

MINUTES OF THE MEETING

DENVILLE BOARD OF EDUCATION

October 10, 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 is posted on the Denville Board of Education website.

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.

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Phone +1 661-527-2932 PIN: 612287474#

(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 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.

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 - A, Mr. Casse - P, Mr. Kim - P, Dr. Arunajatesan - A, Dr. Moore - P, Mr. Andersen - P.

C. EXECUTIVE SESSION - No Executive Session was needed

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS

- October 24, 2022: Lakeview Week of Respect - PRIDE Presentation.
- October 24, 2022: Dr. Cullis 2021-22 Testing Data.
- November 14, 28, and December 12, 2022: Strategic Planning.

- **October 10, 2022: Audit 2021-2022 Presentation.**

The fiscal Year 2022 Audit Presentation by Brian Ko and Mann Lee of Nisivoccia & Company:

The auditors presented the 2021-2022 Audit Report. Mr. Ko reviewed excess surplus, capital reserve, and maintenance reserve balances. He stated that the District had a great financial fiscal year. The District had no audit recommendations on the CAFR 2021-2022.

- **October 10, 2022: 2021-22 District HIB Self-Grading Presentation.**
 - Valleyview Middle School: 78/78
 - Riverview Elementary School: 76/78
 - Lakeview Elementary School: 77/78
 - Graded Elements
 - HIB Programs
 - HIB Training on BOE HIB Policies
 - HIB Staff Training
 - Curriculum and Instruction on HIB
 - HIB Personnel
 - School Level HIB Reporting
 - HIB Investigation Procedure
 - HIB Reporting

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

- Dr. Forte presented a short video inviting the community to the upcoming Strategic Plan.
- Strategic Plan - Nov 14, 28 and Dec 12 - invitations sent, RSVP form online.
- Denville APP - APP store Apple
- Memorandum of Agreement (MOA) and Memorandum of Understanding (MOU)

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

- Week of Respect Activities last week, dress up days, assemblies, student recognition.
- October 26 & 27 Parent Teacher Conferences.
- Kindergarten identification for need of services through Gifted and Talented programs- parent scales return at conferences (sent home via email).
- Kindergarten 183 students

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

- FEMA application submitted to cover the cost of repairing the floor at VV (3 levels) due to the tape/adhesive during COVID-19 pandemic. FEMA approved the grant and reimbursed the district for 75% of the cost in the amount of \$55K.

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: 7:49 p.m. Closed: 7:49 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 **October 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 October 24th:

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

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

1. Report of Student Enrollment - **September 2022**
2. Report of Health Office - **September 2022**
3. The 2021-22 District HIB Self-Grading
4. HIB Case VV.22.23.01

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

1. Work/Regular Session & Executive Session Meeting - September 12, 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

Mr. Cappello 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.	Waselik, Colleen	HR Manager - Asst. to the Superintendent	BOE	New Hire Full-Time 22/23 SY Effective Date TBD Replacing employee #835			\$74,000 Prorated
b.	Styrnik, Julia	Instructional Aide	RV	Part-Time 22/23 SY FTE 0.80		7 Cert.	\$21,160 Prorated
c.	Meade, Nancy	Leave Replacement Teacher	VV	Full-Time 22/23 SY Effective Date on or before 10/28/22 through 05/02/23			\$350/day.
d.	Sudol, Robert	Leave Replacement Teacher	VV	To extend the contract through December 23, 2022.			\$375/day.
e.	Plumb, Amy Tatarka, Ryan Bias, Christopher Johnson, Kristina King, Robert	Teacher	VV	<i>Retroactively approve:</i> To teach an extra period from 10/01/22 - 11/30/22.			\$3,019.17 \$2,171.17 \$3,245.83 \$3,245.83 \$2,237.83
f.	Anderson, Stephanie Benshoof, Lindsay Bershefski, Heather Biase, Stephanie Cocheo, Michael Garcia, Kelly Kolk, Dorothy			To provide Home Instruction during the 2022-2023 SY as needed.	2A		\$50/hr.

	Maio, Michelle Margino, Samantha McLaughlin, Katherine Molina, Karen Morgan, Christine Schaffer, Raquel Smith, Laurie Trien, Victoria Wilbur, Mary Ann Williams, Kathleen					
g.	Steimke, Kimberly	Teacher	LV	To present the district workshop "Dyslexia and Reading Disabilities" on October 10 in-service day at the Teachers Teaching Teachers. Not to exceed 6 hours (\$380.16).	2D	\$63.36/hr.
h.	Komorowski, Daniel	Teacher	LV	For Mentor Training at Teachers Teaching Teachers. Not to exceed 3 hours (\$190.08).	2D	\$63.36/hr.
i.	Tasker, James	Leave Replacement Teacher	VV	Resignation Effective 09/30/22		
j.	Zeilman, Kaitlin	Permanent Substitute Teacher	District Wide	Resignation Effective 10/06/22		

*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 employee #1364, under the Federal Family Medical Leave Act (FMLA), commencing September 27, 2022, and anticipate a return to work on October 11, 2022, utilizing sick days.
- BE IT RESOLVED**, that the Board approve employee #1318, for a leave of absence, having received doctor's certification, commencing October 24, 2022 under the Federal Family Medical Leave Act (FMLA), ending on January 20, 2023, while utilizing twenty-nine (29) sick days.

BE IT FURTHER RESOLVED, that the Board approve the leave under the NJ Family Leave Act (FLA) for employee #1318, commencing on December 12, 2022, through February 24, 2023.

BE IT FURTHER RESOLVED, that the Board approve the leave for employee #1318 and anticipate a return to work on for the 2023-2024 School Year.

- BE IT RESOLVED**, that the Board approve employee #1066 for a leave of absence having received doctor's certification, commencing September 27, 2022, under the Federal Family Medical Leave Act (FMLA) ending on December 16, 2022, while utilizing twenty (20) sick days.

BE IT FURTHER RESOLVED, that the Board approve the leave under the NJ Family Leave Act (FLA) for employee #1066, commencing on November 14, 2022, through February 10, 2023.

BE IT FURTHER RESOLVED that the Board approve the leave for employee #1066 and anticipate a return to work on February 20, 2023.

5. **BE IT RESOLVED**, that the Board approve Lakeview School Occupational Therapist, Jenn Bunkers, to present at a Faculty Meeting, as well as at individual grade-level team meetings. Focus: Use of sensory materials available (classroom-based sensory toolkits, school-based sensory gym, school-based sensory wall, etc.) to support self-regulation, fine and gross motor skills, and sensory-based needs. Not to exceed 6 hours - 4 hours prep/2 hours presentation. (\$63.36/hr). Ref: 1C.
6. **BE IT RESOLVED**, that the Board approve the Lakeview School Kindergarten Team to go on a field trip to Ort Farms (Long Valley, NJ) to incorporate NJ standards, with a focus on living things and natural resources - 101 students; 21 students; October 18, 2022. Ref: 1C.
7. **BE IT RESOLVED**, that the Board approve Walgreens to conduct a flu vaccine clinic for staff in October 2022 at all three (3) buildings.
8. **BE IT RESOLVED**, that the Board approve Debbie Troast to help at the Board Office for the 2022-2023 SY at the hourly rate of \$56.80/hr. as needed from October 13, 2022, through December 31, 2022.
9. **BE IT RESOLVED**, that the Board approve Jennifer Bebb as sub-caller for 2022-2023 effective 10/5/22 stipend of \$8,000 prorated, and Bonny Engelhardt to continue as sub-caller through 10/31/22.
10. **BE IT RESOLVED**, that the Board approve the following Riverview Staff to assist in after-school Enrichment classes: Corrinne Carmiche, Rose Corbo, Erica Furgal, Robin Vance, Kevin Wilson, and Taylor Cucci. Ref: 1C.
11. **BE IT RESOLVED**, that the Board approve volunteer Isabella Schulte - Valleyview eighth grader to assist with Slimetime after-school enrichment class. Ref: 1C.
12. **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.	Jennings, Eva	Teacher	22/23 SY	\$125/day
b.	Tzouvaras, Krissoula	Teacher	22/23 SY	\$125/day
c.	Townsend, Michael	Security	22/23 SY	\$27/hr
d.	Ferraro, Frank	Driver	22/23 SY	\$24.25/hr
e.	Monteiro, Evelyn	Permanent Sub. Teacher	From 10/11/22 - 12/23/22	\$215/day

ROLL CALL (Motions 1-12)

Mr. Cappello Y, Mr. Casse Y, Mr. Kim 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 - 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.	Pridham, MaryBeth	Teacher	RV	\$175	IDA Conference "A Kaleidoscope of Experts on Key Issues in Literacy"		10/14-15/22 Virtual
b.	Malkinski Christine	Teacher	RV	\$275/each	To attend the Autism Conference of NJ in Atlantic City, NJ	2D	10/21/22

	Paz, Rachel			+ Travel			
c.	Karakus, Gulten Cordero, Gina	Teacher	RV LV	\$395	To attend "The principles and practices of SIOP" (Shelter Instruction Observation Protocol) To be paid through Title III ESL funding.	2D	10/20-21/22 Virtual
d.	Van Nest, Eleanor	Student	MKRD		To complete observation hours during the 22-23 SY	1C	
e.	Genovese, Logan	Student	CCM		To complete observation hours during the 22-23 SY	1C	

2. **BE IT RESOLVED**, that the Board approve the attached field trips.
3. **BE IT RESOLVED**, that the Board approve Morris County Prosecutor's Office Supervising Assistant Prosecutor, Samantha DeVegri and Sergeant Patrick LaGuerre to speak to the Valleyview students. Topics to be discussed: bias issues, cyber harassment, and making smart choices about social media. October 11, 2022.
4. **BE IT RESOLVED**, that the Board approve Mary Oats to provide professional development "Ensuring Effective Instruction in Every Classroom" to Morris Catholic High School at a cost of \$1,500 to be paid from Title II Morris Catholic Funds. Ref: 2D.

ROLL CALL (Motions 1-4)

Mr. Cappello Y, Mr. Casse Y, Mr. Kim Y, Dr. Moore Y, Mr. Andersen 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 approve the contract with Summit Speech School to provide itinerant services to student# 20342890 for the 22/23 School Year at a rate of \$195 per hour. Ref: 2A.

ROLL CALL (Motion 1)

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

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

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

1. TRANSPORTATION

- 1.1. **BE IT RESOLVED**, that the Board approve the joint transportation agreements with the following entities to provide transportation for students to athletic events and trips for the 2022-2023 School Year as needed.

- Wharton School District
- Rockaway Borough School District
- Morris Hills Regional School District
- Morris County Vocational School District
- Parsippany-Troy Hills School District
- Boonton School District
- Boonton Borough
- Little Learners School

ROLL CALL (Motion 1.1)

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

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.	Ko, Mary	Physical Therapist	Dist. Wide	To provide physical therapy for the 22-23 SY. Student #20343315 Not to exceed 57 hours (\$2,348.97)	2B		\$41.21/hr.
b.	Worrall, James	Instructional Aide	VV	To provide aide support to students for after-school clubs/activities for the 22-23 SY. As needed.	3C		\$19.71/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.

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- 2. BE IT RESOLVED**, that the Board approve employee #1429 for a leave of absence, having received doctor's certification, commencing December 1, 2022, under the Federal Family Medical Leave Act (FMLA), ending on March 3, 2023, while utilizing fourteen (14) sick days.

BE IT FURTHER RESOLVED, that the Board approve the leave under the NJ Family Leave Act (FLA) for employee #1429, commencing on January 9, 2023, through March 31, 2023.

BE IT FURTHER RESOLVED, that the Board approve the leave for employee #1429 and anticipate a return to work for the 2023/2024 School Year.

- 3. BE IT RESOLVED**, that the Board approve the attached sidebar with the DEA regarding payment for waiver of health benefits.

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

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.	Tobia, Jacqueline	Behaviorist	Dist. Wide	\$385	To attend PEAK Level 1 Certification Training Virtually.	2D	TBD

- BE IT RESOLVED**, that the Board approve VV personnel to discard the attached list of out-of-date books.

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
R 2425	EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM - NEW	X	
P 2425	EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM - REVISED	X	
P 5512	HARASSMENT, INTIMIDATION, AND BULLYING (HIB) - REVISED	X	
P 0167	PUBLIC PARTICIPATION IN BOARD MEETINGS - REVISED	X	

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

To approve the following Resolutions under Finance:

- 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

- BE IT RESOLVED**, that the Board approve the attached Budget Calendar for the fiscal year 2023-2024.
- BE IT RESOLVED**, that the Board approve proposals #100808 and 101160 from Creative Library Concepts, for the purpose of providing furniture selection for the Valleyview School Media Center in the amount of \$5,244.16 utilizing Maintenance Reserve funds.
- BE IT RESOLVED**, that the Board accept the donation of dictionaries to the third-grade students from the Denville Rotary.
- BE IT RESOLVED**, that the Board accept a donation of \$1,950.00 from the Municipal Alliance to fund the Stephen Hill Speak Sobriety program for VVMS.

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

To approve the following Resolutions under Operations:

- TRANSPORTATION**

- 1.1. **BE IT RESOLVED**, that the Board approve to rent a 24 Passenger School bus from Lerner Limited, LLC (Little Learner) at a cost of \$50/day as needed.

2. BUILDING AND GROUNDS

- 2.1. **BE IT RESOLVED**, that the Board approve the 2022-2023 Memorandum of Agreement with the Denville Police Department and the 2022-2023 Memorandum of Understanding with the Denville Police Department for live streaming of cameras.

VI. GOOD OF THE CAUSE

- Mr. Andersen thanked the Denville Police Department for community building event and providing ice pops to the students at Lakeview and Valleyview.

A. COMMITTEE REPORTS

B. CORRESPONDENCE

C. DISCUSSION ITEMS

- Board Meeting Highlights, Ref 1-4
 - FEMA Grant
 - HIB presentation
 - Strategic Plan
 - Audit 2021/2022

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.

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

No comments were made

VIII. EXECUTIVE SESSION - Action May Be Taken

Mr. Casse moved, seconded by Mr. Cappello, 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 legal personnel. 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: 8:14 p.m.

IX. ADJOURNMENT

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

ACTION ON MOTION:

Yeas: 5. Nays: 0. Abstentions: 0. Time: 8:43 p.m.

Respectfully submitted,

Damaris Gurowsky
Business Administrator/Board Secretary