

**PARSIPPANY-TROY HILLS  
BOARD OF EDUCATION  
REGULAR MEETING OF  
Thursday, February 21, 2019**

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Thursday, February 21 2019 at Dr. Frank A. Calabria Education Center, 292 Parsippany road, Parsippany, NJ 07054.

**CALL TO ORDER**

**CALL TO ORDER**

President Mr. Neglia called the meeting to order at 6:37 pm.

**MEETING NOTICE**

**MEETING NOTICE**

Mr. Neglia stated that in compliance with Chapter 231, Public Law 1975 entitled Open Public Meetings Act, adequate notice of this meeting has been provided as specified in the Act. A meeting notice was published in the Daily Record on January 4, 2019 and at the district website <http://www.pthsd.k12.nj.us>. Additionally, the Notice of Meeting was posted at the Municipal building and a copy of Notice filed with the Township Clerk on February 8, 2019. This is an official meeting.

**FIRE NOTICE**

**FIRE NOTICE**

The Fire Notice was read by Mr. Neglia. He also reminded everyone to turn off/or silence all electronic devices so as to not disturb the meeting.

**SALUTE TO THE FLAG**

**SALUTE TO THE FLAG**

Mr. Neglia asked everyone to stand for the flag salute.

**ROLL CALL**

**ROLL CALL**

Present: Mr. Timothy Berrios  
Mr. George Blair: present by telecom  
Mr. Andrew Choffo  
Mr. Matthew DeVitto  
Mrs. Susy Golderer  
Mrs. Judy Mayer  
Mrs. Alison Cogan  
Mr. Frank Neglia

Also Present: Dr. Barbara Sargent, Superintendent  
Mrs. Robin Tedesco, Business Administrator  
Dr. Robert Sutter, Asst. Superintendent- Human Resources  
Mrs. Joan Benos, Chief of Staff/Public Information Officer  
Ms. Gabrielle Conde, Asst. Business Administrator/Board Secretary  
Mrs. Katherine Gilfillan, Esq. Board Attorney

Absent & Excused: Mr. Joseph Cistaro

**ADJOURN TO EXECUTIVE SESSION**

**ADJOURN TO EXEC SESSION**

At 6:37 p.m. a motion was made by Mrs. Mayer seconded by Mr. DeVitto and was unanimously approved by roll call vote to adjourn to closed session for the purpose of a personnel matters, HIB's, personnel and legal update.

1. This public meeting is hereby recessed into a private session where the public shall be excluded for the purpose of discussion and consideration of the following: HIBs, legal matters and personnel.
2. It is the determination of the Board that a discussion of the aforementioned subject matter may be prejudicial to the interests of the parties involved and could result in a possible invasion of a right of privacy and be detrimental to the parties involved.
3. Discussion and/or action of the Board with regard to the above mentioned subject matter shall be (or not be) disclosed to the public within 60 days hereof.

**RECONVENE OPEN SESSION**

**RECONVENE  
OPEN SESSION**

On a motion by Mr. Berrios, seconded by Mr. Choffo and unanimously approved by roll call vote the regular meeting reconvened at 7:05 p.m.

**STUDENT COMMITTEE REPORT**

**STUDENT COMM. REPORT**

Teresa Folan reported on the events at Parsippany Hills High School.  
Katie Goddard reported on the events at Parsippany High School.

**CORRESPONDENCE**

**CORRESPONDENCE**

None

**UNFINISHED BUSINESS**

**UNFINISHED BUSINESS**

None

**COMMITTEE REPORTS**

**COMMITTEE REPORTS**

Transportation- Mr. DeVitto stated there is no report.

Human Resources/ Labor Relations – Mrs. Mayer stated they did not meet. In their Board packet was a job description for a position that is now going to be effective. I did mention it at our last meeting because I reported out for personnel. But we did receive the job description. Mrs. Mayer as liaison to PGT committee reported on the February 4, 2019 meeting.

Policy- Mr. Choffo stated that policy did not meet and they are scheduled to meet on the 25<sup>th</sup>.

Critical Issues – Mr. Berrios stated that there is no report and they are scheduled to meet on the 25th. I do have a town council update I would like to present. On Tuesday the 19<sup>th</sup> I attended the town council meeting with Mr. Choffo. The township presented its budget for 19-20. The Business Administrator did the presentation which was explaining that 67% of the tax dollars goes directly to the Board of Education. There was a proposal to charge back the Board of Education, \$75,000 for garbage pick-up which would not include labor. There was also a proposal to adjust the cost for municipal services: water, sewer and other services. The proposed municipal tax increase would be 4.72%. The other items I wanted to pass along relates to the 15/15 Urban Renewal Project on Route 10. The council approved the proposal to reach a financial agreement, which passed 4 to 1. There will be 441 units, 34 will meet the affordable housing requirements as part of the pilot program. There will be no direct tax dollars coming to the Board of Education. All pilot monies will be managed by Parsippany Township. They are projecting 43 additional students from the 15/15 housing development. The Mayor announced that he will be starting negotiations with Dr. Sargent and President Neglia for a per child reimbursement for all students going to Parsippany Schools. The proposed development on Henry Street in Morris Plains is on hold due to a litigation with Habitat for Humanity. A little ways down from the 15/15 project, there is another development being discussed for potentially 300 additional units. It was also reported that Parsippany will need to fill 867 units for the fair housing requirements.

Mrs. Cogan: For the 15/15 development was there any discussion of timeline?

Mr. Berrios: No, there is another meeting coming up to discuss in more detail but this was just to approve the finances.

Mrs. Cogan: The 43 projected students proposed, is that just the first phase or the total estimated for the development because out of 441 units that doesn't seem right with what were used to for Parsippany.

Mr. Berrios: I'm not 100% sure how they came up with this number, but what they're saying is out of the 441 units, there would be a projected 43 additional students. However with that being said, the 34 low-income apartments are not being factored into the 43. So it could be more, could be less, they didn't really say.

Mr. Choffo: To clarify what Mr. Berrios said, the town is projecting the majority of units within the development are to be single bedroom units, but he was not able to tell us how many out of the 441 were going to be single bedroom units. I think that is why that projected number of 43 students is so low. We did ask to see that break out relative to the single and multi-bedroom units but they were unable to provide that to us.

Mrs. Golderer: At the last meeting we had attended, they had some type of formula where those 34 units were really only 8 units. But the way that they broke down the formula, it becomes more units. They're not really 34 units, its 8. How could they do their budget and give us a \$75,000 price tag but not have a line item for sewer, etc.? What do they put in that line item? They have to have numbers on each of their line items.

Mr. Berrios: In their presentation, as relating to municipal services (water, sewer) they just said there would be adjustments for these costs, but what that amount would be I do not know. The \$75,000 for trash pick-up was in their presentation, but I do not know how they came up with that number.

Mrs. Mayer: Was there any clarification of the cost per student, is it a one-time payment or every year they are in the district?

Mr. Berrios: That's a very good question and I'm sure that it will be part of future negotiations.

Mrs. Golderer: I'd like to clarify we do not get any of that money. The town gets it and they have no plans on sharing that with us. It was supposed to be about \$11,000.

Mr. Berrios: According to the Mayor, he said starting in 2018, negotiations were started with Dr. Sargent and President Neglia regarding a per child reimbursement for all children going to PTH schools from the 15/15 Route 10 Project.

Mr. Choffo: If I may, I asked him that question and the way the pilot program is structured there is no obligation for the municipality to share that tax revenue. It goes to the town, there is no statutory or legal way for the Board of Education to make claim to any of that. I informed the council of the per student cost that we would incur, plus the necessity to most likely hire teachers. They're depriving the Board of Education of revenue and also increasing our costs. The Mayor, also affirmed by the Business Administrator, said that they had definitely been in contact with the Board President and the Superintendent to negotiate a per student fee. I was not aware of that.

Mr. Neglia: I'm not too sure Dr. Sargent and I are aware of those meetings either.

Mrs. Mayer: I just want to make sure I'm understanding this correctly because I was not at the meeting. This per child cost, the Board of Education does not receive that? So not only are they asking us to pay for trash, increasing our utilities and all that, now they're going to take money that should really go to the Board to educate children. There's something wrong with that.

Mr. Neglia: If you do the math, that's \$16,000 times 43 students that were not getting.

Mr. Berrios: Just to be clear, under the pilot program guidelines, money goes directly to township and there is no adjustment for the Board of Education. What the council said repeatedly during the meeting is it's a case where even though the school is not getting the tax dollars, that the burden on the school could be worse if they took no action.

Mr. Neglia: Well I'm sure we will be having meetings with the Mayor soon and hopefully figure this out.

Teaching & Learning – Mrs. Golderer stated that there is no report.

Buildings and Grounds – Mr. DeVitto gave the buildings and grounds report in Mr. Cistaro’s absence. Buildings and Grounds met on February 7<sup>th</sup>, 2019 and discussed the following:

- Capital Projects - The committee reviewed the proposed capital projects for the 2019-2020 budget. They included partial roof replacements, a gym floor replacement, various equipment needs throughout the district, and the installation of air conditioning units at PHS, BMS and CMS.
- 19-20 Budget - The committee reviewed the budget timeline.
- Other - The committee reviewed the repair and upkeep of district owned maintenance vehicles.

Finance – Mrs. Cogan reported that they met with the stated appointed mediator for the PTHEA negotiations on the 19<sup>th</sup>. They worked for many hours and believe it was a productive session. The next date they are scheduled to meet with the mediator is April 3<sup>rd</sup> as that is the earliest that the mediator could meet. In addition, the finance committee met on February 21, 2019 and discussed the following key points:

- Audit Report - The committee reviewed the final 6/30/2018 Audit Report.
- Parsippany Taxes - The committee discussed the tax levy and reviewed the 2018-19 Tax Payment Schedule as well as the 2019-2020 Revenue worksheet given out by Mrs. Tedesco.
- Budget Update - The 2019-2020 budget is almost complete.
- Township Waste Disposal - The committee reviewed the proposed \$74,000 waste disposal charge that the Township will be assessing the Board for garbage pickup. The committee also reviewed the 2017-2018 Township Facility Usage worksheet. It showed that the Township uses the school buildings quite often during the year and they are not charged for this usage.
- Lease Purchase - The committee reviewed the proposed 2019-2020 Lease Purchase.

Sports – Mr. Blair reported that sports has not met yet and they are scheduled to meet on March 19<sup>th</sup>.

**APPROVAL OF MINUTES**

On a Motion by Mr. Choffo, seconded by Mrs. Golderer, the Executive and Regular minutes of the February 7, 2019 meeting, were voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Choffo	X					
Mr. Cistaro					X	
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mrs. Cogan	X					
Mr. Neglia	X					

Dr. Sargent presented Superintendent Bulletin Number 13.

Mrs. Tedesco presented the Secretary Report.

**PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS**  
**SUPERINTENDENT'S BOARD OF EDUCATION BULLETIN**

**Number 13**

**February 21, 2019**

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The following motions are non-controversial, a matter of routine business and will be voted on by one motion:

**ITEMS FOR DISCUSSION**

**I. LA – LEADERSHIP ACTIONS – BARBARA SARGENT, ED.D.**

**1. Policy 5111**

**POLICY 5111 A**

BE IT RESOLVED that the Board approve the request by Merisa Rosa, Principal of Knollwood Elementary School, that student A, be allowed to complete the 2018-2019 school year as per Board of Education Policy 5111.

BE IT RESOLVED that the Board approve the request by Merisa Rosa, Principal of Knollwood Elementary School, that student B, be allowed to complete the 2018-2019 school year as per Board of Education Policy 5111

BE IT RESOLVED that the Board approve the request by Steve Figurelli, Principal of Lake Hiawatha Elementary School, that student C, be allowed to complete the 2018-2019 school year as per Board of Education Policy 5111.

**II. GA – GENERAL ADMINISTRATION – JONI BENOS**

**2. Travel and Work Related Expenses**

**TRAVEL &  
EXPENSES**

**WHEREAS**, N.J.A.C. 6A:23B-1.1 et. seq. requires that each Board of Education adopt a formal policy and procedures relating to travel and expense reimbursement for its employees and Board members; and

**WHEREAS**, N.J.A.C. 6A:23B-1.1 et. seq. requires that each Board of Education adopt a formal policy and procedures relating to travel and expense reimbursement for its employees and Board members; and

**WHEREAS**, the Parsippany-Troy Hills Board of Education (the “Board”) adopted a Travel Expense Reimbursement Policy that addresses the reimbursement of travel-related expenses by Board members and employees of the District; and

**WHEREAS**, the Board has considered all other relevant guidelines and circulars associated with the adoption of its Travel Expense Reimbursement Policy; and

**WHEREAS**, the Board has determined that the travel listed in this Resolution is educationally necessary and fiscally prudent; and

**WHEREAS**, the Board has concluded that the travel and expense reimbursements listed in this Resolution are directly related to and within the scope of the employee’s current responsibilities; and

**WHEREAS**, the Board has determined that the travel and expense reimbursements listed in this Resolution are for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

**WHEREAS**, the Board has concluded that the travel and expense reimbursements listed in this Resolution are in compliance with State travel reimbursement guidelines as established by the Department of Treasury and incorporated herein;

**THEREFORE; BE IT RESOLVED**, Pursuant to N.J.A.C. 6A:23B and Board Policy and upon the recommendation of the Superintendent, that the Parsippany-Troy Hills Board of Education, in the County of Morris, New Jersey, approve the travel requests below.

<b>Name</b>	<b>Purpose</b>	<b>Date</b>	<b>Location</b>	<b>Estimated Expenses</b>
Judy Corrente	ISTE Conference	June 21-26, 2019	Philadelphia, PA	\$2,238.00
Susie Scholz	Oppositional, Defiant, and Disruptive Children and Adolescents	April 4, 2019	Parsippany, NJ	\$199.00 Title IIA
Laura Bailliard	Instructional Strategies and Best Practices	March 19-20, 2019	Online – from Florida Institute of Technology	\$188.00 IDEA
Betty Wang Goarcke	NJTESOL Spring Conference	May 29-30, 2019	New Brunswick, NJ	\$338.00 Title III
Ewa Babinska-Zawodny	Self-Regulation in children	March 6, 2019	Parsippany, NJ	\$199.99 IDEA

**3. Gifts to the District**

**GIFTS TO  
THE DISTRICT**

BE IT RESOLVED that the Board accept the following gifts and that the Superintendent send a letter of appreciation.

**Rockaway Meadow Elementary School**

The Rockaway Meadow Elementary PTA has donated \$395.00 to the Board of Education to help support cultural arts programs at Rockaway Meadow School.

**Mt. Tabor Elementary School**

The Mt. Tabor Elementary PTA has donated \$400.00 to the Board of Education to help support cultural arts programs at Mt. Tabor School.

**Parsippany-Troy Hills Board of Education**  
**Minutes of the Regular Meeting of February 21, 2019**

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4. **Overnight Field Trip Correction**

**OVERNIGHT  
CORRECTION**

BE IT RESOLVED that the Board approve the correction to the overnight field trip for Parsippany High School.

**Parsippany High School**

Key Club State Convention, Long Branch, NJ  
From: March 19-31, 2019  
To: March 29-31, 2019

5. **Field Trip Destinations**

**FIELD TRIP  
DESTINATIONS**

BE IT RESOLVED that the Board approve the following Field Trip Destinations:

**Destination**

**What the trip would be for**

Cosy Cupboard Tea Room  
Morristown, NJ

Honors English PHHS

Warren Hills High School  
Washington, NJ

State Student Council

West Windsor Plainsboro North HS  
Plainsboro Township, NJ

State Student Council

**III. AP – ACADEMIC PROGRAMMING – TALI AXELROD, ED.D.**

6. **Student Teacher**

**STUDENT  
TEACHER**

BE IT RESOLVED that the Board approve the following student teacher for the 2019-2020 school year subject to the receipt of all required documents including but not limited to completion of criminal history background check, proof of certification and any other materials:

<b>Student Name</b>	<b>Cooperating School</b>	<b>Requesting University</b>	<b>Dates</b>
Lauren Johnson	Lake Hiawatha	William Paterson	9/9/2019-12/20/2019

**IV. HR – HUMAN RESOURCES – ROBERT SUTTER, ED.D.**

7. **Retirement – PTHEA**

**RETIRE  
PTHEA**

BE IT RESOLVED that the Board approve the resignation of Loretta Fichter, Teacher at Eastlake Elementary School, for the purpose of retirement effective July 1, 2019.

BE IT RESOLVED that the Board approve the resignation of Karen Peer, Teacher at Eastlake Elementary School, for the purpose of retirement effective July 1, 2019.

8. **Employment - PTHESA**

**EMPLOY  
PTHESA**

BE IT RESOLVED that the Board approve the individual named below as a Paraprofessional in the areas indicated:

**Eastlake Elementary School**  
**Effective February 22, 2019**

Alyssa King	Paraprofessional	\$22,013.00 (prorated)
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**Parsippany Hills High School**  
**Effective February 22, 2019**

Carmine Verducci	Paraprofessional	\$22,013.00 (prorated)
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9. **Employment - Local 32**

**EMPLOY  
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of the following individual on a 150-day probationary period as indicated below:

<b>Name</b>	<b>Salary</b>	<b>Effective</b>	<b>Assignment</b>	<b>Location</b>
Angela Comas (replacing Martha Rauch)	\$30,300	2/25/19	Custodian	PHS

10. **Change in Assignment/Contract- PTHESA**

**CHANGE ASSIGN  
PTHESA**

BE IT RESOLVED that the Board approve the following change in assignment, necessitating the change in contract, effective February 25, 2019:

**Katherina Edwards**

From: One-to-One Paraprofessional Mt. Tabor Elementary School - \$23,553.00

To: Instructional Paraprofessional Mt. Tabor Elementary School - \$31,032.00

11. **Employment – Local 32**

**EMPLOY  
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of Tanner Uygun, who has successfully completed his 150-day probationary period as a fulltime Custodian Floater in the Maintenance Department. A contract should be issued to him for the remainder of the 2018-2019 school year for \$31,758.00, effective February 12, 2019.

BE IT RESOLVED that the Board approve the employment of Francisco Rodriguez, who has successfully completed his 150-day probationary period as a part-time Custodian at Rockaway Meadow Elementary School. A contract should be issued to him for the remainder of the 2018-2019 school year for \$14.75 per hour effective February 7, 2019.

BE IT RESOLVED that the Board approve the employment of Wayne Malec, Jr. who has successfully completed his 150-day probationary period as a fulltime Custodian at Brooklawn Middle School. A contract should be issued to him for the remainder of the 2018-2019 school year for \$30,700.00 effective February 12, 2019.

BE IT RESOLVED that the Board approve the employment of Daniel Sutton, who has successfully completed his 150-day probationary period as a fulltime Lead Maintenance Worker in the Maintenance Department. A contract should be issued to him for the remainder of the 2018-2019 school year for \$40,619.00 effective February 12, 2019.

BE IT RESOLVED that the Board approve the employment of Timothy Rokes, who has successfully completed his 150-day probationary period as a fulltime Custodian at Parsippany Hills High School. A contract should be issued to him for the remainder of the 2018-2019 school year for \$34,157.00 effective February 12, 2019.

12. **ESL Translator Pool**

**ESL  
TRANSLATOR**

BE IT RESOLVED that the Board approve the following individuals as ESL translators at a rate of \$41.00 per hour to be paid out of Title III Grant Funds for the 2018-2019 school year:

Sandra Giordano    Jasmine Machado    Deysee Rodriguez

13. **Change of Assignments/Contracts – Local 32**

**CHANGE ASSIGN  
LOCAL 32**

BE IT RESOLVED that the Board approve the individuals named below who have been transferred/reassigned for the 2018-2019 school year, necessitating the following change in contracts, effective as indicated:

**Carlos Cordova - Parsippany High School**

From: \$36,532.00 + \$1,458.00 (2<sup>nd</sup> Shift) + \$1,374.00 (Black Seal) + \$800.00 (Longevity)

To: \$36,532.00 + \$1,374.00 (Black Seal) + \$800.00 (Longevity)

Effective March 1, 2019

**Ronald Cupitt**

From: Head Custodian - Parsippany Hills High School

\$65,653 + \$12,423 (Head Cust. Stipend) + \$1,374 (Black Seal) + \$3,000 (Longevity)

To: Custodian - Rockaway Meadow Elementary School

\$65,653 + \$1,458 (2<sup>nd</sup> Shift) + \$1,374 (Black Seal) + \$3,000 (Longevity)

Effective March 11, 2019

14. **Leave of Absence**

**LEAVE OF  
ABSENCE**

BE IT RESOLVED that the Board approve a medical leave of absence for employee #43594, Administrator, effective February 8, 2019 through April 16, 2019 utilizing accumulated sick leave, family illness, personal and vacation days pursuant to the Family and Medical Leave Act.

BE IT RESOLVED that the Board approve a leave of absence for Employee #49813, Driver, from March 27, 2019 through April 4, 2019 utilizing accumulated personal and bereavement leave and floating holiday, and an unpaid leave of absence from April 5, 2019 through April 12, 2019 pursuant to the Family and Medical Leave Act.

BE IT RESOLVED that the Board approved an unpaid leave of absence for the following employees as indicated below:

Employee #49149 - Noontime Aide, Lake Parsippany; Bus Aide - 1/2/19-2/4/19

Employee #49896 - Paraprofessional, Knollwood Elementary - 2/8/19-3/8/19

15. **Appointment - Volunteer Extra - Curricular/Athletic Aides 2018-2019**

**VOL-EXTRA  
CURR AIDES**

BE IT RESOLVED that the Board approve the appointment of the following individual as a volunteer extra-curricular athletic aide in the area indicated:

Parsippany Hills High School - Chaperone, Junior Statesmen of America, Washington D.C.

Ellen Falk

16. **Talented Art Program**

**TALENTED  
ART PROG**

BE IT RESOLVED that the Board approve payment to the following individuals to coordinate the T.A.P. Program for 2018-2019

Laura Rizzo	Tap Coordinator	\$1,600.00
Janene Nardiello	Tap Assistant	\$900.00

17. **Event Chaperone**

**EVENT  
CHAP**

BE IT RESOLVED that the Board approve payment to the individual named below who has indicated her willingness to serve as an event chaperone for the 2018-2019 school year, to be paid at \$51.00/per session:

Amanda Knops - Central Middle School

18. **Major - Extra Responsibility Assignment**

**MAJOR EXTRA**

BE IT RESOLVED that the Board approve the major-extra coaching assignments for the 2018-2019 school year:

**Effective February 22, 2019:**

**Parsippany Hills High School**

**Assistant Softball Coach**

Kelli Costa	Step 3	\$3,323.00 (split)
Steven Bechtler	Step 3	\$3,323.00 (split)

**Assistant Boys Spring Track Coach**

Michelle Perry	Step 3	\$3,323.00 (split)
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**Parsippany High School**

**Assistant Boys' Lacrosse Coach**

Steven Conte	Step 1	\$6,038.00
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**Effective March 1, 2019:**

**Parsippany Hills High School**

**Head Boys Tennis Coach**

Carl Ordway	Step 3	\$7,775.00
		+ \$400.00 (Longevity)

19. **Maternity Leave of Absence**

**MATERNITY  
LEAVE OF ABSENCE**

BE IT RESOLVED that the Board approve the maternity leave of absence as indicated below:

**Employee #49859**, Teacher, has requested an unpaid childcare leave of absence from August 28, 2019 through November 22, 2019, pursuant to the Family and Medical Leave Act (FMLA), and inclusive of New Jersey Family Leave Act (NJFLA).

20. **Corrections**

**CORRECTIONS**

BE IT RESOLVED that the Board approve the corrections listed below:

**Employment - Local 32**

From: Edwin Canales Vargas	\$32,024.00
To: Edgar Arriaza-Canales	\$30,700.00 = \$1,324.00

**Transfer of Assignment - PTHEA**

**Anthony Vlahakes**

From: .6 BSI Teacher at Littleton and .4 BSI Teacher at Troy Hills

To: .8 BSI Teacher at Littleton and .2 BSI Teacher at Troy Hills

**Maternity Leave of Absence**

**Employee #30505**

From: a maternity leave of absence on or about November 1, 2018 through December 6, 2018 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act (FMLA), and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from December 7, 2018 through March 8, 2019.

To: a maternity leave of absence on or about November 1, 2018 through December 7, 2018 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act (FMLA), and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from December 10, 2018 through March 12, 2019.

**Leave of Absence**

**Employee #30569**

From: December 10, 2018 through February 1, 2019 utilizing accumulated sick leave and personal days, and an unpaid medical leave of absence on February 4, 2019 pursuant to the Family and Medical Leave Act.

To: December 10, 2018 through February 4, 2019 utilizing accumulated sick leave days pursuant to the Family and Medical Leave Act.

**Additional Sick Days – PTHEA**

**Employee #30569**

From: From: thirty (30) additional non-accumulative sick days with pay, less the cost of a substitute, for, Teacher, from December 13, 2018 through February 1, 2019. This leave will be counted against available FMLA leave entitlement.

To: From: thirty (30) additional non-accumulative sick days with pay, less the cost of a substitute, for, Teacher, from December 13, 2018 through February 4, 2019. This leave will be counted against available FMLA leave entitlement.

**V. PPS – PUPIL PERSONNEL SERVICES**

21. **Out of District Tuition Costs 2018-2019**

**OOD TUITION**

BE IT RESOLVED that the Board approve the tuition cost for a student with disabilities who will require a change of out of district placement for the remainder of the 2018-2019 school year. This student has been classified by the Child Study Team in accordance with Title 18A:46:

School	Student No.	Tuition Cost
Cornerstone Day School	32075	\$39,638.

22. **Student Assistance**

**STUDENT  
ASSIST**

BE IT RESOLVED that the Board approve Stephanie Tyrone Gilbert, paraprofessional at Parsippany Hills High School, to assist a student during Spring Track, as per the student's IEP, not to exceed 20 hours per week, beginning March 1, 2019 through May 31, 2019, at the hourly rate of \$29.33.

23 **ABA-Trained Paraprofessional**

**ABA  
PARAS**

BE IT RESOLVED that the Board approve the following staff members as ABA-trained Paraprofessionals with a stipend of \$1,200 (pro-rated), for the 2018-2019 school year, as follows:

Last Name, First Name	School	Effective Date of Stipend
Castro, Jennipher	Littleton	12/3/2018
Rizzo, Dawn	Rockaway Meadow	1/22/2019

24. **Community Based Instruction Site**

**COMM BASED  
INSTR SITE**

BE IT RESOLVED that the Board approve Dave & Buster's, 310 Willowbrook Blvd, Wayne, NJ as a Community Based Instruction site for the 2018-2019 school year.

25. **Related Services Vendor**

**RELATED  
SVC VENDOR**

BE IT RESOLVED that the Board approve New Pathway Counseling, Inc. as a related services provider for the 2018-2019 school year to provide home instruction services at the rate of \$60 per hour.

26. **Correction – Student Speech Services**

**CORRECT  
STUD SVCS**

BE IT RESOLVED that the Board approve the correction in the start date and hours for Grace David, district speech therapist, to provide speech and language services for a classified student on home instruction, as per the student’s IEP, originally approved in the December 13, 2018 Superintendent’s Bulletin No. 9 Addendum, as follows:

From: Not to exceed one hour per week beginning December 17, 2018  
To: Not to exceed two hours per week beginning December 13, 2018

27. **Home Instruction**

**HOME  
INSTR**

BE IT RESOLVED that the Board approve the following students who are on home instruction:

<u>Student</u>	<u>School</u>	<u>Grade</u>	<u>Reason</u>	<u>Anticipated End Date</u>
41133	PHS	10	Administrative	4/5/19
43538	Lake Par	3	Medical	3/29/19

28. **Home Instruction – Change in Anticipated End Date**

**HOME INST  
END DATE**

BE IT RESOLVED that the Board approve the following change in the anticipated end date for the following student on home instruction, originally approved in the Superintendent’s Bulletin of January 17, 2019:

<u>Student</u>	<u>School</u>	<u>Grade</u>	<u>Reason</u>	<u>Anticipated End Date</u>
46391	CMS	8	Medical	3/29/19

29. **Harassment, Intimidation, and Bullying**

**HIB**

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for February 7, 2019.

**Suspensions**

**SUSPENSIONS    B**

Fifteen secondary students have been suspended by their building principals as per New Jersey Statutes Title 18A:37-2-2.

**VI. BUSINESS/FINANCE – ROBIN C. TEDESCO**

30. **Payment of Bills**

**PAYMENT  
OF BILLS**

BE IT RESOLVED, that the Board of Education approve the payment of current bills for February 21, 2019 for the 2018-2019 school year in the amount of \$5,794,419.48.

31. **Acceptance of CAFR**

**ACCEPTANCE  
OF CAFR**

WHEREAS, the Parsippany-Troy Hills Board of Education is in compliance with N.J.S.A. 18A:23-1 and has had an annual audit of the district's accounts and financial transactions;

BE IT RESOLVED, that the Parsippany-Troy Hills Board of Education approves and accepts the Comprehensive Annual Financial Report and the Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance with no recommendations in the CAFR and the AMR for the fiscal year ending June 30, 2018, as submitted by Wiss and Company, the district's auditor's, having been presented and reviewed at the public meeting on November 29, 2018.

BE IT FURTHER RESOLVED, the Parsippany-Troy Hills Board of Education acknowledge that the 2017/2018 Synopsis of Audit is available to the public and approves the submission to the Executive County Superintendent of School.

32. **Grant Amendment**

**GRANT  
AMENDMENT**

BE IT RESOLVED, that the Board approve the submission of the IDEA FY19 Consolidated Grant Amendment No. 1 to the New Jersey Department of Education as follows:

FY18 Carryover:  
IDEA Basic       \$209,461  
IDEA Preschool   \$ 12,294

33. **Disposal of Broken and/or Outdated Equipment**

**DISPOSAL  
OF EQUIPMENT**

WHEREAS, the Parsippany-Troy Hills Board of Education is the owner of certain equipment which is no longer needed for district use; and

WHEREAS, the Parsippany-Troy Hills Board of Education is desirous of disposing said equipment in an environmentally friendly manner; and

WHEREAS, the Parsippany-Troy Hills Board of Education has identified the following equipment to be disposed of:

<b><u>ITEM</u></b>	<b><u>ASSET NUMBER</u></b>
Maintenance - Salter	05300787
PHS – Magnum Fitness System Treadmill	35004811

NOW, THEREFORE, BE IT RESOLVED, by the Parsippany-Troy Hills Board, authorizes the Business Administrator to dispose of the broken and/or outdated equipment as listed above.

34. **Payment from Sale of Surplus Property**

**PAYMENT  
SURPLUS PROPERTY**

BE IT RESOLVED, that the Parsippany-Troy Hills Board of Education accepts the check in the sum of \$3,303.41 from GovDeals which represents payment for bidded Transportation Vehicles, and Maintenance Vehicles approved on the August 2018 Superintendent’s Bulletin, motion #69 and January 3, 2019 Bulletin, motion #20.

**PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS**  
**SUPERINTENDENT’S BOARD OF EDUCATION BULLETIN**

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**Number 13 ADDENDUM**

**February 21, 2019**

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The following motions are non-controversial, a matter of routine business and will be voted on by one motion:

**ITEMS FOR DISCUSSION**

**I. LA – LEADERSHIP ACTIONS – BARBARA SARGENT, ED.D.**

35. **Job Description**

**JOB DESCRIPTION C**

BE IT RESOLVED that the Board approve the new Job Description for the position of Master Craftsman.

36. **Overnight Field Trip**

**OVERNIGHT FIELD TRIP D**

BE IT RESOLVED that the Board approve the following overnight field trip for Parsippany Hills High School.

Grade 9-12 February 28-March 2, 2019 –State Wrestling Competition  
Bally’s, Atlantic City, NJ

37. **Certificate of Retirement - Administrator**

**RETIRE APSA**

BE IT RESOLVED that the Board approve the resignation for the purpose of retirement effective July 1, 2019 of Pamela Freund, Coordinating Supervisor of Mathematics/Business/Music 6-12.

38. **Student Assistance**

**STUDENT ASSISTANCE**

BE IT RESOLVED that the Board approve Rich Ziemski, paraprofessional at Brooklawn Middle School, who assisted a student at Trivia Night on February 8, 2019, as per the student's IEP, for 2.5 hours, at his hourly rate of \$28.78.

39. **Resignation- PTHESA**

**RESIGN PTHESA**

BE IT RESOLVED that the Board approve the following resignation as indicated below:

**Effective March 6, 2019**

Kelsey Schoonover

Paraprofessional

Lake Parsippany Elementary School

**Parsippany-Troy Hills Board of Education**  
**Minutes of the Regular Meeting of February 21, 2019**

404

40. **Resignation- Noontime Aide**

**RESIGN  
NOONTIME**

BE IT RESOLVED that the Board approve the following resignation:

**Effective February 22, 2019:**

Juveria Mazhar            Mount Tabor Elementary School

41. **Terminations of Employment**

**TERM  
EMPLOY**

BE IT RESOLVED that the Board, based upon recommendation of the Superintendent, approve the termination of employee #49950, probationary Custodian, effective February 15, 2019.

BE IT RESOLVED that the Board, based upon recommendation of the Superintendent, approve the termination of employee #49711, Noontime Aide, effective February 19, 2019.

42. **Employment - PTHESA**

**EMPLOY  
PTHESA**

BE IT RESOLVED that the Board approve the individuals named below as Paraprofessionals in the areas indicated:

**Eastlake Elementary School**

**Effective February 25, 2019:**

Juveria Mazhar            Paraprofessional            \$22,013.00 (prorated)

43. **Employment - Noontime Aide**

**EMPLOY  
NOONTIME**

BE IT RESOLVED that the Board approve the individual named below as a noontime aide for the 2018-2019 school year at the rate of \$16.70 per hour:

**Effective February 25, 2019:**

**Rockaway Meadow Elementary School**

Denise Goldstein            12.5 hours/week

44. **Major-Extra Responsibility Assignment**

**MAJOR-EXTRA**

BE IT RESOLVED that the Board approve the major-extra coaching assignment for the 2018-2019 school year effective February 22, 2019:

**Parsippany High School**

**Assistant Boys Lacrosse Coach**

Steven Conde            Step 1            \$6,038.00

45. **Acting Assistant Principal – BMS**

**ACTING  
ASST PRINCIPAL**

BE IT RESOLVED that the Board approve Mr. John Englishmen as the Acting Assistant Principal at Brooklawn Middle Schools effective February 22, 2019 through April 16, 2019, necessitating no change in salary.

**Appendix C**

**PARSIPPANY- TROY HILLS TOWNSHIP SCHOOLS**

**JOB DESCRIPTION**

**TITLE:** Master Craftsman

**REPORTS TO:** Supervisor of Buildings and Grounds and/or Operations Manager

**QUALIFICATIONS:** Ability to read, write and communicate effectively  
High school diploma or equivalent training  
Black Seal License  
Valid New Jersey driver's license  
Good physical health and ability to perform assigned tasks  
Required criminal background check and proof of US citizenship or legal resident status  
Willing and able to acquire any certifications deemed necessary by the district

**JOB GOAL:** To be responsible for the ongoing maintenance and upkeep of all buildings

**PERFORMANCE RESPONSIBILITIES:**

1. Repairs and/or replaces all styles of doors and door hardware
2. Repairs and/or replaces windows and window hardware as needed
3. Performs all levels of carpentry work from rough in work to finished product
4. Build cabinets and shelving as needed
5. Repair and install roofing throughout the District as needed
6. Provide all levels of painting services for interior and exterior of the facilities
7. Plans and executes all levels of concrete repairs and installations as needed
8. Repair and/or install linoleum, VCT and ceramic tiles
9. Operate power tools, powder actuated tools and basic hand tools needed to complete required duties
10. Perform minor demolition work as needed
11. Will read and interpret blueprints
12. Participate in snow removal duties throughout the District to include operation of plow vehicles and some limited heavy equipment
13. Install drop ceiling systems and replacement of ceiling tiles
14. Perform minor welding when needed
15. Works from all types of ladders, electric lifts and scaffolding
16. Familiarity with basic skills of other skilled trades including electrical and plumbing
17. Acquire material estimates and provide project estimates to the Buildings and Grounds Department for processing
18. Abide by established building codes and OSHA guidelines regarding safe work practices
19. Provide guidance and limited supervision to others working with the Master Craftsman
20. Perform such other duties as may be assigned.

Approved: **21 February 2019**

**Superintendent's Bulletin No. 13**  
**February 21, 2019**  
***Read-Ins***

Page/Number	Explanation																				
Page 3 / #2	<p><b><u>Travel and Work Related Expenses</u></b>  <b>Corrections:</b></p> <table border="1"> <thead> <tr> <th data-bbox="331 558 483 583">Name</th> <th data-bbox="548 558 678 583">Purpose</th> <th data-bbox="846 558 899 583">Date</th> <th data-bbox="1084 558 1175 583">Location</th> <th data-bbox="1308 558 1520 583">Estimated Expenses</th> </tr> </thead> <tbody> <tr> <td data-bbox="331 590 483 646">Ian Nutkis and Chris Birge</td> <td data-bbox="548 590 721 646">Four-Day Blended NCI APS Renewal</td> <td data-bbox="846 590 1029 615">March 12-15, 2019</td> <td data-bbox="1084 590 1198 615">Fairfield, NJ</td> <td data-bbox="1344 590 1520 646">\$3,260.00 IDEA-B \$3,310.00 IDEA-B</td> </tr> <tr> <td data-bbox="331 680 483 705">Anne Pedersen</td> <td data-bbox="548 680 721 705">NJSHA Convention</td> <td data-bbox="846 680 980 705">May 2-3, 2019</td> <td data-bbox="1084 680 1240 705">Long Branch, NJ</td> <td data-bbox="1360 680 1520 705">\$250.00 Title IIA</td> </tr> <tr> <td data-bbox="331 739 444 764">Shelley Liu</td> <td data-bbox="548 739 753 764">NJTESOL Conference</td> <td data-bbox="846 739 1013 764">May 30-31, 2019</td> <td data-bbox="1084 739 1256 764">New Brunswick, NJ</td> <td data-bbox="1365 739 1520 764">\$338.00 Title III</td> </tr> </tbody> </table>	Name	Purpose	Date	Location	Estimated Expenses	Ian Nutkis and Chris Birge	Four-Day Blended NCI APS Renewal	March 12-15, 2019	Fairfield, NJ	\$3,260.00 IDEA-B \$3,310.00 IDEA-B	Anne Pedersen	NJSHA Convention	May 2-3, 2019	Long Branch, NJ	\$250.00 Title IIA	Shelley Liu	NJTESOL Conference	May 30-31, 2019	New Brunswick, NJ	\$338.00 Title III
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Page 6 #12	<p><b>ESL Translator Pool</b>  <b>ADD:</b></p> <p>Krina Raval  Saida Sepulveda  Bharathi Nyshadham</p>																				
Page 9 #20	<p><b><u>Corrections</u></b>  <b>ADD:</b></p> <p><b><u>Correction -Lead Teachers - 2018-2019</u></b>  <b>Parsippany Hills High School</b>  <b>World Language Lead Teacher</b>  From: Susana Plotquin To: Jaclyn Bevacqua  Effective February 1, 2019</p>																				

**NEW BUSINESS**

**NEW BUSINESS**

Mrs. Mayer: Mrs. Golderer, Mr. Berrios, Mr. Neglia and I were at a charity workshop and it was a really interesting workshop. A gentleman from Montville, came over to speak with us about his experience subbing in Troy-Hills Elementary and how he was so impressed with how the children respond to the day and with the overall climate in the classroom, as well as the school. I think it's important for everyone to hear that it's noted outside of the district and it made us all very proud to be associated with this school district.

**HEARING OF PUBLIC**

**HEARING OF PUBLIC**

Katelyn Walsh: I teach at Northvail Elementary. I choose to speak tonight because Parsippany is important to me for many reasons. I grew up here and attended, Northvail, Central and Parsippany High School. My dream was to always come back to Northvail and be an elementary teacher. I was inspired by many of the teachers that are still in district because they want to provide kids with the same amazing experience that I had. As I was growing up, my dad Bob Crawford, served on the Board of Education for many years. I would see a little school bus come to my house and drop off the package of documents to look over before the next meeting. I saw firsthand the dedication it takes to be a Board Member, and I genuinely respect the time you all volunteer. I am now living my dream and working in the same fourth grade classroom that I went to when I was a student. As many stated before, when I went into teaching it was not for the money but because I truly wanted to make a difference in the lives of children. I go to work every day and do my very best to not only teach Math, Science, Social Studies and Language Arts, but also to be someone that my students can rely on. I am now halfway through my 5<sup>th</sup> year of teaching and it is the second time that I have been through a teacher negotiation. I have to be honest, it is very disheartening to give everything you have to your job, and to constantly have to fight for fair compensation. Most days, I work the morning reading program, teach a most spirited group of 25 nine year olds all day and tutor for two hours. Unfortunately, this is still not enough to not constantly worry when it is time to pay the bills. For months, I have sat at these meetings and heard my colleagues express to you their struggles. While we are all going through these hardships, the students of Parsippany are still getting the wonderful education that this district has always been known for. I believe that one teacher said it best a few weeks ago, "please find a way." Please show your teachers that we are worth it. Each day I go to my classroom and try to instill in my students that respect and hard work will pay off. I am asking you all to lead by example and respect the hard work that Parsippany teachers do every day. Thank you.

Ajoy Kumar: Good evening everyone, I am a resident of Parsippany since 2002. I have not been to many Board Meetings and am attending after almost 10 years. My oldest child is in college and the younger one is going to the middle school soon. One of the key things that have brought me here to this meeting is a concern I have with the programs we are cutting in the middle school. For example: English honors. In sixth grade it has been eliminated and there are also more stringent procedures now for getting advanced placement for the students which are not communicated to parents. These changes seem

brought in all of a sudden. So I have a two part question to summarize, why are we cutting down on the programs which are for advancement because like Mrs. Mayer said, other people respect us for our school system, so why are we pulling back on that? What can we do to enable more students going into those advanced placement courses and keep our English honors program? I do not have all the facts, so as the public would do, I am here to ask. Thank you.

Kathleen Effner: Hello, I am the lead Math teacher at Parsippany High School. I come here today because I too, put my heart, soul and money into my classroom. I spend a lot of extra time, I make hats in case you didn't know and I work a lot with the Robotics Team. Due to the two new Computer Science classes that I have, a second Robotics Team this year, I could not tutor this year. So what exactly is the money and how much are we missing? I'm feeling it. This has been a rough year, you have the stress and then you have the money that's missing. I'm not sure what's going to happen in the next year or so. Can I afford to do other things and not tutor and take on that extra money? Another concern I have, is we have four Computer Science teachers at the High School. Two of us are a little longer in experience than the other ones. I wouldn't say we're ready for retirement, but we're getting there. When I look at the statistics and I know Computer Science majors coming out of college right now are making on average \$130,000. I am concerned with what's going to happen. This is an amazing district, we have some amazing programs and I'm working really hard to try to build that up. To get kids to come back from the academy and stay here because those are the top 20% of our class that our leaving every year. That upsets me, so that's why I'm pushing for computer science and robotics. I want this district to be a desirable place to come. I asked my Math students, how many of you want to be math teachers? They looked at me like I had two heads. What are you kidding me? That's concerning. Looking forward, I want to make sure that you can replace what needs to be replaced. And in order to do that you have to make a strong district. We already are strong, let's stay strong.

Jennifer Collins: I recently moved here, I have four kids: seven, six and my two twins will be turning three next month. I recently needed to upgrade my home, so I exhausted myself trying to find a good place to move my family. One of the key things I put into my search was finding an amazing school district. In order to have an amazing school district, we need amazing teachers. They are the heart and soul of the school district. They are why I came to Parsippany. The hours they put in, is amazing. Hearing all the things that the High School kids were talking about makes me excited that I choose the right location to move my family. As I said, I think I have 18 years in this school district before I am done, but I just wanted to say that they have my total support. We need to pay them well and pay them fairly because we need to keep them here. We need to attract new ones. We need to have the best healthcare possible for them, because I need them healthy, because they need to watch my kids. They are fighting the flu, they are fighting lice and they are fighting Fifth's disease. I need them in the classroom because our students need to be taught by them. Not by substitute teachers who can't draw bar models. Not by people who are just there to make sure they're safe. These teachers, I'm sure, would put their life on the line if we ever had that situation in this district. They need to be treated accordingly. They

need to be respected and they have my full support. I hope we can get through this arbitration and everything else quickly because they really deserve it. Thank you.

**Parsippany-Troy Hills Board of Education**

**Minutes of the Regular Meeting of February 21, 2019**

Closing of Public Session.

Dr. Sargent: Thank you everyone, for your very eloquent remarks. Mr. Kumar, I'm going to be rude and point to Dr. Axelrod who has her hand in the air over there. Dr. Axelrod is our Assistant Superintendent for Curriculum and I would love for you to have a conversation with her, she can talk waiver process with you and some other curricular items. Just for a little bit of history, a few years ago, the middle schools moved from a model of having two periods of literacy, a reading period and a writing period, down to a single period of language arts/literacy. And what we have been doing with our phenomenal middle school teachers, is working to train a pilot group of them, in a reading/writing workshop model. The work being done in those classrooms is just amazing. We have literacy coaches that are there to support them along the way. Next year, that reading/writing workshop model will be in place in all of the middle school classrooms. Again, with just that one period, but it will be new curriculum and a new style of teaching. The reason we have recommended, in sixth grade only, not to run an honors section of Language arts is two-fold. One, we have students coming from 10 different elementary schools in fifth grade. And sixth grade is a really good time for those great teachers to get a handle on the students reading and writing skills and then make recommendations for the 7<sup>th</sup> and 8<sup>th</sup> grades where those honors classes will continue to exist. Second, a workshop approach means that there are multiple novels happening at once in a classroom. So as opposed to a model that some of us may remember when we were in school where the whole class reads one novel and really studies it for many weeks at a time, in a work shop model students are moving through novels much more quickly and there are multiple novels happening in the classroom at once. Which means that strong readers will be reading different material than students who might be at grade level or slightly below grade level. Which is really the way it should be, students should be reading material that is at their independent instructional reading level. So that's just the high level overview, but Mr. Kumar, thank you for your question and if you can touch base with Dr. Axelrod, I think you'll get the information you need. And for everyone else, thanks so much for your support and your comments this evening.

**ROLL CALL: SUPERINTENDENT'S BULLETIN #13  
AND SECRETARY'S REPORT**

**ROLL CALL  
VOTES**

On a motion by Mrs. Mayer seconded by Mrs. Golderer, Superintendent's Bulletin Number 13, items #1-34, with Addendum Items 35-44, were voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Choffo	X			X		8,10,23,42
Mr. Cistaro					X	
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					

Mrs. Cogan	X					
Mr. Neglia	X					

**Parsippany-Troy Hills Board of Education**

**Minutes of the Regular Meeting of February 21, 2019**

**411**

**ADJOURN**

**ADJOURN**

There being no further business, the executive and public meeting adjourned at 8:50 pm on a motion by Mrs. Mayer seconded by Mr. DeVitto and voted on as follow:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Choffo	X					
Mr. Cistaro					X	
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mrs. Cogan	X					
Mr. Neglia	X					

Respectfully submitted,



Gabrielle Conde  
Assistant Board Secretary

**FOR ALL APPENDICES AND EXHIBIT ATTACHMENTS  
AFOREMENTIONED IN THESE MINUTES, PLEASE  
REFER TO THE SUPERINTENDENT'S BULLETIN # 13  
INCLUSIVE OF THE SECRETARY REPORT  
INITIALLY RECEIVED IN THE BOARD PACKET  
AND NOW POSTED AT THE DISTRICT WEBSITE**