

MINUTES OF THE MEETING

DENVILLE TOWNSHIP BOARD OF EDUCATION

May 13, 2019

Work 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 7:00 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 - A, Mrs. Gould - A, Mr. Andersen - P.

C. EXECUTIVE SESSION

Mr. Luer 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 5 Nays 0 Abstentions 0 Time: 7:02 p.m.

The Board returned to open session at 7:31 p.m.

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

- 2019 Persons of the Year Presentation - 5/20/2019
- 2nd Grade Students and Staff present on Ellis Island Trip - 5/20/2019

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 – presentation scheduled for May 20, 2019
- Alyssa’s Law – letter to County Superintendent and Department of Education to ask for guidance on the new law. The law requires the implementation of the panic system by September 1st 2019. The State is not cleared if reimbursement will be available.

G. ASSISTANT SUPERINTENDENT’S COMMENTS – Dr. Cullis was not present, Mr. Forte commented on her behalf:

- Meetings Valleyview School:
 - 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
- Kindergarten update:

- Students in the Flex Zone - some parents are not happy about placement. School Policy will be mail to local Realtors, so they have accurate information.
- 94 Lakeview
- 75 Riverview
- Total: 169 Kindergarten registered (do not include retentions)

H. BUSINESS ADMINISTRATOR’S COMMENTS - No Comments

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened: 7:42 p.m. **Closed:** 7:42 p.m.

No comments were made.

III. OLD BUSINESS (NO 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 May 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.

The Board discussed the following Resolutions, action will be taken on May 20th.

To approve the following Resolutions under Old Business:

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

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

1. Report of Student Enrollment - **April 2019**
2. Report of Medical Office - **April 2019**
3. HIB Reports
 - a. HIB Case VV-09
 - b. HIB Case VV-10

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

1. Work Session Meeting & Executive Session - April 8, 2019
2. Regular Session Meeting & Executive Session - April 29, 2019

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. Casse, 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.	Prisco, Jessica	Teacher	LV	Resignation, effective 7/1/19		

- 2. 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.	Stadtlander, Sean	Teacher	5/14/19	\$85/day
b.	DeVenzia, Nicholas	Teacher	5/14/19	\$110/day
c.	Koonz, Lorrie	Nurse	5/14/19	\$150/day

- 3. BE IT RESOLVED,** that the Board approve the attached list of staff renewals for the 2019/2020 SY.

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

	Student	School/College/University	Experience	Dates	School	Ref
a.	Bibeault, Dana	Stockton University	Observe	18/19 SY	LV/R V	1C

ROLL CALL (Motions 1-4)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y, Mr. Kim-Y, Mr. Andersen-Y.

- V. NEW BUSINESS (NO 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

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.	Meier, Jeff Matthews, Thomas	Custodian Custodian	VV RV	Cash-in 5 vacation days for 18/19 SY		\$1,054.95 \$1,124.25

b.	McDonald, Jody Shea, TinaMarie	Counselors	VV	Summer 2019: 5 days to prepare schedules for 19/20 SY. (\$1,888.60, JM; \$1,420, TMS)	4C	\$377.72/day \$284.00/day
c.	Benshoof, Lindsay Margino, Samantha Ketch, Rianna Foth, Leanne McDonald, Jody	Teachers	VV	Summer 2019 - Revise middle school advisory curriculum. Not to exceed 10 hrs each (\$412.10)	1C	\$41.21/hr each
d.	Sullivan, Gerald	Driver	BUS	Retirement, effective 7/1/19		
e.	Nojiri, Patricia	Teacher	LV	Summer 2019 -Speech-Language Services Not to exceed 20 hrs (\$824.20)	2B	\$41.21/hr
f.	Gudelanis, Kristiann	Teacher	RV	August 2019 - Preparation and reading instruction. Not to exceed 3 hrs (\$123.63)	2B	\$41.21/hr
g.	Levin, Dan Elko, Matt Matschke, Jenn Kelly, Sarah Birnbaum, Marisa	Teacher	LV	Facilitate the Festival of the Arts retro-active to 5/2/19 Not to exceed 2 hrs each (\$82.42)	1C 3C	\$41.21/hr each
h.	Mongiello, Theresa	Teacher	LV	Screen new students for ELL services Not to exceed 15 hrs (\$618.15)	2A	\$41.21/hr
i.	Rosenberg, Anna Puppo, Kayla Rozansky, Rachel	Volunteers		ESY Volunteers, 6/24/19 - 8/1/19	1C	
j.	Forte, Anthony	Volunteer	Dist	Summer custodian help		

2. **BE IT RESOLVED**, that the Board approve the contract for Dr. Sandra Cullis, Assistant Superintendent, at a salary of \$160,092.00, for 2019-2020 SY.
3. **BE IT RESOLVED**, that the Board approve the contract for Damaris Gurowsky as School Business Administrator/Board Secretary, at a salary of \$128,180.00, for 2019-2020 SY.
4. **BE IT RESOLVED**, that the Board hereby approves employee #,573 School Teacher, for a leave of absence, having received doctor's certification, commencing September 23, 2019 under the Federal Family Medical Leave Act (FMLA), ending on December 13, 2019, while utilizing thirty one (31) sick days.

BE IT FURTHER RESOLVED, that the Board hereby approves the leave under the NJ Family Leave Act (FLA) for employee #573, commencing on November 4, 2019 through February 7, 2020.

BE IT FURTHER RESOLVED, that the Board hereby approves the leave for employee #573 and anticipate a return to work on April 1, 2020.
5. **BE IT RESOLVED**, that the Board retroactively approves employee #215, for the Federal Family Medical Leave Act (FMLA), commencing May 9, 2019 while utilizing available sick days. Anticipated return to work is undetermined.
6. **BE IT RESOLVED**, that the Board approve the attached list of chaperones for the Valleyview Middle School 8th grade trip to Washington D.C., June 5 - June 7, 2019.

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

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.	Engelhardt, Bonny Costanza, Cindy	Admin Asst Tech Mgr	Dist	\$1090 each + travel for B.E.	Absence Mgmt (AESOP) Fundamentals, Eatontown, NJ		8/6/19 - 8/8/19
b.	Costanza, Cindy	Tech Mgr	Dist	\$998	CoSN CETL Foundation course & exam, Online course		7/16/19 - 8/20/19

C. POLICY REVISIONS

To approve the following Resolutions under Policy Revisions:

1. **BE IT RESOLVED**, that the Board adopt the following policies and/or regulations as first reading or second reading/adoption as indicated: Ref 1-4

Policy/ Reg #	Policy/Regulation Name	1 st Reading	2 nd Reading/ Adoption

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

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
		Milk Fund
		Current Expenses
		General Organization
		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
 LLD \$22,872

3. **BE IT RESOLVED**, that the Board of Education of the Township of Denville pursuant to PL 2015, Chapter 47, intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18 et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et.seq. for 2019-2020 School Year.

4. **BE IT RESOLVED**, that the Board approve the following resolution regarding providing milk for the students for the 2019-2020 SY.

NOW THEREFORE BE IT RESOLVE THAT, Cream O’Land Dairy be awarded the proposal to provide milk to the students of the Denville School District at the following margin rates for the 2019-2020 SY.

½ Pint Chocolate Fat Free	\$.34830
½ Pint 1% White	\$.33040
½ Pint Fat Free Milk	\$.33140

5. **BE IT RESOLVED**, that the Board approve Ardor Health Solutions to provide Speech Therapy Services for the ESY program at Lakeview School from 6/24/19 - 8/1/19 total cost not to exceed \$4,050. Ref 2B
6. **BE IT RESOLVED**, the Board approve the Parent/Transportation Contract PC02-2019ESY for Special Education Student #20322211 for the extended school year at a total cost of \$345.
7. **BE IT RESOLVED**, that the Board approve the Parent/Transportation Contract PC02-2019 for Special Education Student #20322211 for the 2019-2020 SY at a total cost of \$2,700.
8. **BE IT RESOLVED**, that the Board approve the Special Education Tuition Contract Agreement between Dover Board of Education and the Denville Board of Education for Student ID #2025603 to attend Valleyview Middle School for the 2019-2020 ESY at the rate of \$7,539 and the 2019-2020 SY at the rate of \$59,000 payable by the Dover Board of Education.
9. **BE IT RESOLVED**, that the Board approve the attached District Bid Award Letters from the Educational Services Commission of Morris County for school supplies for the 2019-2020 SY.
10. **BE IT RESOLVED**, that the Board approve the amount of tax monies required for school purposes for the 2019-2020 SY is \$31,168,585.

BE IT FURTHER RESOLVED, that these monies be placed in the hands of the Treasurer of School Monies according to the following schedule:

Pay Date	2019	General	Debt	Total
7/12/19	July	1,300,000.00		1,300,000.00
8/13/19	August	1,300,000.00		1,300,000.00
9/12/19	September	3,246,074.00		3,246,074.00
10/11/19	October	3,246,074.00		3,246,074.00
11/12/19	November	3,246,074.00		3,246,074.00
12/12/19	December	3,246,071.00		3,246,071.00
	2020			
1/13/20	January	2,597,382.00		2,597,382.00
2/12/20	February	2,597,382.00		2,597,382.00
3/12/20	March	2,597,382.00		2,597,382.00
4/13/20	April	2,597,382.00		2,597,382.00
5/12/20	May	2,597,382.00		2,597,382.00
6/12/20	June	2,597,382.00		2,597,382.00

		<u>31,168,585.00</u>	<u>0.00</u>	<u>31,168,585.00</u>
--	--	----------------------	-------------	----------------------

11. **BE IT RESOLVED**, that the Board approve the tuition agreement with Toms River Regional Schools for Student ID #2026111 determined to be displaced for the period of February 25 to March 14, 2019 at a total tuition cost of \$918.19 (Student returned back to the District effective March 15, 2019).

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

To approve the following Resolutions under Operations:

1. TRANSPORTATION

2. BUILDING AND GROUNDS

E1. BE IT RESOLVED, that the Board approve the attached agreement with the Township of Denville for Class III officers for the 2019-20 school year. Ref 4A

VI. GOOD OF THE CAUSE

A. COMMITTEE REPORTS

B. CORRESPONDENCE – No Correspondence

C. DISCUSSION ITEMS

- Enrollment and Space

The Board commented on the following Items:

- Green Team Liaison – donate a tree (VV received one last year).
- Green Fair – September 15, 2019
- Personnel Committee report will be submitted later tonight or tomorrow
- Proposal/Ideas to recognize retirees
- Person of the Year Award(student/staff/community member)
- Enrollment/Space discussion
 - Construction
 - Private School Closing
 - Property – Nicole Drive
 - Google worksheet to share information on new construction/development
 - Plan for expansion
 - Consideration for Budget increase for construction
- National School of Character – RV & LV both qualified for this amazing and well deserved award.
- New Jersey School Board assembly meeting – Resolution about reallocation of funds for overfunded district.
- Garden State Coalition – Breakfast/meeting scheduled for May 29, 2019
- Riverview School – Fun Fair – May 18th
- Valleyview school play – May 16-18th
- Foundation of Denville – meeting, Tuesday, May 14, 2019

D. OTHER

VII. OPEN TO COMMENTS

Opened: 8:31 p.m. **Closed:** 8:31 p.m.

No comments were made.

VIII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas 5 Nays 0 Abstentions 0 Time: 8:32 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary