

MINUTES OF THE MEETING

DENVILLE TOWNSHIP BOARD OF EDUCATION

November 25, 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 7:00 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 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 regular session at 7:30 p.m.

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

- Lakeview Elementary School Staff Presentation
The Lakeview staff and students presented an innovative physical education program run by Mr. Elko. Mr. Elko talked about how golf help students be more social and better communicators. He stated that golf is a skill that can be practice throughout an individual's lifetime.
The students demonstrated how to hold the golf club, hit the ball, but most importantly how to build partnership and core values.
- Valleyview Middle School Staff Presentation – December 9, 2019

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

- Mrs. Stiles, Valleyview science teacher, was named the environmental educator of the year by the NJ Alliance for Environmental Education.
- St. Mary's lease update –
 - Approval for the November 25,2019 Board meeting.
 - Exclusions from lease: boys and girl's lockers, kitchen, pantry.
 - Snow Removal – reimburse up to \$5K to Diocese.
 - Security personnel or class III officer.
 - Walkway and drop-off for students.
 - Lease term and cost over 5 years (\$773K).

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

ADHD presentation at Riverview – December 3rd, 2019 at 6:30 pm

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

Stated that the Division of Pension updated GASB 75 information and the CAFR is up for approval this evening.

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened: 7:49 p.m. **Closed:** 8:01 p.m.

Public Comments:

One member of the public commented and asked on the following:

- The St. Mary's lease information
- 5K snow removal reimbursement to the Diocese
- Federal Grants and State aid increases
- Teacher's Contract
- NJ State math scores in comparison to Denville
- Congratulations to Mr. Casse on the re-election for Board member

Another member of the community inquired about the sub-leasing of the pre-kindergarten space at St. Mary's.

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 **November 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. **RESOLVED** that the Board approve the following REPORTS from **October 2019**:

1. Treasurer of School Monies
2. Board Secretary

B. **EDUCATION REPORTS**

1. Report of Student Enrollment – **October 2019**
2. Report of Health Office – **October 2019**
3. HIB Case LV-01
4. HIB Case LV-02
5. HIB Case LV-03
6. HIB Case LV-04

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

1. Work Session Meeting & Executive Sessions 1 & 2 – October 14, 2019
2. Regular Session Meeting & Executive Sessions 1 & 2 – October 28, 2019

ROLL CALL (Motions A-C)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Wagner-Y/A B6/C2, Mrs. Gould-Y/A C2, 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.	Hopler, Cole	Lunch Aide	LV	New Hire, effective on or before 12/2/19		\$15.86/hr
b.	Isza, Bret - 75% Semancik, Mike - 25%	Musical Coordinators	VV	VV School Play/Musical Split salary, \$2,489, Step B1	3C	\$1,866.75 \$622.25
c.	Stanford, Alana	Teacher	VV	Leave Replacement for employee #1244 Effective 1/2/20 - 4/9/20		\$300/day
d.	Musynske, Aileen Dawes, David Fuoco, Kate Loro, John Kaiser, Lynn Wade, Brian	Teachers	VV	Approve the following staff to cover as leave replacements for employee #874, 1/1/20 - 1/31/20.		\$995.78 \$872.03 \$1,029.12 \$981.62 \$1,147.72 \$1,062.45
e.	Kasmin, Martine	Teacher	LV	Resignation, effective on or before 1/11/20		
f.	Lynch, Meghan	Teacher	RV	Instructional Team Leader for Gr 3, 19/20 SY	1C 2A	\$1,799.00
g.	Rothrock, Stacia	Teacher	LV	Design and facilitate an Evening of Coding on 12/10/19. Not to exceed 1.5 hrs (\$61.82)	1C	\$41.21/hr
h.	Chaparro, Jessica	Teacher	LV	Math Club for 19/20 SY		\$1,777.00 Step A1
i.	Scheer, Lucille Troast, Debbie Fiorella, Holly	A/P Bookkeeper P/R Bookkeeper BA Asst	BOE	Merit pay per the work rules agreement		\$1,200.00 each
j.	Sommer, Jennifer Pridham, MaryBeth McBride, Sharon Zeman, Maureen Corforte, Jennifer	Teachers	LV RV VV VV Dist	RPP Training Not to exceed 2 hrs each (\$126.72 each)	2D	\$63.36/hr each

2. **BE IT RESOLVED**, that the Board approve the attached 12 month employee holiday calendar for 2020-2021 SY.
3. **BE IT RESOLVED**, that the Board approve the attached contract for Steven A. Forte, Superintendent of Schools, effective July 19, 2019 – June 30, 2024 (Pro-rated) pending County Approval.
4. **BE IT RESOLVED**, that the Board approve the following quantitative merit goals for Superintendent Steven Forte for 2019-20 per employment contract: 2.5% of salary or \$4,400.90 per goal:
 - a. Create a written reunification plan with at least 5 different public and/or private organizations/institutions.
 - b. Eliminate the need for outside personnel evaluators at a reduced cost of \$10,000
 Ref 2D, 4A

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

	Student	School/College/University	Experience	Dates	School	Ref
a.	Bulger, Brian	Caldwell University	Observe	12/3/19	RV	1C
b.	Daniels, Kelsie	Fairleigh Dickinson University	Observe	19/20 SY	LV	2D
c.	Intro to Education Class	Morris County School of Technology	Observe	19/20 SY	LV	1C
d.	Estrella, Dionicio	Kean University Nathan Weiss Graduate College	Observe	19/20 SY	LV	1C
e.	Fattorusso, Marissa	Misericordia University	Observe	19/20 SY	LV	1C

6. **BE IT RESOLVED**, that the Board retroactively approve employee #1095, for the Federal Family Medical Leave Act (FMLA), commencing November 11, 2019 and anticipate a return to work on November 18, 2019 while utilizing available sick days.
7. **BE IT RESOLVED**, that the Board retroactively approve employee #438, for the Federal Family Medical Leave Act (FMLA), commencing November 11, 2019 and anticipate a return to work on November 18, 2019 while utilizing available sick days.
8. **BE IT RESOLVED**. that the Board retroactively approve employee #659, under the Federal Family Medical Leave Act (FMLA), commencing November 5, 2019 while utilizing available sick days.
9. **BE IT RESOLVED**, that the Board retroactively approve employee #672, under the Federal Family Medical Leave Act (FMLA), commencing October 31, 2019 and anticipate a return to work on November 20, 2019.
10. **BE IT RESOLVED**, that the Board approve employee #1061, for a leave of absence, having received doctor's certification, commencing February 10, 2020 under the Federal Family Medical Leave Act (FMLA), ending on May 8, 2020, while utilizing twenty-seven (27) sick days.

BE IT FURTHER RESOLVED, that the Board approve the leave under the NJ Family Leave Act (FLA) for employee #1061, commencing on March 23, 2020 through May 15, 2020.

BE IT FURTHER RESOLVED, that the Board approve the leave for employee #1061 and anticipate a return to work on May 18, 2020.

11. **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.	Warner, Alaina	Teacher	11/26/2019	\$90/day
b.	McGuire, Carolyn	Teacher	11/26/2019	\$90/day

ROLL CALL (Motions 1-11)

Mr. Cappello-Y/A #5c, Mr. Casse-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Wagner-Y/N #3-4, 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(s)

3. **BE IT RESOLVED**, that the Board approve the attached nursing services plan for 2019-20.
4. **BE IT RESOLVED**, that the Board approve Dr. Mark Singer to provide staff (3-sessions) and community training (1-session) not to exceed \$4,000 per attached. Ref 4

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.

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
8454	Management of Pediculosis	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, Mrs. Gould-Y, Mr. Andersen-Y.

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

Mr. Casse moved, seconded by Mrs. Wagner, 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
\$3,355.55	Check #1183	Milk Fund - October
\$2,033,193.74	Ck #'s 8256-8439, 990185, 911152019	Current Expense
\$4,000.00	Ck #'s 1044-1045	General Organization

- BE IT RESOLVED**, that the Board accept the donation of a smart TV from the Christian Zollers of the Delbarton School to VVMS.
- BE IT RESOLVED**, that the Board approve reimbursement of co-pays up to \$3,000.00 for ABA home therapy and parent training from January 1, 2020 through June 30, 2020 for Student ID#2026783 per settlement agreement. Ref 1C
- BE IT RESOLVED**, that the Board approve the settlement agreement to reimburse parents for in-home ABA services for the 2019-2020 school year, not to exceed \$4,000 for student #20301852. Ref 1C
- BE IT RESOLVED**, that the Board approve the settlement agreement to reimburse parents for counseling sessions for the 2019-2020 school year, not to exceed \$6,600 for student #2024874. Ref 1A
- BE IT RESOLVED**, that the Board approve the Gray Law Group as legal consultants for the 2019-20 SY at the rate of \$150/hour as needed. Ref 4
- BE IT RESOLVED**, that the Board approve the attached lease with St. Mary's Parish for the rental of St. Mary's Prep for use as instructional space. Lease terms are December 1, 2019 - June 30, 2024. Ref. 4
- BE IT RESOLVED**, that the Board accept the 2018 – 2019 Comprehensive Annual Financial Audit Report which had no recommendations and Auditor's Management Report on Administrative Findings for the year ending June 30, 2019.
- BE IT RESOLVED**, that the Board accept the PTA donation to Lakeview of Three MakerBot Replicator 3D printers and filament. Valued at \$9,921.79.
- BE IT RESOLVED**, that the Board accept the donation of 26 Stem – Snap Circuit Beginners Kits for Kindergarten from the Foundation of Denville.

ROLL CALL (Motions 1-10)

Mr. Cappello-Y/A Ck #8298, Mr. Casse-Y/N #1, Mr. Luer-Y, Mr. Kim-Y/A Ck #8356, Mrs. Wagner-Y, Mrs. Gould-Y, Mr. Andersen-Y/A Ck #8343 and #8406.

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

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

1. TRANSPORTATION

- a. **BE IT RESOLVED**, that the Board approve the following school bus emergency evacuation drill reports:

Lakeview - October 28, 2019 @ 7:45am

Location: Gravel lot across from Lakeview

Route #'s 11, 12, 13, 14, 16, 17, 18, 176, 177, 178, 180, 181, 184, 185, 186, 187, 188, 189, 190, 191, 192

Riverview - November 1, 2019 @ 8:15am

Location: North Lot of Riverview

Route #'s 11, 12, 13, 14, 177, 178, 180, 181, 184, 185, 186, 187, 188, 189, 190, 192

Valleyview - October 17, 2018 @ 7:00am

Location: Bus Garage Parking Lot

Route #'s 11, 12, 13, 14, 15, 16, 17, 18, 176, 177, 178, 180, 181, 184, 185, 186, 187, 188, 189, 190, 191, 192

2. BUILDING AND GROUNDS

- a. **BE IT RESOLVED**, that the Board approve the attached proposal for renovations to SMP (Riverview Annex) by EI Associates. Ref 4

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.

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:

- Good wishes and good luck to Mr. Forte on his dissertation next week.
- Congratulations on the St. Mary's (RV-Annex) lease approval.
- Thanked Mr. Forte and administration for involving the community and keeping them informed about the RV annex.
- Thanked the public for their comments/feedback on the RV annex.
- Demography Study

BOE highlights:

- St. Mary's Lease approval
- Audit
- Mr. Forte Contract
- Mrs. Stiles accomplishments

D. OTHER

VI. OPEN TO COMMENTS

Time: 8:29 p.m. **Closed:** 8:29 p.m.

No comments were made.

VIII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas 7 Nays 0 Abstentions 0 Time: 8:29 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary