

MINUTES OF THE MEETING

**DENVILLE BOARD OF EDUCATION
WORK SESSION MEETING
IN-PERSON BOARD MEETING
Denville Town Hall Community Room
1 St. Mary's Place
Or VIRTUAL (see details below)
NOVEMBER 9, 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 **November 9, 2020** Board Meeting is being held via video conference and in-person. **The Board Meeting may be viewed live via the video conference – or attended in-person see link below for virtual log on information.**

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.

Governor Murphy's Executive Order 173 requires that the maximum occupancy of the room (including Board members and staff) is 42 people.

Website for more information: 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 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 7:30 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. Due to the state of emergency declared by the Governments of the State of New Jersey and the United States regarding COVID-19, this Board Meeting is being held via video conference and in-person. Electronic and regular 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, 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

- 2019-2020 Audit presentation by Man Lee, from Nisivoccia LLC
The auditor presented the 2019-2020 Audit Report. She reviewed excess surplus, capital reserve, and maintenance reserve balances. She stated that the District had a great financial fiscal year.
The District had no audit recommendations on the CAFR.
She answered questions from the Board in reference to the financial position of the District.

E. SUPERINTENDENT’S COMMENTS - Dr. Forte discussed the following:

- Extracurricular and enrichment virtual programs for K-5 - proposal will be on the November 23rd agenda.
- Valleyview athletics for boys and girls – planning for basketball and cheer to begin sometime around the holiday break.
- Clubs for all three schools will be virtual.
- Planning town athletics and allowing use of the gym.

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

- The National Blue Ribbon Award for 2020 will be presented to Riverview School by Secretary Betsy DeVos on Thursday, November 11, 2020.

G. BUSINESS ADMINISTRATOR’S COMMENTS – No Comments

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened: 7:45 p.m. Closed: 7:46 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 **November 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 November 23rd.

To approve the following Resolutions under Old Business:

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

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

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

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

1. Work Session Meeting - October 12, 2020
2. Regular Session Meeting - October 26, 2020

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.	White, Lori	Teacher	VV	Leave Replacement Teacher extended through 1/31/2021		\$315/day
b.	Mendez, Richy	Teacher	VV	Leave Replacement Teacher extended through 12/31/2020		\$265/day
c.	Mendez, Richy	Teacher	VV	New Hire, effective 1/1/2021 for 20/21 SY Replacing employee #398		\$52,955 Step-BA1 pro-rated
d.	Waltner, Erica	Behaviorist	Dist	New Hire, effective on or after 11/18/2020 for 20/21 SY.		\$74,275 Step-MA13 pro-rated
e.	Worts, Denise	Teacher	VV	Retirement, effective 1/1/2021		
f.	Oscar, Lionel	Custodian	VV	Retirement, effective 7/1/2021		
g.	Lezqus, Marian	Teacher	VV	Sick day payout		\$3,464.00

*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 – SUBSTITUTES** - that the Board approve the following new hire substitute(s) for the district:

	Name	Position	Effective Date	Per Diem Rate
a.	McConnell, Gail	Long Term Sub Teacher - District-wide	11/10/2020	\$160/day

3. **BE IT RESOLVED**, that the Board rescind from 10/12/2020 meeting: Personnel #1, i. Pauta, Paul, New hire, lunch Aide for 20/21 SY, \$16.36/hr, Step-3; k. Pauta, Paul, New hire, driver, AM & PM runs for 20/21 SY, \$19,980 Step-6.

4. **BE IT RESOLVED**, that the Board retroactively approve the use of the maximum of 10 days of Emergency Paid Sick Leave in accordance with the Families First Coronavirus Response Act (FFCRA), for employee #1276 effective October 21, 2020.

5. **BE IT RESOLVED**, that the Board retroactively approve the use of 2 days of Emergency Paid Sick Leave in accordance with the Families First Coronavirus Response Act (FFCRA), for employee #18 for September 18 and 21, 2020.

6. **BE IT RESOLVED**, that the Board approve employee #805, for an extended unpaid leave of absence, under the Federal Family Medical Leave Act (FMLA) utilizing sick and personal days through December 4, 2020.

BE IT FURTHER RESOLVED, that the Board approve an unpaid leave of absence for Employee #805 from December 7 through December 31, 2020 and anticipate a return to work on January 4, 2021.

7. **BE IT RESOLVED**, that the Board approve employee #398, for an extended leave of absence, under the Federal Family Medical Leave Act (FMLA) utilizing sick, personal, and family illness days through December 23, 2020.

8. **BE IT RESOLVED**, that the Board approve employee #164 for a leave of absence, having received doctor’s certification, effective November 1, 2020 under the Federal Family Medical Leave Act (FMLA) while utilizing sick days.

BE IT FURTHER RESOLVED, that the Board approve the leave for employee #164 and anticipate a return to work on December 1, 2020.

ROLL CALL (Motions 1-8)

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. PERSONNEL (Includes Technology) - Chair, Michael Andersen

The Board discussed the following Resolutions, action will be taken on November 23rd.

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.	Steimke, Kim	Teacher	LV	Provide additional reading instruction to student#20281637 for the 20/21 SY. Instruction and prep not to exceed 72 hrs (\$2,967.12).	2B	\$41.21/hr
b.	Kenah, Paula	Instr. Aide	VV	Move across the guide to ABA cert. effective 2/1/2021		\$29,060 Step - OG pro-rated

*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 following students to observe in Denville Schools:

	Student	School/College/University	Experience	Dates	School	Ref
a.	Iuorio, Lisa	Caldwell College	Observe Virtual Classes	20/21 SY		2D

3. **BE IT RESOLVED**, that the Board approve the attached plan for a virtual afterschool enrichment program for 20/21 SY for Lakeview and Riverview Elementary Schools.

4. **BE IT RESOLVED**, that the Board approve employee #1141, for a leave of absence, having received doctor's certification, commencing February 8, 2021 under the Federal Family Medical Leave Act (FMLA), ending on May 7, 2021, while utilizing fourteen (14) sick days.

BE IT FURTHER RESOLVED, that the Board approve the leave under the NJ Family Leave Act (FLA) for employee #1141, commencing on March 15, 2021 through May 21, 2021.

BE IT FURTHER RESOLVED, that the Board approve the leave for employee #1141 and anticipate a return to work on May 24, 2021.

5. **BE IT RESOLVED**, that the Board approve Georgia Alessandra to be mentored and trained as a School Bus Driver by the Transportation Department effective December 1, 2020.

6. **BE IT RESOLVED**, that the Board approve Kimberly Roumes to be mentored and trained as a School Bus Driver by the Transportation Department, effective December 1, 2020.

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

To approve the following Resolutions under Instruction and Program:

	Name	Position	School	Cost	Event/Location	Ref	Date(s)

C. 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

Policy/ Reg #	Policy/Regulation Name	1 st Reading	2 nd Reading/ Adoption
1649	Family Federal First Coronavirus (COVID-19) Response Act (M)		X
2270	Religion in the Schools		X
2431.3	Heat Participation Policy For Student-Athlete Safety (M)		X
2622	Student Assessment (M)		X
2464	Gifted and Talented Students (M)		X
5111	Eligibility of Resident/Non-Resident Students (M)		X
P & R 5320	Immunization		X
5610	Suspension (M)		X
R5610	Suspension Procedures (M)		X
5620	Expulsion (M)		X
P & R 8320	Personnel Records (M)		X

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

To approve the following Resolutions under Finance:

1. **BE IT RESOLVED**, that the Board of Education accept the 2019 – 2020 Comprehensive Annual Financial Audit Report which had no recommendations and Auditor’s Management Report on Administrative Findings for the year ending June 30, 2020.

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

To approve the following Resolutions under Operations:

1. TRANSPORTATION

- 1.1. **BE IT RESOLVED**, that the Board approve to outsource the following Joint Transportation Agreement with Hunterdon Educational Service Commission for the 20/21 SY:

- Route 303 \$55,842.45
- Route 307 \$57,067.12
- Route 358 \$57,684.04

VI. GOOD OF THE CAUSE

A. COMMITTEE REPORTS

Mr. Luer provided the Finance Committee Report:

- New Educators Health Plan is expected to have an estimated loss to the District of \$137,500
- Money from a stolen check was returned

- The security grant for \$86k has been submitted
- Budget plans for the future include:
 - Long range facilities plan
 - Demographic study
 - Lakeview roof replacement for a portion of the roof
 - Riverview HVAC for All Purpose Room
 - Valleyview interior doors

B. CORRESPONDENCE

C. DISCUSSION ITEMS

D. OTHER

Mr. Andersen provided an update for the Foundation of Denville:

- The name will change to Denville Education Foundation
- Held the first meeting since school reopened
- Approved grants
- Still accepting grants

Mrs. Gould provided an update on the Responsive Practices for Student Equity

Dr. Forte stated that the YMCA contract will include no rate changes and no rent charged.

VII. OPEN TO COMMENTS

Opened: 8:06 p.m. Closed: 8:07 p.m.

No comments were made

VIII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas 6 Nays 0 Abstentions 0 Time: 8:07 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary