

MINUTES OF THE MEETING
DENVILLE TOWNSHIP BOARD OF EDUCATION
June 10, 2013
Work Session MEETING - 7:30 P.M.
RIVERVIEW SCHOOL

I. CALLED TO ORDER BY MR. PARAGIAN

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:

Mrs. DeLuna-P, Mr. Duarte-P, Mr. Johnson-P, Mrs. Lindsay-P,
Mr. Casse-P, Mr. Napeloni-P, Mr. Paragian-P

C. PLEDGE OF ALLEGIANCE

D. Certificates to Students:

- Valleyview Valedictorian and Salutatorian 2013
- Junior Solar Car Sprint Winners:
 - Watermelon Bus Team – 3rd Place in Documentation
 - MVPS Team Members/3rd Place in Engineering/on to Inter-County Finals

The Board recessed at 7:44 p.m. and returned at 7:47 p.m.

E. NJSBA CSA Search Overview – Jane Kershner

F. Superintendent's Comments – Reported on QSAC (Quality Single Accountability Continuum) for Denville 2012-2013

G. Discussed Board Goals

H. Special Presentation – Adjusted Cost for Full Day Kindergarten – Catherine Mozak, Interim Superintendent of Schools.

II. OPEN FOR PUBLIC DISCUSSION (Agenda Items Only)

Opened: 8:36 p.m

Closed: 8:40 p.m.

- A question was asked when the personnel motions would be approved. It was explained that this is a work session meeting and all motions are approved at the regular meeting.

The Board discussed the following motions and action will be taken on June 17, 2013.

III. OLD BUSINESS (NO Action to be Taken)

A. REPORTS FOR THE MONTH

MOTION: To approve the following reports from May, 2013. Pursuant to N.J.A.C. 6:20-2.13(e), we certify that as of May 31, 2013, 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.

1. Treasurer of School Monies
2. Board Secretary

B. EDUCATION REPORTS

MOTION: To approve the following reports from May 2013:

Report from Superintendent of Schools
Report of Student Enrollment
Report of Medical Office
Report of Harassment, Intimidation, and Bullying

C. MINUTES

MOTION: To approve the following minutes:

Special Meeting – May 13, 2013
Executive Session – May 13, 2013
Regular Meeting – May 20, 2013
Executive Session – May 20, 2013

IV. NEW BUSINESS - (NO Action to be Taken)

A. PERSONNEL – Chair Dave Napeloni

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):

1. MOTION: To approve the following Resolution:

BE IT RESOLVED that the Denville Board of Education approve the submission to the County Superintendent applications for emergency hiring and the applicant's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of the N.J.S.A. 18A:6-7.1 et seq, N.J.S.A. 18A:99-17 et seq, or N.J.S.A. 18A:6-4.13 et seq for those employees listed. (**Substitutes who do not already have a Sub Cert have to be approved for their CHR BEFORE they can apply for a Substitute Certificate.**)

**Heather McCauley
Amy Buchanan
Jack Monahan**

**Connie Romeo
Susan Spanos
Matt Schweizer**

**Kristen Davenport
Taylor Dickerson
Robert Dolce**

2. MOTION: To approve the following Teachers at the \$40.40 hourly rate for 1 ½ hours each for the Fifth Grade Talent Show at Riverview School on June 4, 2013:

Liz Norris

Kathleen Bishop

Laurie Smith

Jean Henry

3. MOTION: To approve the following teachers up to one (1) hour each at the \$35 an hour rate of pay to chaperone the 5th Grade Play at Lakeview School:

Mrs. Wright

Mrs. McCabe

Mrs. Harris

Mrs. Cwikla

Mrs. Abel

Mrs. Borecki

Ms. Schoen

Mr. Leaman

Ms. Hatem

Ms. Ehrhart

Ms. Birnbaum

Mr. Komorowski - \$40.40 rate of pay as Play Director

4. MOTION: To approve 3 days each of work over the summer for Valleyview School

Counselors (Linda Guzik, Morgan Lash, and Jody McDonald) at their daily rate of pay to prepare schedules for the 2013-2014 school year

- 5. MOTION:** To approve 7 days of work at _____ rate of pay over the summer for Pat Zasadzinski to do the data entry for scheduling at Valleyview School for the 2013-2014 school year
- 6. MOTION:** To approve the following Maternity Disability and Family and Child Rearing Leave for Alison Loro, Valleyview Teacher:
- On or About October 1, 2013 – November 15, 2013 – Maternity Disability Leave – Full pay using accumulated sick days + full benefits
 - November 16, 2013 – February 15, 2014 – Family Leave – No pay but full benefits with employee paying her portion of the benefits if applicable
 - February 16, 2014 – April 15, 2014 – Child Rearing Leave with no pay and no benefits – Mrs. Loro plans to return after the Spring Break on April 21, 2014 – position will be assigned and determined by the Chief School Administrator
- 7. MOTION:** To approve the following Maternity Disability and Family Leave for Teresa Lindholm, Lakeview Teacher:
- September 15, 2013 – October 31, 2013 – Maternity Disability Leave – Full pay using accumulated sick days + full benefits
 - November 1, 2013 – January 31, 2014 – Family Leave – No pay but full benefits with employee paying her portion of the benefits if applicable
 - Mrs. Lindholm plans to return February 1, 2014 – position will be assigned and determined by the Chief School Administrator
- 8. MOTION:** To approve the following summer Buildings and Grounds workers at \$8.25 an hour each:
- | | | |
|----------------|-----------------|--------------|
| Jack Monahan | Matt Schweizer | Robert Dolce |
| Darren Kelly | William Wibbelt | Zach Van Dyk |
| Steven Allaman | | |
- 9. MOTION:** To approve Renee Sudol and Brenda Harrower as Summer Technology workers at \$10.00 an hour each – they will split one position.

10. MOTION: To approve the following teachers \$226.37 for moving their classrooms over the summer:

Riverview:

Beth Maag	Michelle Maio	Kristiann Gudelanis
Sue Hoferer	Laurie Smith	Iris Berger
Liz Norris	Amanda Newchok	Kelly Zecca
Mayra Meola	Kevin Kolankowski	

Lakeview:

Linda Zacharczuk	Terry Brylawski	Jane Zielinski
Linda Frost	Emma Horsfield	Marissa Birnbaum
Susan Haase	Janine Russo	Kathleen Mygas
Barry Leaman	Susan Dolce	Renee Tybus
Karyn Saar	Lisa Feind	Julie Nardone
Lisa Phillips	Sarah Kelly	Amelia Roth
Diane Stickel	Maura Dolan	Donna Rinaldi
Michelle Skelly		

11. MOTION: To approve the following new hires, steps/salaries for 2013-2014:

- Kristen Davenport - Leave Replacement Teacher (Williams) at Lakeview School for 2013-2014 school year – MA1/\$52,869 – no benefits.
- Taylor Dickerson – NEW Math BSI Teacher – Valleyview School – BA1/\$47,410.
- Susan Spanos – Leave Replacement Teacher (Daniels) at Lakeview for 2013-2014 school year – BA1/\$47,410. – no benefits.
- Amy Buchanan – Lakeview Teacher – BA2/\$47,851.
- _____ as Manager of Technology, effective _____ at an annual salary of _____.
- _____, Riverview Teacher – Grade 5, at an annual salary of _____
- _____, as Riverview Guidance Counselor at an annual salary of _____

- 12. MOTION:** To approve all district bus drivers as drivers for the summer ESY program on an as needed basis.
- 13. MOTION:** To approve Marie Sasso - Lakeview Nurse, Risa Kallas – Riverview Nurse, and Lori Churchill – Valleyview Nurse, to work no more than 56 hours (8 days) over the summer to prepare for nursing needs for each school to prepare for 2013-2014 at the \$40.40 rate of pay.
- 14. MOTION:** To approve Family Leave for Daniel Komorowski, Lakeview Teacher from September 1, 2013 – October 31, 2013 – this leave is without pay and with full benefits.
- 15. MOTION:** To approve Carole Andrezza as the Environmental Club Advisor for the 2012-2013 school year at an annual stipend of \$1.674/A1 (Her name was left off of the list when approved in the fall.)
- 16. MOTION:** To approve the following Substitutes for the District:
- | | |
|------------------|--------------------------------------|
| Deborah Valerian | Substitute Lunchroom/Playground Aide |
|------------------|--------------------------------------|
- 17. MOTION:** To approve the following people (NEW positions approved in May) for the Summer ESY Program:
- Megan Mahoney and Sarah Tokle – Social Skills (Teachers - \$48.02 hour each)
David Coppolla – Now hired as Teacher to replace Mary Gordon - \$48.02 hour
- 18. MOTION:** To approve adding Adrienne Bellini to the list of people to attend State mandated IEP meetings over the summer on an as needed basis at \$40.40 an hour.
- 19. MOTION:** To approve the formal notification from Patricia Baldwin that she will not be accepting the position of Director of Curriculum and Instruction for the 2013-2014 year, with her resignation effective June 30, 2013.

The Board discussed the maternity leave and family leave agenda items. Mrs. Mozak will get clarification from one of our lawyers related to the Family Leave Act.

V. EXECUTIVE SESSION - Action May Be Taken

Mr. Johnson moved, seconded by Mr. Napeloni, 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: 9:33 p.m.

The Board returned to open session at 10:33 p.m. and continued to discuss the following motions.

B. CURRICULUM and INSTRUCTION – Chair Marianna Lindsay

1. MOTION: To approve the following Curriculum Guides for the district:

ESL (English as a Second Language
Math 6-8)
Library Media
Art of Writing

2. MOTION: To approve the 2013-2014 Professional Development Plan.

3. MOTION: To approve the transportation costs for Special Education Student #4672 attending Harbor Haven summer program at a cost of \$1,050.

4. MOTION: To approve Special Education Student #20231016 to attend Stepping Forward Counseling Center's Chatham Day Therapeutic program from July 8, 2013 – August 15, 2013 at a rate of \$10,500.

5. MOTION: To approve the following independent consultants for special education needs as stated for 2013-2014:

- Contour Data for the amount of \$6,495 for the school year 2013/2014 to provide tracker software support
- Educational Harmony, LLC as a social skills facilitator at the rate of \$300/day for up to 114 days for the ten month School Year 2013/2014 (September –June To approve PG Chambers to provide physical and occupational therapy needs for the school year 2013/2014 at the rate of \$80/hr. for therapy sessions; \$400 for a physical therapy evaluation; \$525 for an Augmentative or Assistive Technology Evaluation; and for services provided at PG Chambers incl. aquatic therapy are \$72/30 minutes; \$108/45 minutes and \$144/60 minute
- Laura Izzo, Social Worker to provide behavioral consultation and services for six weeks during the summer for no more than 6 hours per week at the

rate of \$68/hr

- Shari Kuzel for ABA instruction for 6 weeks during the summer months for the following student ID# 2019231 and Student #11496 at 1 hour (\$50) each per week
- Patricia Thrapp, Teacher of the Visually Handicapped to provide visual skills instruction for student ID#11497 attending Children's Therapy Center for the ten month school Year 2013/2014@ the rate of \$55/30 minutes and to approve Krista Faller, Teacher of the Visually Handicapped to provide the same services for the same student during the summer for the same rate
- Caldwell College to provide ABA services for Student #11496 for the School Year 2013/2014 at the rate of \$90,600.
- Caldwell College for additional hours for Applied Behavior Analysis for Student ID# 11496 for school year 2012/2013 when school was on spring break for \$2,100.
- Barbara Grames, Brailist to transcribe for Student ID# 2020983 for no more than 4 hours per week at the rate of \$50.00 per hour for the school year 2013/2014.

C. POLICY – Chair Barbara DeLuna

1. **MOTION:** To approve the following policy for a Second Reading and Adoption:

3340 - Grievance

2. **MOTION:** To approve the following policy for a First Reading:

Bylaw 0155 – Board Committees

D. TRANSPORTATION – Chair Seth Johnson

1. **MOTION:** To approve the following emergency evacuation drill reports:

LAKEVIEW SCHOOL:

Date: 5/30/13

Time: 7:38 a.m.

Location: Gravel lot across from Lakeview School

Route Numbers: 183, 176, 184, 174, 11, 181, 17, 182, 188, 12, 177, 14, 18, 179, 185, 187, 180, 173, 175, 184, 16

RIVERVIEW SCHOOL:

Date: 5/23/13

Time: 8:10 a.m.

Location: North Lot

Route Numbers: 174, 11, 183, 12, 179, 187, 177, 180

Other Information: Had to stop drill due to thunderstorm.

Date: 5/29/13

Time: 8:20 a.m.

Location: North Lot

Route Numbers: 176, 185, 186, 178, 182, 188, 181, 175, 13

Other Information: Extreme Fog

VALLEYVIEW SCHOOL:

Date: 5/15/13

Time: 7:00 a.m.

Location: Bus Garage

Route Numbers: 8, 177, 172, 184, 13, 183, 179, 187, 17, 188, 174, 11, 173, 178, 186, 12, 187, 181, 16, 185, 180, 14

E. BUILDINGS AND GROUNDS – Chair Don Casse

- 1. MOTION:** To approve the Denville Police Department's request to use Valleyview Middle School on September 5 and 6, 2013 from NOON to 4:00 p.m. for their Active Shooter Drills that involves all members of the Police Department – school is not in session these dates.
- 2. MOTION:** To approve the submission to the Morris County Superintendent of Schools the following Dual Use of Educational Space, Change of Use of Educational Space and renewal of Temporary Instructional Space for the 2013-14 school year as follows:

Lakeview School:

Change of Use of A29 from Kitchen to Classroom

Dual Use of B14 for Reading & Small Group Instruction

Dual Use of B07 for Resource Room & Small Group Instruction
Dual Use of C12 for Resource Room & Small Group Instruction
Dual Use of B25 for Resource Room & Small Group Instruction
Dual Use of C20 for Occupational Therapy & Storage of Classroom Materials
Dual Use of Library for Library & Small Group Instruction
Temporary Instructional Space – Two (2) Temporary Classroom Units (TCU) –
Rooms LC1 and LC2
Temporary Instruction Space – LC4 to be used as a Classroom not a Conference
Room

Valleyview School:

Temporary Instructional Space – Four (4) Temporary Classroom Units (TCU) –
Rooms C14, C15, C16 and C17

Riverview School:

Dual Use of Library for Library & Small Group Instruction
Dual Use of Room 26 for Resource Room & Early Connection
Dual Use of Room 2 for Reading Specialist & Resource Room
Dual Use of Room 17 for Speech & Occupational Therapy
Temporary Instructional Space – Two (2) Temporary Classroom Units (TCU) –
Rooms LC1 and LC2

F. FINANCE – Chair Seth Johnson

1. **MOTION:** To approve the attached list of Budget Transfers.
2. **MOTION:** To approve the bills and warrants from Check #s ____ - ____ in the amount of \$ ____ and from the General Organization Account Check #s ____ - ____ in the amount of \$ ____ and from the Milk Fund Account Check # ____ in the amount of \$ ____
3. **MOTION:** To approve the Field Trip/Sport Activity Requests from the Schools as presented.
4. **MOTION:** To approve the list of Workshops/Expenses for Staff Members and/or Board Members
5. **MOTION:** To approve the following Resolution regarding the Capital Reserve Transfer:

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Denville Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Denville Board of Education has determined that an amount not to exceed 1.5 million dollars (\$1,500,000.) is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Denville Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

6. **MOTION:** To approve Horizon Blue Cross and Blue Shield as the district's insurance carrier for 2013-2014.
7. **MOTION:** To approve the Technology Initiative Program Funding Allocations for Non Public Schools for the 2013-2014 school year which includes Professional Support Services, OT Services, Speech Services, Non-Public Nursing, Non public Technology, Chapters 192/193 and Non public IDEA-B.
8. **MOTION:** To approve the 2013-2014 Joint Transportation Agreement between the Denville Board of Education and the Educational Services Commission of Morris County.
9. **MOTION:** To accept a donation from Dr. Tomi Prvulovic of the Health Spine and Anesthesia Institute in the amount of \$1,500. for educational materials at Valleyview School.

G. REORGANIZATION

1. **MOTION:** To approve the revised BOE Meeting Calendar for 2013.

VI. GOOD OF THE CAUSE

- Mr. Johnson and Mrs. Lindsay spoke to the board about attending the NJSBA presentation on Achieve NJ.
- Mr. Johnson spoke of the 10% increase in our medical insurances rates of which 3% comes from Obama care.
- Mr. Johnson spoke about collecting activity fee payments through Genesis and is recommending to the Board that the Board pay the service charge fees which are approximately \$1800. The Board consensus was in agreement with recommendation.

VII. OPEN TO COMMENTS

Opened: 10:55 p.m. **Closed:** 10:55 p.m.

No comments were made due to the fact the public had left.

VIII. EXECUTIVE SESSION - Action May Be Taken

Mr. Duarte moved, seconded by Mr. Napeloni, 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 - 7 Nays - 0 Abstentions - 0 Time: 10:55 p.m.

The Board returned to open session at 11:26 p.m.

IX. ADJOURNMENT

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

ACTION ON MOTION:

Yeas - 7 Nays - 0 Abstentions - 0 Time: 11:26 p.m.

Respectfully submitted,

Marianna Lindsay
Acting Board Secretary