

## MINUTES OF THE MEETING

### DENVILLE BOARD OF EDUCATION

#### WORK SESSION MEETING – Revised Location

ONLINE BOARD MEETING – MAY 11, 2020; 7:00 p.m.

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

The following information was provided for access to the Virtual Meeting:

Due to the state of emergency declared by the Governments of the State of New Jersey and the United States regarding COVID-19, the **May 11, 2020** Board Meeting is being held via video conference. The Board Meeting may be viewed live via the video conference – see link below.

Members of the public may remotely access and provide written or verbal public comments at this Board Meeting through Hangouts Meet, a remote video conferencing system. Specific instructions for accessing the Board Meeting and providing public comments will be posted to the home page of the Denville Board of Educations' website. All public written or verbal comments must include the sender's full name and address and will be read aloud at the Board Meeting.

Please visit the District Website for more information: [www.denville.org](http://www.denville.org)

Free direct access is available by copying and pasting the URL or via telephone

Join: <https://meet.google.com/vuy-uxtp-ioy>

Or call

Phone +1 661-527-2932 PIN: 612287474#

(The meeting line will open at 7:30pm. Callers will be placed in a queue and calls will be answered in the order in which they were received once public comment begins.)

For questions in reference to this meeting, for technical assistance and/or to report difficulty with accessing the virtual meeting, please email [sforte@denville.org](mailto:sforte@denville.org) and/or [ccostanza@denville.org](mailto:ccostanza@denville.org). Please note the following in the "Re" portion of your email: "Virtual Meeting Assistance Requested." Emails will be checked during the public meeting as well.

BY ORDER OF THE DENVILLE TOWNSHIP BOARD OF EDUCATION

1 St. Mary's Place – 2nd Floor, Denville, NJ 07834

Damaris Gurowsky, Board Secretary.

#### Google Meet/Hangout Directions for Public

1. When you enter the Meeting/Hangout, mute yourself (If you are already not muted.)
2. During the open public comments section of the meeting please contribute by:
  - a. Typing your question or comments in the textbox
  - b. By unmuting and asking the question or comment
  - c. State your name and address for the record

#### I. CALLED TO ORDER BY MRS. WAGNER AT 7:05 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 - P, Mr. Cappello - P, Mr. Andersen – P, Mr. Luer - P, Mrs. Gould – P, Mrs. Wagner – 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 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: 7:05 p.m.

The Board returned to open session at 7:31 p.m.

## D. PLEDGE OF ALLEGIANCE

## E. SPECIAL PRESENTATIONS

## F. SUPERINTENDENT’S COMMENTS – Dr. Forte discussed the following:

- All field trips have been cancelled
- Summer enrichment and fourth quarter enrichment have been cancelled
- Reimbursements will be mailed
- Decision will be made this week regarding graduation gowns
- End of year activities will be virtual
- Lakeview and Riverview end of year celebrations – communications will come from principals
- Valleyview end of year activities – looking at options and communication will come from principal
- Student possession pick up date and time to be determined

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

- Fifth grade placement meeting will be held virtually on May 20 at 6:00 p.m.
- Sixth grade orientation will be held virtually on May 27 at 6:00 p.m.
- Kindergarten registration is ongoing and information is online
- There are 176 Kindergarten registrations to date

## H. BUSINESS ADMINISTRATOR’S COMMENTS - No Comments

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

Opened: 7:34 p.m.                  Closed: 7:36 p.m.

No comments were made

## III. OLD BUSINESS (NO 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 **May 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.

The Board discussed the following Resolutions, action will be taken on May 18th.

To approve the following Resolutions under Old Business:

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

1. Treasurer of School Monies
2. Board Secretary

**B. EDUCATION REPORTS**

1. Report of Student Enrollment - **April 2020**
2. Report of Health Office - **April 2020**

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

1. Work Session Meeting & Executive Session - April 6, 2020
2. Regular Session Meeting - April 27, 2020

Mrs. Wagner stated that each committee will give a summary of minutes from Committee Meetings.

**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. Andersen moved, seconded by Mr. Cappello, to approve the following Resolutions under Personnel:

Mr. Andersen provided a summary of the Personnel Committee Meeting:

- Meeting held on May 5<sup>th</sup>
- Staff renewals for 20/21SY were discussed
- Extra-curricular activities to adapt to virtual learning were discussed

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 Office of Student Protection and subject to the New Jersey Criminal Background Check, "Pass the Trash" Employment Verification 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	Description	Ref	Amount
a.	Korman, Seth	Principal	VV	Cash-in 4 vacation days 19/20 SY		\$2,340.60
b.	Plumb, Shawn	Teacher	VV	Summer Help - Painter- as needed and dependent upon access to school facilities.		\$19.00/hr

2. **BE IT RESOLVED**, that the Board approve the attached staff renewal list for 2020/2021 SY. Ref 1-4
3. **BE IT RESOLVED** that, having received medical documentation to support these requests and entitlements for leave, the Board retroactively approves the use of Emergency Paid Sick Leave and leave under the Federal Family Medical Leave Act (FMLA) in accordance with the Families First Coronavirus Response Act (the Families First Act), for the following employees and periods of time:

Emp #	Effective Date	Return Date
1349	03/16/2020	09/01/2020
795	03/16/2020	05/04/2020
96	04/29/2020	05/18/2020
431	03/19/2020	09/01/2020
1297	03/16/2020	09/01/2020
380	03/16/2020	09/01/2020
275	04/09/2020	05/15/2020

4. **BE IT RESOLVED**, that the Board hereby rescinds its April 27, 2020 motion, Personnel, #1, c, d, e, f, and #2 that approved a list of teachers, related services personnel and instructional/personal aides for the 20/21 ESY program for the period of June 29, 2020 through August 5, 2020.

**BE IT FURTHER RESOLVED**, that the Board hereby approves \$48.98 as the hourly rate of service for the attached list of teachers/ related services personnel and \$20.02 as the hourly rate of service for the attached list of instructional/personal aides who are approved to provide services for the 20/21 ESY program during the period of June 29, 2020 through August 5, 2020; and

**BE IT FURTHER RESOLVED** that, due to current school closures related to COVID-19, the Board cannot determine with specificity the amount of teachers/related services personnel or instructional/personal aides whose services will be needed for the 20/21 ESY program;

**NOW, THEREFORE, BE IT RESOLVED**, the Board authorizes the Superintendent to select from the approved list of teachers/related services personnel and instructional/personal aides, which staff members shall be assigned to provide services for the 20/21 ESY Program, recognizing that not every teacher/related services personnel or instructional/personal aide may be needed or selected to provide services.

**BE IT RESOLVED**, that the Board hereby approves \$24.25 as the hourly rate for the attached list of approved bus drivers and \$15.00 as the hourly rate of service for the attached list of bus aides who may provide services for the 20/21 ESY Program during the period of June 29, 2020 through August 5, 2020;

**BE IT FURTHER RESOLVED**, that the Board hereby authorize the Superintendent to select which, if any, bus drivers and bus aides will be assigned transportation services for the 20/21 ESY Program, based upon the need for transportation services and the re-opening of schools due to COVID-19.

**ROLL CALL (Motions 1-4)**

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

**B. FINANCE (Includes Technology) - Chair, James Kim**

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

Mr. Kim provided a summary of the Finance Committee Meeting:

- Meeting held on May 5<sup>th</sup>
- Budget numbers were reviewed – all on target
- Discussed savings in April 2020 due to no expenses for overtime, substitutes, extra duties, and extra transportation
- Changed the lease for copiers
- Discussed extra-ordinary funds possibly not being available next year

- Purchases being made in 19/20SY for 20/21SY saving a net \$921,000

1. **BE IT RESOLVED**, that the Board approved the enclosed check list(s) in the following amounts:

Amount	Description	Check Register

2. **BE IT RESOLVED**, that the Board approve the amount of tax monies required for school purposes for the 2020-21 school year is \$32,324,284.

**BE IT FURTHER RESOLVED**, that these monies be placed in the hands of the Treasurer of School Monies according to the following schedule:

07/13/2020	July	1,400,000.00
08/13/2020	Aug	1,400,000.00
09/11/2020	Sept	3,340,536.00
10/13/2020	Oct	3,340,536.00
11/12/2020	Nov	3,340,536.00
12/11/2020	Dec	3,340,534.00
01/13/2021	Jan	2,693,690.00
02/12/2021	Feb	2,693,690.00
03/12/2021	Mar	2,693,690.00
04/13/2021	April	2,693,690.00
05/12/2021	May	2,693,690.00
06/11/2021	June	2,693,692.00
Total		32,324,284.00

3. **BE IT RESOLVED**, that the Board approve the submission of the Individuals with Disabilities Education Act (IDEA) application for Fiscal Year 2021, and accepts the grant award of the funds upon subsequent approval of the FY 2021 IDEA application with the following amounts:

- Basic Public: \$366,475
- Non-Public: \$ 3,187
- Preschool: \$ 21,841

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

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

**C. OPERATIONS (Includes Technology) - Chair, Don Casse**

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

Mr. Casse provided a summary of the Operations Committee Meeting:

- No transportation items were discussed
- Discussed the items on the agenda for Murray Paving and the fence quote

1. **TRANSPORTATION**

2. **BUILDING AND GROUNDS**

**2.1. BE IT RESOLVED**, that the Board approve the attached proposal from Murray Paving and Contracting for plumbing at RVA \$3,956.40.

**2.2. BE IT RESOLVED**, that the Board approve Essex Fence Company for the installation of the Fence at Valleyview Middle School Field in the amount of \$33,682.

**ROLL CALL (Motions 2.1-2.2)**

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

**V. NEW BUSINESS (NO ACTION TO BE TAKEN)** - The following resolutions have been recommended by the Superintendent of Schools to the Board of Education for approval.

**A. POLICY REVISIONS**

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

P & R #	P & R Name	1st Reading	2nd Reading
0152	Board Officers		X
P & R 1581	Victim of Domestic or Sexual Abuse Leave (M)		X
2422	Health and Physical Education (M)		X
P & R 5330	Administration of Medication (M)		X
7243	Supervision of Construction (M)		X
8210	School Year		X
8220	School Day (M)		X
R 8220	School Closing		X
8462	Reporting Potentially Missing or Abused Children (M)		X

**VI. GOOD OF THE CAUSE**

**A. COMMITTEE REPORTS**

The Instruction and Program Committee report was not given because the items will on the May 18<sup>th</sup> agenda.

**B. CORRESPONDENCE**

**C. DISCUSSION ITEMS**

The Board discussed the following:

- Mr. Kim stated that the Board will see an increase in the number of transfers on the transfer report.
- Mr. Cappello attended the NJSB Legislative Committee meeting.
- Mr. Cappello also attended the Riverview PTA virtual meeting. All events are cancelled and money will be returned. PTA is considering ordering t-shirts.
- Mr. Andersen attended the Lakeview fifth grade virtual committee meeting and thanked Mrs. Baisley for her phenomenal job explaining how moving on will be handled. He thanked everyone's efforts to support students emotionally.

- Mrs. Wagner questioned if the Board could resume regular format for Work Sessions and Regular Session and Dr. Forte said that regular format could resume and would be changed if necessary.
- Mr. Andersen will oversee Personnel Committee in reviewing the policy for BOE meetings.
- Mr. Kim suggested there should be a school closing policy in the future that utilizes virtual learning.
- Dr. Forte stated guidance will be needed from state but there will be a virtual plan in the future.
- Mrs. Gould stated Riverview is holding an online Scholastic Bookfair fundraiser
- Mrs. Wagner stated Lakeview PTA Tricky Tray is cancelled and money will be refunded. PTA will ask for donations because this is a large fundraiser.

**D. OTHER**

**VII. OPEN TO COMMENTS**

Time: 8:17 p.m.                      Closed: 8:18 p.m.

No comments were made.

**VIII. ADJOURNMENT**

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

**ACTION ON MOTION:**

Yeas 7                      Nays 0                      Abstentions 0                      Time: 8:19 p.m.

Respectfully submitted,

Damaris Gurowsky  
Business Administrator/Board Secretary