

MINUTES OF THE MEETING

DENVILLE TOWNSHIP BOARD OF EDUCATION

May 20, 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 7:00 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 - P, Mrs. Gould - P, Mr. Andersen - P.

C. EXECUTIVE SESSION

Mr. Kim 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 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: 7:01 p.m.

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

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

- 2019 Persons of the Year Presentation
 - Community Member of the Year: Christopher Wagner
 - Staff Member of the Year: Jessica Llanaez
 - Student of the Year: Isabela Pimenta

Mr. Andersen gave a brief description of the person of the year initiative.

The District honored three people who have made a positive impact on Denville PK-8 students as follows:

Denville Staff Member of the Year sponsored by the Foundation of Denville
Ms. Jessica Llanaez, Riverview School Counselor

Denville Community Member of the Year
Mr. Christopher Wagner, former Denville Police Chief

Denville Student of the Year sponsored by the Denville Joint PTA's
Isabella Pimenta, Lakeview School fourth grade

After a brief introduction, the recipients were honored with a plaque and a \$200 gift card by each of the coordinators.

- 2nd Grade Students and Staff present on Ellis Island Trip, Ref 3A

The Lakeview students shared their experiences after visiting the Ellis Island site this spring. They explained that the immigration station saw millions of newly arrived immigrants pass through this station.

The students learned about their country, ancestors, family's traditions, special artifacts, and played the role of inspectors and immigrants.

F. SUPERINTENDENT'S COMMENTS - Mr. Forte discussed the following:

- Persons of the Year – presentation
- Alyssa's Law – letter to County Superintendent and Department of Education. The law requires the implementation of the panic system by September 1, 2019.
- Demography Study update and Long Range Facility Plan update.

G. ASSISTANT SUPERINTENDENT'S COMMENTS - Dr. Cullis discussed the following:

- National School of Character – great honor, both RV & LV qualified for the National School of Character award.
- Meetings Valleyview School:
 - May 29 - 5th Grade students from RV and LV will visit Valleyview 9:15 - 11:30 am
 - May 29 – 8 h 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 - Valleyview Gym

H. BUSINESS ADMINISTRATOR'S COMMENTS - No Comments

Mr. Andersen made a statement about last Friday's incident with the Middle School Principal. He stated that this issue has been one of the most difficult situations he has had to deal with as a Board member.

Mental health services are provided and he encouraged staff, students, and parents to speak with counselors and staff members from St. Clare's.

He reminded everyone that this is still an active police investigation and any information should be directed to the Denville Police Department and/or to the Superintendent of Schools.

Before opening the public discussion, Mr. Andersen reminded the public about public participation in Board Meetings – Policy #0167

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened: 8:11 p.m.

Closed: 8:18 p.m.

One member of the public had two questions:

1. What services have been provided to help the elementary students cope with the VV principal issue?
2. What additional actions have been taken to help prevent similar actions from happening?

Mr. Andersen and Mr. Forte answered – they explained that counselors and mental services from St. Clare's are provided district-wide and will continue as long as needed.

Mr. Andersen stated that the mental health of students and staff is taken very seriously and it is of great concern to the District. The District continues to encourage students and staff to say something if they see something.

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 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.

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 **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

ROLL CALL (Motions A-C)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y/A C#2, Mr. Kim-Y/A Minutes of April 29, 2019 Executive Session, 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.	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		
k.	Fattorusso, Diane Huizing, Patty Matschke, Jenn Rothrock, Stacia Urba, Kim Hagman, Karen Jamison, Rachel Morgan, Christine Sawka, Ali Schell, Trish Sudol, Renee Eggert, Jeff Lezgun, Marian Liloia, Steve Oliveira, Michelle Patel, Disha Stiles, Lydia Corforte, Jen	Teachers	LV LV LV LV LV RV RV RV RV RV RV RV VV VV VV VV VV VV VV BOE	Future Ready Team Members to complete Future Ready School Application. Not to exceed 8 hrs each (\$329.68/each)	2D	\$41.21/hr
l.	Tokle, Sarah Chaparro, Jessica Gudelanis, Kristiann Morgan, Christine Skiff, Emily Nydams, Kathie Granito, Cheryl Margino, Samantha Bershefski, Heather Bellini, Adrienne Lynch, Megan Brautigam, Morgan Stiles, Lydia Davenport, Kristen Nardone, Julie Molina, Karen Jacobus, Debbie McCabe, Todd	Teachers	LV LV RV RV VV LV LV VV RV RV RV VV VV LV RV LV RV RV	ESY 2019 Substitute Teacher/Instructional Aides		\$48.98/hr Teachers
	Sayed, Hala Kolk, Dorothy Dykes, Tamika Nixon, Karin Housel, Shelly Kenah, Paula Ordonez, Viviana Standish, Amelia Bebb, Jennifer Knudsen, Cheryl		Instructional Aides			LV LV LV RV LV VV VV VV LV LV
m.	Liptak, Maria	Driver	BUS	New Hire, AM/PM for 19/20 SY		\$20,274.00 Step-10

n.	Yula, Hallie	Teacher	LV	New Hire, 19/20 SY	\$53,797 Step-BA7
o.	Harris, Mary	Instructional Aide	VV	Retirement, effective 7/1/19	
p.	Christiano, James	Driver	BUS	Resignation, effective 7/1/19	
q.	Cirasella, Joe	Mechanic	BUS	Cash-in 5 vacation days for 18/19 SY	\$1,554.85
r.	Rossi, Amy Corforte, Jenn	Literacy Coach Math Coach	Dist	10 work days over summer per job description. Not to exceed \$4,055.80 AR; \$4,894.60 JC	\$405.58/day \$489.46/day
s.	Bagli, Jim	Administrator	Dist	Per diem Sub Administrator	\$500/day
t.	Heller, Gary	Driver	BUS	Resignation, effective 7/1/19	
u.	Noonan, Kathleen	Bus Aide	BUS	Resignation, effective 7/1/19	
v.	Mattia, Michele	Teacher	VV	Leave Replacement for emp #667, effective 8/28/19-12/31/19	\$261/day
w.	Hoferer, Anna	Teacher	LV	New Hire, 19/20 SY	\$52,322 Step-BA1
x.	Liptak, Maria	Driver Bus Aide		ESY 2019 6/21/19 - 8/1/19	\$24.25/hr \$15.00/hr

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.
7. **BE IT RESOLVED**, that the Board approves employee #37, for the Federal Family Medical Leave Act (FMLA), commencing May 20, 2019 while utilizing available sick days. Anticipated return to work is August 28, 2019.
8. **BE IT RESOLVED**, that the Board approve (pending approval of the Morris County Executive Superintendent of Schools) Merit Goal Qualitative # 5 and payment for Dr. Sandra Cullis, Assistant Superintendent of Schools as per contract:

Goal #5- Qualitative

Provide ongoing training and progress monitor Special Education and Intervention Staff in Multisensory Math. 2.5% =

\$3,916.33

9. 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.	Soccodato, Peter	Driver	19/20 SY	\$24.25/hr
b.	Rosenberg, Anna	Teacher	5/21/2019	\$85/day

10. BE IT RESOLVED, that the Board approve the appointment of Seth Korman as acting principal of Valleyview MS effective May 21, 2019.

11. BE IT RESOLVED, that the Board approve the suspension of employee #568 until further notice.

ROLL CALL (Motions 1-11)

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.	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

ROLL CALL (Motions 1-2)

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

C. POLICY REVISIONS

Mr./Mrs. _____ moved, seconded by Mr./Mrs. _____, 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

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
\$2,245.68	Ck # 1179	Milk Fund

\$1,919,741.82	Ck #'s 7176-7305, 990150-990152, 9095152019	Current Expenses
\$22,080.79	Ck #'s 1018-1031	General Organization
\$1,168.00	Ck #'s 1055-1060	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).

12. **BE IT RESOLVED**, that the Board accept the NJ Natural Gas contest prize money for the winners of the NJNG Photo Contest for Valleyview Middle School in the amount of \$1,000 to use on an environmental project.

ROLL CALL (Motions 1-12)

Mr. Cappello-Y, Mr. Casse-Y/N Milk Check, #4, Mr. Luer-Y, Mr. Kim-Y, Mrs. Wagner-Y, Mrs. Gould-Y, Mr. Andersen-Y.

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

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

1. TRANSPORTATION

E1. BE IT RESOLVED, that the Board approves to publish an advertisement for bid solicitation for the sale of two (2) International 2004, 54 passenger school buses.

2. BUILDING AND GROUNDS

ROLL CALL (Motion E1)

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. COMMITTEE REPORTS

B. CORRESPONDENCE – No Correspondence

C. DISCUSSION ITEMS

- Enrollment and Space

The Board commented on the following Items:

- Riverview – Lead graduation, May 21, 2019
- New Jersey School Board assembly meeting – Nomination of officer; Resolution about reallocation of funds for overfunded district.
- Duck Race at Gardner’s Field - proceeds will sponsor charity projects.
- Grease Show – Mr. Andersen thanked the students and staff for an amazing show; the show was packed all three nights; student’s spectators were excited to cheer for the cast.
- Riverview School – Fun Fair was a successful event.

D. OTHER

VI. OPEN TO COMMENTS

Opened: 8:38 p.m.

Closed: 8:39 p.m.

Public Comments:

One member of the public thanked the Board and administration for the way the VV situation on May 17, 2019 was handled.

VII. EXECUTIVE SESSION - Action May Be Taken

Mr. Cappello 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 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 1 Abstentions 0 Time: 8:40 p.m.

VIII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas 7 Nays 0 Abstentions 0 Time: 9:56 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary