

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

Number 21 ADDENDUM

June 20, 2017

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

64. **Board Policies** **BOARD
POLICIES** **J**
- BE IT RESOLVED that the Board approve the following revised Board Regulation at this second and final reading.
- Regulation 2464 – Gifted and Talented Pupils
65. **Waiver Application** **WAIVER** **K**
- BE IT RESOLVED that the Board approve the Waiver Application for Flexibility to the NJ Department of Education Teacher Evaluation requirements as per the attached.
66. **Approval of Miscellaneous Salary Rates** **MISC SALARY RATES** **L**
- BE IT RESOLVED that the Board approve the attached miscellaneous salary rates for the 2017-2018 school year.
67. **Re-Employment – Department Supervisors** **EMPLOY
DEPT SUPERVISORS**
- BE IT RESOLVED that the Board approve the salaries and benefits for the Department Supervisors named below for the 2017-2018 school year:
- | | |
|-----------------------------------|-----------|
| Thomas Gaveglio | \$99,173 |
| Supervisor of Buildings & Grounds | |
| Nancy Rosikiewicz | \$101,904 |
| Transportation Coordinator | |
68. **Re-Employment - Nurses Assigned to School** **NURSE ASSIGNED
TO SCHOOL**
- BE IT RESOLVED that the Board approve the following nurses as the nurse assigned to the school indicated for the 2017-2018 school year at a salary of \$39,904:
- Debra Molloy – Central Middle School
 - Helen Ng – Brooklawn Middle School
 - Judith Skibitski – Parsippany High School
 - Kathleen Walker – Parsippany Hills High School
69. **Re-Employment - Server Administrator** **SERVER ADMIN**
- BE IT RESOLVED that the Board approve the salary for Joseph Church, Server Administrator, at \$63,161 for the 2017-2018 school year.

70. **Re-Employment - District Network Administrator** **DIST NETWORK ADMIN**

BE IT RESOLVED that the Board approve the salary for Vincent Manalo, District Network Administrator, at \$76,160 for the 2017-2018 school year.

71. **Re-Employment – TSS** **EMPLOY TSS**

BE IT RESOLVED that the Board approve the individuals named below who have been employed in the Technology Services and Solutions Department for the 2017-2018 school year at the salaries indicated below:

JonPaul DeMauro – Help Desk Technician	\$43,160
Kathleen Ericsson – Computer Technician	\$43,979
Patrick Farnan – Computer Technician	\$43,160
Ellen Petillo – Computer Technician	\$45,340
Joseph Russo – Computer Technician	\$47,922
Jack Sagues – Computer Technician	\$43,160
Andy Soto – Computer Technician	\$43,160
Paul Guarnieri – Senior Secondary Computer Technician	\$53,634
Marjorie Ng – Technology Services Analyst	\$52,634
Ellen O’Connor – Information Systems Support Specialist	\$52,634
Rosemarie Weinstein – Senior Computer Technician	\$55,265

72. **Re-Employment - Director of Technology** **DIR OF TECHNOLOGY**

BE IT RESOLVED that the Board approve the salary for Barry Haines, Director of Technology, at \$160,000 for the 2017-2018 school year.

73. **Re-Employment - Manager of Network Operations** **MGR OF NETWORK OPERATIONS**

BE IT RESOLVED that the Board approve the salary for Michael Wilson, Manager of Network Operations, at \$103,218 for the 2017-2018 school year.

74. **Re-Employment Manager of Information Systems – Academics** **MGR OF INFORMATION SYSTEMS**

BE IT RESOLVED that the Board approve the salary for Timothy Dwyer, Manager of Information Systems - Academics, at \$85,979 for the 2017-2018 school year.

75. **Re-Employment - Manager of Technical Support** **MGR OF TECHNICAL SUPPORT**

BE IT RESOLVED that the Board approve the salary for Diane Schiller, Manager of Technical Support, at \$90,825 for the 2017-2018 school year.

76. **Re-Employment – District Webmaster**

BE IT RESOLVED that the Board approve Diane Schiller as the District Webmaster at an hourly rate of \$37.19 for the 2017-2018 school year.

77. **Re-employment – Special Areas - Maintenance**

**RE-EMPLOY
SPECIAL AREAS MAINT**

BE IT RESOLVED that the Board approve the re-employment of the following special areas maintenance personnel at the salaries indicated below for the 2017-2018 school year:

- Mohamed Elsaid –HVAC Mechanic - \$52,634 + \$1,920(Tues/Sat) +1,324 (BL)
- John Gilligan – Plumber - \$68,277
- Emil Krajewski – Electrician - \$77,136 + \$ 1,324 (BL)
- John Prehart – Electrician - \$64,361
- Paul Cucchiara – Plumber -63,161
- Christopher Kelly – HVAC - \$35,000

78. **Re-Employment – Director of Planning, Research and Evaluation – Assessment and Accountability**

DIR OF PLAN

BE IT RESOLVED that the Board approve the salary and benefits for Nancy Gigante, Ed.D., Director of Planning, Research and Evaluation - Assessment and Accountability, at \$171,290 + \$3,000 (L) for the 2017-2018 school year.

79. **Re-Employment Manager of Information Systems – Operations**

**MGR OF
INFORMATION OPERATIONS**

BE IT RESOLVED that the Board approve the salary for Judy Corrente, Manager of Information Systems - Operation, at \$111,489 + \$6,000 (L) + \$1,000 (Prof. Cert.) for the 2017-2018 school year.

80. **Re-Employment - Manager of Human Resources**

MGR OF HR

BE IT RESOLVED that the Board approve the salary for Jeanne Gladis, Manager of Human Resources, at \$76,845 for the 2017-2018 school year.

81. **Re-Employment - Payroll Manager**

PAYROLL MGR

BE IT RESOLVED that the Board approve the salary and benefits for Michelle Garrett, Payroll Manager, at \$78,305 for the 2017-2018 school year.

82. Re-Employment – Assistant Business Administrator ASST BUS ADMIN

BE IT RESOLVED that the Board approve the salary and benefits for Lyanna Rios, Assistant Business Administrator, at \$98,686 for the 2017-2018 school year.

83. Re-Employment – Accountant ACCOUNTANT

BE IT RESOLVED that the Board approve the salary and benefits for Susan Dykstra, Accountant, at \$86,351 for the 2017-2018 school year.

84. Re-Employment – Executive Director of Pupil Personnel Services EX DIR OF PPS

BE IT RESOLVED that the Board approve the salary and benefits for Anthony Giordano, Executive Director of Pupil Services, at \$137,163 for the 2017-2018 school year.

85. Re-Employment – Chief of Staff/Public Information Officer COS/PIO

BE IT RESOLVED that the Board approve the salary and benefits for Joni Benos, Chief of Staff/Public Information Officer, at \$119,006 + \$5,000 (L) for the 2017-2018 school year.

86. Re-Employment – Confidential Secretaries CONF SECYS

BE IT RESOLVED that the Board approve the salaries and benefits for the Confidential Secretaries named below for the 2017-2018 school year:

Louise Corforte	\$58,576 + \$1,500 (L)
Finance and Business Operations	
Gail Gebely, Payroll	\$72,647 + \$2,500 (L)
Stella Gizas, Human Resources	\$52,776 + \$1,200 (L)
Elizabeth Harasymow, Human Resources	\$51,001
Karen Timmerman, Superintendent	\$77,233

87. Re-Employment – Dispatcher DISPATCHER

BE IT RESOLVED that the Board approve the salary for Tammy Ziemba, Dispatcher in the Transportation Department, at a salary of \$63,161 for the 2017-2018 school year.

88. **Re-Employment – Security Guards**

SECURITY GUARDS

BE IT RESOLVED that the Board approve the re-employment of the following individuals as Security Guards for the 2017-2018 school year at a salary of \$36,741:

Susan Brienza – Parsippany High School
Rocco Zicoello – Parsippany Hills High School

89. **Re-Employment – School Security Officers**

SSO

BE IT RESOLVED that the Board approve the re-employment of the following individuals as School Security Officers for the 2017-2018 school year as indicated below:

Kevin Duffy – Central Middle School - \$50,528
Joseph Selitto – Brooklawn Middle School - \$51,489

90. **Re-Employment – Athletic Trainers**

ATHLETIC TRAINERS

BE IT RESOLVED that the Board approve the re-employment of the following individuals as Full-time Athletic Trainers as indicated below for the 2017-2018 school year:

Venita Carlo-Prudenti – Parsippany Hills High School - \$110,016
Richard Sands – Parsippany High School - \$101,187

91. **Re-Employment – Behavior Analyst**

BEHAVIOR ANALYST

BE IT RESOLVED that the Board approve the employment of Heather Peltack as Behavior Analyst at a salary of \$64,647 for the 2017-2018 school year.

92. **Employment – Bilingual Aide**

EMPLOY BILINGUAL AIDE

BE IT RESOLVED that the Board approve the employment of Shilpa Mehta as the Bilingual Aide for the District at the rate of \$16.30 per hour for the 2017-2018 school year.

93. **Employment - Bus Aides**

BUS AIDES

BE IT RESOLVED that the Board approve the individuals named below as Bus Aides for the 2017-2018 school year for 5.5 hours at the rate of \$15.00 per hour.

- | | |
|-----------------|-----------------|
| Irene Brennan | Zahra Nabi |
| Muriel Connolly | Dipa Patel |
| Nancy Cotugno | Patricia Radler |
| Gehan Elbadry | Virgina Roberts |
| Mary Fernando | Grisel Suriel |
| Brandon Gregory | Lisa Wright |
| Safiah Hassan | |
| Karem Hernandez | |

94. **Summer Work – Preschool Child Study Team**

SMR PRESCHOOL CST

BE IT RESOLVED that the Board approve the following Child Study Team personnel to complete state-mandated preschool evaluations for newly identified students coming out of early intervention services, during July and August 2017, at their per diem rate, as follows:

Not to Exceed 10 days each:

<u>Staff Name</u>	<u>Per Diem Rate</u>
Melissa Arnot	\$354.39
Kathleen Attenasio	\$491.76
Lisa Beck	\$370.94
Heidi Cohen	\$406.94
Toni Farneski	\$426.76
Jessica Hensal	\$352.63
Mary Ann Henry	\$554.51
Michelle Marx	\$411.29
Melanie Medina	\$382.08
Asmita Mistry	\$530.16
Lauren Ogens	\$370.94
Jillian Riedel	\$354.39
Kim Rom	\$543.36

95. **Curriculum Revisions**

CURR REV

BE IT RESOLVED that the Board approve payment of \$41.00/hour for the teachers listed below who will complete additional hours on curriculum revisions and should be compensated for their services.

Supervisor	Description	Teachers	School	Hours/Pay	Total
Pam Freund	Accounting Honors	Elizabeth O'Boyle	PHHS	6 hrs. X \$41.00/hr.	\$246.00
		Ahmed Kandil	PHHS	6 hrs. X \$41.00/hr.	\$246.00

96. **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, 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.

Name	Purpose	Date	Location	Estimated Expenses
Elizabeth O'Boyle	AP Economics Summer Institute Workshop	June 26-29, 2017	New Brunswick, NJ	\$1,183.30
Kathleen Muka	AP Music Theory Workshop	July 16-22, 2017	Princeton, NJ	\$1,562.50

97. **Weekend Field Supervisors** **FIELD SUPERVISORS**
BE IT RESOLVED that the Board approve Terry Corigliano and Rocco Zicolello as Weekend Field Supervisors at \$150/day for the 2017-2018 school year.
98. **Preschool Medical Reviews** **PRESCHOOL MED REVIEWS**
BE IT RESOLVED that the Board approve Ann Butyn, school nurse, to perform preschool medical reviews for school entry in September, not to exceed 8 days, during July and August of 2017, at her per diem rate of \$543.36.
99. **Re-Employment – VOTG – Director/Producer** **EMPLOY VOTG DIR/PRODUCER**
BE IT RESOLVED that the Board approve the employment of Brian Satch as the VOTG Director/Producer at a salary of \$72,944 for the 2017-2018 school year.
100. **Ratification of the Board/PTHESA Agreement 2016-2019** **RATIFICATION M**
Be It Resolved that the Board of Education hereby approves the Memorandum of Agreement dated June 8, 2017 between the Parsippany-Troy Hills Board of Education and the Parsippany-Troy Hills Educational Support Association retroactive to July 1, 2016 an expiring June 30, 2019.

REGULATION

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOL DISTRICT

PROGRAM
R 2464/page 1 of 4
Gifted and Talented Pupils
M

R 2464 GIFTED AND TALENTED PUPILS

A. Identification and Selection

1. Classroom teachers will be familiar with the criteria for identifying gifted and talented pupils and will be alert to pupils who exhibit those criteria. The identification methodology will be developmentally appropriate, non-discriminatory, and related to the programs and services offered by the district.
2. The teachers in the GRO or honors program will implement the student identification process. The review will include consideration of intelligence ratings, classroom achievements, the results of standardized testing, and teaching staff member observation reports, and rating scales.

B. Program

1. When a pupil has been identified as gifted or talented, the gifted and talented teacher will confer with the pupil's parent(s) or legal guardian(s) on the goals of the pupil's program and secure the parent(s) or legal guardian(s) cooperation and permission for the pupil's participation in the program.
2. The enrichment needs of gifted and talented pupils can be met through a wide variety of activities and teaching strategies. Appropriate curricular and instructional modifications will be developed for gifted pupils and the program will address appropriate content, process, products and learning environment.
3. Each pupil's program will seek to involve the pupil in all subject areas that can provide growth and stimulation in higher cognitive processes such as interpretation, extrapolation, translation, application, analysis, synthesis, and evaluation.
4. No enrichment program will replace the basic instructional program appropriate to the pupil's grade level.
5. The enriched educational program for a gifted and talented pupil may consist of a out-of-class sessions with the gifted and talented teacher.
6. A classroom teacher may provide for the needs of gifted and talented pupils by:



- a. Presenting content material that is related to broad-based issues, themes, or problems,
- b. Integrating multiple disciplines into the study area,
- c. Allowing for in-depth learning of a topic selected by the pupil within the study area,
- d. Developing the pupil's independent and self-directed study skills,
- e. Developing research skills and methods,
- f. Integrating higher level thinking skills into the curriculum,
- g. Focusing on open-ended tasks that are rooted in project based learning
- h. Differentiating content process and/or learning products,
- i. Encouraging the development of self-understanding, and
- j. Encouraging self-appraisal and evaluation.

C. Exit Procedures

1. Each pupil identified as gifted and talented will be assessed annually for the continuing appropriateness of his/her enriched program. Assessment will include:
 - a. Interviews with the pupil, the pupil's parent(s) or legal guardian(s), and teaching staff members educationally responsible for the pupil,
 - b. Review of the pupil's file, including relevant normed test results, and
 - c. Review of the pupil's work in the preceding school year.
2. The program will be revised as required to meet the pupil's needs and interests.
3. The pupil may be withdrawn from the gifted and talented program when:
 - a. The pupil's academic record indicates a decline in performance,



- b. The pupil wishes to withdraw and his/her parent(s) or legal guardian(s) consents to withdrawal, or
 - c. The pupil's parent(s) or legal guardian(s) requests withdrawal.
4. A decision to withdraw a pupil from the gifted and talented program will be made by the pupil's classroom teacher, the gifted and talented teacher, the Principal, the pupil's parent(s) or legal guardian(s), and, where appropriate, the pupil.

The underlying attitude in dealing with the issue related to children in the gifted program and who miss regular class work is one of professional discretion. When addressing the issue, the following should be considered:

1. If the class work is basically a "practice" activity (repetition of skills which were taught previously), and if the student has demonstrated skills associated with the activity, the student need not make up the work.
2. If the class work is preparatory (activities associated with a lesson to be taught the following day), the student should be expected to do the assignment. However, the teacher needs to convey the purpose of the assignment to the student and make adjustments according to child's needs.
3. Pertinent aspects of the work should be reviewed during one-to-one conferences between the student and teacher.
4. A buddy system should be employed to bring the gifted child up to date as to what went on during the time he/she was out of class.
5. Students have a responsibility to check assignments with the teacher before or after each gifted/talented class.
6. The student should be involved in the decision as to whether he/she needs to make up the missed work.
7. If the classroom work is part of an extended assignment or integrated activity, the student should be expected to complete the activities according to an announced time line. Most certainly, if the work is part of a collaborative effort, the student should be doing his/her assignment as his/her fair share of the group effort.



REGULATION

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOL DISTRICT

PROGRAM
R 2464/page 4 of 4
Gifted and Talented Pupils

8. If it is ascertained that the student has an extraordinary amount of homework, the work the student needs to make up should be adjusted accordingly, or the time for completion of the work extended. Periodically, GRO teachers should confer with the classroom teacher to ensure this adjustment.

As much as possible, the fear of negative consequences should not dominate the issue. Since children differ as to their ability to learn, teachers should employ differentiated make up assignments as a way to have students realize that, indeed, the teacher has individualized instruction. All class work has a purpose. However, when dealing with a particular student, the missed class work can take on all the aspects of an individual prescription which is adjusted according to the academic skills of an individual student.

Issued: 2 April 2009

Revised: _____



Appendix K

NEW JERSEY DEPARTMENT OF EDUCATION

EQUIVALENCY APPLICATION
N.J.A.C. 6A:5

COUNTY MORRIS COUNTY CODE # 27

SCHOOL DISTRICT PARSIPPANY-TROY HILLS DISTRICT CODE # 3950

“EQUIVALENCY” means approval to achieve the intent of a specific rule through an alternate means that is different from, yet judged to be comparable to or as effective as, those prescribed within the rule.

1. List the Administrative Code citation(s) that necessitates the proposed equivalency. As the Department cannot approve an equivalency to an entire chapter, subchapter or section (e.g., N.J.A.C. 6A:5; N.J.A.C. 6A:5-1; or N.J.A.C. 6A:5-1.1, respectively), all applications must include a citation at least at the subsection level (e.g., N.J.A.C. 6A:5-1.1(a)).
NJAC 6A: 10-4(c)

2. Describe what the school district intends to accomplish that is currently prevented or disallowed by the existing rule(s).

The district has adopted the Kim Marshall Model. We request flexibility to eliminate all pre-observation conferences and announced observations. We request flexibility to reduce the 10 mini observations to 6 mini-observations for tenure and 8 mini-observations for non tenure teachers of at least 10 minutes. This equivalency will allow our administrative staff of seven content supervisors, 14 Principals, and 8 Assistant Principals for general education to complete this observation schedule for **726** teachers.

3. Describe why an equivalency is necessary to accomplish the desired or measurable result(s). Describe the proposed equivalent.

Our district (following Marshall philosophy) requires two observers per teacher. Seven content area supervisors and two directors must travel among 14 buildings to conduct the unannounced observations followed up with immediate feedback at post-conferences. This process

necessitates starting in the beginning of the year and continuing through June. The approximately 5000 observations will give the district ample data in which to analyze progress in the six domains through our data reporting platform, T-Eval. In addition, the summative conference requiring a teacher self assessment and two evaluator participants will provide for the critical Marshall components of reflection and feedback. The district's request for equivalency will meet or exceed current NJ Achieve standards.

- 4. Describe the process, including solicitation of input and public comment, employed to inform the community, parents, district board of education members, administrators, and staff in the proposal's development.

The request for equivalency will be shared with the following groups of the organization. In each of these meetings, a critical review of the equivalency request will be encouraged

- a) Academic Cabinet
- b) Administrative Cabinet
- c) DEAC
- d) Teaching and Learning Committee (Board committee)
- e) Board of Education Public Meeting (public can ask questions)

- 5. List the date the district Board of Education adopted a resolution supporting the proposed equivalency: June 20, 2017.

I, LeRoy Seitz, Ed.D., certify that the information presented in this application is true and accurate to the best of my knowledge.

LeRoy Seitz, Ed.D.
CHIEF SCHOOL ADMINISTRATOR



SIGNATURE

June 20, 2017
DATE

Appendix L

Miscellaneous Salary Rates

	<u>2017-2018</u>	<u>2017-2018</u>
Noontime Aides/Hall Monitors		\$16.30/per hr
Preschool Disabled Bus Aides		\$16.30/per hr
Substitute Bus Drivers		\$16.85/per hr
Substitute Bus Aides		\$15.00/per hr
Substitute Nurses/Field Trip Nurses		\$165.00/per diem
Substitute Video-on-the-go-Production Technicians		\$15.30/per hr
Extended School Year Program Paraprofessional		\$17.40/per hr
Extended School Year Substitutes Paraprofessional		\$15.00/per hr
Extended School Year Substitute Teacher		\$15.30/per hr

Paraprofessionals-Part Time

- Instructional \$14,738/per yr
- One-to-One (1st year) \$ 15.20/per hr
- One-to One (2+ years) \$ 16.50/per hr

Memorandum of Understanding

The Parsippany-Troy Hills Board of Education (“BOE”) and the Parsippany-Troy Hills Educational Support Association (“PTHESA”) hereby agree to the following modifications to the collective bargaining agreement that expired on June 30, 2016, as terms for a successor collective bargaining agreement between the parties:

1. All agreements reached during prior negotiations between the parties as reflected in the tentative agreements signed by the parties on various negotiation dates, as summarized in Attachment A to this MOU, are confirmed as agreed.
2. Salary increases as follows:
 - a. Year 1: 2.4 %
 - b. Year 2: 2.4 %
 - c. Year 3: 2.4 %
3. The new collective bargaining agreement shall provide for two additional steps in the salary guide for Paraprofessionals and Instructional Paraprofessionals, starting in year 2 of the agreement, i.e., on July 1, 2017, and continuing thereafter, as follows:
 - a. The completion of 10 to 14 years as of July 1, 2017: \$300
 - b. The completion of 15 years or more as of July 1, 2017: \$500
4. The new collective bargaining agreement is for a three-year term, retroactive to July 1, 2016 and expiring on June 30, 2019. All salary increases required under the new agreement shall be retroactively paid to all unit members. The BOE shall make the retroactive payment to members within 90 days of ratification of the agreement by both parties.
5. The parties shall mutually develop the salary guides.
6. Article VI (B) (Perfect Attendance Stipend) shall be deleted.
7. Article IV(C)(4) shall be amended to read as follows:

Employees assigned to perform data collection and graphing shall be compensated as follows:

Employees hired prior to the signing of this Agreement shall receive a stipend of \$1200 per school year (prorated for duration of assignment) so long as they perform data collection and graphing in the same manner as is currently compensated.

Employees hired subsequent to the signing of this Agreement who are responsible as paraprofessionals for data collection and graphing for a student as required by his/her IEP shall receive a stipend of \$1200 per school year (prorated for duration of assignment).

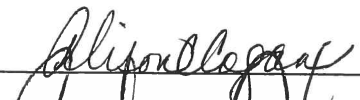
8. Any proposal by either party that was not agreed upon as reflected in Attachment A or above is hereby withdrawn.
9. The fact-finder, Melissa H. Biren, shall retain jurisdiction until the salary guides and final agreement have been completed.
10. The agreement is subject to ratification by both parties. The negotiating teams will recommend ratification to the Board and to the Union members, respectively. The terms of the parties' agreement shall remain confidential until ratification by both parties.


Dated: June 8, 2017

Approved By:

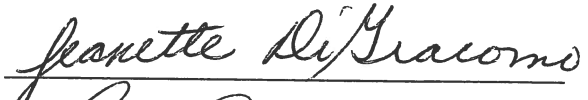
Parsippany-Troy Hills Board of Education

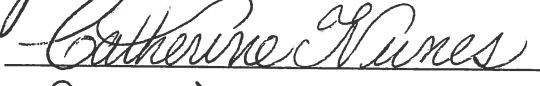
Parsippany-Troy Hills Educational
Support Association





June 8, 2017





Shaun Dickson

Appendix A:

1. Preamble: Change Dates

2. Article I (Recognition), Section A: The categories listed shall be modified to include only two categories as follows:

- “Paraprofessional” (which includes the prior categories of Kindergarten Paraprofessional, Preschool Disabled Paraprofessional and One-to-One Paraprofessional); and
- “Instructional Paraprofessional”

3. Article IV (Work Hours and Work Load) Section A.3 – Amend to read as follows:

The Board shall make every effort to provide the Association with a listing of staff reassignments on or before June 30th, subject to change over the summer based on student enrollment.

4. Article IV (Work Hours and Work Load) Section C.3 – Amend to read as follows:

A member required to perform duties beyond the normal workday including, but not limited to, after hours bus duty, field trips, workshops and back-to-school nights, shall be compensated at the employee’s hourly rate. These duties will include, but shall not be limited to, after hours bus duty, field trips, workshops and back-to-school night. The Board will pay in full the cost for all members to attend field trips.

5. Article VI (Sick Leave), Section A – Amend to add the following sentence to the end of the provision: All unused sick days shall accumulate without maximum.

6. Article VII (Temporary Leaves of Absence) Section A.2 – Amend to read as follows:

Application for personal leave shall be made to the principal, or immediate supervisor, at least five (5) days in advance, except in cases of emergencies. Application shall be made through the District’s electronic attendance system. In the event of emergency, employees shall notify their administrator according to the school’s protocol.

7. Article VII (Temporary Leaves of Absence), Section C – Amend to read as follows:

In addition, an employee shall have up to four (4) days in any one school year in the event of death or serious illness in the member's immediate family. Immediate family shall be defined as: spouse or civil union partner, sibling, child, in-law, parent, stepchild and grandparent.

8. Article IX (Substitute Coverage Plan) – Amend to delete the following sentence: A substitute list shall be provided.