

AGENDA

**DENVILLE BOARD OF EDUCATION
WORK SESSION MEETING
IN-PERSON BOARD MEETING
Denville Town Hall - Council Chambers
1 St. Mary's Place
Or VIRTUAL (see details below)
MARCH 8, 2021; 7:00 p.m.**

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

Due to the state of emergency declared by the Governments of the State of New Jersey and the United States regarding COVID-19, the **March 8, 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 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-joy>

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. CALL TO ORDER

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. Cappello____, Mr. Casse____, Mr. Andersen____, Mr. Luer____, Mr. Kim____, Mrs. Gould____, Mrs. Wagner____.

C. EXECUTIVE SESSION

Mr./Mrs. _____ Moved, seconded by Mr./Mrs. _____, 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:_____ Nays:_____ Abstentions:_____ Time:_____.

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

- Preliminary Budget for 2021-2022 School Year, Ref. 1, 4

F. SUPERINTENDENT'S COMMENTS

G. ASSISTANT SUPERINTENDENT'S COMMENTS

H. BUSINESS ADMINISTRATOR'S COMMENTS

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened:_____ Closed:_____.

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 **March 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./Mrs. _____ moved, seconded by Mr./Mrs. _____, to approve the following Resolutions under Old Business:

A. RESOLVED that the Board approve the following REPORTS from **February 2021**:

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

1. Report of Student Enrollment - **February 2021**
2. Report of Health Office - **February 2021**

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

1. Work Session Meeting - February 8, 2021
2. Regular Session - February 22, 2021

ROLL CALL

Mr. Cappello____, Mr. Casse____, Mr. Andersen____, Mr. Luer____, Mr. Kim____, Mrs. Gould____, Mrs. Wagner____.

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./Mrs._____ moved, seconded by Mr./Mrs._____, 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. | Solari-Stone, Michael | Substitute Custodian | Dist | Assist with snow plowing for 20/21 SY, as needed | | \$27/hr |
| b. | Loro, John | Teacher | VV | Stage (virtual) crew lead for the VV School Musical for 20/21 SY | 1,3 | \$4,256 Step-B4 |
| c. | Sapienza, Nina Taylor, Leslie | Teacher | LV | Attend Spring Conferences. Not to exceed 4 hours. (NS=\$147.20, LT=\$166.56) | 1C | \$36.80/hr \$41.64/hr |
| d. | Baisley, Elizabeth | Principal | LV | Retirement, effective 7/1/2021 | | |

*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 retroactively approve employee #1329 for an extended unpaid leave of absence with an anticipated return to work on March 15, 2021.
3. **BE IT RESOLVED**, that the Board hereby approve employee #509 for an extended unpaid leave of absence with an anticipated return to work October 5, 2021.
4. **BE IT RESOLVED**, that the Board hereby approve for an extended unpaid leave of absence for employee #1241 and anticipate a return to work for the 2021-2022 SY.

ROLL CALL

Mr. Cappello____, Mr. Casse____, Mr. Andersen____, Mr. Luer____, Mr. Kim____, Mrs. Gould____, Mrs. Wagner____.

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

Mr./Mrs. _____ moved, seconded by Mr./Mrs. _____, 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. | Amerise, Carmella Brautigam, Morgan Cucci, Taylor Paradiso, Lisa Rideout, Hannah Rossi, Amy Scrape, Jordan Zeleny, Tia | Teacher Teacher Teacher Teacher Teacher Literacy Coach Teacher Teacher | RV VV RV RV LV BOE RV RV | \$850/ person Title I funds | Staff to attend virtually upon acceptance Teachers College Summer Reading Institute | 2D | |
| b. | Cuccurulli, Tony Paradiso, Lisa Rideout, Hannah Scrape, Jordan Teschemacher, Kim Wallach, Michelle Zeleny, Tia | Teachers | RV RV LV RV RV VV RV | \$850/ person Title I funds | Staff to attend virtually upon acceptance Teachers College Summer Writing Institute | 2D | |
| c. | Amerise, Carmella Martelon, Jennifer Rideout, Hannah Scala, Evan | Teacher Teacher Teacher Vice Principal | RV LV LV LV | \$650/ person Title I funds | Staff to attend virtually upon acceptance Teachers College Summer Phonics Institute | 2D | |
| d. | McCabe, Todd Zeleny, Tia | Counselor Teacher | RV | \$850/ person | Staff to attend virtually upon acceptance Teachers College Summer Equity Institute | 2D | |
| e. | Rossi, Amy Wallach-Novak, Michelle | Literacy Coach Teacher | BOE VV | \$650/ person | Staff to attend virtually upon acceptance Teachers College Summer Black History Institute - "Black History is American History" | 2D | |

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

Mr./Mrs. _____ moved, seconded by Mr./Mrs. _____, to approve the following Resolutions under Finance:

- BE IT RESOLVED**, that the tentative budget be approved for the 2021-2022 school year using the 2021-2022 state aid figures and the Secretary to the Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6:

| | |
|----------------------|---------------|
| General Fund | \$37,998,856. |
| Special Revenue Fund | \$ 343,570. |
| Total | \$38,342,426. |

BE IT FURTHER RESOLVED, that there should be raised for taxes for the General Funds \$32,489,754 for the ensuing School Year (2021-2022).

And, to advertise said tentative budget in the Daily Record in accordance with the form suggested by the New Jersey Department of Education and according to law; AND a public hearing on the budget for the 2021-2022 school year will be held at 1 St. Mary's Place, Denville, NJ 07834 on April 26, 2021, at 7:30p.m.

BE IT FURTHER RESOLVED, that the budget includes the use of maintenance reserve withdrawal of \$200,000 to assist in funding building repairs and equipment District-Wide. These improvements and upgrade will be completed by the end of fiscal year 2021-2022

BE IT FURTHER RESOLVED, that the budget includes the use of capital reserve withdrawal of \$2,925,125 to assist with the Lakeview Elementary school roof replacement, to assist with the Riverview Elementary school HVAC upgrade, the security project 911 inform, and interior door project in order to comply with building code. These improvements and upgrade will be completed by the end of fiscal year 2021-2022

WHEREAS, the Denville Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per event where prior Board approval shall not be required unless this event threshold for a staff member is exceeded during July 1 through June 30; and

WHEREAS, pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Township of Denville approve to establish a maximum travel expenditure amount of \$ 41,800 for the 2021-2022 school year. The maximum travel expenditure amount for the 2020-2021 school year is \$52,800, of which, \$ 14,712 has been spent and \$26,527 is encumbered to date.

BE IT FURTHER RESOLVED, the Board of Education approve a maximum annual expenditure for professional services in accordance with N.J.A.C. 6A:23A-5.2(1):

| | |
|-----------|----------|
| Auditor | \$32,500 |
| Attorney | \$80,000 |
| Architect | \$ 5,000 |

ROLL CALL

Mr. Cappello____, Mr. Casse____, Mr. Andersen____, Mr. Luer____, Mr. Kim____, Mrs. Gould____, Mrs. Wagner____.

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

Mr./Mrs._____ moved, seconded by Mr./Mrs._____, to approve the following Resolutions under Operations:

1. TRANSPORTATION

2. BUILDING AND GROUNDS

2.1 BE IT RESOLVED, that the Board approve the plan to replace the HVAC in the RV All Purpose Room/Gym with air conditioning.

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

Mr./Mrs._____ moved, seconded by Mr./Mrs._____, 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. | Simonis, Linda | Secretary | VV | Cash-out 5 vacation days 20/21 SY | | \$1,381.25 |
| b. | Bias, Susan | Secretary | RV | Cash-out 5 vacation days 20/21 SY | | \$1,381.25 |
| c. | Stark, Ann | Secretary | RV | Fill in substitute caller for staff member on leave, not to exceed 6 hours. (\$207.18) | | \$34.53/hr |
| d. | Kasper, Alyson | Teacher | VV | Yearbook Club Advisor for 20/21 SY | | \$2,489 Step-A4 |
| e. | Smith, James | Perm Sub | Dist | Permanent substitute teacher for 20/21 SY | | \$160/day AM/ \$210/day AM/PM |
| f. | Frugal, Erica | Instr. Aide | RV | Move across the Guide to Instr. Aide/Cert, FTE 0.55, retroactive to 2/1/2021 | | \$13,538.80 Step-8 |
| g. | Hill, Danielle | Psychologist | RV | Complete CST evaluations between 4/12/2021 - 6/25/2021, not to exceed 58 hours (\$2,408.16) | 2B | \$41.52/hr |
| h. | Waltner, Erica | Behaviorist | LV | Provide additional ABA consultation services for student #20301852 for 20/21 SY, not to exceed 48 hours (\$1,978.08) | 2B | \$41.21/hr |

*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 rescind from November 23, 2020 Meeting, Personnel #7, from attached list, Lisa Schwarz and Alyson Kasper, Yearbook Club.
- 3. BE IT RESOLVED**, that the Board approve Mr. Todd McCabe to complete an internship for CSA certification through Montclair State University with Dr. Forte and Dr. Cullis from May 2021 - August 2021.
- 4. 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. | Smith, James | Teacher | 3/22/2021 or after | \$90/day |

ROLL CALL

Mr. Cappello____, Mr. Casse____, Mr. Andersen____, Mr. Luer____, Mr. Kim____, Mrs. Gould____, Mrs. Wagner____.

B. POLICY REVISIONS

Mr./Mrs. _____ moved, seconded by Mr./Mrs. _____, 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 |
|---------------|------------------------|----------------------------|---|
| P4150 | Discipline | | X |

ROLL CALL

Mr. Cappello____, Mr. Casse____, Mr. Andersen____, Mr. Luer____, Mr. Kim____, Mrs. Gould____, Mrs. Wagner____.

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

Mr./Mrs. _____ moved, seconded by Mr./Mrs. _____, 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 |
|--------|-------------|-----------------------|
| | | Milk Fund |
| | | Current Expense |
| | | Elementary Enrichment |

- 2. BE IT RESOLVED** that the Board approve PlanConnect as the third party administrator (TPA) for the 403(b) & 457(b) to perform certain plan administration, plan compliance and related services for the plan for Denville Board of Education per attached agreement, at no cost to the District.

ROLL CALL

Mr. Cappello____, Mr. Casse____, Mr. Andersen____, Mr. Luer____, Mr. Kim____, Mrs. Gould____, Mrs. Wagner____.

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

Mr./Mrs. _____ moved, seconded by Mr./Mrs. _____, 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 Township Recreation Summer Plus Program: Valleyview School June 28-August 13, 2021
- Headfirst Camps (NY Yankees) baseball camp: Riverview School July 12-16, 2021
- Pro Sports Experience Camps (NFL Football): Riverview School July 19-23, 2021

ROLL CALL

Mr. Cappello____, Mr. Casse____, Mr. Andersen____, Mr. Luer____, Mr. Kim____, Mrs. Gould____, Mrs. Wagner____.

VI. GOOD OF THE CAUSE

A. COMMITTEE REPORTS

B. CORRESPONDENCE

C. DISCUSSION ITEMS

- Budget 2021-2022
- Board Meeting Highlights, Ref 1-4
- Board of Education adopts Preliminary 2021-2022 - Budget March 8, 2021
- Public Hearing for 2021-2022 School Budget - April 26, 2021

D. OTHER

VII. OPEN TO COMMENTS

Time:_____ Closed:_____.

VIII. EXECUTIVE SESSION - Action May Be Taken

Mr./Mrs._____ moved, seconded by Mr./Mrs._____, 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:_____ Nays:_____ Abstentions:_____ Time:_____.

IX. ADJOURNMENT

Mr./Mrs._____ moved, seconded by Mr./Mrs._____, to adjourn the meeting.

ACTION ON MOTION:

Yeas:_____ Nays:_____ Abstentions:_____ Time:_____.