

MINUTES OF THE MEETING

DENVILLE TOWNSHIP BOARD OF EDUCATION

October 28, 2019

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 7:01 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 - P, Mrs. Wagner - P, Mrs. Gould - A, Mr. Andersen - P.

C. EXECUTIVE SESSION

Mr. Cappello moved, seconded by Mr. Casse, 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 regular session at 7:30 p.m.

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

- Future Ready Schools Teams Presentation Ref 1 & 2
- 2018-19 Audit Presentation
- Riverview Elementary School Staff Presentation
- Lakeview Elementary School Staff Presentation – November 25, 2019
- Valleyview Middle School Staff Presentation – December 9, 2019

Riverview Elementary School Staff Presentation:

The Riverview students and staff presented the effectiveness of engaging students at every grade level to encourage and teach leadership.

The students showed a video made by the student leadership team and discussed the following:

- Student Leadership – using Freckle, an online math program
- Riverview News Report – talked about mastery class and leadership
- Workout Wednesday – exercise each day and have a positive attitude
- Peaceful Dismissal

Future Ready Schools Teams Presentation: Dr. Cullis, Assistant Superintendent, presented the Bronze Certification Award to the Future Ready Team. She presented the banner and certification to each of the schools. Dr. Cullis credited and praised the Future Ready Team for their collaboration and hard work in obtaining these awards and giving Denville students the opportunity to be prepared for success.

Special Presentation by Mann of Nisivoccia & Company:

The auditor presented the 2018-2019 Audit Report. She reviewed excess surplus, capital reserve, and maintenance reserve balances. She stated that the District had a great financial fiscal year.

Mann mentioned that the final Audit report is not available due to the Pension Update Release by the Department of Education.

The District had no audit recommendations on the CAFR.

She answered questions from the Board in reference to the financial position of the District.

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

- St. Mary's lease – scheduled for approval for the November 25, 2019 Board meeting.
- Valleyview Middle School Athletics:
 - o The Fall 2019 season was very successful for the Valleyview Viking sports programs.
 - o The boys' cross country team concluded their season placing 6th in Group II at the Greater Morris County Championships. Eighth grader, (H. H.) was the first Viking to cross the finish line, coming in 9th place overall.
 - o The girls' cross country team came in 2nd place at the championship meet. Individually, the team was paced by eighth grader, (E.W) who finished in 2nd place individually.
 - o Boys soccer concluded the year with a record of 5 wins, 5 losses, and 3 ties. Eighth grader, (L.J) led the team in scoring with 10 goals.
 - o The girls' soccer season continues, as they are still alive in the Greater Morris County Tournament, having defeated Kinnelon last Friday. Currently, the team owns an overall record of 7 wins, 3 losses, and 5 ties. Eighth graders, (B.L) and (M.D.) are the team's leading scorers, with each having netted 5 goals. The team next plays at Pequannock in the tournament semi-finals.

G. ASSISTANT SUPERINTENDENT'S COMMENTS – No Comments

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

New Jersey school districts are experiencing a shortage of bus drivers. It has become more and more difficult to find qualified bus drivers.

Denville has lost quite a few bus drivers due to retirements and more are on the horizon to retire at the end of the 19/20 school year.

Mr. Forte, the transportation Department, and BA have been talking about forming an ad-hoc committee with the idea to brain storm and find an attainable solution for 20/21. At the beginning we will probably have the transportation director, a board member or two, Sgt. Jackson (traffic officer), and BA. Later as we develop a feasible plan we can involve community members, and other school staff as needed.

The BA asked the Board to email her if they would like to be part of the committee.

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened: 8:14 p.m.

Closed: 8:22 p.m.

Public Comments:

One member of the public shared a book named "African American History" written by, Yvette Long. She mentioned that the book talked about unity, leadership, how our ancestors came to America for a better life, and African history. She thanked the Board for the opportunity to share her book and offered a copy of the book for their review.

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 **October 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. Kim, to approve the following Resolutions under Old Business:

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

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

1. Report of Student Enrollment – **September 2019**
2. Report of Health Office – **September 2019**
3. 2018-19 HIB Self-Assessment - Ref 3

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

1. Work/Regular Session Meeting & Executive Sessions 1 & 2 – September 16, 2019

ROLL CALL (Motions A-C)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Wagner-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 approves 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.	Obrien, Michael	Driver	BUS	Rescind motion from 9/16/19 Meeting: Personnel #1, h, AM/PM Run AM Run 19/20 SY		\$19,390.00 Step-4 Prorated \$9,695.00 Step- 4 Prorated
b.	Minieri, Debbie	Counselor	LV	Prep & training for district CPI training certification for 19/20 SY Not to exceed 29 hrs (\$1,837.44)	2D	\$63.36/hr
c.	Vance, Robin Worrall, Jim Andes, Sharon Standish, Amelia	Instructional Aides	RV/VV	Student support, as needed, for after school clubs/activities 19/20 SY	3C	\$18.01/hr \$18.01/hr \$19.08/hr \$17.15/hr
d.	Arnao, Liz Standish, Amelia	Instructional Aides	RV/VV	Student support, as needed, on CBI trips	2A	\$17.55/hr \$17.15/hr
e.	Johnston, Gina Scott, Charlene Dykes, Tamika	Teacher Instr. Aide Instr. Aide	VV VV LV	ABA program collaboration at VV for 19/20 SY. Not to exceed 7.5 hrs (GJ-\$309.08; CS=\$124.58; TD=\$123.53)	2A/D	\$41.21/hr \$16.61/hr \$16.47/hr
f.	Miller, Melissa	Teacher	VV	Homework Help tutor 19/20 SY	1C	\$41.21/hr
g.	Wallach, Michelle - 10 hrs Brautigam, Morgan – 10 hrs Benshoof, Lindsay - 10 hrs Musynske, Aileen - 10 hrs	Teachers	VV	Battle of the Books Not to exceed hrs listed MW, MB, LB, AM, KG, MO, SM = \$412.10 ea. DP = \$618.15		\$41.21/hr

	Garcia, Kelly - 10 hrs Oliveira, Michelle - 10 hrs Patel, Disha - 15hrs Margino, Samantha - 10 hrs Lezgas, Marian - 5 hrs			ML = \$206.05		
h.	Schwartz, Sue	Teacher	VV	Teacher 1 extra period every other day for 19/20 SY. Effective 10/29/19		\$7,270.59 Pro-rated
i.	Pyatetsky, Iana	Bus Aide	BUS	New Hire, start date TBD - 19/20 SY Replacing employee #1025		\$16.06/hr
j.	Brozuski, JoAnn	Bus Aide	BUS	Resignation effective 10/18/19		

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

	Student	School/College/University	Experience	Dates	School	Ref
a.	Deloreto, Morgan Sanfilippo, Steven	Fairleigh Dickinson University	Observe	19/20 SY	VV	2D
b.	Stone, Emily	Montclair State University	Observe	19/20 SY	LV	2D
c.	Luyden, Sarah Haldy, Ashley Schlemmer, Kristen Robinson, Lexi Corillo, Karly Roberts, Amy	Morris County School of Technology	Observe	19/20 SY	RV RV RV LV LV LV	1C
d.	Dimaio, Anthony	County College of Morris	Observe	19/20 SY	LV	1C
e.	Andrian, Marc Gallagher, Jenna Mendoza, Andrea	County College of Morris	Observe	19/20 SY	VV RV RV	2C 1C 1C
f.	Ayers, Ashley	Centenary University	Observe	19/20 SY	RV	1C

3. **BE IT RESOLVED**, that the Board hereby approves employee #1244 for a leave of absence, having received doctor's certification, commencing January 2, 2020 under the Federal Family Medical Leave Act (FMLA), ending on March 27, 2020, while utilizing fourteen (14) sick days.

BE IT FURTHER RESOLVED, that the Board hereby approves the leave under the NJ Family Leave Act (FLA) for employee #1244, commencing on February 3, 2020 through April 7, 2020.

BE IT FURTHER RESOLVED, that the Board hereby approves the leave for employee #1244 and anticipate a return to work on April 8, 2020.

4. **BE IT RESOLVED**, that the Board hereby approves employee #199 for a leave of absence, having received doctor's certification, commencing January 31, 2020 under the Federal Family Medical Leave Act (FMLA), ending on April 30, 2020, while utilizing twenty-nine (29) sick days.

BE IT FURTHER RESOLVED, that the Board hereby approves the leave under the NJ Family Leave Act (FLA) for employee #199, commencing on March 9, 2020 through May 29, 2020.

BE IT FURTHER RESOLVED, that the Board hereby approves the leave for employee #199 and anticipate a return to work on September 1, 2020.

5. **BE IT RESOLVED**, that the Board hereby approves employee #874 for an unpaid leave of absence, under the NJ Family Leave Act (FLA), commencing on January 1, 2020 through January 31, 2020.

BE IT FURTHER RESOLVED, that the Board hereby approves the leave for employee #874 and anticipate a return to work on February 3, 2020.

6. **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.	Goldenberg, Jack	Teacher	10/29/2019	\$90/day

ROLL CALL (Motions 1-6)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Wagner-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:

- BE IT RESOLVED**, that the Board approves the attached list of field trip requests.
- BE IT RESOLVED – WORKSHOPS with EXPENSES** – that the Board approves 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(s)
a.	Forkins, Jessica	Speech Therapist	LV	\$700 + travel	PROMPT Introduction Parsippany, NJ	2D	1/10/20 – 1/12/20
b.	Rothrock, Stacia	Teacher	LV	\$199.95	LittleBits STEM 6 hr online course	2C	
c.	Newchok, Amanda	OT	LV	\$399	Star Institute 3S Symposium Online livestream	2D	11/15/19
d.	Lezgus, Marian	Librarian	VV	\$190 + travel	NJ Assoc. of School Librarians Fall Conf. East Brunswick, NJ	2D	12/10/19
e.	Korman, Seth Scala, Evan Theodoropoulos, Tina	Principal V. Principal Principal	VV LV RV	\$185 + travel each	The Leadership Challenge in Implementing Units of Study in Reading, Somerset, NJ	2D	11/15/19

- BE IT RESOLVED**, that the Board approve the following as sites for Community-Based Instruction (CBI) Trips for the 19/20 SY:

	Destination	Location
a.	Acme	Denville, NJ
b.	Dollar Tree	Denville, NJ
c.	Laundromat	Denville, NJ
d.	TD Bank	Denville, NJ
f.	Dentist	Denville, NJ
g.	Cedar Gate Farms	Denville, NJ
h.	Downtown	Denville, NJ
i.	Post Office	Denville, NJ
j.	Morris County Vo-Tech	Denville, NJ
k.	Police Station	Denville, NJ
l.	Library	Denville, NJ
m.	IHOP	Parsippany
n.	Green Vision	Randolph, NJ
o.	NJ Transit Train	Morristown, NJ
p.	ShopRite	Wharton, NJ
q.	Rockaway Lanes	Rockaway, NJ
r.	Rockaway Townsquare Mall	Rockaway, NJ

4. **BE IT RESOLVED**, that the Board accept the donation of three (3) one hour sessions of Krav Maga training for staff from Johan Witto of Phalanx Krav Maga and CrossFit. Ref 4A

ROLL CALL (Motions 1-4)

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

C. POLICY REVISIONS

Mr. Kim moved, seconded by Mrs. Wagner, 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
3212	Attendance - Teaching Staff		X
4212	Attendance - Support Staff		X
P & R 1642	Earned Sick Leave Law – NEW	X	
3159	Teaching Staff Member School District Reporting Responsibilities (M)	X	
P & R 3218	Use, Possession, or Distribution of Substances (M)	X	
P & R 4218	Use, Possession, or Distribution of Substances (M)	X	
4219	Commercial Driver Controlled Substances and Alcohol Use Testing (M)	X	
P & R 6112	Reimbursement of Federal and Other Grant Expenditures (M)	X	
P & R 8600	Student Transportation (M)	X	
8630	Bus Driver/Bus Aide Responsibility (M)	X	
R 8630	Emergency School Bus Procedures (M)	X	
8670	Transportation of Special Needs Students (M)	X	
9210	Parent Organizations	X	
9400	Media Relations	X	

ROLL CALL (Motion 1)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Wagner-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 approves the enclosed check list(s) in the following amounts:

Amount	Description	Check Register
\$3,503.18	Ck #1182	Milk Fund - August/September
\$4,467,234.06	Check #8013-8249, 990179-990180, 909272019, 910152019, 910302019	Current Expense
\$1,588.90	Ck #1043	General Organization
\$787.00	Ck #1081-1084	Elementary Enrichment

2. **BE IT RESOLVED**, that the Board approves the discard of the following books:

Name of Book	ISBN	Copyright	Qty
Houghton Mifflin Social Studies From Sea to Shining Sea	0-395-54890-X	1994	23
Silver Burdett and Sons Science Horizons	0-382-17256-6	1991	31
Harcourt Collections Hidden Surprises	0-15-312046-0	2001	29
Harcourt Collections Journeys of Wonder	0-15-312047-9	2001	22

3. **BE IT RESOLVED**, that the Denville Township Board of Education approves the attached Budget Calendar for fiscal year 2020-2021.

4. **BE IT RESOLVED**, that the Denville Township Board of Education approves Gray Law Group to complete Pass the Trash Employment Verification background checks for new hires at a cost of \$35 per application.
5. **BE IT RESOLVED**, that the Board of Education of the Township of Denville approve the submission of the amendment Individuals with Disabilities Education Act (IDEA) application for Fiscal Year 2020, and accepts the grant award of the funds upon subsequent approval of the FY 2020 IDEA application with the following amounts:
 - Basic Public: \$361,036
 - Non-Public: \$ 13,954
 - Preschool: \$ 21,968
6. **BE IT RESOLVED**, that the Board of Education of the Township of Denville approve the submission of the amendment ESEA-NCLB application for FY 2020, and accepts the grant award of the funds upon subsequent approval of the FY 2020 ESEA-NCLB application with the following amounts:
 - Title I Public: \$45,622
 - Title II Part A: \$24,777
 - Title III: \$ 171
 - Title IV: \$12,001

ROLL CALL (Motions 1-6)

Mr. Cappello-Y, Mr. Casse-Y/No-Milk Fund Check, Mr. Luer-Y/A #1/No #2, Mr. Kim-Y, Mrs. Wagner-Y, Mr. Andersen-Y/A Ck # 8200.

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

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

1. TRANSPORTATION

- a. **BE IT RESOLVED**, that the Board approved to sell the following retired school buses to Roxbury Auto Wreckers for \$900 each.
 - i. International 2004 School Bus, 54 Passenger, Approximate Mileage 98,489 Bus #173
 - ii. International 2004 School Bus, 54 Passenger, Approximate Mileage 126,328 Bus #174
- b. **BE IT RESOLVED**, that the Denville Township Board of Education approves to publish an advertisement for bid solicitation for the sale of the following:
 - i. 2005 Ford F-350XL 5.4L 2-door pickup truck with Western V-Plow and aluminum dump 8-foot flatbed, white, air conditioning, 115,000 miles
 - ii. One (1) Toro Z-Master Zero Turn Ride-On Lawn Mower
 - iii. One (1) 2003 Danzer Morrison Enclosed Trailer

2. BUILDING AND GROUNDS

- a. **BE IT RESOLVED**, that the Board approves the Memorandum of Agreement with the Denville Police Department for 2019-20 SY. Ref 4A
- b. **BE IT RESOLVED**, that the Board approves the Denville BOE and the Denville Township Police Department Memorandum of Understanding- Live Stream Videos Sharing for the 2019-20 school year. Ref 4A

ROLL CALL (Motions 1-2)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Wagner-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
- Ad- HOC Committee – Culture and Climate

The Board commented on the following Items:

- Halloween Scary House Contest – judges met to evaluate the results
- Holiday contest
- Mac Committee – Looking for stakeholders to be involve in the committee as current member will be retiring soon.
- Valleyview PTA – discussed preliminary plans for year-end activities
- Valleyview Field – timeline for project
- NJSBA Atlantic City Conference – over 9K attendees. Mr. Cappello and Mr. Kim attended a negotiation workshop among other workshops offered.
- Ad-HOC Committee - Culture and Climate: next meeting scheduled for December 11, 2019.
- BOE highlights:
 - NJSBA – Conference
 - Krav Maga training for staff donation – great benefit to the district
 - Audit Report
 - Future Ready Presentation

D. OTHER

VI. OPEN TO COMMENTS

Time: 8:41 p.m.

Closed: 8:42 p.m.

No comments were made.

VII. EXECUTIVE SESSION - Action May Be Taken

Mr. Casse 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 legal 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: 8:42 p.m.

VIII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas 5

Nays 0

Abstentions 0

Time: 10:44 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary