

**Board of Education  
Upper Saddle River, New Jersey  
Regular Session  
Monday, November 13, 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. Mehegan, Mr. Quagliani, Mrs. Wenberg

Members absent: Dr. Verducci

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

**REGULAR SESSION**

Mrs. Gray made a motion, seconded by Mr. Mehegan 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 the following:

- Official NJQSAC monitoring results have been issued:

<b>NJQSAC Areas</b>	<b>Initial Placement (September 2023)</b>
Instruction and Program	86%
Fiscal Management	100%
Governance	100%
Operations	100%
Personnel	100%

Upper Saddle River has satisfied at least 80% of the weighted indicators in each of the five areas of the NJQSAC review process and has been designated as "high performing." The Commissioner will recommend to the State Board of Education that the District be certified as providing a thorough and efficient system of education, for a period of three years or until the next NJQSAC review.

**BOARD SECRETARY'S REPORT:**

**Mrs. Imbasciani**

Mrs. Imbasciani reported on the following:

- Summary of Highlights of the June 30, 2023 Audit to the Board:
  - The District continues to be in a "very good" financial position.
  - The Allowable Fund Balance at June 30, 2023 was \$1,287,880. This amount can be spent at the Board's discretion.

- \$2,108,679 has been set aside to offset taxes in the current school year (2023/24 Fund Balance)
  - A minimum of \$1,841,368 has been set aside to offset taxes in the next school year (2024/25 Budgeted Fund Balance)
  - As of June 30, 2023, the Capital Reserve Account total is \$3,652,726. A portion of these monies will be used to replace the roof and septic at Bogert next summer.
  - There was one audit recommendation this year. It has already been addressed and corrected.
  - There were no repeat audit findings.
- As a result of the audit, there are a number of housekeeping motions on tonight's agenda – most notably the cancellation of old outstanding checks and the closure of two (2) bank accounts:
    - LEAP – due to discontinuation of the program
    - Facility – due to prolonged inactivity
  - These monies will be transferred to the General Fund and recorded as Miscellaneous Revenue.

**BOARD PRESIDENT'S REPORT: None**

**Mrs. Gandara**

**COMMITTEE REPORTS:**

**Committee Chairpersons**

**Policy Committee**

**Mrs. Ginsberg**

Mrs. Ginsberg reported that the Policy Committee discussed the process to review State and Federal policies and reviewed the Residency policy.

**Finance/Negotiations Committee:**

**Mrs. Wenberg**

Mrs. Wenberg stated that the Finance Committee discussed the upcoming budget calendar.

**NJSBA Liaison**

**Dr. Verducci**

Mrs. Wenberg, on behalf of Dr. Verducci, reported that Dr. Verducci, Mr. Mehegan and she attended the NJSBA Convention in October. They participated in workshops and met Board members from other schools. Mrs. Wenberg said that it was a good experience and highly recommended this convention to other Board members.

**Student Representative's Report:**

**Miss Lozada**

Miss Lozada reported the following:

- New exploration period at Cavallini
- *High School Musical* was announced as the Cavallini musical this year.
  - Students will have a larger role in "behind the scenes" than in the past.

**PTO REPORT:**

**Mrs. DeFrino/Mrs. McGovern**

Mrs. Imbasciani reported the following on behalf of the PTO Co-Presidents:

- New lunches take effect starting Monday, November 20
- Holiday Shoppe will be held the week of December 4
- Picture retakes are on November 16. An email was sent out on November 13 with details.

**USREF Report:**

**Mrs. Tedd**

Mr. Batla reported the following on behalf of Mrs. Tedd:

- Last week's Denim & Diamonds event was very successful.
- The annual Town Night Out Gala will be held on March 8, 2024 at the Edgewood Country Club.



**PRESENTATION:****2023 State Assessment Performance Results****Mrs. D'Ambola**

Mrs. D'Ambola provided an overview of the 2023 Performance Report, which outlined the District's standardized testing results, the data in the presentation included overall and grade level performance, comparative data, longitudinal analysis, and key findings connected to Math, ELA and Science. Examples of how the data are used internally with staff, when monitoring individual student progress, and when reviewing curricula, were also emphasized.

All 2023 performance results, including the NJSLA, DLM and Access 2.0 can be found on the district homepage (District Performance Report).

**COMMENT:**

- Dr. Siegel commended Mrs. D'Ambola for her thorough presentation. He reemphasized that the areas of approaching expectations and 3<sup>rd</sup> and 6<sup>th</sup> grades continue to be areas of focus. The information published online will have all of the individual grade level information.

**PUBLIC COMMENT:**

- Mr. Del Corral asked how can we prepare our 2<sup>nd</sup> graders better so they perform better on 3<sup>rd</sup> grade standardized tests?
- Dr. Siegel responded, We don't teach to the test, but we can better prepare our students through curriculum instruction to take the tests.
- Mrs. D'Ambola explained that 2<sup>nd</sup> grade teachers are given more insight into what skills 3<sup>rd</sup> grade students need. Student confidence and experience with test taking is also being worked on.

**ADMINISTRATION:****Dr. Siegel**

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

- A. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #250806\*\*\*09122023 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 #250948\*\*\*09142023 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 #250976\*\*\*09152023 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 #250977\*\*\*09152023 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. Approve the Sidebar Agreement between the Upper Saddle River Board of Education and Upper Saddle River Education Association for the creation of additional advisory positions to support the development of new clubs at Reynolds and Bogert Elementary Schools. A fully executed copy of the Sidebar Agreement is on file at the Board Office.

F. Approve the following Resolution:

**Shared Services Agreement for  
Special Police Officer III (SLEO III)**

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et. seq. (hereinafter referred to as the "Act"), authorizes public entities to enter into a contract with each other to share services which the entities are empowered to provide or receive within their own jurisdiction, including services incidental to the primary purposes of any of the participating public entities: and

**WHEREAS**, pursuant to the Act, the Upper Saddle River Board of Education (hereinafter referred to as the "Board") and the Borough of Upper Saddle River (hereinafter referred to as the "Borough") wish to enter into an agreement with one another wherein the Upper Saddle River Police Department will hire, subject to the terms of the Agreement, and make available one (1) Special Police Officer III (SLEO III) to the Upper Saddle River School District, as specified under the terms of the attached agreement;

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby approves the attached Shared Services Agreement with the Borough.

**BE IT FURTHER RESOLVED** that the Board President and the Board Secretary/Business Administrator are authorized to sign the Shared Services Agreement and such other documents as are necessary to effectuate the terms of this Resolution.

**BE IT FURTHER RESOLVED** that the Shares Services Agreement shall be filed and open for public inspection at the Administrative Offices of the Board.

G. First Reading of the following Policies and Regulations:

Policy 2270	Religion in the Schools (Revised)
Policy 3161	Examination for Cause (Revised)
Policy 3212	Attendance (M) (Revised)
Policy 3432	Sick Leave (Abolished)
Policy 4161	Examination for Cause (Revised)
Policy 4212	Attendance (M) (Revised)
Policy 4432	Sick Leave (Abolished)
Policy 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
Policy 5116	Education of Homeless Children and Youths (Revised)
Policy 8500	Food Services (M) (Revised)
Policy 8540	School Nutrition Programs (M) (Abolished)
Regulation 5111	Eligibility of Resident/Nonresident Students (M) (Revised)

H. Approve the School Bus Emergency Evacuation Drill Reports (in accordance with N.J.A.C. 6A:27-11.2) as follows:

- On October 17, 2023, between 9:30 a.m. and 10:15 a.m. all students in the Reynolds Elementary School, 391 West Saddle River Road, Upper Saddle River, New Jersey, participated in school bus emergency evacuation drills. The drills took place in front of the school and included Routes 1, 2, 3, 4 and 5. Mrs. Devin Severs, Reynolds School Principal, and Mr. Thomas Inzalaco, Scholastic Bus Company Safety Director, supervised the drill.
- On October 17, 2023, between 10:15 a.m. and 11:00 a.m., all students in the Bogert Elementary School, 391 West Saddle River Road, Upper Saddle River, New Jersey, participated in school bus emergency evacuation drills. The drills took place in front of the school and included Routes 1, 2, 3, 4 and 5. Mr. David Kaplan, Bogert School Principal, and Mr. Thomas Inzalaco, Scholastic Bus Company Safety Director, supervised the drill.



3. On October 18, 2023, between 11:30 a.m. and 12:30 p.m., all students in the Cavallini Middle School, 392 West Saddle River Road, Upper Saddle River, New Jersey, participated in school bus emergency evacuation drills. The drills took place in front of the school and included Routes 1, 2, 3, 4 and 5. Mr. James McCusker, Cavallini Principal and Ms. Christine Cipollini, Assistant Principal, supervised the drill.

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

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

- A. Create/Abolish (not applicable)
- B. Job Descriptions (not applicable)
- C. Resignations (not applicable)
- D. Leaves (not applicable)
- E. Appointments:

1. Rescind the following motion which was approved on September 11, 2023:

The following staff members are recommended for the positions listed below for the 2023/24 school year:

<b>Advisors:</b>		
<b>Reynolds Community Service</b>	Stefanie Slacin	\$465.00
" (Split)	Marci Titunick	\$465.00

2. Appoint the following staff members for the positions listed below for the 2023/24 school year:

<b>Advisors:</b>		
<b>Reynolds Board Games &amp; Activities (Level B)</b>	Brian Walis	\$930.00
<b>Reynolds Green Team Environmental Club (Level A)</b>	Kristen Rohdieck	\$1,650.00
<b>Reynolds "The Rocketeers" (Level A)</b>	Stefanie Slacin	\$825.00
" (Split)	Marci Titunick	\$825.00

3. Rescind the following motion which was approved on October 16, 2023:

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

<b>Title I After School Program:: \$1,736.00/Year</b>		
Supervisor	Danielle Dorn	
<b>Fall Session: \$1,440.00</b>		
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	

4. 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	Madelyn Barrow	Paul Cirone
Megan Conners	Meghan Ennis	Catherine Gonzalez
Shaelynn Guilfoyle	Nicole Mascetti	Anamarie Massaro
Jaclyn Passanante	Brian Walis	

- \* 5. Appoint Callista Apicella to the position of ACE Team Member for the 2023/24 school year. \$16/hour
- 6. Appoint Meagan Carr to the position of ACE Team Member for the 2023/24 school year. \$20/hour
- \* 7. Appoint Annalisa Deraco to the position of ACE Team Member for the 2023/24 school year. \$16/hour
- \* 8. Appoint Carmelina Deraco to the position of ACE Team Member for the 2023/24 school year. \$16/hour
- \* 9. Appoint Maria Deraco to the position of ACE Team Member for the 2023/24 school year. \$20/hour
- 10. Approve Cynthia Haas to provide Instrumental Music teaching support for Cavallini Middle School's participation in both the County and Region Bands, outside of contractual hours, not to exceed four (4) days. 50% per diem rate
- 11. Appoint Lisa Heins to the position of ACE Team Member for the 2023/24 school year. \$22/hour
- 12. Approve Eric Van Hoven to provide Vocal Music teaching support for Cavallini Middle School's participation in both the New Jersey Honors Choir and Bergen County Middle School Choir outside of contractual hours, not to exceed four (4) days. 50% per diem rate
- 13. Rescind the following motion which was approved on October 16, 2023:  
 Appoint Michelle Weinberg to provide home instruction to a Cavallini student beginning October 6, 2023, up to 10 hours per week. \$35/hour
- 14. Approve the following motion:  
 Appoint Michelle Weinberg to provide home instruction to a Cavallini student beginning October 6, 2023, up to 10 hours per week. \$40/hour
- F. Change in Assignment (not applicable)
- G. Lateral Guide Moves (not applicable)



H. Substitutes/Consultants/Volunteers/Interns

1. Approve Randi Andersen as a substitute teacher/paraprofessional for the 2023/24 school year. Ms. Andersen holds a NJ Substitute Teaching certificate.
2. Approve Karen Begleiter as a substitute teacher/paraprofessional for the 2023/24 school year. Ms. Begleiter's NJ Substitute Teaching certificate is pending.

**FINANCE :**

**Mrs. Imbasciani**

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

A. Approve the Minutes of Board Meeting:

October 16, 2023

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

10	General Current Expense	\$77,013.20
11	General Current Expense	\$2,369,479.63
12	Capital Outlay	\$3,500.00
20	Special Revenue Funds	\$43,664.14
50	Milk	\$121.18
60	Enterprise Fund	\$29,616.93
	Total	\$2,523,395.08

C. Approve the Transfers for October 2023.

D. Approve the Board Secretary and Treasurer's Reports dated September and October 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 2022/23 Audit.

F. Approve the completed 2022/23 Corrective Action Plan, as per attached.

G. Approve the closure of the LEAP bank account due to discontinuation of the program. The residual balance of \$137,325.52 will be transferred to the General Fund where it will be recorded as Miscellaneous Revenue.

H. Approve the closure of the Facility bank account due to prolonged inactivity. The residual balance of \$6,435.32 will be transferred to the General Fund where it will be recorded as Miscellaneous Revenue.

I. Approved the cancellation of the General Account checks as follows:

Date	Check Number	Amount	Date	Check Number	Amount
2/4/2020	50813	\$650.00	11/17/2020	52369	\$147.00
3/1/21	52855	\$154.80	4/23/21	53094	\$18.89
5/4/21	53166	\$100.00	6/28/21	53403	\$294.15
6/30/21	53431	\$799.20	6/30/21	53507	\$1,990.00
10/19/21	54081	\$125.00	2/11/22	54750	\$450.00

3/25/22	54972	\$56.56	3/31/22	55010	\$100.00
6/21/22	55408	\$120.00			

J. Approve the cancellation of the Payroll Account Checks as follows:

Date	Check Number	Amount	Date	Check Number	Amount
7/30/20	103248	\$379.11	12/15/20	105029	\$14.44
11/15/20	104464	\$1,872.70	6/23/21	108057	\$1,888.34
3/15/21	106458	\$37.13			
7/15/21	108157	\$18.02			

K. Approve the following Resolution:

**Participation in the Sustainable Jersey for Schools Certification Program**

**WHEREAS**, the Upper Saddle River Board of Education seeks to participate in Sustainable Jersey for Schools to focus attention and efforts on matters of sustainability and pursue initiatives that will lead to Sustainable Jersey for Schools Certification.

**WHEREAS**, The Upper Saddle River Board of Education and District Superintendent seek to support and work with school staff and administrators, students, and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable energy-smart, eco-friendly, and cost-effective solutions.

**WHEREAS**, extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health, and nutrition; to integrate sustainability education into classroom learning; and to support students in becoming leaders in making their schools healthier and more sustainable places.

**WHEREAS**, many options and choices exist for schools to use resources more efficiently; to reduce, reuse, and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy-efficient equipment and other green products to protect our global environment.

**WHEREAS**, sustainability means using resources wisely, saving money, and reducing our impact on the environment, all of which will ensure the future health, safety and prosperity of our children.

**WHEREAS**, the Upper Saddle River Board of Education commits to the formation of at least one Sustainability Leadership Team (also referred to as "Green Team"), based on the guidance of Sustainable Jersey for Schools.

**WHEREAS**, Green Team members help schools adopt policies and practices addressing areas such as sustainability education and professional training, green purchasing, waste reduction, indoor air quality, energy-saving initiatives, and community partnerships.

**WHEREAS**, The Upper Saddle River Board of Education will encourage Green Teams at all district schools by providing networking and educational opportunities.

**THEREFORE, BE IT RESOLVED** that the Upper Saddle River Board of Education agrees to participate in Sustainable Jersey for Schools, and it is the Board's intention to pursue certification for schools in the District.

**WE HEREBY APPOINT** Bradley Siegel, Ed.D., Superintendent of Schools, to be the District's liaison to Sustainable Jersey for Schools.

**WE DO HEREBY RECOGNIZE** our schools as the agents to carry out our commitment to building a sustainable school district through the implementation of Sustainable Jersey for Schools actions.



**WE AGREE TO** complete District actions and to support the District's schools in completing their actions.

- L. Approve Trane to provide the necessary equipment and labor to replace the supply fan blower for RTU-2 at Reynolds School at a cost of \$4,680.00. (Pricing as per OMNIA Partners Contract Number 3341)
- M. Approve the disposal of the following Chromebooks which are out of date and have been removed from circulation:

**Model # 20GE:**

Tag #	Serial #	Tag #	Serial #	Tag #	Serial #
10477	LR05TXWR	10012	LR05UOWG	10498	LR05TXU6
10066	LR05TGOL	10350	LR05ZX6	10253	LR05TXXP
10428	LR05TXSY	10340	LR05TXX9	10249	LR05TYFP
10302	LR05TFMH	10326	LR05TzM1	10303	LR05TFY2
10379	LR05TFZ1	10111	LR05RVD9	10217	LR05TXWB
10221	LR05TYBU	10267	LR05TFTM	10205	LR05TXU9
10033	LR05TFZ8	10039	LR05TFP3	10455	LR05TYE5
8158	LR005TXRH	10460	LR05TYEK	10284	LR05UONG
10011	LR05TFMY	10062	LR05TW44	10446	LR05TYFL
10472	LR05TYDD	10416	LR05TXUF	9029	LR05UOWL
10287	LR05U1ZS	10393	LR0RTGOR	10165	LR05TXTQ
10190	LR05TZMQ	10044	LR05TFV6	10013	LR05UORX
10008	LR05TFYG	10198	LR05TXUV	10086	LR05U90N
10475	LR05TYCX	10204	LR05TFNS	10022	LR05TFKH
10412	LR05U0GA	10139	LR05TYD3	10002	LR05U067
10286	LR05TY0D	10016	LR05TZNU	10141	LR05TZW9
10400	LR05TXW8	10244	LR05U0SK	10449	LR05U0T1
10168	LR065TXT4	10413	LR05TXUL	10024	LR05U0Y2
10174	LR05U0W6	9999	LR05TFVN	10093	LR05TZKW
10123	LR05U8YU	1001	LR05TZRP	10006	LR05TFUJ
10003	LR05U00X	10029	LR05TFZL	10059	LR05U8XD
10084	LR05TFP9	10047	LR05TFZW	10063	LR05TLH3
10079	LR05FLK	10080	LR05TY2R	10076	LR05U8XF
10176	LR05TFJU	10007	LR05TFZS	10004	LR05TFKM
10120	LR05TW94	10121	LR05S2C8	10074	LR05TZND
10108	LR05U8XT	10138	LR05TXSS	10125	LR05TY9K
10110	LR05TW37	10126	LR05U0SZ	10129	LR05TXVP
10484	LR062B3V	10445	LR05TYDC	10471	LR05TFMB
10456	LR05U0GU	10452	LR05U0T3	10407	LR05TXXX

10417	LR062BYA	10480	LR05TYDA	10301	LR05TXS9
10483	LR05TXVT	10285	LR05TLHK	10169	LR05TXYY
10443	LR05TXZ9	10140	LR05TXU7	10448	LR05TXXR
10073	LR05TZLR	10423	LR05U0SV	10444	LR05TYBZ
10180	LR05U0YO	10409	LR05U8W3	10053	LR05TFVY
L0000	LR05U06W	10040	LR05TFNF	10183	LR05TYRC
10056	LR05TFUU				

N. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Cost	Travel Cost
Based D+Strategies to Improve Attention, Memory, and Self-Regulation (Online)	Self-Paced	Katherine Baker	\$399.99	\$0.00
VBMAPP ABA Curriculum Training (Online)	Self-Paced	Emily Cooper	\$149.99	\$0.00
Legal One: Getting to the Truth - A Toolkit for Conducting Effective Student Investigations (Online)	Self-Paced	Stefanie Slacin	\$100.00	\$0.00
2023 NJ Science Convention Milltown, NJ	October 17, 2023	Patricia Kramer	\$200.00	\$0.00
Behavioral Threat Assessment and Management Best Practices for a Defensible Process and Special Education Considerations Randolph, NJ	November 17, 2023	David Kaplan	\$0.00	\$0.00
NJ State Jazz Conference Newark, NJ	November 17, 2023	Cynthia Haas Jonathan Kulhawy	\$75.00 \$75.00	\$0.00 \$0.00
NJIDA Fall Conference 2023 Somerset, NJ	December 1, 2023	Alexandra Byrne	\$316.63	\$54.05
Tri-State Visit - K-12 Differentiation Sachem, NY	December 6-8, 2023	Gianna Apicella	\$0.00	\$232.48
Tri-State Training Rye, NY	December 12-13, 2023	Marci Titunick	\$390.00	\$78.89
Tri-State Visit - Special Education Valhalla, NY	January 10-12, 2024	Gianna Apicella	\$0.00	\$97.96
NJ Music Educators Association Conference Atlantic City, NJ	February 22-24, 2024	Alexandra Alberta	\$195.00	\$562.06

**COMMENT:**

- Mrs. Gandara acknowledged the re-election of Mrs. Ginsberg and Mrs. Wenberg to the Board of Education for another three years. Congratulations!

**PUBLIC COMMENT:** None

**ADJOURNMENT**

**Mrs. Gandara**

A motion to adjourn was made by Mrs. Gray and seconded by Mrs. Wenberg at 8:43 p.m.

Dana Imbasciani, Board Secretary



**Corrective Action Plan**  
For the Year Ended June 30, 2023

**DISTRICT:**  
**TYPE OF AUDIT:**  
**BOARD MTG:**  
**CONTACT:**  
**PHONE:**

Upper Saddle River  
Annual  
11/13/2023  
Dana Imbasciani, Business Administrator  
(201) 961-6503

Completion  
Date

Personnel

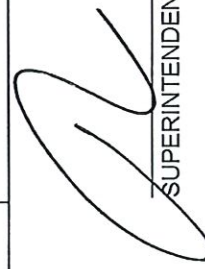
Steps needed to implement corrective action plan

Finding

Reference #

2023-1	Vendor invoices or documentation supporting certain expenses of the Cavallini Middle School were not available for the audit.	Documentation supporting expenses incurred by the Cavallini Middle School will be retained and available for the audit.	James McCusker Joi Jonas	Nov-23
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11/13/2023  
DATE

  
\_\_\_\_\_  
SUPERINTENDENT

  
\_\_\_\_\_  
BOARD SECRETARY/BUSINESS ADMINISTRATOR

11/13/2023  
DATE