

**DOVER BOARD OF EDUCATION
GRACE STREET
DOVER, NEW JERSEY 07801**

AGENDA**April 25, 2017****PUBLIC HEARING / REGULAR SESSION****I. CALL TO ORDER AND ANNOUNCEMENT**

This meeting, which is hereby called to order, is in compliance with the notice requirements of the law. Public notice was posted in the office of the Board of Education and communicated to the Municipal Clerk, the Daily Record, and the Star Ledger on April 19, 2017.

II. FLAG SALUTE**III. ROLL CALL**

Mr. Bruseo _____, Ms. Dodd _____, Ms. Rosario _____, Mr. Miller _____, Mrs. Laurie _____,
Mr. Scarneo _____, Mrs. Mullin _____, Ms. Philips _____, Ms. Ruiz _____, Mrs. Shauer _____.

IV. PUBLIC COMMENT (Agenda Items Only)

The Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters. To insure a fair and orderly expression of such comment, each statement shall be held to a time period of 3 minutes. Public Comments, limited to items on this agenda, shall be entertained for approximately 30 minutes, upon the discretion of the presiding officer.

V. PUBLIC HEARING ON THE PROPOSED 2017-2018 SCHOOL DISTRICT BUDGET

- A. Introduction of Budget Committee President, Susan Shauer
Introduction of the Budget Vice President, Lynn Laurie
- B. **2017-2018** Proposed Budget Presentation
- C. Questions or comments on **2017-2018** Budget

VI. BUDGET/FINANCEVice President, Lynn Laurie**2017-2018 Budget Adoption**

- A. **BE IT RESOLVED**, that the Dover Board of Education adopts the 2017-2018 budget in the following amounts:

General Fund	\$ 41,814,965
Special Fund	\$ 2,367,880
Debt Service	\$ 714,963
Total Budget	<u>\$ 44,897,808</u>

- B. **BE IT RESOLVED**, the final budget for the Dover Board of Education be approved for the **2017-2018** school year.

2017-2018 TOTAL	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
EXPENDITURES	\$41,814,965	\$2,367,880	\$714,963	\$44,897,808
LESS: ANTICIPATED REVENUES	\$27,568,793	\$2,367,880	\$714,963	\$30,651,636
TAXES TO BE RAISED	\$14,246,172	\$ 0	\$ 0	\$14,246,172

AND, BE IT FURTHER RESOLVED, the sum of \$14,246,172 should be raised for the general fund levy and \$ 0.00 should be raised for the debt fund levy for local school district purposes for the **2017-2018** school year.

C. Capital Reserve Account Withdrawal – **2017-2018**

BE IT RESOLVED that the Dover Board of Education requests the approval of a capital reserve withdrawal in the amount of \$714,961 for the purpose of funding a transfer to Debt Service. Capital Outlay Account 12-000-400-333

D. Travel and Related Expense Reimbursement - **2017-2018**

WHEREAS, pursuant to N.J.A.C.6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

NOW, THEREFORE, BE IT RESOLVED, that the Dover Board of Education approves establishing a maximum travel expenditure amount of \$95,200 for the 2017-2018 school year. The maximum travel expenditure amount for the 2016-2017 is \$95,200, of which, \$26,817 has been spent and \$10,112 is encumbered to date.

E. Professional Services - **2017-2018**

WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, the Dover Board of Education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3(c)14

NOW, THEREFORE, BE IT RESOLVED, that the Dover Board of Education hereby establishes the following maximums for the **2017-2018** year as follows:

• Legal	\$ 51,495
• Audit	\$ 68,200
• Physician	<u>\$ 45,000</u>
For a total amount of:	\$ 138,495

BE IT FURTHER RESOLVED, that the School Business Administrator track and record these costs to insure that the maximum amount is not exceeded.

F. Adjustment – Banked Cap – **2017-2018**

BE IT RESOLVED that the Dover Board of Education includes in the final budget the adjustment for banked cap (**2014-2015**) in accordance with N.J.A.C. 6A:23A-10.3. The District has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$400,163 for the purpose of instructional textbooks and instructional supplies (including technology). The District intends to complete said purposes by June 2018.

G. **BE IT RESOLVED**, that the amount of total district taxes, including the debt service requirements, needed to meet the obligations of this Board for the next twelve (12) months is \$14,246,172.

BE IT ALSO RESOLVED, that the share of the total **2017-2018** tax levy allocated to the Town of Dover (0.938383981%) by the New Jersey Department of Education is \$13,368,380.

BE IT FURTHER RESOLVED, that the amount of Town of Dover district taxes, including the debt service requirements, needed to meet the obligations of this Board for the next twelve (12) months is \$13,368,380 and that the Dover Town Council is hereby requested to place in the hands of the Treasurer of School Monies that amount in accordance with the statutes relating thereto in the following twelve (12) payments:

Month	Current Expense	Debt Service	Total
July 1, 2017	\$ 1,114,031.67	\$ -	\$ 1,114,031.67
August 1, 2017	\$ 1,114,031.67	\$ -	\$ 1,114,031.67
September 1, 2017	\$ 1,114,031.67	\$ -	\$ 1,114,031.67
October 1, 2017	\$ 1,114,031.67	\$ -	\$ 1,114,031.67
November 1, 2017	\$ 1,114,031.67	\$ -	\$ 1,114,031.67
December 1, 2017	\$ 1,114,031.67	\$ -	\$ 1,114,031.67
January 1, 2018	\$ 1,114,031.67	\$ -	\$ 1,114,031.67
February 1, 2018	\$ 1,114,031.67	\$ -	\$ 1,114,031.67
March 1, 2018	\$ 1,114,031.67	\$ -	\$ 1,114,031.67
April 1, 2018	\$ 1,114,031.67	\$ -	\$ 1,114,031.67
May 1, 2018	\$ 1,114,031.67	\$ -	\$ 1,114,031.67
June 1, 2018	\$ 1,114,031.63	\$ -	\$ 1,114,031.63
Totals	\$ 13,368,380.00	\$ -	\$ 13,368,380.00

H. **BE IT RESOLVED**, that the share of the total **2017-2018** tax levy allocated to the Borough of Victory Gardens (0.01616019%) by the New Jersey Department of Education is \$877,792.00.

BE IT FURTHER RESOLVED, that the Borough of Victory Gardens district taxes, including the debt service requirements, needed to meet the obligations of this Board for the next twelve (12) months is \$877,792.00 and that the Victory Gardens Borough Council is hereby requested to place in the hands of the Treasurer of School Monies that amount in accordance with the statutes relating thereto in the following twelve (12) payments:

Month	Current Expense	Debt Service	Total
July 1, 2017	\$ 73,149.33	\$ -	\$ 73,149.33
August 1, 2017	\$ 73,149.33	\$ -	\$ 73,149.33
September 1, 2017	\$ 73,149.33	\$ -	\$ 73,149.33
October 1, 2017	\$ 73,149.33	\$ -	\$ 73,149.33
November 1, 2017	\$ 73,149.33	\$ -	\$ 73,149.33
December 1, 2017	\$ 73,149.33	\$ -	\$ 73,149.33
January 1, 2018	\$ 73,149.33	\$ -	\$ 73,149.33
February 1, 2018	\$ 73,149.33	\$ -	\$ 73,149.33
March 1, 2018	\$ 73,149.33	\$ -	\$ 73,149.33
April 1, 2018	\$ 73,149.33	\$ -	\$ 73,149.33
May 1, 2018	\$ 73,149.33	\$ -	\$ 73,149.33
June 1, 2018	\$ 73,149.37	\$ -	\$ 73,149.37
Totals	\$ 877,792.00	\$ -	\$ 877,792.00

ROLL CALL VOTE

Mr. Bruseo ____, Ms. Dodd ____, Ms. Rosario ____, Mr. Miller ____, Mrs. Laurie ____,
Mr. Scarneo ____, Mrs. Mullin ____, Ms. Philips ____, Ms. Ruiz ____, Mrs. Shauer ____.

VII. PERSONNEL

A. On the motion of _____, seconded by _____, the Board, approves Staff and Extra Services Appointments for the **2016-2017** school years as listed: (New personnel employment appointments are contingent upon the required state and federal criminal history background checks in accordance with N.J.S.A. CH 116, P.L. 1986).

1. Recommends approval of the following 2016-2017 Dover High School Portfolio Appeal Tutoring instructors at the contractual hourly rate of \$32.29, 2.5 hours per week, timesheet:

Instructor	Subject
Jennifer Zirkel	ELL English Language Arts
John Romano	ELL English Language Arts
Nancy Torrente	ELL Math
Jeanette McClusky	ELL Math

2. ** Recommends employment of the following staff member(s) effective 4/26/2017 or upon completion of the required paperwork:

Name	School	Position	# of hours	Salary
Vanessa Hurtado	North Dover	Aide	25	\$17. per hr.

3. Recommends accepting the following resignation(s):

Employee	Position	School	Effective Date
Iheanyichukwu Ejimadu	Teacher	Dover High	April 3, 2017

4. ** Recommends rescinding the employment of Carlos Narango, Custodian, East Dover School, effective immediately.
5. Recommends approval of the following custodian for the head custodian stipend for the 2016-2017 school year, effective April 26, 2017:

Employee	School	Position	Stipend, above base salary
Diego Eufrazio	Dover High	Head Custodian	\$1,500. (pro-rated)

6. Recommends employment of the following staff member(s) effective upon completion of the required paperwork for the 2016-2017 school year:

Name	School	Grade/Subject	Current Step on Guide	Base Salary (pro-rated)
Steven Frenkel	Dover High	Chemistry	BS+30, Step 10	\$59,938.

**** Mine Hill representative ineligible to vote on this item**

ROLL CALL VOTE

Mr. Bruseo ____, Ms. Dodd ____, Ms. Rosario ____, Mr. Miller ____, Mrs. Laurie ____,
Mr. Scarneo ____, Mrs. Mullin ____, Ms. Philips ____, Ms. Ruiz ____, Mrs. Shauer ____.

VIII. COMMUNITY RELATIONS/POLICY

- A. On the motion of _____, seconded by _____, the Board recommends approval, as requested, for the policies listed below. This constitutes the second reading, with the first reading having been accomplished at the April 4, 2017 meeting:

Number	Title
0000.01	Introduction
0000.02	Introduction
1510	Americans with Disabilities Act
1510 R	Americans with Disabilities Act
2415.06	Unsafe School Choice Option
2415.30	Title I – Educational Stability for Children in Foster Care
2418	Section 504 of the Rehabilitation Act of 1973 - Students
2418 R	Section 504 of the Rehabilitation Act of 1973 - Students
2460	Special Education
R 2460	Special Education
2460.1 R	Special Education – Location, Identification, and Referral
2460.15 R	Special Education – In-Service Training Needs for Professional and Paraprofessional Staff
2460.16 R	Special Education – Instructional Material to Blind or Print-Disabled Students
R 2460.8	Special Education – Free and Appropriate Public Education
2460.9 R	Special Education – Transition from Early Intervention Programs to Preschool Programs
2464	Gifted and Talented Students
2467	Surrogate Parents and Foster Parents
2622	Student Assessment

3160	Physical Examination
3160 R	Physical Examination
4160	Physical Examination
4160 R	Physical Examination
5116	Education of Homeless Children
5116 R	Education of Homeless Children
5330.04	Administering an Opioid Antidote
5460	High School Graduation
7446	School Security Program
8330	Student Records
8330 R	Student Records
8350	Records Retention

ROLL CALL VOTE

Mr. Bruseo ____, Ms. Dodd ____, Ms. Rosario ____, Mr. Miller ____, Mrs. Laurie ____,
Mr. Scarneo ____, Mrs. Mullin ____, Ms. Philips ____, Ms. Ruiz ____, Mrs. Shauer ____.

IX. BUDGET/FINANCE

A. On the motion of _____, seconded by _____, the Board approves and/or adopts the following resolutions:

- The Board approves the April 25, 2017 payment of bills as shown on the attached listing in the amount of \$393,454.13.
- BE IT RESOLVED** that the Dover Board of Education approves the approximate Health and Dental Plan Monthly Benefits Rates, listed below, as negotiated by Willis HRH (District's Insurance Broker) on behalf of the District for the period July 1, 2017 through June 30, 2018. The Board approved the increase of 8.0% for all Horizon plans.

Health Benefits Plans (Horizon 8.0% increase)

Health Benefits Plans – Monthly Premiums				
Coverage Level / Monthly Premiums	Horizon BC/BS 00, 04	Horizon BC/BS 01, 03	Horizon BC/BS 07	CIGNA to Horizon PPO
	Teachers, Support Staff & Aides	Administrators	Non-Union	(Grandfathered 13/14 employees only)
Single	\$1,031.69	\$1,051.59	\$1,043.15	\$1,102.84
2-Adults	\$2,250.19	\$2,293.56	\$2,275.20	\$2,369.83
Parent/Child	\$1,505.22	\$1,534.26	\$1,521.96	\$1,622.51
Family	\$2,630.26	\$2,680.99	\$2,659.54	\$2,811.48

Dental Plan – 1 Year Renewal (5.5% Decrease for 2017-2018)

Delta Dental Group 2016-2017 Rates	7297-0001	7297-0002	7297-0003	7297-0004
DBOE Group	Teachers	Support Staff/Aides	Administrators	Non-Union
Employee (1 Party)	\$39.72	\$29.41	\$39.72	\$29.41
Employee + 1 (2 Parties)	\$97.48	\$72.18	\$81.23	\$72.18
Employee + 2 or more (3 Parties or more)	\$161.60	\$119.66	\$134.66	\$119.66

- BE IT RESOLVED** that the Dover Board of Education approves the Health Benefits Plan Waiver Rates, listed below, for the period July 1, 2017 through June 30, 2018 and is payable on June 30, 2018.

Health Benefits Plans Monthly Premiums				
Coverage Level / Monthly Premiums	Horizon BC/BS 00, 04 Teachers & Support Staff/Aides	Horizon BC/BS 01, 03 Administrators	Horizon BC/BS 07 Non-Union	CIGNA to Horizon PPO (grandfathered 13/14 only)
Single	\$1,031.69	\$1,051.59	\$1,043.15	\$1,102.84
2-Adults	\$2,250.19	\$2,293.56	\$2,275.20	\$2,369.83
Parent/Child	\$1,505.22	\$1,534.26	\$1,521.96	\$1,622.51
Family	\$2,630.26	\$2,680.99	\$2,659.54	\$2,811.48
Annual Premiums				
Single	\$12,380.28	\$12,619.08	\$12,517.80	\$13,234.08
2-Adults	\$27,002.28	\$27,522.72	\$27,302.40	\$28,437.96
Parent/Child	\$18,062.64	\$18,411.12	\$18,263.52	\$19,470.12
Family	\$31,563.12	\$32,171.88	\$31,914.48	\$33,737.76
Waiver @ 25% (Maximum \$5,000)				
Single	\$3,095.07	\$3,154.77	\$3,129.45	\$3,308.52
2-Adults	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Parent/Child	\$4,515.66	\$4,602.78	\$4,565.88	\$4,867.53
Family	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Notes:				
1. Waiver amounts will be pro-rated accordingly for partial year employee participation.				
2. All employees will be reduced if Dental is not Opt out as well. Per Chapter 78.				
3. All employees must provide proof of coverage for the waiver level requested.				

4. The Board recommends entering into a Professional Support/Non-Public Services Agreement with the Educational Services Commission of Morris County for the 2017-2018 school year.

ROLL CALL VOTE

Mr. Bruseo ____, Ms. Dodd ____, Ms. Rosario ____, Mr. Miller ____, Mrs. Laurie ____,
Mr. Scarneo ____, Mrs. Mullin ____, Ms. Philips ____, Ms. Ruiz ____, Mrs. Shauer ____.

X. NEW BUSINESS

A. The Rolling Calendar

1. Meeting Schedule

- a. Committee of the Whole Session – May 9, 2017
7:30 PM Executive Session, 8:00 PM Public Meeting
- b. Regular Session – May 30, 2017
7:30 PM Executive Session, 8:00 PM Public Meeting
- c. Committee of the Whole Session – June 13, 2017
7:30 PM Executive Session, 8:00 PM Public Meeting
- d. Regular Session – June 27, 2017
7:30 PM Executive Session, 8:00 PM Public Meeting

- B. Annual Academic Achievement Recognition Dinner – June 8, 2016, 6:00 PM, Hanover Marriott, 1401 Route 10 East, Whippany, NJ – Mrs. Shauer, Mrs. Laurie, Mr. Becker, Ms. Schoonmaker and Mr. K. Bullock to attend.

XI. PUBLIC COMMENT

The Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters. To insure a fair and orderly expression of such comment, each statement shall be held to a time period of 3 minutes. Public Comments shall be entertained for approximately 30 minutes, upon the discretion of the presiding officer.

XII. EXECUTIVE SESSION

On the motion of _____, seconded by _____, the Board resolves that the Regular Session of the Dover Board of Education adjourn to Executive Session at _____ PM for the purpose of discussing _____, some or all of which will be made public at a future Regular Meeting of the Board to the extent that such disclosure does not serve to prejudice the rights and interests of the parties involved.

Voice Vote:

XIII. ADJOURNMENT

On the motion of _____, seconded by _____, the Board recommends adjournment at _____ PM.

Voice Vote: