

MINUTES OF THE MEETING

DENVILLE TOWNSHIP BOARD OF EDUCATION

September 16, 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 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. Cappello moved, seconded by Mr. Luer, 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 7:35 p.m.

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

- September 16, 2019: Discussion of space concerns and possible lease of St Mary's Prep

Mr. Forte, Superintendent of Schools, discussed the space considerations and possible lease agreement for the St. Mary's Prep facility.

He stated that as of the 18/19 school year, the District no longer uses substandard space for students. However, due to the increase in the 2019-2020 enrollment, full-day kindergarten, new preschool programs, and special education programs, the district needs to consider other options to house the overcapacity at K-5 schools.

Mr. Forte emphasized that the administration has considered many options and agreed that leasing the St. Mary's facility is the best solution/option for the immediate time. This option will allow the District to bridge the gap until we learn more about the new developments and the dramatic increase in enrollment.

Mr. Forte stated that this is a work in progress and the District wanted to give the public enough time to ask questions and voice their concerns.

There will be two meetings where the public can join the administrators and Board members and have their questions answered:

- October 16, 2019 at 6:00 p.m. during the RV PTA meeting.
- October 23 at 1:00 p.m. at the Town Hall Municipal Building

Mr. Andersen, Board President, stated that ever since he joined the District in 2015, there have been facilities concerns. He clarified that due to the higher demand for small instructional space, affordable housing, new developments, and population growth, the District is investigating possible solutions for space considerations.

The Board President opened the meeting for public discussion at 7:56 p.m. and closed at 9:13 p.m.

Three members of the public commented on the following:

- The St. Mary's leasing will help alleviate the over-crowded 1st grade classes.
 - o Dr. Cullis stated that currently there are 4 sessions for every grade level and it is a challenge to balance class sizes for both elementary schools.
- Another member stated that they prefer to pay higher taxes and expand Riverview School than to lease the St. Mary's property.
 - o Mr. Andersen responded by stating that the process of new construction to Riverview School can take up to three years and disruption from the construction may have a negative educational impact on the students. He agreed that the St. Mary's leasing is not ideal, however, is a potential solution to the increase in enrollment that the District is faced with.
- Another member commented on the challenges of class size, the operational vs financial issues, safety considerations, 5 years lease option, and investing in the community.

The Board members commented as follows:

- Space concerns (loss of space for music and other specials).
- St. Mary's is a temporary fix to help with the gap of the unknown (increase in enrollment, new development).
- Currently no Debt Service – project will be accomplished without Referendum
- Space consideration was discussed during the Strategic Planning
- Second Question to increase the budget
- Substandard space is not a solution
- Demographic changes
- The schools culture and status needs to continue – we need to build a strong foundation.
- Security concerns
- National School of Character
- The balance between education and financial burden.

The Board thanked the public for voicing their opinions and coming tonight. They encouraged the community to come out and help the Board make the best decision for the benefit of the students. The Board will do “what’s best for the students of Denville.”

The Board also thanked the administration for all the time spend into this project.

- October 14, 2019: Dr Cullis- NJSLA 2018-19 test results

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

- Riverview: East-West Campus presentation scheduled for October 16th – 6:00 p.m. at Riverview and October 23rd at 1:00 p.m. at Town Hall.
- Foundation of Denville Golf Outing – September 23, 2019
- Valleyview Field – DOE and DEP permits requested
- Project updates: LV Bollards and locker rooms completed (except for a couple of benches)

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

- Kindergarten class size for 2019-2020 – about 179 registered.
- NJSLA report available – reports being mailed on 9/18/19
- Future Ready – all 3 schools received the bronze certification. The award will be presented during the October, 2019 Atlantic City Conference.

H. BUSINESS ADMINISTRATOR'S COMMENTS - No Comments

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened: 9:19 p.m. **Closed:** 9:19 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 September 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. Casse moved, seconded by Mr. Cappello, to approve the following Resolutions under Old Business:

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

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

B1. RESOLVED that Board reaffirm the finding from HIB VV12 for the 18/19 school year.

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

1. Work/Regular Session Meeting & Executive Session - August 19, 2019

ROLL CALL (Motions A-C)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y/A Minutes of August 19, 2019, Mr. Kim-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. 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.	Angelo, Dorinda	Nurse	LV	<i>Retroactively Approve</i> New Hire, 19/20 SY - FTE 0.29 Replacing employee #1151		\$18,486.63 Step-MA10
b.	Kasmin, Martine	Teacher	LV	<i>Retroactively Approve</i> New Hire, 19/20 SY - FTE 0.69 Replacing employee #1240		\$43,985.43 Step-MA10
c.	DeCaprio, Ana Elisa	Instr. Aide	RV	<i>Retroactively Approve</i> New Hire, 19/20 SY Replacing employee #1048		\$23,881.00 Step-3 Cert
d.	Dubiel, Christine	Lunch Aide	LV	New Hire, effective on or after 9/12/19 for 19/20 SY. Replacing employee #679		\$15.86/hr Step-1
e.	Myrtolli, Hysen	Driver	BUS	New Hire, effective on or after 9/12/19 for 19/20 SY - AM/PM Run		\$19,390.00 Step-4

				Replacing employee #439		Prorated
f.	Tuzzino, Kerry	Instr. Aide	RV	New Hire, 19/20 SY - FTE 0.69		\$16,339.89 Step-3 Prorated
g.	Onorevole, Lisa	Instr. Aide	RV	New Hire, effective on or after 9/12/19 for 19/20 SY - FTE 0.69 Replacing employee #1210		\$16,477.89 Step-5 Prorated
h.	Obrien, Michael	Driver	BUS	AM Run 9/1/19 - 11/30/19		\$9,695.00 Step-4 Prorated
				AM/PM Run 12/1/19 - 6/30/20		\$19,390.00 Step-4 Prorated
i.	McGee, Robert	Driver	BUS	New Hire, on or after 9/17/19 for 19/20 SY Replacing employee #1223		\$19,390.00 Step-5 Prorated
j.	Bukosky, Deborah	Lunch Aide	LV	New Hire, on or after 9/17/19 for 19/20 SY		\$16.16/hr
k.	Navarro, Carina	Psychologist	RV/VV	Resignation, effective on or before 10/29/19		
l.	Melifiore, Toni	Instr. Aide	RV	Assist school nurse for 19/20 SY Not to exceed 3 hrs per week (\$38.54)	1C	\$12.84/hr
m.	Johnston, Gina Kaiser, Lynn	Teachers	VV	In-service days throughout the school year, back to school night, and parent-teacher conference.	1C	\$40.22 /hr \$47.62 /hr
n.	Gomer, Ali Spellman, Melissa Bershefski, Heather Karakus, Gulten	Teachers	RV	<i>Retroactively Approve</i> Back to School Night, 9/10/19 Not to exceed 1.5 hrs each (AG \$56.54, MS \$58.40, HB \$61.80, GK \$59.93)	1C	\$37.69/hr \$38.93/hr \$41.20/hr \$39.95/hr
o.	Mellini, Tracy	Teacher	LV	Parent Training, not to exceed 20.75 hrs (\$855.11)	1C	\$41.21/hr
p.	Dolan, Maura	Speech Therapist	RV/VV	AAC program consultation for 19/20 SY Not to exceed 5 hrs (\$206.05)	2B 2D	\$41.21/hr
q.	Walsh, Catherine	Instr. Aide	RV	ABA program collaboration for 19/20 SY Not to exceed 129 hrs (\$2,254.92)	2D	\$17.48/hr
r.	Stevens, Debbie	Instr. Aide	LV	Homework Help Tutors for 19/20 SY Not to exceed \$12,000 total from Title I funds	2A	\$41.21/hr each
	Huizing, Patricia	Teacher	LV			
	Nydam, Kathleen	Teacher	LV			
	Cray-Kaden, Candace	Instr. Aide	LV			
	Trien, Victoria	Instr. Aide	LV			
	Strunck, Amelia	Teacher	LV			
	Barakat, Debra	Teacher	LV			
	Bebb, Jennifer	Instr. Aide	LV			
	Thorpe, Alexia	Teacher	LV			
	O'Connell, Dawn	Teacher	LV			
	Steimke, Kimberly	Teacher	LV			
	Dickerson, Taylor	Teacher	VV			
	Margino, Samantha (upon return from leave)	Teacher	VV			
McDaniel, Elyse (upon return from leave)	Teacher	VV				
Brautigam, Morgan	Teacher	VV				
Connolly, Casey	Teacher	VV				
Patel, Disha	Teacher	VV				
s.	Mongiello, Theresa	Teacher	LV/VV	Resignation, effective on or before 11/14/19		

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.	Rolph, Jerry Burrafato, Giovanni	Custodian Emergency Snow Plowing	9/17/19	\$17.30/hr each \$27.00/hr each
b.	Rosado, Esther	Custodian	<i>Retroactively Approve to 9/1/19</i>	\$19.00/hr
c.	Tatum, Ardyn	Teacher	9/17/19	\$110/day
d.	Casco, Alexandra	Teacher	9/17/19	\$90/day

3. **BE IT RESOLVED**, that the Board approve the termination of employee #1165, effective September 1, 2019.

4. **BE IT RESOLVED**, that the Board hereby approves employee #500, for an intermittent unpaid leave of absence, under the NJ Family Leave Act (FLA), commencing September 1, 2019.

5. **BE IT RESOLVED**, that the Board hereby approves employee #92, for an intermittent leave of absence, under the NJ Family Leave Act (FLA), commencing September 16, 2019.

6. **BE IT RESOLVED**, that the Board approve the following merit goals for Superintendent Steven Forte for 2019-20 per employment contract:

Quantitative 2.97% of salary \$4931/ goal

1. Finalize at least 5 shared services agreements with at least 5 different public and/or private organizations/institutions for the reunification plan
2. Eliminate the need for outside personnel evaluators at a reduced cost of \$10,000
3. Conduct at least 100 classroom walkthroughs and provide feedback for each

Qualitative 2.5% of salary \$4151/ goal

4. Create a written reunification plan
5. St. Mary's Prep
 - Complete a feasibility study
 - Negotiate with diocese
 - Plan for lease of building if feasible
 - Present plan to BOE for approval

The Board unanimously did not vote on Motion 6.

7. **BE IT RESOLVED**, that the Board approve the following merit goals for Dr. Sandra Cullis, Assistant Superintendent for 2019-20 per employment contract:

Quantitative 2.5% of salary = \$4002.30 per goal

1. Increase student performance in math through utilization of the Freckle Math program. This goal will be evidenced by 80% of the students performing on grade level or those not on grade level closing the gap by 50%.
2. Increase staff participation in Reflective Practice Protocol Evaluation by 20% for 2.5% merit, 15% for 2% merit, 10% for 1.5% merit.
3. Increase parent involvement with the math program, by hosting at least 80 parent speakers on math subjects throughout the year for 2.5% merit, 60 speakers for 2% merit, 40 speakers for 1.5% merit.

Qualitative 2.5% of salary = \$4002.30 per goal

4. Create a middle school math tutoring program for students outside of school hours.
5. Develop a 4 year plan for closing the Gap in Math.

8. **BE IT RESOLVED**, that the Board approve merit goal for Mrs. Damaris Gurowsky, Business Administrator, for the 2019-20 school year per respective employment contract as follows:

Quantitative – 3%

Increase interest income from the FY 18/19 amount by \$25,000 in the 19/20 school year

Qualitative – 1%

Apply and receive the association of School Business Officials International Certificate of Excellence in Finance Reporting for FY2019 CAFR.

9. **BE IT RESOLVED**, that the Board approve the attached list of personnel for Lakeview School & Riverview School for 2019-20 Afterschool enrichment classes.

ROLL CALL (Motions 1-5 and 7-9)

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 \$0.35 per mile.

	Name	Position	School	Cost	Event/Location	Ref	Date
a.	Drake, Maxwell	Teacher	Morris Catholic	\$1,075 Funded by Morris Catholic Title II	Computer Science Workshop Rutgers University, New Brunswick, NJ	2D	<i>Retroactively approve 7/22/19 - 7/25/19</i>
b.	Alexander, Ashley Cerce, Tara Dell’ Aquila, Adrienne McQueeney, Catherine	Teachers	RV RV RV LV	\$650 + travel Funded by Title II	Teachers College, Units of Study Phonics Institute, NYC	2D	9/22/19 - 9/24/19
c.	Schwartz, Sue	Teacher	VV	\$395 + travel	International Dyslexia Assoc Somerset, NJ	2D	10/4/19
d.	Kasmin, Martine	Teacher	LV	\$1,175 + travel	IMSE Orton-Gillingham training, Rockaway, NJ	2D	10/7/19 - 10/11/19
e.	Forte, Steve Cullis, Sandy Costanza, Cindy Cappello, Dino Kim, James	Supt Asst Supt Tech Mgr Bd Mbr Bd Mbr	Dist	Group Rate: \$1,600 + travel	NJ School Board Workshop & Expo, Atlantic City, NJ		10/21/19 - 10/24/19
f.	McCabe, Todd	Counselor	RV	\$649 + travel	2019 National Forum on Character, Washington DC	2D	10/24/19 - 10/25/19
g.	Sardanopoli, Skye Scala, Evan	VP	RV LV	\$285 + travel each	Fountas & Pinnell Literacy Continuum Livingston, NJ	2D	10/8/19

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

	Student	School/College/University	Experience	Dates	School	Ref
a.	Heller, Molly Santos, Larissa	Caldwell College	Observe	19/20 SY	LV RV	1C
b.	Charles, Leah	Centenary College	Observe	19/20 SY	LV	1C
c.	Polilio, Rose	Montclair State University	Observe	19/20 SY	RV	1C
d.	Bradley, Kayla Garcia, Ashley Gibbons, Alyssa Klaar, Olivia	Morris Knolls High School	Observe	19/20 SY	LV	1C

	McArthur, Grace Murphy, Reid Scafa, Alyssa Spagnuolo, Ava Varnelli, Anthony Andersen, Karen					
e.	Belmonte, Kate Eisenhauer, Marissa Fazio, Kylie Grimaldi, Morgan Kostka, Jordan Krepps, Will Kuehne, Taylor Mangino, Alexis Mohammed, Kayla Palma, Madison Vogt, Mollie	Morris Knolls High School	Observe	19/20 SY	RV	1C

ROLL CALL (Motions 1-3)

Mr. Cappello-Y/A #2e, Mr. Casse-Y, Mr. Luer-Y, Mr. Kim-Y/A #2e, 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:

- 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
3212	Attendance - Teaching Staff	X	
4212	Attendance - Support Staff	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

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

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

Amount	Description	Check Register
\$2,289,556.41	Check #'s 7782-8011, 990170-990172, 908302019, 909062019	Current Expense
\$3,000.00	#1042	General Organization
\$610.26	#1076-1080	Elementary Enrichment

- BE IT RESOLVED**, that the Board approve the following students to attend the programs/school listed for the dates and tuition cost identified:

Student ID	School/Program	Dates	Ref	Total Cost	Notes
20272368	Central Park School	2019-2020 SY	2B	\$99,024.00	Educational Services Comm

- BE IT RESOLVED**, that the Board approves to outsource the following Joint Transportation Agreement with Hunterdon Educational Service Commission for the 2019-2020 SY:

- Route 176abc \$54,909.00
- Route 177abc \$56,113.20
- Route 188abc \$56,719.80

4. **BE IT RESOLVED**, that the Board approves the attached weeding log from Valleyview Middle School - books will be offered to the public prior to being donated to a local charity.
5. **BE IT RESOLVED**, that the Board accept the grant from the Ezra Jack Keats Foundation in the amount of \$500 for Riverview School to support the school library.
6. **BE IT RESOLVED**, that the Board accept the donation from the Denville Municipal Alliance in the amount of \$2,000 for 2019-2020 SY.
7. **BE IT RESOLVED**, that the Board accept the donation from Lakeview PTA for the following items valued at approximately \$16,682.00:
 - a. 35 Fold Flat Wagons for lunches - \$2,238.75
 - b. 1 Recess Shed - \$2,940.45
 - c. 1 National School of Character Sign -,1,483.00
 - d. 6 Marvel Focus Desks - \$2,675.42
 - e. 7 tables for STEM Lab - 6,824.52
 - f. Various Recess Supplies \$520.00

ROLL CALL (Motions 1-7)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y/No #4, Mr. Kim-Y, Mrs. Wagner-Y, Mrs. Gould-Y, Mr. Andersen-Y/A Ck #7882.

E. 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

- a. **BE IT RESOLVED**, that the Board approve the submission of the Riverview Elementary School Electrical Panel Project #1090-070-20-1000 to the New Jersey Department of Education for approval.

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.

V. GOOD OF THE CAUSE

A. COMMITTEE REPORTS

B. CORRESPONDENCE

C. DISCUSSION ITEMS

- Enrollment and Space, Ref 1-4
- BOE Highlights

The Board commented on the following Items:

- Transportation Committee report – outsource routes; transportation expense; lack of driver issues.
- MAC Committee survey – input from community on substance abuse among teenagers.
- Foundation of Denville – Golf Outing scheduled for September 23, 2019
- NJSBA 2020-2021 legislative Advocacy
 - NJSBA Agenda emailed to the Board – please share your thoughts by emailing Mr. Cappello
 - Mallory’s Law – passed the State Senate – waiting on implementation
 - Safe Schools Resource Officers

- 2020 Health Insurance Rates - about 4% reduction (Direct Zero plan)

D. OTHER

VI. OPEN TO COMMENTS

Opened: 9:59 p.m.

Closed: 9:59 p.m.

No comments were made.

VII. EXECUTIVE SESSION - Action May Be Taken

Mrs. Wagner 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 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: 10:00 p.m.

VIII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas 7 Nays 0 Abstentions 0 Time: 11:04 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary