

- The apparel sale was a success. All items have been shipped and everyone should be receiving them this week.
- The Gala is March 14, 2025 at the Edgewood Country Club. Instead of a formal sit down dinner, this year's event will be more social. It will be a casino night and dance club with food stations. They plan on some major prizes and a packed silent auction.

**USRPTO REPORT:****Mrs. McGovern**

Mrs. McGovern reported the following highlights:

- Trunk or Treat was October 30
- 4th Grade halloween Party was October 25
- Storytime with Mrs. C+Severs is ongoing in Reynolds
- 7th grade Westpoint trip was a success
- Held a pop up pretzel fundraiser after school on November 6
- 4th Grade Electricity assembly was November 18
- Holiday Shoppe will be the week of December 9
- Fall Kahout in Cavallini was a huge hit with the students
- Teacher holiday brunch will be in mid-December
- Bogert Theatre Week will be January 6-10
- Reynolds Theatre Week will be at the end of January

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

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

- A. BE IT RESOLVED that the Board affirms the Superintendent's decision that investigation #269641\*\*\*09272024 is an incident as defined under HIB Policy #5512. The Superintendent shall notify the parents and/or guardians of the Board's decision in writing in accordance with Board Policy and N.J.S.A. 18A:37-15(e).
- B. BE IT RESOLVED that the Board affirms the Superintendent's decision that investigation #269747\*\*\*09302024 is not an incident as defined under HIB Policy #5512. The Superintendent shall notify the parents and/or guardians of the Board's decision in writing in accordance with Board Policy and N.J.S.A. 18A:37-15(e).
- C. Approve the 2025/2026 School Calendar, as per attached.

**PERSONNEL:**

**A motion was made by Mrs. Wenberg and seconded by Mr. Mehegan to approve Personnel Consent Agenda Items A through E and was approved by all in attendance.**

- A. Job Description
1. Registered Nurse (Revised)
- B. Resignations

1. Accept the resignation of Philip D'Anna, Reynolds Teacher-in-Charge stipend, effective November 18, 2024.
2. Accept the resignation of Catherine Gonzales, Mathematics Teacher at Cavallini Middle School, effective January 6, 2025.
3. Accept the resignation of Katie Maphis, ABA Paraprofessional, effective January 1, 2025.
4. Accept the resignation of Sarah Soojian, ABA Paraprofessional, effective November 21, 2024.
5. Accept the resignation of Erika Zeccardi, Instructional Coach, effective January 1, 2025.

C. Leaves

1. Approve a paid disability leave and unpaid Family and Medical Leave for Employee #1607, effective on or about April 7, 2025 through approximately June 30, 2025.

D. Appointments

1. Appoint Francine Centrella to the position of ABA Paraprofessional at Reynolds School, effective on November 19, 2024, Step 9, prorated, plus ABA Stipend, prorated, and subject to the satisfactory completion of the criminal history records check required by law.
2. Appoint Kristin Martinez to the position of ABA Paraprofessional at Cavallini Middle School, effective on or about November 19, 2024, Step 5, prorated, plus ABA Stipend, prorated, and subject to the satisfactory completion of the criminal history records check required by law.
3. Appoint Hayley Carrero to the position of ACE Team Member for the 2024/25 school year. \$16/hour
4. Appoint Mia Cusumano to the position of ACE Team Member for the 2024/25 school year. \$16/hour
5. Appoint Gianna Franzetti to the position of ACE Team Member for the 2024/25 school year. \$20/hour
6. Appoint Erin Smith to the position of ACE Team Member for the 2024/25 school year. \$20/hour
7. Appoint Lisa Wachino as a Chorus Aide to assist at Bogert's After School Chorus, effective October 1, 2024 through December 19, 2024. Hourly Rate
8. Appoint the following staff member for the position listed below for the 2024/25 school year, effective November 19, 2024:

Stipend Position:		
Reynolds Teacher-in-Charge	Carlos Ramirez	\$1,250 (prorated)

9. Rescind the following motion which was approved on September 16, 2024:

<b>Hall Duty</b>		
<b>Reynolds Hall Duty</b>	Danielle Hoffman (70%)	\$721.00
“ (Split)	Carol Krebs (30%)	\$309.00

10. Appoint the following staff members for the positions listed below for the 2024/25 school year:

<b>Hall Duty</b>		
<b>Reynolds Hall Duty</b>	Danielle Hoffman (50%)	\$515.00
“ (Split)	Carol Krebs (50%)	\$515.00

11. The following staff members are recommended for the positions listed below for the 2024/25 school year:

<b>ADVISORS</b>		<b>STIPEND</b>
<b>Art Club (Level A)</b>	Lauren Larco	\$1,650.00
<b>Board Game Club (Level A)</b>	Stephanie Chamberlin	\$825.00
“ (Split)	Brigette Uzar	\$825.00
<b>Homework Club (Level A)</b>	Aimee Aslanian	\$825.00
“ (Split)	Margaret Donnelly	\$825.00
<b>Leo Club (Level A)</b>	Margaret Donnelly	\$1,650.00
<b>Math Club (Level A)</b>	Danielle Dorn	\$1,650.00
<b>Rock Climbing Club (Level A)</b>	Jennifer Haveman	\$1,650.00
<b>TREPS (Level A)</b>	Lyndsey Stickerling	\$1,650.00
<b>Yearbook (Level A)</b>	Jennifer Gareffa	\$825.00
“ (Split)	Caitlin Graf	\$825.00
<b>Battle of the Books (Level B)</b>	Aimee Aslanian	\$465.00
“ (Split)	Stephanie Chamberlin	\$465.00
<b>Crochet Club (Level B)</b>	Jennifer Moss	\$930.00
<b>Newspaper Club (Level B)</b>	Jennifer Kruter	\$465.00
“ (Split)	Erica Stearns	\$465.00
<b>Stage Crew (Level B)</b>	Jonathan Kulhawy	\$465.00
“ (Split)	Cynthia Haas	\$465.00
<b>TREPS Co-Advisor (Level B)</b>	Brigette Uzar	\$930.00
<b>Head Assistant Musical Director</b>	Lauren Larco	\$1,650.00
<b>COACHES</b>		
<b>Girls Basketball</b>	Erik Schlemm	\$3,000.00

E. Substitutes/Consultants/Home Instruction

1. Approve Griffin Carluccio as a substitute teacher/paraprofessional for the 2024/25 school year, subject to the satisfactory completion of the criminal history records check required by law. Mr. Carluccio holds a NJ Substitute Teaching certificate.
2. Approve Kim Engelhart as a substitute teacher/paraprofessional for the 2024/25 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Engelhart's NJ Substitute Teaching certificate is pending.
3. Approve Gianna Franzetti as a substitute teacher/paraprofessional for the 2024/25 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Franzetti holds a NJ Substitute Teaching certificate.
4. Approve Sabina McGuirl to provide home instruction for the 2024/2025 school year. Ms. McGuirl holds a NJ Elementary School Teacher certificate.
5. Approve Charlotte Ran as a substitute teacher/paraprofessional for the 2024/25 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Ran's NJ Substitute Teaching Certificate is pending. \*

**FINANCE**

**Mrs. Imbasciani**

**A motion was made by Mr. Quagliani and seconded by Mrs. Wenberg to approve Finance Consent Agenda Items A through K and was approved by all in attendance except for Dr. Verducci and Mrs. Wenberg who abstained from Motion B.**

A. Approve the Minutes of Board Meeting:

October 21, 2024

B. Approve the Bills List for October 2024 as follows:

10	General Current Expense	\$84,537.22
11	General Current Expense	\$2,591,124.41
12	Capital Outlay	\$301,687.97
20	Special Revenue Funds	\$33,211.35
30	Capital Projects Funds	\$311,000.00
60	Enterprise Fund	\$32,428.77
	Total	\$3,353,989.72

C. Approve the Transfers for October 2024.

D. Approve the Board Secretary and Treasurer's Reports dated October 2024 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 2023/24 Audit.

G. Approve the purchase of one (1) 2024 Ford F250 truck, from All American Ford of Paramus, for the district in the amount of \$49,373.50. (Pricing as per Bid #BC-BID-24-43; CO-OP # CK04)

H. Approve the purchase of cubbies, for four (4) first grade classrooms in Reynolds School, from Media Technologies LLC, for a total cost of \$69,010.91. (Pricing as per ESCNJ 22/23-08)

I. Accept a Recycling Awareness Challenge Grant in the amount of \$999.43 from the Bergen County Utilities Authority for Reynolds School.

J. Approve the following staff for the FY25 Title I Grant SPARK Program:

Title I SPARK Program: \$1,736.00/Year		
Supervisor	Danielle Dorn	
Fall Session: \$1,540		
Madelyn Barrow	Caitlin Graf	Jaclyn Passanante
Amy Caravela	Kristin Martin	Christine Thies
Mary Dixon	Nicole Mascetti	Jacqueline Valdes
Meghan Ennis	Anamarie Massaro	Brian Walis
Caitlin Gervasio	Jennifer Moss	Heather Walker

K. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fee	Travel Cost
Hot Legal Issues in Special Education (Online)	December 5, 2024	Carriann DeVito	\$0.00	\$0.00
Making the Best Use of AI Tools to Strengthen Your English/Language Arts Instruction (Online)	December 10, 2024	Catherine Teehan	\$295.00	\$0.00
Improving Learning Outcomes for All Students in Your Science Classroom (Online)	January 7, 2025	Lyndsey Stickerling	\$295.00	\$0.00
Conquer Math Workshop Pompton Plains, NJ	January 31, 2025	Danielle Dorn	\$190.00	\$0.00
TCNJ Education Opportunity Fair and Interviews Ewing, NJ	March 5, 2025	Rosemarie Malloy Carriann DeVito	\$400.00	\$78.20
2025 American Occupational Therapy Assoc. Convention Philadelphia, PA	April 3-5, 2025	Meredith Ardito	\$480.00	\$905.38

**PUBLIC COMMENT:**

- Miss Agarwal and Miss Faraz advocated for the board to consider adding Eid and Diwali to the list of school holidays.
- Mrs. Gandara explained the complexities of creating a school calendar. She noted that every year the board tries to create a calendar that meets the needs of both the school and the community. She reminded the public that all religious holidays are excused absences.

**ADJOURNMENT**

Mrs. Gandara

A motion to adjourn was made by Mrs. Wenberg and seconded by Mr. Quagliani at 7:27 pm.

Dana Imbasciani, Board Secretary