

MINUTES OF THE MEETING
DENVILLE TOWNSHIP BOARD OF EDUCATION
MONDAY, SEPTEMBER 12, 2016
Work Session 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 7:07 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”.

ROLL CALL

Mr. Andersen-P, Mrs. DeLuna-P, Mr. Luer-P, Mrs. Lindsay-P,
Mr. Casse- P, Mr. Napeloni-P, Mr. Cappello-P

B. 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 – 7 Nays – 0 Abstentions – 0 Time: 7:09 p.m.

The Board returned to the public portion of the meeting at 7:38 p.m.

C. PLEDGE OF ALLEGIANCE

D. SPECIAL PRESENTATIONS - Mr. Forte, Superintendent of Schools, presented and explained the process of the District Harassment Intimidation and Bullying Grading for 2015-16.

- The results of the District’s H.I.B. will be posted on the school website, additionally, the Department of Education will determine if Denville Board of Education grading is in alignment with the State Grading system.

E. SUPERINTENDENT’S COMMENTS –

- Denville Town Hall Lease agreement
- Convocation – September 1, 2016
- School Opening

- Summer Projects (Valleyview & Lakeview Roofs; Bus Garage; Valleyview Library)
- Back to school nights:
 - September 14, 2016 – Lakeview
 - September 22, 2016 – Riverview
 - October 6, 2016 - Valleyview

F. ASSISTANT SUPERINTENDENT’S COMMENTS –

- Implementation of new homework reporting procedures.

G. BUSINESS ADMINISTRATOR’S COMMENTS –

- Reminder - October 25-27, 2016 Conference registration
- Fema Grant Received - January 2016 snow storm

II. OPEN FOR PUBLIC DISCUSSION (Agenda Items Only)

Opened: 7:52 p.m.
No comments.

Closed: 7:52 p.m.

- 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. 6:20-2.13e, we certify that as of September, 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 August, 2016:

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

1. Report of Student Enrollment – N/A
2. Report of Medical Office – N/A
3. HIB Grading Report – 2015/2016 SY

- C. MINUTES – RESOLVED** that the Board of Education of the Township of Denville approve the August 15, 2016 Regular Minutes and Executive Session.

- 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.	Radcliff, Jaquelynne/VV Teacher	Move Across the Guide/ 9-1-16	\$55,573 MA-1
b.	Antonucci, Tammy/LV Teacher	Hire Leave Replacement/9-1-16 through 12-31-16	\$266.00/Day
c.	Marino, Katherine/Spec. Ed Teacher @ VV	Hire Leave Replacement/9-1-16 through 12-2-16	\$277.00/Day
d.	Shrader, Ashley / RV Aide	Hire Aide / 2016-17 SY	\$14,881. Step 4 (FTE .69)
e.	Racine, Jennifer/RV Teacher	Hire Leave Replacement/ 2016-17 SY	\$250/Day
f.	Warner, Debra / LV	Safety Patrol Leader/September & October	\$348.40 Stipend
g.	DeFranco, Matthew/RV Aide	Resignation effective 8-22-16	
h.	Reilly, William	Hire Transportation Dispatcher / 2016-17 SY	\$20.00/Hr. (Not to exceed 4.5 hrs. per day)
i.	Henches, Michelle/LV PT Spec. Ed. Teacher	Resignation effective 10/20/16 or sooner	
j.	Morris Danielle/RV Aide	Hire lunch-recess aide / 2016-17 SY	\$14.65/Hr. Step 2 (Not to exceed 2.67 hrs. per day)
k.	Valerian, Deborah/RV Aide	Resignation effective 8-22-16	
l.	Ardolino, Melissa/VV Aide	Hire Aide / 2016-17 SY	\$15,448. Step 8 (FTE.69)
m.	Reilly, Jamie/LV Teacher	Move across the Guide / Effective 9-1-16	\$52,869. BA+30 Step 4
n.	Greenhagen, Stacey	Transportation Assistant/2016-17 SY	\$15.06/Hr. (Not to exceed 3 hrs. per day)

	Name/Position	Reason/Time	Amount
o.	Marinelli, Gerard	Assistant B & G Supervisor/2016-17 SY	\$21.00/Hr. + \$100/Weekly Stipend
p.	Cirasella, Michael	Maintenance / 2016-17 SY	\$22.50/Hr. (Up to 2000 hrs. per year)
q.	Stutz, Erin/Dist. Behaviorist	ABA Program Consultation	\$40.40/Hr. (Not to exceed 57 hrs.)
r.	Nojiri, Patricia/Speech Therapist @ LV	Provide two (2) hours of parent training for student #20281355/16-17 SY	\$40.40/Hr.
s.	Newchok, Amanda/District Occupational Therapist	Provide two (2) hours of parent training for student #20281355/16-17 SY	\$40.40/Hr.
t.	Ardolino, Melissa/PT Aide Gentile, Lauren/PT Aide Housel, Shelley/PT Aide Mellifiore, Toni Ann/PT Aide Schrader, Ashley/PT Aide	Attend in-service days / 16-17 SY (as needed)	\$12.86/Hr.
u.	Farley, Amy	Provide one (1) additional case management day for student #2024674	\$485.41/Per Diem
v.	Navarro, Carina/Psychologist	Provide a half (.5) day for IEP Meeting for Student #2024720	\$316.67/Per Diem
w.	Cirasella, Michael	Black Seal License Stipend/16-17 SY	\$735.00/Annually
x.	Oliver, Alyssa/Spec. Ed Teacher @ LV	Provide Parent Training / 2016-17 SY	\$40.40/Hr. (Not to exceed 85 hours)
y.	Rubinaccio, Cara/PT Spec. Ed Teacher @ RV	Increased hours / 2016-17 SY	\$26,560.42 BA-1 (FTE .53)
z.	Cannarozzi, Michelle/Aide at LV	Attend Kd. Orientation / 8-30-16	\$15.02/Hr. (Not to exceed 1.5 hrs.)
aa.	Cannarozzi, Michelle/Aide @ LV	Attend ABA Training / 8-30-16	\$12.86/Hr. (Not to exceed 3 hrs.)
bb.	Mezzo, Christine/Aide @ LV	Hire PT Instructional Aid / 2016-17 SY	\$9,578. Step 10 (FTE .41)-Prorated
cc.	Noonan, Kathleen/Bus Aide	Hire for Bus Aide / 2016-17 SY	\$14.65/Hr. – Step 1
dd.	Blauner, Joseph/LR Teacher	Hire PE Teacher for Leave Replacement /11-16-16 thru 12-15-16	\$250.00/Day Differential
ee.	Kaiser, Lynn/Spec. Ed. Teacher	Transfer teacher aide to Spec. Ed. Teacher @ VV / 9-13-16 thru 6-30-17	\$31,924. MA-10 (FTE.50)-Prorated
ff.	Tirico, Tamrin/LV Aide	Resignation effective 8-30-16	

#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.	Engelhardt, Bonny	Substitute Administrative Assistant to the Superintendent	8/30/2016	\$26.28/Hr.
b.	Mahn, Deborah	Substitute Teacher	9/1/2016	\$110./Day
c.	Noonan, Kathleen	Substitute Bus Aide	9/1/2016	\$12.84/Hr.

#3 BE IT RESOLVED that the Board approve Ann Stark as the Substitute caller for the 2016-2017 School Year at a stipend of \$8,000.

#4 BE IT RESOLVED that the Board approve Jennifer DiDomenico to perform her Administrative Internship at Valleyview School with Paul Iantosca and Seth Korman as mentors for the 2016-17 school year at no cost to the District.

#5 BE IT RESOLVED that the Board approve the following personnel as the Anti-Bullying Team for 2016-17:

District Coordinator: Grace Johnson
School Specialists:
Guzik, Linda/LV
Kane, Morgan/VV
McCabe, Todd/RV
McDonald, Jody/VV
Warner, Debra/LV

ROLL CALL (Motions 1-5):

Mr. Andersen-Y, Mrs. DeLuna-Y, Mr. Luer-Y, Mrs. Lindsay-Y, Mr. Casse-Y,
Mr. Napeloni-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.	Cullis, Sandy	\$650 + Travel	Teachers College Leadership Institute / NYC	10/19/16
b.	Nojiri, Patricia	\$699	DIR 201 Promoting Basic Functional Emotional Developmental Capacities Course (On-Line)	9/13/16-12/13/16

ROLL CALL:

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

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

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

- #1 BE IT RESOLVED** that the Board approve an additional cost of \$1,526.50 to PG Chambers ESY Program (June 27-August 4, 2016) for providing Occupational and Physical Therapy Services.

ROLL CALL:

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

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.

The Board discussed 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:**

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.			

- #2 BE IT RESOLVED** that the Board hereby approve Emma Horsfield, Elementary School Teacher, for a leave of absence, having received doctor's certification,

commencing November 14, 2016 under the Federal Family Medical Leave Act (FMLA), ending after twelve (12) weeks on January 30, 2017, while utilizing all available sick, personal, and family illness days.

BE IT FURTHER RESOLVED that the Board hereby approve twelve (12) weeks with benefits under the NJ Family Leave Act (FLA) for Emma Horsfield, commencing on January 2, 2017 through March 24, 2017, as requested in writing; and

BE IT FURTHER RESOLVED that the Board hereby approve the leave for Emma Horsfield without benefits and an anticipated return to work date of May 8, 2017.

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

To approve the following Resolutions under Instruction and Program:

#1 RESOLVED that the Board approve the following goals for the 2016-17 school year:

2016-17 District Goals

1. Increase the opportunities for all students to be successful through the implementation/expansion of new or updated academic and intervention programs.

To be included in the action plan:

- ~~Address needs for students in the middle~~
- ~~Expand intervention programs — RTI and Orton Gillingham~~
- ~~Implement new/updated academic programs~~
 - ~~Social Studies K-5~~
 - ~~Math K-5~~
 - ~~Writers Workshop — Grade 6~~
- ~~Plan to expand foreign language program at Valleyview for 2017/18~~

2. Expand the use of technology in the classroom to have a positive impact on student achievement.

To be included in the action plan:

- Chromebooks
- Google Apps
- Special Education

3. Create a Strategic Plan with community and stakeholder input (Year 2 of 2-year goal).
4. Improve district communications through the identification of the most effective communication tools to reach the district stakeholders and to expand the use of district resources.

2016-17 Board Goals

1. To determine the future location of the Board of Education office.
2. To have 100% participation by the Board members in the completion of the Board Self-Evaluation and the superintendent's evaluation.
3. To increase attendance by Board members at Board, school, and community events.

#2 BE IT RESOLVED that the Board approve the use of Educere for Spanish I & II and French I & II at a cost of \$499 per student.

#3 BE IT RESOLVED that the Board approve the disposal of 30 Glencoe/McGraw Hill "Young Living" Books sixth Edition (1994) ISBN 0-02-675711-7.

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

C. POLICY REVISIONS

None at this time.

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

To approve the following Resolutions under Finance:

#1 RESOLVED that the Board approve the amount of tax monies required for school purposes for the 2016-17 school year is \$28,787,724.

BE IT FURTHER RESOLVED that these monies be placed in the hands of the Treasurer of School Monies according to the following tax schedule:

	GENERAL FUND	DEBT SVCE.	TOTAL
2016			
7/10/2016	1,200,000.00		1,200,000.00
8/13/2016	1,200,000.00	198,588.00	1,398,588.00
9/11/2016	2,948,818.00		2,948,818.00
10/13/2016	2,948,818.00		2,948,818.00
11/13/2016	2,948,818.00		2,948,818.00
12/11/2016	2,948,820.00		2,948,820.00
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	14,195,274.00	198,588.00	14,393,862.00
2017			
1/13/2017	2,365,879.00		2,365,879.00
2/11/2017	2,365,879.00	198,588.00	2,564,467.00
3/11/2017	2,365,879.00		2,365,879.00
4/11/2017	2,365,879.00		2,365,879.00
5/12/2017	2,365,879.00		2,365,879.00

6/13/2017	<u>2,365,879.00</u>		<u>2,365,879.00</u>
	14,195,274.00	198,588.00	14,393,862.00
	<u>28,390,548.00</u>	<u>397,176.00</u>	<u>28,787,724.00</u>

#2 **RESOLVED** that the Board to accept the 2016 Safety Grant through the New Jersey Schools Insurance Group’s ERIC WEST in the amount of \$1,000.00 for the period July 1, 2016 through June 30, 2017.

#3 **BE IT RESOLVED** that the Board hereby approve the following donations from the Lakeview School PTA:

50 Chromebooks	\$11,829.00
3 Smart Tables	\$15,617.00

#4 **BE IT RESOLVED** that the Board accept the donation of 250 Chromebook carry bags for grade 6 at a cost of \$3,750 from the Foundation of Denville.

#5 **BE IT RESOLVED** that the Board approve the Shared Services Agreement for teacher observations with Educational Services Commission of Morris County to be performed during the 2016-2017 School Year at a fee of \$150.00 per observation with total payment not to exceed \$12,000.

#6 **BE IT RESOLVED** that the Board approve the following resolution regarding providing milk for the students for the 2016-2017 school year:

NOW THEREFOR BE IT RESOLVED that Cream O’Land Dairy be awarded the proposal to provide milk to the students of the Denville School District at the following margin rates for the 2016-17 school year:

½ Pint 1% White Milk	\$.2704
½ Pint Skim Milk (Fat Free)	\$.2814
½ Pint Chocolate (Fat Free)	\$.2883

#7 **BE IT RESOLVED** that the Board accept with gratitude a donation of a floor mat for the front entrance of Lakeview School in the amount of \$1,093.59 from the A.R. Spinola PTA.

E. BUILDINGS AND GROUNDS – Chair, Mr. Casse

To approve the following Resolutions under Buildings & Grounds:

#1 **BE IT RESOLVED** that the Board rescind from the August 15, 2016 meeting:
Building and Grounds #2 – Lease for use of VV for Thinkwork, Inc.

F. TRANSPORTATION – Chair, Mr. Casse
None at this time.

VI. GOOD OF THE CAUSE

- The Board commented on the following:
 - Morris County SBA meeting - September 28, 2016
 - 2016-2017 District Goals – reviewed during personnel meeting
 - Foundation of Denville – Charity Golf Outing – Monday, September 19, 2016 at Rockaway River Country Club
 - Fun Fest at Lakeview – Great success on September 10th
 - Volunteer Policy – Review policy
 - Policy 8600 – Bus Routes
 - The Board thanked the Denville Police Department, especially Chief Wagner for the extra level of security on the first day of school
 - Riverview PTA meeting – September 14, 2016

VII. OPEN TO COMMENTS

Time: 9:02 p.m.
No comments

Closed: 9:02 p.m.

VIII. EXECUTIVE SESSION

Mr. Luer moved, seconded by Mr. Andersen, 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 – 7 Nays – 0 Abstentions – 0 Time: 9:03 p.m.

IX. ADJOURNMENT

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

ACTION ON MOTION:

Yeas – 7 Nays – 0 Abstentions – 0 Time: 9:24p.m.

Respectfully submitted,

Damaris Gurowsky
Board Secretary