

## MINUTES OF THE MEETING

**DENVILLE TOWNSHIP BOARD OF EDUCATION**  
**February 24, 2020**  
**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 MRS. WAGNER @ 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. Kim - P, Mr. Casse – \*, Mr. Cappello - P, Mr. Andersen – A, Mr. Luer - P, Mrs. Gould – P, Mrs. Wagner – P.

\* Arrived at 7:01 p.m.

#### C. EXECUTIVE SESSION

Mr. Kim 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, 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 7:31 p.m.**

#### D. PLEDGE OF ALLEGIANCE

#### E. SPECIAL PRESENTATIONS

#### F. SUPERINTENDENT'S COMMENTS

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

- Read Across America - Week of March 2-6, 2020
- Kindergarten 2020-2021 registration:  
Total Registrations as of 2/24/20 = 172 (current sitting class is 179)
- Lakeview Lead Graduation - February 28, 2020
- Public speaker, Dr. Singer presentation scheduled for March 10<sup>th</sup> has been postponed.

#### H. BUSINESS ADMINISTRATOR'S COMMENTS – No Comments

### II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

**Opened:** 7:34 p.m.                  **Closed:** 7:34 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 **February 2020** 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. Luer, to approve the following Resolutions under Old Business:

**A. RESOLVED** that the Board approve the following REPORTS from **January 2020**:

1. Treasurer of School Monies
2. Board Secretary

**B. EDUCATION REPORTS**

1. Report of Student Enrollment – **January 2020**
2. Report of Health Office – **January 2020**
3. HIB Case VV-05
4. HIB Case LV-05
5. HIB Case RV-01
6. HIB Case VV-06

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

1. Reorganization Meeting - January 6, 2020
2. Work Session Meeting & Executive Sessions 1 & 2 – January 6, 2020
3. Regular Session Meeting & Executive Session - January 27, 2020

**ROLL CALL (Motions A-C)**

Mr. Kim-Y/A #C3, Mr. Casse-Y, Mr. Cappello-Y, Mr. Luer-Y, Mrs. Gould-Y, Mrs. Wagner-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, Michael Andersen**

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.	Nojiri, Patricia	Speech Therapist	LV	Complete additional hours for Speech-Language evaluations, as needed		\$41.21/hr
b.	Morgan, Christine	Teacher	RV	Teach after school enrichment class. Paid by registration fees.	1C	
c.	Knudsen, Cheryl	Instr. Aide	LV	Pay-out sick days (2/1/20 retirement)		\$3,115.04
d.	Stuedler, Meghan	Instr. Aide	RV	New Hire, FTE 0.69 effective 3/2/2020-6/22/2020	2A	\$115/day
e.	Sacco, Marie	Bus Aide	BUS	AM Bus Aide, effective 2/20/2020		\$16.16/hr Step-7
f.	Bias, Sue Beere, Barbara	Secretary Nurse	RV	Kindergarten Registration Evening Session, 2/27/2020. Not to exceed 3 hrs (SB=\$151.53, BB=\$123.63)	1C	\$50.51/hr \$41.21/hr

g.	Gonzalez, Cynthia	Driver	BUS	Retroactive to 2/11/2020 Kindergarten Run 19/20 SY		\$6,883 Step-5 prorated
h.	Buzzelli, Vincent	Teacher	LV	Elementary Band Stipend 2/2020 – 6/2020		\$1,244.50 Step-B1 prorated
i.	Levin, Dan	Teacher	LV	ESY Enrichment Coordinator 20/21 SY		\$5,100
j.	Stanford, Alana	Teacher	VV	Leave Replacement for employee #656, 4/9/2020 – 6/2/2020		\$300/day
k.	Taylor, Leslie Sapienza, Nina Ferree, Theresa	Teachers	LV	Spring Conferences 3/18/2020 & 3/19/2020 Not to exceed 6 hrs each (LT=\$249.72, NS=\$216.48, TF=\$359.82)	1C	\$41.62/hr \$36.08/hr \$59.97/hr
l.	Spellman, Melissa Bershefski, Heather Gomer, Alison Karakus, Gulten	Teachers	RV	Spring Conferences 3/18/2020 & 3/19/2020 Not to exceed 6 hrs each (MS=\$233.58, HB=\$247.20, AG=\$226.14, GK=\$239.70)	1C	\$38.93/hr \$41.20/hr \$37.69/hr \$39.95/hr
m.	Carius, Jamie	Speech Therapist	Dist	Provide additional speech therapy services for 19/20 SY for student ID #2024720. Total therapy and prep time not to exceed 51 hrs. (\$2,101.71)	2B	\$41.21/hr
n.	Durkin, Liam Loefler, Braden Smith, Jonny	Students	MKHS	Volunteer for Valleyview play stage crew	1C	

2. **BE IT RESOLVED**, that the Board hereby approve Employee #662, for a leave of absence, having received doctor's certification, commencing May 1, 2020 under the Federal Family Medical Leave Act (FMLA), ending on May 29, 2020, while utilizing twenty-six (26) sick days. Anticipates to return to work on June 17, 2020.

**BE IT FURTHER RESOLVED**, that the Board hereby approve the leave under the NJ Family Leave Act (FLA) for employee #662, commencing on September 2, 2020 through November 20, 2020.

**BE IT FURTHER RESOLVED**, that the Board hereby approve the leave for Employee #662 and anticipate a return to work on February 8, 2021.

3. **BE IT RESOLVED**, that the Board approve employee #663, under the Federal Family Medical Leave Act (FMLA), commencing February 7, 2020 ending on February 14, 2020, while utilizing one (1) available sick day and five (5) unpaid days.
4. **BE IT RESOLVED**, that the Board retroactively approve employee #774, under the Federal Family Medical Leave Act (FMLA), commencing February 3 2020, while utilizing available sick days. Anticipated return to work is undetermined.
5. **BE IT FURTHER RESOLVED**, that the Board approve the attached job description for Battle of the Books Coordinator. Ref. 2
6. **BE IT RESOLVED**, that the Board approve the following students to observe in Denville Schools:

	Student	School/College/University	Experience	Dates	School	Ref
a.	Hendersen, Alexandeer Mendoza, Andrea Hill, Keyandrea	County College of Morris	Observe	19/20 SY	LV RV RV	2D
b.	Daniels, Kelsie	Fairleigh Dickinson University	Observe	20/21 SY	LV	2D

7. **BE IT RESOLVED**, that the Board hereby approve employee #184, for a leave of absence, having received doctor's certification, commencing May 18, 2020 under the Federal Family Medical Leave Act (FMLA), ending on

June 22, 2020, while utilizing twenty-four (24) sick days.

**BE IT FURTHER RESOLVED** that the Board hereby approve the leave under the NJ Family Leave Act (FLA) for employee #184, commencing on September 2, 2020 through November 20, 2020.

**BE IT FURTHER RESOLVED** that the Board hereby approve the leave for employee #184 and anticipate a return to work on November 25, 2020.

8. **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.	Alessandra, Georgia	Bus/Lunch Aide	2/11/2020	\$12.84/hr
b.	Traum, Samantha	Teacher	2/11/2020	\$110/day

9. **BE IT RESOLVED**, that the Board approve Georgia Alessandra to be mentored and trained as a School Bus Driver by the Transportation Department.

10. **BE IT RESOLVED**, that the Board approve Mentor-Mentee Relationship for the 2019-2020 SY. \$550 each paid by Mentee to Mentor prorated by month. To be reimbursed by the Board upon successful completion of program and renewal for the 2020-2021 SY. Ref 2D

**Mentee**

Leslie Taylor  
Stephanie Albiani  
Vincent Buzzelli Dan

**Mentor**

Angela Abel (5 months)  
Jenny Terhune (6 months)  
Komorowski (5 months)

**ROLL CALL (Motions 1-10)**

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

**B. INSTRUCTION AND PROGRAM (Includes Technology) – Chair, Katie Gould**

Mrs. Gould 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 \$0.35 per mile.

	Name	Position	School	Cost	Event/Location	Ref	Date(s)
a.	Gurowsky, Damaris	BA	BOE	\$535 + travel	NJASBO Conference Atlantic City, NJ		6/3/2020 - 6/5/2020
b.	Chmielewski, Mike	Fac. Mgr.	Dist	\$338 + travel	NJSBGA Conference Atlantic City, NJ		3/23/2020 – 3/25/2020
c.	Norris, Liz Smith, Laurie	Teachers	RV	\$220 + travel each	28 <sup>th</sup> Joint NJSHA/NJIDA Spring Conference Garwood, NJ	2D	3/6/2020
d.	Jamison, Rachel	Teacher	RV	\$279 + travel Title II funds	What's the New in Children's Literature & Strategies to infuse in School Library Program. West Orange, NJ	2D	3/27/2020

3. **BE IT RESOLVED**, that the Board accept the donation from the Wick-Hegarty School of Irish Dance of Denville to perform at Riverview and Lakeview Elementary School on March 17, 2020. Ref 1C, 3D.

**ROLL CALL (Motions 1-3)**

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

**C. POLICY REVISIONS**

Mr./Mrs. \_\_\_\_\_ moved, seconded by Mr./Mrs. \_\_\_\_\_, 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 <sup>st</sup> Reading	2 <sup>nd</sup> Reading/ Adoption

**D. FINANCE (Includes Technology) – Chair, James Kim**

Mr. Kim moved, seconded by Mr. Luer, 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
\$3,618.39	Ck #1186	Milk Fund
\$2,991,424.89	Ck #'s 8863-9061, 990196-990198, 901302020, 902142020	Current Expense
40,200.00	Ck #'s 1047-1048	General Organization
2,150.24	Ck #'s 1097-1103	Elementary Enrichment

- BE IT RESOLVED**, that the Board approve the renewal membership in the Pooled Insurance Program of New Jersey.

**WHEREAS**, a number of Boards of Education in various Counties have joined together to form a Joint Insurance Pool as permitted by N.J. Title 18A-.18B and;

**WHEREAS**, said Pool was approved effective July 1, 1984 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

**WHEREAS**, the Bylaws and regulations governing the creation and operation of this Insurance Pool contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Pool, and;

**WHEREAS**, the Board of Education of Denville has determined that membership in the Pooled Insurance Program of New Jersey is in the best interest of the District;

**NOW THEREFORE**, be it resolved that the Board of Education of Denville does hereby agree to join/renew membership in the Pooled Insurance Program of New Jersey and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2020 to June 30, 2023.

**BE IT FURTHER RESOLVED**, that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

**BE IT FURTHER RESOLVED**, that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Pool as are required by the Group's Bylaws and to deliver the same to the Executive Director.

- BE IT RESOLVED**, that the Board approve Discovery Benefits to administer the Commuter Benefits plan at a fee of \$3.00 per enrolled participant per month.
- BE IT RESOLVED**, that the Board accept the donation of 20 large traffic cones from the Denville Police Department.
- BE IT RESOLVED**, that the Board accept the donation of an American Flag, flown over the Joint Training Center-Jordan on September 9, 2019, and plaque from Kevin Washington. Ref 1C, 3A
- BE IT RESOLVED**, that the Board accept the stage projects that will be funded by PABC for the upcoming Valleyview play:

- 6.1. Replacement of the microphone system.
- 6.2. Replacement of the rear projection system with LED TV screens
- 6.3. Installation of plexiglass covers on the new screens

**ROLL CALL (Motions 1-6)**

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

**E. OPERATIONS (Includes Technology) – Chair, Don Casse**

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

**1. TRANSPORTATION**

**2. BUILDING AND GROUNDS**

- 2.1. BE IT RESOLVED**, that the Board approve the following programs to use school facilities pending completion of district policy requirements:

- Denville Twp Recreation Summer Camp: Riverview School June 22-August 10, 2020
- Headfirst Camps (NY Yankees) baseball camp: Riverview School July 27-31, 2020
- Pro Sports Experience Camps (NFL Football): Riverview School July 20-24, 2020

- 2.2. BE IT RESOLVED**, that the Board of Education of the Township of Denville continue an Ad Hoc Committee to Develop and Coordinate a Plan to Enhance the Security of the Denville Township School District:

**WHEREAS**, ensuring the safety of our students and staff is a critical component of our educational mission;

**WHEREAS**, the Board, Administrators, Denville Police, and Denville Fire Department are all integral parts of providing and maintaining a “safe” environment for students and staff;

**WHEREAS**, a coordinated effort is needed to review the various aspects of the security plan with the identified stakeholders.

**THEREFORE BE IT RESOLVED**, that an Ad Hoc Committee be continued and charged with reviewing the current plans and identifying additional concerns and improvements for considerations as the Denville Township Schools enhance the security of students and staff; and

**BE IT FURTHER RESOLVED**, that activity of this committee shall be reported out to the Board in executive session after each meeting; and will be reassessed in December 2020 for continuation as an Ad-Hoc committee.

- 2.3 RESOLVED**, that the Denville Township Board of Education approve to cancel the advertisement for bid solicitation for the Riverview Annex scheduled to be advertised on Tuesday, February 25, 2020 provided that the administration can secure a competitive quote from a State approve or Cooperative vendor.

**ROLL CALL (Motions 2.1-2.3)**

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

**V. GOOD OF THE CAUSE**

**A. COMMITTEE REPORTS**

**B. CORRESPONDENCE**

**C. DISCUSSION ITEMS**

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

Donations

Ad Hoc Committee – Security (Mrs. Wagner, Mr. Cappello, and rotating member)

- Ad Hoc Committee – Culture and Climate

The Board commented on the following Items:

- The Board welcomed back Dr. Forte from the medical leave of absence.
- Dr. Forte is meeting with Chief Perna on 2/25/2020 to discuss security items.
- Committee meetings scheduled for March 3, 2020 (1<sup>st</sup> Tuesday of the month)
- Budget questions:
  - RV/LV electrical panel/HVAC project: this project is for repair not upgrade of main panels at both schools. (the District considered holding off on this project until further notice or until the RV Annex project is completed).
  - The LRPF study prepared by the engineers indicated that immediate repair to the HVAC at RV was necessary.
- Snow Days: End of school is June 22 with Valleyview School graduation on June 17<sup>th</sup>. If snow days are not utilized the District will consider giving back 6/22; 6/19; 6/18; and 6/12 or other days may be considered by the administration.

#### D. OTHER

#### VI. OPEN TO COMMENTS

**Opened:** 8:05 p.m.      **Closed:** 8:05 p.m.

No comments were made.

#### VII. EXECUTIVE SESSION - Action May Be Taken

Mr. Kim 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 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: 8:06 p.m.

#### VIII. ADJOURNMENT

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

##### ACTION ON MOTION:

Yeas 6                  Nays 0                  Abstentions 0                  Time: 8:27 p.m.

Respectfully submitted,

Damaris Gurowsky  
Business Administrator/Board Secretary