

MINUTES OF THE MEETING

DENVILLE TOWNSHIP BOARD OF EDUCATION

July 8, 2019

Work/Regular Session - 7:00 p.m.

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

Township of Denville - Council Chambers

I. CALLED TO ORDER BY MR. ANDERSEN @ 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. 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 7 Nays 0 Abstentions 0 Time: 7:01 p.m.

The Board returned to open session at 7:36 p.m.

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

• **Goals 2018-19 Review- Steve Forte**

Mr. Forte recalled the Strategic Plan 2022, the 2018-2019 District Goals, and suggested 2019-2020 District Goals Topics as follows:

- Increase achievement for all students who are not meeting grade level benchmarks.
- Planning for enrollment growth.
- Expand social emotional learning program.

• **Goals 2019-20 Planning- Charlene Peterson, NJSBA**

Charlene Petersen, NJSBA Field Service Representative, reviewed in detail the Board Self-Evaluation 2019. She compared current year vs prior year Board Self Evaluation and discussed the quantification of relative value as a Board member in the following areas: Planning; Policy; Student Achievement; Finance; Board Operation; Board Performance; Board/Superintendent Relationships; Board/Staff Relationships; and Board and Community. She also highlighted some of the Board's comments after each relative value.

Six out seven Board members completed the Board Self-Evaluation. Mrs. Petersen stated that the Board recognizes and understands the common roles and responsibilities of a Board member and are to be commended for their support to the administration and the District. She pointed out that some of the challenges the District is facing are space/facilities utilization, funding/budget, and mental health/well being.

Mrs. Petersen also assisted the Board with the setting of proposed 2019-2020 Board Goals and District Goal Setting 2019-2020 as follows:

Proposed 2019-20 Board Goals - Using the Strategic Plan 2022 as a guide, the following District Goals are proposed for 2019-20:

1. Increase achievement for all students who are not meeting grade-level benchmarks.
(Supports Strategic Plan goals 2A – 2D)
Action steps may include:
 - *Focus on Math*
 - *Math coaches supporting and training staff*
 - *Data-driven – state testing results and local pre- and post-tests*
2. To investigate and prepare a plan for potential student population growth.
(Supports Strategic Plan goal 4C)
Action steps may include:
 - *Investigating alternatives that may include worst-case scenario*
 - *Input from the district's stakeholders*
3. To expand the Social Emotional Learning and Mental Health learning program.
(Supports Strategic Plan goal 3B)
Action steps may include:
 - *Valleyview*
 - *Continued work with St. Clare's*

Proposed 2019-20 District Goals

The Board had a healthy discussion on a variety of goals and action plan for the District 2019-2020 goals with the consensus to re-evaluate the committee meetings structure and pilot a new configuration.

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

- Wells Fargo Grant
- Total revenue brought to the District from Mr. Forte since 2015 is approximately 1.22M
- Foundation of Denville Golf Outing – September 23, 2019
- 2019 Colleges acceptance list

G. ASSISTANT SUPERINTENDENT'S COMMENTS – No Comments

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

June, 2019 Treasurer and Board Secretary Report to be approve in August, 2019. Also stated that the district had a healthy 18/19 financial school year. At the end of 18/19, the District was able to pay for some projects originally scheduled for 19/20 to free up funds for 19/20 school year.

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened: 10:01 p.m.

Closed: 10:01 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 **July 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. EDUCATION REPORTS

1. HIB Reports
 - a. HIB Case VV-12

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

1. Work Session Meeting & Executive Session - June 10, 2019

2. Regular Session Meeting & Executive Session - June 24, 2019

ROLL CALL (Motions A-B)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Wagner-Y/A B2, Mrs. Gould-Y/A B2, 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. Kim, 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 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.	Carius-Grasso, Jamie	Speech	Dist	Effective 19/20 SY, FTE 0.40 Replacing emp #1249		\$36,818.80 Step- MA30-17
b.	Thorpe, Alexia	Teacher	LV	Rescind from 6/10/19 Meeting: Personnel #1, e., FTE 0.69 New Hire as Spec. Ed. Teacher 19/20 SY		\$39,621.18 Step - MA1 \$57,422 Step - MA1
c.	Oliver, Alyssa	Teacher	LV	Resignation, effective 6/25/2019		
d.	Fenimore, James	Teacher	LV	Resignation, effective 6/25/2019		
e.	Zacharyczuk, Linda	Teacher	LV	Sick day payout		\$3,102.00
f.	Harris, Mary	Instr. Aide	VV	Rescind from 6/24/19 Meeting: Personnel #1, oo., Sick payout <hr/> Sick day payout 18/19 SY		\$4,460.01 \$8,000.00
g.	Heller, Gary	Driver	BUS	Rescind from 6/24/19 Meeting: Personnel #1, oo., Sick payout <hr/> Sick day payout 18/19 SY		\$8,000.00 \$4,460.01
h.	Becker, Jamie	Teacher	LV	SY 19-20 0.69 FTE		\$39,621 MA-4
i.	Ordonez, Viviana	Clerical Asst	VV	Health office work for 19/20 SY. Not to exceed 3 hrs per week		\$16.33/hr
j.	Andreazza, Carol	Teacher	VV	1.5 extra periods per week for biology honors class for 19/20 SY		\$4,602.35
k.	Forkins, Jessica	Teacher	LV	Conduct mandated IEP meetings and/or evaluations for summer 2019 as needed		\$41.21/hr
l.	Navarro, Carina	Psychologist	VV	Counseling services in Aug. 2019 for 1 hr		\$41.21/hr
m.	Saavedra, Salvador	Custodian	LV	New Hire, 19/20 SY		\$45,948 Step - 10 Pro-rated

n.	Vogel, Nancy	Teacher	VV	Leave Replacement for emp #440 Effective 8/28/19 - 11/6/19		\$264/day
o.	Crialesse, Peter	Driver	BUS	New Hire, AM/PM Run Effective 19/20 SY		\$19,390 Step - 4

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

Quantitative goal #5

Take part in professional development on grant writing and write at least \$30,000 in grant applications. (bring in at least \$10,000 in revenue from grants or other sources). 3.1% of salary \$5,011. Ref 1-4

3. **BE IT RESOLVED**, that the Board of Education of the Township of Denville approve (pending approval of the Morris County Executive Superintendent of Schools) Merit Goal completion and payment for School Business Administrator, Damaris Gurowsky, as per 2018-2019 contract: 2% of salary at \$2,513 for Quantitative Goal as follows:

Quantitative:

Increase Interest Income from FY17/18 audited amount by 50% in 18/19 school year. If it is increased by 50% or more, 2% of the merit goal is awarded. If it is increased by 25% to 49%, 1% of the goal is awarded, less than 25% no merit will be awarded.

4. **BE IT RESOLVED**, that the Board hereby rescind from 6/24 (personnel) resignation for Robert McGee, bus driver and approve contract for 19/20 AM/PM Step 5 \$19,390.

ROLL CALL (Motions 1-4)

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. Luer, 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.	Thorpe, Alexia	Teacher	LV	\$1,175 + travel using Title II funds	Comprehensive IMSE Orton-Gillingham Training Secaucus, NJ	2D	7/29/19 - 8/2/19
b.	Hoferer, Anna	Teacher	LV	\$1,175 + travel using Title II funds	Comprehensive IMSE Orton-Gillingham Training Rockaway, NJ	2D	10/7/19 - 10/11/19
c.	Malkinski, Christine Julich, Lauren	Teachers	RV LV	\$275 + travel each	Autism Annual Conf. of NJ Atlantic City, NJ	2D	10/18/19

ROLL CALL (Motion 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. Kim moved, seconded by Mr. Luer, 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
0169	Board Member Use of Electronic Mail/Internet	X	
3281	Inappropriate Staff Conduct - Teaching Staff	X	
4281	Inappropriate Staff Conduct - Support Staff	X	
3282	Use of Social Media Networking Sites - Teaching Staff	X	
3283	Electronic Communications Between Teaching Staff Members and Students	X	
4282	Use of Social Media Networking Sites - Support Staff	X	
4283	Electronic Communications Between Support Staff Members and Students	X	

ROLL CALL (Motion 1)

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

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
\$366,316.00	Ck #'s 7501-7581, 990156-990163, 6262019, 906262019	Current Expense

2. **BE IT RESOLVED**, that the Board approve the proposal from CORE BTS Inc., NJ State Contract #87720 for Premium Maintenance Service/Network and Professional support (per attached) at an annual cost of \$21,900.00 for 2019-2020 School Year.
3. **BE IT RESOLVED**, that the Denville Township Board of Education authorize the Business Administrator to dispose of the attached list of obsolete/non-functional non-public books, miscellaneous materials, nursing supplies and equipment utilized by St. Mary's Prep per NJDOE statute and code. N.J.A.C. 6A:23A-20.4
4. **BE IT RESOLVED**, that the Board approve Prime Healthcare Services – Saint Clare's LLC to provide Behavioral Services for the District at a cost not to exceed \$160,000 for SY 19/20. Ref 2B
5. **BE IT RESOLVED**, that the Board approve the proposal from Altitude Unlimited for IT Managed Services/Server support (per attached) at an annual cost of \$27,780 for 19/20 SY.
6. **BE IT RESOLVED**, that the Board approve the proposal from Altitude Unlimited for Server upgrade and support (per attached) at cost of \$9,538.59 for 19/20 SY.
7. **BE IT RESOLVED**, that the Board approve the proposal from Altitude Unlimited for Disaster Recovery (DRaaS) District-wide (per attached) at cost of \$6,995 for 19/20 SY.
8. **BE IT RESOLVED**, that the Board approve the proposal from Dell EMC for the purchase of 266 Chromebooks (per attached) at cost of \$56,729.82 for 19/20 SY.
9. **BE IT RESOLVED**, that the Board approve the proposal from Dell EMC for the purchase of 35 Chromebooks (per attached) in lieu of computers for the computer labs at cost of \$10,499.30 for 19/20 SY.
10. **BE IT RESOLVED**, that the Board approve the proposal from Volume Cases for the purchase of 600 Chromebooks bags (per attached) for the VV school students at cost of \$7,770 for 19/20 SY.
11. **BE IT RESOLVED**, that the Board approve the proposal from Genesis Educational System for the Student Information System ASP Services (per attached) at an annual cost of \$29,814 for 19/20 SY.
12. **BE IT RESOLVED**, that the Board approve the settlement agreement to reimburse parents for counseling sessions and

counseling camp in July and August 2019, 19/20 SY, not to exceed \$1,800 for student #2024874.

13. **BE IT RESOLVED**, that the Board approve the Parent/Transportation Contract PC03-2019 for Student #20242918 for 19/20 SY at a total cost of \$2,700.

ROLL CALL (Motions 1-13)

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

E. OPERATIONS (Includes Technology) – Chair, Laura Wagner _____

1. TRANSPORTATION

2. BUILDING AND GROUNDS

V. GOOD OF THE CAUSE

A. COMMITTEE REPORTS

B. CORRESPONDENCE

C. DISCUSSION ITEMS

- Enrollment and Space

The Board commented on the following Items:

- NJSBA – Legislative meeting in July, 2019 (email Mr. Cappello with concerns or questions to be presented during the meeting).

D. OTHER

VI. OPEN TO COMMENTS

Opened: 10:41 p.m.

Closed: 10:42 p.m.

No comments were made.

VII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas 7 Nays 0 Abstentions 0 Time: 10:42 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary