

MINUTES OF THE MEETING

DENVILLE BOARD OF EDUCATION

July 12, 2021

Work/Regular Session Meeting - 7:00 p.m.

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

Township of Denville - Council Chambers

I. CALLED TO ORDER BY MR. CAPPELLO AT 7:30 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. 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 and 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 – A

C. EXECUTIVE SESSION – No Executive Session was Needed

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

- 20-21 HIB and SSDS Presentation - July 12, 2021. Ref 3

Dr. Forte, Superintendent of Schools, presented the 2020-2021 Denville K-8 Semi-Annual report on Student Safety Data System and Harassment Intimidation and Bullying for the period July 1, 2020 – June 30, 2021 as follows:

- Substance Abuse and Weapons: 0 reported cases
- Harassment, Intimidation and Bullying (HIB):
 - 1 confirmed HIB case
 - 3 investigations
- Vandalism: 0 Incidents
- Violence: 1 Incident
- Report of Suspension of Student with Disabilities for reasons other than Violence and Vandalism: 0

Actions Taken:

- Police Notified 1
- In School Suspension 0
- Out of School Suspension 2

Staff/Student/Parent Trainings and Programs Provided:

- Trainings = 41
- Programs = 92

The Board discussed Dr. Forte’s report.

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

- Summer program is going well.
- Valleyview virtual musical is posted online.
- Regular schedule of extracurricular activities is planned for 21/22SY.

- The Denville Schools TSS (Tiered System of Support) Program which provides academic assistance to students was considered an exemplary program by the DOE and was shared throughout the state.
- ESSER Funds spreadsheet that compares Denville to other districts will be shared with the Board.
- CDC Guidance for 21/22 will be discussed during the open public session.
- Lakeview Roof project is progressing on track.
- Valleyview interior door refurbishing project is progressing and should be done by September 1st.
- All classrooms should have air conditioning completed by end of July.
- Back to School Nights:
 - Valleyview – September 9th
 - Lakeview – September 14th
 - Riverview – September 22nd

G. ASSISTANT SUPERINTENDENT’S COMMENTS – No Comments

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

- The Business Office is closing out fiscal year 20/21 and preparing for 21/22. The audit will take place the first week of August and after the Division of Pensions releases the TPAF numbers in October or November, the audit report will be released.

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

The purpose of Bylaw 0167 – Public Participation in Board Meetings is to recognize the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters.

In order to permit the fair and orderly expression of such comment, the participant must preface comments by an announcement of his/her name and place of residence.

Statements made by a participant shall be limited to three (3) minutes’ duration, and no participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard.

All statements, questions, or inquiries shall be directed to the Board President.

Opened: 7:48 p.m. Closed: 7:54 p.m.

Mr. Mike Tessler, 22 Rock Ridge Rd., emailed a question to the Board regarding criteria for wearing masks in 21/22. Dr. Forte reviewed the DOE and CDC guidelines for wearing masks in schools and according to Governor Murphy’s statement, districts will make their own determinations pertaining to mask wearing. All individuals will wear masks while on buses.

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 **July 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.

Mrs. Gould moved, seconded by Mr. Casse to approve the following Resolutions under Old Business:

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

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

1. Report of Student Enrollment - **June 2021**
2. Report of Health Office - **June 2021**
3. 2020-2021 HIB and SSDS Report. Ref 3

4. HIB Case VV.2021.02
5. Approve the district and Board goals for 2021-22

Proposed 2021-22 District Goals

Through discussion and using the Strategic Plan as a guide, the following district goals are proposed for 2021-22:

1. Successfully transition all students and staff back to 100% in-person instruction.
Action steps to include:
 - Create and implement a plan to provide services to the school community to address learning and social/emotional needs that may arise from the pandemic.
 - Provide a robust summer program to address learning/emotional needs of students.
2. Increase achievement for all students who are not meeting grade-level benchmarks.

Proposed 2021-22 Board Goal

To be responsible fiscal stewards of the district’s resources by providing for a high-quality education while minimizing the tax impact and planning for the long-term needs of the district.

Action steps to include:

- Increased understanding, usage, and appropriation of Reserve Accounts
- Strategies to minimize tax impact
- Demographic study and long-term space needs

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

1. Work Session & Executive Session Meeting - June 14, 2021
2. Regular Session & Executive Session Meeting - June 28, 2021

ROLL CALL (Motions A-C)

Mr. Cappello-Y, Mr. Casse-Y, Mr. Andersen-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Gould-Y/A #C2

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.:

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.	Maas, Shawn	Head Custodian	RV	Custodian to Head Custodian for 21/22 SY		\$49,165 Step-8
b.	Azzinaro, Christina	Asst to Dir of Transportation/ Dispatcher	BUS	New Hire, effective 7/13/2021 To replace employee #150 for SY21-22		\$60,000 prorated
c.	Andreazza, Carol	Teacher	VV	Teacher 1½ extra periods per week for 21/22 SY	2A	\$4,947.90
d.	Johnston, Gina Kaiser, Lynn	Teachers	VV	Attend in-service days, Back to School Night and Parent-Teacher Conferences during the 21/22 SY	1C	\$41.92/hr \$51.49/hr

e.	Brooke Nacht -17 days Leanne Foth - 22 days Amy Farley - 26 days Kim Gallagher - 22 days Amelia Roth - 9 days Maura Dolan - 13 days Patty Nojiri - 5 days	Psychologist LDTC Social Worker LDTC Psychologist SLP SLP	VV VV VV RV LV RV/VV LV	Retroactively approve the following Staff to complete Mandated Child Study Team Evaluations and Case Management for the Summer 2021	\$352.40/day \$540.75/day \$529.20/day \$457.92/day \$540.75/day \$529.20/day \$350.49/day
f.	Stark, Ann	Secretary	RV	Cash-in 5 vacation days for 20/21 SY	\$1,381.25
g.	Worrall, Jim	Instr. Aide	VV	Provide support at 2021 Summer Exploration program for Student #20272338. Not to exceed 24 hrs (\$480.48)	\$20.02/hr
h.	Frugal, Erica	Instr. Aide	RV	To correct salary as approved on 6/14/21	\$13,959.55 Step-9
i.	Malkinski, Christine	Teacher	RV	Attend mandated CST/IEP meetings as needed for the 2021 summer	\$41.21/hr
j.	Malkinski, Christine	Teacher	RV	Provide reading instruction to Student #20291793. 7/12/21 - 8/5/21. Not to exceed 5½ hrs. (\$269.39)	\$48.98/hr
k.	Molina, Karen	Teacher	RV	Summer Exploration Teacher, paid by registration fees.	
l.	Harris, Kristen (4 hrs) Young, Mark (2 hrs) DeCaprio, AnaElisa (4 hrs)	Instr. Aides	RV	Retroactively approve additional aide support during 2021 ESY/Enrichment lunch period for Student #20322452, 6/28/21 - 8/5/21. Not to exceed 10 hrs total	\$20.02/hr each
m.	Mellifiore, Toni Ann	Instr. Aide	RV	2021 Summer ESY Substitute Teacher	\$48.98/hr
n.	Miller, Melissa	Teacher	VV	Resignation, effective 7/1/21	
o.	Chaparro, Jessica	Teacher	LV	Resignation, effective 6/30/21	
p.	Pascale, Brian	Counselor	RV	New Hire, 21/22 SY. To replace employee #732	\$59,105 Step-MA1
q.	Bias, Stephanie	Teacher	LV	New Hire, 21/22 SY	\$59,105 Step-MA2
r.	Iannuzzi, Matthew	Teacher	LV	Resignation, effective 7/9/21	

*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 (pending approval of the Morris County Executive Superintendent of Schools) Merit Goals #1 and payment in the amount of \$4,510.92 per goal for Dr. Steven Forte, Superintendent of Schools as per contract: Ref 1-4

1: Qualitative 2.5%: Create and implement a plan to help families in need get the resources they need by coordinating Denville Public Schools staff with other agencies, including Denville Social Services. Final report will include the help given and the number of people helped by the plan.

2: Quantitative 2.5%: Apply for at least two grants and bring in at least \$12,000 in revenue from: Grants, Tuition, Donations, Advertisements, Supplies, Etc.

- BE IT RESOLVED**. that the Board approve the Merit Goal completion and payment for School Business Administrator, Damaris Gurowsky, as per 2020-2021 contract as follows:

#1: Qualitative – 2% of salary at \$2,640.50

Work with the Department of NJ Public Assistance to apply for a 2nd FEMA Grant related to COVID-19.

4. **BE IT RESOLVED**, that the Board rescind from the June 28, 2021 Meeting, A. Personnel #18, d., Esther Rosado, substitute custodian.
5. **BE IT RESOLVED**, that the Board approve employee #72 for a leave of absence having received doctor’s certification, commencing September 21, 2021 under the Federal Family Medical Leave Act (FMLA), ending on December 10, 2021, while utilizing forty (40) sick days.

BE IT FURTHER RESOLVED, that the Board approve the leave under the NJ Family Leave Act (FLA) for employee #72, commencing on November 15, 2021 through February 11, 2022.

BE IT FURTHER RESOLVED, that the Board approve the leave for employee #72 and anticipate a return to work on February 22, 2022.

6. **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.	Kaiser, Michael	Custodian	21/22 SY	\$17.30/hr
b.	Solari-Stone, Mike	Custodian	21/22 SY	\$20.00/hr

ROLL CALL (Motions 1-6)

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

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:

1. **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.	Cocheo, Michael	Teacher	RV	\$850	Teachers College August Reading Institute	2D	Virtual

ROLL CALL (Motion 1)

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

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

Mr. Kim moved, seconded by Mr. Luer, 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
\$244,643.93	Check #'s 11203-11290,990000, 990288-990292, 906302021	Current Expense 20/21
\$1,556.882.30	Check #'s 11291-11329, 990293-990295	Current Expense 21/22

2. **BE IT RESOLVED**, that the Board approve the proposal from Altitude Unlimited, under the NJ State Contract M-7000 Data Communications Equipment, Contract #88130, ID #V00051303 to provide qualified field services (per attached quote #005749) at an hourly rate of \$47.05/hr. not to exceed \$65,870 for 2021-2022 School Year.

3. **BE IT RESOLVED**, that the Board approve the proposal from Altitude Unlimited, under the NJ State Contract M-7000 Data Communications Equipment, Contract #88130, ID#V00051303 to provide 20 Systems Installation (per attached quote #005748) at a total cost of \$2,700.00 for 2021-2022 School Year.
4. **BE IT RESOLVED**, that the Board approve the proposal from Altitude Unlimited, under the NJ State Contract M-7000 Data Communications Equipment, Contract #88130, ID#V00051303 to provide IT Managed Services/Server support at an annual rate of \$52,190.88 (per attached quote #005746) for 2021-2022 School Year.
5. **BE IT RESOLVED**, that the Board approve the proposal from Altitude Unlimited, under the NJ State Contract M-7000 Data Communications Equipment, Contract #88130, ID#V00051303 to provide Cloud backup and monitoring and alert of AU DRaaS Solution at an annual rate of \$8,095.74 (per attached quote #0057476) for 2021-2022 School Year.
6. **BE IT RESOLVED**, that the Board approve Hunter Technologies, NJ State contract #T1316-A808002 for the installation of 911 inform security management and notification system for the Valleyview School, Lakeview School, and Riverview School at a cost of \$55,125 funded by the Security Grant.
7. **BE IT RESOLVED**, that the Board approve Hunter Technologies, NJ State contract #T1316-A808002 for the installation of 911 inform security management and notification system for the Riverview Annex School at a cost of \$18,375 funded by the Denville Board of Education.
8. **BE IT RESOLVED**, that the Board approve student ID 20272368 to attend Central Park School for 21/22 ESY, commencing 7/6/21 at a cost of \$4,400 and an additional cost of \$3,700 for personal aide services. Ref 2B

Mr. Kim stated that Motion 6 will be funded by the Security Grant. Mrs. Gurowsky stated that it was originally part of Alyssa's Grant.

Dr. Forte stated that 911 inform is a system that will automate and bring together the different programs and equipment in the District. It will allow for easier lock downs that will notify the police instantly.

ROLL CALL (Motions 1-8)

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

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

V. GOOD OF THE CAUSE

A. COMMITTEE REPORTS

B. CORRESPONDENCE

C. DISCUSSION ITEMS

The Board discussed the following:

Mr. Casse stated that the property adjacent to Valleyview school is under contract and is no longer available.

The new procedure for minutes at committee meetings was discussed.

Mr. Casse stated the Denville Recreation sports council met with the mayor and they moving forward with a second artificial turf field at Veteran's Memorial Park.

Mr. Luer stated that the Denville Green Team will have an ad hoc meeting on July 13th. The Tech Committee meeting was a recap of the activities of the past year.

Mr. Kim congratulated Mrs. Gurowsky, Dr. Cullis and Dr. Forte on their Merit Goals.

- Board Meeting Highlights, Ref 1-4
 1. District and Board Goals approved
 2. District receives an \$86,000 grant for security
 3. The Lakeview roof project is progressing

D. OTHER

VI. OPEN TO COMMENTS

The purpose of Bylaw 0167 – Public Participation in Board Meetings is to recognize the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters.

In order to permit the fair and orderly expression of such comment, the participant must preface comments by an announcement of his/her name and place of residence.

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All statements, questions, or inquiries shall be directed to the Board President.

Opened: 8:14 p.m. Closed: 8:14 p.m.

VII. EXECUTIVE SESSION - Action May Be Taken

Mr. Andersen 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 legal 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: 6 Nays: 0 Abstentions: 0 Time: 8:15 p.m.

VIII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas 6 Nays 0 Abstentions 0 Time: 8:40 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary