

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)
APRIL 26, 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 **April 26, 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

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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 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 MR. CAPPELLO AT 7:02 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

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: 7:04 p.m.

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

- Budget Hearing and Final Presentation for 2021-2022 SY

Dr. Cullis and Mrs. Gurowsky presented the 2021-2022 as follows:

- Denville School District Strategic Plan 2022
- Denville School District Goals – 2020-2021
- Accomplishments from 2020-2021
 - Riverview Annex opened
 - Valleyview Athletic Field Renovations completed
 - Schools opened since September 8, 2020
 - Riverview School Nation Blue Ribbon School Award
 - Helping families in need in the community
 - COVID Vaccine Clinic for staff
- Budget Breakdown:
 - Salary: \$21,869,143
 - Benefits: \$8,050,975
- Discretionary (11.6%) vs Non-Discretionary Spending (88.4%)
- Local Property Tax Share (84.74%)
- Budget by Categories
 - Funding for Technology
 - Funding for Security
 - Funding for Facilities funded with Reserves
 - Funding for Curriculum and Other Items
- Property Tax Data 2020 Comparison Group
- Charts representing a comparison of Denville to the comparative group on specific measures (demographic, financial data, and standardized test scores, ELA)
- 2021-2022 Breakdown

- 2021-2022 Budget Tax Impact
 - Increase to the local taxpayers of 0.51%
- Cost Drivers

The Board discussed the Budget Presentation:

Mr. Cappello thanked Dr. Cullis and Mrs. Gurowsky for the presentation. He pointed out that the Administration was forward looking in preparing for COVID and planning for opening. The Administration and Board members worked hard so the tax impact was as low as possible.

Mr. Andersen stated that it has been a difficult year for the District because of unexpected expenses. The District remains debt free, completing the last roof project without going out to referendum.

Mr. Kim thanked Mrs. Gurowsky and the Administration for finding ways to save money and for their dedication.

Mrs. Wagner pointed out that a lot of work was done behind the scenes to tighten the budget and she pointed out that Denville has been an underfunded district.

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

- All schools are open; however, the District is still in the Orange/High level of transmission so the earliest opening for Phase II will be May 10th.
- Currently there are five positive cases among staff and students and 41 people are in quarantine.

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

- Kindergarten registration update
 - LV 84
 - RV 61
 - Flex zone 3
- Therapy dogs are at RV this week, funded by the PTA.

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

- Board Members may receive a rejection for the Financial Disclosure Statement from the School Ethics Commission. This is due to the new form this year.
- There are two vacancies for the 2021 School Board Election. Interested candidates must file forms with the County Clerk by July 26th at 4:00 p.m.
- There is a Resolution for approval for a local grant for the purpose of improving recreation facilities. The District will apply for the grant for the VV field project. We may qualify for the grant because access is provided to the public and community due to the shared services agreement with the township. A maximum of \$500,000 may be awarded.

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened: 8:06 p.m.

Closed: 8:13 p.m.

Ms. Eastman voiced concerns about the Phase II reopening plan, that it would create stress and confusion for the students and teachers, and if there can't be full day then the current plan should remain in place.

Mrs. Wagner reiterated Dr. Forte's comments when he presented the plan; the plan came from discussions amongst the building administrators and teachers where they are looking for as much in person contact with students as possible.

Dr. Cullis stated that we can't move to a full day because of class sizes needed to maintain social distancing and there is not enough staff in person. We can only move to Phase II if we move out of Orange/High level. The District will not move forward with Phase II if we are still in the orange after next week.

III. OLD BUSINESS (ACTION TO BE TAKEN)

The following resolutions have been recommended by the 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 **April 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. Luer, to approve the following Resolutions under Old Business:

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

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

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

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

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

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. Luer, 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.	Paduano, Nicole	Teacher	LV	Leave Replacement Teacher extended through October 6, 2021 for employee #509.		\$290/day
b.	Paduano, Nicole	Long-Term Sub Teacher	Dist	Long Term Substitute Teacher Effective October 7, 2021 for 21/22 SY		\$160/day AM \$210/day AM/PM
c.	Whalen, James	Teacher	VV	Intramural Cross Country Coach at VV for 20/21 SY	3C	\$2,489 Step-B1
d.	Colvin, Patrick	Network Tech	Dist	Cash-in 5 vacation days for 20/21 SY		\$1,788.35
e.	Levin, Dan	Teacher	LV	Extended Day ESY/Enrichment Coordinator for Summer 2021 Program. Funded by ESSER Funds	2A	\$7,600 Stipend
f.	Sapienza, Nina	Teacher	LV	Provide instruction for student #20291835 for 20/21 SY. Not to exceed 6 hrs (\$247.26)	2A	\$41.21/hr
g.	Cordero, Gina Cuccurullo, Toni	Teachers	LV RV	Approve as a tutors for 20/21 SY, paid through Title I and or ESSER II funds	2A	\$41.21/hr

	Cwikla, Jennifer Gudelanis, Kristiann Redgate, Samantha Sawka, Alison		LV RV LV RV		
h.	Logsdon, Katherine	Instr. Aide	LV	Move to 0.72 Teacher, temp assignment 4/27/21 - 6/30/21 <hr/> 0.28 Instructional Aide, 4/27/21 - 6/30/21	2A <hr/> \$38,127.60 Step-BA1 prorated <hr/> \$6,892.48 Step-8 prorated

*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 #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 Fifty (50) sick days.

BE IT FURTHER RESOLVED, that the Board hereby approve the leave under the NJ Family Leave Act (FLA) for employee #551, commencing on May 17, 2021 through October 8, 2021.

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

- 3. BE IT RESOLVED**, that the Board hereby approve employee #725, for a leave of absence having received doctor's certification, commencing September 1, 2021 under the NJ Family Leave Act (FLA) ending on November 19, 2021 and;

BE IT FURTHER RESOLVED, that the Board hereby approve the leave for employee #725 and anticipated return to work on January 3, 2022.

- 4. BE IT RESOLVED**, that the Board hereby approve employee #200, under the Federal Family Medical Leave Act (FMLA), commencing May 17, 2021 while utilizing available sick days.

BE IT FURTHER RESOLVED, that the Board hereby approve the leave for employee #200 and anticipated return to work on May 24, 2021.

- 5. BE IT RESOLVED**, that the Board approve the attached revised job description for District Administrative Secretary/Secretary to Director of Special Services.

- 6. BE IT RESOLVED**, that the Board approve Stacey Greenhagen as Director of Transportation, effective July 1, 2021 - June 30, 2022 at an annual salary of \$87,750.

Mrs. Wagner asked Mrs. Gurowsky to comment on the motion to appoint the Director of Transportation.

Mrs. Gurowsky stated that Mrs. Greenhagen has been with the District for over 20 years, first as a driver, the assistant director for the past two years, she completed the certification program at Rutgers, and she is ready. She's a great staff member, advocate for the students, and will be a great asset.

Mr. Kim asked if we are looking to replace the assistant director of transportation position.

Mrs. Gurowsky stated that the position will be filled eventually.

ROLL CALL (Motions 1-6)

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

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

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

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

	Student	School/College/University	Experience	Dates	School	Ref
a.	Somogyi, Dana	Fairleigh Dickinson University	Observe	20/21 SY	LV	1C
b.	Young, Emily	Montclair State University	Observe	20/21 SY 21/22 SY	LV	1C

The Board made a friendly amendment to correct the date for Motion 1b.

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

C. POLICY REVISIONS

Mr. Luer moved, seconded by Mr. Cappello, 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
P 0145	Board Member Resignation and Removal	X	
P 0164.6	Remote Public Board Meetings During Declared Emergency (M)	X	
R 1642	Earned Sick Leave Law (M)	X	
P 1643	Family Leave (M)	X	
P 2415	Every Student Succeeds Act (M)	X	
P 2415.02	Title I - Fiscal Responsibilities (M)	X	
P 2415.05	Students Surveys, Analysis, and/or Evaluations (M)	X	
P & R 2415.20	Every Student Succeeds Act Complaints (M)	X	
P 4125	Employment of Support Staff Members (M)	X	
P & R 5330.01	Administration of Medical Cannabis (M)	X	
P 6360	Political Contributions (M)	X	
P & R 7425	Lead Testing of Water in Schools (M)	X	
P 8330	Student Records (M)	X	
The Policies and Regulations below are for ABOLISHMENT ONLY			
P 2415.01	Academic Standards, Academic Assessments, and Accountability (M) - Abolished	X	
P 2415.03	High Qualified Teachers (M) - Abolished	X	
P 3431.1	Family Leave (M) - Abolished	X	
P 4431.1	Family Leave (M) - Abolished	X	
P 3431.3	New Jersey Family Leave Insurance Program - Abolished	X	
P 4431.3	New Jersey Family Leave Insurance Program - Abolished	X	
P & R 7430	School Safety (M) - Abolished	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
\$2,604.10	Check #201201	Milk Fund
\$3,030,640.51	Check #'s 10835-10962, 990272-990277, 903302021, 904152021	Current Expense
\$266.00	Check #'s 1454-1458	Elementary Enrichment

2. **BE IT RESOLVED**, that the 2021-2022 budget of the Denville Board of Education be approved by the Board of Education as follows:

General Fund	\$37,998,857.
Special Revenue Fund	\$ 343,570.
Total	\$38,342,427.

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).

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 Denville 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 Denville 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 Denville Board of Education 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 Denville 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

3. **BE IT RESOLVED**, that the Board approve the consultant service agreement with Brown & Brown Benefit Advisors as the District's consultant for the medical plan under the SEHBP for the 2021-2022 SY at an annual cost of \$12,000.
4. **BE IT RESOLVED**, that the Board approve the attached resolution for Urging Relief from Increased Costs to School Districts Resulting from the Implementation of "Chapter 44," the 2020 School Employee Health Benefits Reform Law.

5. **BE IT RESOLVED**, that the Board approve the attached shared service agreement between Morris Hills Regional District and Denville Board of Education to provide lunches to the Lakeview Elementary School for the 2021-2022 SY.
6. **BE IT RESOLVED**, that the Board approve the submission of the FY 2021 Local Recreation Improvement Grant application and accepts the grant award upon subsequent approval;

WHEREAS, the Denville Board of Education desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$500,000 to help fund the Valleyview Athletic Field Project.

BE IT THEREFORE RESOLVED, 1) that the Denville Board of Education does hereby authorize the application for such a grant; and, 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Denville Board of Education and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

Name of authorized person: Damaris Gurowsky
Title: Business Administrator

7. **BE IT RESOLVED**, that the Board approve the contract with Summit Speech School to provide Teacher of the Deaf Itinerant Services at a cost of \$165/hr, not to exceed \$1,155 for student #20322346 for the 2021-2022 SY. Ref 2B

ROLL CALL (Motions 1-7)

Mr. Cappello Y, Mr. Casse-Y/N Milk Fund check #201201, Mr. Andersen-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Gould-Y, Mrs. Wagner-Y

E. 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

ROLL CALL

Mr. Cappello _____, Mr. Casse _____, Mr. Andersen _____, Mr. Luer _____, Mr. Kim _____, Mrs. Gould _____, Mrs. Wagner _____.

V. GOOD OF THE CAUSE

A. COMMITTEE REPORTS

B. CORRESPONDENCE

C. DISCUSSION ITEMS

- Board Meeting Highlights, Ref 1-4
- Public Hearing for 2021-2022 School Budget

D. OTHER

The Board discussed the following:

Mr. Kim stated that the other members of the Finance Committee, Mr. Casse and Mr. Luer, were instrumental in everything that the committee did in working on the budget.

Board Highlights:

1. Budget presentation and approval at 0.51%
2. Approval of new Transportation Director, Mrs. Greenhagen
3. Phase II Opening will be determined in two weeks

VI. OPEN TO COMMENTS

Opened: 8:33 p.m. Closed: 8:39 p.m.

No comments were made

Mr. Kim shared that he was invited to Denville Voices to talk about and address the Asian hate that is going on around the country. He used that platform to share his experiences and what he sees in the community today with Asian business owners and everyday life. He appreciated that Mrs. Gould invited him. Mr. Kim stated that he hopes that this will begin discussions in the Asian community and that the contributions of Asian to this country will be included in the curriculum. He also stated that he is concerned about Asian students being bullied.

Mrs. Wagner thanked Mr. Kim for sharing his experience.

Mrs. Gould thanked Mr. Kim for attending and invited anyone else who would like to attend or participate to get in touch with her.

Mrs. Wagner pointed out that the Delegate Assembly notice was issued recently and registration is going to be virtual.

VII. EXECUTIVE SESSION - Action May Be Taken

Mr. Kim moved, seconded by Mr. Luer, 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 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: 7 Nays: 0 Abstentions: 0 Time: 8:40 p.m.

VIII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas 7 Nays 0 Abstentions 0 Time: 10:01 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary