

AGENDA

DENVILLE TOWNSHIP BOARD OF EDUCATION

April 24, 2017

Regular Session – 7:00 p.m.

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

Township of Denville - **Council Chambers**

I. CALL TO ORDER

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____, Mr. Casse____, Mrs. DeLuna____, Mrs. Lindsay____, Mr. Luer____, Mrs. Wagner____, Mr. Cappello____.

C. EXECUTIVE SESSION

Mr. /Mrs. _____ moved, seconded by Mr. /Mrs. _____, 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 _____ Nays _____ Abstentions _____ Time: _____

D. PLEDGE OF ALLEGIANCE

E. SPECIAL PRESENTATIONS: 2017-18 Final Budget Presentation

F. SUPERINTENDENT’S COMMENTS –

G. ASSISTANT SUPERINTENDENT’S COMMENTS –

H. BUSINESS ADMINISTRATOR’S COMMENTS –

II. OPEN TO PUBLIC DISCUSSION (Agenda Items Only)

Opened:_____ **Closed:**_____

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 April 2017, 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./Mrs. _____ moved, seconded by Mr./Mrs. _____, to approve the following Resolutions under Old Business:

A. RESOLVED that the Board approves the following REPORTS from March 2017:

1. Treasurer of School Monies

2. Board Secretary

B. EDUCATION REPORTS

1. Report of Student Enrollment – March 2017
2. Report of Medical Office – March 2017
3. The BOE affirms the following cases:
 - HIB LV-05

C. MINUTES – RESOLVED that the Board approve the following minutes:

- Work Session Meeting & Executive Session – March 13, 2017
- Regular Session & Executive Session(s) – March 27, 2017

ROLL CALL

Mr. Andersen____, Mr. Casse____, Mrs. DeLuna____, Mrs. Lindsay____, Mr. Luer____, Mrs. Wagner____, Mr. Cappello

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./Mrs. _____moved, seconded by Mr./Mrs. _____, 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	School	Reason/Time	Amount
a.	Komorowski, Dan Birnbaum, Marisa Levin, Dan Elko, Matt Costa, Rich Kelly, Sarah Cartegena, Julissa Huizing, Patty Rothrock, Stacia	Teachers	LV	To present at the Festival of the Arts at Lakeview School May 17, 2017 Not to exceed 2½ hrs.	\$40.40/hr.
b.	Komorowski, Dan	Teacher	LV	To direct 5th grade play at Lakeview School June 1, 2017 Not to exceed 1½ hrs.	\$40.40/hr.
c.	Abel, Angela Gamba, Jessica Cwikla, Jennifer Harris, Lindsay Leaman, Barry Boggio, Danielle Pejerrey, Cheryl Birnbaum, Marisa Bouchard, Judson Morgan, Laura	Teachers	LV	To chaperone the 5th grade play at Lakeview School June 1, 2017	\$35.00/ea.

d.	Wettstein, Kim	Teacher	VV	To replace staff #440 as a maternity leave replacement, April 24, 2017 - June 21, 2017	\$280.00/day
e.	Trein, Vicki	Instructional Aide	LV	Sub Aide to provide support to spec. ed. students at after school enrichment for 2016-17 SY	\$18.15/hr.
f.	Knudsen, Cheryl	Instructional Aide	LV	Sub Aide to provide support to spec. ed. students at after school enrichment for 2016-17 SY	\$16.18/hr.
g.	Pridham, MaryBeth Newchok, Amanda	Teachers	LV	To present during the in-service on 5/10/17 at Riverview School. Not to exceed 6 hrs each.	\$63.36/hr.
h.	Engelhardt, Bonny	Admin Asst to Superintendent	BOE	Hire, effective July 1, 2017-June 30, 2018	\$57,500/yr
i.	Rubinaccio, Cara	Teacher	VV	Softball Coach for 2017 Season (75% of Step B2-2,903)	\$2,177.25
j.	Reilly, Jamie	Teacher	LV	ESY/Enrichment Co-Coordinator for 2016-17 SY	\$1,000.00
k.	Bertani, Brad	Teacher	RV	ESY/Enrichment Co-Coordinator for 2016-17 SY	\$4,000.00
l.	Freund Kelly, Janet	Clerical Assistant	LV	Replaces S. Jackson	\$20/hr 18 hr/week

2. **BE IT RESOLVED – SUBSTITUTES** – that the Board approve the following new hire substitute(s) for the district:

	Name	Position	Effective Date	Salary/Step
a.	Capps, Michael	Bus Driver	4/11/17	\$22.80/hr.

3. **BE IT RESOLVED**, that the Board approve the job description for Security Hall Monitor.
4. **BE IT RESOLVED**, that the Board approve the Merit Goal completion and payment for School Business Administrator, Damaris Gurowsky, (pending approval of the Morris County Executive Superintendent of Schools) as per contract: 2% of salary at \$2,369 for Quantitative – Archive student, personnel, and financial records from paper files into electronic form in an effort to eliminate storage space, reduce storage costs, and support the District's Sustainable Jersey application.
5. **BE IT RESOLVED**, that the Board approve (pending approval of the Morris County Executive Superintendent of Schools) Merit Goals Qualitative #2 and Quantitative #s 1 & 2 completion and payment for Steven Forte, Superintendent of Schools as per contract:
- Qualitative # 2 - Conduct Community interest meetings with stakeholders to gauge the support for rehabilitation and increased community utilization of school fields and make a recommendation to the BOE. 2.5% - \$3,875.
Quantitative # 1 - Conduct at least six articulation meetings with the central administration of MHRD, sending districts and other local districts throughout the year. 3.33% - \$5,115.
- Quantitative # 2 - Conduct a minimum of 250 walkthrough observations during the 2016-17 school year. 3.33% - \$5,115.
6. **BE IT RESOLVED**, that the Board approve (pending approval of the Morris County Executive Superintendent of Schools) Merit Goal Quantitative #1 completion and payment for Sandra Cullis, Assistant Superintendent, as per contract 2% - \$3,017.
- Quantitative #1 - Develop and Institute an after school program at a local low-income housing development. Students participating in at least 10 sessions will increase homework completion rates by 25%.
7. **BE IT RESOLVED**, that the Board approve Naeema Khan, student at County College of Morris, to complete up to four (4) hours of classroom observation to complete the requirements for college course.
8. **BE IT RESOLVED**, that the Board approve Danielle Fralley, Kaitlyn Haskoor, and Lindsey Piscopo, students

from Morris County School of Technology, to complete up to two (2) hours of classroom observation on the following dates, 4/28/17, 5/12/17, 5/16/17, 5/24/17 and 5/30/17, to complete the requirements for their school course.

9. **BE IT RESOLVED**, that the Board approve Thomas DeAngelo as Transportation Coordinator, effective July 1, 2017 - June 30, 2018 at an annual salary of \$87,000 plus 3% for merit goals.
10. **BE IT RESOLVED**, that the Board approve the attached list of certificated staff for the 2017-18 School Year.
11. **BE IT RESOLVED**, that the Board approve the administrative leave of employee #D0001072 from 4/24/17-6/30/17.
12. **BE IT RESOLVED**, that the Board approve the resignation of employee William Meakem teacher at Valleyview effective 6/30/17.

ROLL CALL

Mr. Andersen____, Mr. Casse____, Mrs. DeLuna____, Mrs. Lindsay____, Mr. Luer____, Mrs. Wagner____, Mr. Cappello____.

B. INSTRUCTION AND PROGRAM (Includes Technology) – Chair, Mr. Luer

Mr./Mrs. _____moved, seconded by Mr./Mrs. _____, to approve the following Resolutions under Instruction and Program:

1. **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	School	Cost	Event/Location	Date

2. **BE IT RESOLVED**, that the Board approve the attached list of field trip requests.

ROLL CALL

Mr. Andersen____, Mr. Casse____, Mrs. DeLuna____, Mrs. Lindsay____, Mr. Luer____, Mrs. Wagner____, Mr. Cappello____.

C. POLICY REVISIONS

Mr./Mrs. _____moved, seconded by Mr./Mrs. _____, to approve the following Resolutions under Policy Revisions:

Policy/ Reg #	Policy/Regulation Name	1 st Reading	2 nd Reading/ Adoption
2460	Special Education		X
R2460	Special Education		X
R2460.1	Special Education - Location, Identification, and Referral		X
R2460.8	Special Education - Free and Appropriate Public Education		X
R2460.9	Special Education - Transition from Early Intervention Programs to Preschool Programs		X
R2460.15	Special Education - In-Service Training Needs for Professional and Paraprofessional Staff		X
2467	Surrogate Parents and Foster Parents		X
0174	Legal Services		X
0177	Professional Services		X
1140	Affirmative Action Program		X
1523	Comprehensive Equity Plan		X
1530	Equal Employment Opportunities		X
R1530	Equal Employment Opportunities Complaint Procedure		X
1570	Internal Controls		X

1550	Affirmative Action Program for Employment and Contract Practices		X
2200	Curriculum Content		X
R2200	Curriculum Content		X
2260	Affirmative Action Program for School and Classroom Practices		X
2411	Guidance Counseling		X
R2411	Guidance and Counseling		X
2423	Bilingual and ESL Education		X
R2423	Bilingual and ESL Education		X
2610	Educational Program Evaluation		X
2622	Student Assessment		X
R2624	Grading System		X
5750	Equal Educational Opportunity		X
5755	Equality in Educational Programs and Services		X
R8451	Control of Communicable Disease		X
7461	District Sustainability	X	

ROLL CALL

Mr. Andersen____, Mr. Casse____, Mrs. DeLuna____, Mrs. Lindsay____, Mr. Luer____, Mrs. Wagner____, Mr. Cappello____.

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

Mr./Mrs. _____moved, seconded by Mr./Mrs. _____, to approve the following Resolutions under Finance:

- 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>
\$4,408.09	Ck #1154	Milk Fund
\$2,711,642.78	Ck #'s 2590-2719, 990039-990041,	Current Expenses
	903302017, 904132017	
\$15,526.00	Ck #'s 1512-1514	General Organization

- BE IT RESOLVED**, that the Board approve the contract with SHI, New Jersey Software State Contract #89851, to provide network support from July 1, 2017 – June 30, 2018 at a projected managed services cost of \$26,400 and additional hourly rate for onsite or remote support at \$135/hr. with a maximum amount of \$3,000.
- BE IT RESOLVED**, that the Board approve the contract with SHI, New Jersey Software State Contract #89851, to provide help desk support from July 1, 2017 – June 30, 2018 at a projected hourly rate of \$45/hr. based on a 37.5 hours/week with a maximum amount of \$81,000.
- BE IT RESOLVED**, that the Board approve the contract with School Messenger for the district website for 2017-18 at a cost of \$9,818.75.
- BE IT RESOLVED**, that the Board approve the Joint Transportation Agreement with the Educational Services Commission of Morris County for the 2017-2018 school year.
- BE IT RESOLVED**, that the Board approve the following resolution regarding the 2017-2018 school district budget:

RESOLVED, upon the recommendation of the Superintendent, that the Denville Board of Education, in the County of Morris, New Jersey approves the following resolution:

BE IT RESOLVED, to approve the 2017-2018 budget for submission to the executive county superintendent of schools for review:

General Fund	\$32,246,511.
Special Revenue Fund	\$ 446,527.
Debt Service Fund	<u>\$ 517,000.</u>
	\$33,210,038.

BE IT FURTHER RESOLVED, that there should be raised for taxes for the General Fund \$29,398,723 and for the Debt Service \$379,137 for the ensuing School Year (2017-2018).

BE IT FURTHER RESOLVED, that the budget includes the adjustment for health benefits in the amount of \$174,505 to offset the increase in health benefits premium.

BE IT FURTHER RESOLVED, to approve a maintenance reserve withdrawal of \$250,000 to assist in funding building repairs and equipment.

BE IT FURTHER RESOLVED, that the budget includes the use of banked cap in the amount of \$157,400 for the purpose of necessary upgrade and improvements District Wide. These improvements and upgrade will be completed by the end of fiscal year 2017-2018.

WHEREAS, the Denville Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per event where prior Board approval shall not be required unless this event threshold for a staff member is exceeded during July 1 through June 30; and

WHEREAS, travel and related expenses not in compliance with N.J.A. C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3 (a), a maximum of expenditure of \$55,000 for all staff and board members for School Year 2017-2018.

BE IT FURTHER RESOLVED, the Board of Education approve a maximum annual expenditure for professional services in accordance with N.J.A.C. 6A:23A-5.2(1): for School Year 2017-2018.

Auditor \$29,700
Attorney \$85,000
Architect \$5,000

7. BE IT RESOLVED, that the Board approve Sunbelt Staffing to provide speech services from 5/8/2017 thru 6/16/2017 for up to 14 hours per week at the rate of \$1.00/hr. for a total cost not to exceed \$6,804.00

8. BE IT RESOLVED, that the Board approve Ardor Health to provide additional speech services from 5/8/2017 thru 6/16/2017 for up to 14 hours per week at the rate of \$75.00/hr. for a total cost not to exceed \$6,300.00

9. BE IT RESOLVED, that the Board accept the donation from the Prvulovic Family in the amount of \$1,500 for Valleyview Middle School and \$1,500 for Riverview Elementary School.

ROLL CALL

Mr. Andersen____, Mr. Casse____, Mrs. DeLuna____, Mrs. Lindsay____, Mr. Luer____, Mrs. Wagner____, Mr. Cappello____.

E. OPERATIONS (Includes Technology) - Chair, Mr. Casse

Mr./Mrs. _____ moved, seconded by Mr./Mrs. _____, to approve the following Resolutions under Operations:

E1. TRANSPORTATION

E2. BUILDING AND GROUNDS

1. **BE IT RESOLVED**, that the Board approve to award Laumar Roofing Company, the lowest responsible bidder in accordance with the District's bid document requirements and Public School Purchasing Laws for the Valleyview partial roof project in the amount of \$339,000.
2. **BE IT RESOLVED**, that the Board accept the donation from the Township of Denville Green Sustainable Committee in the amount of \$160 for the purchase of a tree for Riverview Elementary School for Arbor Day.
3. **BE IT RESOLVED**, that the Board approve the attached proposal from EI Associates for the Riverview Library and Technology room renovations at a cost of \$6500.
4. **BE IT RESOLVED**, that the Board approve the attached proposal from Creative Library Concepts for the renovations to the Riverview Library and Technology Classroom at a cost of \$31,567.04. State Contract # A81642
5. **BE IT RESOLVED**, that the Board approve Bob Squire Painting Contractors to paint the Riverview Library at a cost not to exceed \$2625.

ROLL CALL

Mr. Andersen____, Mr. Casse____, Mrs. DeLuna____, Mrs. Lindsay____, Mr. Luer____, Mrs. Wagner____, Mr. Cappello____.

V. GOOD OF THE CAUSE

A. COMMITTEE REPORTS

B. CORRESPONDENCE

C. DISCUSSION ITEMS

- Substandard Space

D. OTHER

VI. OPEN TO PUBLIC COMMENTS

Time:_____ Closed:_____

VII. EXECUTIVE SESSION

Mr./Mrs. _____ moved, seconded by Mr./Mrs. _____, 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, legal and negotiation issues. Minutes of this session will be made available to the public when the need for confidentiality no longer exists.

ACTION ON MOTION:

Yeas _____ Nays _____ Abstentions _____ Time: _____

VIII. ADJOURNMENT

Mr./Mrs. _____ moved, seconded by Mr./Mrs. _____, to adjourn the meeting.

ACTION ON MOTION:

Yeas _____ Nays _____ Abstentions _____ Time: _____