

MINUTES OF THE MEETING
DENVILLE TOWNSHIP BOARD OF EDUCATION
MONDAY, JANUARY 25, 2016
Regular 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 A Mrs. DeLuna P Mr. Luer P Mrs. Lindsay *
Mr. Casse P Mr. Napeloni A Mr. Cappello P
*Arrived @ 7:03 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/or 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 4 Nays 0 Abstentions 0 Time: 7:01 p.m.

PUBLIC PORTION OF MEETING BEGAN AT 7:31 P.M.

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

- QSAC
- Tuition Rate for 2016-2017
- VV- grade 8 parents are now having 10 minute meetings with the guidance staff all parents were invited – over ½ attended
- Snow Day – Great job with the clean-up

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

- Parents Academy Meeting postponed until February

H. BUSINESS ADMINISTRATOR'S COMMENTS – Mrs. Gurowsky commented as follows:

- 2016-2017 Budget
- Budget Calendar

II. OPEN FOR PUBLIC DISCUSSION (Agenda Items Only)

Time Opened: 7:35 p.m. **Time Closed:** 7:36 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 December, 2015, 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.

Mrs. DeLuna moved, seconded by Mr. Casse, 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 December:

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

1. Report of Student Enrollment – December
2. Report of Medical Office – December
3. HIB Report from December:
 - Lakeview – 04
 - Lakeview – 05
4. Approve the Application for QSAC Equivalency for three years
5. Approve HIB/EVRS Report from July 1, 2015 through December 31, 2015 presented at the January 11, 2016 Board meeting

C. MINUTES – RESOLVED that the Board of Education of the Township of Denville approve the minutes of the Work Session/Regular Meeting and Executive Session of Monday, December 14, 2015.

ROLL CALL (Motions A-C):

Mrs. DeLuna-Y, Mr. Luer-Y, Mrs. Lindsay-Y, 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:

#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.	Brad Bertani, Teacher @ RV	Move across the Guide effective 2/1/16	BA/30 \$51,648.00 prorated
b.	Aaron Westbrook Teacher @ LV	Leave replacement for Ms. Lindholm, 3 rd grade on or before 2/24/16	\$269.08/day
c.	Ginger Case, PT Instruct/Per Aide @ VV	0.5 FTE instructional/personal aide to replace resignation of Caitlin DeKleine; start date pending CHR	Step 6 Aide \$10,989 prorated
d.	Anna Sifonios	Substitute Teacher as needed	\$110/day
e.	Melanie McGinnis	Substitute Teacher as needed	\$85/day
f.	Bronwyn Springer Teacher @ LV	Provide after school ELL instruction for 21 hours each @ \$40.40/hr.; funding will be provided through NCLB Title III	\$848.40 total per person
	Kim Steimke Teacher @ LV		
g.	Lakeview Staff as follows:	Provide after school instruction for Student Success Academy; funding is provided through Title I – Acct #230-100-100-000- 000; total not to exceed \$11,000	
	Deb Warner	32 hours x \$40.40/hr.	Not to exceed \$1,292.80
	Jennifer Cuff	17 hours each x \$40.40/hr.	Not to exceed \$686.80 each
	Linda Frost		
	Lindsay Harris		
	Jane Zielinski	15 hours each x \$40.40/hr.	Not to exceed \$606.00 each
	Patty Huizing		
	Cheryl Pejerrey		
	Kathy Nydam		
Kathleen Mygas			
Tom Caggiano	11.25 hours x \$14.87/hr. (aide)	Not to exceed \$167.29	
h.	Riverview Staff as follows:	Provide after school instruction for Student Success Academy	
	Debbie Jacobus		

	Name/Position	Reason/Time	Amount
	Meghan Lynch	13.5 hours each x \$40.40/hr.	Not to exceed \$545.40 each
	Elizabeth Norris		
	Laurie Smith		
	Todd McCabe	27 hours x \$40.40/hr.	Not to exceed \$1,090.80
	Stephanie Anderson	9 hours x \$15.30/hr. (aide)	Not to exceed \$137.70
i.	Susan Moreno, Internship @ RV	Field experience working with Ms. Lynch towards attaining MAT in Spec Ed from Walden Univ; 15 hrs from 5/1/16 to 6/3/16	NA
j.	Sue Bias, Secretary @ RV	3 extra hours to assist w/ Kindergarten Registration on 2/24/16 and 2/25/16	\$43.86/hr. not to exceed \$131.58
k.	Risa Kallas, Nurse @ RV	3 extra hours to assist w/ Kindergarten Registration on 2/24/16 and 2/25/16 @ \$40.40/hr.	Not to exceed \$121.20
l.	Kimberly Steimke, Teacher @ LV	Extra duty reading preparation and instruction for student #2024590 from 1/19/16 to 6/22/16; 3 hrs./wk @ \$40.40/hr.	Not to exceed \$2,666.40
m.	Michael Kish, Teacher @ VV	Accept letter of retirement as of July 1, 2016	NA
n.	Michael Capps, Bus Aide	Attend 6 hrs. district CPI Training @ LV School on 1/13/16	\$12.86/hr. not to exceed \$77.16
o.	Rich Costa Lindsay Harris Michelle Henches Patricia Huizing Kim Urba	Facilitate the Geography Bee @ VV, 2/28/16 up to 2 hours each @ \$40.40/hr.	Not to exceed total cost of \$404.00
p.	Stephanie Prall Guidance @ LV	Extend leave replacement contract through 3/15/16	\$270.00/day

#2 BE IT RESOLVED that the Board of Education of the Township of Denville hereby approves Michelle Wallach-Novak, teacher at Valleyview Middle School, for a leave of absence, having received doctor's certification, commencing on March 21, 2016 under the Federal Family Medical Leave Act (FMLA), ending after twelve (12) weeks on June 13, 2016, while utilizing twenty-eight (28) sick days.

BE IT FURTHER RESOLVED that the Board hereby approves nine (9) weeks with benefits under the NJ Family Leave Act (FLA) for Michelle Wallach-Novak, commencing on May 2, 2016 through June 30, 2016, as requested in writing; and

BE IT FURTHER RESOLVED that the Board hereby approves the leave for Michelle Wallach-Novak with an anticipated return to work on September 1, 2016.

#3 BE IT RESOLVED that the Board of Education of the Township of Denville hereby approves Teresa Flanagan-Lindholm, teacher at Lakeview Elementary School, for a leave of absence, having received doctor's certification, commencing on February 29, 2016 under the Federal Family Medical Leave Act (FMLA),

ending after twelve (12) weeks on May 23, 2016, while utilizing thirty-nine (39) sick days.

BE IT FURTHER RESOLVED that the Board hereby approves twelve (12) weeks with benefits under the NJ Family Leave Act (FLA) for Teresa Flanagan-Lindholm, commencing on April 18, 2016 through September 2, 2016, as requested in writing; and

BE IT FURTHER RESOLVED that the Board hereby approves the leave for Teresa Flanagan-Lindholm without benefits and an anticipated return to work on January 1, 2017.

#4 BE IT RESOLVED that the Board rescind the motion of January 11, 2016 for Michael Capps, Bus Aide to attend 6 hrs. District CPI Training at Lakeview School at \$15.07/hr. not to exceed \$90.42.

ROLL CALL (Motions 1-4):

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

B. FINANCE (Includes Technology) – Chair, Barbara DeLuna

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

#1 BE IT RESOLVED that the Board of Education of the Township of Denville accept the donation from Denville Social Services in the amount of \$5,000 to assist the lunch program for many economically disadvantaged students in the district.

#2 BE IT RESOLVED that the Board of Education of the Township of Denville accept a donation for \$750 from the Ocean Awareness Student Contest won by Valleyview student Prashant Mainkar. A meeting will be scheduled with the student to discuss options on how to utilize the funds.

#3 BE IT RESOLVED that the Board of Education of the Township of Denville approve the disposal of projector equipment within all three schools as itemized with tag numbers on the attached list.

#4 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
\$ 6,010.46	Check #1491-1493	General Organization
\$ 3,311.72	Check #1140	Milk Fund

ROLL CALL (Motions 1-4):

Mrs. DeLuna-Y, Mr. Luer-Y/A Ck. #66911, Mrs. Lindsay-Y/A Ck. #66842, Mr. Casse-Y, Mr. Cappello-Y

C. INSTRUCTION AND PROGRAM (Includes Technology) – Chair, Marianna Lindsay

Mrs. Lindsay moved, seconded by Mrs. DeLuna, 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 attached list of Field Trip Requests.
- #2 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve the attached School District Calendar for 2016-2017.
- #3 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve the attached weeding log report for additional titles that were removed from the fiction collection in the Valleyview Middle School Library. There are 895 books that were chosen for removal based on their condition, age, and/or content validity. These titles will be made available for the teachers in the school for their classroom libraries; anything that remains will be boxed for discard.
- #4 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve the discarding of 142 old Science books published by Horizon Silver Burdett & Ginn, 1991; ISBN: 0-382-17257-4.
- #5 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve a summer enrichment program that will be fully self-funded at Riverview Elementary School in July and August of 2016.
- #6 **BE IT RESOLVED** that the Board of Education of the Township of Denville approve permission for Mrs. Seamen, teacher at Morris Knolls in charge of the Family Career & Community Leaders of America (FCCLA) Club, and students from the FCCLA Club to speak at Valleyview Middle School to the Life Skills Class and teach them about babysitting skills; date to be determined.
- #7 **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 \$0.31 per mile:

	Name/Position	Cost	Event/Location	Date
a.	Jamie Kovacs Teacher @ VV	\$250	Flipping the AA Classroom; On-Line	February, 2016
b.	Jennifer Corforte, Teacher @ VV	\$179 + \$24.68 mileage/tolls	AMTNJ High Quality Learn for Everyone, East Windsor, NJ	Feb. 9, 2016

	Name/Position	Cost	Event/Location	Date
c.	Iris Berger Teacher @ RV	\$205 + \$15.87 mileage; Title II purchased servs	NJSHA 24 th Ann Conf: Teaching Students w/ Comprehension Problems to Read Like Detectives; Garwood, NJ	March 9, 2016
	Mary Beth Pridham Teacher @ RV	\$180 + \$15.87 mileage; Title II		
	Kimberly Steimke Teacher @ LV	\$180 + \$15.81 mileage; Title II		
	Jane Zielinski Teacher @ LV	\$-0-+ \$15.81 mileage; Title II		
	Sue Ann Schwartz Teacher @ VV	\$180 + \$17.98 mileage; Title II		

ROLL CALL (Motions 1-7):

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

D. POLICY REVISIONS

Mr. Luer 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
2416	Programs for Pregnant Students	X	
5111	Eligibility of Resident/Non-resident Pupils (M)	X	

ROLL CALL:

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

E. OPERATIONS: BUILDINGS AND GROUNDS – Chair, Don Casse

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

#1 BE IT RESOLVED that the Board of Education of the Township of Denville approve the Township of Denville Recreation Department usage of the Valleyview Middle School for summer camp from June 24 to August 5, 2016.

#2 BE IT RESOLVED that the Board of Education of the Township of Denville continue an Ad Hoc Committee to Develop and Coordinate a Plan to Enhance the Security of the Denville Township School District:

WHEREAS ensuring the safety of our students and staff is a critical component of our educational mission;

WHEREAS the Board, Administrators, Transportation Coordinator, Head of Maintenance, Denville Police, and Denville Fire Department are all integral parts of providing and maintaining a “safe” environment for students and staff;

WHEREAS a coordinated effort is needed to review the various aspects of the security plan with the identified stakeholders.

THEREFORE BE IT RESOLVED that an Ad Hoc Committee be continued and charged with reviewing the current plans and identifying additional concerns and improvements for considerations as the Denville Township Schools enhance the security of students and staff; and

BE IT FURTHER RESOLVED that activity of this committee shall be reported out to the Board in executive session after each meeting; and will be reassessed in December 2016 for continuation as an Ad-Hoc committee.

- #3 WHEREAS**, The Board of Education of Denville Township Schools in the County of Morris, New Jersey (the “Board”), desires to proceed with a school facilities project consisting generally of: Partial Roof Replacement at Lakeview Elementary School and Valleyview Middle School; and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE DENVILLE TOWNSHIP SCHOOLS IN THE COUNTY OF MORRIS, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Morris County Superintendent of Schools and the New Jersey Department of Education for approval. This project is designated “Other Capital” and the Board is not seeking state funding.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.

Section 4. This resolution shall take effect immediately.

ROLL CALL (Motions 1-3):

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

F. OPERATIONS: TRANSPORTATION – Chair, Don Casse

V. GOOD OF THE CAUSE

A. COMMITTEE REPORTS –

- 2-Tier Bus Project
- School Transportation Route Assignment
- Bills List – Additional vendors for early payments
- Donations
- Preliminary Budget

B. OTHER –

- (SEPA) Special Education Parent Advisory Committee
- Annual Security Training – “Alice”
- Morris County Board Meeting – Common Core

VI. OPEN TO COMMENTS

Time Opened: 8:07 p.m. **Time Closed:** 8:24 p.m.

A. Public Comments – Two members of the public commented on the following:

- HIB – Process of Investigation - Mr. Forte Responded

B. Board Comments –

- Thanked the public for attending the meeting.
- Thanked the staff and the Town for a great job with the snow clean up.

VII. EXECUTIVE SESSION

Mr. Luer 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 legal 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: 8:25 p.m.

The Board returned to open session at 9:14 p.m.

VIII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas – 5 Nays – 0 Abstentions – 0 Time: 9:14 p.m.

Respectfully submitted,

Damaris Gurowsky
Board Secretary