

TOWNSHIP OF MONTVILLE
BOARD OF EDUCATION
Virtual Meeting

Minutes

Regular Meeting of the Board of Education

Tuesday, June 2, 2020

No members of the public were present. President Grau called the meeting to order at 7:00 p.m. with a roll call.

Roll Call

Present: Dr. K. Cortellino, Mr. J. Daughtry, Mrs. C. Fano, Dr. D. Modrak, Mr. M. O'Brien, Mr. M. Rappaport, Mr. M. Palma and Mr. C. Grau.

Absent: Ms. M. Zuckerman.

Also, Present: Superintendent of Schools, Dr. Rene Rovtar
School Business Administrator, Ms. Katine Slunt
Assistant Superintendent, Dr. Casey Shorter
Assistant Superintendent for Curriculum & Instruction, Ms. Andrea Woodring
Board Attorney, Stephen Edelstein

Closed Session

A motion was made by Mr. O'Brien and seconded by Mr. Palma to enter into Closed Session through the following resolution. All present members voted yes.

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits a public body to meet in closed session to discuss certain matters;

WHEREAS, the said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session;

BE IT THEREFORE RESOLVED, that the Montville Township Board of Education has determined that it is necessary to meet in Closed Session on May 26, 2020, at 7:03 p.m. to discuss:

- 1) Legal Update

BE IT FURTHER RESOLVED, that the Montville Township Board of Education reserves the right to discuss other matters;

BE IT FURTHER RESOLVED, that the minutes of this closed session be made public when the need for confidentiality no longer exists.

President Grau reconvened the meeting to order at 7:30 p.m., with a roll call. All members were present, except for Ms. Zuckerman. The Student Representatives were not present; however, Diane Maggiore, Assistant to the Business Administrator, was present. President Grau welcomed the public and led the flag salute. Six members of the public were present, virtually.

Open Public Meeting Notice

Ms. Slunt read the Open Public Meeting Notice, as listed below:

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies, at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the act, Montville Township Board of Education provided a public notice of this meeting, which included time, date and location, that was posted at the Montville Township Municipal Building, all Montville public schools, the Montville Public Library, the Montville Township Board of Education Administrative Office Building, the district website and advertised in the Daily Record, the Board's official newspaper, on January 10, 2020.

Section E:

High School Student Representatives Report

There was no report presented.

Section F:

Superintendent's Report

Remarks: Dr. Rovtar updated the Board on 2020 Graduation plans, highlighting the social distancing limitations. Dr. Rovtar introduced Doug Sanford, Principal of the High School. Mr. Sanford outlined the 2020 Graduation plans.

Presentations: Dr. Rovtar recognized the faculty and staff who retired between May 2, 2019 and June 2, 2020:

Montville Township High School

Nanette Delgrosso
Sarah Lawler
Barbara McEnerney-Fahey
Erma Pietrucha
Joanne Zoppo
Wendy Zwoboda

Robert R. Lazar Middle School

Kathy Zajac

BOE Central Office

Patti Drobish

Special Services

Donna Hall
Janet Young

Valley View School

Cecilia Delgado

President Grau thanked the retirees for their service.

Dr. Rovtar recognized the **2019-20 Valedictorian**, Christine Sun, and **2019-20 Salutatorian**, Kiara Moon. Dr. Rovtar commended the students for their achievements.

Dr. Rovtar thanked **2019-20 Student Representatives** to the Board of Education, Christopher Arena and Strikar Gudimella, for their informative presentations to the Board during the school year. President Grau also thanked the Representatives on behalf of the Board of Education.

Good News & Progress in Our Schools: President Grau noted the district's Good News, as noted below:

Congratulations on the following outstanding New Jersey Math League Results for 2019-2020.

- Seventh Grade Regional Standings - Robert R. Lazar Middle School - Tied for Fourth Place in Morris County.
- The Eighth Grade Team came in tied for 10th place in the State Standings with Jason Mao third overall in the state. The Eighth Grade Team took first place in the Morris Regional with Jason Mao in first place, Havish Boda in second place and Joshua Estrin in a tie for fourth place.

Section H:

Public Participation

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

Dr. Rovtar provided directions for public participation in the meeting. No members of the public spoke.

Business Administrator's Report

Ms. Slunt highlighted the approval of the contractors for the renovation of the High School 100 Wing Bathrooms and the Locker Rooms at the High School and Lazar Middle School. Ms. Slunt indicated that these renovations are part of the 2017 Referendum.

Section G:

Committee Reports

G.1	Finance & Facilities	Karen Cortellino Joseph Daughtry Michael O'Brien Charles Grau	The Committee had no report.
G.2	Curriculum & Instruction	Michael Palma David Modrak Michelle Zuckerman Charles Grau	The Committee had no report.
G.3	Policy & Personnel	David Modrak Christine Fano Michael Rappaport Charles Grau	The Committee had no report.

G.4	Communications	Michelle Zuckerman Karen Cortellino Michael Rappaport Charles Grau	The Committee had no report.
G.5	Safety & Security	Michael O'Brien Joseph Daughtry Christine Fano Charles Grau	The Committee had no report.
G.6	Ad-Hoc		There were no Ad-Hoc Committees.
G.7	Delegate Liaisons: N.J.S.B.A.	Karen Cortellino	The Liaison discussed a 'white-paper' on the challenges related to the reopening of schools.
	Delegate Liaisons: M.C.S.B.A.	Michael O'Brien	The Liaison indicated that the next meeting is scheduled for June 18, 2020.
	Delegate Liaisons: M.C.E.S.C.	Michael Rappaport	The Liaison had no report.
	Delegate Liaisons: D.A.C.	Michael Palma	The Liaison had no report.
	Delegate Liaisons: Montville Athletic Boosters	Michael O'Brien	The Liaison indicated that the Hall of Fame Induction was postponed until 2021.
G.8	P.T.C. Liaisons: Cedar Hill	Karen Cortellino	The Liaison had no report.
	P.T.C. Liaisons: Hilldale	Charles Grau	The Liaison had no report.
	P.T.C. Liaisons: Valley View	Joseph Daughtry	The Liaison had no report.
	P.T.C. Liaisons: William Mason	Christine Fano	The Liaison had no report.
	P.T.C. Liaisons: Woodmont	Michael Palma	The Liaison had no report.
	P.T.C. Liaisons: Lazar Middle	David Modrak Michael Rappaport	The Liaison had no report.
	P.T.C. Liaisons: High School	Michelle Zuckerman Michael O'Brien	The Liaison had no report.

Section H: Public Participation

(For items on the agenda only)

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

Dr. Rovtar provided directions for public participation in the meeting. No members of the public spoke.

Consent Resolutions

A motion was made by Mr. Daughtry and seconded by Mr. O'Brien to approve the following resolutions in a consent motion.

Section I:

Board

I: Minutes

RESOLVED, that the Montville Township Board of Education approves the minutes of the following meetings as submitted:

May 26, 2020 Executive Session, Regular Meeting

May 26, 2020 Public Session, Regular Meeting

No additional comments were made.

Section J:

Administration

J.1: Gifts, Grants and Donations

No actions are to be considered on this agenda.

J.2: Harassment, Intimidation and Bullying Report

No actions are to be considered on this agenda.

J.3: Annual Approval of the Observation and Evaluation Rubrics for Principals, Teachers and Paraprofessionals

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approve the observation and evaluation rubrics for staff members for the 2020-2021 school year as listed below:

- Principals/Supervisors - New Jersey Principal Evaluation for Professional Learning Observation Instrument
- Teachers - Charlotte Danielson Framework for Teaching
- Paraprofessionals - Paraprofessional Evaluation/Conference Form

No additional comments were made.

Section K:

Facilities and Finance

Chair, Dr. Cortellino – Mr. Daughtry, Mr. O’Brien

K.1: Payment of Bills

No actions are to be considered on this agenda.

K.1.A: Payment of Transportation Services

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent and School Business Administrator, approves the payment for Transportation Services for the period of April 29, 2020 – June 2, 2020, in the amount of, as attached in [Document K.1.a:](#)

Payments of Bills for:	General Fund (Fund 10)	In the amount of	\$ 495,947.94
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K.2: Transfer of Funds

No actions are to be considered on this agenda.

K.3: Financial Reports

No actions are to be considered on this agenda.

K.4: Use of Facility Requests

WHEREAS, the groups and organizations listed in [Document K.4](#), have requested the use of school facilities and these requests comply with Policy #7510, “Use of School Facilities” unless a waiver is so indicated:

THEREFORE BE IT RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approves the listed groups and organizations to rent or use the requested facilities; and

BE IT FURTHER RESOLVED, that the School Business Administrator is hereby authorized to issue permits for these requests but that the board continues to reserve the right to withdraw approval or permission at any time.

K.5: Approval of the Professional and Other Service Providers for the 2019-2020 Fiscal Year

No actions are to be considered on this agenda.

K.6: Contract Bid Award – Restroom Renovations, Montville Township High School

WHEREAS, on May 20, 2020, the Montville Township Board of Education (“Board”) held a public bid opening for the award of a contract for the Restroom Renovations for the Montville Township Board of Education at Montville Township High School;

WHEREAS, the lowest numerical bid was submitted by **Billy Contracting and Restoration, Inc.**, in the amount of **\$82,000.00**. The total bid also includes an allowance of **\$20,000.00** to be used for unforeseen conditions and for other work the Board deems appropriate for this project. All unused allowance money will be credited back to the district at the conclusion of the project.

WHEREAS, the Board has determined **Billy Contracting and Restoration, Inc.**, to be the lowest responsive and responsible bidder.

BE IT FURTHER RESOLVED, that the Board’s Counsel is authorized to prepare the contract for the Project, forward same to **Billy Contracting and Restoration, Inc.**, and to obtain all documentation required thereby; and

BE IT FURTHER RESOLVED, that upon receipt of the signed contract from **Billy Contracting and Restoration, Inc.**, and the approval of the insurance information, performance and payment bonds, and other required documentation from **Billy Contracting and Restoration, Inc.**, the Business Administrator is authorized to return the bid securities to the remaining bidders;

BE IT FURTHER RESOLVED, that the Business Administrator is authorized to execute the contract on behalf of the Board to **Billy Contracting and Restoration, Inc.**, totaling **\$82,000.00**.

K.7: Contract Bid Award – Locker Room Renovations, Lazar Middle School

WHEREAS, on May 20, 2020, the Montville Township Board of Education (“Board”) held a public bid opening for the award of a contract for the Locker Room Renovations for the Montville Township Board of Education at Lazar Middle School, and; WHEREAS, the lowest numerical bid was submitted by **Northeastern Interior Services LLC**, in the amount of **\$248,000.00**, alternate #1 of **\$8,500.00** and alternate #2, of **\$15,000.00**, for a total contract amount of **\$271,500.00**. The total bid also includes an allowance of **\$30,000.00** to be used for unforeseen conditions and for other work the Board deems appropriate for this project. All unused allowance money will be credited back to the district at the conclusion of the project.

WHEREAS, the Board has determined **Northeastern Interior Services LLC**, to be the lowest responsive and responsible bidder. BE IT FURTHER RESOLVED, that the Board’s Counsel is authorized to prepare the contract for the Project, forward same to **Northeastern Interior Services LLC**, and to obtain all documentation required thereby; and BE IT FURTHER RESOLVED, that upon receipt of the signed contract from **Northeastern Interior Services LLC**, and the approval of the insurance information, performance and payment bonds, and other required documentation from **Northeastern Interior Services LLC**, the Business Administrator is authorized to return the bid securities to the remaining bidders; and BE IT FURTHER RESOLVED, that the Business Administrator is authorized to execute the contract on behalf of the Board to **Northeastern Interior Services LLC**, totaling **\$271,500.00**.

No additional comments were made.

Section L: Personnel *Chair, Mr. Modrak– Mrs. Fano, Mr. Rappaport*

RESOLVED, that the Montville Township Board of Education approves the following personnel items: (NOTE: Approval of this resolution authorizes the Superintendent to submit to the county superintendent applications for emergent hiring and the applicant’s attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. seq., N.J.S.A. 18A:39-17 et. Seq., or N.J.S.A. 18A:6-4.13 et. seq. for those employees listed below. All appointments are contingent upon receipt of proper teaching certification, and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts.)

L.1: Leave of Absence

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approves the following:

	Name	Reason	Location & Position	Leave Start Date	Sick Days	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without Benefits	Return Date	Discussion
1	Reilly, Alyssa	Maternity Leave	Social Studies Teacher MTHS	09/01/20	6	09/11/20	09/11/20	N/A	10/05/20	Dates subject to change based on delivery
2	Yanofsky, Alessandra	Amend Maternity Leave	Language Arts Teacher MTHS	02/03/20	7	02/12/20	02/12/20	05/31/20	09/01/21	Supersedes action on 01/21/2020; L.1.1

L.2: Resignations, Retirements, Terminations

No actions are to be considered on this agenda.

L.3: Appointments and Transfers (*denotes mentoring required)

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approves the following:

	Name	Action	Position	Location	Degree/Step	Salary	Effective/Term. Date	Discussion
1	Nasisi, Dante	Approve	P/T Tech Help	District	N/A	\$12.00 hourly	06/03/20 - 06/30/20	Not to exceed 20 hours weekly
2	Koch, Janice	Transfer	Basic Skills Teacher	Cedar Hill	BA/13	\$66,053.00	09/01/20 - 06/30/21	From Elementary School to BSI Teacher Salary includes \$700.00 longevity
3	Pierce, Stephanie	Approve	Replacement Teacher Language Arts	MTHS	N/A	\$54,405.00	09/01/20 - 06/30/21	Replaces AY
4	Bayan, Dallal	Approve	Special Education Teacher ABA	Cedar Hill	MA/3	\$61,106.00	09/01/20 - 06/30/21	Replaces YB

L.4: Adjustments and Stipends

No actions are to be considered on this agenda.

L.5: Appointment of Substitutes

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approve the attached list of the 2020-21 district Substitutes: [Document L.5](#)

L.6: Home Instruction Services

No actions are to be considered on this agenda.

L.7: Degree Changes

RESOLVED, that the Montville Township Board of Education approve the column movement for the 2019-2020 school year for the following staff members:

	Name	Action	Location	Degree Step	Salary	Effective/Term. Date	Discussion
1	Brennan, Scott	Approve	William Mason	MA30/12	\$75,983.00	09/01/20 - 06/30/21	From MA to MA30
2	Gorgia, Lucia	Approve	William Mason	MA30/15	\$87,768.00	09/01/20 - 06/30/21	From MA to MA30
3	Kardish, Jaimee	Approve	Valley View	MA/8	\$64,363.00	09/01/20 - 06/30/21	From BA to MA
4	Keneally, Jennifer	Approve	MTHS	BA30/13	\$69,453.00	09/01/20 - 06/30/21	From BA to BA30
5	Lopez, Daniella	Approve	William Mason	MA30/12	\$75,983.00	09/01/20 - 06/30/21	From MA to MA30
6	Marotta, Alyssa	Approve	MTHS	MA30/7	\$67,068.00	09/01/20 - 06/30/21	From MA to MA30
7	Rivera, Laura	Approve	MTHS	MA30/13	\$79,053.00	09/01/20 - 06/30/21	From MA to MA30

No additional comments were made.

Section M: Curriculum, Instruction & Technology

Chair, Mr. Palma– Mr. Modrak, Ms. Zuckerman

M.1: Professional Day Travel

(pursuant to or in excess of Policies # 0147, 3440 and 4440)

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approve the following:

	Name	Action	Location	Estimated Cost	Destination	Effective Date	Term. Date	Funding
1	Slunt, Katine	Approve	Online	\$ 95.00	Webinar - Ethics and Internal Controls	06/05/20	06/05/20	Professional Growth
2	Slunt, Katine	Post Approve	Online	\$ 100.00	NJASBO Audit Review & GASB84 Webinar (3 sessions)	05/18/20	05/27/20	Professional Growth

M.2: Contracted Special Services

No actions are to be considered on this agenda.

M.3: Approval of Field Trips

No actions are to be considered on this agenda.

M.4: Uncompensated Placements (Student Teachers, Interns, Externs, Volunteers)

No actions are to be considered on this agenda.

M.5: Out-of-District Placement

No actions are to be considered on this agenda.

No additional comments were made.

Section N: Policy

Chair, Mr. Modrak– Mrs. Fano, Mr. Rappaport

N.1: Introduction of Bylaws, Policies, and Regulations

No actions are to be considered on this agenda.

N.2: Adoption of Bylaws, Policies, and Regulations

No actions are to be considered on this agenda.

No additional comments were made.

Section P: Vote on Consent Resolutions

Roll Call

A Roll Call Vote was called by Ms. Slunt. The motion passed, as noted below:

Mr. J. Daughtry	Voted Yes,	on resolutions I through N, without exception.
Mr. M. O’Brien	Voted Yes,	on resolutions I through N, without exception.
Dr. K. Cortellino	Voted Yes,	on resolutions I through N, abstaining on L.5.
Mrs. C. Fano	Voted Yes,	on resolutions I through N, without exception.
Dr. D. Modrak	Voted Yes,	on resolutions I through N, without exception.
Mr. M. Rappaport	Voted Yes,	on resolutions I through N, without exception.
Mr. M. Palma	Voted Yes,	on resolutions I through N, without exception.
Mr. C. Grau	Voted Yes,	on resolutions I through N, without exception.

Section O:

Closed Session Announcement

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meet in closed session to discuss certain matters;

WHEREAS, the said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session;

BE IT THEREFORE RESOLVED, that the Montville Township Board of Education has determined that it is necessary to meet in Closed Session on June 16, 2020 at 6:30 p.m. to discuss (select one or more):

1. Superintendent's Harassment, Intimidation and Bullying ("HIB") update/recent matters and investigations, if any; and
2. JCP&L Lazar Power Lines Improvement Project; and
3. Any other permitted closed session matters not currently known, which may arise.

BE IT FURTHER RESOLVED, that the Montville Township Board of Education will meet in public session on June 16, 2020 at 7:30 p.m. via Virtual Meeting

BE IT FURTHER RESOLVED, that the minutes of this closed session be made public when the need for confidentiality no longer exists.

Section Q:

Old Business

There was no Old Business discussed.

Section R:

General Board Comment and New Business

President Grau requested a discussion item be added to the June 16, 2020 agenda for the planned re-opening of the schools. Dr. Cortellino indicated that Relay for Life, originally scheduled at the High School, will be held virtually on June 23-25, 2020. President Grau discussed a request for a memorial to the senior athletes who could not participate in the spring season due to COVID-19. President Grau noted the current policy on naming facilities and the recommendation of the administration to display a plaque in the High School, commemorating the senior athletes who could not complete in the spring season due to the pandemic.

Section S:

Public Participation

(On any item of interest)

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

Dr. Rovtar provided directions for public participation in the meeting. One member of the public spoke, supporting a memorial commemorating the senior athletes who could not participate in the spring season due to COVID-19.

A motion was made by Mr. Palma and seconded by Dr. Cortellino to approve the below resolution.

BE IT RESOLVED that the Montville Township Board of Education, upon the recommendation of the Superintendent, authorizes a plaque be placed in the High School, under the supervision of the administration, honoring those 2020 senior athletes, by name, who had been selected to be members of spring sports teams but were unable to be active because of the COVID-19 pandemic closure.

A Roll Call Vote was called by Ms. Slunt. The motion passed, as noted below:

Mr. M. Palma	Voted Yes,	on the above resolution.
Dr. K. Cortellino	Voted Yes,	on the above resolution.
Mr. J. Daughtry	Voted Yes,	on the above resolution.
Mr. M. O'Brien	Voted Yes,	on the above resolution.
Mrs. C. Fano	Voted Yes,	on the above resolution.
Mr. M. Rappaport	Voted Yes,	on the above resolution.
Mr. C. Grau	Voted Yes,	on the above resolution.
Dr. D. Modrak	Voted No,	on the above resolution.

President Grau reminded the Board of the next meeting, scheduled for June 16, 2020 at 7:00 p.m.

Section T:

Adjournment

A motion was made by Mr. Palma and seconded by Mr. O'Brien to adjourn the meeting. The motion passed, all present members voting in favor of the motion. The meeting adjourned at 8:02 p.m.

Respectfully Submitted,

Katine Slunt
Board Secretary