

MINUTES OF THE MEETING

DENVILLE BOARD OF EDUCATION

WORK/REGULAR SESSION MEETING – Revised Location

ONLINE BOARD MEETING – JULY 6, 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 **July 6, 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

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

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(The meeting line will open at 7:30pm. Callers will be pl

aced 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 and/or 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 7:32 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 - A, Mr. Casse – P, Mr. Cappello - P, Mr. Andersen – P, Mr. Luer - P, Mrs. Gould – P, Mrs. Wagner – P.

C. EXECUTIVE SESSION - No Executive Session was needed

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

- 2019/20 Full Year Harassment Intimidation and Bullying Self Assessment and Student Safety Data Systems Presentation

Dr. Forte, Superintendent of Schools, presented the 2019-2020 Denville K-8 Semi-Annual report on Student Safety Data System and Harassment Intimidation and Bullying for the period July 1, 2019 – June 30, 2020 as follows:

● Substance Abuse/Possession Reported Cases:	0
● Harassment, Intimidation, and Bullying (HIB):	
Confirmed HIB Cases	5
Investigations	16
● Vandalism Incident:	0
● Violence Incident:	0

Action Taken:

● Police Notified	4
● In School Suspension	15
● Out of School Suspension	4

Report of Suspension of Student with Disabilities for reasons other than Violence and Vandalism: 3

Student/Staff/Parent Trainings and Programs Provided:

Trainings:	135
Programs:	152

- Annual District and Board Goal Recap of 2019-20 and Goal Setting for 2020-21. Ref 1-4
- Goals 2019-20 Review
Dr. Forte recalled the Strategic Plan 2022, the 2019-2020 District Goals, and suggested 2020-2021 District Goals Topics as follows:
 - Increase achievement for all students who are not meeting grade level benchmarks. Strategic Goals 2A-2D
 - Plan for the 20-21 School Year in all aspects for an online, hybrid and/or in-person educational program due to the COVID crisis and implement plan. Strategic Goals 1-4

- Goals 2019-20 Planning- Charlene Peterson, NJSBA

Board Self-Evaluation

All 7 board members completed the Board Self-Evaluation. On a 4.0 scale, Board scores in the 9 categories ranged from 3.1 (Finance & Board/Community) to 3.6 (Board Performance). The average Board score was 3.3 (3.2 last year). The board identified as areas for continued improvement streamlining/understanding of action plans, meeting preparedness, training, and community outreach/involvement. Some of the challenges the district is facing are the post-COVID return to school and assessment of student needs, budget and funding, and growing enrollment/future space needs.

Proposed 2020-21 District Goals

Through discussion and using the Strategic Plan as a guide, the following district goals are proposed for 2020-21:

1. Increase achievement for all students who are not meeting grade-level benchmarks. (Strategic Plan goals 2A – 2D.)

Focus Areas:

- o Math
- o Remediation of Learning Gaps – between now and September assess student learning and use curriculum supports to bridge gaps.
- o Social-Emotional Learning: Equity/Responsive Classroom Practices

2. To create and execute a plan for the 2020-2021 school year in all aspects for an online, hybrid, and/or in-person educational program due to the COVID crisis. (Strategic Plan goals 1-4.)

Focus Areas:

- o Reentry Plan Areas Submitted to the County: Health & Safety, Curriculum, Structure of the School Day, and Social-Emotional Learning (reentry focus).
- o Communication of the plan to/with District Stakeholders.

It was discussed that Goal #1 is longer term and looks beyond/outside the impact of COVID. Goal #2 is considered shorter term and focuses on the impact of COVID.

Proposed 2020-21 Board Goal

To participate in training together as a Board to further enhance Board knowledge in the areas of HIB, Finance, and the Board's role in Personnel.

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

- NJDOE Road Map to reopen schools in the fall was released – committees have been set up and the Admin Team will meet Tuesday morning to discuss
- ESY – in person program planned for small groups for last two weeks of program
- In person CST testing is being planned
- LV electric project update –parts are ordered and will start in 2 weeks
- Met with Denville Voices Against Racial Injustice and Dr. Cullis – committee to be formed with Board
- Next Committee Meetings will be held before the Board Meeting on August 10th

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

- Summary of Survey 2.0 - July 2, 2020
 - Reponses- 885
 - Time to complete Assignments 0-6 hours 94.5%
 - Family member support required almost all and a great deal - 44.2%
 - Overall, how would you rate the distance learning experience? Average to Excellent 85%

- Responsiveness of teaching staff - 76% very responsive- 22% moderately responsive
- How would you rate your experience using technology from home to complete assignments? 95% average to excellent
- Please check off all that apply to your distance learning experience:
 - Assignments posted consistently – 832 (94%)
 - Pictures and/or videos posted – 703 (79.4%)
 - Interactive activities/assignments – 651 (73.6%)
 - Live teacher time/instruction – 677 (76.5%)
 - Activities/assignments/enrichment – 563 (63.6%)
 - None of the above – 7 (0.8%)
- My child's teachers and school have addressed social emotional needs during distance learning.
75% 3, 4, 5
25% 1, 2
- How likely are you to send your child back to live instruction in school buildings in September? 79.4% very or somewhat likely, 5.6 % not likely
- 2nd and 5th Grade CogAT test results sent to parents. If not received contact Dr. Cullis via email.
- 6th grade placements will be available July 15th via Genesis.
- Kindergarten registrations – 184 (2 moved)

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

- June Treasurer's Report and Board Secretary Report will be included for approval at the August 10th meeting.
- Reviewed second merit goal to increase interest income from 18/19 SY to 19/20SY by \$25,000. Actual increase was \$54,000 due to negotiating better interest rate for CDs.

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened: 9:04 p.m. Closed: 9:05 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 **July 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. EDUCATION REPORTS

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

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

1. Work Session Meeting & Executive Sessions 1 & 2 - June 8, 2020
2. Regular Session Meeting & Executive Session - June 22, 2020

ROLL CALL (Motions A-B)

Mr. Casse-Y, Mr. Cappello-Y, Mr. Andersen-Y, Mr. Luer-Y, Mrs. Gould-Y/A #B1, 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. Andersen moved, seconded by Mr. Casse, to approve the following Resolutions under Personnel:

Upon the recommendation of the Superintendent of Schools, to approve the following resignations, retirements, salary adjustments, payments, employee leave requests, reassignments, appointments **(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), etc.:**

1. BE IT RESOLVED - NEW HIRES / RESIGNATIONS / RETIREMENTS / EMPLOYEE LEAVES / EXTRA PAY / SALARY / ADJUSTMENT - that the Board approve the following pertaining to staff members' new hire, resignation, retirement, placement on paid/unpaid leave*, payment for the performance of duties or extra duties**, and/or a deduction in pay:

	Name	Position	School	Description	Ref	Amount
a.	Musynske, Aileen	Teacher	VV	Move across the Guide, effective 9/1/2020		\$64,025 Step-9 MA30
b.	McCabe, Todd	Counselor	RV	Head Teacher, Riverview Annex, 20/21 SY		\$6,000
c.	Gallagher, Elaine	Lunch Aide	RV	Retirement Sick Day Payout (Retired 7/1/2020)		\$2,287.50
d.	Andreazza, Carol	Teacher	VV	Teacher 1.5 extra periods per week for Biology Honors Class for 20/21 SY	2A	\$4,897.90
e.	Cortes, Carlos Peco, Kemal	Custodians	RV	Cash-in 5 Vacation Days for 19/20 SY Cash-in 3 Vacation Days for 19/20 SY		\$1,190.80 \$641.04
f.	Foth, Leanne Gallagher, Kim Nojiri, Patricia	LDTC LDTC Speech Therapist	VV RV LV	2 additional days to conduct mandated ECR/IEP meetings and/or evaluations for the summer 2020 (in person work conditional upon COVID 19 state health and safety guidelines being met and approved by the Superintendent and Board of Education)	1C	\$538.02/day \$436.39/day \$338.66/day
g.	Bunker, Jennifer	OT	LV	Additional Occupational Therapy Services for 2020 ESY Program. Not to exceed 48 hrs (\$2,351.04)	2B	\$48.98/hr
h.	Smith, Laurie	Teacher	RV	Reading instruction and prep for student #20291516 for summer 2020. Not to exceed 27 hrs. (\$1,112.67)	2B	\$41.21/hr
i.	Schwartz, Sue	Teacher	VV	ESY Instruction for summer 2020. Not to exceed 6 hrs (\$293.88)	2B	\$48.98/hr
j.	Farley, Amy Foth, Leanne Gallagher, Kim Sibblies, Kristin Roth, Amelia Bunkers, Jennifer Julich, Lauren	Social Worker LDTC LDTC Psychologist Psychologist OT Teacher	VV VV RV RV/VV LV LV LV	Attend state mandated CST/IEP meetings, if needed, during summer 2020.	1C	\$41.21/hr each
k.	Nojiri, Patricia	Speech Therapist	LV	Additional Speech Therapy for 2020 ESY Program. NOT to exceed 40 hrs. (\$1,959.20)	2B	\$48.98/hr
l.	Hennessy, Eileen	Driver	BUS	AM/PM Bus Driver 20/21 SY		\$22,340 Step-12

m.	Hennessy, Eileen	Lunch Aide	RV	Lunch aide 20/21 SY	\$16.45/hr Step-4
n.	Hamed, Haneen	Teacher	RV	Leave Replacement Teacher for employee #724, effective 9/2/2020 - 3/15/2021	\$265/day

*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.

**The Board of Education’s authorization to pay employees for the performance of duties or extra duties is contingent upon the occurrence of the actual event associated with service, and the employees' actual performance of services. In the situation where an event is canceled or the service is no longer required, the employee will not be eligible for payment and payment will not be issued.

2. **BE IT RESOLVED**, that the Board approve the Merit Goals completion and payment for School Business Administrator, Damaris Gurowsky, as per 2019-2020 contract as follows:

Quantitative – 3% at \$3,845.40

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

3. **BE IT RESOLVED**, that the Board approve the attached list of staff members to move their classrooms for the 20/21 SY per DEA agreement. Ref 4D

4. **BE IT RESOLVED**, that the Board hereby approve employee #1150, for a leave of absence, having received doctor’s certification, commencing October 26, 2020 under the Federal Family Medical Leave Act (FMLA), ending on January 22, 2021 while utilizing thirteen (13) sick days.

BE IT FURTHER RESOLVED, that the Board hereby approve the leave under the NJ Family Leave Act (FLA) for employee #1150, commencing on December 7, 2020 through March 5, 2021.

BE IT FURTHER RESOLVED, that the Board hereby approves the leave for employee #1150 and anticipate a return to work on March 17, 2021.

Mr. Andersen congratulated Ms. Musynske for moving across the guide.

Mr. Luer confirmed that Motion #1B is for the Head Teacher job description that was approved earlier this year.

Mrs. Wagner congratulated Mrs. Gurowsky on her Merit Goal.

Mrs. Gould congratulated Mrs. Gallagher on her retirement.

ROLL CALL (Motions 1-4)

Mr. Casse-Y, Mr. Cappello-Y, Mr. Andersen-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. Casse, to approve the following Resolutions under Instruction and Program:

1. **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.	Smith, Susanna	Teacher	LV	\$650 Pd by Title I funds	Teachers College Units of Study Phonics Summer Institute (Online)	2D	7/27/2020 - 7/29/2020

b.	Johnston, Gina	Teacher	VV	\$1,275 Pd by Title I funds	Intermediate Virtual IMSE Orton-Gillingham Training	2D	8/3/2020 - 8/7/2020
c.	Bellini, Adrienne	Teacher	RV	\$1,275 Pd by Title I funds	Comprehensive Virtual IMSE Orton-Gillingham Training	2D	8/3/2020 - 8/7/2020
d.	Malkinski, Christine	Teacher	RV	\$1,275 Pd by Title I funds	Comprehensive Virtual IMSE Orton-Gillingham Training	2D	8/17/2020 - 8/21/2020

2. **BE IT RESOLVED**, that the Board approve the attached revised calendar for 2020/2021 SY.

ROLL CALL (Motions 1-2)

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

C. FINANCE (Includes Technology) - Chair, James Kim

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

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

Amount	Description	Check Register
\$185,165.29	Check #'s 9550-9593, 990220-990227, 906292020, 906302020	Current Expense

2. **BE IT RESOLVED**, that the Board approve the proposal from Altitude Unlimited, under the NJ State Contract M-7000 Data Communications Equipment, Contract #87720 to provide IT Managed Services/Server support at an annual rate of \$51,174 (per attached) for 20/21 SY.
3. **BE IT RESOLVED**, that the Board approve the proposal from Altitude Unlimited, under the NJ State Contract M-7000 Data Communications Equipment, Contract #87720 to provide qualified field services (per attached) at an hourly rate of \$46.13/hr. for 20/21 SY.
4. **BE IT RESOLVED**, that the Board approve the attached Educational Services Commission of Morris County 20/21 SY Shared Services Agreement and Addendum for the Bidding/Purchasing Program, in the amount of \$6,020.
5. **BE IT RESOLVED**, that the Board approve the following students to attend the programs/school listed for the dates and tuition identified:

Student ID	School/Program	Dates	Ref	Total Cost	Notes
20301852	PG Chambers	20/21 SY, commencing 7/6/20	2B	\$81,912.60	
2026783	EPIC School	20/21 SY, commencing 7/6/20	2B	\$114,204.30	
20272368	Central Park School	20/21 SY, commencing 7/6/20	2B	\$4,200.00	ESY Program
20272368	Central Park School	20/21 SY, commencing 9/1/20	2B	\$103,113.00	
20342890	Lake Drive School	20/21 SY, commencing 6/29/20	2B	\$7,020.00	ESY Program

6. **BE IT RESOLVED**, that the Board approve an amendment to the shared services agreement with the Twp of Denville for Class III Special Officers. Update the agreement to include a 4th Class III officer at an additional cost of \$42,000 for 20/21 SY.

Mr. Luer questioned if the second student ID in Motion #5 was correct. Mrs. Gurowsky will confirm.

Mrs. Wagner asked if the cost for outsourcing for 19/20 SY was typical. Mrs. Gurowsky explained that it is an estimate from the previous school year.

Mr. Andersen asked if Motion #2 was to move servers remote. Dr. Forte stated that this is a fee paid each year because of outsourcing.

Mrs. Wagner questioned the cost for the Class III Officer in Motion #6. Dr. Forte explained that the hourly rate increased and the number of hours per week increased.

Mr. Cappello asked if there was a Plan B for Motion #6. Dr. Forte said the plan would be to hire a security person instead of an officer.

ROLL CALL (Motions 1-6)

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

D. OPERATIONS (Includes Technology) - Chair, Don Casse

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

1. TRANSPORTATION

- 1.1. BE IT RESOLVED**, that the Board approve to publish an advertisement for bid solicitation for the sale of two (2) Freightliner 2005, 54 passenger school buses.

ROLL CALL (Motion 1.1)

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

V. GOOD OF THE CAUSE

A. COMMITTEE REPORTS

Mr. Casse inquired about the increase in school room moves between Riverview and Lakeview.

Dr. Forte stated that Riverview has had an increase due to moves around the building because of RV Annex.

Mr. Casse asked if there would be an impact on cost projection.

Mrs. Gurowsky stated that extra pay is budgeted for and this is a common recurring expense.

Mrs. Wagner asked for name suggestions for the new ad hoc committee.

Dr. Cullis stated that the suggested name is Responsive Practices for Student Equity.

Mrs. Wagner stated that the two Board Members to serve on the Responsive Practices for Student Equity ad hoc committee will be Mr. Kim and Mrs. Gould.

Mrs. Wagner stated that the two Board Members to serve on the Reopening Committee will be Mr. Andersen and Mrs. Wagner.

B. CORRESPONDENCE

C. DISCUSSION ITEMS:

a. Reopening of Schools 2020-21

Dr. Forte stated that the Transportation Committee met and Sgt. Jackson recommended that there be no cuts to bus routes due to unsafe road conditions for pedestrians.

b. Return to live Board meetings

Dr. Forte suggested that live Board Meeting resume with the August 10th meeting if the status of COVID-19 crisis does not change.

Mrs. Wagner asked if the meetings should be moved to accommodate for more space.

Mrs. Gurowsky will check to see if the Community Room is available.

The Board discussed a hybrid format of live and remote streaming and confirmed that the policy allows for this format.

The Board discussed adding another board meeting and committee meeting in August. It will be decided on August 10th if an additional meeting will be added on either August 24th or 31st.

Mr. Cappello stated the NJSBA delegates assembly met. Resolutions were passed to change representation at regional board level from 15% to 10% and replacement of regional board member decision will be up to local board of education.

Mr. Andersen stated that the Foundation of Denville held a meeting and the golf outing is still planned for September 29th. The grant application process will continue as planned.

D. OTHER

VI. OPEN TO COMMENTS

Opened: 9:48 p.m. Closed: 9:48 p.m.

No comments were made

VII. EXECUTIVE SESSION - Action May Be Taken

Mr. Luer moved, seconded by Mr. Andersen, 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: 9:57 p.m.

VIII. ADJOURNMENT

Mr. Casse moved, seconded by Mr. Andersen, to adjourn the meeting.

ACTION ON MOTION:

Yeas 6 Nays 0 Abstentions 0 Time: 10:47 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary