

MINUTES OF THE MEETING

DENVILLE BOARD OF EDUCATION

March 14, 2022

Work Session Meeting - 7:00 p.m.

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

Township of Denville - Council Chambers

Members of the public may remotely access this Board Meeting through Google Meet, a remote video conferencing system. Specific instructions for accessing the Board Meeting and providing public comments is posted on the Denville Board of Education website. All public comments must include the sender's full name and address and will be read aloud at the Board Meeting. Questions may be submitted via email at boemeetingcomments@denville.org.

Please visit the District Website for more information: http://www.denville.org/board_of_education/boe_meeting_schedule

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 7:30 pm. 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.

Google Meet Directions for Public

1. When you enter the Meeting, mute yourself (If you are not already muted.)
2. During the open public comments section of the meeting please contribute by emailing boemeetingcomments@denville.org

Please be sure to state your name and address for the record.

I. CALLED TO ORDER BY MR. ANDERSEN 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, Mrs. Wagner - P, Mr. Casse - P, Mr. Kim - P, Dr. Arunajatesan - P, Dr. Moore - P, Mr. Andersen - P.

C. EXECUTIVE SESSION - No Executive Session was needed

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

Dr. Forte presented the 2022-2023 Preliminary Budget. Topics discussed were as follows:

- School District Strategic Plan 2022 – The Denville School District’s Mission is to educate and empower all students to excel
- School District Goals – 2021-2022
 - Successfully transition of all students and staff back to 100% in-person instruction.
 - 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 the learning/emotional needs of students.
 - Increase achievement for all students who are not meeting grade-level benchmarks.
- Budget Calendar and updates
- 2022-2023 Preliminary Budget provides funding for Technology, Personnel, Facilities, Curriculum, and other miscellaneous items
- This budget includes increases in funds for lunches for economically disadvantaged students.
- Projects utilizing Capital Reserves Funds
- Preliminary Tax Impact for Denville K-8 School District – .75% Increase

Mr. Andersen stated that it is worthwhile and important to mention that there are a few things that are within the District’s control and a few other things that are not within our control. The District control how much the tax levy increase for the K-8 school. However, the District do **not** control the assessed valuation from the Township, the calendar vs fiscal budgeting differences, and what other township does (MHRD, Wharton, Rockaway Borough).

The Board thanked the administration & finance committee, for the hard work

The Board commented and had questions about the 22/23 school budget:

- Estimated tax impact for 22/23
- Utilized State Aid funding’s to decrease tax impact
- The use of reserves for capital projects
- The Board thanked the administration & finance committee for the collaboration and the great job accomplished.

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

Projects update:

- VV Field netting-work started on 03/14/22
- LV Roof-punch list task being reviewed by architects
- RV HVAC: punch list tasks review by architects.
- District-wide COVID 03/14/22 update – See District website
 - Covid Cases = 0
 - Quarantine = 3
 - New Cases = 0
- VV Graduation – June 17 at 7:00 p.m. at Morris Knolls High School
- QSAC is going to be virtual except for the personnel and Buildings and Grounds department.

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

- Kindergarten Registration 22-23, is open and at the moment we have 135 students registered.
- Exciting opportunity and grant awarded from the US Army to Mrs. Kelly our Instructional Music teacher at Lakeview.
- Conferences with Parent's participation - March 16-18, 2022.

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

- Mrs. Gurowsky reminded the Board to submit the Ethics Forms and Financial Disclosure on or before 04/30/2022
- Thanked the Financial Committee for the great work, the support provided and the time spent discussing the preliminary budget

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

This portion of the meeting is open to any individuals for the purpose of addressing resolutions on this agenda or matters that they find is important to the Board of Education, and is governed by Board Policy 0167. Prior to making a comment, members of the public are required to state their names, addresses, and the subject matter of the comment. Comments are limited to three minutes per person. No participant may speak more than once on the same topic until all others who wish to speak on the topic have been heard. Comments made by members of the public may or may not be responded to by the Board or District Administration. Any response that is provided will be made at the end of the public comment period after all comments have been heard.

The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Students and employees have specific legal rights afforded by the laws of New Jersey. Therefore, comments regarding specific students and employees will not be responded to by the Board. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

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

Opened: 8:13 p.m. Closed: 8:13 p.m.

No comments were made.

III. 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 **March 2022** 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 March 28th:

A. **RESOLVED** that the Board approve the following REPORTS from **February 2022**:

1. Treasurer of School Monies
2. Board Secretary

B. **EDUCATION REPORTS**

1. Report of Student Enrollment - **February 2022**
2. Report of Health Office - **February 2022**
3. HIB Case VV.21.22.08
4. HIB Case RV.21.22.01

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

1. Work Session & Executive Session Meeting - February 14, 2022.
2. Regular Session & Executive Session Meeting #1 & #2 - February 28, 2022.

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, Laura Wagner**

Mrs. Wagner 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	Step	Amount
a.	Bastidas Hernandez, Olga Lucia	P.T Custodian	RV	New Hire for 21-22 SY Replacing Employee # 1402 FTE 0.79 - Effective Date TBD		11	\$38,966 Prorated
b.	Bias, Susan Molina, Karen	Coordinators	RV	After School Enrichment Staff: 3/22/22 - 4/28/22, Paid by registration fees.			
c.	Anderson, Stephanie Bershefski, Heather	Teachers	RV	After School Enrichment Staff:			

	Dell'Aquila, Adrienne Harsanyi, Erin Lupo, Marlene Pascale, Brian Scafati, Christopher Sylvester, Susan Teschemacher, Kimberly			3/22/22 - 4/28/22, Paid by registration fees.			
d.	Furgal, Erica Harris, Kristin Vance, Robin	Instructional Aides	RV	After School Enrichment Staff: 3/22/22 - 4/28/22, Paid by registration fees. - (IF needed)			
e.	Kelly, Elise	Bus Aide	Transp.	Resignation Effective 04/11/2022			
f.	Nacht, Brooke	Peer Buddy Advisor		For SY 21-22		1A	\$666.37 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 - SUBSTITUTES - that the Board approve the following new hire substitute(s) for the district:

	Name	Position	Effective Date	Per Diem Rate
a.	Barrow, Rachel	Teacher	21-22 SY	\$120.00/day
b.	Ferrante, Cindy	Teacher	21-22 SY	\$120.00/day

ROLL CALL (Motions 1-2)

Mr. Cappello - Y, Mrs. Wagner - Y, Mr. Casse - Y, Mr. Kim - Y, Dr. Arunajatesan - Y, Dr. Moore - Y, Mr. Andersen - Y.

B. INSTRUCTION AND PROGRAM (Includes Technology) - Chair, Dino Cappello

Mr. Cappello moved, seconded by Mr. Casse, to approve the following Resolutions under Instruction and Program:

1. BE IT RESOLVED, that the Board approves to observe for 21-22 SY. Ref: 1C.

- Zachary Wilson, County College of Morris
- Logan Genovese, County College of Morris
- Alyssa Casario, County College of Morris

ROLL CALL (Motion 1)

Mr. Cappello - Y, Mrs. Wagner - Y, Mr. Casse - Y, Mr. Kim - Y, Dr. Arunajatesan - Y, Dr. Moore - Y, Mr. Andersen - Y.

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

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

1. BE IT RESOLVED, that the tentative budget be approved for the 2022-2023 school year using the 2022-2023 state aid figures and the Secretary to the Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6:

General Fund	\$37,302,208.
Special Revenue Fund	\$ 362,982.
Total	\$37,665,190.

BE IT FURTHER RESOLVED, that there should be raised for taxes for the General Funds \$32,735,008 for the ensuing School Year (2022-2023).

And, to advertise said tentative budget in the Daily Record following the form suggested by the New Jersey Department of Education and according to law; AND a public hearing on the budget for the 2022-2023 school year will be held at 1 St. Mary’s Place, Denville, NJ 07834 on April 25, 2022, at 7:30 p.m.

BE IT FURTHER RESOLVED, that the budget includes in the budget a capital reserve withdrawal in the amount of \$1,580,650 to assist with various school-wide projects as listed below. These improvements and upgrades will be completed by the end of the fiscal year 2022-2023.

LV-EXTERIOR DOOR REPLACEMENT	60,000.00
LV-ELECTRICAL UPGRADE	300,000.00
LV-FENCE/PATHWAY FOR UTILITY WORK	44,000.00
LV-CONCRETE PATH BY FLAGPOLE	45,000.00
LV-EXTEND BLACKTOP REAR PLAYGROUND	25,000.00
LV-PLAYGROUND - RUBBER REPLACEMENT	120,000.00
LV-TILES & WALL PAINTED	13,700.00
VV-ART ROOM HVAC PROJECT	98,750.00
VV-BAND ROOM HVAC PROJECT	107,000.00
VV-C WING STEPS REPLACEMENT	55,000.00
VV-CAFETERIA HVAC	337,500.00
VV-HALLWAY TILES PAINTED	8,500.00
VV-REPAVE/STRIPE PARKING LOT	100,000.00
RV-PAINT BUILDING EXTERIOR	35,000.00
RV-TILES & WALL PAINTED	16,200.00
RV-FLOOR TILES - BY GYM/APR HALLWAY	30,000.00
DISTRICT-WIDE PARKING LOT CURBS REPAINT	5,000.00
DISTRICT WIDE CONCRETE WORK	165,000.00
DISTRICT WIDE - REPOINTING MASONRY	15,000.00

WHEREAS, the Denville Board of Education recognize 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:23A Subchapter 7 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 Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150.00 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, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms;

BE IT RESOLVED, that the Board approve all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, that the Board include in the tentative budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$30,300 to all staff and board members for the 2022-2023 school year. The maximum travel expenditure amount for the 2021-2022 school year is \$41,800, of which, \$ 30,924 has been spent and \$10,876 is encumbered to date.

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

BE IT FURTHER RESOLVED, that the Board approve a maximum annual expenditure for professional services in accordance with N.J.A.C. 6A:23A-5.2(1):

Auditor	\$32,500.
Attorney	\$85,000.
Architect	\$ 5,000.

ROLL CALL (Motion 1)

Mr. Cappello - Y, Mrs. Wagner - Y, Mr. Casse - Y, Mr. Kim - Y, Dr. Arunajatesan - Y, Dr. Moore - Y, Mr. Andersen - Y.

- Mr. Cappello thanked the finance committee for all their hard work.
- Mr. Kim thanked Mr. Casse & Dr. Arunajatesan for their collaboration and input during the budget process.

V. NEW BUSINESS (NO ACTION TO BE TAKEN)

A. PERSONNEL (Includes Technology) - Chair, Laura Wagner

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.	Connolly, Casey Tadros, Natalia	Teachers	LV	Extended School Year program for Summer 2022 Not to exceed 75 hours each (\$3,673.50)	2A		\$48.98/hr.
b.	Nojiri, Patricia	Speech Therapist	LV	Extended School Year program for Summer 2022 Not to exceed 75 hours (\$3,673.50)	2A		\$48.98/hr.
c.	Garbarini, Eileen Carmiche, Corinne Ordonez, Viviana	Instructional Aides	LV	Extended School Year program for Summer 2022 Not to exceed 69 hours each (\$1,381.38)	2A		\$20.02/hr.
d.	Colvin, Patrick	Network-Tech	Dist.	Cash-Out 5 Vacation days - SY 21-22			\$1,823.35

*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.

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2. **BE IT RESOLVED**, that the Board approve employee #1182, for a leave of absence, having received doctor’s certification, commencing May 2, 2022, under the Federal Family Medical Leave Act (FMLA), ending on September 30, 2022, while utilizing twenty-seven (27) sick days and three (3) personal days.
BE IT FURTHER RESOLVED, that the Board approve the leave under the NJ Family Leave Act (FLA) for employee #1182, commencing on June 20, 2022, through November 18, 2022.

BE IT FURTHER RESOLVED, that the Board approve the leave for employee #1182 and anticipate a return to work on November 28, 2022.

B. POLICY REVISIONS

To approve the following Resolutions under Policy Revisions:

1. **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 2530	RESOURCE MATERIALS		X
P 9130	PUBLIC COMPLAINTS AND GRIEVANCES		X
R 9130	PUBLIC COMPLAINTS AND GRIEVANCES		X
P 3233	POLITICAL ACTIVITIES	X	
P 2431.4	PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)	X	
R 2431.4	PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)	X	
P 2415.05	STUDENTS SURVEYS, ANALYSIS, EVALUATIONS, EXAMINATIONS, TESTING, OR TREATMENT (M)	X	
P 9560	ADMINISTRATION OF SCHOOL SURVEYS (M)	X	
P 2622	STUDENT ASSESSMENT (M)	X	
R 2622	STUDENT ASSESSMENT (M) - NEW	X	
R 2460.30	ADDITIONAL/COMPENSATORY SPECIAL EDUCATION AND RELATED SERVICES (M) - NEW	X	
P 5541	ANTI-HAZING (M) - NEW	X	
P 8465	BIAS CRIMES AND BIAS-RELATED ACTS (M)	X	
R 8465	BIAS CRIMES AND BIAS-RELATED ACTS (M)	X	

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

To approve the following Resolutions under Finance:

1. **BE IT RESOLVED**, that the Board approve the enclosed checklist(s) in the following amounts:

Amount	Description	Check Register
		Milk Fund
		Current Expense
		Elementary Enrichment

2. **BE IT RESOLVED**, that the Board approve the donation of \$500 in gift cards from Gen Youth and Acme Markets Foundation for needy families in Denville.
3. **BE IT RESOLVED**, that the Board approve the Professional Support/Non-Public Service Agreements with Non-Public Chapters 192-193, Speech Services, Non-Public Nursing, Non-Public Technology, Non-Public Textbooks, and Non-Public IDEA-B addendum and supporting documents between Denville Schools and the Educational Services Commission of Morris County for the 2022-2023 school year.
4. **BE IT RESOLVED**, that the Board accept the donation of a Pizza Warmer from the Valleyview PTA. Ref: 3A.
5. **BE IT RESOLVED**, that the Board Approve the agreement with Warren County Special Services School District for 4 sessions at H.I.L.L.S. House at Centenary University for Community-Based Instruction for Riverview Students, April - June 2022 for \$978.00. Ref: 2A
6. **BE IT RESOLVED**, that the Board Approve the discard of the following item.
 - RCA TV
Asset Tag: 444
Model: F25254GY
Serial #: 541517292
Manufacture Date: 1995

D. 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 Joint Transportation Agreement with the Educational Services Commission of Morris County for the 2022-2023 school year.

2. BUILDING AND GROUNDS

- 2.1. **BE IT RESOLVED**, that the Board approve the attached quotes with RFS Commercial, ESCNJ State approved contract #18/19-59 to remove and install new concrete District-wide utilizing Maintenance Reserve Funds.
- 2.2. **BE IT RESOLVED**, that the Board approve the revised submission and acceptance of the SSB-VEEVR, Pathway 2 - HVAC Replacement/New System Program Grant through the New Jersey Clean Energy Program application #67639 in the amount of \$464,812.50 for the project as listed below. The work must be completed, and supporting documentation received by TRC by February 11, 2023.

- Valleyview Middle School Cafeteria HVAC
- Valleyview Middle School Band Room HVAC
- Valleyview Middle School Art HVAC
- EI Associates Professional Services

VI. GOOD OF THE CAUSE

- The Board took a picture for the VV yearbook.
- First Board meeting without the mask - 03/14/22.
- Mr. Andersen thanked Mrs. Wagner for her presidency for the last two years.

A. COMMITTEE REPORTS

B. CORRESPONDENCE

C. DISCUSSION ITEMS

- Board Meeting Highlights, Ref 1-4
 1. 2022-2023 School Budget
 2. Ms. Kelly Award
 3. Ms. Gurowsky - Certificate of Excellence in Financial

- Take a picture of the Board and Administration at the 3/14/22 BOE meeting for the VV yearbook.

D. OTHER

VII. OPEN TO COMMENTS

This portion of the meeting is open to any individuals for the purpose of addressing resolutions on this agenda or matters that they find is important to the Board of Education and is governed by Board Policy 0167. Prior to making a comment, members of the public are required to state their names, addresses, and the subject matter of the comment. Comments are limited to three minutes per person. No participant may speak more than once on the same topic until all others who wish to speak on the topic have been heard. Comments made by members of the public may or may not be responded to by the Board or District Administration. Any response that is provided will be made at the end of the public comment period, after all, comments have been heard.

The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Students and employees have specific legal rights afforded by the laws of New Jersey. Therefore, comments regarding specific students and employees will not be responded to by the Board. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

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

Time: 8:41p.m. Closed: 8:41p.m.

No comments were made.

VIII. EXECUTIVE SESSION - Action May Be Taken

Mrs. Wagner moved, seconded by Mr. Capello, 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 student 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: 8:42 p.m.

IX. ADJOURNMENT

Mrs. Wagner moved, seconded by Mr. Kim, to adjourn the meeting.

ACTION ON MOTION:

Yeas: 7. Nays: 0. Abstentions: 0. Time: 9:12 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary