

**BOARD OF EDUCATION  
UPPER SADDLE RIVER, NEW JERSEY  
SPECIAL MEETING - BOARD RETREAT  
FRIDAY, JANUARY 12, 2024  
8:30 A.M.**

**MINUTES**

This Special Meeting – Board Retreat of the Upper Saddle River Board of Education was held in the Bogert School Room # 63 of the Upper Saddle River Schools beginning at 8:30 a.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 (left at 11:45 a.m.), Mrs. Gray, Mr. Mehegan, Mr. Quagliani (left at 11:15 a.m.), Dr. Verducci, Mrs. Wenberg

Members absent: None

Also present: Dr. Siegel, Mrs. Imbasciani

Mrs. Gray made a motion which was seconded by Mrs. Wenberg to begin the meeting at 8:30 a.m.

**OPENING STATEMENT**

**Mrs. Gandara**

Mrs. Gandara welcomed the Board to the meeting.

Mr. Mehegan made a motion which was seconded by Dr. Verducci to go into Executive Session at 8:31 a.m.

**CONFIDENTIAL SESSION**

**Board Members Only**

**WHEREAS**, the members of the Upper Saddle River Board of Education deem it necessary to discuss legal matters; and

**WHEREAS**, the topics to be discussed are within the exemptions which are permitted to be discusses and acted upon in confidential session pursuant to PL 1975, Chapter 231;

**NOW, THEREFORE, BE IT RESOLVED** that the members of the Upper Saddle River Board of Education deem it necessary to exclude the public from the discussion; and

**BE IT FURTHER RESOLVED** that the minutes of the meeting will be made public when the need for privacy no longer exists. Action will not be taken.

Dr. Verducci made a motion which was seconded by Mrs. Gray to return to the Board Retreat at 9:05 a.m.

**DISCUSSION:**

The Board discussed the following topics:

1. District Status Update
  - Dashboard Metrics
  - Strategic Planning for 2024-25
  - Tri-State Evaluation - April 24 – 26, 2024

2. Education/Academic Review

- The Board reviewed additional comparative data for MSGP and DFG
- Update on After School Program
- Reviewed student and staff feedback from Community Circles survey
  - Must decide if the program should continue in all three schools or be removed
  - If it is to continue, what changes, if any, should be made?

3. Student Success/District Culture

- Discussed district culture, specifically addressing individuality, lack of risk taking, energetic and vibrant learning, community, diversity and celebrating success

**PUBLIC COMMENT: None**

**ADMINISTRATION:**

**Dr. Siegel**

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

- A. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #253894\*\*\*10252023 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).
- B. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #254699\*\*\*11062023 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. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #255094\*\*\*11152023 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).
- D. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #255096\*\*\*11152023 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).
- E. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #255248\*\*\*11172023 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).
- F. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #255433\*\*\*11212023 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).
- G. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #255434\*\*\*11212023 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).

- H. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #255498\*\*\*11212023 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).
- I. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #255945\*\*\*12012023 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).
- J. Approve the revised 2023/2024 School Calendar, as attached.
- K. Approve the 2024/2025 School Calendar, as attached.

**PERSONNEL:**

**Dr. Siegel**

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

A. Create/Abolish:

1. Abolish one 1.0 FTE paraprofessional position at Cavallini Middle School effective January 2, 2024.

B. Leaves:

1. Approve a paid leave and unpaid FMLA/NJFLA leave for Employee #1703, effective on or about April 22, 2024 through approximately October 31, 2024.
2. Approve a paid leave and unpaid FMLA leave for Employee #2196, effective December 13, 2023 through approximately January 19, 2024.

C. Appointments:

- |    |                                                                                                                                                                                                                                                  |                                       |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| 1. | Appoint Carol Krebs to the position of ABA Paraprofessional, effective on or about January 16, 2024, Step 10, prorated, plus ABA stipend prorated, subject to the satisfactory completion of the criminal history records check required by law. | \$22,404.00<br>\$3,000.00<br>prorated |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|

D. Change in Assignment:

- |    |                                                                                                                                                          |            |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| 1. | Approve the transfer of Denise Casella from ABA Paraprofessional leave replacement to Lunch aide position at Reynolds School, effective January 2, 2024. | \$6,050.00 |
| 2. | Approve the transfer of Donna Reilly from Paraprofessional at Cavallini to ABA Paraprofessional at Bogert, effective January 2, 2024.                    |            |

**FINANCE:**

**A motion was made by Mrs. Wenberg and seconded by Dr. Verducci to approve Finance Consent Agenda Items A and B and was approved by all in attendance.**

- A. Approve Dr. Kerry Magro to present a Special Education Workshop on the professional development day, January 15, 2024 at a cost of \$4,500.00.

B. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fee	Travel Cost
Gravity Goldberg's Reflection on "Next Steps in Literary Education" (Online)	January 8, 2024	Jacqueline King	\$0.00	\$0.00
Tri-States Assistant Principal Study Group Rye, NY	January 10, 2024	Christine Cipollini	\$0.00	\$49.44
Orton Plus Training (Online in the evenings)	January 10, 17, 24, 31, 2024 February 7, 14, 21, 28, 2024 March 6 & 13, 2024	Christina Cucci	\$1,500.00	\$0.00

**PUBLIC COMMENT: None**

#### **ADJOURNMENT**

**Mrs. Gandara**

A motion to adjourn was made by Mrs. Gray and seconded by Dr. Verducci at 12:00 p.m.

Dana Imbasciani, Board Secretary

# 2023-2024 Upper Saddle River Schools

July						
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	31					

## July

4 Independence Day

# DRAFT

**January (21) (22)**  
 1 New Year's Day  
 2 Schools Reopen  
 15 Martin Luther King Day &  
 Staff PD Day  
 -No School for Students  
 -Full Day for Staff Only

January						
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	31			

August						
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	31		

## August

**February (18) (18)**  
 19 Winter Recess Begins  
 22 Schools Reopen

February						
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		

September						
S	M	T	W	T	F	S
						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

**September (17) (19)**  
 1 Teachers' Staff Meetings  
 4 Labor Day  
 5 Teachers' Staff Meetings  
 6 First Day of Classes for Students  
 -Student Early Dismissal  
 25 Yom Kippur  
 14 Bogert Back to School Night  
 21 Reynolds Back to School Night  
 28 Cavallini Back to School Night

**March (20) (20)**  
 29 Good Friday  
 28 Early Dismissal for Students  
 -Full Day for Staff  
 -Staff PD

March						
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
31						

October						
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	31				

**October (21) (22)**  
 9 Columbus Day/PD Day  
 -No School for Students  
 -Full Day for Staff Only  
 10 Early Dismissal for Students  
 -Full Day for Staff/PD

**April (17) (17)**  
 1 Spring Recess Begins  
 8 Schools Reopen  
 Spring recess will be shortened to make up snow/emergency days, if more than 3 days are used, starting with April 5.

April						
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				

November						
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		

**November (17) (18)**  
 2 Fall Parent Conference Day  
 Rey/Bog Conferences  
 -No school for Students  
 -Full day for staff only  
 9-10 NJEA Conference  
 22 Thanksgiving Recess Begins  
 -Staff & Student Early Dismissal

**May (19) (19)**  
 27 Memorial Day  
 If school is closed for snow/emergency reasons, days will be made up in the following order: Thursday, May 23/ Friday, May 24/ Tuesday, May 28 (See page 2)

May						
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	31	

December						
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
31						

**December (16) (16)**  
 22 Winter Recess Begins  
 -Staff & Student Early Dismissal

○	No School
△	Minimum Day
□	Teachers in Only

**June (14) (15)**  
 18-20 Student Early Dismissal  
 20 Last Day for Students  
 -Student Early Dismissal  
 21 Last Day for Teachers  
 -Full Day for Staff

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						



### No Snow Days Used

Result:

May: 19 student days & 19 teacher days

May						
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	31	

### One Snow Day Used

Result:

May: 20 student days & 20 teacher days

May						
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	31	

### Two Snow Days Used

Result:

May: 21 student days & 21 teacher days

May						
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	31	

### Three Snow Days Used

Result:

May: 22 student days & 22 teacher days

May						
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	31	

# UPPER SADDLE RIVER SCHOOLS

2024-2025

2	Schools Closed - Labor Day	September (19) (20)				
3	Teachers' Staff Meetings	M	T	W	T	F
4	First Day of School for Students	2	3	4	5	6
	Minimum Day for Students	9	10	11	12	13
12	Bogert Back to School Night	16	17	18	19	20
19	Cavallini Back to School Night	23	24	25	26	27
26	Reynolds Back to School Night	30				

March (21) (21)					<b>DRAFT</b>
M	T	W	T	F	
3	4	5	6	7	
10	11	12	13	14	
17	18	19	20	21	
24	25	26	27	28	
31					

3	Schools Closed - Rosh Hashanah	October (20) (22)				
14-15	Professional Development	M	T	W	T	F
	No School for Students		1	2	3	4
		7	8	9	10	11
		14	15	16	17	18
		21	22	23	24	25
		28	29	30	31	

April (17) (17)					14-18 Schools Closed (Spring Recess)
M	T	W	T	F	
	1	2	3	4	
7	8	9	10	11	
14	15	16	17	18	
21	22	23	24	25	
28	29	30			

7-8	Schools Closed (NJEA)	November (16) (17)				
15	Fall Parent Conference Day	M	T	W	T	F
	No School for Students					1
27	Minimum Day - Students & Staff	4	5	6	7	8
28-29	Schools Closed (Thanksgiving)	11	12	13	14	15
		18	19	20	21	22
		25	26	27	28	29

May (19) (19)					23 Minimum Day for Students & Staff
M	T	W	T	F	26 Schools Closed (Memorial Day)
			1	2	27-28 Schools Closed *
5	6	7	8	9	If school is closed for emergency reasons, days will be made up in the following order: Wednesday, May 28/ Tuesday, May 27. *
12	13	14	15	16	
19	20	21	22	23	
26	27	28	29	30	

23-31	Schools Closed (Winter Recess)	December (15) (15)				
		M	T	W	T	F
		2	3	4	5	6
		9	10	11	12	13
		16	17	18	19	20
		23	24	25	26	27
		30	31			

June (14) (15)					17-18 Minimum Days for Students
M	T	W	T	F	19 Last Day of School for Students
2	3	4	5	6	Minimum Day for Students
9	10	11	12	13	20 Last Day for Teachers
16	17	18	19	20	
23	24	25	26	27	
30					

1	Schools Closed (New Years Day)	January (21) (22)				
20	Professional Development/ Martin Luther King Jr. Day	M	T	W	T	F
	No School for Students			1	2	3
		6	7	8	9	10
		13	14	15	16	17
		20	21	22	23	24
		27	28	29	30	31

DAY TYPE LEGEND	
Schools Closed for Students and Staff	
Minimum Day	
PD Day (Schools Closed for Students)	
The length of the school year will be no fewer than 180 days for students.	
*If more than 2 emergency closing days are used, then make-up days will be taken from Spring Recess, beginning with April 14, or the school year may be extended in June.	
Board of Education Approval: January 12, 2024	

17-18	Schools Closed (February Recess)	February (18) (18)				
		M	T	W	T	F
		3	4	5	6	7
		10	11	12	13	14
		17	18	19	20	21
		24	25	26	27	28