

Saddle River Board of Education Agenda
Regular Business Meeting -Wandell School Cafeteria & Virtual
Thursday, March 11, 2021--7:30 PM
Meeting Link Meeting ID: 849 6502 4018 Passcode: 291513

Virtual Meeting Guidelines:

- 1. In an effort to ensure cyber security we ask that you have your name be identifiable when entering the meeting (i.e. - first and last name, first initial and last name).*
- 2. Everyone will be muted upon entry and we ask that you only unmute yourself if you are participating during public comment.*
- 3. We encourage the public to participate during the part of the meeting designated for public comment. We ask that you use the reactions at the bottom and unmute yourself.*

A. Call to Order

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 Office of Wandell School, 97 E. Allendale Road, Saddle River, New Jersey.
- 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	_____	_____
Ms. Elshami	_____	_____
Ms. Kaufman	_____	_____
Ms. Nissirios	_____	_____
Ms. Salazer	_____	_____

D. Flag Salute

E. Superintendent's Report

- District Goals Update & QSAC (State Monitoring) Report
- HIB report - # 1

F. Vice Principal's Report

G. Business Administrator's Report

- Preliminary 2021-22 Budget Presentation

H. Board President's Report

I. Committee Report(s)

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

J. Liaison Report(s)

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 Foundation

K. 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.

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

- **Approval of Minutes**

M-1: Approval of Minutes – Closed/Executive Session Meeting

Be it resolved, that the Board approve the minutes of the February 10, 2021 meeting.

M-2: Approval of Minutes – Regular Business Meeting

Be it resolved, that the Board approve the minutes of the February 10, 2021 meeting.

Motion:

Roll Call Vote

Second:

EK:

YE:

Discussion:

EN:

ES:

JP:

N. Action Items

- **Administration**

A-20210301: Transportation Services Agreement – South Bergen Jointure Commission 2021-22

Be it resolved, that the Saddle River Board of Education does hereby approve an agreement with the South Bergen Jointure Commission, an approved Coordinated Transportation Services Agency, for the purposes of transporting students in accordance with Chapter 53, P.L. 1997 for the next school year. The services to be provided include, but are not limited to, the Coordinated Transportation of nonpublic, out of district special education, vocational and summer programs. Be it further resolved: That the Saddle River Board of Education agrees to abide by the Transportation Services Agreement as published by the South Bergen Jointure Commission and attached to this resolution.

A-20210302: Transportation Services Agreement – Region 1/Mahwah Board Of Education 2021-22

Be it resolved, that upon the recommendation of the Superintendent, the Saddle River Board of Education does hereby approve an agreement with the Region 1/Mahwah Board of Education, a Coordinated Transportation Services Agency, for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the next school year. The services to be provided include, but are not limited to, the coordinated transportation of public, nonpublic and special education students. Be it further resolved: That the Saddle River Board of Education agrees to abide by the Transportation Services Agreement as published by the Region 1/Mahwah Board of Education and attached to this resolution.

A-20210303: Revised Job Description 2021-22

Be it resolved, that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the revised job descriptions listed below for the next school year, as presented.

1. Vice Principal
2. Board Secretary/Assistant to the Business Administrator
3. Confidential Secretary
4. Business Administrator

*Motion:**Second:**Discussion:**Roll Call Vote**EK:**YE:**EN:**ES:**JP:*

- **Human Resources**

HR-20210301: Interim Board Secretary

Be it resolved, that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the hiring of Vincent Occhino, as Interim Board Secretary, effective February 12, 2021 - April 12, 2021, at a rate of \$650/day, pending fingerprint/criminal history/background check.

HR-20210302: Interim Business Administrator/Board Secretary

Be it resolved, that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the hiring of Vincent Occhino, as Interim Business Administrator/Board Secretary, effective April 13, 2021 - June 30, 2021, at a rate of \$650/day, pending fingerprint/criminal history/background check and county approval.

HR-20210303: Summit Management LLC

Be it resolved, that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the Summit Management LLC at \$125/hour as needed to assist in the business office.

HR-20210304: Employee Leaves 2020-21

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

Employee ID	Duration/Leave Type	Paid/Unpaid Details	Return to Work
49	Personal Days	3/15/21 & 3/16/21 = 2 Personal Days	9/1/21
	FMLA	3/17/21 - 4/1/21, FMLA, 2 weeks, paid, using 12 sick days	
	Extended Sick Leave	4/12/21 - 5/27/21, Sick Days per Doctor's Note, using 34 sick days	
	NJFLA	5/28/21 - 6/24/21, NJFLA (4 weeks, unpaid through district, paid through state)	
15140	Sick Leave	2/22/21, 2/23, 2/25, 2/26, 3/1, using 5 sick days	3/2/21
29	Family Illness	2/23/21 & 2/24/21	2/25/21
40	Personal Days	4/22/21 - 4/28/21, using 5 personal days	5/24/21
	Extended Sick Leave	4/29/21 - 5/21/22, using 17 sick days	
15166	Extended Sick Leave	3/2/21 - 3/24/21, using 7 sick days applicable	3/29/21
15066	Extended Sick Leave	3/2/21 - 3/26/21, using 19 sick days	3/29/21

*Motion:**Second:**Discussion:**Roll Call Vote**EK:**YE:**EN:**ES:**JP:*

● **Finance**

F-20210301: Finance & Operations

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

- Payment of Bills March 2021
- Board Secretary Report September & October 2020
- Treasurer Report September & October 2020

F-20210302: Tentative Budget 2021-22

Be it resolved, that upon the recommendation of the Superintendent, the Saddle River Board of Education hereby approves the tentative Saddle River School District Budget for submission to the Bergen County Executive Superintendent of Schools as follows:

<u>Fund</u>	<u>Budget/Total Revenues</u>	<u>Local Tax Levy</u>
General Fund	\$10,537,081	\$9,106,640
Special Revenue Fund (<i>federal grants</i>)	\$361,519	\$0
Total Base Budget	\$10,898,600	\$0
Debt Service Fund	\$555,389	\$353,108
Total 2021-22 Budget	\$11,453,989	\$9,459,748

Included in budget line 620, Budgeted Withdrawal from Capital Reserve- Excess Costs & Other Capital Projects is \$350,000 for other capital costs related to parking lots paving, classroom sink/bathroom replacements, playground updates, and the renovation of the Server Room. The total cost of these projects is \$350,000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey student learning standards.

F: 20210303: Travel

Be it resolved, that 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):

<u>Who</u>	<u>What</u>	<u>Where</u>	<u>When</u>	<u>Reg. Fee</u>
Michele Siemsen	Webinar: Essential School Health Protocols in Challenging Times	Virtual	3/5/21	\$75
Deborah DiBernard	Frontline Absence Management Certification Course	Virtual	5/4-5/19 PM Sessions	\$695

F-20210304: Replacement of Boiler Repair

Be it resolved, that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the repair of the boiler hot water circulator pumps at the estimated cost of \$20,000 by CJ Vanderbeck Company, funded by Maintenance Reserve.

F-20210305: Maximum Travel & Expense Reimbursement 2021-22

Be it resolved, that the Saddle River School Board of Education, as required by NJAC 6A:23-1.2, NJAC 23A-7.3 and Board Policy #9250, shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the next school year; THEREFORE BE IT RESOLVED that the Saddle River Board of Education hereby establishes the school district travel maximum for the next school year in the sum of \$10,000; and BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

Motion:

Second:

Discussion:

Roll Call Vote

EK:

YE:

EN:

ES:

JP:

O. Old Business

P. New Business

Q. Questions or Comments from the Public on Other Items

R. Board Member Comments

S. Executive Session

T. Adjournment_____ *Motion:* *Second:* *Vote:* *Time:*