Saddle River Board of Education
Regular Business Meeting Minutes - Wandell School Cafeteria
Wednesday, September 13, 2023, Regular Meeting 7:30 pm

A. Call to Order *The meeting was called to order by Mrs. Kaufman, Board Vice-President, at 7:30 PM.*

B. Opening Statement

Statement is hereby made that adequate notice of this meeting was given by:

- Posting written notice prominently on the bulletin board in the lobby of Wandell School, 97 E. Allendale Road, Saddle River, NJ
- The mailing and/or hand delivery of said notice to the designated newspapers, The Record, The Ridgewood News, and The Town Journal
- Filing with the Clerk of Saddle River Borough

C. Roll Call

	Present	Absent
Mr. Peros		X
Ms. Elshami	X	
Ms. Kaufman	X	
Ms. Nissirios	X	
Ms. Salazer	X	

Also Present:
Dr. Gina Cinotti, Superintendent
Kaitlyn Lawler, Board Secretary
Victoria Hickey, Vice-Principal
Matthew Giacobbe, Board Attorney
Kerri Wright, Special Counsel
17 Members of the Public

D. Flag Salute

E. Superintendent's Report

Dr. Cinotti stated a tour of Wandell School was held before the meeting.

Thank you to the custodial staff for keeping the facilities so clean. It has been a great opening to the school year.

1. *District Goals Update, hand out was given to the Board on updating the actions in achieving the district goals*
2. HIB Report-*none at this time*

F. Harassment Intimidation & Bullying Resolutions *None at this time.*

- **Reporting**

The Board of Education has received the Superintendent's report of incident(s) of Harassment/Intimidation/Bullying ("HIB") for the following investigations ("First Reporting"):

[List investigations]

Board Determination

WHEREAS, the Board of Education affirms the determinations by the Superintendent regarding the following Harassment/Intimidation/Bullying ("HIB") investigations ("Second Reporting"):

[List Investigations].

G. Vice Principal's Report

Mrs. Hickey provided an update on student events and curriculum.Thank you to the Foundation for the welcome back staff lunch and upcoming school wide field trip. Also, we will share student voice evidence at upcoming Board meetings to showcase student work.

1. Action Plan Update for District Goal 1
   During Nov, Dec, Jan, Feb, March, & April = 3 Staff Members' Ways of Student Voice Evidence .

H. Business Administrator/ Board Secretary's Report

Ms. Lawler discussed the beginning of the school year transportation issues and concerns the Business Office was working on resolving.

I. Board President's Report

Update on Feasibility Study by BOE Attorney & Special Counsel

Mrs. Kaufman stated that the Saddle River Board of Education has previously appointed Special Counsel to conduct a feasibility study examining the placement of the district's 6-12 students.

Kerri Wright, the district's Special Counsel, & Matthew Giacobbe, Board Attorney, discussed the process and details of the feasibility study. Ms. Wright & Mr. Giacobbe answered questions from the public.

J. Committee Report(s) *Committee chairs updated the public on the areas noted below.*

1. Communications/Public Relations
2. Curriculum/Instruction
3. Facilities
4. Finance
5. Human Resources
6. Negotiations
7. Policy
8. Technology
9. Transportation
10. Safety/Wellness

K. Liaison Report(s) *Liaisons updated the public on the areas noted below.*

1. Mayor and Council
2. NJ School Boards Association Representative
3. Northern Highlands Board of Education
4. Ramsey Board of Education
5. PAWS
6. Wandell School Education Foundation

L. Open Public Meetings Act

Meetings of the Board are open to the public and all members of the community should feel free to participate:

- There are two portions of the meeting reserved for comments from the public; the first at the beginning of the meeting for agenda items only and the second at the end of the meeting for other items.
- If you wish to address the board, please provide your name and address and please limit your comments to 3 minutes.
- Issues raised by the public may or may not be responded to by the board, but all comments will be considered. The board requests that all members of the public be mindful of the rights of other individuals when speaking. Due to confidentiality and legal rights afforded by the state of New Jersey, members of the public are asked to not speak negatively or in a derogatory manner about any employee of the board or any student.

M. Questions or Comments from the Public on Action Items Only

Opened at 9:27 PM, no comments on action items from the Public at this time. Closed 9:27 PM.

N. Approval of Minutes

Be it resolved that the Board approve the minutes of the:

- Regular Meeting August 23, 2023
- Executive Session - N/A
- Special/Regular Meeting -N/A

Motion: YE Second: ES Discussion: N/A
Roll Call Vote EK: Y YE: Y EN: Y ES: Y JP: Absent
All Motions Passed 4-0

O. Action Items

- **Administration**

A-23240901: QSAC 2023-24

Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the review of the Quality Single Accountability Continuum (QSAC) District Performance Review (DPR), where submission is required this year since Saddle River School District is in Cohort 2 planned to undergo QSAC in the 2023-24, for the look back in the 2022-23 school year.

A-23240902: Standard Operating Procedures 2023-24

Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the Standard Operating Procedures (SOP) for this current school year, which has been disseminated to all employees, as mandated by the NJDOE.

A-23240903: Comprehensive Maintenance Plan 2023-24
Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education approves WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the Saddle River Board of Education are consistent with these requirements, and WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid, NOW, THEREFORE BE IT RESOLVED, that the Saddle River Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for the Saddle River Board of Education in compliance with Department of Education requirements.

A-23240904: Maintenance Budget Worksheet-Form M-1 for 2023-24
Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education, approves the required Annual Maintenance Budget Worksheet (Form M-1) calculation of $115,904. This calculation establishes the minimum maintenance budget as per state requirements and guidelines.

A-23240905: Nursing Services Plan 2023-24
Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the Nursing Services Plan which will be submitted to the Bergen County Office by October 1, 2023, as mandated and on file in the Business Office.

A-23240906: First Reading – Policies & Regulations
Be it resolved, that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the **first reading** of the updated policy/regulation listed below:

- Personal Illness & Injury 4151.1, 4251.1
- Harassment, Intimidation and Bullying 5131.1
- Harassment, Intimidation and Bullying Regulation 5131.1
- English as a Second Language; Bilingual Programs 6142.2
- Vandalism/Violence 5131.5

Motion: YE Second: EK Discussion: N/A
Roll Call Vote EK: Y YE: Y EN: Y ES: Y JP: Absent
All Motions Passed 4-0

- **Human Resources**

HR-23240901: Employee Resignation 2023-24
Be it resolved that upon recommendation of the Superintendent, the Saddle River Board of Education accepts the resignation of **Caterina DiStaulo**, as an Aide, effective on or before September 22, 2023, which satisfies the 30 day separation clause.

HR-23240902: New Hire - Aide 2023-24
Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the hiring of **Jules Rogovich**, as an aide at Wandell School, effective September 5, 2023 through June 30, 2024, at a rate of $18/hr, pending fingerprint/criminal history/background check.

HR-23240903: Current Aides As Substitutes 2023-24
Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the following aides as substitutes in emergency situations to cover planned absences for certificated staff on professional development days for the current school year at the regular substitute pay rate in lieu of their current pay rate.

1. Joanna Connors

HR-23240904: Private Duty Nurse Professional Services 2023-24
Be it resolved, upon the recommendation of the Superintendent, the Saddle River Board of Education approves the the following professional service appointment & contract from TBD through June 30, 2024 for Special Education Student #A0079:

Vendor Type	Vendor	Estimated Cost
Nursing Services	ProCare Therapy	LPN: $72/hr, RN: $80/hr

Motion: EN Second: ES Discussion: N/A
Roll Call Vote EK: Y YE: Y EN: Y ES: Y JP: Absent
All Motions Passed 4-0

- **Education**

E-23240901: Week of Respect 2023
Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education acknowledges the Anti-Bullying Bill of Rights Act (P.L.2010, c.122) requires that the week beginning with the first Monday in October of each year (October 2 - 6) be designated as the Week of Respect in New Jersey.

E-23240902: School Violence Awareness Week 2023
Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education acknowledges N.J.S.A. 18A:36-5.1 requires that the week beginning with the third Monday in October of each year (October 16 - 20) be designated as School Violence Awareness Week in New Jersey.

E-23240903: Red Ribbon Week 2023
Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education acknowledges the annual dates for Red Ribbon Week to always be October 23 - 31.

E -23240904: Temporary Home Instruction 2023-24

Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the temporary home instruction as follows:

Student	Approx. Start Date	Approx. End Date	Provider	Estimate Cost	Reason
A0078	9/6/2023	TBD with placement.	Margaria Diakos	10 hrs/ wk @ $81.46/ hr	Pending change in out of district placement

E-23240905: Field Trip Destinations 2023-24

Be it resolved upon the recommendation of the Superintendent, the Saddle River Board of Education approves the following field trip destinations, as listed below:

Destination	Location
Allendale Center for Assisted Living/Brighton Gardens	Allendale/Saddle River, NJ
Apple Store	Woodcliff Lake, NJ
Apple Ridge Orchards	Warwick, NY
Bergen Performing Arts Center	Englewood, NJ
Broadway Theaters	New York, NY
Bronx Zoo	Bronx, NY
Buehler Challenger and Science Center	Paramus, NJ
Challenger Center	Airmont, NY
Ellis Island	NY / NJ
Field Station Dinosaurs	Secaucus, NJ
Flat Rock Brook Nature Center	Englewood, NJ
Fort Lee Historic Park	Fort Lee, NJ
Franklin Mineral Museum	Franklin, NJ
Liberty Science Center	Jersey City, NJ
Maritime Aquarium	Norwalk, CT
Maskers Apple Orchard	Warwick, NY
Montclair State University	Montclair, NJ
Museum of Natural History	New York, NY
Newark Museum	Newark, NJ
NJ Law Center	New Brunswick, NJ
NJ PAC	Newark, NJ
Old Barracks Museum	Trenton, NJ
On The Border	New Brunswick, NJ
P.I.M.	Summit, NJ
Ramapo College	Mahwah, NJ
Ramsey Cinema	Ramsey, NJ
Ramsey Library/Schools (Dater/Smith/Tisdale)	Ramsey, NJ
Rindlaub Field	Saddle River, NJ
Rohslers Allendale Nursery	Allendale, NJ
Saddle River Municipality	Saddle River, NJ
Saddle River Museum	Saddle River, NJ
State Capital	Trenton, NJ
Sterling Hill Mining Museum	Ogdensburg, NJ
Turtle Back Zoo	West Orange, NJ
Van Cortlandt Manor	Croton-on-Hudson, NY
Wandell School Education Foundation, as approved by the Superintendent	Various
Destinations approved by the Superintendent between meetings of the Board	Various

E-23240906: Student Settlement Agreement 2023-2028

Be it resolved that upon recommendation of the Superintendent, the Saddle River Board of Education accepts the settlement agreement for student #A0009 in conjunction with the Ramsey Board of Education, aligned to the settlement agreement, with the terms and conditions agreed upon by Ramsey Board of Education and Saddle River Board of Education for tuition and transportation in the 2023-24, 2024-25, 2025-26, 2026-27, and 2027-28 school years, which includes legal fees from 2022-23 & 2023-24 in the amount of $1,258 to be paid by Saddle River Board of Education.

Motion: YE Second: EK Discussion: N/A
Roll Call Vote EK: Y YE: Y EN: Y ES: Y JP: Absent
All Motions Passed 4-0

- **Finance**

F-23240901: Finance & Operations

Be it resolved upon the recommendation of the Superintendent, the Saddle River Board of Education approves the following:

- Payment of Bills September 2023

F-23240902: Travel

Be it resolved, upon the recommendation of the Superintendent, the Saddle River Board of Education approves the following staff/administration travel requirements (room rate accommodations, occupancy taxes/fees presently unknown associated therein and other costs in trips. Meals for overnight will be reimbursed in accordance with policy/law):

Who	What	Where	When	Estimated Registration
Roberta Kleinbard	NJ Consortium for Gifted & Talented Program Overview	Morris Plains, NJ	9/21/23	$0
Roberta Kleinbard	Bergen County Consortium for G&T Welcome Back	Paramus, NJ	9/22/23	$0
Jill Cooper	Classroom Leadership	Demarest, NJ	11/21/23	$200
Jill Cooper	Neuroscience of Classroom Engagement	Demarest, NJ	2/26/24	$200
Christina Kim	Art Educators of NJ Fall Conference	New Brunswick, NJ	10/30 & 10/31/23	$260
Ed Cebulski	IPM Coordinator Training	Mahwah, NJ	2/9/24	$0

Motion: YE Second: EK Discussion: N/A
Roll Call Vote EK: Y YE: Y EN: Y ES: Y JP: Absent
All Motions Passed 4-0

Q. Old Business *N/A*

R. New Business *N/A*

R. Questions or Comments from the Public on Other Items *Opened at 9:29 PM. Closed at 9:34 PM.*

1. *Mr. Brian Hampel, 8 Stonewall Road, discussed his concerns with the timing of the Ramsey High School and Smith bus routes. Mr. Hampel also inquired as to why the district would not release bus routes to him.*

2. *Ms. Rosa Jasinski, 158 E. Saddle River Road, inquired about the Bergen County Academies programs.*

Responses:

- *In response to Mr. Hampel, Ms. Lawler & Mrs. Kaufman mentioned the Business Office was working with the district's third party transportation provider on the timing issues. Also, Mr. Giacobbe, Ms. Lawler, & Mrs. Kaufman stated that the district does not release the bus routes due to safety concerns.*

- *In response to Ms. Jasinski, Mrs. Kaufman and Mr. Giacobbe stated that students can apply to the Bergen County Academies and Technical schools. There are a variety of programs offered.*

S. Board Member Comments

T. Executive Session *Convened at: 9:38 PM* *Motion: EK* *Second: EN* *Vote: 4-0* *Time: 9:38 PM*

WHEREAS, the Open Public Meetings Act, Chapter 231 of the Laws of 1975 provides that a public body may exclude the public from that portion of a meeting of which the public body discusses certain matters for which confidentiality is required as permitted in Section 7B of the act.

WHEREAS, the items that are permitted to be discussed in executive session are as follows:

1. a matter rendered confidential by federal or state law
2. a matter in which release of information would impair the right to receive government funds
3. material the disclosure of which constitutes an unwarranted invasion of individual privacy
4. a collective bargaining agreement and/or negotiations related to it
5. a matter involving the purchase, lease, or acquisition of real property with public funds
6. protection of public safety and property and/or investigations of possible violations or violations of law
7. pending or anticipated litigation or contract negotiations and/or matters of attorney-client privilege
8. specific prospective or current employees unless all who could be adversely affected request an open session
9. deliberation after a public hearing that could result in a civil penalty or other loss

NOW THEREFORE BE IT RESOLVED, that the Board of Education will be discussing legal items..
Action may (or may not) take place on these items.The matters discussed in executive session shall be disclosed to the public when the need for confidentiality no longer exists.

U. Adjournment *Motion: EK* *Second: EN* *Vote: 4-0* *Time: 9:38 PM*