

MINUTES OF THE MEETING

DENVILLE BOARD OF EDUCATION
REGULAR SESSION MEETING
IN-PERSON BOARD MEETING
Denville Town Hall - Council Chambers

1 St. Mary's Place
Or VIRTUAL (see details below)
FEBRUARY 22, 2021; 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 **February 22, 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 Education's 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>

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 7:31 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. Cappello - P, Mr. Casse - P, Mr. Andersen - P, Mr. Luer - P, Mr. Kim - 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:

- All schools are open.
- The bus drivers did a good job maneuvering roads in the snow conditions today.
- A series of presentations called Coping with COVID will be provided to students, parents and staff.

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

- Kindergarten pre-registration is open. There are 123 students pre-registered and they are split between the buildings.
- The Black History Month poster contest ends on Friday.
- Testing for second and fifth grades will be March 8 – 12th.
- The state postponed the testing start date so the letter will not go out yet but information is on the website.

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

- Budget process is ongoing; please contact Mrs. Gurowsky with any questions.
- The state is allocating \$145K to the District. The funds can be used to improve air quality, for learning loss and for mental health services. Districts have until September 2023 to spend the funds.
- After the governor’s address, the District will know if qualified for more state aid.

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened: 7:40 p.m. Closed: 7:51 p.m.

Ms. Lisa Beck asked about the next steps in the process for giving the kids more school time.

Dr. Forte stated that this is in the discussion phase but nothing will change while the area is in the Orange Level of transmission. When the COVID numbers come down plans will be discussed and it will be communicated.

Mr. Kim asked about the status of vaccinations.

Dr. Forte stated that no information for teacher vaccinations is available at this time. Guidance is needed from the Department of Health.

Mr. Andersen stated that there has been no in-school spread due to mask wearing.

Dr. Forte stated that there will be no in-school lunch while in the Orange Level.

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 **February 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. Cappello moved, seconded by Mr. Casse, to approve the following Resolutions under Old Business:

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

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

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

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

1. Organization Meeting - January 4, 2021
2. Work Session Meeting & Executive Session - January 4, 2021
3. Regular Session - January 25, 2021

Mr. Kim commented on the number of calls identified in the Health Report that the nurses need to make because of parents not completing the daily COVID certification. There were 264 calls made in January. He thanked the nurses for their hard work.

ROLL CALL (Motions A-C)

Mr. Cappello Y, Mr. Casse-Y, Mr. Andersen-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Gould-Y, 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. Cappello, 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.	Norris, Liz	Teacher	RV	Provide additional reading instruction to student #20312676. Not to exceed 25.5 hours from 2/22/21 - 6/23/21. (\$1,050.86)	2A	\$41.21/hr
b.	Handal, Kristina	Instructional Aide	LV	New Hire, FTE 0.62, effective date TBD		\$15,962.52 Step-10 ABA prorated
c.	White, Lori	Teacher	LV	Leave Replacement teacher for employee #662. Effective 3/29/2021 - 6/30/2021		\$315/day
d.	Young, Mark	Instructional Aide	RV	Retroactively approve: Move across guide to ABA cert. Effective 2/1/2021		\$24,076 Step-2 ABA prorated

e.	Spellman, Melissa Amerise, Carmella	Teacher	RV	P/T teachers, attend evening virtual parent conferences on 3/18/2021. Not to exceed 2 hrs each. (MS=\$80.94, AC=\$73.04)	1C	\$40.47/hr \$36.52/hr
f.	Green, Christina	Instructional Aide	RV	Retroactive increase FTE from 0.59 to 0.69 for 19/20 SY and 20/21 SY (9/1/20 - 2/15/21) <hr/> 20/21 SY, FTE 0.69, effective 2/16/2021		\$3,730.98 <hr/> \$16,847.04 Step-6 prorated
g.	Fattorusso, Diane	Teacher	LV	Provide virtual tutoring to Denville students. Not to exceed 267 hrs for all tutors (previously approved list) Funded through Title 1.	2A	\$41.21/hr
h.	Paradiso, Lisa	Teacher	RV	Provide support for student #20281719 once per week as needed for 20/21 SY	1C	\$41.21/hr
i.	Pridham, Marybeth	Teacher	RV	Provide additional support for student #20312676, 2/8/2021 - 2/19/2021. Not to exceed 3 hrs.	2A 2B	\$41.21/hr
j.	Minieri, Debra Hall, Maribeth	Counselors	LV	Present "Coping with COVID" for district staff, students and families. 3 presentations. Not to exceed 18 hours each. (\$1,140.48)	1-4	\$63.36/hr each
k.	Bauer, Maureen	Secretary	CST	Cash-in 5 vacation days for 2020-2021 SY		\$1,381.25
l.	Zielinski, Jane	Teacher	LV	Sick day pay-out		\$231.00

*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**, that the Board approve the revised job description for school physician.
3. **BE IT FURTHER RESOLVED**, that the Board approve to extend employee #575, for an unpaid leave of absence and anticipate a return to work on February 22, 2021.
4. **BE IT RESOLVED**, that the Board approve employee #835, for a leave of absence, commencing February 25, 2021 under the Federal Family Medical Leave Act (FMLA) while utilizing available sick days.
5. **BE IT RESOLVED**, that the Board retroactively approves employee #442, under the Federal Family Medical Leave Act (FMLA), commencing January 4, 2021 while utilizing available sick and personal days.
6. **BE IT RESOLVED**, that the Board approve employee #662, for an extended unpaid leave of absence, with an anticipated return to work for the 2021-2022 SY.
7. **BE IT RESOLVED**, that the Board rescind from the September 14, 2021 meeting: Personnel #8, employee #1339, for a leave of absence for the entire 2020-21 school-year;

BE IT FURTHER RESOLVED, that the Board hereby approves Employee #1339, to return to work effective March 1, 2021.
8. **BE IT RESOLVED**, that the Board approve the attached shared services agreement with CJPRIDE for 2021-2022 SY including the fee of \$2,000 for 2021-2022.
9. **BE IT RESOLVED**, that the Board approve additional sick days for employee #442, not to exceed 20 days.
10. **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.	Kazaba, Matthew	Snow Removal	20/21 SY	\$27.00/hr

ROLL CALL (Motions 1-10)

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

Mrs. Gould reviewed the shared services agreement with CJPRIDE. She stated it is a networking opportunity for hiring new staff where the Superintendent would attend monthly meetings with other districts. The purpose is to help diversify staff and equity in hiring. Dr. Forte stated it is a COOP, a group of districts working together to help diversify staff. The initial cost \$2,000 and then it is \$100 each year after.

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:

- 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.	Dolan, Maura	Speech Therapist	RV/VV	\$279	Virtual PD, 101 Therapy Strategies to Increase Your Effectiveness as a Speech-Language Pathologist	2D	3/10/2021

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

	Student	School/College/University	Experience	Dates	School	Ref
a.	LoRe, Syrena	William Paterson University	Observe	20/21 SY	RV	2D

ROLL CALL (Motions 1-2)

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

C. POLICY REVISIONS

Mr. Kim moved, seconded by Mr. Andersen, to approve the following Resolutions under Policy Revisions:

- 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
4150	Discipline	X	

ROLL CALL (Motion 1)

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

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

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

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

Amount	Description	Check Register
\$1,815.40	Check #201198	Milk Fund
\$4,149,311.07	Check #'s 10527-10662, 990257-990265, 901292021, 902112021	Current Expense
\$535.00	Check #'s 1445-1448	Elementary Enrichment

2. **BE IT RESOLVED**, that the Denville Township Board of Education enters into a one (1) year contract for school physician services for the 2021-2022 school year with Dr. Greenfield, in an amount not to exceed two thousand dollars, \$2,000; and
BE IT FURTHER RESOLVED, that the Board President is authorized to execute the professional services contract on behalf of the Board of Education, a copy of which contract is attached.
3. **BE IT RESOLVED**, that the Board accept the donation from Donors Choose for Lakeview School in the amount of \$330 for classroom books.
4. **BE IT RESOLVED**, that the Board approve to contract with Dr. Richard Grip of Statistical Forecasting LLC. to perform a demographic study in the amount not to exceed \$29,800 for the 2021-2022 SY.
5. **BE IT RESOLVED**, that the Board accept \$2,500 from the Township of Denville to help defray the cost of connectivity for low income families for the 2020-2021 SY. Ref 1-4

ROLL CALL (Motions 1-5)

Mr. Cappello Y, Mr. Casse-Y/N Milk Check, Mr. Andersen-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Gould-Y, Mrs. Wagner-Y

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

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

1. BUILDING AND GROUNDS

- 1.1. **BE IT RESOLVED**, that the Board approve to upgrade the existing HVAC at Riverview Elementary School which serves the Gymnasium and All-Purpose Room to include air conditioning and heating.

Mrs. Theodoropoulos, Riverview Elementary School Principal, discussed the need for the air conditioning and its impact on students, staff and various activities.

Dr. Forte stated that the project would cost \$400K for ventilation and heating and \$250K to add air conditioning.

The Board members discussed the motion and various options available.

Mrs. Gurowsky stated that there is \$5.4M in the Reserve Account. After this project, if approved, there would be approximately \$3M remaining.

Dr. Forte will research other options available and make a presentation at the next meeting.

Motion 1.1 was withdrawn by the Superintendent.

V. 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

The Board discussed the following:

Mr. Andersen attended the Special Education Parent Advisory Committee (SEPAC) Executive Board Meeting. The challenges with Special Education during COVID were discussed. It was a productive conversation with Mrs. Johnson. The format was a virtual coffee hour with 17 parents joining.

Mr. Cappello stated that he and Mrs. Gurowsky participated in a discussing with juniors from the VoTech regarding school district operations and management.

Mr. Kim thanked Dr. Forte and Mrs. Gurowsky for work on the budget.

VI. OPEN TO COMMENTS

Opened: 9:33 p.m. Closed: 9:34 p.m.

No comments were made

VII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas 7 Nays 0 Abstentions 0 Time: 9:35 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary