

MINUTES OF THE MEETING

**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)
APRIL 12, 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 12, 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-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 7:41 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 - A, Mr. Casse - P, Mr. Andersen - P, Mr. Luer – A, Mr. Kim - P, Mrs. Gould - P, Mrs. Wagner – P.

C. PLEDGE OF ALLEGIANCE

D. SPECIAL PRESENTATIONS

- Ashlyn Albro, 8th grade Superintendent Leadership winner for Valleyview, presented by Mr. Korman. Ref 1-4.
Mr. Korman, Principal of Valleyview Middle School, announced 8th Grade student, Ashlyn Albro, as the winner of the Morris County Superintendent Middle School Leadership Award. He provided a summary of Miss Albro’s accomplishments and congratulated her on this achievement.
- Budget Hearing and Final Presentation for 2021-2022 SY - April 26, 2021

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

- All schools will be virtual through April 19th.
- There are currently six positive cases and 124 quarantined individuals in the District.
- The District remains in the Orange/high level.
- The current instruction plan was reviewed and the details of the Phase II reopening plan was discussed. Phase II would begin on May 3rd if the District was out of the Orange/high level and if the Department of Health, school nurse and physician approved. The plan would provide for more in-person direct instruction.
- Valleyview Spring sports tryouts will be held next week.
- The second dose of the Covid vaccine will be provided for staff on April 16th. There will be AM session only that day.
- The survey for Persons of the Year is open now and ends on April 30th.
- Mobile social services will be onsite at Little Learner Academy and Peer Place. See the website for more information.
- Information pertaining to the marijuana law was updated to now include parental notifications.

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

- The State Department of Education has cancelled the NJSLA exams for the 20/21 SY.
- 5th Grade placement meeting at Valleyview will be held on 4/20 at 6:30 p.m. Virtual link will be sent home.

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

- Financial Disclosure Statements are due by April 30th.
- The preliminary budget for the 21/22 SY was approved by the county.
- The 20/21 SY Safety Grant from NJ Schools Insurance Group was increased by over \$300 from last year.
- The Association of School Business Officials awarded the Denville Schools Business Office with the Certificate of Excellence in Financial Reporting for SY 2020.

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened: 7:59 p.m. Closed: 8:05 p.m.

Ms. Strosnider asked if there has been any consideration to reinstate Transitional?

Dr. Cullis stated that the program can be considered; a survey can be sent out.

Ms. Mellini asked if it would be possible for 5th grade students going into 6th grade to visit Valleyview in person before next September?

Dr. Forte stated that it will be considered and brought up with the principal.

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. Kim moved, seconded by Mr. Andersen, to approve the following Resolutions under Old Business:

A. EDUCATION REPORTS

- BE IT RESOLVED**, that the Board approve the attached plan for Phase II of the Denville Schools Return to School Plan for 2020-2021 appendix U. Originally approved on August 10, 2020 and Revised on September 10, 2020. Ref 1-4.

Mr. Kim asked how many parents requested to move their students to in-person instruction.

Dr. Forte stated that approximately 100 students moved back to in-person instruction, mostly at VV.

Mr. Kim asked if the District would go to Phase II if the area was still in the Orange zone.

Dr. Forte stated that if the area changes to Yellow with approval of the Department of Health, the school nurse and physician, the District could move to Phase II.

Mr. Andersen asked what the District is doing about the updated CDC guidelines and social distancing.

Dr. Forte stated that the District will continue to try to maintain as much social distance as possible, keeping the current five-foot spacing or move to rooms to allow for the spacing.

Mrs. Gould asked if the schedule for students currently all virtual will change if the District goes to Phase II.

Dr. Cullis stated that Specials may be different but the instructional day won’t change.

ROLL CALL (Motion 1)

Mr. Casse-Y, Mr. Andersen-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. Kim, 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.	Harsanyi (Cogle), Erin	Teacher	RV	Leave Replacement Teacher extended through 6/25/2021 for employee #1241.		\$265/day
b.	Alessandra, Georgia	Driver	BUS	New Hire, AM/PM Runs, 20/21 SY		\$19,680

				Effective 4/13/2021		Step-1 prorated
c.	Viru, Cynthia	Teacher	LV	Approve as a tutor for 20/21 SY, paid through Title I and or ESSER II funds.	2A	\$41.21/hr
d.	Carpel, Dale	CST/District Secretary	Dist	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 – SUBSTITUTES** - that the Board approve the following new hire substitute(s) for the district:

	Name	Position	Effective Date	Per Diem Rate
a.	Riley, Sheryl	Nurse	On or after 4/13/2021	\$200/day
b.	Rudzinsky, Natalie	Teacher	On or after 4/13/2021	\$90/day
c.	Roumes, Kim	Driver	On or after 4/13/2021	\$24.25/hr

3. **BE IT RESOLVED**, that the Board hereby approve to extend the leave of absence for employee #164 under the Federal Family Medical Leave Act (FMLA) while utilizing sick days for the remainder of the 2020-2021 school year.

Drs. Cullis and Forte as well as Mrs. Gurowsky congratulated Ms. Carpel on her retirement and thanked her for her years of service to the District. They pointed out that Ms. Carpel was instrumental in working with Business Administrators over the years to increase the amount of Extraordinary Aid provided to the District.

ROLL CALL (Motions 1-3)

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

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

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

1. **BE IT RESOLVED**, that the Board approve Brookfield Schools to provide Homebound Instruction for student # 20251011 at \$50/hr., not to exceed \$3,000 for the 2020-2021 school year. Ref 2A.
2. **BE IT RESOLVED**, that the Board accept the 2021 Safety Grant through the New Jersey Schools Insurance Group's ERIC WEST in the amount of \$3,800.00 for the period July 1, 2021 through June 30, 2022.

ROLL CALL (Motions 1-2)

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

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

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

1. **TRANSPORTATION**

- 1.1. **BE IT RESOLVED**, that the Board approve to award H.A. DeHart Son, Inc., for the purchase of one (1) 2022 Thomas 24 passengers school bus, the lowest responsible bid #HCECSC AWARD FOR BUS BID TRANS 19-17 received in accordance with the District's bid document requirements and Public School Purchasing Laws in the amount of \$65,479.17.
- 1.2. **BE IT RESOLVED**, that the Board approve to award Truck King International, for the purchase of three (3) 2022 International 54 passengers school bus, the lowest responsible bid #ESC NJ 20/21-33 received in accordance with the District's bid document requirements and Public School Purchasing Laws in the amount of \$95,696.20 per bus.

Mr. Andersen asked if the funds for the buses will be coming from the 20/21 SY Budget.

Mrs. Gurowsky stated that the funds will be from the 20/21 SY Budget and from a grant for Covid related expenses. She said there is currently a shortage of buses because buses are expiring therefore extra time is needed to purchase and outfit the buses.

ROLL CALL (Motions 1.1-1.2)

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

V. OLD BUSINESS (NO 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.

The Board discussed the following Resolutions, action will be taken on April 26th.

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 - February 8, 2021
2. Regular Session - February 22, 2021

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, Michael Andersen

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.	Sardanopoli, Skye	Vice Principal	RV	Coordinate and implement summer 2021 Denville Accelerated Learning Academy. Paid through ESSER II funds	2A	\$4,000

*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.

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

To approve the following Resolutions under Instruction and Program:

- BE IT RESOLVED**, that the Board approve the attached list of field trip requests.

C. POLICY REVISIONS

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	
P 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	

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

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

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

Mr. Kim asked Mrs. Gurowsky about the resolution recommended by the NJ School Boards Association. Mrs. Gurowsky stated that the resolution pertains to Chapters 78 and 44. Many districts incurred a big loss due to changes from Chapter 78 to Chapter 44 with premium adjustments in the contributions from the staff. The Finance and Operations Committees recommend the Board adopt the resolution. Sample wording will be emailed to the Board for review and the resolution will be included on the next meeting agenda.

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

To approve the following Resolutions under Operations:

1. **TRANSPORTATION**
2. **BUILDING AND GROUNDS**

VII. 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 - April 26, 2021

D. OTHER

The Board discussed the following:

Mr. Casse stated that he received an email from State Assemblywoman Dunn who would like to visit the schools. He recommended that the schools invite her.

Dr. Forte stated that the administrative team will reach out to the assemblywoman and schedule a virtual or in-person visit.

Mr. Kim asked what next year will look like in terms of providing a virtual instruction option.

Dr. Cullis stated that the governor is looking at all options and that virtual may be more of an exception for students based on need.

Dr. Forte stated that a virtual plan would be provided for students who require it and that next year most likely will not look like this year.

Mr. Kim asked if the option for virtual meetings could continue in the future.

Dr. Forte stated that the policy allows for Board members to attend virtually; if the sound issues could be resolved and if it is legal, the virtual format could be an option.

Board Highlights:

1. Retirement of long-term special services administrative assistant Ms. Dale Carpel with congratulations.
2. Phase II of reopening schools plan
3. The 21/22 SY Budget will be presented and approved on April 26th
4. Congratulation to Middle School student leadership award winner Ashlyn Albro, grade 8 Valleyview Middle School
5. Association of School Business Officials Certificate of Excellence awarded to the District

VIII. OPEN TO COMMENTS

Opened: 8:43 p.m. Closed: 8:44 p.m.

No comments were made

IX. EXECUTIVE SESSION - Action May Be Taken

Mrs. Wagner 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 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: 5 Nays: 0 Abstentions: 0 Time: 8:50 p.m.

Mr. Cappello joined the Executive Session at 8:52 p.m.

X. ADJOURNMENT

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

ACTION ON MOTION:

Yeas 6 Nays 0 Abstentions 0 Time: 9:01 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary