

**MINUTES OF THE MEETING**  
**DENVILLE BOARD OF EDUCATION**  
**WORK SESSION MEETING**  
**IN-PERSON BOARD MEETING Or VIRTUAL (see details below)**  
**JANUARY 4, 2021 @ 7:00 p.m.**

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

Denville Town Hall Community Room  
1 St. Mary's Place

**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 **January 4, 2021** 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](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 7:22 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-P, 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**

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

- Valleyview Athletics for two basketball teams are scheduled to resume January 25<sup>th</sup> with a shortened season ending in February.
- January 7<sup>th</sup> – call with Dr. Gripp to perform Demographic services
- Covid-19 numbers have leveled off and schools will be virtual until they reopen on January 12<sup>th</sup>; some special education classes may begin this Thursday.

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

- Reminder – January 13<sup>th</sup> is a half day with morning session only and February 11<sup>th</sup> is also a half day for teacher in-services.
- Students will be participating in virtual assemblies the week on January 19 – 26 with a presentation by Mark Griffiths focused on self-esteem.
- There will be poster contest for Black History Month and more details to come.
- Eighth graders will be receiving course recommendations and schedules.

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

- Reminder – all re-elected members need to attend the NJSBA required trainings.

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

Opened: 7:30 p.m.                      Closed: 7:30 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 **January 2021** 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.

To approve the following Resolutions under Old Business:

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

1. Treasurer of School Monies
2. Board Secretary

**B. EDUCATION REPORTS**

1. Report of Student Enrollment - **December 2020**
2. Report of Health Office - **December 2020**
3. 2021-2022 Holiday Calendar - 12 Month Staff

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

1. Work/Regular Session Meeting - December 14, 2020
2. Special Meeting - December 21, 2020

**IV. OLD BUSINESS (ACTION TO BE TAKEN)**

Superintendent of Schools to the Board of Education for approval.

~~Pursuant to N.J.A.C. 6:20-2.13c, we certify that as of **January 2021** 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. Casse moved, seconded by Mr. Cappello, to approve the following Resolutions under Old Business:

**A. EDUCATION REPORTS**

1. 2021-2022 District School Calendar

**ROLL CALL (Motion 1)**

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

**V. 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,**

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

	Name	Position	Effective Date	Per Diem Rate
a.	Metz, Tracy	Teacher	1/5/2021 or after	\$110/day
b.	Gaith, Mahender	Teacher	1/5/2021 or after	\$110/day
c.	DiCosmo, Christina	Teacher	1/5/2021 or after	\$110/day
d.	Colucci, William	Teacher	1/5/2021 or after	\$90/day
e.	McGuire, Carolyn	Teacher	1/5/2021 or after	\$90/day
f.	McConnell, Nicole	Teacher	1/5/2021 or after	\$110/day

2. **BE IT RESOLVED**, that the Board approve the termination of employee #37 effective January 4, 2021.

**ROLL CALL (Motions 1-2)**

Mr. Kim-Y, Mr. Casse-Y, Mr. Cappello- Y, Mr. Andersen-Y/A #2, Mr. Luer-Y, Mrs. Gould-Y, Mrs. Wagner-Y

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

Mrs. Gould moved, seconded by Mr. Kim, to approve the following Resolutions under Instruction and Program:

1. **BE IT RESOLVED**, that the Board approve the School Day Schedules

**Regular Day Schedules:**

Valleyview: 7:30-2:23

Lakeview: 8:05-2:58

Riverview: 8:40-3:33

**Two –Hour Delay Schedule:**

Valleyview School 9:30-2:23

Lakeview School 10:05-2:58

Riverview School 10:40-3:33

**Early Dismissal Schedule:**

Valleyview: 7:30-11:30

Lakeview: 8:05-12:05

Riverview: 8:40-12:40

**ROLL CALL (Motion 1)**

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

**C. FINANCE (Includes Technology) - Chair,**

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

1. **BE IT RESOLVED**, that the Board 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.

Mrs. Wager questioned if this had not been voted on before.

Mrs. Gurowsky stated that this was not voted on at a previous meeting because the pension numbers were not available.

Hard copies of the audit report were requested by Mr. Luer and Mr. Kim.

Mr. Andersen congratulated and thanked Mrs. Gurowsky and Business Office staff for work on the audit report.

**ROLL CALL (Motion 1)**

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

**VI. 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,**

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.:

- 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.	Isza, Brett	Music Director	VV	2020-2021 School Musical		\$2,961 Step-B2

\*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.

- BE IT RESOLVED**, that the Board approve the attached agreement and cost of \$2,000 to join CJPRIDE for the 2020-2021 SY. Ref 3
- BE IT RESOLVED**, that the Board retroactively approve up to 10 maximum days of Emergency Paid Sick Leave in accordance with the Families First Coronavirus Response Act (FFCRA), for employee #1269 effective December 15, 2020; Employee #1269 qualifies under reason #1 of the Employee Rights and will use AM only of the FFCRA.
- BE IT RESOLVED**, that the Board retroactively approve up to 10 maximum days of Emergency Paid Sick Leave in accordance with the Families First Coronavirus Response Act (FFCRA), for employee #1192 effective December 15, 2020; Employee #1192 qualifies under reason #1 of the Employee Rights and will use AM only of the FFCRA.
- BE IT RESOLVED**, that the Board retroactively approve up to 10 maximum days of Emergency Paid Sick Leave in accordance with the Families First Coronavirus Response Act (FFCRA), for employee #573 effective December 15, 2020; Employee #573 qualifies under reason #1 of the Employee Rights.
- BE IT RESOLVED**, that the Board retroactively approve up to 10 maximum days of Emergency Paid Sick Leave in accordance with the Families First Coronavirus Response Act (FFCRA), for employee #180 effective December 18, 2020; Employee #180 qualifies under reason #1 of the Employee Rights and will use AM only of the FFCRA.
- BE IT RESOLVED**, that the Board hereby approves employee #551, for a leave of absence, having received doctor's certification, commencing March 1, 2021 under the Federal Family Medical Leave Act (FMLA), ending on May 25, 2021, while utilizing thirty (30) sick days.

**BE IT FURTHER RESOLVED**, that the Board hereby approves the leave under the NJ Family Leave Act (FLA) for employee #551, commencing on April 13, 2021 through September 10, 2021.

**BE IT FURTHER RESOLVED**, that the Board hereby approves the leave for employee #551 and anticipate a return to work on April 11, 2022.

Mr. Andersen requested more information on CJPride.

Dr. Forte stated that he spoke to superintendents and they had positive comments and were supportive of the program.

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

To approve the following Resolutions under Instruction and Program:

- 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.	Zeleny, Tia	Teacher	RV	\$850	<i>Retroactively approve:</i> Teachers College Writing Institute Online	2D	8/3/2020 - 8/7/2020
b.	Zeleny, Tia	Teachers	RV	\$850	<i>Retroactively approve:</i>	2D	8/10/2020 -

	Gudelanis, Kristiann			each	Teachers College Reading Institute Online		8/14/2020
c.	Rossi, Amy Pejerrey, Cheryl	Teachers	Dist LV	\$375 each	<i>Retroactively approve:</i> Teachers College "Teaching Literacy Virtually"	2D	4/6/2020 - 4/8/2020

2. **BE IT RESOLVED**, that the Board approve the following Student Teachers for 20/21 SY:

	Student	School/College/University	Experience	Dates	School	Ref
a.	Mejia, Liam	William Paterson University	Observe	Spring/Fall 2021	VV	1C
b.	Bilani, Sarah	Caldwell University	Observe	20/21 SY	LV	1C
c.	Inghilterra, Christina	Fairleigh Dickinson University	Observe	20/21 SY	RV	1C
d.	Siragusa, Cole	Fairleigh Dickinson University	Observe	Spring/Fall 2021	VV	1C

**C. POLICY REVISIONSj**

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 <sup>st</sup> Reading	2 <sup>nd</sup> Reading/ Adoption
0164.6	Remote Public Board Meetings During A Declared Emergency (M) - NEW		X
1620	Administrative Employment Contracts		X
1648	Restart and Recovery Plan (M)		X
1648.02	Remote Learning Options for Families (M) - NEW		X
1648.03	Restart and Recovery Plan - Full-Time Remote Instruction (M) - NEW		X
2431	Athletic Competition (M)		X
R 2431.1	Emergency Procedures for Sports and Other Athletic Activity (M)		X
P & R 5330.05	Seizure Action Plan (M) - NEW		X
6440	Cooperative Purchasing (M)		X
P & R 6470.01	Electronic Funds Transfer and Claimant Certification (M) - NEW		X
P & R 7440	School District Security (M)		X
7450	Property Inventory (M)		X
P & R 7510	Use of School Facilities (M)		X
8420	Emergency and Crisis Situations (M)		X
8561	Procurement Procedures for School Nutrition Programs (M)		X

**D. FINANCE (Includes Technology) - Chair,**

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

**E. OPERATIONS (Includes Technology) - Chair,**

To approve the following Resolutions under Operations:

**1. TRANSPORTATION**

- 1.1. BE IT RESOLVED**, that the Board retroactively, approve to contract with Hunterdon Educational Service Commission to assist with additional routes as needed for the 2020-2021 School Year at a per diem rate of \$423.

**2. BUILDING AND GROUNDS**

**VII. GOOD OF THE CAUSE**

**A. COMMITTEE REPORTS**

**B. CORRESPONDENCE**

**C. DISCUSSION ITEMS**

- Budget 2021-2022
- Board Meeting Highlights
  - CAFR with no recommendations
  - New Board Members and Officers
  - 2021-2022 School Calendar

**D. OTHER**

The Board discussed changing the Committee organization structure from an annual reorganization to a school year reorganization.

Dr. Forte will speak to the attorney.

**VIII. OPEN TO COMMENTS**

Opened: 8:15 p.m.                      Closed: 8:15 p.m.

No comments were made

**IX. EXECUTIVE SESSION - Action May Be Taken**

Mr. Luer moved, seconded by Mr. Kim, 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 legal 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: 8:17 p.m.

**X. ADJOURNMENT**

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

**ACTION ON MOTION:**

Yeas: 7                      Nays: 0                      Abstentions: 0                      Time: 8:47 p.m.

Respectfully submitted,

Damaris Gurowsky  
Business Administrator/Board Secretary