

MINUTES OF THE MEETING
DENVERVILLE TOWNSHIP BOARD OF EDUCATION
MONDAY, MARCH 28, 2016 @ 7:00 p.m.
Regular Session Meeting
Valleyview School

I. CALLED TO ORDER BY MR. CAPPELLO

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. Andersen P Mrs. DeLuna P Mr. Luer P Mrs. Lindsay *
Mr. Casse P Mr. Napeloni A Mr. Cappello P *7:10 PM

C. PLEDGE OF ALLEGIANCE

D. SPECIAL PRESENTATIONS – New Jersey School Board Association Board Training on STEM and Sustainability

Topic discussed:

- **NJSBA’s Goals:** advance student achievement; attains its goals through training, professional development, research and information-sharing; Sustainable Jersey for Schools; sustainability services: policy, district goal-setting, strategic planning
- Science, Technology, Engineering and Mathematics (STEM) programs for elementary schools
 - What can Board Member do to support STEM?
 - Provide guidance through policy development
 - Provide for a program of quality instruction
 - Provide for the effective management of the school
- NJ Green Program of Study for sustainable design, construction and Energy.
- Distinctions between Green (anything environmentally friendly) and Sustainability (everything that we need for our survival and well-being depends on our natural environment).
- The road to a Green District and the return on investment (ROI).
- Funding Green improvements.

- Impact without cost:
 - Behavior modification
 - School Board sustainability policy and operational changes

- Energy purchase
- Energy audit
- Fleet alternative energy vehicles – Electric and Biodiesel buses

E. SUPERINTENDENT’S COMMENTS – Mr. Forte commented as follows:

- Valleyview Middle School report
- School Closing, March 28, 2016 – 1st snow day used
- Last day of school – June 17, 2016; Ceremony – June 17, 2016
- Lead Graduation (Old DARE)
- ESIP – resolution
- Honeywell donated the use of the auditorium for the 2016 teacher’s convocation
- Budget meeting – April 4, 2016 and April 12, 2016
- Riverview school Talent Show

F. ASSISTANT SUPERINTENDENT’S COMMENTS – Dr. Cullis commented as follows:

- PARCC testing reminder; Information on the school website
- Five (5) staff members accepted to attend the Teacher College Summer Institute

G. BUSINESS ADMINISTRATOR’S COMMENTS – Mrs. Gurowsky – no comments

II. OPEN FOR PUBLIC DISCUSSION (Agenda Items Only)

Time Opened: 8:45 p.m. **Time Closed:** 8:45 p.m.

No Comments

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 February, 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. Luer moved, seconded by Mr. Andersen, to approve the following Resolutions under Old Business (A-C):

A. RESOLVED that the Board of Education of the Township of Denville approves the following REPORTS from February, 2016:

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

1. Report of Student Enrollment – February

2. Report of Medical Office – February
3. HIB Report
 - Valleyview - 04

C. MINUTES – RESOLVED that the Board of Education of the Township of Denville approve the minutes of the Work Session and Executive Session of Monday, February 8, 2016 and the minutes of the Regular Session and Executive Session of Monday, February 22, 2016.

ROLL CALL (Motions A-C):

Mr. Andersen-Y, Mrs. DeLuna-Y, Mr. Luer-Y, Mrs. Lindsay-A, Mr. Casse-Y, Mr. Cappello-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, 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 1-6):

#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.	Bishop, Kathleen 5 th Grade Teacher @ RV	Retirement effective June 30, 2016	NA
b.	Breder, Linda Library Media Spec @ RV	Retirement effective June 30, 2016	NA
c.	Colvin, Patrick, IT Tech	Cash-in 5 vacation days	\$1,567.25
d.	Conway, Megan @ LV	Serve as a substitute for the after school Student Success Academy	\$40.40/hr.
e.	Feind, Lisa @ LV	Provide after school ELL instruction for 6 additional hours; funding will be provided through NCLB, Title III	\$40.40/hr. not to exceed \$242.40
f.	Henches, Michelle @ LV	Conduct parent conferences on March 22-23 for up to 6 hrs.	\$39.82/hr. not to exceed \$238.92
g.	Forkins, Jessica @ LV	Speech-Lang Therapist to provide Parent Training Session at SEPAC	\$40.40/hr. not to exceed \$80.80

	Name/Position	Reason/Time	Amount
		meeting, Wed., April 20, 2016 up to 2 hours	
h.	Selby, Erin @ LV	PT Speech Therapist to increase weekly hours to 6 hours total effective March 31 – June 6, 2016	\$50.00/hr.
i.	Birnbaum, Marissa @ LV	Participate in the Festival of Arts at Lakeview on Thursday, May 5, 2016 up to 2 hours	\$40.40/hr. not to exceed \$80.80 each
	Cartagena, Julissa @ LV		
	Costa, Richard @ LV		
	Elko, Matt @ LV		
	Huizing, Patty @ LV		
	Komorowski, Dan @ LV		
	Levin, Dan @ LV		
	Rothrock, Stacia @ LV		
j.	Andreazza, Carole @ VV	Science Curriculum writing for 15 hrs. each	\$40.40/hr. not to exceed \$606.00 each
	Kasper, Alyson @ VV		
	Plumb, Amy @ VV		
k.	Byrne, Michelle @ RV	Direct the Riverview Talent Show, 4 rehearsals, 1 evening performance on June 1, 2016, stage decorating, costumes and music preparation for a total of 6 hrs.	\$40.40/hr. not to exceed \$242.40 each
	Reichhard, Ali @ RV		
l.	Foth, Leanne @ VV	Teachers Teaching Teachers, Accommodations/Modifications for a general education setting for IEPs, 504's for 6 hrs. on April 20, 2016	\$63.36/hr. not to exceed \$380.16

#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.	Prall, Stephanie	NJ Teacher Certification	Pending archive CHR approval	\$110.00/day

#3 BE IT RESOLVED that the Board of Education of the Township of Denville hereby approves Amy Rossi, District-wide Literacy Coach, for a leave of absence, having received doctor's certification, commencing May 23, 2016 under the Federal Family Medical Leave Act (FMLA), ending after twelve (12) weeks on October 28, 2016 while utilizing twenty (20) sick days.

BE IT FURTHER RESOLVED that the Board hereby approves twelve (12) weeks with benefits under the NJ Family Leave Act (FLA) for Amy Rossi, commencing on September 6, 2016 through December 2, 2016, as requested in writing; and

BE IT FURTHER RESOLVED that the Board hereby approves the leave for Amy Rossi with anticipated return to work on December 5, 2016.

#4 BE IT RESOLVED that the Board of Education of the Township of Denville hereby approves Kristin Davenport, Elementary teacher, for a leave of absence, having received doctor's certification, commencing September 6, 2016 under the Federal Family Medical Leave Act (FMLA), and under the NJ Family Leave Act (FLA) ending after twelve (12) weeks on December 2, 2016, while utilizing Twenty (20) sick days as requested in writing; and

BE IT FURTHER RESOLVED that the Board hereby approves the leave for Kristin Davenport with anticipated return to work on January 3, 2017.

#5 BE IT RESOLVED that the Board of Education of the Township of Denville hereby approves Amanda Galluscio, Elementary School Teacher, to extend her current leave of absence without benefits and an anticipated return to work date on September 1, 2017 as requested in writing.

#6 BE IT RESOLVED that the Board of Education of the Township of Denville hereby approves Brittany Klinck, Middle School Leave Replacement Teacher, for a leave of absence, having received doctor's certification, commencing May 20, 2016 under the Federal Family Medical Leave Act (FMLA), and under the NJ Family Leave Act (FLA) while utilizing Fourteen (14) sick days and One and a half (1.5) Family Illness days as requested in writing.

ROLL CALL (Motions 1-6):

Mr. Anderson-Y, Mrs. DeLuna-Y, Mr. Luer-Y, Mrs. Lindsay-Y, Mr. Casse-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 1-5):

#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 the Three Year Comprehensive Equity Plan for school years 2016 through 2019.

#3 BE IT RESOLVED that the Board of Education of the Township of Denville approve the attached weeding log report for the 939 titles that were removed from the reference collections in the Valleyview Middle School library. Books were selected for removal based on their condition, age, and/or content validity.

#4 BE IT RESOLVED that the Board of Education of the Township of Denville approve the attached weeding log report for the 577 titles that were removed from the reference collections in the Valleyview Middle School library. Books were selected for removal based on their condition, age, and/or content validity.

#5 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.	Foth, Leanne @ VV	\$679.00 reg.	Lindamood-Bell Visualizing & Verbalizing Workshop, Plainsboro, NJ	June 22-23, 2016
	Tarantino, Elyse @ VV	\$69.07 mileage		

ROLL CALL (Motions 1-5):

Mr. Andersen–Y, Mrs. DeLuna–Y, Mr. Luer–Y 1,2,5/N 3,4, Mrs. Lindsay–Y 1,2,5/N 3,4, Mr. Casse-Y, Mr. Cappello-Y

C. POLICY REVISIONS

Mr. Andersen moved, seconded by Mrs. DeLuna, 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	1st Reading	2nd Reading/Adoption
1310	Employment of School Business Administrator/ Board Secretary	X	
5512	Harassment, Intimidation, and Bullying (M)	X	
2363	Pupil Use of Privately Owned Technology		X
5120	Assignments of Pupils		X
5756	Transgender Students		X

ROLL CALL

Mr. Andersen-Y, Mrs. DeLuna-Y, Mr. Luer-Y, Mrs. Lindsay-Y, Mr. Casse-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 (Motions 1-11):

- #1 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve the donation of a wheelchair to Children’s Therapy Center of NJ, Midland Park, NJ.
- #2 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve the lease with Lakeland Hills YMCA in Mountain Lakes, NJ to provide before-and-after school care from September 1, 2016 through June 30, 2018. Rent for the period will be \$3,541.67 per month.
- #3 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve the disposal of overhead projector and AV equipment from library collections within all three schools as itemized with tag numbers on the attached list.
- #4 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve the disposal of 2 district NEC Projectors, #1205 and #1304, and a district Samsung Monitor #1560.
- #5 **BE IT RESOLVED** that the Board of Education of the Township of Denville approves the submission of the Safety Grant Program through the New Jersey Schools Insurance Group’s ERIC WEST sub-fund in the amount of \$1,000 for the period July 1, 2016 through June 30, 2017.
- #6 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve an additional \$12,000.00 to 123 ABA, LLC to provide behavioral support services for the 2015-2016 school year.
- #7 **BE IT RESOLVED** that the Board of Education of the Township of Denville accept 13 Haier Chromebooks donated and awarded through DonorsChoose.org to Kim Urba, 4th grade teacher at Lakeview Elementary School.
- #8 **BE IT RESOLVED** that the Board of Education of the Township of Denville contract with the PG Chambers School to provide Alternative Augmentative Communication (AAC) staff training on March 31, 2016 for student #20281355, and April 14, 2016 for student #11491 at a total cost not to exceed \$900.00.
- #9 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve to contract with Westchester Environmental LLC for the Lead in Drinking Water Testing service as specified in the attached agreement at a cost of \$4,550.00.
- #10 **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>
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\$2,661,287.23	Check #67351 – 67523 And No 496 – No 505	Current Expense
\$ 3,310.99	Check #1142	Milk Fund

#11 BE IT RESOLVED that the Board of Education of the Township of Denville approve the Energy Savings Plan and authorize the request for lease purchase bids to finance all of a portion of the improvements comprising the school district's energy savings plan; and

WHEREAS, the Board of Education of the Township of Denville in the County of Morris, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed thereby) has, pursuant to N.J.S.A. 18A:18A-4.6, (the "ESP Law"), determined to undertake an energy savings plan; and

WHEREAS, the Board has appointed Honeywell International ("Honeywell") to develop an Energy Savings Plan (the ESP") pursuant to the ESP Law; and

WHEREAS, Honeywell has developed an ESP based upon a scope of projects including individual energy conservation measures ("ECM's") and including annual energy and operational savings and a proposed cash flow pro forma (the "ESP"); and

WHEREAS, in accordance with the ESP Law, the Board appointed EIAD Energy Solutions, LLC to act as a "third party verifier" in order to verify the savings set forth in the ESP; and

WHEREAS, EIAD Energy Solutions, LLC has verified the savings set forth in the ESP as set forth in its report dated January 28, 2016; and

WHEREAS, the ESP, as verified, has been submitted to and approved by the New Jersey Board of Public Utilities; and

WHEREAS, the Board has determined that the energy savings generated from ESP will be sufficient to cover the cost of the program's ECM's set forth in the ESP, and, therefore, has determined to implement the ESP pursuant to N.J.S.A. 18A:18A-4.6 et seq. and to finance the ESP thorough the issuance of energy savings obligations authorized as a lease purchase agreement pursuant to N.J.S.A. 18A:18A-4.6(c); and

WHEREAS, in order to continue to move the ESP forward, the Board seeks to (i) approve and adopt the ESP; (ii) authorize a contract with Honeywell to provide and install the ESP, in accordance with the ESP Law; and (ii) authorize the seeking of bids for the lease purchase financing of the ECM's and other costs of the ESP.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF DENVILLE IN THE COUNTY OF MORRIS, NEW JERSEY AS FOLLOWS:

SECTION 1. The Board hereby approves and adopts the ESP as submitted to and approved by the BPU.

SECTION 2. The Board hereby awards a contract to Honeywell to provide and install, in accordance with the ESP Law, the ECM's set forth in the approved ESP in an amount not to exceed \$1,920,000. The Board additionally authorizes the execution and delivery of a contract with Honeywell with respect to same and with respect to Honeywell's proposed guaranty of energy savings, upon review and advice of counsel.

SECTION 3. Within 20 day of the execution of the contract with Honeywell, the Business Administrator shall submit such contract to the Office of the State Controller, as required by law.

SECTION 4. The School Districts Long Range plan is amended to reflect the projects set forth in the ESP and such amendment shall be submitted to the Long Range Facilities Plan to the New Jersey Department of Education.

SECTION 5. Honeywell is hereby authorized and directed to submit the projects set forth in the ESP to the New Jersey Department of Education as "Other Capital Projects".

SECTION 6. The Board hereby authorizes and directs the distribution of a request for bids for a lease purchase agreement in an amount not to exceed \$1,920,000 to finance the improvements set forth in the ESP. Phoenix Advisors, LLC and Wilentz, Goldman & Spitzer, P.A., are hereby authorized to draft and distribute such request for bids. The Business Administrator/Board Secretary is hereby authorized award the lease purchase agreement upon the advice of Phoenix Advisors, LLC. The Board hereby authorizes (i) the execution and the delivery of the Lease and other related documents, including an Escrow Agreement, and (ii) the performance by the Board of its obligations under the Lease and the Escrow Agreement, both to be dated the date of closing. The Board further authorizes and directs the Board President (or in every instance where the Board President is authorized to execute a document under this Resolution the same such authority shall also be given to the Vice President), and the School Business Administrator/ Board Secretary to approve any non-material changes, additions or deletions to the Lease and the Escrow Agreement as may be necessary in the judgment of the Board's Bond Counsel. The Lease sets forth, among other things, the lease payments of the Board and their respective amounts. In all respects, the Lease shall be consistent with the terms of this Resolution. The Board President and the School Business Administrator/ Board Secretary are hereby authorized and directed to execute and to deliver on behalf of the Board each of the agreements referred to in this Resolution and such other agreements and certificates as may be necessary to complete the transaction

contemplated by the Lease and the Board President and School Business Administrator/ Board Secretary are hereby authorized and directed to take, on behalf of the Board, such other actions as shall be necessary and appropriate to accomplish the lease purchase financing of the ESP in accordance with the terms of the Lease and this Resolution and pursuant to the terms of the agreements and the instruments authorized to be prepared hereby and to accomplish the performance of the obligations of the Board in respect thereof.

SECTION 7. The Board hereby covenants that it will comply with any conditions subsequently imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the Lease, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Lease.

SECTION 8. The Board reasonably expects to reimburse its expenditure of ESP Costs paid prior to the issuance of the Lease with proceeds of the Lease. This resolution is intended to be and hereby is a declaration of the Board's official intent to reimburse the expenditure of ESP Costs paid prior to the issuance of the Lease with the proceeds of the Lease, in accordance with Treasury Regulations §150-2. The maximum principal amount of the Lease expected to be issued to finance the ESP is \$1,920,000. The ESP Costs to be reimbursed with the proceeds of the Lease will be "capital expenditures" in accordance with the meaning of Section 150 of the Code. No reimbursement allocation will employ an "abusive arbitrage device" under Treasury Regulations §1.148-10 to avoid the arbitrage restrictions or to avoid the restrictions under Sections 142 through 147, inclusive, of the Code. The proceeds of the Lease used to reimburse the Board for ESP Costs, or funds corresponding to such amounts, will not be used in a manner that results in the creation of "replacement proceeds", including "sinking funds", "pledged funds" or funds subject to a "negative pledge" (as such terms are defined in Treasury Regulations §1.148-1), of the Lease or another issue of debt obligations of the Board, other than amounts deposited into a "bona fide debt service fund" (as defined in Treasury Regulations §1.148-1). All reimbursement allocations will occur not later than 18 months after the later of (i) the date the expenditure from a source other than the Lease is paid, or (ii) the date the ESP is "placed in service" (within the meaning of Treasury Regulations §1.150-2) or abandoned, but in no event more than 3 years after the expenditure is paid.

SECTION 9. This resolution shall take effect immediately.

ROLL CALL (Motions 1-11):

Mr. Andersen-Y, Mrs. DeLuna-Y, Mr. Luer-Y, Mrs. Lindsay-Y/A #11 & Ck 67399,
Mr. Casse-Y, Mr. Cappello-Y

E. BUILDINGS AND GROUNDS – Chair, Mr. Casse

F. TRANSPORTATION – Chair, Mr. Casse

Mr. Casse moved, seconded by Mrs. DeLuna, to approve the following Resolutions under Transportation:

#1 BE IT RESOLVED that the Board of Education of the Township of Denville approve the Joint Transportation Agreement with the Educational Services Commission of Morris County for the 2016-2017 school year.

ROLL CALL

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

V. GOOD OF THE CAUSE

Discussion Items:

- Affordable housing in Denville:
 - Email to Senator Bucco (negative impact to the community)
 - Town council liaison, Nancy Witte, commented on the plan to build 6,000 units and the impact on Lakeview Elementary school. She mentioned that this is being reviewed at the State level.
- Sustainability Training:
 - Cut down on electricity
 - Disposable water bottles
- Dyslexia Presentation
- NJSBA meeting on health care costs
- Denville Chamber & PRIDE council awards function – April 1, 2016

VI. OPEN TO COMMENTS

Time Opened: 9:50 p.m. **Time Closed:** 9:50 p.m.

No Comments

VII. EXECUTIVE SESSION

Mr. Andersen moved, seconded by Mrs. DeLuna, 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 – 6 Nays – 0 Abstentions – 0 Time: 9:51 p.m.

Returned to open session at 10:23 p.m.

VIII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas 6 Nays 0 Abstentions 0 Time: 10:24 pm

Respectfully submitted,

Damaris Gurowsky
Board Secretary