

MINUTES OF THE MEETING

DENVILLE TOWNSHIP BOARD OF EDUCATION

January 28, 2019

Regular Session - 7:00 p.m.

(Public Portion of Meeting will begin at 7:30 p.m.)

Township of Denville - **Council Chambers**

I. CALL TO ORDER BY MR. ANDERSEN AT 7:01 P.M.

A. OPENING STATEMENT

“This meeting of the Denville Township Board of Education is being held in accordance with the Open Public Meetings Act. Notice of this meeting was provided to the Daily Record and/or the Star Ledger of Morris County; has been delivered to the Township Clerk and has been posted on the bulletin board of the Board of Education Office, and at each of the school buildings in the District”.

B. ROLL CALL

Mr. Cappello - P, Mr. Casse - P, Mr. Luer - P, Mr. Kim - P, Mrs. Wagner - P, Mrs. Gould - P, Mr. Andersen - P.

C. EXECUTIVE SESSION

Mrs. Wagner moved, seconded by Mr. Kim, to convene in executive session in accordance with Section 8 of the Open Public Meetings Act. The purpose of this closed session will be to discuss negotiations, legal, security, and personnel issues. Minutes of this session will be made available to the public when the need for confidentiality no longer exists.

ACTION ON MOTION:

Yeas 7 Nays 0 Abstentions 0 Time: 7:02 p.m.

The Board returned to open session at 7:34 p.m.

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

- **Police Chief Chris Wagner Retirement, a special thank you from the Denville Schools.**

Mr. Forte expressed his gratitude to the Chief of Police for his dedication to the Denville Board of Education.

Mr. Forte congratulated the Chief on his achievements and presented him with a plaque in recognition of his work and dedication to the Denville Board of Education, staff, and students.

Mr. Andersen thanked Chief Wagner on behalf of the Board, parents, students, and staff for keeping the schools safe and for his partnership with the District.

The Chief stated that he is honored and privileged to work with the Denville Board of Education. He thanked the Board, staff, students, and administrators for the opportunity to serve the District and the community. He stated that everything he did was a team effort, a true partnership with the Police Department, the School District, and the community. His vision of keeping everyone safe was about working together with the community.

Chief Wagner served the Denville Police Department for over 30 years.

Mr. Forte – thanked Mr. John Paragian for donating the plaque for the Chief and also Mayor Andes for attending the presentation.

● **7/1/18-12/31/18: Mid-Year Student Safety Data System and HIB**

Mr. Forte, Superintendent of Schools, presented the 2018-2019 Denville K-8 Semi- Annual report on Student Safety Data System and Harassment Intimidation and Bullying for the period July 1 2018 – December 31, 2018 as follows:

- Substance Abuse and Weapons possession reported cases: 0
- Harassment, Intimidation, and Bullying (HIB):
 - Confirmed HIB cases 5
 - Investigations 8
- Vandalism incident: 1
- Violence incident: 2

- Report of Suspension of Student with Disabilities for reasons other than Violence and Vandalism: 3

Action Taken:

- Police Notified 3
- In School Suspension 2
- Out of School Suspension 2

Staff/Student/Parent preventative trainings provided: 38

Staff/Student/Parent preventative programs provided: 33

School-Wide HIB Prevention Actions:

- Teaching/Learning
- Student Relationships
- Safety
- Parental Support
- Physical and Emotional Environments
- Morale in the School Community

Total Number of Investigations 8

Total Confirmed HIB Incidents 5

F. SUPERINTENDENT’S COMMENTS – Mr. Forte discussed the following:

- Project Updates:
Vestibule materials on site; electronics and technology still needed.
- Transformer Update – JCPL will installed wire during the spring break.
- VV athletics:
Boys Basketball - County tournament Started Jan 26 (8-6) 3rd seed
Girls Basketball - County tournament started today, 1/28/19 (6-8) 4th seed
Wrestlers- county championship Jan 26, 2019

G. ASSISTANT SUPERINTENDENT’S COMMENTS – Dr. Cullis discussed the following:

- Lakeview school achieved the School of Character certification
- Kindergarten pre-registration opened on January 14th.
- Flex zone residents will not receive assignment until later in year possibly May/June
- Revised test schedule – NJ student assessment

H. BUSINESS ADMINISTRATOR’S COMMENTS – Mrs. Gurowsky discussed the following:

- 2017-2018 Audit Report approval

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened: 8:01 p.m.

Closed: 8:01 p.m.

No comments were made.

III. OLD BUSINESS (ACTION TO BE TAKEN) – The following resolutions have been recommended by the Superintendent of Schools to the Board of Education for approval.

Pursuant to N.J.A.C. 6:20-2.13, we certify that as of January 2019 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:20-2.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Mr. Cappello moved, seconded by Mr. Casse, to approve the following Resolutions under Old Business:

A. **RESOLVED** that the Board approves that following REPORTS from **November & December 2018**:

1. Treasurer of School Monies
2. Board Secretary

B. **EDUCATION REPORTS**

1. Report of Student Enrollment – **December 2018**
2. Report of Medical Office – **December 2018**
3. HIB Reports
 - a. HIB Case VV-05
4. Approve 2020-2021 District Calendar
5. SSDS Report, 7/1/18 – 12/31/18, Ref 3B

C. **MINUTES – RESOLVED** that the Board approve the following Minutes:

1. Work/Regular Session Meeting & Executive Session - December 10, 2018

ROLL CALL (Motions A-C)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Wagner-Y, Mrs. Gould-A, Mr. Andersen-Y.

IV. NEW BUSINESS (ACTION TO BE TAKEN) – The following resolutions have been recommended by the Superintendent of Schools to the Board of Education for approval.

A. **PERSONNEL (Includes Technology) – Chair, Dave Luer**

Mr. Luer moved, seconded by Mr. Cappello, to approve the following Resolutions under Personnel:

Upon the recommendation of the Superintendent of Schools, to approve the following resignations, retirements, salary adjustments, reassignments, appointments, etc. (pending approval from the State Department of Education and subject to the New Jersey Criminal Background Check and the Pre-Employment Drug Testing); **any staff member approved for leave will pay their portion of their health benefits while on leave and upon their return the Superintendent will assign them to a position:**

1. **BE IT RESOLVED – NEW HIRES / RESIGNATIONS / RETIREMENTS / EXTRA PAY / SALARY ADJUSTMENT** – that the Board approve the following staff members for new hire, resignation, retirement, extra pay for extra duty, sick, and/or vacation pay, and/or a deduction in pay:

	Name	Position	School	Reason/Time	Ref.	Amount
a.	Scheer, Lucille	Accts Payable	BOE	Merit pay per Work Rules Agreement		\$1,200
b.	Troast, Debbie	Payroll	BOE			\$1,200
c.	Fiorella, Holly	Asst to BA	BOE			\$1,200
d.	Newchok, Amanda Bunkers, Jennifer	OT	Dist	6 hrs for presentation for in-service on 2/15/19. Not to exceed \$380.16 each	2B	\$63.36/hr each
e.	Colvin, Patrick	Network Tech	Dist	Cash-out 5 Vacation Days for 18/19 SY		\$1,701.50
f.	Bershefski, Heather Malkinski, Christine	Teachers	RV	After School Enrichment Classes Paid by registration fees		
g.	Kallas, Risa Bias, Sue	Head Nurse Secretary	RV	Kindergarten Registration, 2/28/19 Not to exceed 3 hrs (RK \$123.63; SB \$147.57)		\$41.21/hr \$49.19/hr
h.	Rideout, Hannah	Teacher	LV	Extend Leave Replacement to June 21, 2019.		\$258/day
i.	Tomensky, Carol Vyksyuk, Mariana	Secretary Nurse	LV	Kindergarten Registration, 2/28/19 Not to exceed 3 hrs (CT \$147.57; MV \$123.63)		\$49.19/hr \$41.21/hr
j.	Connolly, Casey	Teacher	VV	Transfer from Inst. Aide to Teacher effective 1/11/19 for 18/19 SY		\$51,660 Step - BA1 Pro-rated
k.	Donadio, Rose	Instr. Aide	RV	Afterschool Enrichment classes aide for 18/19 SY	1C	\$17.67/hr
l.	Hennessy, Eileen	Driver	BUS	New hire, effective 2/14/19 for 18/19 SY		\$20,604 Step 11 Pro-rated
m.	Scott, Charlene	Instr. Aide	VV	New hire, effective 1/22/19, FTE 0.69 for 18/19 SY		\$16,222 Step-5 SC Pro-rated
n.	Shea, TinaMarie	Counselor	VV	Leave Replacement, effective 4/1/19 – 6/30/19		\$284/day
o.	Ordonez, Viviana	Instr. Aide	VV	Increase FTE from 0.69 to 1.0 effective 1/14/19		\$23,311 Step – 3 Pro-rated
p.	Collins, Susan	Teacher	VV	Retirement Cash-out Sick Days		\$7,689
q.	Reichhard, Ali Gallagher, Kim	Teacher LDTC		Professional Development to RV Staff for in-service on 2/15/19		\$63.36/hr each

				Not to exceed four hours (\$253.44) each	
r.	Whalen, Jim	Teacher	VV	Appoint Head Girls Softball Coach	\$4,256 Level B4
s.	Brautigam, Morgan	Teacher	VV	Re-Appoint as Assistant Girls Softball Coach	\$2,000
t.	Kellam, Nicole	Lunch Aides	RV	Effective 2/1/19 FY 2018-2019	\$15.79/hr Step-6
	Hennessy, Eileen		VV	Effective 2/14/19 FY 2018-2019	\$18.08/hr Step-13

2. **BE IT RESOLVED**, that the Board approve the revised job description for Reading Specialist.

3. **BE IT RESOLVED – SUBSTITUTES** - that the Board approve the following new hire substitute(s) for the district:

	Name	Position	Effective Date	Per Diem Rate
a.	Domanski, Alexandra	Teacher	1/29/19	\$85.00/day

4. **BE IT RESOLVED**, that the Board approves employee #659 for a leave of absence, having received doctor's certification, commencing April 1, 2019 under the Federal Family Medical Leave Act (FMLA), ending on June 21, 2019, while utilizing nine and a half (9.5) sick and personal days.

BE IT FURTHER RESOLVED, that the Board hereby approves the leave under the NJ Family Leave Act (FLA) for employee #659, commencing on May 20, 2019 through June 21, 2019.

BE IT FURTHER RESOLVED, that the Board hereby approves the leave for employee #659 and anticipate a return to work on August 28, 2019.

5. **BE IT RESOLVED**, that the Board hereby approves employee #1029, School Teacher, for an extension of leave of absence under the NJ Family Leave Act (FLA) with an anticipate return to work on August 28, 2019.

6. **BE IT RESOLVED**, that the Board hereby approves employee #1199, for a leave of absence, under the Federal Family Medical Leave Act (FMLA), commencing January 16, 2019 while utilizing available sick days, anticipated return to work is undetermined.

7. **BE IT RESOLVED**, that the Board approve the following students to observe in Denville Schools:

	Student	School/College/University	Experience	Dates	School	Ref
a.	Sweeney, James	Creighton University	Observe	18/19 SY	VV	1C

8. **BE IT RESOLVED**, that the Board approves Mentor-Mentee Relationship for the 2018-2019 SY. \$550 each paid by Mentee to Mentor prorated by month. To be reimbursed by the Board upon successful completion of program and renewal for the 2019-2020 school year.

Mentee
Casey Connolly

Mentor
Taylor Dickerson

ROLL CALL (Motions 1-8)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Wagner-Y, Mrs. Gould-Y, Mr. Andersen-Y.

B. INSTRUCTION AND PROGRAM (Includes Technology) – Chair, Dino Cappello

Mr. Cappello moved, seconded by Mr. Casse, to approve the following Resolutions under Instruction and Program:

1. **BE IT RESOLVED**, that the Board approve the attached list of field trip requests.
2. **BE IT RESOLVED – WORKSHOPS with EXPENSES** – that the Board approve the following professional development workshops with expenses for staff members and/or Board members’ payable through the professional development account. Travel may include mileage reimbursement specified below per Chapter 53, Public Law 2007, NJSA 18A:11-12, NJAC 6A:23A-1 that all mileage will be reimbursed at the maximum NJ Circular 08-19-OMB rate currently at \$0.31 per mile.

	Name	Position	School	Cost	Event/Location	Ref	Date
a.	Tokle, Sarah Cusack, Jennifer	Teachers	LV	\$259 + travel each	Help Your Students Develop Self- Regulation Skills to Improve Behavior and Increase Learning, West Orange, NJ	2D	2/27/2019
b.	Baumann, Lori Bryne, Michelle Hagman, Karen Nardone, Julie Prisco, Jessica Sardanopoli, Skye Scala, Evan Sommer, Jennifer Spellman, Melissa Stanton, Kristina	Teacher Teacher Teacher Teacher Teacher Vice Prin. Vice Prin. Teacher Teacher Teacher	RV RV RV LV LV RV/Dist LV LV RV LV	\$165 + travel each Utilizing Title I funds	K-1 Phonics TC Institute Somerset, NJ	2D	2/27/19
c.	Bryne, Michelle Sommer, Jennifer Tran, Huong Pridham, MaryBeth	Teachers	RV LV LV RV	\$650 + travel each Utilizing Title I funds	Units of Study Phonics Institute Teachers College NYC	2D	5/13/19 – 5/15/19

3. **BE IT RESOLVED**, that the Board approve the following Morris Catholic High School teachers to attend “Strengthen Your Writing Instruction” in West Orange, NJ on 2/1/2019, while utilizing Morris Catholic Title II funds, \$249 each.
 - Grau, Carolina
 - Ginsberg, Kelly
 - Christian, Mary
 - Gibbons, Teresa
4. **BE IT RESOLVED**, that the Board approve the Summer Enrichment Program to be held at Lakeview School from June 24, 2019 – August 1, 2019, fully funded through registration fees. Ref 2A, 2C
5. **BE IT RESOLVED**, that the Board approve the Extended School Year programs to be held at Lakeview School from June 24, 2019 – August 1, 2019. Ref 2A, 2C

6. **BE IT RESOLVED**, that the Board approve Russell Lehman to present "Triumph: Overcoming the Odds" on April 16, 2019 at Riverview School at the contracted rate of \$1,500. Morris Hills Regional District will reimburse \$750. This program is being offered in cooperation with SEPAC and PASS. Ref 1C, 2D

ROLL CALL (Motions 1-6)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Wagner-Y, Mrs. Gould-Y, Mr. Andersen-Y.

C. FINANCE (Includes Technology) – Chair, Don Casse

Mr. Casse moved, seconded by Mr. Kim, to approve the following Resolutions under Finance:

1. **BE IT RESOLVED**, that the Board approve the enclosed check list(s) in the following amounts:

Amount	Description	Check Register
\$2,644.44	Ck #1174	Milk Fund
\$4,768,418.08	Cks #6423-6683, 190124-190125, 190128-190130, 912142018, 912212018, 901152019	Current Expenses
\$4,500.00	Ck #1008-1011	General Organization
\$1,417.81	Ck #1018-1029	Elementary Enrichment

2. **BE IT RESOLVED**, that the Board approve the non-resident tuition rate for 2019-20 at the following rates:

Kindergarten: \$8,000
Grades 1-5: \$10,000
Grades 6-8: \$12,000

3. **BE IT RESOLVED**, that the Board of Education approve the 2017 – 2018 Comprehensive Annual Financial Audit Report and Auditor’s Management Report on Administrative Findings for the year ending June 30, 2018.

BE IT RESOLVED, that the Board of Education approve the attached Corrective Action Plan for the Audit Recommendations from the Comprehensive Annual Financial Audit Report and Auditor’s Management Report on Administrative Findings for the year ending June 30, 2018 as prepared by Nisivoccia & Company to be submitted to the County Superintendent of Schools.

ROLL CALL (Motions 1-3)

Mr. Cappello-Y, Mr. Casse-Y #2-3/N #1 Milk Fund #1174, Mr. Luer-Y, Mr. Kim-Y, Mrs. Wagner-Y, Mrs. Gould-Y/A #3, Mr. Andersen-Y/A Ck #6569.

D. OPERATIONS (Includes Technology) – Chair, Laura Wagner_____

Mrs. Wagner moved, seconded by Mr. Luer, to approve the following Resolutions under Operations:

1. **TRANSPORTATION**

BE IT RESOLVED, that the Board approve to utilize a school bus to transport members of the Denville Senior Citizen Center to Costco on February 27, 2019 between 10:00 a.m. and 1:00 p.m.

ROLL CALL (Motion 1)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Wagner-Y, Mrs. Gould-Y, Mr. Andersen-Y.

V. GOOD OF THE CAUSE

A. CORRESPONDENCE – No Correspondence

B. DISCUSSION ITEMS

The Board commented on the following Items:

- Student enrollment decrease from last year (RV increase; LV decrease)
- Flex Zone assignment – May/June
- Morris County meeting – January 31, 2019
- Mr. Cappello attended the Valleyview lockdown drill – amazing experience
- Kudos to the staff (district-wide) who have outside duties during the cold temperatures

C. OTHER

VI. OPEN TO COMMENTS

Time: 8:35 p.m. **Closed:** 8:36 p.m.

No comments were made.

VII. ADJOURNMENT

Mr. Kim moved, seconded by Mr. Luer to adjourn the meeting.

ACTION ON MOTION:

Yeas 7 Nays 0 Abstentions 0 Time: 8:36 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary