

**BOARD OF EDUCATION  
UPPER SADDLE RIVER, NEW JERSEY  
SPECIAL MEETING - BOARD RETREAT  
MONDAY, JANUARY 30, 2023  
9:00 A.M.**

**MINUTES**

This Special Meeting – Board Retreat of the Upper Saddle River Board of Education was held in the Cavallini Middle School Media Center of the Upper Saddle River Schools beginning at 9:00 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, Mrs. Gray, Mr. Mehegan, Mr. Quagliani ,  
Dr. Verducci (left at 11:30 a.m.), Mrs. Wenberg (left at 11:50 a.m.)

Members absent: None

Also present: Dr. Siegel, Mrs. Imbasciani

Mrs. Gray made a motion which was seconded by Dr. Verducci to begin the meeting at 8:00 a.m.

**OPENING STATEMENT**

**Mrs. Gandara**

Mrs. Gandara welcomed the Board to the meeting.

**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.

**DISCUSSION:**

**District Goal Review**

- Dr. Siegel reviewed the four district goals for the school year and presented a mid-year update for each one.

**PUBLIC COMMENT:** None

**ADMINISTRATION:**

**Dr. Siegel**

**A motion was made by Dr. Verducci and seconded by Mr. Quagliani to approve Administration Consent Agenda Item A and was approved by all in attendance.**

A. Approve the revised 2023/2024 School Calendar, as attached.

**PERSONNEL:****Dr. Siegel**

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

**A. Appointments:**

1. Approve the following staff members for the stipend positions listed below for the 2022/23 school year:

<b>Cavallini Advisor Positions</b>	<b>Advisor</b>	<b>Stipend</b>
Music Director	Katie Stevens	\$3,000.00
Head Assistant Music Director	Kevin Maphis	\$1,650.00
Assistant Music Director (split)	Melanie Katz	\$1,312.50
Assistant Music Director (split)	Darya DeAngelo	\$187.50
Leo Club (USREF Grant)	Margaret Donnelly	\$1,600.00
TREP\$ Co-Advisor	Katherine Kaldawi	\$930.00

2. Appoint Deshawn Frazier to the position of .50 FTE night custodian at Reynolds School, Step 1, plus night person stipend, per year, prorated, effective January 30, 2023.
3. Appoint JoAnn Hayden to the position of Paraprofessional at Cavallini Middle School, Step 12, prorated, effective on or about January 31, 2023, subject to the satisfactory completion of the criminal history records check required by law.
4. Appoint Brian Walis to the position of ACE Team Member for the 2022/23 school year. \$30.00/hr

**B. Resignation:**

1. Accept the resignation of Kassandra Albano, 5th Grade Classroom Teacher, effective February 17, 2023.

**C. Substitutes/Consultants/Volunteers/Interns:**

1. Approve JoAnn Hayden as a substitute teacher for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Hayden holds an NJDOE Teaching Certificate.

**FINANCE:**

**A motion was made by Mrs. Gray and seconded by Mr. Quagliani to approve Finance Consent Agenda Item A and was approved by all in attendance.**

**A. Approve the following Travel Expenses:**

<b>Program Name</b>	<b>Date</b>	<b>Employee</b>	<b>Registration Fee</b>	<b>Travel Cost</b>
Re-Certification for Basic Life Support, Advanced Life Support, Pediatric Life Support (Onsite)	TBD	Ailish Fillis	\$415.00	\$0.00
Tri-State Consortium Consultancy Visit "Defining Student Success" Brewster, NY	February 1 - 3, 2023	James McCusker	\$0.00	\$106.24
Spanish Lesson Share Professional Development Session Oradell, NJ	February 9, 2023	Kristen Travers	\$0.00	\$0.00
NJ STEM Conference	February 10, 2023	Amy Caravela	\$0.00	\$0.00

Caldwell, NJ				
NJECC Conference Montclair, NJ	March 7, 2023	Bruce Reicher	\$0.00	\$0.00
TCNJ Educational Opportunities Fair Ewing, NJ	March 8, 2023	Christine Cipollini	\$175.00	\$77.47
William Paterson Spring 2023 Education Career Fair Wayne, NJ	March 9, 2023	Christine Cipollini	\$125.00	\$11.85
NJAGC Conference West Windsor, NJ	March 17, 2023	Amy Caravela	\$224.00	\$59.22
The Best Award-Winning Children's Books & Powerful Strategies, Tools & Resources for Using Them in Your Classroom (Online)	March 17, 2023	Marci Titunick	\$279.00	\$0.00

## DISCUSSION:

### USREF Capital Investment Project

- Dr. Siegel updated the Board members on the USREF's plan to invest in the improvement of the arts programs throughout the district. Areas of interest include:
  - o Cavallini Auditorium Sound System
  - o Lighting and sound in Travers Multi-Purpose Room
  - o Art classroom enhancements

### Board Operations and Committees

- Mrs. Gandara spoke to the Board members about:
  - o Ethics disclosure statements and required training
  - o Conflict of interest/perception of conflict of interest (USREF, USR PTO, sports, etc.)
  - o Being a parent and a board member and how to interact with school personnel
  - o Committees – participation
  - o Increased attendance at school events

**PUBLIC COMMENT: None**

### ADJOURNMENT

**Mrs. Gandara**

A motion to adjourn was made by Mrs. Gray and seconded by Mrs. Ginsberg at 12:10 p.m.

Dana Imbasciani, Board Secretary

# 2023-2024 Upper Saddle River Schools

# DRAFT

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

## 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 (19) (19)

19 Winter Recess Begins  
21 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
					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)

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

## 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 (13) (14)

19 Last Day for Students  
-Student Early Dismissal  
20 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	