

MINUTES OF THE MEETING

DENVILLE TOWNSHIP BOARD OF EDUCATION

April 29, 2019

Regular Session - 7:00 p.m.

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

Township of Denville - Council Chambers

I. CALLED 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 - *, Mrs. Wagner - P, Mrs. Gould - P, Mr. Andersen - P.

*Arrived at 7:41 p.m.

C. EXECUTIVE SESSION

Mr. Luer moved, seconded by Mr. Cappello, 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 6 Nays 0 Abstentions 0 Time: 7:02 p.m.

The Board returned to open session at 7:30 p.m.

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

● **Public Hearing on 2019-2020 Denville PK-8 school budget, Ref 1-4**

Mr. Andersen announced that the Public Hearing on the 2019-2020 Budget will be on May 6, 2019, at 7:00 p.m.

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

- School Calendar updates: Close schools on June 20th and 21st (Half days on June 18 & 19th).
- Person of the Year:
 - Discussion on May 7th
 - Survey open on the website
 - Approximately 40 nominations as of 4/29/19
 - Board member for committee: Mr. Casse
- Finance/Ops Committee May 7th, 2019 at 5PM and I & P at 5:30PM
- Google shared folder on Space Considerations

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

- Meetings Valleyview School:
 - April 30 - 5th grade parent placement meeting
 - May 29 - 5th Grade students from RV and LV will visit Valleyview 9:15 - 11:30 am
 - May 29 – 8th Grade Parent info meeting for Washington - 6:00 pm - Valleyview Gym
 - May 29 - 5th Grade Parent info night for parents from RV and LV - 7:30 pm - VV Gym
- Course Placement Informational Parent Meeting for Middle School Transition, date changed to Tuesday, April 30th- 6:30 PM at VV.
- Kindergarten update:
 - 11 students in the Flex Zone (unassigned)
 - 94 Lakeview
 - 79 Riverview
 - Total: 184 Kindergarten registered
- Merit Goal: Reflective Practice Protocol (RPP): 41 out of 87 eligible teachers participated (47%). Goal was 25%

H. BUSINESS ADMINISTRATOR’S COMMENTS – Mrs. Gurowsky discussed the following:
Public hearing and adoption of the 2019-2020 school budget is rescheduled for May 6, 2019.

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened: 7:37 p.m. **Closed:** 7:37 p.m.

No comments were made.

III. OLD BUSINESS (ACTION TO BE TAKEN)

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 **April 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.

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

A. RESOLVED that the Board of Education approves the following REPORTS from **March 2019**:

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

1. Report of Student Enrollment - **March 2019**
2. Report of Medical Office - **March 2019**
3. HIB Reports
 - a. HIB Case VV-07
 - b. HIB Case VV-08
 - c. HIB Case RV-03

- d. HIB Case LV-04
- e. HIB Case LV-05
- 4. Comprehensive Equity Plan for the years 2019/20, 2020/21 and 2021/22. Ref 1-4
- 5. Adjust 2018/19 SY calendar due to the use of 3 of 5 emergency closings. The 2018/19 calendar will be adjusted as follows: Schools closed June 20 & 21; early dismissal on June 18 & 19

C. MINUTES - RESOLVED that the Board approve the following Minutes:

- 1. Work Session Meeting & Executive Session - March 11, 2019
- 2. Regular Session Meeting & Executive Session - March 25, 2019

ROLL CALL (Motions A-C)

Mr. Cappello-Y/A C#1, Mr. Casse-Y, Mr. Luer-Y, Mrs. Wagner-Y, Mrs. Gould-Y, 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.	Baisley, Beth	Principal	LV	Cash-in 9 vacation days for 18/19 SY		\$5,697.81
b.	Muller, Aida	Instr. Aide	RV	Move across the guide to ABA Cert for 2019/20 SY		\$16,684.89 Step-6
c.	Jamison, Rachel Molina, Karen Bertani, Jessica Gambelunghe, Alex McCabe, Todd Rossi, Ron Sudol, Renee Sylvester, Sue Fries, Elysa	Teachers	RV	Riverview Arts Night May 2, 2019 Not to exceed 2 hrs each (\$82.42)	1C 3C	\$41.21/hr each
d.	Grimaldi, Cheryl	Lunch Aide	LV	New Hire, effective 4/30/19 for 18/19 SY		\$15.79/hr Step-3
e.	Komorowski, Dan Huizing, Patty Rothrock, Stacia	Teachers	LV	Festival of the Arts May 2, 2019 Not to exceed 2½ hrs each (\$103.03)		\$41.21/hr each

	DeAngelo, Rebecca					
f.	Korman, Seth	Vice Principal	VV	Cash-out 4 vacation days for 18/19 SY		\$2,154.96
g.	Costanza, Christina	Lunch Aide	VV	Extend Leave Replacement Lunch Aide 4/1/19 - 6/19/19		\$15.59/hr
h.	Roberts, Stacian	Teacher	RV/LV	Leave Replacement for PE Effective 4/29/19 - end of school year		\$200/day FTE 0.69
i.	Meier, Shirley SanRoman, Diane Harris, Phyllis Bolen, John Yuill, Lisa Gonzalez, Cindy Tatum, Allan Hasler, Tammy Caruso, Donald Kellam, Nicole Diaz, Patricia McGee, Rob	Bus Drivers		ESY 2019 - 6/24/19 - 8/1/19		\$24.25/hr each
j.	Meier, Shirley SanRoman, Diane Harris, Phyllis Kelly, Elise Gonzalez, Cindy DeRiggs, Mary Hasler, Tammy Diaz, Patricia LaBuda, Beverly Brozuski, JoAnn McGee, Rob Sacco, Maria	Bus Aides		ESY 2019 - 6/24/19 - 8/1/19		\$15/hr \$14.25/hr each
k.	Steimke, Kim Smith, Laurie Pillion, Connie King, Robert Marino, Katherine Strunck, Amelia McDaniel, Elyse Julich, Lauren Benshoof, Lindsay Sawka, Allison Russello, Donna Schwartz, Sue Mellini, Tracy _____ Nojiri, Patricia _____ Merriam, Aayden _____ Navarro, Carina _____ Seidel, Jessica	Teachers Speech Therapist Occup. Therapist Social Skills Instr Nurses		ESY 2019 - 6/24/19 - 8/1/19 Not to exceed 69 hrs each (\$3,379.62)	2 A	\$48.98/hr each

- ~~4. **BE IT RESOLVED**, that the Board approve merit goal topics for Mr. Thomas DeAngelo, Transportation Director, for the 2018-19 school year per respective employment contract as follows:~~

~~Quantitative—1.5% of Salary (\$1,331.00):~~

~~Update current Maps within Transfinder~~

~~Currently the maps utilized within transfinder are outdated (15 years old) causing difficulty when routing students. The current maps does not allow the transportation department to accurately route the students resulting in incorrect directions.~~

~~Steps:~~

- ~~● Purchase and install updated maps~~
- ~~● Installation requires reviewing every route to assure that students are recorded at their proper home address. Also, need to adjust driving paths.~~

~~Qualitative—1.5% of Salary (\$1,331.00):~~

~~Emergency Plan~~

~~Investigate and implement emergency plan in the event that all substitute driver (including director & dispatcher) are driving and still have vacant route to cover.~~

~~**BE IT FURTHER RESOLVED**, that the Board approve the 18/19 goals to be shared equally between Mr. DeAngelo, Transportation Director, and Mrs. Greenhagen, Assistant to the Transportation Director.~~

5. **BE IT RESOLVED**, that the Board approve (pending approval of the Morris County Executive Superintendent of Schools) Merit Goal Qualitative # 2, Quantitative # 3 & 4 and payment for Steven Forte, Superintendent of Schools as per contract:

Qualitative- # 2

Take part in professional development on leadership coaching and turnkey to the other members of the administrative team. 2.5% of salary \$4,030 Ref 2D

Quantitative #3

Conduct at least 250 walkthrough evaluations. 3.1% of salary \$5,011

Quantitative # 4

Revise, update and present new comparison group data. Including a review of the comparison group to ensure similar demographics and at least five new comparison categories for a total of 25 categories which compare achievement to demographics within the group. 3.1% of salary \$5,011 Ref 1C

6. **BE IT RESOLVED**, that the Board approve (pending approval of the Morris County Executive Superintendent of Schools) Merit Goal Quantitative # 1 and payment for Dr. Sandra Cullis, Assistant Superintendent of Schools as per contract:

Goal #1- Quantitative

Cultivate an environment of staff self-reflection by developing Reflective Practice Protocols with 25% of the eligible staff members participating in lieu of 1 formal observation. 2.5% = \$3,916.33 Ref 2D

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.	Priori, Joseph	Verona High School	Observe	18/19 SY	VV	1C

ROLL CALL (Motions 1-7)

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

The Board congratulated and thanked Mrs. Kallas for her services to the District.

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.	Roberts, Laura	Teacher	SMP	\$269 Pd by Title II funds	Markerspace Training Newark, NJ	2D	5/9/19
b.	Davenport, Kristin Reichhard, Alison	Teachers	LV RV	\$650 + travel (not to exceed \$150/ea)	Teacher College Phonics Institute, NYC	2D	7/1/19 - 7/3/19

3. **BE IT RESOLVED**, that the Board approve the attached climate survey. Ref. 3
4. **BE IT RESOLVED**, that the Board approve the attached list of books from the Riverview Library weeding log.

ROLL CALL (Motions 1-4)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y/N #4, 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
\$3,630.56	Ck #1178	Milk Fund
\$3,972,681.43	Ck #'s 7029-7175, 190141, 190143, 990144-990147, 903292019, 904152019, & 904302019	Current Expenses
\$12,568.98	Ck #'s 1015-1017	General Organization
\$1,389.48	Ck #'s 1044-1054	Elementary Enrichment

2. **BE IT RESOLVED**, that the Board approve the discard of the attached list of items.
3. ~~**BE IT RESOLVED**, that the Board of Education of the Township of Denville approve the following resolution regarding the 2019-2020 school district budget:~~

~~**RESOLVED**, upon the recommendation of the Superintendent, that the Denville Board of Education, in the County of Morris, New Jersey approves the following resolution:~~

~~**BE IT RESOLVED**, that the 2019-2020 budget of the Denville Board of Education be approved by the Board of Education. This budget meets the requirements for providing the New Jersey Student Learning Standards and consists of appropriations as follows:~~

General Fund	\$33,166,248.
Special Revenue Fund	\$ 386,284.
	<hr/>
	\$33,552,532.

~~**BE IT FURTHER RESOLVED**, that there should be raised for taxes for the General Funds \$31,168,585 for the ensuing School Year (2019-2020).~~

~~**WHEREAS**, the Denville Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and~~

~~**WHEREAS**, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and~~

~~**WHEREAS**, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per event where prior Board approval shall not be required unless this event threshold for a staff member is exceeded during July 1 through June 30; and~~

~~**WHEREAS**, pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.;~~

~~**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Township of Denville approves establishing a maximum travel expenditure amount of \$57,000 for the 2019-2020 school year. The maximum travel expenditure amount for the 2018-2019 school year is \$57,000, of which, \$36,193 has been spent and \$20,807 is encumbered to date.~~

~~**BE IT FURTHER RESOLVED**, the Board of Education approve a maximum annual expenditure for professional services in accordance with N.J.A.C. 6A:23A-5.2(1):~~

Auditor	\$31,000
Attorney	\$85,000
Architect	\$ 5,000

4. **BE IT RESOLVED**, that the Board accept the 2019 Safety Grant through the New Jersey Schools Insurance Group's ERIC WEST in the amount of \$3,000.00 for the period July 1, 2019 through June 30, 2020.
5. **BE IT RESOLVED**, that the Board approve Talk Moore Speech Services, LLC to complete assessments for Student # 20281355 for 18/19 SY for total amount not to exceed \$1,200.

6. **BE IT RESOLVED**, that the Board approve funds for VV 2019 field trips from the VV PTA- \$37,500 to defray the cost for students.
7. **BE IT RESOLVED**, that the Board accept a donation from Dr. Prvulovic in the amount of \$2,000 for Valleyview general purpose expenditures.

ROLL CALL (Motions 1-7)

Mr. Cappello-Y, Mr. Casse-Y/N #1 Milk Fund #1178, Mr. Luer-*, Mr. Kim-Y/A #2, Mrs. Wagner-Y, Mrs. Gould-Y, Mr. Andersen-Y.

*Mr. Luer was excused at 7:48 p.m.

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

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

1. TRANSPORTATION

2. BUILDING AND GROUNDS

- 2.1. **BE IT RESOLVED**, that the Board appoints French & Parrello Associates to provide professional Engineering services for the Athletic Field Improvement located at Valleyview Middle School in the amount of \$35,080. These services are exempt from public advertising for bids under New Jersey Statutes Annotated (18A:18A-3).

BE IT FURTHER RESOLVED, that the Board approve the submission of the Athletic Field Improvement Project to the New Jersey Department of Education for approval.

AND FURTHER RESOLVED, that the Board approve the Athletic Field Improvement project to be cost-shared between the Township of Denville and The Denville Board of Education.

The Board discussed the logistics for the Valleyview Athletic Field project (starting time, managing the project, the use of the field, and rest period).

ROLL CALL (Motion 2)

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

V. GOOD OF THE CAUSE

A. COMMITTEE REPORTS

B. CORRESPONDENCE – No Correspondence

C. DISCUSSION ITEMS

The Board commented on the following items:

- New Jersey School Board final meeting for the 2018-2019 School Year – May 23, 2019
- I & P committee meeting minutes- emailed
- Valleyview school play – May 16-18th - Playbill Advertisement
- Lakeview School – Festival of the Arts – May 2nd
- Riverview School – Related Arts Night – May 2nd

- Riverview School – Fun Fair – May 18th

D. OTHER

VI. OPEN TO COMMENTS

Opened: 8:12 p.m. **Closed:** 8:12 p.m.

No comments were made.

VII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas 6 Nays 0 Abstentions 0 Time: 8:13 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary