

MINUTES OF THE MEETING

DENVILLE TOWNSHIP BOARD OF EDUCATION

November 28, 2016

Regular Meeting – 7:00 p.m.

(Public Portion of Meeting will begin at 7:30 p.m.)

Valleyview School - **CAFETERIA**

I. CALLED TO ORDER BY MR. CAPPELLO @ 7:04 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. Andersen-P, Mrs. DeLuna-P, Mr. Luer-P, Mrs. Lindsay-P, Mr. Casse-P,
Mr. Napeloni-A, Mr. Cappello-P

C. 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 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: 7:05 p.m.

The Board returned to open session at 7:30 p.m.

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS - Lakeview Students

- The School Culture and Climate Team, Ms. Warner, Ms. Roth, and Mrs. Burne presented a Lion Leaders Peer Mentoring Program offered at Lakeview School.

- Eight (8) students introduced themselves and explained how they help other students at school by volunteering their recess time to interact and play with special needs and general education peers.
- Students distributed a copy of the Lakeview Lion Leaders Mentoring Handbook and gave each Board Member and Administrators a handmade pencil case that includeS a survival kit.
- They also shared a video about the program

F. SUPERINTENDENT’S COMMENTS –

- ESIP Project – Lighting at Valleyview is almost complete.
- Winter Sports

G. ASSISTANT SUPERINTENDENT’S COMMENTS –

- Battle of the Books at Valleyview School

H. BUSINESS ADMINISTRATOR’S COMMENTS –

- Lead Testing Program Reimbursement – The District will not qualify for reimbursements incurred before the effective date of the regulations on July 13, 2016. Reimbursement requests are solely for the cost of sample collection, laboratory testing, analysis, and reporting. No other expenses can be requested.

II. OPEN FOR PUBLIC DISCUSSION (Agenda Items Only)

Opened: 7:51 p.m.

Closed: 7:52 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 November 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. Andersen 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 October 2016:
1. Treasurer of School Monies
 2. Board Secretary
- B. EDUCATION REPORTS**
1. Report of Student Enrollment – October 2016
 2. Report of Medical Office – October 2016
 3. HIB Report – HIB Case VVMS-02, HIB Case VVMS-03 and HIB- VVMS-04
- C. MINUTES – RESOLVED** that the Board of Education of the Township of Denville approve the following minutes:

~~Work Session Meeting & Executive Session – October 10, 2016~~
Regular Meeting & Executive Session - October 24, 2016

ROLL CALL (Motions A-C)

Mr. Andersen-Y/A Min. 10/10, Mrs. DeLuna-Y/A Min. 10/10, Mr. Luer-Y/A Min. 10/24, Mrs. Lindsay-Y/A Min. 10/10, 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.

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

- 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:**

- 1. BE IT RESOLVED – NEW HIRES/RESIGNATIONS/RETIREMENTS/EXTRA PAY/SALARY ADJUSTMENT** – that the Board 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.	Marvel, Barbara/Teacher @ VV	Retirement - 12/31/16	
b.	Nielsen, Cathy/Asst. to the BA	Merit Pay	\$1,200.00
c.	Troast, Debbie/Payroll	Merit Pay	\$1,200.00
d.	Scheer, Lucille/Acct. Pay	Merit Pay	\$1,200.00
e.	Smith, Lou/Garage	Cash In 5 Vacation Days	\$1,289.30
f.	Maggio, Mike/Custodian	Cash In 1 Vacation Day	\$213.88
g.	Iantosca, Paul/Principal @ VV	Cash in 4 Vacation Days	\$2,482.12
h.	Heinbockel, Bethann/Lunch-Bus Aide	Resignation - 11/17/16	
i.	Marino, Katherine/LR Teacher @ VV	Hire - 12/5/16 - 12/23/16	\$277/Day
j.	Marino, Katherine/Teacher @ VV	Hire - 1/1/17 - 6/30/17	\$55,838/MA-2 (prorated)
k.	Marino, Katherine/Teacher @ VV	VV Teacher to teach one extra period for 16-17 SY.	\$9,306.33 (prorated)

- 2. BE IT RESOLVED**, that the Board hereby approves Amy Rossi, District- wide Literacy Coach, for an extended leave of absence until January 6, 2017.

BE IT FURTHER RESOLVED, that the Board hereby approves the unpaid leave for Amy Rossi and anticipated return to work on January 9, 2017.

- 3. BE IT RESOLVED**, that the Board of Education approve the attached job description for Clerical Assistant.
- 4. BE IT RESOLVED** that the Board of Education of the Township of Denville withhold the salary and adjustment increment of employee #211 as of September 1, 2017.
- 5. 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	Effective Date	Per Diem Rate
a.	Istrefi, Teuta/Teacher	11/29/16	\$110.00
b.	Moncrief, Misty/Teacher	11/29/16	\$85.00
c.	Stuedler, Meghan/Lunch Aide	11/29/16	\$15.06/hr.

- 6. BE IT RESOLVED**, that the Board rescind from the November 14th Meeting: Personnel #1 n - Vimala Commuri salary of \$11,092 and approve the correct amount of \$11,406.

ROLL CALL (Motions 1-6)

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 approve the attached list of field trip requests.
- 2. BE IT RESOLVED**, that the Board approve to discard materials from the Riverview Library Weeding Log.
- 3. BE IT RESOLVED**, that the Board approve to discard materials from the Lakeview Library Weeding Log.
- 4. BE IT RESOLVED**, that the Board approve the 2017-18 District Calendar.
- 5. BE IT RESOLVED**, that the Board approve revised health curriculum.
- 6. BE IT RESOLVED**, that the Board approve to destroy the old audiotapes from past Board Meetings from 1991 – 2010.
- 7. BE IT RESOLVED, WORKSHOPS with EXPENSES** - that the Board approved 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.	Norris, Elizabeth / RV Teacher	\$245. + mileage	Practical Strategies to Differentiate Your Math Using Small Groups/Fairfield, NJ	1/30/17

ROLL CALL (Motions 1-7)

Mr. Andersen-Y, Mrs. DeLuna-Y, Mr. Luer-Y/N #2 & #3, Mrs. Lindsay-Y,
Mr. Casse-Y, Mr. Cappello-Y

C. POLICY REVISIONS

Mr. Cappello moved, seconded by Mr. Andersen, 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
8600	Pupil Transportation		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:

- 1. 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>
\$3,888,525.12	Ck #910282016, #1565-1820, #990019-990021, #911152016, #911302016	Current
\$1,500.00	Ck #1509	Gen. Organization
\$3,411.12	Ck #1148	Milk Fund

2. **BE IT RESOLVED**, that the Board of Education approve the 2015 – 2016 Comprehensive Annual Financial Audit Report and Auditor’s Management Report on Administrative Findings for the year ending June 30, 2016.
3. **BE IT RESOLVED**, that the Board of Education approve the attached Corrective Action Plan for the Audit Recommendations from the Comprehensive Annual Financial Audit Report and Auditor’s Management Report on Administrative Findings for the year ending June 30, 2016 as prepared by Nisivoccia & Company to be submitted to the County Superintendent of Schools.
4. **BE IT RESOLVED**, that the Board of Education approve the following items to be discarded:
 - Zenith TV, Model No. H32C46DT, Serial No. H32C46DT, Manufactured April 2001, Denville Asset Tag No.460.
 - Sharp TV, Model No. 25KV775, Serial No. 615162, Manufactured December 1985, Denville Asset Tag No. 166, Property Tag No. 00676.
 - PIX Mobile PM-Series metal AV cart.
 - Luxor metal AV cart.
5. **BE IT RESOLVED**, that the Board of Education approve Prime Healthcare Services - Saint Clare's, LLC to conduct evaluations when needed for the cost of \$222.00 per evaluation for the 2016/2017 SY.
6. **BE IT RESOLVED**, that the Board accept the donation of 177 dictionaries for all students in grade 3 at RV and LV from Denville Rotary.
7. **BE IT RESOLVED**, that the Board approve the payment of \$1,500 to Grefe Consultancy, LLC for Grace Johnson's participation of NJ Leaders to Leaders Program.
8. **RESOLVED**, that the Board approve purchasing the following items for St. Mary’s Prep School in Denville with security aid funding in the amount of \$10,050.

- Intercom System
- High Chain Link Double Gates
- Aluminum counter shutter with perforated curtain and manual operation

ROLL CALL (Motions 1-8)

Mr. Andersen-Y, Mrs. DeLuna-Y, Mr. Luer-Y, Mrs. Lindsay-Y/A Ck #1618,
Mr. Casse-Y, Mr. Cappello-Y

E. BUILDINGS AND GROUNDS – Chair, Mr. Casse

Mr. Casse moved, seconded by Mr. Andersen, to approve the following Resolutions under Buildings & Grounds:

1. **BE IT RESOLVED**, that the Board approve the use of Valleyview MS for the Denville Recreation Department Summer Camp from June 24-August 11, 2017.

The Board had a detailed discussion related to motion #2 and the consensus was to have a separate roll call for this motion.

2. **BE IT RESOLVED**, that the Board approve the proposal for a redistricting study from Ross Haber Associates for a cost of \$3000.

ROLL CALL (Motion #2)

Mr. Andersen-N, Mrs. DeLuna-N, Mr. Luer-N, Mrs. Lindsay-N, Mr. Casse-,
Mr. Cappello-A **MOTION #2 FAILED**

3. **BE IT RESOLVED**, that the Board approve the use of Riverview School for NY Giants Camp from July 17-21, 2017 and NY Yankees Camp from July 24-28, 2017

ROLL CALL (Motions 1 & 3)

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

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 accept the School Bus Emergency Evacuation Drill Reports as follows:

Lakeview School:

10/20/16 @ 7:40 a.m. Location: Gravel Lot across from School Route Numbers: 176, 20, 16, 188, 183, 14, 181, 174, 181, 182, 184B, 185, 179, 187, 186, 12, 18, 177, 13, 180, 175, 17, 184C, C1

Valleyview School:

10/18/16 @ 7:10 a.m. Location: Bus Garage Route Numbers: 172, 20, 182, 181, 16, 12, 13, 14, 18,17, 174, 175, 176, 178, 179, 180,183, 184, 185, 186, 187, 188, C1

Riverview School:

10/24/16 @ 8:12 a.m. Location: Big Lot (North Lot) Route Numbers: 11, 12, 183, 174, 177, 181, 13, 185, 182, 186, 180, 178, 176, 187, 188, 175, C1

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

The Board commented on the following:

- Portable GPS
- Riverview PTA Fund Raiser Event
- New Jersey School Boards Notice: 10 Things every School Board Candidate should know before Taking Office
- Pride Meeting: Spring clean-up (share services with the District)
- Foundation of Denville: 15 applications for teacher's grants
- Policy Revision
- Delegates Assembly Meeting

VI. OPEN TO COMMENTS

Time: 9:07 p.m.

Closed: 9:07 p.m.

No Comments

VII. EXECUTIVE SESSION

Mr. Andersen moved, seconded by Mr. Luer, 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 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 - 1 Abstentions – 0 Time: 9:09 p.m.

The Board returned to open session at 9:34 p.m.

VIII. ADJOURNMENT

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

ACTION ON MOTION:

Yeas – 6 Nays - 0 Abstentions - 0 Time: 9:34 p.m.

Respectfully submitted,

Damaris Gurowsky
Board Secretary