

Saddle River Board of Education Regular Business Meeting Agenda

Wednesday, January 17, 2024 at 7:30pm, Wandell School Cafeteria

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 vestibule 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. Bhatia	_____	_____
Ms. Elshami	_____	_____
Ms. Kaufman	_____	_____
Ms. Nissirios	_____	_____
Ms. Salazer	_____	_____

D. Flag Salute

E. Superintendent's Report

- 2023 NJSLA Scale Score Comparison
- District Goal Update
- HIB Report

F. Harassment Intimidation & Bullying Resolutions

• **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].

Motion:

Roll Call Vote

Second:

KB:

YE:

Discussion:

EN:

ES:

EK:

G. Vice Principal's Report

- Presentation of District Goal 1 - Student Voice In-Person Mrs. Kleinbard
- Presentation of District Goal 1 - Student Voice Videos (Ms. Kim & Mr. Verdi)

H. Business Administrator/Board Secretary's Report

- 2023 Annual Comprehensive Financial Report 2023 (ACFR) & Corrective Action Plan (CAP) Presentation
- Business Office Presentation: User Friendly Budget Advertised Per Pupil Cost

I. Board President's ReportJ. 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 |

K. Liaison Report(s)

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

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 OnlyN. Approval of Minutes

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

- Regular Meeting - December 13, 2023
- Executive Session - December 13, 2023
- Reorganization Meeting - January 3, 2024

Motion:

Roll Call Vote

Second:

KB:

YE:

Discussion:

EN:

ES:

EK:

O. Action Items

- **Administration**

A-234240101: Establish Committees, Liaisons, and Appointments – 2024

Be it resolved the Saddle River Board of Education establishes the following standing/AdHoc committees, liaisons, and committee chair/member appointments:

	Committee	Chairperson	Board Member
1	Communications/Public Relations	Yasmin Elshami	Elizabeth Salazer
2	Curriculum/Instruction	Yasmin Elshami	Evelyn Nissirios
3	Facilities	Elizabeth Salazer	Emily Kaufman
4	Finance	Emily Kaufman	Kunal Bhatia
5	Human Resources	All	All
6	Negotiations	Evelyn Nissirios	Yasmin Elshami
7	Policy	Yasmin Elshami	Kunal Bhatia
8	Technology	Emily Kaufman	Elizabeth Salazer
9	Transportation	Kunal Bhatia	Elizabeth Salazer
10	Safety/Wellness	Evelyn Nissirios	Emily Kaufman

	Liaison	Board Member
1	Mayor & Council	Elizabeth Salazer
2	NJ School Boards Association Representative	Yasmin Elshami
3	Northern Highlands BOE	Emily Kaufman
4	Ramsey BOE	Kunal Bhatia
5	PAWS	Emily Kaufman

A-23240102: Submission of 2023-24 Student Safety Data System Report 1

Be it resolved upon the recommendation of the Superintendent, the Saddle River Board of Education approves the submission of the Student Safety Data System (SSDS) for the 2023-24 school year and the report period 1 submission due on January 31, 2024.

A-23240103: Adopt Uniform Memorandum of Agreement 2023-24

Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the Uniform Memorandum of Agreement, which is the mandated agreement between law enforcement and public schools, to be submitted to the Bergen County Department of Education by February 16, 2024.

A-232430104: School Board Recognition Month in New Jersey

WHEREAS, The New Jersey School Boards Association has declared January 2024 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Saddle River Board of Education is one of 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Saddle River Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Saddle River Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2024 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Saddle River Board of Education urges all New Jersey citizens to work with their local boards of education and public school staff toward the advancement of our children's education.

Motion:
Roll Call Vote

Second:
KB:

YE:

Discussion:
EN:

ES:

EK:

- **Human Resources**

HR-23240101: Wandell Rec Program/Stipend 2023-24

Be it resolved that upon recommendation of the Superintendent, the Saddle River Board of Education approves the parent paid program for duties performed as listed below, where the instructor runs the after school program beginning on the dates listed below for each program, where each session is at least one hour in duration starting promptly at 2:55pm - 3:55pm, which aligns with the Board Policy 6145:

Program	Term	Grades	Instructor	Instructor Payment/Student	Board Share FICA	Supplies Cost	Total Cost to Parent/Student	Dates	Max # of Students	Max # of Sessions
Stem Club	Winter 2023	K-2	Lisa Kilgallen	\$200	\$15.30	\$35	\$250.30	1,24, 1/31, 2/7, 2/14, 2/28, 3/13, 3/20, 3/27/2024	16	8
Stem Club	Winter 2023	3-5	Lisa Kilgallen	\$200	\$15.30	\$35	\$250.30	1/22, 1/29, 2/5, 2/12, 2/26, 3/4 3/11, 3/18/2024	16	8

HR-23240102: Hire Substitute Custodian 2023-24

Be it resolved that upon the recommendation of the Superintendent the Saddle River Board of Education approves the hiring of **Anthony Scrazati**, as a substitute custodian, at the rate of \$20/hour, pending verification of black seal license and fingerprint/criminal history/background check.

HR-23240103: Mid-Year Curriculum Writing for the Winter 2024

Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the curriculum writing for the following staff members not to exceed the payment noted below.

	Staff	Subject/Course	Grade Level	# of Staff	Max Hours	Hourly Rate	Max Total Pay	Completion Deadline
1	Kelly Wilson	World Language Revisions	K - 5	1	5	\$86	\$430	Jan. 26, 2024
2	Anthony Verdi	Physical Education/Health Revisions	K - 5	1	5	\$86	\$430	Jan. 26, 2024
3	Christina Kim	Visual Media Arts Standards Infusion into V/P Arts or stand alone	K - 5	1	12	\$86	\$1,032	Jan. 30, 2024
4	Ivana Tandara	Science Standards Update	K - 3	1	5	\$86	\$430	Jan. 26, 2024

Motion:
Roll Call Vote

Second:
KB:

YE:

Discussion:
EN:

ES:

EK:

- **Education**

E-23240101: New Transfer Out-of-District Placement 2023-24

Be it resolved upon the recommendation of the Superintendent, the Saddle River Board of Education approves the following new transfer out-of-district student placement as follows:

Student	Approx. Start Date	Out-of-District Placement	Estimate Tuition
A0092	1/4/2024	CTC Academy, Oakland, NJ	\$49,817

E-23240102: Out-of-District Placement Changes 2023-24

Be it resolved upon the recommendation of the Superintendent, the Saddle River Board of Education approves the following changes in out-of-district placement as follows:

Student	Approx. Start Date	Out-of-District Placement	Estimate Tuition
A0058	1/4/2024	The Community School, Teaneck, NJ	\$31,964
A0085	1/2/2024	ECLC of NJ, Ho Ho Kus, NJ	TBD

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

- **Finance**

F-232430101: Finance & Operations

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

- Payment of Bills January 2024
- Board Secretary Report December 2023
- Treasurer Report December 2023
- Transfer Report December 2023

F-23240102: Annual Comprehensive Financial Report

Be it resolved that the Saddle River Board of Education approves the Annual Comprehensive Financial Report (ACFR) and Auditor's Management Report (AMR) for the fiscal year ending June 30, 2023, as prepared by Lerch, Vinci and Bliss, LLP.

F-23240103: Audit Corrective Action Plan FY 2023

Be it resolved that the Saddle River Board of Education approves and accepts the Corrective Action Plan (CAP) prepared by the Business Administrator in response to the recommendation, as noted in the Auditor's Management Report (AMR) & Annual Comprehensive Financial Report (ACFR), FY23, for submission to the NJDOE.

F-23240104: Additional Maintenance Reserve Withdrawal 2023-24

Be it resolved that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a total \$70,573.28 withdrawal, for the emergency repair of the cafeteria floor, from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20:

<u>Board Resolution</u>	<u>Board Meeting Date</u>	<u>Amount</u>	<u>Purpose</u>
F-22230307	March 8, 2023	\$7,000.00	Classroom Shades
F-22230622	June 28, 2023	\$6,923.20	Classroom Shades
F-23241107	November 15, 2023	\$25,794	Cafeteria Floor Repair
F-23241107	November 15, 2023	\$7,475	Gym Wall Mat Repair
F-23240104	January 17, 2024	\$32,628.00	Nurse & Conference Room Window Replacement
F-23240104	January 17, 2024	\$37,945.28	Classroom Shades: Phase II
Total		\$117,765.48	

F-23240105 Proposal for Phase 2 Window Shades Replacement 2023-24

Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the replacement of window shades to be completed by Commercial Interiors Direct Inc. (member of Educational Services Commission Cooperative, BID #65MCESCCPS: 22/23-08), in an amount not to exceed \$37,945.28, funded the 2023-24 Maintenance Reserve.

F-23240106: Proposal for Replacement & Installation Windows 2023-24

Be it resolved that upon the recommendation of the Superintendent, the Saddle River Board of Education approves the proposal for the replacement and installation of windows in rooms 1N & 4N to be completed by Architectural Window, at a cost not to exceed \$32,628, funded by the Maintenance Reserve.

F-23240107: 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):

Who	What	Where	When	Estimated Registration Fee
Lisa Kilgallen	NJ Techspo 2024	Harrah's Resort, Atlantic City, NJ	1/23/24-1/25/24	\$540
Angela Penna Karolina Weber	Scaffolding as an Essential Support for All Writers	Stony Lane Elementary School Paramus, NJ	3/26/24	\$600

Motion:
Roll Call Vote

Second:
KB:

YE:

Discussion:
EN:

ES:

EK:

P. Old BusinessQ. New BusinessR. Questions or Comments from The Public on Other ItemsS. Board Member Comments

T. Executive Session *Convened at:* _____ *Motion:* *Second:* *Vote:* *Time:*
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 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:**Second:**Vote:**Time:*