

MINUTES OF THE MEETING
DENVER TOWNSHIP BOARD OF EDUCATION
MONDAY, APRIL 25, 2016
Regular Session Meeting – 7:00 p.m.
(Public Portion of Meeting will begin at 7:30 p.m.)
Valleyview School

I. CALLED TO ORDER BY MR. CAPPELLO

A. OPENING STATEMENT

“This meeting of the Denver 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. Andersen-P, Mrs. DeLuna-P, Mr. Luer-P, Mrs. Lindsay-P, Mr. Casse-P, Mr. Napeloni-P, Mr. Cappello-P

C. EXECUTIVE SESSION

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 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 – 7 Nays – 0 Abstentions – 0 Time: 7:01 p.m.

The Board returned to open session at 7:33 p.m.

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATION by Mr. Forte on the following:

- 2016-2017 – Final Budget

F. SUPERINTENDENT’S COMMENTS

- School Closing – May 27 and June 20-22 (notification send via Friday folder and email)
- Sustainable Jersey Update – Mr. Bertani and Mr. Rossi on May 9, 2016
- Lead water testing update

G. ASSISTANT SUPERINTENDENT’S COMMENTS

- PARCC update
- Merit Goal (Goal #4 - Create and implement a professional development academy for staff).

H. BUSINESS ADMINISTRATOR'S COMMENTS

- Pre-construction meeting scheduled for May 3, 2016 for the Lakeview and Valleyview Roof Project

II. OPEN FOR PUBLIC DISCUSSION (Agenda Items Only)

Time Opened: 8:01 p.m. _____ **Time Closed:** 8:01 p.m. _____

No comments were made.

- 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 March, 2016, 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. Napeloni moved, seconded by Mrs. DeLuna, to approve the following Resolutions under Old Business:

- A. RESOLVED** that the Board of Education of the Township of Denville approves the following REPORTS from March, 2016:
1. Treasurer of School Monies
 2. Board Secretary
- B. EDUCATION REPORTS**
1. Report of Student Enrollment – March
 2. Report of Medical Office – March
 3. HIB Report
 - None
- C. MINUTES – RESOLVED** that the Board of Education of the Township of Denville approve the minutes of the Work Session and Executive Sessions #1 and #2 of Monday, March 14, 2016 and the minutes of the Regular Session and Executive Session of Monday, March 28, 2016.

ROLL CALL (Motions A-C):

Mr. Andersen-Y, Mrs. DeLuna-Y, Mr. Luer-Y, Mrs. Lindsay-A, Mr. Casse-Y,
Mr. Napeloni-Y/N on C.

- 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, Mr. Cappello**
Upon the recommendation of the Superintendent of Schools, the Board approved the following resignations, retirements, salary adjustments, reassignments, appointments, etc. (pending approval from the State Department of Education and subject to the New

Jersey Criminal Background Check and the Pre-employment Drug Testing); **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:**

Mr. Cappello moved, seconded by Mr. Casse, to approve the following Resolutions under Personnel (Motions 1-5):

#1 BE IT RESOLVED – NEW HIRES/RESIGNATIONS/RETIREMENTS/EXTRA PAY/SALARY ADJUSTMENT – that the Board of Education of the Township of Denville approve the following staff members for new hire, resignation, retirement, extra pay for extra duty, sick, and/or vacation pay, and/or a deduction in pay:

	Name/Position	Reason/Time	Amount
a.	Andreazza, Carole	VV Science Teachers to develop Science Curriculum writing for 15 hrs. each	\$40.40/hr. not to exceed \$606.00 each
	Kasper, Alyson		
	Plumb, Amy		
b.	Conway, Megan @ LV	Approve substituting for the after school Student Success Academy	\$40.40/hr.
c.	Ramos, Kathleen @ LV	2-hour in-service professional development @ Lakeview Elem School on April 20, 2016; retroactively approve	\$23.93/hr. not to exceed \$47.86
d.	Julissa Cartagena @ LV		\$34.66/hr. not to exceed \$69.32
e.	Bronwyn Springer @ LV		\$67.15/hr. not to exceed \$134.30
f.	Malik, Saba @ VV	PT Instructional Aides, 2-hour in-service professional development @ Valleyview MS on April 20, 2016; retroactively approve	\$12.86/hourly rate not to exceed \$25.72 each
	McAdams, Karen @ VV		
g.	Huizing, Patricia @ LV	Provide 2 hour Google Classroom Training on April 20, 2016 at the Teachers Teaching Teachers rate for a minimum of 6 hours; retroactively approve	\$63.36/hr. not to exceed \$380.16
h.	Scala, Alyssa @ LV	Spec Ed Teacher to provide one-hour of parent training in-home for student #20291793	Total amount not to exceed \$40.40
i.	Cobleigh, Elena @ LV	Resignation as a part-time nurse effective June 23, 2016	NA
j.	Gulick, Jennifer Ann @ Bus Garage	New hire part-time bus driver, 4 hrs./day, am and pm runs; pending CHR approval for immediate start	\$17,746.00 prorated; Step 3
k.	Baisley, Beth Principal @ LV	Cash-in 9 vacation days	\$5,205.33
l.	Iantosca, Paul Principal @ VV	Cash-in 4 vacation days	\$2,413.32
m.	Forte, Steve Superintendent	Approve completion and payment of the following merit goals, per contract:	
		Create out-of-district tuition program for Valleyview MS for 2016-2017	\$3,720.00- 2.4%

	Name/Position	Reason/Time	Amount
		Bring at least \$50,000 in new revenue into the district	\$1,860.00- 1.2%
		Create a district Twitter Account to improve district communications	\$3,720.00- 2.4%

#2 BE IT RESOLVED – SUBSTITUTES – that the Board of Education of the Township of Denville approve the following new hire substitute(s) for the district:

	Name	Position/Location	Effective Date	Step/Salary
a.	Arnao, Elizabeth	Substitute Certification	County Sub Cert Received	\$85.00/day
b.	DeRiggi, Kelly	Substitute Certification	County Sub Cert Received	\$85.00/day
c.	Hoferer, Anna	Substitute Certification	County Sub Cert Received	\$85.00/day

#3 BE IT RESOLVED that the Board of Education of the Township of Denville approve the following people as Chaperones for the Valleyview 8th Grade trip to Washington D.C. on June 1-3, 2016 at \$131.00/night for two nights each:

Paul Iantosca	Denville Police:	Personal Aide for student #4847:
Gerard Marinelli	Officer Peter Neidstadt	Mercedes Allaman (parent volunteer)

Nurses: Deborah Belen, Laura Doyle

Christopher Bias	Christine Herbert	Carina Navarro
Shannon Caravano	Marla Jaffe	Disha Patel
Erin Clark	Kristine Johnson	Shawn Plumb
Jennifer Corforte	Alyson Kasper	Sara Sadowski
David Dawes	Paula Kenah	Lisa Schwarz
Jennifer Faliveno	Robert King	Lydia Stiles
Amy Farley	Stephen Liloia	Elyse Tarantino
Courtney Ferris	John Loro	Brian Wade
Kelly Garcia	Aileen Musynske	

#4 BE IT RESOLVED that the Board of Education of the Township of Denville approve the attached job description for Behaviorist.

#5 BE IT RESOLVED that the Board of Education of the Township of Denville hereby approves Morgan Kane, Middle School Counselor, to extend her current leave of absence without benefits, with an anticipated return to work on November 1, 2016 as requested in writing.

ROLL CALL (Motions 1-5):

Mr. Andersen-Y, Mrs. DeLuna-Y, Mr. Luer-A, Mrs. Lindsay-Y/N #1m, Mr. Casse-Y, Mr. Napeloni-Y, Mr. Cappello-Y

B. INSTRUCTION AND PROGRAM (Includes Technology) – Chair, Mrs. Lindsay

Mrs. Lindsay moved, seconded by Mr. Andersen, to approve the following Resolutions under Instruction and Program (Motions 1-8):

- #1 BE IT RESOLVED** that the Board of Education of the Township of Denville approve the attached list of Field Trip Requests.
- #2 BE IT RESOLVED** that the Board of Education of the Township of Denville approve Amanda Appleby, a student from Caldwell University, as a student teacher in Mrs. Stanton's first grade class from September 1, 2016 through December 12, 2016.
- #3 BE IT RESOLVED** that the Board of Education of the Township of Denville approve James Farley, a student from William Paterson University, as a student teacher in Mr. Matthew Elko's gym classes at Lakeview Elementary School from September 2, 2016 through December 8, 2016.
- #4 BE IT RESOLVED** that the Board of Education of the Township of Denville approve the attached weeding log report for the 1,971 non-fiction titles that were removed from the Valleyview Middle School library. Books were selected for removal based on their condition, age, and/or content validity.
- #5 BE IT RESOLVED** that the Board of Education of the Township of Denville approve the 2016-2017 Evaluation Waiver Application.
- #6 BE IT RESOLVED** that the Board of Education of the Township of Denville approve to pay Staff Development Workshops to provide Literacy Consultants to present on June 21, 2016 for the Denville summer Literacy Institute at a total cost of \$5,100.00. Topics include:
- K-2 Interactive Writing, Shared Reading and Shared Writing presented by Erik Lepis
 - 3-8 Content Area Reading & Writing (Social Studies and Science) presented by Sarah Buxton
 - Writing Workshop in the Middle School – New Units of Study and Power of Grammar presented by Kirsten Widmer
- #7 BE IT RESOLVED** that the Board of Education of the Township of Denville approve the 2015 – 2016 Nursing Services Plan (NJAC 6A:16-2.1 through 2.5).
- #8 BE IT RESOLVED, WORKSHOPS with EXPENSES** – that the Board of Education of the Township of Denville 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 \$0.31 per mile:

	Name/Position	Cost	Event/Location	Date
a.	Rothrock, Stacia @ LV	\$535.50/pp registration not to exceed \$1,071.00 total; Transportation @ \$24.28 day/mileage; park/tolls @ max \$50/day; 3 days not to exceed \$222.84/pp	Techer Tinker Technology Bootcamp @ Teacher College, Columbia Univ, NY	August 26-28, 2016
	Sudol, Renee @ RV			

ROLL CALL (Motions 1-8):

Mr. Andersen-Y, Mrs. DeLuna-Y, Mr. Luer-Y/N #4, Mrs. Lindsay-Y/N #4, Mr. Casse-Y, Mr. Napeloni-Y, Mr. Cappello-Y

C. POLICY REVISIONS

Mr. Andersen moved, seconded by Mr. Casse, to approve the following Resolutions under Policy Revisions:

#1 BE IT RESOLVED that the Board of Education of the Township of Denville adopt the following policies and/or regulations as first reading or second reading/adoption as indicated:

Policy/Reg #	Policy/Regulation Name	1 st Reading	2 nd Reading/Adoption
1240	Evaluation of Superintendent (M)	X	
1240(R)	Evaluation of Superintendent (M)	X	
1310	Employment of School Business Administrator/ Board Secretary		X
5512	Harassment, Intimidation, and Bullying (M)		X
7441(R)	Electronic Surveillance in School Buildings and on School Grounds	X	

Mr. Andersen and Mr. Casse agreed to table Policy #1310. The Board tabled as a friendly amendment. The roll call excludes this policy.

ROLL CALL

Mr. Andersen-Y, Mrs. DeLuna-Y, Mr. Luer-Y, Mrs. Lindsay-Y, Mr. Casse-Y, Mr. Napeloni-Y, Mr. Cappello-Y

D. FINANCE (Includes Technology) – Chair, Mrs. DeLuna

Mrs. DeLuna moved, seconded by Mr. Casse, to approve the following Resolutions under Finance (Motion #1):

#1 BE IT RESOLVED that the Board of Education of the Township of Denville approve the following resolution regarding the 2016-2017 school district budget:

RESOLVED, upon the recommendation of the Superintendent, that the Denville Board of Education, in the County of Morris, New Jersey approves the following resolution:

BE IT RESOLVED, to approve the 2016-2017 school district budget in the following amounts:

General Fund	\$30,219,106
Special Revenue Fund	\$ 491,385
Debt Service Fund	\$ 541,600
Total:	\$31,252,091

BE IT FURTHER RESOLVED, that there should be raised for taxes for the General Fund \$28,390,548 and for the Debt Service \$397,176 for the ensuing School Year (2016-2017).

BE IT FURTHER RESOLVED, that the budget includes the adjustment for health benefits in the amount of \$91,601 to offset the increase in health benefits premium.

BE IT FURTHER RESOLVED, that the budget includes the use of banked cap in the amount of \$487,136 for the purpose of necessary upgrade and improvements District Wide. These improvements and upgrade will be completed by the end of fiscal year 2016-2017.

BE IT FURTHER RESOLVED, the Denville Township Board of Education, in the County of Morris, New Jersey approved that the unused taxing authority of \$453,944 be banked for potential use in the subsequent fiscal year (2017-2018).

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:23B-1.1 et seq. 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 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

WHEREAS, travel and related expenses not in compliance with N.J.A. C. 6A:23B-1.1 et seq., 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; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. 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 approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3 (a), a maximum of expenditure of \$55,000 for all staff and board members.

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	\$29,700
Attorney	\$85,000
Architect	\$ 5,000

ROLL CALL (Motion #1):

Mr. Andersen-Y, Mrs. DeLuna-Y, Mr. Luer-Y, Mrs. Lindsay-N, Mr. Casse-Y, Mr. Napeloni-Y, Mr. Cappello-Y

Mrs. DeLuna moved, seconded by Mr. Casse, to approve motions 2-9:

- #2 BE IT RESOLVED** that the Board of Education of the Township of Denville authorize the execution of a contract with Honeywell International Inc., to provide and install the individual energy conservation measures set forth in the Board's energy savings plan.

WHEREAS, the Board of Education of the Township of Denville (the "Board") on March 28, 2016 approved the awarding of a contract to Honeywell International Inc. ("Honeywell") to provide and install, in accordance with N.J.S.A. 18A:18A-4.6, the individual energy conservation measures ("ECMs") set forth in the Board's approved Energy Savings Plan ("ESP") in an amount not to exceed \$1,920,000.00 (inclusive of escrowed amount); and

WHEREAS, on March 28, 2016 the Board further authorized the execution and delivery of a contract with Honeywell with respect to the provision and installation of the ECMs set forth in the Board's ESP and with respect to Honeywell's proposed guaranty of energy savings, upon review and advice of counsel; and

WHEREAS, the Board and Honeywell have negotiated terms and conditions for the aforementioned contract.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF DENVERVILLE:

1. That upon the recommendation of the Superintendent of Schools, the Board hereby approves the negotiated contract with Honeywell for an amount not to exceed the contracted price of \$1,855,428.00 to provide and install the ECMs described in the Board's approved ESP, in a form approved by the Board's Legal Counsel and subject to availability of funding, the Board President,

Superintendent of Schools and/or the School Business Administrator/Board Secretary are authorized to execute such contract on behalf of the Board of Education, and the signature or signatures thereon are conclusive proof of the required review and approval of the contract.

2. That a copy of the executed agreement shall be kept on file by the Board's Business Office.
3. That this resolution shall take effect immediately.

#3 BE IT RESOLVED that the Board of Education of the Township of Denville approve the termination of the Broker of Record relationship with Strategic Insurance Partners, formerly known as RHM Benefits, on our Benecard and Delta Dental insurance plans effective immediately. The Board hereby resolves, upon review of the respondents to the RFP, to appoint Brown & Brown Benefit Advisors as our Broker of Record effective immediately on our Benecard Prescription Drug plan and our Delta Dental of NJ dental program. The Board also agrees to contract directly with Brown & Brown Benefit Advisors as a consultant to the medical plan under the SEHBP. The services will begin immediately, however the Consulting fee of \$12,000 annually will begin on July 1, 2016 – June 30, 2017.

#4 BE IT RESOLVED that the Board of Education of the Township of Denville approve to void old outstanding checks per the attached list.

#5 BE IT RESOLVED that the Board of Education of the Township of Denville approve the disposal of damaged, old laptop equipment per the attached list. All usable parts have been removed to be donated.

#6 BE IT RESOLVED that the Board of Education of the Township of Denville approve change order #1 in the amount of \$2,413.64 for the installation of 3 sinks in the science classrooms at Valleyview Middle School with Magic Touch construction for a total cost of \$22,187.54.

#7 BE IT RESOLVED that the Board of Education of the Township of Denville accept the donation of 10 cases of bottled water through the generosity of Trader Joe's in Florham Park, NJ via Mr. and Mrs. Joseph Aboushanab, parents of a Riverview 1st grader.

#8 BE IT RESOLVED that the Board of Education of the Township of Denville approve student ID#20301852 attending PG Chambers School commencing April 27, 2016 a the prorated tuition cost of \$13,621.14 for the remaining School Year, 2015-2016 (39 days at \$349.26/day).

#9 BE IT RESOLVED that the Board of Education of the Township of Denville approve the enclosed check lists(s) in the following amounts:

<u>Amount</u>	<u>Description</u>	<u>Check Register</u>
\$3,079,369.98	Check #67524 – 67670 And No 506 – No 514	Current Expense

ROLL CALL (Motions 2-9):

Mr. Andersen-Y, Mrs. DeLuna-Y, Mr. Luer-Y/A Ck #67607,
Mrs. Lindsay-Y/A #2 & Ck 67560, Mr. Casse-Y, Mr. Napeloni-Y, Mr. Cappello-Y

E. BUILDINGS AND GROUNDS – Chair, Mr. Casse

Mr. Casse moved, seconded by Mr. Napeloni, to approve the following Resolutions under Finance:

- #1 BE IT RESOLVED** that the Board of Education of the Township of Denville approve the Memorandum of Agreement between the Denville Township Board of Education and the County College of Morris for the use of the County College of Morris campus for a reunification point for parents, students and staff through June 30, 2017.

ROLL CALL

Mr. Andersen-Y, Mrs. DeLuna-Y, Mr. Luer-Y, Mrs. Lindsay-Y, Mr. Casse-Y,
Mr. Napeloni-Y, Mr. Cappello-Y

F. TRANSPORTATION – Chair, Mr. Casse

V. GOOD OF THE CAUSE

Discussion Items:

- Forensic Audit for Insurance Broker commission
- Employee handbook – timeline guideline on responding to parent’s inquiry
- NJSBA Meeting – May 19, 2016

VI. OPEN TO COMMENTS

Time Opened: 9:11 p.m. **Time Closed:** 9:11 p.m.

No comments.

VII. EXECUTIVE SESSION

Mr. Andersen 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 legal and personnel issues. Minutes of this session will be made available to the public when the need for confidentiality no longer exists.

ACTION ON MOTION:

Yeas – 7 Nays – 0 Abstentions – 0 Time: 9:13 p.m.

The Board returned to open session at 9:50 p.m.

VIII. ADJOURNMENT

Mr. Casse moved, seconded by Mrs. DeLuna, to adjourn the meeting.

ACTION ON MOTION:

Yeas – 7 Nays – 0 Abstentions – 0 Time: 9:50 p.m.

Respectfully submitted,

Damaris Gurowsky
Board Secretary