

# MINUTES OF THE MEETING

## DENVILLE BOARD OF EDUCATION

November 8, 2021

Work Session Meeting - 7:00 p.m.

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

Township of Denville - Council Chambers

The Board Meetings may be viewed live via YouTube Live or attended in-person. Please click here for the Denville Township School District YouTube Channel. <https://www.youtube.com/user/DenvilleSchools>

To submit questions or comments for the next Board meeting please email [boemeetingcomments@denville.org](mailto:boemeetingcomments@denville.org). All public written or verbal comments must include the sender's full name and address and will be read aloud at the Board Meeting. Questions/Comments will be addressed during the Board Meeting. Please be aware that email is not always instantaneous, which may delay response.

### 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

- November 22, 2021 Presentation of District test scores by Dr. Cullis. Ref 1-3

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

- Executive Order #253 - Vaccine mandate & testing update: week one went well; all unvaccinated staff completed testing, volunteers will be coordinated next.
- Projects:
  - LV Roof: Punch list- minor open items
  - RV HVAC: Old units removed - new equipment scheduled to be installed in the coming weeks.
    - The RV gym is closed until project is complete – All Purpose Room is open during school day and closed after school; Aftercare program moved to RVA.
- Districtwide COVID cases – 2 positives
- Strategic Planning:
  - Fall of 2022: Nov 14, 28, Dec 12, 2022
  - 6:00 PM Public Board Meeting
  - 7:30 PM Strategic Planning - in person
  - Contacted Charlene Peterson on 11/8/21
- Great news, the Valleyview Middle School was announced as one of 250 international "Climate Action Project Schools of Excellence."

- The Project involved schools in over 140 countries, with the goal of inspiring student-driven, project-based learning.
- The District joined to better understand how other countries and cultures are addressing climate change. Valleyview 's registration detailed two specific areas of school-wide focus:
  1. The ongoing incorporation of climate change into our 6-8th Grade Science Curriculum, and
  2. The Tree Planting Project.
- This award is a great affirmation that we're working in the right direction!
- Ms. Lydia Stiles stated that she is really proud of the entire Science Department and Green Team. She thanked Ms. Andrea Olarte, Ms. Christine Lyons, and Ms. Michelle Oliviera for their hard work and dedication.
- Ms. Stiles also thanked Mr. Korman, Administration, and Board Members for their continuous support.

**G. ASSISTANT SUPERINTENDENT'S COMMENTS – No Comments**

**H. BUSINESS ADMINISTRATOR'S COMMENTS – No Comments**

**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 their 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: 7:37 p.m.                  Closed: 7:42 p.m.

Ms. Cohen asked the Board if the agenda would be changed to include topics the public can speak about during Open Public Discussion outside of the agenda items. Mr. Cappello stated that the second public discussion portion of the meeting is the portion for items that are not on the agenda.

Ms. Sazinski discussed statute NJSA 10:4-12.

**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 **November 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**

1. NJQSAC District Performance Review (DPR) for 2021-22 - attached Ref 1-4

**ROLL CALL (Motion A)**

Mr. Cappello Y, Mr. Casse-Y, Mr. Andersen-Y, Mr. Luer-Y, Mr. Kim-Y, Mrs. Gould-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 | Step      | Amount               |
|----|----------------|-------------|--------|---|-----|-----------|----------------------|
| a. | Foster, Lauren | Instr. Aide | LV     | New Hire, replacing employee #1444. Effective date TBD for 21/22 SY |     | 13<br>ABA | \$28,386<br>prorated |
| b. | Minion, Alison | Teacher     | VV     | Mock Trial Advisor for 21/22 SY                                     |     | A1        | \$1,777              |
| c. | Housel, Shelly | Instr. Aide | LV     | FTE increased from 0.80 to 1.0 for 21/22 SY. Effective 11/9/21.     |     | 9<br>Cert | \$25,381<br>prorated |
| d. | Elgibaly, Nada | Instr. Aide | LV     | New Hire, for 21/22 SY. Effective date TBD                          |     | 9         | \$25,181<br>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 approve employee #1273 for an unpaid leave of absence under the NJ Family Leave Act (FLA), effective November 8, 2021, anticipated return to work to be determined.

**ROLL CALL (Motions 1-2)**

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. Kim, 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. | Cullis, Sandra | Asst Supt | BOE    | \$310 | 3 Virtual Workshops in the NJPSA Gifted & Talented Education Certificate Program | 2D  | 10/28/2021<br>12/09/2021<br>03/03/2022 |

**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. Casse, to approve the following Resolutions under Finance:

1. **BE IT RESOLVED**, that the Board accept the 2020 – 2021 Comprehensive Annual Financial Audit Report which had no recommendations and Auditor’s Management Report on Administrative Findings for the year ending June 30, 2021.

Mr. Cappello thanked the Administrative staff for the work on the audit.

**ROLL CALL (Motion 1)**

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

To approve the following Resolutions under Old Business, action will be taken on November 22nd:

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

1. Treasurer of School Monies
2. Board Secretary

**B. EDUCATION REPORTS**

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

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

1. Work Session & Executive Session Meeting - October 11, 2021
2. Regular Session & Executive Session 1 & 2 Meetings - October 25, 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 | Step | Amount     |
|----|--------------|----------|--------|-------------------------|-----|------|------------|
| a. | Korman, Seth | VP       | VV     | Cash-in 5 vacation days |     |      | \$3,166.40 |

\*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 Riverview Annex Nurse, Kelli Skorupa, NJCU school nurse practicum. Ref 1D.

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

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) |
|--|------|----------|--------|------|----------------|-----|---------|
|  |      |          |        |      |                |     |         |

- BE IT RESOLVED**, that the Board approve the attached list of field trip requests.
- BE IT RESOLVED**, that the Board approve the revised Mentor Plan for Quality Induction of Novice and New Teachers 2021-2022. Ref 2D
- BE IT RESOLVED**, that the Board approve the following Student Teachers for 21/22 SY:

|    | Student         | School/College/University | Experience | Dates    | School | Ref |
|----|-----------------|---------------------------|------------|----------|--------|-----|
| a. | Klaar, Olivia   | Stockton University       | Observe    | 21-22 SY | LV     | 1C  |
| b. | Casario, Alyssa | County College of Morris  | Observe    | 21-22 SY | LV     | 1C  |

**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 <sup>st</sup> Reading | 2 <sup>nd</sup> Reading/ Adoption |
|---------------|--|-------------------------|-----------------------------------|
| P 0167        | Public Participation in Board Meetings |                         | X                                 |

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

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       |
|--------|-------------|----------------------|
|        |             | General Organization |

|  |  |                 |
|--|--|-----------------|
|  |  | Current Expense |
|--|--|-----------------|

2. **BE IT RESOLVED**, that the Board accept the donation to Valleyview Middle School of one 2” Eastern Redbud Tree from the Township of Denville, Green Sustainability Committee. Purchased from Cerbo’s Greenhouse of Parsippany, valued at \$175. Ref 1C, 3A
3. **BE IT RESOLVED**, that the Board accept the donation to Valleyview Middle School of approximately 2 square meters of mulch from the Township of Denville, Beautification Committee. Ref 1C, 3A
4. **BE IT RESOLVED**, that the Board approve the purchase of four (4) Acer Aspire – 4GB RAM-128GB SSD laptops for the use of School Security in the amount of \$1,343. Total cost is co-shared between the Denville Police Department and the Denville Board of Education.

Mr. Casse inquired about the type of laptops. Dr. Forte stated that the computers will allow for better monitoring of the cameras.

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

To approve the following Resolutions under Operations:

**1. TRANSPORTATION**

- 1.1. **BE IT RESOLVED**, that the Board approve the following school bus emergency evacuation drill reports:

Lakeview - October 20, 2021 @ 8:00am

Location: Stone lot across from Lakeview

Route #'s B13, B14, B17, B18, B20, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 304, 307, 358

Riverview - October 27, 2021 @ 8:30am

Location: Back Lot of Riverview

Route #'s B11, B13, B14, B16, B18, B20, 185, 186, 187, 188, 189, 190, 192, 193, 194, 195, 358

Valleyview - October 13, 2021 @ 7:15am

Location: Bus Garage

Route #'s B11, B13, B14, B17, B18, B20, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 304, 307, 358

**2. BUILDING AND GROUNDS**

**VII. GOOD OF THE CAUSE**

**A. COMMITTEE REPORTS**

Mr. Andersen stated that the Personnel Committee has been discussing staff member and substitute shortages; he thanked the Administration for their work on staffing issues.

Mr. Casse thanked the Equity Committee for work and stated the reports are very comprehensive. He requested if Dr. Cullis could give a presentation on pending initiatives. Dr. Forte stated that all staff members were trained in age appropriate activities; anti-racist or acceptance statement could be part of Strategic Plan; and addressed the hiring pool in NJ overall. Mrs. Gould discussed the Me Map and also addressed Mr. Casse’s comments.

**B. CORRESPONDENCE**

**C. DISCUSSION ITEMS**

The Board discussed the following:

Mr. Andersen congratulated the Valleyview Boy and Girls Soccer Teams for winning county championships; we have not had to cancel any extracurricular activities for bussing issues. He attended the Lakeview Veterans' Ceremony and commented that it was a great event.

Mr. Cappello stated that the election results are not final but it looks like there will be two new Board members in January.

- Board Meeting Highlights, Ref 1-4
  1. Congratulations to the Valleyview Green Team
  2. Dr. Cullis will present District Test Scores at the November 22<sup>nd</sup> meeting
  3. New Strategic Plan with public input in the Fall of 2022, details to follow

#### **D. OTHER**

### **VIII. 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.

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

Opened: 8:18 p.m.            Closed: 8:27 p.m.

Ms. Sazinski addressed the Board about volunteer procedures and vaccination requirements. Dr. Forte addressed the vaccination requirements for Volunteers (Executive Order 253).

Ms. Zimmerman addressed the Board about the mask mandate, racism and bullying in the schools. Mr. Cappello encouraged parents to reach out to the building administrators at the schools.

### **IX. EXECUTIVE SESSION - Action May Be Taken**

Mr. Luer moved, seconded by Mr. Andersen, 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, 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: 6            Nays: 0            Abstentions: 0            Time: 8:28 p.m.

Mrs. Wagner joined the meeting by phone.

### **X. ADJOURNMENT**

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

#### **ACTION ON MOTION:**

Yeas: 7            Nays: 0            Abstentions: 0            Time: 8:46 p.m.

Respectfully submitted,

Damaris Gurowsky  
Business Administrator/Board Secretary