

**Board of Education
Upper Saddle River, New Jersey
Special Meeting
Wednesday, July 17, 2024, 8:30 a.m.**

Minutes

This Special Meeting of the Upper Saddle River Board of Education was held in the Cavallini Media Center 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. Gray, Mrs. Ginsberg, Mr. Mehegan, Mr. Quagliani, Dr. Verducci, Mrs. Wenberg

Members absent: None

Also present: Dr. Schoen, Mrs. Imbasciani

Mrs. Gray made a motion, seconded by Dr. Verducci to begin the meeting at 8:30 a.m.

OPENING STATEMENT **Mrs. Gandara**

Mrs. Gandara welcomed the Board to the meeting.

CONFIDENTIAL SESSION **Board Members Only**

Mrs. Gandara then read the following statement:

WHEREAS, the members of the Upper Saddle River Board of Education deem it necessary to discuss personnel 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.

Mrs. Gray made a motion, seconded by Mrs. Ginsberg to go into Executive Session at 8:31 a.m.

Mr. Mehegan made a motion, seconded by Mrs. Gray to return to the Special Meeting at 8:35 a.m.

ADMINISTRATION **Dr. Schoen**

A motion was made by Mrs. Ginsberg and seconded by Mr. Quagliani to approve Administration Consent Agenda Items A through R and was approved by all in attendance.

- A. Approve the submission of the Emergency Virtual or Remote Instructional Plan and Attestation for the 2024/25 School Year to the New Jersey Department of Education.
- B. Approve the submission of the district's Comprehensive Equity Plan Annual Statement of Assurance for the 2024/2025 school year thereby extending the implementation of the district's 2019-2022 Comprehensive Equity Plan through the 2024-2025 school year pursuant to the New Jersey Department of Education's Broadcast dated July 3, 2024.

C. Approve the following Resolution:

WHEREAS, the Upper Saddle River Board of Education approves Grades K – 8 Curriculum in the below disciplines:

Adoption of the 2023 NJ Student Learning Standards

- Mathematics
- English/Language Arts

D. Approve the revised K-8 Mathematics and K-8 ELA course proficiencies to reflect new 2023 NJSLS standards.

E. Authorize the Board of Education to suspend the rules of Bylaw 0131 and adopt the following Policy:

Policy 5512 Harassment, Intimidation and Bullying (M)

F. Approve the School Parent Compact for the FY25 Title 1 Grant.

G. **BE IT RESOLVED** that the Board affirms the Superintendent’s decision that investigation #267177***05312024 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).

H. **BE IT RESOLVED** that the Board affirms the Superintendent’s decision that investigation #267176***05312024 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 #267323***06042024 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. **BE IT RESOLVED** that the Board affirms the Superintendent’s decision that investigation #267377***06052024 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).

K. **BE IT RESOLVED** that the Board affirms the Superintendent’s decision that investigation #267497***06062024 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).

L. **BE IT RESOLVED** that the Board affirms the Superintendent’s decision that investigation #268084***06192024 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).

M. **BE IT RESOLVED** that the Board affirms the Superintendent’s decision that investigation #264750***04262024 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).

N. **BE IT RESOLVED** that the Board affirms the Superintendent’s decision that investigation #265591***05082024 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).

- O. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #265756***05092024 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).
- P. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #266742***05232024 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).
- Q. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #266980***05292024 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).
- R. Approve the revised 2024-2025 School Calendar, as attached.

PERSONNEL

Dr. Schoen

A motion was made by Mrs. Wenberg and seconded by Mrs. Gray to approve Administration Consent Agenda Items A through H and was approved by all in attendance.

- A. Job Descriptions
1. Assistant Superintendent of Schools (New)
 2. Director of Special Education (Revised)
 3. Mental Health School Social Worker (Revised)
 4. School Counselor (Revised)
- B. Create/Abolish
1. Create one 1.0 FTE Assistant Superintendent of Schools position, effective July 17, 2024.
- C. Resignations
1. Accept the resignation of Jaclyn Schreiber, Bogert Lunch Aide, effective August 12, 2024.
- D. Leaves (not applicable)
- E. Change in Assignment (not applicable)
- F. Appointments
1. Approve the following Resolution:

BE IT RESOLVED that the Upper Saddle River Board of Education (hereinafter referred to as the "Board") appoints David Kaplan (hereinafter referred to as "Mr. Kaplan") as the Assistant Superintendent of Schools for the Upper Saddle River School District for the period beginning on July 17, 2024 and ending on June 30, 2025.

BE IT FURTHER RESOLVED that this Employment Agreement has been submitted to and is subject to approval by the Interim Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18a:7-8(j).

BE IT FURTHER RESOLVED that the Board approves the Employment Agreement, subject to approval by the Interim Executive County Superintendent, with Mr. Kaplan for the position of Assistant Superintendent of Schools for the foregoing period of appointment, which Employment Agreement is attached to this Resolution and made a part hereof.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Business Administrator/Board Secretary to execute, on behalf of the Board, the Employment by and between the Board and Mr. Kaplan.

2. Appoint Carrieann DeVito to the position of Director of Special Education, on or before September 16, 2024, subject to the satisfactory completion of the criminal history records check required by law.
3. Appoint Ryan Hickey to the position of (per diem) long term leave replacement Mathematics Teacher at Cavallini Middle School, (BA, Step 1 per diem) effective September 1, 2024 through approximately November 25, 2024, subject to the satisfactory completion of the criminal history records check required by law.
4. Appoint Julianna Lelli to the position of (per diem) long term leave replacement Special Education Teacher at Bogert School, (BA, Step 1 per diem) effective September 1, 2024 through approximately November 25, 2024, subject to the satisfactory completion of the criminal history records check required by law.
5. Appoint Ashley Schumacher to the position of (per diem) long term leave replacement 3rd Grade Classroom Teacher, (MA, Step 1 per diem) effective September 1, 2024 through approximately November 15, 2024, subject to the satisfactory completion of the criminal history records check required by law and receipt of the required NJDOE Teaching Certificate.

G. Lateral Guide Moves

1. Approve a lateral guide move for Meghan Ennis, Special Education Teacher at Bogert School, from MA to MA+30, effective September 1, 2024.
2. Approve a lateral guide move for Jason Weinstein, Music Teacher at Bogert School, from BA to BA+30, effective September 1, 2024.

H. Substitutes/Consultants/Volunteers

1. Approve consulting services of Stuart Barudin, as an interim Director of Special Education, on July 22, July 25, August 1, August 2 and from August 17 through approximately September 17, 2024 at the rate of \$625.00 per diem.

COMMENTS

- Mrs. Gandara welcomed Mrs. DeVito to the District. She said she is excited to have Dr. Schoen, Mr. Kaplan and Mrs. DeVito on our team. She said that with this new leadership, the District is positioned to do great things this year.
- Mr. Kaplan thanked the Board for this new and challenging opportunity. He is humbled and excited to have these new responsibilities and cannot wait to embark on this new journey with the Board and Dr. Schoen. He is ready to get his hands dirty, dig in and make Upper Saddle River a stellar district once again.
- Dr. Verducci thanked Mrs. Gandara for her amazing leadership and all the time and energy she spent on this Superintendent Search to ensure the district was in the best possible position for this year and many years to come.

FINANCE

Mrs. Imbasciani

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

- A. Approve the Bills List for June 2024 as follows:**

10 General Current Expense	\$85,592.76
11 General Current Expense	\$2,807,770.31
12 Capital Outlay	\$5,659.05
20 Special Revenue Funds	\$75,571.08
50 Milk	\$404.96
60 Trust Fund	<u>\$26,642.72</u>
Total	\$3,001,640.91

- B. Approve the Transfers for June 2024.
- C. Approve the *unaudited* Board Secretary and Treasurer’s Reports dated June, 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.
- D. Rescind the following motion which was approved on June 20, 2024:
- Approve the reimbursement for the State-Required two-year Residency Program through NJ Leader-to-Leader (NJL2L), not to exceed \$3,350 for Salliann Ran.
- E. Approve the following motion:
- Approve the reimbursement for the State-Required two-year Residency Program through NJ Leader-to-Leader (NJL2L), not to exceed \$3,450 for Salliann Ran.
- F. Approve Application for Payment #1 for KDP Developers Inc. for the Septic Field Replacement at Bogert School, in the amount of \$224,853.60.
- G. Approve Application for Payment #1 for Laumar Roofing Company, Inc. for the Partial Roof Replacement at Bogert School, in the amount of \$40,000.00.
- H. Approve Application for Payment #2 for Laumar Roofing Company, Inc. for the Partial Roof Replacement at Bogert School, in the amount of \$537,040.00.

PUBLIC COMMENT

- Mr. Kucher (Consultant from Strategic Educational Advantage – Superintendent Search firm) congratulated the Board on their stewardship and governance throughout the entire Superintendent Search process. He mentioned that he has done over 50 superintendent searches in his career and Mr. Kaplan is, by far, one of the strongest candidates he has ever met. He predicted that with Dr. Schoen and Mr. Kaplan working together this year, Upper Saddle River is going to become a “Shining Star” District once again.

ADJOURNMENT

A motion to adjourn was made Mrs. Wenberg and seconded by Mr. Quagliani at 8:40 a.m.

Dana Imbasciani, Board Secretary

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)					
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)					
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			

14-18 Schools Closed (Spring Recess)

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

May (19) (19)					
M	T	W	T	F	
			1	2	
5	6	7	8	9	
12	13	14	15	16	
19	20	21	22	23	
26	27	28	29	30	

23 Minimum Day for Students & Staff

26 Schools Closed (Memorial Day)

27-28 Schools Closed *

If school is closed for emergency reasons, days will be made up in the following order: Wednesday, May 28/ Tuesday, May 27. *

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)					
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					

17-18 Minimum Days for Students

19 Last Day of School for Students
Minimum Day for Students

20 Last Day for Teachers

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.

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

*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.

BOE Approval: January 12, 2024; Revised: July 17, 2024