

MINUTES OF THE MEETING
DENVILLE TOWNSHIP BOARD OF EDUCATION
MONDAY, FEBRUARY 8, 2016
Work 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 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

*Arrived at 7:02 p.m.

C. PLEDGE OF ALLEGIANCE

D. EXECUTIVE SESSION

Mr. Luer moved, seconded by Mr. Casse, 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 negotiations, 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 5 Nays 0 Abstentions 0 Time: 7:30 p.m.

PUBLIC PORTION OF MEETING WILL BEGAN AT 7:30 P.M.

E. SPECIAL PRESENTATIONS – Mr. Forte and Dr. Cullis presented the following:

- Using Data to Improve Individual Instruction District Goals
- Communications Improvement Plan
- High Expectations Improvement Plan
- Strategic Planning – Two (2) Year Goal

Mr. Forte discussed the following goals:

- Creating a Tuition Program for Out-of-District Students
- Energy Savings Improvement Program – ISIP
- Tiered Goals – Bring in New Revenue

- Twitter Account to Improve District Communications
- Increase of 10% in Student to Student Interactions as Witnessed through the District Classroom Walkthrough Program

Dr. Cullis discussed the following goals:

- Middle School Students will Increase the Frequency of the Three Higher Levels of Cognitive Engagement as determined by Bloom's New Version of Taxonomy (analyzing, evaluating and creating)
- Revise the Elementary School Schedule to Increase Daily Instructional Time for ELA in Grades K-5 by 15%
- 85% of Students in Grades 1 and 2 will Demonstrate Proficiency or increase level on the Denville Narrative Writing Task
- Create and Implement a Professional Development Academy for Staff
- Plan and Pilot a Response to Intervention (RTI) model and select Students in Grades K-2

F. SUPERINTENDENT'S COMMENTS – Mr. Forte commented on the following:

- Calendar 2015-16
- Valleyview Graduation Date – June 17, 2016
- Phone Call System – Problem Corrected
- Budget Presentation – February 22, 2016
- Thanked the Staff and the Township for a terrific job on getting schools and roads ready after the storm.

G. ASSISTANT SUPERINTENDENT'S COMMENTS – Dr. Cullis commented on the following:

- Parents Academy
- Stem Activity

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

- 2016-17 Proposed Budget

II. OPEN FOR PUBLIC DISCUSSION (Agenda Items Only)

Time Opened: 8:00 p.m. **Time Closed:** 8:00 p.m.
No comments were made.

The Board discussed the following motions, action will be taken on February 22, 2016

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. 6:20-2.13c, we certify that as of January, 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.

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 January, 2016:
 - 1. Treasurer of School Monies
 - 2. Board Secretary

- B. EDUCATION REPORTS**
 - 1. Report of Student Enrollment –January
 - 2. Report of Medical Office – January
 - 3. HIB Report from January:
 - Valleyview - 03
 - Riverview – 02

- C. MINUTES – RESOLVED** that the Board of Education of the Township of Denville approve the minutes of the Reorganization Meeting and Executive Session of Monday, January 4, 2016; the minutes of the Work Session and Executive Session of Monday, January 11, 2016; the minutes of the Regular Session and Executive Sessions #1 and #2 of Monday, January 25, 2016.

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 Mrs. DeLuna, to approve the following Resolutions under Personnel:

#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.	Greulich, Lauren @ VV	New hire leave replacement for VV teacher Michelle Wallach on or before 3/21/16	\$241.78/day

	Name/Position	Reason/Time	Amount
b.	Malik, Saba @ VV	New hire PT Instructional/Personal Aide to replace C. DeKleine, pending CHR approval with a start date on or before 2/9/16	\$10,886 prorated Step 5 FTE 0.5
c.	Mellini, Tracy @ LV	New hire PT Instructional/Personal Aide pending CHR approval with a start date on or before 2/9/16	\$15,448 prorated Step 8 FTE 0.69
d.	Selby, Erin @ LV	New hire PT Speech-Language Therapist, 5 hrs./ week with immediate start pending CHR approval	\$50.00/hr.
e.	Prall, Stephanie Guidance @ LV	Extend contract as a Student Counselor leave replacement for Cheryl Caputo through 3/15/16	\$270.00/day
f.	Marinelli, Gerard B&G	Approve a stipend as Acting Assistant Maintenance Specialist effective 2/1/16 retroactively	\$100.00/week
g.	Cannarozzi, Michelle IA @ LV	Provide aide support for student #20281434 to attend after school enrichment prgm @ LV not to exceed 6 hrs., 2/16/16 through 4/1/2016	\$15.02/hr. not to exceed \$90.12
h.	Cusack, Jennifer @ LV	Approve teachers to attend the 2 nd grade play on 3/30/16 at the per event chaperone rate	\$35.00/event not to exceed \$175.00 total
	Fenimore, Jim @ LV		
	Nardone, Julie @ LV		
	Tokle, Sarah @ LV		
	Tran, Huong @ LV		
	Komorowski, Dan @ LV	Approve as event leader of 2 nd grade play on 3/30/16 not to exceed 1 ½ hrs.	\$40.40/hr. not to exceed \$60.60
i.	Guzik, Linda @ VV	Approve staff to do Teachers Teaching Teachers-The I&RS for Prof Develop on 2/11/16 not to exceed 6 hrs. each	\$63.36/hr. each not to exceed \$380.16 each
	McDonald, Jody @ VV		
j.	Davenport, Kristin @ LV	Provide after school ELL instruction for 10 hrs. each; funding will be provided through NCLB, Title III	\$40.40/hr. each not to exceed \$404.00 each
	Feind, Lisa @ LV		
k.	Hoferer, Susan Music Teach @ RV	Retirement effective 6/30/16	NA

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

	Name	Position/Location	Effective Date	Step/Salary
a.	Caruana, Lauren J.	Substitute Teacher Certification	As needed	\$85.00/day
b.	Helmstetter, Douglas	Substitute Custodian/Maintenance	As needed	\$17.30/hr.
c.	Kaufman, Vilma	Substitute Teacher/Art Certification	As needed	\$110.00/day

#3 BE IT RESOLVED that the Board of Education of the Township of Denville approve to hire Teresa LaSalle of the United Way of Northern NJ to provide professional development (Social/Emotional Learning) at the Lakeview in-service day on Thursday, February 11, 2016 at a cost of \$600.00.

ROLL CALL (Motions 1-3):

Mr. Andersen 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. Casse, to approve the following Resolutions under Instruction and Program:

#1 BE IT RESOLVED that the Board of Education of the Township of Denville approve to extend the contract for Alana Fichtelberg, M.A., CCC-SLP to provide contracted staff training and consultation services for Student #4633 through June 22, 2016 at a rate of \$150.00 per hour at a cost not to exceed \$2,325.00.

#2 BE IT RESOLVED that the Board of Education of the Township of Denville approve the attached, revised Denville Township Statewide Assessment Refusal Procedures and new Statewide Assessment Refusal Form.

ROLL CALL (Motions 1-2):

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

The Board discussed the following motions, action will be taken on February 22, 2016.

V. NEW BUSINESS (NO 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, to approve 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:**

To approve the following Resolutions under Personnel:

#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.	Fenimore, Jim Teacher @ LV	Move across the Guide, 2/1/16, retroactively	MA/30 \$57,762
b.	Rossi, Amy @ BOE	Approve completion of her contracted 10 extra days (72.5 hours) for curriculum work and planning on or before 5/20/16	\$44.56/hr. prorated not to exceed \$3,230.60.
c.	Benedict, Cathy @RV	Provide professional development to staff after school through the staff professional development academy at the Teacher's Teaching Teachers rate; not to exceed 6 hrs. each	\$63.36/hr. not to exceed \$380.16 each
	Corforte, Jennifer @ VV		
	Faliveno, Jennifer @ VV		
	Huizing, Patty @ LV		
	Rothrock, Kim @ LV		
	Steimke, Kim @ LV	Provide PD per above, not to exceed 12 hrs. each	\$63.36/hr. not to exceed \$760.32 ea
	Farber, Matt @ VV		
	Rossi, Amy @ BOE		

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

	Name	Position/Location	Effective Date	Step/Salary
a.	Cirasella, Michael	Substitute custodian/ maintenance	Pending CHR approval	\$17.30/hr.

#3 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve the attached job description for Facilities Manager.

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

To approve the following Resolutions under Instruction and Program:

#1 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve the following class trips for the Valleyview Middle School grades; chaperone lists to follow:

- 8th grade trip to Washington, DC, June 1-3, 2016
- 7th grade to Philadelphia, PA, May 26, 2016
- 6th grade to Bronx Zoo June 9, 2016

#2 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve the attached list of Field Trip Requests.

#3 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve the establishment of the Denville Staff Professional Development Academy to offer professional development courses after school to interested staff members. Per contract, teachers will receive compensation of \$81.96 for 4 hours of in-service participation, and instructional aides and support staff will receive \$12.86 per hour for in-service participation.

#4 BE IT RESOLVED that the Board of Education of the Township of Denville approve an additional \$7,000.00 to PG chambers to provide further Occupational Therapy services for the remainder of the 2015-2016 school year.

C. POLICY REVISIONS

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
2416	Programs for Pregnant Students (M)		X
5111	Eligibility of Resident/Non-resident Pupils (M)		X
2363	Pupil Use of Privately Owned Technology	X	
5120	Assignments of Pupils	X	
5756	Transgender Students	X	

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

To approve the following Resolutions under Finance:

#1 BE IT RESOLVED that the Board of Education of the Township of Denville approve the tuition rate of \$12,000 per year for non-resident students to attend Valleyview School advanced program for 2016-2017.

#2 BE IT RESOLVED that the Board of Education of the Township of Denville approve Prevention Specialist Incorporated for drug/alcohol testing for the Transportation Department as agreed upon in the 2016 Letter of Agreement and DOT Testing fee schedule as follows (no increase from last year): DOT Random Drug Testing (mobile) \$68 per bundled test, DOT Random Drug Testing (secured site) \$58 per bundled test, DOT Alcohol Testing \$39 per test, DOT Support Services \$485 per year.

#3 BE IT RESOLVED that the Board of Education of the Township of Denville approve consulting services with E-Rate Consulting, Inc.; and

WHEREAS, in order to carry out the business and responsibilities of the Denville Board of Education (the “Board”), the Board has determined that it will require the provision of consulting services in connection with the Schools and Libraries Program of the Universal Service Fund, also known as the E-Rate Program; and

WHEREAS, the Board approves the appointment of E-Rate Consulting, Inc., to provide consulting services in connection with the E-Rate Program for the 2016-2017 and 2017-2018 Funding Years.

NOW, THEREFORE, BE IT SO RESOLVED, that upon the recommendation of the School Superintendent, the Board hereby approves E-Rate Consulting, Inc., to provide E-Rate consulting services to the Denville Township Schools at a rate equivalent to eight percent (8%) of all amounts funded through the E-Rate Program as a result of all applications filed in connection therewith during the term of the Parties' Agreement.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board Secretary to execute said agreement on its behalf.

#4 BE IT RESOLVED that the Board of Education of the Township of Denville approve the out-of-district placements contract with Celebrate the Children for Special Education services for student ID#2023690 for SY 2015-2016 for a total amount of \$84,431 (\$57,431 tuition plus \$27,000 extraordinary services).

#5 BE IT RESOLVED that the Board of Education of the Township of Denville rescind the motion to approve the bills list of January 25, 2016.

#6 BE IT RESOLVED that the Board approve the enclosed check lists(s) in the following amounts:

<u>Amount</u>	<u>Description</u>	<u>Check Register</u>
\$2,670,090.15	Check #66796-67022 And No482-No487	Current Expense

E. BUILDINGS AND GROUNDS – Chair, Mr. Casse

To approve the following Resolution under Buildings and Grounds:

#1 BE IT RESOLVED that the Board of Education of the Township of Denville approve the use of the Riverview Elementary School all-purpose room and gymnasium from July 18-22, 2016 for the NY Yankees Baseball Camp and on July 25-29, 2016 for the NY Giants Football Camp.

F. TRANSPORTATION – Chair, Mr. Casse

VI. GOOD OF THE CAUSE

A. COMMITTEE REPORTS –

- Minutes for Curriculum are Pending
- Preliminary Budget

B. OTHER –

- NY Giants and NY Yankees Camps
- Advertisement on Friday Folder

C. BOARD COMMENTS –

- Recreation Committee Meeting
- Town Council – Budget Season/Projects/Federal Funding
- 501 Openaki Road – Sale of Property

VII. OPEN TO COMMENTS

Time Opened: 8:47 p.m. **Time Closed:** 8:47 p.m.

No comments were made.

Mrs. Gurowsky was excused from the meeting at 8:47 p.m. The Board recessed until 8:51 p.m.

VIII. EXECUTIVE SESSION

Mr. Andersen moved, seconded by Mrs. Lindsay, 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 negotiations 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: 8:51 p.m.

The Board returned to open session at 9:40 p.m.

IX. ADJOURNMENT

Mr. Casse moved to adjourn the meeting.

ACTION ON MOTION:

Yeas – 6 Nays – 0 Abstentions – 0 Time: 9:41 p.m.

Respectfully submitted,

Damaris Gurowsky
Board Secretary