

**MINUTES OF THE MEETING**

**DENVILLE BOARD OF EDUCATION**

**April 25, 2022.**

**Regular 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](mailto:boemeetingcomments@denville.org).

Please visit the District Website for more information: [http://www.denville.org/board\\_of\\_education/boe\\_meeting\\_schedule](http://www.denville.org/board_of_education/boe_meeting_schedule)

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The meeting line will open at 7:30 pm.

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](mailto:sforte@denville.org) and/or [ccostanza@denville.org](mailto: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](mailto:boemeetingcomments@denville.org)

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

## **I. CALLED TO ORDER BY MR. ANDERSEN AT 7:00 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 - A, Mr. Casse - P, Mr. Kim - P, Dr. Arunajatesan - P, Dr. Moore - P, Mr. Andersen - P.

### **C. EXECUTIVE SESSION**

Mr. Cappello 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 and 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: 6.          Nays:0.          Abstentions: 0.          Time: 7:02.

The Board returned to the open session at 7:31 p.m.

### **D. PLEDGE OF ALLEGIANCE**

### **E. SPECIAL PRESENTATIONS**

- April 25, 2022: 2022-23 Final School Budget Hearing and Presentation (Ref: 1-4)

Dr. Forte presented the 2022-2023 Final Public Hearing 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.
- 2022-2023 Budget provides funding for Technology, Security personnel, Facilities, Curriculum, Mental Health Services, new personnel, and other miscellaneous items.
- Projects utilizing Capital Reserves Funds.
- Tax Impact for Denville K-8 School District – .75% Increase.
- Dr. Forte also review the SFRA: 2008 & S2: 2008 funding.

The Board comments on the 22/23 school budget:

- Assessed Valuation directly related to tax impact – about 23M less than the 2021/2022 School Year.
- Denville K-8 tax impact for 22/23: 1.64% or average assessed home \$70/year.
- Utilized State Aid funding to decrease property tax impact.
- The higher percentage of the school budget goes toward Salary and Benefits.
- The Board thanked the administration and finance committee for the collaboration and all their work.

- **May 09, 2022 - Presentation**

Valleyview Middle School Law Adventure Team with Mr. Tim Ford of Einhorn-Barbarito and Ms. Allison Minion (Advisor) - (Ref: 1C, 3A)

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

- Projects update:
  - VV Field netting - complete.
  - LV Roof - complete
  - RV HVAC: Punch list still open
  - RV - Hall floor, sidewalk, and apron - complete
  - VV and LV- masonry- complete by end of the week
- Denville Ed. Foundation Golf Outing 10/17/22
- Persons of the Year 2022 - survey open until April 30th
- VV Baseball and Softball home tomorrow, 4/26/22
- VV - HS Musical May 20 and 21, 2022

**G. ASSISTANT SUPERINTENDENT’S COMMENTS** - Dr. Forte commented on behalf of Dr. Cullis the following:

- Announced the passing of former Denville school’s teacher C. Benedetto

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

- Announced that the New Jersey School Board Association have an upcoming Weekend Leadership program geared for Board leadership and aspiring leaders. Registration is limited to four members per Board. The program will be offered from June 3-5 (Friday night virtual program and live on Saturday and Sunday at the Princeton Hotel).

**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: 8:09 p.m.                      Closed: 8:11 p.m.

Dr. Forte read one email from a Valleyview School Teacher:

An 8th-grade student was selected as a winner of the NOAA Marine Debris Art Contest. Her artwork will be featured in the 2023 NOAA Marine Debris Calendar with other winners. The artwork can be viewed and downloaded at <https://marinedebris.noaa.gov/multimedia/artwork#prettyPhoto>

### 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 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.

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

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

1. Treasurer of School Monies
2. Board Secretary

#### B. **EDUCATION REPORTS**

1. Report of Student Enrollment - **March 2022**
2. Report of Health Office - **March 2022**
3. HIB Case VV.21.22.08
4. HIB Case LV.21.22.04 \*
5. HIB Case VV.21.22.09

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

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

\* The Board made a friendly request to postpone the approval of resolution #4 under Education Reports until the end of the meeting.

#### **ROLL CALL #1 (Motions A-C with the exception of B. EDUCATION REPORTS #4 HIB Case LV.21.22.04)**

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

The Board returned to approve the postponed resolution at 8:30 p.m.

Mr. Kim moved, seconded by Mr. Cappello to approve the HIB Case LV.21.22.04 under Education Reports

#### **ROLL CALL #2**

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

Dr. Moore 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.	Scala, Evan	Vice-Principal	LV	Cash-in 9 Vacation days - SY 21/22			\$4,581.18
b.	Cirasella, Joseph	Mechanic / Head Mechanic	Bus Garage	Cash-in 5 Vacation days - SY 21/22			\$1,711.46
c.	Stark, Ann	Secretary	RV	Cash-in 5 Vacation days - SY 21/22			\$1,418.25
d.	Korman, Seth	Principal	VV	Cash-in 4 Vacation days - SY 21/22			\$2,533.12
e.	Minieri, Debra	Counselor	LV	To provide CPI Training to staff during the 21/22 SY. Total prep and presentation time not to exceed 18 hours. (\$1,140.48)			\$63.36/hr.

\*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 #442, for an extended unpaid leave of absence commencing September 1, 2022.

**BE IT FURTHER RESOLVED**, that the Board approve the leave for employee #442 and anticipate a return to work for the 2023/2024 SY

3. **BE IT RESOLVED**, that the Board approve the attached agreement with Kean University for clinical interns (student teaching) 2022-2025. Ref: 1C, 3D.
4. **BE IT RESOLVED**, that the Board approve the attached job description and work rules for permanent substitute teacher/staff member.
5. **BE IT RESOLVED**, that the Board approve the attached list of new hires for Extended School Year (ESY) drivers and bus aides.
6. **BE IT RESOLVED**, that the Board approve employee #1400, for an unpaid and intermittent leave of absence under the NJ Family Leave Act (FLA), commencing on March 4, 2022, through June 30, 2022.
7. **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.	Sullivan, Ashleigh	Teacher	Effective Date 04/29/22	\$120.00/day
b.	Wald, Laura	Teacher	Effective Date 04/29/22	\$120.00/day

**ROLL CALL (Motions 1-7)**

Mr. Cappello - 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. Capello 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.	Dolan, Maura	Speech Therapist	RV VV	\$296.55 + Mileage	To attend the 2022 NJSHA Convention, Long Branch, NJ	2D	04/29/22
b.	Llaneza, Jessica	Teacher	District-Wide	\$1,545.00 Funded by ARP: Accelerated Learning Coach and Educator Support	To take "Curriculum & Methods in Gifted and Talented Education" at Montclair University for Gifted and Talented Certification.	2D	06/27/22- 08/21/22
c.	Bunkers, Jennifer	Occupational Therapist	LV	\$190.00	To attend The Zones of Regulation Comprehensive Training (Virtual)	2D	05/06/22

2. **BE IT RESOLVED**, that the Board approve the purchase of 2022 TCI Social Studies Alive! digital and consumable print Social Studies program K-5.

The 6-year contract is \$59,559.15 for Riverview School and \$80,811.15 for Lakeview School at a total district cost of \$140,370.30.

This contract includes 70 teacher editions, digital licensing, and supporting materials, 1,162 student licenses for digital access, and consumable worktext replenishment for 6 years. Ref: 1B

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

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

**C. POLICY REVISIONS**

Mr. Casse moved, seconded by Mr. Kim, 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 <sup>st</sup> Reading	2 <sup>nd</sup> Reading/ Adoption
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	STUDENT 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) - <b>NEW</b>		X
P 5541	ANTI-HAZING (M) - <b>NEW</b>		X

P 8465	BIAS CRIMES AND BIAS-RELATED ACTS (M)		X
R 8465	BIAS CRIMES AND BIAS-RELATED ACTS (M)		X
P 4233	POLITICAL ACTIVITIES	X	
P 5512	HIB - HARASSMENT, INTIMIDATION, AND BULLYING (M)	X	

**ROLL CALL (Motion 1)**

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

**D. 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 Board approve the enclosed checklist(s) in the following amounts:

Amount	Description	Check Register
		<b>Milk Fund</b>
\$3,409,799.07	Ck #'s 12648-12790, 990331, 990333-990337, 903302022, 904142022	<b>Current Expense</b>
\$8,500.00	Ck #'s 1372-1375	<b>General Organization</b>
\$2,498.18	Ck #'s 1491-1500	<b>Elementary Enrichment</b>

2. **BE IT RESOLVED**, that the Board approve the 2022-2023 budget as follows:

- 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).

**BE IT FURTHER RESOLVED**, that the budget includes 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 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: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**, the Board of Education approves 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**, the Board of Education includes in the budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$30,300 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**, the 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 \$85,000
- Architect \$ 5,000

3. **BE IT RESOLVED**, that the Board approve to discard following items:

- NEC VT670 Projector  
S/N: 5900607FJ  
Asset: 309  
Manufactured Date: September 2005
- Optoma TX54203D Projector  
S/N: Q8FJ044AAAAAC0108  
Asset: 312

4. **BE IT RESOLVED**, that the Board approve to discard the attached list of equipment.



5. **BE IT RESOLVED**, that the Board accepts the donation from the Township of Denville Beautification Committee of about 3 cubic yards of wood chips for the outdoor learning space at Valleyview. Ref: 3A
6. **BE IT RESOLVED**, that the Board approve the Raritan Headwaters Waterways program as a Community-Based Instruction program for Riverview Students at a cost of \$120. Ref: 2A.
7. **BE IT RESOLVED**, that the Board accepts the donation of approximately 90 squids from Lund's Fisheries in Cape May, NJ to Valleyview Science Department to be used in dissections. Ref: 1C.

**ROLL CALL (Motions 1-7)**

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

**E. 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 transport students from Lerner Limited, LLC (Little Learner) to the Turtle Back Zoo at an hourly rate of \$70/hr. per driver on May 24, 2022.

**2. BUILDING AND GROUNDS**

**2.1 BE IT RESOLVED**, that the Board approve the use of LV or RV for the Denville Twp Library Summer Reading Kickoff Program on Sunday, May 22, 2022 (usage fee will not be assessed). Ref: 1C, 3D.

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

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

**V. GOOD OF THE CAUSE**

- Denville Education Foundation Golf Outing: October 17, 2022.
- NJSBA October 24-26, 2022 Convention: consider making the October 10, 2022, BOE meeting a combined work and regular session.
- The Board thanked the administration & Finance Committee for the 22/23 school budget for their collaboration, passion, and team effort.
- Congratulations to the Riverview School 5th grade lead program.
- Congratulations to the Riverview Annex School on the unveiling of the Mosaic painting donated by the Denville Foundation.
- Congratulations on Valleyview Painting.

**A. COMMITTEE REPORTS**

**B. CORRESPONDENCE**

**C. DISCUSSION ITEMS**

- Board Meeting Highlights, Ref 1-4
  1. 2022-2023 School Budget
  2. Donations
  3. Mary Yap – Winner of the NOAA Marine Debris Art Contest

**D. OTHER**

## VI. 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.

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

Time: 8:30 p.m. Closed: 8:30 p.m.

No comments were made - No emails were received.

## VII. EXECUTIVE SESSION - Action May Be Taken - No Executive Session was needed

## VIII. ADJOURNMENT

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

### ACTION ON MOTION:

Yeas: 6. Nays: 0. Abstentions: 0. Time: 8:30 p.m.

Respectfully submitted,

Damaris Gurowsky  
Business Administrator/Board Secretary