

**Board of Education  
Upper Saddle River, New Jersey  
Regular Session  
Monday, October 16, 2023, 8:00 p.m.**

**Minutes**

This Regular Session of the Upper Saddle River Board of Education was held in the Auditorium of the Cavallini Middle School of the Upper Saddle River Schools beginning at 8:00 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. Gray, Mrs. Ginsberg, Mr. Quagliani, Dr. Verducci, Mrs. Wenberg

Members absent: Mr. Mehegan

Also present: Dr. Siegel, Mrs. Imbasciani, Miss Lozada (Student Representative)

**REGULAR SESSION**

Mrs. Gray made a motion, seconded by Dr. Verducci to convene into Regular Session at 8:00 p.m.

**OPENING STATEMENT:**

Mrs. Gandara

Mrs. Gandara welcomed the public.

**SUPERINTENDENT'S REPORT:**

Dr. Siegel

Dr. Siegel reported on the mandatory HIB/Violence and Vandalism Reporting for Report Period 2: January 1 – June 30, 2023. Highlights included:

**Report Period 2: January 1, 2023 – June 30, 2023:**

- Reynolds: 0 incidents of Violence, Vandalism, Substance Abuse, Weapons, HIB Confirmed, Other Incidents Leading to Removal  
2 HIB Alleged
- Bogert: 0 Incidents of Violence, Vandalism, Substance Abuse, Weapons  
2 HIB Confirmed  
6 HIB Alleged  
1 Incident Leading to Removal
- Cavallini: 0 Incidents of Violence, Vandalism, Substance Abuse, Weapons  
1 HIB Confirmed  
3 HIB Alleged  
13 Incidents Leading to Removal

**School Self-Assessment for Determining Grades: July 1, 2022 – June 30, 2023:**

Out of a possible 78 points, Reynolds scored 74 points, Bogert scored 74 points and Cavallini scored 73 points.

This public presentation is required by the NJ Department of Education in accordance with the Anti-Bullying Bill of Rights Act.

**BOARD SECRETARY'S REPORT:****Mrs. Imbasciani**

Mrs. Imbasciani reported on:

- Status of the Annual Audit
- Status of ROD Grants
- Snow Removal bid results

Mrs. Imbasciani thanked the Upper Saddle River Recreational Basketball Association for donating two-thirds of the cost of the new scoreboard and the USREF for their generous Fall Grant donations.

**BOARD PRESIDENT'S REPORT: None****Mrs. Gandara****COMMITTEE REPORTS:****Committee Chairpersons****Student Success Committee:****Mrs. Gray**

Mrs. Gray reported the Student Success Committee finalized three goals for the 2023/24 school year:

- Goal 1: School Culture
- Goal 2: Emotional Regulation
- Goal 3: Independent Thinking/Problem Solving and Growth Mindset

**Finance/Negotiations Committee:****Mrs. Wenberg**

Mrs. Wenberg reported the Finance/Negotiations Committee finalized the goals for the year, began planning for negotiations with the USRAA and created an information dashboard for the Board.

**Policy Committee****Mrs. Ginsberg**

Mrs. Ginsberg reviewed the Policy Committee Goals:

- Timely, relative review of policy updates
- More opportunities for parent communication
- Cyclical review processes

**Student Representative's Report:****Miss Lozada**

Miss Lozada spoke about the Cavallini Pep Rally and the importance of events like this to enhance school culture and community.

**PTO REPORT:****Mrs. DeFrino/Mrs. McGovern**

Mrs. DeFrino and Mrs. McGovern announced the following:

- Pretzel Fund Raiser was last week
- October 18 – General Meeting at 8:30 a.m. in the Cavallini MPR
- October 20 – Lunch Portal will open up and close on November 3
- October 25 - Trunk or Treat - 4:30 to 6:00 p.m.

**USREF Report: None****Mrs. Tedd**

**PRESENTATIONS:****Math Enrichment****Mrs. D'Ambola/Mrs. Goralski**

Mrs. D'Ambola, Mrs. Goralski, assisted by students Nikhil Gowda, Shannon McGovern and Manpreet Singh, led a presentation that celebrated the Math Enrichment work at Reynolds School. The focus of this research, which was conducted by Mrs. Vega and Mrs. Goralski, focused on extending student thinking alongside performance based assessments. The three students modeled how game play can raise the levels of critical thinking, strategy based discussions and joy in the classroom

**USREF Grants****Mrs. Carrion**

Mrs. Carrion and the USREF Grant Committee provided an overview of the 2023 Fall Grants. Highlights of the presentation included:

- **Grant Process**
- **Grant Objectives:**
- **Grant Committee:**  
USREF Trustees Traci Altman, Despina Anastasopoulos, Hani Batla, Joan Carrion, Andrea Decilveo, Karen Mueller, and Nicole Tedd. Dr. David Verducci serves as an advisor and is a non-voting member of the committee.
- **Ten Fall Grants (\$21,515.00)** were awarded - (nine (9) staff submissions funded, and one (1) joint staff/student submission funded:

**Reynolds School:**

- Bash the Trash Assembly (S. Cook, R. Squicciarri, A. Albert) - \$1,860.00
- Weather Wizards In-School Field Trip (M. Titunick) - \$1,100.00
- Sensory Wall (S. Schiff, M. Ardito) - \$1,215.00
- iPads for the STEM Lab (C. Goralski and students – L. Kim, J. Klaus, I. Kim, F. Junkers, R. Singh) - \$2,500.00 (partially funded for 5 iPads)

**Bogert School:**

- Storytelling Residency (D. Kaplan & E. Zeccardi) - \$6,375.00
- Ali Stoker "Turning Limitations Into Opportunities" (D. Kaplan) - \$2,700.00
- Techsporation Science Assembly (J. Drucker) - \$3,135.00

**Cavallini Middle School:**

- Checkmate! (D. Lascarro) - \$800.00
- Cardinal Community Circles (E. Tyburczy, C. Teehan) - \$925.00
- Math Exploration Museum (C. Gonzales, A. D'Ambola) - \$905.00 (partially funded – chairs not funded)

**COMMENT:**

- Dr. Siegel thanked the USREF for their continued financial support and commitment for bettering the student experience.

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

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

- A. Approve the submission of the NJ Department of Education School Self-Assessment for Determining Grades Under the Anti-Bullying Act (ABR) for the 2022/23 school year.



- B. Designate the week of October 2 - 6, 2023, as a state-wide "Week of Respect."
- C. Designate the week of October 16 - 20, 2023, as School Violence Awareness Week.
- D. Designate the week of October 23 – 27, 2023, as Red Ribbon Week.

**PERSONNEL:**

**Dr. Siegel**

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

- A. Create/Abolish (not applicable)
- B. Job Descriptions
  - 1. Paraprofessional (revised)
  - 2. Applied Behavior Analysis (ABA) Instructor (revised)
  - 3. LLD Paraprofessional (revised)
- C. Resignations
  - 1. Accept the resignation of Erin Stewart, per diem CST Case Manager, effective September 22, 2023.
- D. Leaves
  - 1. Approve a paid medical leave and an unpaid FMLA/NJFLA leave for Employee #1988, effective on or about February 19, 2024 through approximately June 7, 2024.
  - 2. Approve an unpaid leave of absence for Employee #1629 effective September 1, 2024 through June 30, 2025.
- E. Appointments
  - 1. Appoint Giana Carofine to the position of ACE Team Member for the 2023/24 school year. \$20/hour
  - 2. Appoint Cheryl Kreindel to the position of ACE Team Member for the 2023/24 school year. \$20/hour
  - 3. Appoint Mary Lavelle to the position of ACE Team Member for the 2023/24 school year. \$22/hour
  - 4. Appoint Rachel Milston to the position of ACE Team Member for the 2023/24 school year. \$20/hour
  - 5. Approve Jennifer Ranges, Paraprofessional, as a 1:1 Aide for a Cavallini Middle School tuition student from Saddle River to assist at after-school Cross Country practice and meets from October 4 through October 16, 2023. hourly rate
  - 6. Appoint Gianna Ruggieri to the position of ACE Team Member for the 2023/24 school year. \$16/hour
  - 7. Appoint Molly Swift to the position of ACE Team Member for the 2023/24 school year. \$22/hour
  - 8. Appoint Michelle Weinberg to provide home instruction to a Cavallini student beginning October 6, 2023, up to 10 hours per week. \$35/hour

9. Approve the following staff members for the positions listed below for the 2023/24 school year:

Advisors:		
Cavallini Art Club (Level A)	Lauren Larco	\$1,650.00
Cavallini Battle of the Books (Level B)	Stephanie Chamberlin	\$465.00
" (Split)	Aimee Aslanian	\$465.00
Cavallini Board Games/Chess Club (Level A)	Stephanie Chamberlin	\$1,650.00
Cavallini CTV Morning Show (Level A)	Louis Napolitano	\$825.00
" (Split)	Erica Stearns	\$825.00
Cavallini Greenies (Level A)	Katherine Kaldawi	\$825.00
" (Split)	Maria Bevia	\$825.00
Cavallini Homework Club (Level A)	Margaret Donnelly	\$825.00
" (Split)	Aimee Aslanian	\$825.00
Cavallini Leo Club (Level A)	Margaret Donnelly	\$1,650.00
Cavallini Math Club (Level A)	Danielle Dorn	\$825.00
" (Split)	Catherine Gonzalez	\$825.00
Cavallini Pop Culture Anime & Toons (PcAT )(Level B)	Desiree Lascarro	\$465.00
" (Split)	Nicole Mascetti	\$465.00
Cavallini Rock Climbing (Level B)	Jennifer Haveman	\$930.00
Cavallini Stage Crew Advisor	Jonathan Kulhawy	\$930.00
Cavallini TREP\$ Advisor	Lauren Foca	\$1,650.00
Cavallini TREP\$ Co-Advisor	Katherine Kaldawi	\$930.00
Cavallini Wellness	Brigette Uzar	\$930.00
Cavallini Yearbook	Caitlin Graf	\$825.00
" (Split)	Catherine Gonzales	\$825.00
Cavallini Musical Director	Eric Van Hoven	\$3,000.00
Cavallini Head Assistant Musical Director	Louis Napolitano	\$1,650.00
Cavallini Assistant Musical Director	TBD	\$1,500.00

10. Approve the following staff for the FY24 Title I After School Program Grant:

Title I After School Program:: \$1,736.00/Year		
Supervisor	Danielle Dorn	
Fall Session: \$1,440.00		
Allison Au	Paul Cirone	Meghan Ennis
Catherine Gonzales	Kristin Martin	Nicole Mascetti
Anamarie Massaro	Kristen Nicholas	Jaclyn Passanante
Sarah Shetsen	Catherine Teehan	Emily Whitman
Winter Session: \$1,440.00		
Chelsea Chiellini	Megan Conners	Mary Dixon
Catherine Gonzales	Shaelynn Guilfoyle	Jennifer Kruter
Kristin Martin	Tracy Nussman	Jaclyn Passanante
Sarah Shetsen	Catherine Teehan	

- F. Change in Assignment (not applicable)



G. Lateral Guide Moves (not applicable)

H. Substitutes/Consultants/Volunteers/Interns

1. Approve Meagan Carr as a substitute teacher/paraprofessional for the 2023/24 school year. Ms. Carr holds a NJ Substitute Teaching certificate.
2. Approve Kyla Merino as a student intern at Bogert School for the 2023/24 school year.
3. Approve Kyla Merino as a substitute teacher/paraprofessional for the 2023/24 school year. Ms. Merino's NJ Substitute Teaching certificate is pending.
4. Approve Alexandra Soluri as a substitute teacher/paraprofessional for the 2023/24 school year. Ms. Soluri holds a NJ Substitute Teaching certificate.
5. Approve Kimberly Szabo as a substitute teacher/paraprofessional for the 2023/24 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Szabo's NJ Substitute Teaching Certificate is pending.

**FINANCE :**

**Mrs. Imbasciani**

**A motion was made by Dr. Verducci and seconded by Mrs. Gray approve Finance Consent Agenda Items A through P and was approved by all in attendance. Note: Dr. Verducci and Mrs. Wenberg are non-voting members of the USREF. Therefore, they may vote on the grants.**

A. Approve the Minutes of Board Meetings:

September 11, 2023 (Retreat) and September 11, 2023 – Regular Meeting

B. Approve the Bills List for September 2023 as follows:

10	General Current Expense	\$78,339.48
11	General Current Expense	\$2,364,505.80
12	Capital Outlay	\$22,351.00
20	Special Revenue Funds	\$134,976.78
60	Enterprise Fund	\$18,141.04
	Total	\$2,618,314.10

C. Approve the Transfers for September 2023.

D. Approve the audited Board Secretary and Treasurer's Reports dated June, 2023 and the Board Secretary and Treasurer's Reports dated July and August 2023 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 following Resolution:

**RESOLUTION  
Snow Removal Services for 2023-2026**

**WHEREAS**, the Upper Saddle River Board of Education advertised for bids for snow removal services for the 2023-2026 school years ("Snow Removal"); and

**WHEREAS**, the Board advertised for bids, and on September 27, 2023 opened one bid submitted by Pine Hill Tree Services, LLC in the amount of \$72,000 per year for each of the three (3) years, for a total contract sum of \$216,000; and

**WHEREAS**, Pine Hill submitted a bid that was responsive in all material respects, and it is the Board's desire to award the contract for Snow Removal Services to Pine Hill.

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby awards the contract for Snow Removal services to Pine Hill in a total contract sum of \$216,000; and

**BE IT FURTHER RESOLVED** that this award is expressly conditioned upon Pine Hill furnishing the requisite insurance certificate, and an executed contract as prepared by the Board Attorney; and

**BE IT FURTHER RESOLVED** that the Board Attorney is hereby directed to draft the contract with Pine Hill consistent with this Resolution, with the terms and conditions of the specifications for the Snow Removal services, and with Pine Hill's bid documents. The Board President and Board Secretary are hereby authorized to execute such agreements and any other documents necessary to effectuate the terms of this Resolution.

F. Approve the following staff for the FY24 Title I After School Program Grant:

Title I After School Program:: \$1,736.00/year		
Supervisor	Danielle Dorn	
Fall Session: \$1,440.00		
Allison Au	Paul Cirone	Meghan Ennis
Catherine Gonzalez	Kristin Martin	Nicole Mascetti
Anamarie Massaro	Kristen Nicholas	Jaclyn Passanante
Sarah Shetsen	Catherine Teehan	Emily Whitman
Winter Session: \$1,440.00		
Chelsea Chiellini	Megan Connors	Mary Dixon
Catherine Gonzales	Shaelynn Guilfoyle	Jennifer Kruter
Kristin Martin	Tracy Nussman	Jaclyn Passanante
Sarah Shetsen	Catherine Teehan	

- G. Approve Brian Osborne to provide consulting services to follow up on work with the Administrators with regard to climate and cultural issues at a rate of \$2,250.
- H. Approve D&L Paving Contractors Inc. to furnish all equipment, labor, and material necessary to repair area damaged by Orange & Rockland workers at Cavallini and repair settled area at Bogert at a total cost of \$14,750. (Pricing as per EDS #10980)
- I. Approve DHA Contracting to install the new scoreboard at Cavallini Middle School at a total cost of \$3,525.00.
- J. Approve NEVCO Sports, LLC to supply a new LED scoreboard for Cavallini Middle School at a total cost of \$10,145.70.
- K. Approve Eastern DataComm, Inc. to replace the EDC LENS# (parts and labor), due to power surge over summer 2023 lightning storm, at a cost of \$9,476.00. (Pricing based on ESCNJ State Contract #65MCESCCPS Emergency Notification Systems Bid #ESCNJ 22/23-09)
- L. Accept the donation of four (4) grants for Reynolds School from the Upper Saddle River Educational Foundation (USREF) in the amount of \$6,675.00.



- M. Accept the donation of three (3) grants for Bogert School from the Upper Saddle River Educational Foundation (USREF) in the amount of \$12,210.00.
- N. Accept the donation of three (3) grants for Cavallini Middle School from the Upper Saddle River Educational Foundation (USREF) in the amount of \$2,630.00.
- O. Accept a donation of \$9,160.00 from the USR Recreation Basketball Association to partially fund the purchase and installation of a new scoreboard at Cavallini Middle School.
- P. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Cost	Travel Cost
Conquer Math Pompton Plains, NJ	September 15, 2023 October 4, 2023 December 19, 2023 February 9, 2024 April 11, 2024 May 2, 2024	Chelsea Chiellini	\$1,080.00	\$36.47
NJECC 2023 After School Workshop Series (Online)	September 27, 2023 October 4, 2023 October 25, 2023 November 1, 2023 November 15, 2023	Daniel Cazes	\$225.00	\$0.00
BCCTG (Bergen County Consortium of the Teachers of the Gifted) Meeting - STEAM/STEM Hasbrouck Heights, NJ	October 18, 2023	Carey Goralski	\$0.00	\$14.57
New Jersey Council for the Social Studies Annual Conference Piscataway, NJ	October 23, 2023	Tracy Goodman Catherine Teehan Eileen Tyburczy	\$100.00 \$100.00 \$100.00	\$57.72 \$0.00 \$73.36
Tri-State Fall Conference Purchase, NY	October 24, 2023	Sarah Maginnis Marci Titunick	\$0.00 \$0.00	\$38.66 \$38.66
Museum of Jewish Heritage Site Visit New York, NY	October 25, 2023	Katherine Kaldawi Jennifer Kruter Nicole Mascetti	\$18.00 \$18.00 \$18.00	\$0.00 \$109.00 \$0.00
Children's Music Network Annual Conference (Virtual)	October 29-November 1, 2023	Alexandra Alberta	\$175.00	\$0.00
I&RS to MTSS: Implementing MTSS to NJ I&RS (Online)	October 25, 2023	Sara Senger	\$100.00	\$0.00
HIB Law Update (Online)	November 2, 2023	Sara Senger	\$125.00	\$0.00
Comprehensive Orton-Gillingham Plus (Online)	November 4-5, 2023 November 11-12, 2023	Madelyn Barrow	\$1,500.00	\$0.00
Zones of Regulation Comprehensive PD Session (Online)	November 7, 2023	Mary Lavelle	\$220.00	\$0.00
Guided Math: Differentiate Your Math Instruction Using Small Groups, Math Journals, Centers and Whole Group Strategies (Online)	November 7, 2023	Amanda Feijo	\$279.00	\$0.00
Bergen County Association of School Security Professionals Meeting Paramus, NJ	November 8, 2023	David Kaplan	\$0.00	\$10.43
NJIDA 38th Annual Fall Conference - "Beyond Decoding: Confronting Comprehension Head On" Somerset, NJ (Online)	December 1-2, 2023	Kim Casey	\$307.71	\$0.00
Helping Students Who Start Behind (Online)	December 11, 2023	Eda-Marie Carmilani	\$279.00	\$0.00
Critical Legal Issues at the Elementary Level (Online)	December 14, 2023	Sara Senger	\$40.00	\$0.00
American Choral Directors' Association Eastern Conference Providence, RI	February 28-March 1, 2024	Nathan Bischoff	\$315.00	\$180.70



**PUBLIC COMMENT**

- Girl Scout Hanna Faraz, whose Silver Award project is titled "Building Bridges Across the Community," asked the Board to grant a day off for EID and offered to share her proposal for how this can be recognized in future school years.

**ADJOURNMENT****Mrs. Gandara**

A motion to adjourn was made by Mrs. Ginsberg and seconded by Mr. Quagliani at 8:48 p.m.

Dana Imbasciani, Board Secretary