

**BOARD OF EDUCATION  
UPPER SADDLE RIVER, NEW JERSEY  
REGULAR MEETING  
Monday, January 13, 2020, 8:00 p.m.  
Media Center, Cavallini Middle School  
392 West Saddle River Road**

**Agenda**

This is a regular meeting of the Upper Saddle River Board of Education and appropriate notice has been provided to the designated newspapers, the Borough Clerk and all interested parties requesting such notice.

Two opportunities are provided at this meeting for citizens to make comments. The Board values and welcomes comments and opinions from the residents of Upper Saddle River as long as remarks are not personal or discourteous. Public comment allows the Board to listen to community members and to hear their opinions on school policy and operations.

Upon being recognized, persons wishing to speak should stand and identify themselves by name and address; the speaker should direct his/her remarks to the presiding officer. Comments shall be limited to school-related issues and each speaker will limit his/her remarks to three minutes. If personal or discourteous statements are made, the presiding officer shall require the speaker to stop. No speaker may comment again until all those who wish to speak have had an opportunity and as long as time allows. If, in the judgment of the presiding officer, the total time devoted to public comment becomes excessive, the presiding officer may indicate the Board has time for one more speaker and will so notify the public.

- |      |   |                               |
|------|---|-------------------------------|
| I.   | Call to order and roll call                   | Mrs. Johnston                 |
| II.  | Flag salute and Pledge of Allegiance          | Mrs. Johnston                 |
| III. | Opening statement by presiding officer        | Mrs. Johnston                 |
| IV.  | <b>REPORTS</b>                                |                               |
| A.   | Superintendent's Report                       | Dr. Siegel                    |
| B.   | Board Secretary's Report                      | Mrs. Imbasciani               |
| C.   | Board President's Report                      | Mrs. Johnston                 |
| D.   | Committee Reports                             | Chairpersons                  |
| E.   | PTO Report                                    | Mrs. DeGenaars/Mrs. Apostolou |
| F.   | USREF Report                                  | Mrs. Mueller                  |
| V.   | <b>PRESENTATIONS</b>                          |                               |
|      | <b>Strategic Planning Launch</b>              | Dr. Siegel                    |
| VI.  | <b>PUBLIC COMMENT (for Agenda Items only)</b> |                               |
| VII. | <b>ADMINISTRATION</b>                         | Dr. Siegel                    |

This motion will be one motion that encompasses items A through C and will be voted on at this meeting. This motion has been recommended for approval by the Superintendent.

- A. Second reading and adoption 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)

- B. Approve the revised 2019/20 School Calendar, as per attached.
- C. Approve the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for the 2019/20 school year.

VIII. **PERSONNEL**

Dr. Siegel

**This motion will be one motion that encompasses items A through G and will be voted on at this meeting. This motion has been recommended for approval by the Superintendent.**

- A. Create/Abolish
  - 1. Create one 1.0 FTE K-2 Paraprofessional/Applied Behavior Analysis (ABA) Instructor, effective January 14, 2020.
  - 2. Create one 1.0 FTE Preschool Paraprofessional/Applied Behavior Analysis (ABA) Instructor, effective January 14, 2020.
  - 3. Create two Applied Behavior Analysis (ABA) Instructor stipends at Reynolds School, \$3,000/stipend, effective January 14, 2020.
- B. Job Descriptions
  - 1. Approve the revised School Counselor job description.
- C. Resignations (not applicable)
- D. Leaves
  - 1. Approve paid disability leave for Eric Smith, Custodian, effective December 16, 2019 through January 10, 2020.
- E. Lateral Guide Moves
  - 1. Approve a lateral guide move for Alexandra Byrne, Special Education Teacher, from MA to MA + 30, effective September 1, 2019.
- F. Appointments
  - 1. Appoint Christine Cipollini to the stipend position of Leo Club Advisor (split position) for the remainder of the 2019/20 school year. \$225.00
  - 2. Appoint Edward S. Mahon to the position of District Campus Aide, effective January 27, 2020, subject to the satisfactory completion of the criminal history records check required by law.

3.	Appoint Joseph Ventresca to the stipend position of Boys Lacrosse Coach for the 2019/20 school year subject to the satisfactory completion of the criminal history records check required by law.	\$2,900.00
4.	Appoint Christopher W. Volk to the position of Middle School Social Studies Teacher, BA, Step 1, effective on or about January 27, 2020, subject to the satisfactory completion of the criminal history records check required by law.	
5.	Appoint Mary Walsh to the position of part time (.5) per diem leave replacement Basic Skills Instructor at Reynolds School, MA, Step 1, effective on or about February 14, 2020 through approximately May 1, 2020, subject to the satisfactory completion of the criminal history records check required by law.	
6.	Approve Susan Jarvis as a LEAP teacher, Acting Up!	\$550.00
7.	Approve Laurie Guerra as a LEAP teacher, Athlete Challenge.	\$550.00
8.	Approve Josephine Griffith as a LEAP teacher, Baker's Delight (Wednesday).	\$600.00
9.	Approve Josephine Griffith as a LEAP teacher, Baker's Delight (Thursday).	\$600.00
10.	Approve Edie Carmilani as a LEAP teacher, Baker's Delight (Wednesday).	\$550.00
11.	Approve Edie Carmilani as a LEAP teacher, Baker's Delight (Thursday).	\$550.00
12.	Approve a Teacher's Aide as a LEAP teacher, Baker's Delight (Wednesday). <i>(This position is needed only if there are more than 24 students and will be taken from assistant pool.)</i>	\$275.00
13.	Approve a Teacher's Aide as a LEAP teacher, Baker's Delight (Thursday). <i>(This position is needed only if there are more than 24 students and will be taken from assistant pool.)</i>	\$275.00
14.	Approve Tracy Nussman as a LEAP teacher, Rock the Runway (Wednesday).	\$550.00
15.	Approve Tracy Nussman as a LEAP teacher, Rock the Runway (Thursday).	\$550.00
16.	Approve Lisa Lefebvre as a LEAP teacher, Come Have a Ball!	\$550.00
17.	Approve Sue Jarvis as a LEAP teacher, Garage Band.	\$550.00
18.	Approve Laurie Guerra as a LEAP teacher, Get Ready to Tumble.	\$550.00
19.	Approve Carey Goralski as a LEAP teacher, Littlebits STEM (Wednesday).	\$550.00
20.	Approve Carey Goralski as a LEAP teacher, Littlebits STEM (Thursday).	\$550.00
21.	Approve Heidi Rockwell as a LEAP teacher, Picasso, Jr.	\$550.00
22.	Approve Anna Zimmermann as a LEAP teacher, Pottery Barn.	\$550.00
23.	Approve Heidi Rockwell as a LEAP teacher, Pottery Barn, Jr.	\$550.00

24.	Approve Carlos Ramirez as a LEAP teacher, T.E.A.M.	\$550.00
25.	Approve Anna Zimmermann as a LEAP teacher, Viva Van Gogh.	\$550.00
26.	Approve Susan Deniz as a LEAP teacher, Wacky Science (Wednesday).	\$550.00
27.	Approve Susan Deniz as a LEAP teacher, Wacky Science (Thursday).	\$550.00
28.	Approve Gagasphere as a LEAP vendor, Gagasphere, per student rate:	\$160/student
29.	Approve So You as a LEAP vendor, Creative Hand Sewing, per student rate:	\$120/student
	Vivian Burns	
30.	Approve Outragehisss Pets as a LEAP vendor, Outragehisss Pets, per student rate:	\$130/student
	John Tarrant Nicole Smith	
31.	Approve Mad Science as a LEAP vendor, Red Hot Robotics, per student rate:	\$145/student
32.	Approve Mary Levine as LEAP Co-Coordinator.	Based on # students
33.	Approve Anne Marie Silverman as LEAP Co-Coordinator.	Based on # students
34.	Approve Kelley Wierzbicki as the LEAP Nurse.	\$1,100.00
35.	Approve Joan Aufiero as a LEAP Teacher's Assistant.	\$16.00/hour
36.	Approve Melissa Battaglia as a LEAP Teacher's Assistant.	\$16.00/hour
37.	Approve Heather Balji as a LEAP Teacher's Assistant.	\$16.00/hour
38.	Approve Susan Deniz as a LEAP Teacher's Assistant.	\$16.00/hour
39.	Approve Dora Dillman as a LEAP Teacher's Assistant.	\$16.00/hour
40.	Approve Laurie Guerra as a LEAP Teacher's Assistant.	\$16.00/hour
41.	Approve Danielle Hoffman as a LEAP Teacher's Assistant.	\$16.00/hour
42.	Approve Mary Lavelle as a LEAP Teacher's Assistant.	\$16.00/hour
43.	Approve Lisa Lefebvre as a LEAP Teacher's Assistant.	\$16.00/hour
44.	Approve Andrea Leshinsky as a LEAP Teacher's Assistant.	\$16.00/hour
45.	Approve Tracy Nussman as a LEAP Teacher's Assistant.	\$16.00/hour
46.	Approve Elaina Reinke as a LEAP Teacher's Assistant.	\$16.00/hour
47.	Approve Heidi Rockwell as a LEAP Teacher's Assistant.	\$16.00/hour

- 48. Approve Elizabeth Samimi as a LEAP Teacher's Assistant. \$16.00/hour
- 49. Approve Jonathan Silverman as a LEAP Teacher's Assistant. \$16.00/hour
- 50. Approve Donna Bach as a Volunteer LEAP Teacher's Assistant.

G. Substitutes/Consultants/Volunteers

- 1. Approve Hugh Bases, MD, FAAP, to provide pediatric evaluations for the 2019/20 school year, at a rate of \$650/evaluation.
- 2. Approve Katlyne Lubin, MD, to provide pediatric evaluations for the 2019/20 school year, at a rate of \$700/evaluation.
- 3. Approve Joseph Ventresca 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, NJ Substitute Teacher's Certificate.
- 4. Approve Christopher W. Volk as a substitute teacher for the 2019/20 school year, subject to the satisfactory completion of the criminal history records check required by law, NJ Teacher of Social Studies Certificate).
- 5. Approve Michelle Weinberg as a home instructor for a student whose name is on file in the Board Office, for approximately two months beginning or on or about January 16, 2020. \$35.00/hour

IX. FINANCE

Mrs. Imbasciani

**This motion which encompasses Items A through F will be voted on at this meeting. This motion has been recommended for approval by the Superintendent.**

- A. Approve the Minutes of Board Meeting:

December 16, 2019

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

10	General Current Expense	\$66,274.21
11	General Current Expense	\$1,992,805.39
20	Special Revenue Funds	\$31,519.88
40	Debt Service Funds	\$752,961.81
50	Milk	\$196.86
Total		\$2,843,758.15

- C. Approve the Transfers for December 2019.
- D. Approve the Board Secretary and Treasurer's Reports dated December 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 two new wall-mounted basketball systems for the Reynolds Gym valued at \$10,014.00 from the USR Basketball Association (\$9,014.00) and the Petersen Family (\$1,000.00).

F. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fee	Travel Cost
Sexual Abuse Prevention Training Sexual Abuse of People w/Intellectual Dis. Strategies/Tools for Better Supervision Trauma-Informed Care for Behavior Analysts Response to Bullying (Webinar Bundle)	N/A	Gianna Apicella	\$125.00	\$0.00
NJPSA Legislative Committee Meeting Monroe Township, NJ	January 22, 2020	David Kaplan	\$0.00	\$45.21
Leadership Academy Egg Harbor Township, NJ	January 27, 2020 March 3, 2020 April 2, 2020	Amy D'Ambola	\$0.00	\$295.22
Youth Mental Health First Aid Training Hackensack, NJ	January 29, 2020	Katherine Baker Sara Senger	\$0.00 \$0.00	\$0.00 \$0.00
BCASA Meetings Location TBD	January 31, 2020 March 20, 2020 June 5, 2020	Sara Senger	\$0.00	\$0.00
"But What If We Didn't?" Challenging Assumptions About Literacy & Creating Opportunities for Autistic Learning Mahwah, NJ	February 3, 2020	Lyndsey Stickerling	\$179.00	\$0.00
It's Elementary My Dear Chatham, NJ	February 8, 2020	Philip Chen	\$20.00	\$32.53
NECTFL New York, NY	February 14, 2020	Suzanne Cook	\$150.00	\$0.00
NJ Music Educators Association Conference Atlantic City, NJ	February 20-22, 2020	Susan Jarvis	\$350.00	\$387.90
2020 Statewide Assessment District Test Coordinator Training Whippany, NJ	February 26, 2020	Daniel Cazes	\$0.00	\$23.66
Developing Impactful Arts Integration Monroe Township, NJ	March 2, 2020	Philip Chen	\$149.00	\$52.62
Keys to Close the Gap – Intervention for Special Education & SES Gaps Mahwah, NJ	March 6, 2020	Aimee Aslanian Catherine Teehan	\$159.00 \$159.00	\$0.00 \$0.00
Implementing a Sustainable SEL Program Mahwah, NJ	March 12, 2020	Aimee Aslanian Catherine Teehan	\$159.00 \$159.00	\$0.00 \$0.00
2020 NJSBGA Conference/Expo Atlantic City, NJ	March 23-25, 2020	Nijazi Leka	\$200.00	\$477.32

X. **PUBLIC COMMENT**

XI. **ADJOURNMENT**

Mrs. Johnston

# 2019-2020

## 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 Observed

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

September						
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					

### September (17) (19)

2 Labor Day  
 3-4 Teachers' Staff Meetings  
 5 First Day of Classes for Students  
     -Student Early Dismissal  
 30 Rosh Hashanah  
 12 Cavallini Curriculum Night  
 19 Reynolds Curriculum Night  
 26 Bogert Curriculum Night

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 (20) (22)

9 Yom Kippur  
 14 Columbus Day/PD Day  
     -No School for all Students  
     -Full day for staff only  
 23 Fall Parent Conference Day  
     Rey/Bog Conferences  
     -No school for all Students  
     -Full day for staff only

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) (17)

7-8 NJEA Conference  
 27 Thanksgiving Recess Begins  
     -Staff & Student Early Dismissal

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 (15) (15)

20 Winter Recess Begins  
     -Staff & Student Early Dismissal

○	No School
△	Minimum Day
□	Teachers in Only

### January (21) (22)

1 New Year's Day  
 2 Schools Reopen  
 20 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	

### February (17) (17)

14 Minimum Day/PD Day  
     Early Dismissal for Students  
     Full Day for Staff  
 17 Winter Recess Begins  
 20 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

### March (22) (22)

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				

### April (17) (17)

6 Spring Recess Begins  
 10 Good Friday  
 13 Schools Reopen  
 Spring recess will be shortened to make up snow days, if necessary, starting with April 6.

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		

### May (20) (20)

25 Memorial Day

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						

### June (18) (19)

24 Last Day for Students  
     -Student Early Dismissal  
 25 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				



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 6.**

### No Snow Days Used

Result:

June: 14 student days & 15 teacher days  
 Last day for students 6/18/2020  
 Last day for teachers 6/19/2020

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: 15 student days & 16 teacher days  
 Last day for students 6/19/2020  
 Last day for teachers 6/22/2020

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: 16 student days & 17 teacher days  
 Last day for students 6/22/2020  
 Last day for teachers 6/23/2020

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: 17 student days & 18 teacher days  
 Last day for students 6/23/2020  
 Last day for teachers 6/24/2020

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: 18 student days & 19 teacher days  
 Last day for students 6/24/2020  
 Last day for teachers 6/25/2020

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				