

MINUTES OF THE MEETING

DENVILLE TOWNSHIP BOARD OF EDUCATION

October 24, 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 AT 7:02 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 -A, Mrs. Lindsay - *, Mr. Casse-P,
Mr. Napeloni-A, Mr. Cappello-P *Arrived @ 7:07 p.m.

C. EXECUTIVE SESSION

Mr. Andersen 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 - 4 Nays - 0 Abstentions - 0 Time: 7:03 p.m.

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

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS BY RIVERVIEW ELEMENTARY SCHOOL:

- Several students read about the morning school routine and activities. The presentation showed the importance of communication for students and staff.
- They shared an interactive activity game with the Board and staff members.
- The school Culture and Climate Team (Mrs. Theodopoulos, Mrs. Spoule and Mr. McCabe) showed a video that was put together during the Week of Respect at Riverview and the climate of the school on a daily basis.

F. SUPERINTENDENT'S COMMENTS –

- ESIP – Lighting changes; Lakeview resident complaint about lights too bright
- Veterans Day Celebration at Lakeview and Riverview
- Parent teacher conferences
- Student staff presentation:
Lakeview – November 28, 2016
Valleyview – December 12, 2016

G. ASSISTANT SUPERINTENDENT'S COMMENTS –

- Thanked the parents and staff for attending the Jed Baker presentation

H. BUSINESS ADMINISTRATOR'S COMMENTS –

- Audit presentation – November 14, 2016
- RFP for Architectural services
- School Development Authority Grant notification

II. OPEN FOR PUBLIC DISCUSSION (Agenda Items Only)

Opened: 7:53 p.m.

Closed: 7:53 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 October 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 September 2016:
 - 1. Treasurer of School Monies
 - 2. Board Secretary

- B. **EDUCATION REPORTS**
 - 1. Report of Student Enrollment – September 2016
 - 2. Report of Medical Office – September 2016
 - 3. HIB Report – HIB Case VVMS-01

- C. **MINUTES – RESOLVED** that the Board of Education of the Township of Denville approve the following minutes:

Work Session Meeting & Executive - September 12, 2016
Regular Meeting & Executive Session - September 26, 2016

ROLL CALL (Motions A-C)

Mr. Andersen-Y, Mrs. DeLuna-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, 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:**

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.	Sproule, Nicole Cartagena, Julissa Richard, Laura Ramos, Kathleen Rubinaccio, Cara	Attend evening conference / 10-27-16 6:00-8:20 p.m.	\$40.91/Per Diem \$35.62/Per Diem \$36.45/Per Diem \$31.53/Per Diem \$34.95/Per Diem
b.	Foth, Leanne, LDCT @ VV	Plan and supervise after school peer mentor activities / 2016-17 SY up to 40 hrs.	\$40.40/hr.
c.	Loro, John/Teacher	Approve as Volunteer Wrestling Coach / 16-17 Season	- 0 -
d.	Benshoof, Lindsay Lezgas, Marian Musynske, Aileen Radcliff, Jacqueline Selimo, Samantha	Plan and implement the American Battle of the Books Program at Valleyview. / Not to exceed 10 hours per person.	\$40.40/hr.
e.	Iannicelli, Rosemarie/LR Teacher @ VV	Extend employment until 11/15/16.	\$280/Per Diem
f.	Garcia, Kelly	Plan and implement the American Battle of the Books Program at Valleyview. / Not to exceed 10 hours.	\$40.40/hr.
g.	Mennella-Peluso, Jenna	Provide literacy training and support up to 50 additional hours.	\$70.00/hr.
h.	Soff, Ray/Aide	Resignation effective 10/19/16	-

#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	Effective Date	Per Diem Rate
	Romero, Deirdre/Teacher	10/25/16	\$85.00
	McConnell, Lucy/Bus Driver	SY 16-17	\$22.80/Hr.

	Albers, Wendy/Teacher	10/25/16	\$110
	Kieswetter, John/Teacher	10/25/16	\$110
	Coffman, Kathleen/Sub. Lunch Aide @ RV	10/25/16	\$15.06/hr.
	Stuedler, Meghan/Sub. Lunch Aide @ RV	10/25/16	\$15.06/hr.

#3 BE IT RESOLVED, that the Board approve Steve Forte, Superintendent of Schools, effective July 1, 2016 - June 30, 2020 at an annual salary of \$155,000 as per attached contract.

#4 BE IT RESOLVED, that the Board approve Chelsea Oliver, a student attending County College of Morris to observe one music class at Riverview School as part of class requirement for Music in Early Childhood (MUS-129).

#5 BE IT RESOLVED, that the Board approve one quantitative merit goal as per employment contract for Damaris Gurowsky for the 2016/17 school year: Archive student, personnel, and financial records from paper files into electronic form in an effort to eliminate storage space, reduce storage costs by \$10,000 annually, and support the District's Sustainable Jersey application.

ROLL CALL (Motions 1-5)

Mr. Andersen-Y, Mrs. DeLuna-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:

#1 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.	Phil, Renee / RR Teacher	\$245. + Mileage	Enhancing your Student’s Social Skills / Newark, NJ	11/2/2016
b.	Corforte, Jennifer/Teacher	\$399. + Mileage	The Guided Math Conference / New Brunswick, NJ	12/5-6/ 2016
c.	Corforte, Jennifer/Teacher	\$199 + Mileage	Train the Trainer / Cranbury, NJ	11/4/2016

#2 BE IT RESOLVED, that the Board approve the revised Denville Public Schools Mission Statement:

The Denville School District's mission is to educate and empower all students to excel.

#3 BE IT RESOLVED, that the Board approve Mary Fowler, to provide an in-service presentation on ADHD for the Valleyview Faculty on November 9, 2016 at a cost of \$750.00.

#4 BE IT RESOLVED, that the Board approve the attached list of field trip requests.

#5 BE IT RESOLVED, that the Board approve Dr. Cynthia Northington to provide an in-service training on November 9, 2016 on supporting students with disabilities in Related Arts Classes in an amount not to exceed \$700.00.

#6 BE IT RESOLVED, that the Board approve Sandra Cullis and Jennifer Corforte to attend the “Intensive Instructional Coaching Institute” - January 9-13, 2017 in Lawrence, Kansas at a tuition cost of \$1,550 per person plus travel expenses. Total trip expense not to exceed \$5,828.

ROLL CALL (Motions 1-6)

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

C. POLICY REVISIONS

Mr. Casse 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
8600	Pupil Transportation	X	

ROLL CALL

Mr. Andersen-Y, Mrs. DeLuna-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 1-2 & 4-5):

#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>
\$2,871,819.41	Ck. #'s 1374 & 1376-1563, 990014-990017, 909302016 & 910142016	Current Expense
\$4,128.27	Ck. #1147	Milk Fund

#2 BE IT RESOLVED, that the Board approve the 2016-17 QSAC Statement of Assurance.

Motion #3 was read three times with three separate roll call votes:

- #3 BE IT RESOLVED**, that the Board approve Steve Forte, Michael Andersen, Barbara DeLuna and Dino Cappello to attend the New Jersey School Board Workshop and Exposition in Atlantic City, New Jersey on October 25-27, 2016 at a rate of \$275 per person and group hotel reservation cost of \$714.00. Additional costs per person is as follows: Meals/Incidental \$48.00 first and last day, \$64 for full day and mileage cost of \$84.62.
- #4 BE IT RESOLVED**, that the Board approve 123 ABA to provide additional behavioral support of 11.5 hrs. @ the rate of \$75.00/hourly for School Year 2016/2017.
- #5 BE IT RESOLVED**, that the Board approve Student ID#2024674 to attend Celebrate the Children commencing October 20, 2016 at the prorated tuition cost of \$58,770.00.

ROLL CALL (Motions 1-2 & 4-5)

Mr. Andersen-Y, Mrs. DeLuna-Y, Mrs. Lindsay-Y/ A Ck. #1411 & Motion #5, Mr. Casse-Y, Mr. Cappello-Y

Mrs. DeLuna moved, seconded by Mrs. Lindsay, to approve motion #3 as follows:

BE IT RESOLVED, that the Board approve Steve Forte, Michael Andersen, Barbara DeLuna and Dino Cappello to attend the New Jersey School Board Workshop and Exposition in Atlantic City, New Jersey on October 25-27, 2016 at a rate of \$275 per person and group hotel reservation cost of \$714.00. Additional costs per person is as follows: Meals/Incidental \$48.00 first and last day, \$64 for full day and mileage cost of \$84.62.

ROLL CALL (Motion #3)

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

Mrs. DeLuna moved, seconded by Mr. Anderson, to approve motion #3 as follows:

BE IT RESOLVED, that the Board approve Steve Forte, Michael Andersen, Barbara DeLuna and Dino Cappello to attend the New Jersey School Board Workshop and Exposition in Atlantic City, New Jersey on October 25-27, 2016

at a rate of \$275 per person and group hotel reservation cost of \$714.00.
Additional costs per person is as follows: Meals/Incidental \$48.00 first and last day, \$64 for full day and mileage cost of \$84.62.

ROLL CALL (Motion #3)

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

Mrs. DeLuna moved, seconded by Mr. Anderson, to approve motion #3 as follows:

BE IT RESOLVED, that the Board approve Steve Forte, Michael Andersen, Barbara DeLuna and Dino Cappello to attend the New Jersey School Board Workshop and Exposition in Atlantic City, New Jersey on October 25-27, 2016 at a rate of \$275 per person and group hotel reservation cost of \$714.00.
Additional costs per person is as follows: Meals/Incidental \$48.00 first and last day, \$64 for full day and mileage cost of \$84.62.

ROLL CALL (Motion #3)

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

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, the Denville Township Board of Education (“Board”) and Township of Denville (“Township”) have reached an understanding regarding the Board leasing a portion of the Township Municipal Building; and

WHEREAS, the Township and Board will enter into a lease agreement to memorialize their understanding; now therefore be it

RESOLVED, that the Board approves of the lease concept between the Board and Township; and be it further

RESOLVED, that the Board approves the projected maximum funding level in the amount of \$1.00 for each year of the lease; and be it further

RESOLVED, that the Board hereby provides assurance that the annual lease payment and any operating expenses related to the lease agreement can be included within the school district's net budget spending growth limitations and will not result in the need for approval by the voters of additional spending proposals to maintain existing instructional programs or extracurricular activities; and be it further

RESOLVED, that the Board hereby provides authorization to request approval from the New Jersey Department of Education to amend the Long Range Facilities Plan to reflect the leased facility and to request any other approvals needed to enter into the lease.

#2 BE IT RESOLVED, that the Board approve to discard five (5) old cheerleading mats no longer in use and worn.

#3 BE IT RESOLVED, that the Board approve the attached proposal from DiCara Rubino Architects for planning and construction oversight for the office construction at Denville Town Hall.

ROLL CALL (Motions 1-3)

Mr. Andersen-Y, Mrs. DeLuna-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 RESOLVED, that the Board approve the Joint Transportation Agreement between the Denville Board of Education and the Mendham Township Board of Education for the 2016-2017 school year at a cost of \$8,784.50.

ROLL CALL

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

V. GOOD OF THE CAUSE

The Board commented on the following:

- Instruction and Program committee meeting- November 8th, - Inquiry of a Board member to fill-in for this meeting.
- Jed Baker presentation – Great presentation and well attendant.
- Veteran’s Day: Lakeview School - November 4th and Riverview School – November 8th.

Other:

- Strategic Plan Participation at meetings:
 - Advertise the first meeting as a regular Board meeting (include all Board members)
 - 2nd meeting – discuss the objective of the Strategic Plan
 - 3rd meeting – objective and move forward with the Strategic Plan

VI. OPEN TO COMMENTS

Time: 8:35 p.m.

Closed: 8:35 p.m.

No comments were made.

VII. ADJOURNMENT

Mrs. Lindsay moved, seconded by Mr. Cappello, to adjourn the meeting.

ACTION ON MOTION:

Yeas - 5

Nays - 0

Abstentions - 0

Time: 8:39 p.m.

Respectfully submitted,

Damaris Gurowsky
Board Secretary