

**Board of Education
Upper Saddle River, New Jersey
Regular Session
Monday, December 12, 2022, 8:00 p.m.**

Minutes

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

Members absent: None

Also present: Dr. Siegel, Mrs. Imbasciani

REGULAR SESSION

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

OPENING STATEMENT:

Mrs. Johnston

Mrs. Johnston welcomed the public.

SUPERINTENDENT'S REPORT:

Dr. Siegel

Dr. Siegel recognized and honored Jennifer Johnston for her many years of service to the children, staff and community of Upper Saddle River. In addition, the following people shared their appreciation on behalf of themselves and their organizations for Mrs. Johnston's dedication, hard work and many years of service:

Karen Mueller and Joy Wenberg – USREF (Upper Saddle River Educational Foundation)
Jana DeFrino and Cheryl McGovern – USRPTO (Upper Saddle River Parent Teacher Organization)
Emily Whitman – USREA (Upper Saddle River Education Association)
James McCusker and Amy D'Ambola – USRAA (Upper Saddle River Administrators' Association)
Susan Gandara – USRBOE (Upper Saddle River Board of Education)

BOARD SECRETARY'S REPORT:

Mrs. Imbasciani

Mrs. Imbasciani reported that the district is applying for ROD grants to fund the Bogert Septic Replacement, Bogert Roof and Cavallini Boilers.

BOARD PRESIDENT'S REPORT:

Mrs. Johnston

Mrs. Johnston thanked Dr. Siegel, Mrs. Imbasciani and all of the speakers for their kind words and best wishes.

COMMITTEE REPORTS:

Ad Hoc Tuition Committee

Mr. Quagliani

Mr. Quagliani reported the Ad Hoc Tuition Committee has put the finishing touches on the new application for incoming out-of-district tuition students.

Infrastructure Committee:**Mrs. Ginsberg**

Mrs. Ginsberg stated the Septic Project is still awaiting approval from the State. Once we receive that approval, the project will go out to bid.

Personnel Committee:**Dr. Verducci**

Dr. Verducci reported the Personnel Committee is reviewing staffing needs and is putting together a hiring and retention plan.

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

Mrs. DeFrino and Mrs. McGovern announced:

- Holiday Shop is going on for the children this week
- There is no General Meeting this month
- Spirit Wear has arrived

USREF Report: None**Mrs. Tedd****PRESENTATIONS:****A. Let's Be Amigos! A Cross-Cultural Learning Experience****Ms. Cook**

Ms. Cook and several of her students, Inika, Wesley, Benjamin and Lexi, described their Pen Pal Exchange project with students from Guatemala.

B. Cultivating Curiosity**Mrs. Zeccardi/Ms. Piazza**

Ms. Piazza and several of her students, Ryan, Regan, Siya and Levi, shared their experiences in Bobcat Block curiosity activities such as "Exploring the Power of Questioning," and how questions in and regarding the Learning Habitat can trigger a whole project and lead to the transfer of curiosity to other subjects.

C. 2022/23 USREF Fall Grants**Mrs. Carrion**

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

- **Grant Process**
- **Grant Objectives:**
To promote innovation, creativity and excellence in the Upper Saddle River Schools by supporting and enhancing the curriculum of Pre-K through 8th grades while benefitting the broadest number of children.
- **Grant Committee:**
USREF Trustees Traci Altman, Hani Batla, Joan Carrion, Ellen Ginsberg Simon, Barbara Logo, Karen Mueller Judy Silver-Sica and Nicole Tedd. Dr. David Verducci and Joy Wenberg serve as advisors and non-voting members of the committee.
- **Fourteen Fall Grants (\$25,532.00)** were awarded - (seven (7) staff submissions funded, six (6) student submissions funded, and one (1) joint staff/student submission funded:

Reynolds School:

- StoryWalk Outdoor Reading Project (D. Severs) – PK-2 - \$5,600.00
- "Smarty Plants" Hands-on Science (K. Whitmore & M. Titunick) – Gr. 2 - \$1,300.00
- "Soft Open" Play (Mrs. Kings students) – Gr. 1 - \$322.00

Bogert School:

- Storytelling Residency (D. Kaplan & E. Zeccardi) – Gr. 4 - \$6,375.00
- Little Bits (Ms. Caravela's students) – Gr. 3-5 - \$3,200.00
- Generation Genius (J. Fallon) – Gr. 3-5 (Archways) - \$175.00

Cavallini Middle School:

- Manga Expansion for Library (E. Ullrich) – Gr. 6-8 - \$750.00
- Dr. Paul Texts (B. Uzar & M. Donnelly) – Gr. 7 - \$345.00
- Podcasting Center (B. Reicher & E. Ullrich) – Gr. 6-8 - \$3,200.00
- Community Circle Outdoor Seating (M. Donnelly, J. McCusker & 7th grader, Leo Senyk) – Gr. 6-8 - \$3,800.00
- Waste Digesters (8th grader, Anna Russo) – Gr. 6-8 - \$65.00
- Clear Ceiling Tiles for Windowless Classroom (8th grader CeCe Lahoud) - \$150.00
- Alternate Classroom Lighting (8th grader Madison Cirillo) - \$140.00
- Classroom Fidgets (8th grader RJ Blake) - \$110.00

COMMENT:

- Mrs. Johnston thanked the USREF for their support and said she and the Board are grateful for their generous donations.

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

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. Approve the School Safety and Security Plans for September 1, 2022 through June 30, 2025.
- B. Approve the submission of the revised LEA Plan for Safe Return to In-Person Instruction and Continuity of Services Pursuant to the Federal American Rescue Plan Act, Section 2001 (i) for the 2022/23 school year.
- C. Approve the 2023/2024 School Calendar, as attached.
- D. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #236688_***_10212022 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. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #238707_***_11292022 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).
- F. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #238708_***_11292022 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).
- G. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation ##238710_***_11292022 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 #238711_***_11292022 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).

PERSONNEL:

Dr. Siegel

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

- A. Create/Abolish (not applicable)
- B. Job Descriptions (not applicable)
- C. Resignations
1. Accept the resignation, for purposes of retirement, of Marguerite Soojian, French Teacher, effective July 1, 2023.
- D. Leaves
1. Approve a paid medical leave for Employee #0993, effective October 31, 2022 through approximately January 27, 2023.
 2. Approve a paid and unpaid medical leave for Employee #2012, effective December 15, 2022 through approximately January 16, 2023.
- E. Appointments
1. Appoint Siria Arias to the position of Paraprofessional at Cavallini Middle School, Step 3, prorated, effective on or about January 2, 2023, subject to the satisfactory completion of the criminal history records check required by law.
 2. Approve Lisa Wachino, Paraprofessional, as a 1:1 Aide for a Bogert student to assist with after school Environmental Club one day a week, effective November 2, 2022 through March 31, 2023.
 3. Approve the following staff members for the positions listed below for the 2022/23 school year:

Hourly Rate

SUBSTITUTE LUNCH DUTY - REYNOLDS - \$22/DAY			
Stacy Brandt	Samantha Dabal	Cara Dellagatta	Saghar Khalessi
Kevin Maphis	Elissa Mark	April Quinones	Kristen Rohdieck
Aurela Sokoli	Sarah Soojian	Katie Stevens	Christine Vido
SUBSTITUTE LUNCH DUTY - BOGERT - \$22/day			
Deborah Rodas	Jennifer Wehrle		

- F. Termination (not applicable)
- G. Substitutes/Consultants/Volunteers/Interns
1. Approve Alexandra Arcuri as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Arcuri holds a NJ Teacher of Preschool through Grade 3 certificate.
 2. Approve Shaye Calderon as a substitute teacher/paraprofessional for the 2022/23 school year. Ms. Calderon holds a NJ Substitute Teaching certificate.

3. Approve Jennifer Colaneri as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Colaneri's NJ Substitute Teaching Certificate is pending.
4. Approve Liza Ginsberg as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Ginsberg holds a NJ Substitute Teaching Certificate.
5. Approve Marc Harris as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Mr. Harris's NJ Substitute Teaching Certificate is pending.
6. Approve Kelly Keenan as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Keenan's NJ Substitute Teaching Certificate is pending.
7. Approve Imtiaz Khalid as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Mr. Khalid holds a NJ Substitute Teaching certificate.
8. Approve Jessica Maksoud as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Maksoud holds a NJ Teacher of Preschool through Grade 3 certificate.
9. Approve Jennifer Ranges as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Ranges' NJ Substitute Teaching Certificate is pending.
10. Approve Sophie Schondorf as a substitute teacher/paraprofessional for the 2022/23 school year, subject to the satisfactory completion of the criminal history records check required by law. Ms. Schondorf's NJ Substitute Teaching Certificate is pending.

FINANCE :**Mrs. Imbasciani**

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

- A. Approve the Minutes of Board Meeting:

November 14, 2022

- B. Approve the Bills List for November 2022 as follows:

10	General Current Expense	\$79,707.33
11	General Current Expense	\$2,666,080.74
12	Capital Outlay	\$10,660.00
20	Special Revenue Funds	\$42,332.93
50	Milk	\$473.31
60	Enterprise Fund	\$17,471.80
Total		\$2,816,726.11

- C. Approve the Transfers for November 2022.
- D. Approve the Board Secretary and Treasurer's Reports dated November 2022 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 Phase 3 Partial Window Replacement Project at Reynolds School Change Order #GC-02 for Premier Group Inc. to reduce the original contract sum by \$25,070.76 to account for additional costs incurred by the owner due to contractor damage, staffing of the building outside of normal working hours, and material costs. The new contract cost will be \$694,929.24.
- F. Approve Application for Payment #6 for Premier Group, Inc. for the Partial Window Replacement Project (Final Phase) at Reynolds School, in the amount of \$13,846.66. (Note: There is no Application for Payment #5)
- G. Rescind the following motion approved on October 17, 2022:
- Approve the professional services fees for the preparation of NJDOE project application, construction documents, bidding and award, and contract administration services during construction associated with the Roof Replacement Project at Bogert School, by DiCara Rubino Architects, at a cost of \$127,000.00. (This cost does not include reimbursable expenses which will be billed separately.)
- H. Approve the professional services fees for the preparation of NJDOE project application, construction documents, bidding and award, and contract administration services during construction associated with the Roof Replacement and Installation of Metal Panels on the Exterior Gym Walls Project at Bogert School, by DiCara Rubino Architects, at a cost of \$147,000.00. (This cost does not include reimbursable expenses which will be billed separately.)
- I. Approve the professional services fees for the preparation and submission of ROD Grant Applications to the NJDOE for the Septic Replacement at Bogert School and the Boiler Replacement at Cavallini Middle School, by DiCara Rubino Architects, at a cost of \$10,000. Should the district decide to move forward with the approved grant project(s), Di Cara Rubino Architects will credit the district 50% of the NJDOE submission fee toward the schematic phase of the project.
- J. Approve TFUF Enterprises LLC to supply and install concrete below Room #8 crawl space in Bogert School at a cost of \$18,650.00.
- K. Approve Trane to provide the necessary equipment and labor for RTU-10 heat exchanger repair at Cavallini Middle School at a cost of \$12,677.00. (Pricing as per OMNIA Partners Contract Number: 15-JLP-023)
- L. Rescind the following motion approved on June 13, 2022:
- Approve FY23 ARP ESSER III Grant expenditures for salaries as follows:
- | | <u>% of Salary</u> | <u>Amount</u> |
|---------------------------|--------------------|---------------|
| TBD (Cavallini) | TBD | \$57,305 |
| Stephanie Pirsos (Bogert) | 61% | \$57,305 |
| Marci Titunick (Reynolds) | 78% | \$57,305 |
- M. Approve FY23 ARP ESSER III Grant expenditures for salaries as follows:
- | | <u>% of Salary</u> | <u>Amount</u> |
|---------------------------|--------------------|---------------------|
| Melanie Katz (Cavallini) | 100% | \$36,940 (prorated) |
| Stephanie Pirsos (Bogert) | 20% | \$18,780 |
| Marci Titunick (Reynolds) | 100% | \$73,600 |
- N. Approve professional development workshop, "Goal Selections Aligning with Student Disability and PLAAFP Writing that Includes Thorough Data Collection," presented by Stacey Cherry from Fogarty and Hara. This will be held on January 5, 2023 at a cost of \$680.00 (4 hours @\$170/hour). The cost will be shared with Allendale.

- O. Approve Jodi S. Huntington, PH.D., OTR, to provide Independent Educational Evaluations for students, as needed, at a rate of \$6,000.00 per evaluation, dependent on the time needed to evaluate a child, and an additional charge of \$600 if an integrated occupational therapy and neuropsychological evaluation is requested.
- P. Accept the donation of three (3) grants for Reynolds School from the Upper Saddle River Educational Foundation (USREF) in the amount of \$7,222.00.
- Q. Accept the donation of three (3) grants for Bogert School from the Upper Saddle River Educational Foundation in the amount of \$9,750.00.
- R. Accept the donation of eight (8) for Cavallini Middle School from the Upper Saddle River Educational Foundation (USREF) in the amount of \$8,560.00.
- S. Approve the Travel Expenses as follows:

Program Name	Date	Employee	Registration Fee	Travel Cost
Bergen County School Counselor Association General Meetings (Various Locations)	January 20, 2023 March 24, 2023 June 2, 2023	Sara Senger	\$0.00	\$28.95
NJASA TechSpo '23 Atlantic City, NJ	January 26, 2023	Daniel Cazes	\$325.00	\$159.88
Effectively Dealing with Disruptive Students: Practical, Classroom-Proven Techniques (Online)	January 27, 2023	Angelina Aragona	\$279.00	\$0.00
Guiding Pre-K and Kindergarten Students to Better Behavior and Increased Learning (Online)	February 8, 2023	Stacy Schiff	\$279.00	\$0.00
Rutgers 2023 Spring Career & Internship Fair Piscataway, NJ	February 17, 2023	Christine Cipollini	\$425.00	\$52.19
IBS Radio/Television Conference New York, New York	February 24-25, 2023	Bruce Reicher	\$119.00	\$291.52

PUBLIC COMMENT: None

ADJOURNMENT

A motion to adjourn was made by Mrs. Gray and seconded by Mrs. Gandara at 8:55 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 (18) (18)

- 19 Winter Recess Begins
- 22 Schools Reopen for Students

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
- TBD Bogert Back to School Night
- TBD Reynolds Back to School Night
- TBD Cavallini Back to School Night

March (20) (20)

- 29 Good Friday

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

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)

- 7 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 (14) (15)

- 20 Last Day for Students
- Student Early Dismissal
- 21 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 teaher 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	