

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

Number 15

March 9, 2017

MISSION STATEMENT

The mission of the Parsippany-Troy Hills Township School District, in partnership with families and the greater community, is to challenge and nurture all students academically and to develop confident learners who are compassionate, generous, appreciative, and invested in their diverse world. This will be accomplished through innovative opportunities that inspire life-long learning, critical thinking and problem solving, creative exploration, and the democratic collaboration among students and staff.

Date Adopted: 12/15/16

Public Comments

In an effort to align our meeting practices with those of the Township and to insure an orderly meeting, effective this evening the following guidelines must be adhered to for all of those who wish to speak during the public comment section of tonight's meeting and all future meetings:

1. Each person must sign in and will have three minutes to speak to the Board.
2. Each person must address the presiding officer.
3. Each person must recognize the authority of the presiding officer and end his or her comments at the end of three minutes.
4. After everyone who wishes to speak has had that opportunity to do so, a person may speak one more time to the Board for one minute.
5. Please note that we have included copies of Board of Education Bylaw 0167 – Public Participation in Board Meeting which detail the Board's expectations and guidelines for addressing the Board of Education.

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

Number 15

March 9, 2017

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 – LEROY SEITZ, ED.D.

II. GA – GENERAL ADMINISTRATION – JONI BENOS

1. 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
Lauren Penna Nicole Fasciana Michael Nicosia	Beyond Gender Identity and Sexual Orientation	June 13, 2017	Monroe, NJ	\$150.00 ea
Joanne Petriello	Oppositional, Defiant & Disruptive children & Adolescents	May 2, 2017	Parsippany, NJ	\$219.00 Title 2A
Nancy Rosikiewicz	NJ Pupil Transportation conference	March 30-31, 2017	Atlantic City, NJ	\$485.00
Ashley Radiotis Jennifer Boscarino	Guided Reading	March 14, 2017	West Orange, NJ	\$245.00 Title 2A (Snowed out on 2-9-17)
Laura Long Stephanie Dasti	Gifted Education-Defining and Refining Success	March 17, 2017	West Windsor, NJ	\$219.00
Danielle Scarpa Annmarie Hebbelmuck	Guided Math	May 22, 2017	West Orange, NJ	\$245.00 ea Title 2A
Pam Freund	NCSM Conference NCTM Conference	April 3-8, 2017	San Antonio, TX	\$2,072.32 \$2,072.32

2. **Field Trip Destinations**

Destination

What Trip Would be For

Sheraton Park Hotel
Anaheim, CA

DECA Conference

III. ACADEMIC PROGRAMMING – JEFF CHARNEY, ED.D.

3. Courses of Study – Revisions

COURSES OF STUDY

BE IT RESOLVED that the Board approve payment for additional hours for curriculum revisions to be completed over the summer between July and August 2017 in the amount of \$41.00/per hour up to a maximum of twenty (20) hours, subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and the PTHEA, to the individuals named below; and

BE IT FURTHER RESOLVED, that the Administration is hereby authorized to appoint certificated and qualified staff members to those positions indicated below which have not been filled, subject to ratification of that appointment at the Board meeting following their appointment.

Supervisor	Description	Teachers	Hours/Pay	Total
Juan Cruz	Military History	Trevor Snyder – PHS	20 hrs. X \$41.00/hr.	\$820.00
		Kevin Daly – PHHS	20 hrs. X \$41.00/hr.	\$820.00
Lisa Vallacchi	Language Arts (Grade K)	Laura Breiten – EA	20 hrs. X \$41.00/hr.	\$820.00
		Karen Snell – RMS	20 hrs. X \$41.00/hr.	\$820.00
	Writing (Grade 1)	Beth DiBello – LP	20 hrs. X \$41.00/hr.	\$820.00
		Danielle Ciccone – KN	20 hrs. X \$41.00/hr.	\$820.00
	Writing (Grade 2)	Wendy Barber – LP	20 hrs. X \$41.00/hr.	\$820.00
		Laura Duff – LP	20 hrs. X \$41.00/hr.	\$820.00
Cathy Jo Speidel	Natural Science (Grade 11)	Nancy Lennon – PHS	20 hrs. X \$41.00/hr.	\$820.00
		Mary DeRenzis – PHHS	20 hrs. X \$41.00/hr.	\$820.00
	Physics	Michelle Perry – PHHS	10 hrs. X \$41.00/hr.	\$410.00
		Steve Gilgur – PHS	10 hrs. X \$41.00/hr.	\$410.00
	Honors Physics	Michelle Perry – PHHS	10 hrs. X \$41.00/hr.	\$410.00
		Steve Gilgur – PHS	10 hrs. X \$41.00/hr.	\$410.00
	Biology 117	Danielle Nicosia - PHS	10 hrs. X \$41.00/hr.	\$410.00
		TBD	10 hrs. X \$41.00/hr.	\$410.00
	Honors Biology	Danielle Nicosia - PHS	20 hrs. X \$41.00/hr.	\$820.00
		TBD	20 hrs. X \$41.00/hr.	\$820.00
	Biology 119	Danielle Nicosia - PHS	20 hrs. X \$41.00/hr.	\$820.00
		TBD	20 hrs. X \$41.00/hr.	\$820.00

Supervisor	Description	Teachers	Hours/Pay	Total
Cathy Jo Speidel	Chemistry	Christine Nagel – PHHS	10 hrs. X \$41.00/hr.	\$410.00
		Colleen Riley-Lazzari – PHS	10 hrs. X \$41.00/hr.	\$410.00
	Honors Chemistry	Christine Nagel – PHHS	20 hrs. X \$41.00/hr.	\$820.00
		David Wolckenhauer - PHHS	20 hrs. X \$41.00/hr.	\$820.00
	Conceptual Chemistry	Emily Rogers – PHHS	10 hrs. X \$41.00/hr.	\$410.00
		Stephanie Thaler – PHHS	10 hrs. X \$41.00/hr.	\$410.00
	Biochemistry	TBD	20 hrs. X \$41.00/hr.	\$820.00
		TBD	20 hrs. X \$41.00/hr.	\$820.00
	Advanced Science (Grade 8)	Alissa Velazquez – CMS	20 hrs. X \$41.00/hr.	\$820.00
		Palma Ring - CMS	20 hrs. X \$41.00/hr.	\$820.00
	Science (Grade 8)	Alissa Velazquez – CMS	10 hrs. X \$41.00/hr.	\$410.00
		Palma Ring - CMS	10 hrs. X \$41.00/hr.	\$410.00
	Intro to Design Tech I	Bob Stevenson – PHHS/BMS	20 hrs. X \$41.00/hr.	\$820.00
	Intro to Design Tech II	Bob Stevenson – PHHS/BMS	20 hrs. X \$41.00/hr.	\$820.00
	Engineering CAD I	Bob Stevenson – PHHS/BMS	20 hrs. X \$41.00/hr.	\$820.00
Vicky Santana	French 1 (Grade 8 & 9)	Jennifer Kralik – BMS	20 hrs. X \$41.00/hr.	\$820.00
		Sandra Wasserman – PHS	20 hrs. X \$41.00/hr.	\$820.00
	French 2/2 Honors	Sheila Steinberg – PHS	20 hrs. X \$41.00/hr.	\$820.00
		Sandra Wasserman – PHS	20 hrs. X \$41.00/hr.	\$820.00
	French 3/3 Honors	Sheila Steinberg – PHS	20 hrs. X \$41.00/hr.	\$820.00
		Michael Cassu – PHHS	20 hrs. X \$41.00/hr.	\$820.00
	French 4/4 Honors	Sheila Steinberg - PHHS	20 hrs. X \$41.00/hr.	\$820.00
		Michael Cassu – PHHS	20 hrs. X \$41.00/hr.	\$820.00
	Italian 4/4 Honors	Angela Minichiello-Garcia – PHHS	20 hrs. X \$41.00/hr.	\$820.00
		George Clark – PHHS	20 hrs. X \$41.00/hr.	\$820.00
	ESL (Grade K-5)	Lori Savarese – KN	20 hrs. X \$41.00/hr.	\$820.00
		Betty Wang – LP	20 hrs. X \$41.00/hr.	\$820.00
		Jennifer Yee – MT	20 hrs. X \$41.00/hr.	\$820.00
		Joseph Gesumaria – TH	20 hrs. X \$41.00/hr.	\$820.00
	Digital Art (Grade 7)	Laura Rizzo – CMS	20 hrs. X \$41.00/hr.	\$820.00
Mary Matarazzo - BMS		20 hrs. X \$41.00/hr.	\$820.00	

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

4. Leaves of Absence

LOA

BE IT RESOLVED that the Board approve a medical leave of absence for employee #30748, teacher at Intervale/Northvail, effective February 16, 2017 through March 17, 2017 utilizing accumulated sick leave.

BE IT RESOLVED that the Board approve an unpaid intermittent medical leave of absence for employee #30164, teacher at Parsippany Hills High School, effective February 27, 2017 through June 30, 2017 pursuant to the Family Medical Leave Act.

BE IT RESOLVED that the Board approve a one year leave of absence for the 2017-2018 school year for employee #49235, teacher at Parsippany High School, to serve as an overseas teacher as per the PTHEA Agreement.

5. Major-Extra Responsibility Assignment

MAJOR-EXTRA
ASSIGN

BE IT RESOLVED that the Board approve the additions/changes/resignations named below in major-extra responsibility coaching assignment for the 2016-2017 school year:

ADD:

Parsippany High School

Steven Miller Asst. Coach Softball Step 1 \$6,038.00

6. Maternity Leaves of Absence

MATERNITY
LEAVE

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

Employee #31060, teacher at Parsippany Hills High School, has requested a maternity leave of absence on or about May 23, 2017 through June 22, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from August 31, 2017 through October 31, 2017.

Employee #30428, teacher at Central Middle School, has requested a maternity leave of absence on or about June 6, 2017 through June 22, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from August 31, 2017 through November 22, 2017.

7. **Additional Sick Days – Local 32**

**ADDL SICK
DAYS**

BE IT RESOLVED that the Board approve fourteen (14) additional non-accumulative sick days at one-half pay for Employee #11729, Driver, effective February 27, 2017 through March 16, 2017.

8. **Resignation – PTHESA**

**RESIGN
PARA**

BE IT RESOLVED that the Board approve the resignation of Kristie Galloway, One-to-One Paraprofessional at Rockaway Meadow Elementary School, effective February 28, 2017.

9. **Low Pressure – Black Seal Boiler Operator License**

**BOILER
LICENSE**

BE IT RESOLVED that the Board approve the stipend of \$1,304.00 (prorated) for Adela Angel-Gamez, Custodian, effective February 1, 2017 subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and Local 32.

10. **Employment – Acting Head Custodian**

**ACTING HEAD
CUSTODIAN**

BE IT RESOLVED that the Board approve the individual named below who worked as acting head custodian at Littleton Elementary School and is entitled to a prorated portion of the head custodian stipend of \$5,324.00 subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and Local 32.

Eric Ambrose

February 9, 2017 through February 13, 2017 (3 days)
February 15, 2017 through February 24, 2017 (7 days)

11. **Corrections**

CORRECTIONS

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

CHANGE:

Salaries – APSA as per Memorandum of Agreement

Bernadette Flaherty

2015-2016 Non-Tenured APSA

From: \$124,049.00

To: \$124,830.00

Juan Cruz

2015-2016 Tenured APSA

\$114,969 + \$2,500 Longevity

2016-2017 Tenured APSA

\$117,958 + \$2,500

Maternity Leave of Absence

Employee #10910

From: on or about January 17, 2017 through February 17, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from February 21, 2017 through May 12, 2017.

To: on or about January 17, 2017 through February 21, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from February 22, 2017 through May 12, 2017.

Employee #30527

From: on or about January 3, 2017 through March 1, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from March 2, 2017 through June 1, 2017, and under the terms of the PTHEA agreement, an unpaid childcare leave of absence effective June 2, 2017 through June 22, 2017.

To: on or about January 3, 2017 through March 9, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from March 10, 2017 through June 9, 2017, and under the terms of the PTHEA agreement, an unpaid childcare leave of absence effective June 12, 2017 through June 22, 2017.

Leave of Absence

Employee #40086

From: an unpaid leave of absence from January 17, 2017 through March 10, 2017, pursuant to the Family Medical Leave Act.

To: an unpaid leave of absence from January 17, 2017 through March 24, 2017, pursuant to the Family Medical Leave Act.

V. **PS – PUPIL PERSONNEL SERVICES – ANTHONY GIORDANO**

12. **Parsippany Adult and Community School**

PACE

BE IT RESOLVED that the Board approve the following Parsippany Adult and Community School list of staff salaries for the 2017 Spring Semester, as indicated below:

Instructors and Site Coordinators Paid Hourly

<u>Name</u>	<u>Position</u>	<u>Anticipated Salary</u>
Bright, Lois	Instructor	\$ 600.00
Dedrick, Kathleen	Site Coordinator	2,000.00
Engfer, Susan	Site Coordinator	2,000.00
Guarnieri, Paul	Instructor	350.00
Kret, Judith	Instructor	300.00
Lotzer, Elaine	Site Coordinator	2,000.00
Morris, Sandra	Instructor	1,080.00
Ninos, Tony	Instructor	1,050.00
O,Connor, Ellen	Instructor	1,100.00
Pring, Leslie	Instructor	1,200.00
Rakos, Eva	Instructor	1,400.00
Russo, Joseph	Instructor	1,750.00
Salem, Nahed	Instructor	900.00
Singerline, Dawn	Instructor	900.00

Instructors Paid a Flat Rate

Creative Voice Dev. – Getting Paid to Talk	\$ 88.00
Ilic, Dana – Cooking Classes	840.00
In Order, Inc. – Deborah Gussoff- 2 Courses	160.00
Lucas, Raymond – Krav Maga Classes	1,450.00
Nicolich, Claudine – Exercise	4,800.00
Restrepo, Zulma – Zumba Dancing	1,300.00

Instructors Paid Per Person

A-1 Peck Driving School	\$ 55.00/pp
Barry Wolfson – 3 Courses	40.00/pp
Christine Maccarella, Anna Marie Osvold - Mahjongg	40.00/pp
Coast Boating School	55.00/pp
Dancegirl LLC Morris Plains Jazzercise- Christina Albano	65.00/pp
Doug Gould –2 Courses	64.00pp/42.00/pp
Kathleen McGlory	25.00/pp
Louis Drucks American Red Cross – 3 Courses	35.00 – 65.00/pp
Marc Sky	21.00/pp
Paul Boddy-StageRight – Multiple trips	66.00 – 85.00/pp
So You... - Vivian Burns	60.00/pp
Ted Sheola	20.00/pp

13. **Student Assistance Substitutes**

STUD ASSISTANCE

BE IT RESOLVED that the Board approve the following personnel who acted as substitutes in the absence of Jayne Dzuback, who was originally approved to assist a student who participates in the Brooklawn Ski Club, as per the student's IEP, in the January 31, 2017 Bulletin No. 12, Item #34, not to exceed seven hours on each date, as follows:

<u>Staff Name</u>	<u>Date</u>	<u>Hourly Salary</u>
Elena Gerber	1/18/17	\$45.71
Kris Skinner	1/25/17, 2/1/17, 2/8/17	\$40.66

14. **Morning Enrichment Program**

AM ENRICHMENT PROGRAM

BE IT RESOLVED that the Board approve the addition of Lorraine Esposito to provide a Morning Enrichment Program beginning January 9, 2017 through June 1, 2017, four mornings per week, at the Knollwood, Lake Hiawatha, Lake Parsippany and Rockaway Meadow Schools, at the rate of \$50 per session, originally approved January 5, 2017, Bulletin No. 11, Item No. 39.

15. **Community Based Instruction Sites**

COMM BASED INSTR

BE IT RESOLVED that the Board approve Eric Johnson House, 44 South Street, Morristown, NJ, as a Community Based Instruction Site for the 2016-2017 school year.

16. **Home Instruction**
INSTR

HOME

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>
28756	PHHS	10	Medical
44268	PHS	10	Medical
42669	Knollwood	2	Medical
40981	Lake Parsippany	4	Medical
43786	Rockaway Meadow	K	Medical

17. **Harassment, Intimidation, and Bullying**

HIB

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for February 23, 2017.

Suspensions

SUSPENSIONS A

Nineteen 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

18. Payment of Bills

PAYMENT OF BILL

BE IT RESOLVED that the Board of Education approve the payment of current bills for March 9, 2017 for the 2016-2017 school year in the amount of \$7,829,717.28.

BE IT RESOLVED that the Board of Education approve the payment of current bills/outstanding warrants for school activities for the month of February 2017 school year in the amount of \$58,332.21.

19. Transfer of Funds

TRANSFER OF FUNDS B

BE IT RESOLVED that the Board of Education authorize the transfers in the 2016-2017 budget per detail of transfers report, February 1-28 for the 2016-2017 school year, per state law.

20. Secretary/Treasurer Report

SECRETARY REPORT

BE IT RESOLVED that the Board of Education acknowledge and accept the report of the Board Secretary and Treasurer of School Monies for the period ending January 1-31, 2017.

Pursuant to N.J.A.C. 6:20-2:13(d), I certify that as of the end of January 2017 no budgetary line item account has been over expended in violation of N.J.A.C. 6:20-2:13(a).



Robin C. Tedesco
Business Administrator/Board Secretary

Pursuant to N.J.A.C. 6:20-2:13(a), we certify that as of January 31, 2017 after review of the Secretary's monthly financial report for January 2017 (appropriations section), and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:20-2:13(b) and that sufficient funds are available to meet the district's financial obligations.

21. **Change Order Installation of Emergency Generators at Parsippany HS**

**CHANGE ORDER
EMERGENCY GENERATOR**

BE IT RESOLVED that the Board of Education approve the following Change Order - GC-02 as follows:

Boz Electric, 6 Warren Drive, Vernon, NJ 07462

Parsippany High School

Gas pressure at the high school was low to run the new emergency generator. NJ Gas to increase pressure of gas. Existing regulators had to be disconnected and removed. New regulators had to be installed as per the direction of NJ Gas. Gas piping had to be re-worked. A new start up and load test had to be performed.

Total amount of this CO:	\$10,605.00
Original contract sum:	\$367,726.00
Net change by previous authorized COs:	\$0
Contract sum will be increased by this CO:	10,605.00
New contract sum including this CO will be:	\$378,331.00

22. **Addendum to Source 4 Teachers**

SOURCE 4 TEACHERS

BE IT RESOLVED that the Board of Education hereby ratifies the Addendum to the contract with Source 4 Teachers executed by the Board's Business Administrator on February 24, 2017 as set forth in the attached materials and which shall be kept on file in the Office of the Board's Business Administrator.

23. **Adoption of Tentative Budget 17-18**

**ADOPTION OF BUDGET
2017-2018**

BE IT RESOLVED that the tentative budget for the Parsippany-Troy Hills Board of Education, in the County of Morris, New Jersey be approved for the 2017-2018 school year using the 2017-2018 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenues	Debt Service	Total
2017-2018 Total Expenditures	\$141,207,020	\$2,010,144	\$3,374,400	\$146,591,564
Less: Anticipated Revenues	\$8,991,457	\$2,010,144	\$572,267	\$11,573,868
Taxes to be Raised	\$132,215,563	\$0	\$2,802,133	\$135,017,696

And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public meeting be held at the Parsippany Hills High School, Parsippany, New Jersey on May 4, 2017 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2017-2018 school year; and

BE IT FURTHER RESOLVED, that the Parsippany-Troy Hills Board of Education, approves the following Capital Outlay, Capital Projects and Equipment for the 2017-2018 school year:

Description/Activity	Cost
Assessment for Debt Service on SDA Funding	\$46,633
Educational/Maintenance Equipment	\$60,000
Lease Purchase Principal Payments	\$2,080,060
Architect	\$100,000
Exterior Door Replacement Districtwide	\$100,000
Littleton Elementary School Canopy Replacement	\$20,000
Paving and Concrete Work Districtwide	\$100,000
Capital Reserve Interest	\$5,000
Total	\$2,511,693

WHEREAS, the Parsippany-Troy Hills Board of Education's policy and N.J.A.C. 6A:23A-7.3(a) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2017-2018 School Year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2016-2017 School Year was \$138,080; and

WHEREAS, travel and expense reimbursement has reached a total amount of \$42,540 as of March 1, 2017; and

BE IT RESOLVED, that the Parsippany-Troy Hills Board of Education in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2017-2018 school year at the sum of \$171,394; and

WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, a 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 Parsippany –Troy Hills Board of Education hereby establishes the following maximums for the 2017-2018 year as follows:

Service	Cost
Architecture	\$100,000
Legal	\$235,001
Audit	\$79,300
Physician	\$76,000
Total	\$490,301

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

24. **Adjustment Health Benefits**

ADJ HEALTH BENEFITS

RESOLVED that the Parsippany-Troy Hills Board of Education includes in the 2017-2018 proposed budget the adjustment for increases costs of health benefits in the amount of \$572,820. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

25. **Adjustment Banked Cap**

ADJ BANKED CAP

RESOLVED that the Parsippany-Troy Hills Board of Education includes in the 2017-2018 proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$969,817 for the purposes of maintaining curricular and co-curricular programs and staffing levels to support such programs. The district intends to complete said purposes by June 2018.

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

TRAVEL EXP

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

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

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

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

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

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$171,394 for all staff and board members.

Parsippany-Troy Hills Board of Education Expense Account Adjustment Analysis By Adjustment#

va_exaa2.082406
02/01/2017

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
000139	CMS ATHLETIC TRIPS	11-000-270-512-000-140-	CONTRACT SVCS-OTHER	02/01/2017	SDYKSTRA	\$179,954.25	\$1,000.00	\$180,954.25
	CMS ATHLETIC TRIPS	11-000-270-610-000-140-	GENERAL SUPPLIES	02/01/2017	SDYKSTRA	\$6,671.56	(\$1,000.00)	\$7,671.56
				Total for Adjustment #	000139		\$0.00	
000140	AFRICAN AMERICAN TRIP	95-001-005-000-000-053-	EXCHANGE	02/01/2017	SDYKSTRA	\$3,900.01	(\$3,210.00)	\$690.01
	AFRICAN AMERICAN TRIP	95-003-042-000-000-053-	AFRO AMERICAN CLUB	02/01/2017	SDYKSTRA	\$85.63	\$3,210.00	\$3,295.63
				Total for Adjustment #	000140		\$0.00	
000141	HW HEAT COIL REPAIRS-LK	11-000-261-420-000-055-	CLEANING,REPAIR & MAINT	02/01/2017	SDYKSTRA	\$57,478.00	(\$5,155.04)	\$52,322.96
	HW HEAT COIL REPAIRS-LK	11-000-261-420-000-060-	CLEANING,REPAIR & MAINT	02/01/2017	SDYKSTRA	\$55,848.00	(\$5,155.04)	\$50,692.96
	HOT WATER HEAT COIL	11-000-261-420-000-070-	CLEANING,REPAIR & MAINT	02/01/2017	SDYKSTRA	\$16,401.03	\$10,310.08	\$26,711.11
				Total for Adjustment #	000141		\$0.00	
000142	BUS REPAIRS	11-000-270-420-000-140-	CLEANING,REPAIR & MAINT	02/01/2017	SDYKSTRA	\$190,000.00	\$100,000.00	\$290,000.00
	BUS REPAIRS	11-000-291-270-000-210-	MED./DENTAL/PRES. INS.	02/01/2017	SDYKSTRA	\$16,549,791.00	(\$100,000.00)	\$16,449,791.00
				Total for Adjustment #	000142		\$0.00	
000143	INC TO HONEYWELL QTRLY	11-000-261-800-000-140-	PERMITS & FEES	02/01/2017	SDYKSTRA	\$57,390.00	\$375.00	\$57,765.00
	INC TO HONEYWELL QTRLY	11-000-261-800-000-340-	OTHER OBJECTS	02/01/2017	SDYKSTRA	\$11,825.00	(\$375.00)	\$11,450.00
				Total for Adjustment #	000143		\$0.00	
000144	POTHOLE REPAIR SUPPLIES	11-000-261-610-000-079-	GENERAL SUPPLIES	02/01/2017	SDYKSTRA	\$10,000.00	(\$643.44)	\$9,356.56
	BLACKTOP COLD PATCH FOR	11-000-261-610-000-140-	GENERAL SUPPLIES	02/01/2017	SDYKSTRA	\$26,523.42	\$643.44	\$27,166.86
				Total for Adjustment #	000144		\$0.00	
000145	DISTRICT BOILER REPAIRS	11-000-261-420-000-050-	CLEANING,REPAIR & MAINT	02/01/2017	SDYKSTRA	\$65,256.00	(\$5,500.00)	\$59,756.00
	DISTRICT BOILER REPAIRS	11-000-261-420-000-055-	CLEANING,REPAIR & MAINT	02/01/2017	SDYKSTRA	\$52,322.96	(\$5,000.00)	\$47,322.96
	DISTRICT BOILER REPAIRS	11-000-261-420-000-060-	CLEANING,REPAIR & MAINT	02/01/2017	SDYKSTRA	\$50,692.96	(\$5,000.00)	\$45,692.96
	DISTRICT BOILER REPAIRS	11-000-261-420-000-140-	CLEANING,REPAIR & MAINT	02/01/2017	SDYKSTRA	\$14,034.00	\$25,500.00	\$39,534.00
	DISTRICT BOILER REPAIRS	11-000-261-610-000-050-	GENERAL SUPPLIES	02/01/2017	SDYKSTRA	\$63,000.00	(\$5,000.00)	\$58,000.00
	DISTRICT BOILER REPAIRS	11-000-261-610-000-053-	GENERAL SUPPLIES	02/01/2017	SDYKSTRA	\$63,000.00	(\$5,000.00)	\$58,000.00
				Total for Adjustment #	000145		\$0.00	
000146	FIELD TRIP	11-000-270-503-000-140-	AID IN LIEU PMTS-NON PUB	02/03/2017	SDYKSTRA	\$355,040.75	(\$3,000.00)	\$352,040.75
	FIELD TRIP	11-000-270-512-000-140-	CONTRACT SVCS-OTHER	02/03/2017	SDYKSTRA	\$180,954.25	\$3,000.00	\$183,954.25
				Total for Adjustment #	000146		\$0.00	
000147	WWS SHIRTS	61-603-100-300-000-010-	PURCHASED PROF/TECH SVCS	02/03/2017	SDYKSTRA	\$0.00	\$209.00	\$209.00
	WWS SHIRTS	61-603-200-512-000-010-	CONTRACTED SVCS-OTHER-WW	02/03/2017	SDYKSTRA	\$16,853.90	(\$209.00)	\$16,644.90
				Total for Adjustment #	000147		\$0.00	
000148	CONTRACTUAL HB STIPENDS	11-000-291-270-000-210-	MED./DENTAL/PRES. INS.	02/03/2017	SDYKSTRA	\$16,449,791.00	(\$180,000.00)	\$16,269,791.00
	CONTRACTUAL HB STIPENDS	11-000-291-290-003-210-	OPT OUT BENEFITS	02/03/2017	SDYKSTRA	\$750,000.00	\$180,000.00	\$930,000.00

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Total for Adjustment # 000148							\$0.00	
000149	PAYROLL POSTING ADJS	11-000-261-100-117-140-	SALARIES-MAINTENANCE OT	02/03/2017	SDYKSTRA	\$85,000.00	\$30,000.00	\$115,000.00
	PAYROLL POSTING ADJS	11-000-261-100-118-140-	SALARIES-MAINT SUBS	02/03/2017	SDYKSTRA	\$30,000.00	(\$30,000.00)	\$0.00
	PAYROLL POSTING ADJS	11-000-270-107-000-140-	SALARIES-BUS AIDES	02/03/2017	SDYKSTRA	\$301,282.00	(\$1,593.00)	\$299,689.00
	PAYROLL POSTING ADJS	11-000-270-107-118-140-	SALARIES-BUS AIDE SUBS	02/03/2017	SDYKSTRA	\$5,000.00	\$1,593.00	\$6,593.00
	PAYROLL POSTING ADJS	11-000-270-161-115-140-	SALARIES-SUB DRIVERS	02/03/2017	SDYKSTRA	\$20,000.00	(\$6,365.00)	\$13,635.00
	PAYROLL POSTING ADJS	11-000-270-161-117-140-	OVERTIME-DRIVERS	02/03/2017	SDYKSTRA	\$150,000.00	\$6,365.00	\$156,365.00
	PAYROLL POSTING ADJS	11-120-100-101-101-140-	SALARIES-ES ART TEACHERS	02/03/2017	SDYKSTRA	\$404,850.00	(\$60.00)	\$404,790.00
	PAYROLL POSTING ADJS	11-120-100-101-118-140-	SALARIES-ES SUB TEACHERS	02/03/2017	SDYKSTRA	\$38,082.11	\$60.00	\$38,142.11
	PAYROLL POSTING ADJS	11-130-100-101-107-140-	SALARIES-MS MATH TEACH	02/03/2017	SDYKSTRA	\$1,278,494.40	(\$170.00)	\$1,278,324.40
	PAYROLL POSTING ADJS	11-130-100-101-109-140-	SALARIES-MS PE TEACHERS	02/03/2017	SDYKSTRA	\$1,137,140.80	(\$451.00)	\$1,136,689.80
	PAYROLL POSTING ADJS	11-130-100-101-115-140-	SALARIES-MS I/A TEACHERS	02/03/2017	SDYKSTRA	\$215,315.50	(\$639.00)	\$214,676.50
	PAYROLL POSTING ADJS	11-130-100-101-118-140-	SALARIES-MS SUB TEACHERS	02/03/2017	SDYKSTRA	\$19,635.29	\$1,260.00	\$20,895.29
	PAYROLL POSTING ADJS	11-140-100-101-101-140-	SALARIES-HS ART TEACH	02/03/2017	SDYKSTRA	\$478,941.00	(\$279.00)	\$478,662.00
	PAYROLL POSTING ADJS	11-140-100-101-108-140-	SALARIES-HS VC MSC TEACH	02/03/2017	SDYKSTRA	\$145,555.00	(\$700.00)	\$144,855.00
	PAYROLL POSTING ADJS	11-140-100-101-109-140-	SALARIES-HS PE TEACHERS	02/03/2017	SDYKSTRA	\$1,257,184.00	(\$200.00)	\$1,256,984.00
	PAYROLL POSTING ADJS	11-140-100-101-118-140-	SALARIES-HS SUB TEACHERS	02/03/2017	SDYKSTRA	\$10,179.97	\$1,179.00	\$11,358.97
	PAYROLL POSTING ADJS	95-003-036-000-000-050-	N.A.S.C. PAYROLL	02/03/2017	SDYKSTRA	\$0.00	\$68.00	\$68.00
	PAYROLL POSTING ADJS	95-003-036-000-001-050-	N.A.S.C	02/03/2017	SDYKSTRA	\$3,807.96	(\$68.00)	\$3,739.96
	PAYROLL POSTING ADJS	95-003-037-000-000-050-	DRAMA CLUB-PAYROLL	02/03/2017	SDYKSTRA	\$0.00	\$704.00	\$704.00
	PAYROLL POSTING ADJS	95-003-037-000-000-053-	DRAMA CLUB-PAYROLL	02/03/2017	SDYKSTRA	\$0.00	\$408.00	\$408.00
	PAYROLL POSTING ADJS	95-003-037-000-001-050-	DRAMA CLUB	02/03/2017	SDYKSTRA	\$4,091.62	(\$704.00)	\$3,387.62
	PAYROLL POSTING ADJS	95-003-037-000-001-053-	DRAMA CLUB	02/03/2017	SDYKSTRA	\$8,436.45	(\$408.00)	\$8,028.45
	PAYROLL POSTING ADJS	95-003-051-000-000-053-	Varsity Club-PAYROLL	02/03/2017	SDYKSTRA	\$136.00	\$68.00	\$204.00
	PAYROLL POSTING ADJS	95-003-051-000-001-053-	Varsity Club	02/03/2017	SDYKSTRA	\$1,252.90	(\$68.00)	\$1,184.90
	PAYROLL POSTING ADJS	95-003-055-000-000-050-	INDIAN CULTURE CLUB-PAYR	02/03/2017	SDYKSTRA	\$0.00	\$68.00	\$68.00
	PAYROLL POSTING ADJS	95-003-055-000-001-050-	INDIAN CULTURE CLUB	02/03/2017	SDYKSTRA	\$1,262.22	(\$68.00)	\$1,194.22
	PAYROLL POSTING ADJS	95-011-072-000-000-055-	ATHLETICS-PAYROLL	02/03/2017	SDYKSTRA	\$0.00	\$357.00	\$357.00
	PAYROLL POSTING ADJS	95-011-072-000-001-055-	ATHLETICS	02/03/2017	SDYKSTRA	\$680.30	(\$357.00)	\$323.30
Total for Adjustment # 000149							\$0.00	
000150	DISTRICT BOILER REPAIRS	11-000-261-420-000-050-	CLEANING,REPAIR & MAINT	02/06/2017	SDYKSTRA	\$59,756.00	(\$5,000.00)	\$54,756.00
	DISTRICT BOILER REPAIRS	11-000-261-420-000-055-	CLEANING,REPAIR & MAINT	02/06/2017	SDYKSTRA	\$47,322.96	(\$5,000.00)	\$42,322.96
	DISTRICT BOILER REPAIRS	11-000-261-420-000-060-	CLEANING,REPAIR & MAINT	02/06/2017	SDYKSTRA	\$45,692.96	(\$5,000.00)	\$40,692.96
	DISTRICT BOILER REPAIRS	11-000-261-420-000-140-	CLEANING,REPAIR & MAINT	02/06/2017	SDYKSTRA	\$39,534.00	\$15,000.00	\$54,534.00
Total for Adjustment # 000150							\$0.00	
000151	ADDITIONAL ATHLETIC FEES	11-402-100-600-000-050-	SUPPLIES & MATERIALS	02/06/2017	SDYKSTRA	\$103,556.00	(\$3,000.00)	\$100,556.00
	ADDITIONAL ATHLETIC FEES	11-402-100-800-000-050-	OTHER OBJECTS	02/06/2017	SDYKSTRA	\$37,280.00	\$3,000.00	\$40,280.00
Total for Adjustment # 000151							\$0.00	

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Current Appropriation Adjustments								
000152	DISTRICT STEAM BOILER	11-000-261-420-000-050-	CLEANING,REPAIR & MAINT	02/07/2017	SDYKSTRA	\$54,756.00	(\$5,000.00)	\$49,756.00
	DISTRICT STEAM BOILER	11-000-261-420-000-053-	CLEANING,REPAIR & MAINT	02/07/2017	SDYKSTRA	\$68,148.00	(\$5,000.00)	\$63,148.00
	DISTRICT STEAM BOILER	11-000-261-420-000-055-	CLEANING,REPAIR & MAINT	02/07/2017	SDYKSTRA	\$42,322.96	(\$5,000.00)	\$37,322.96
	DISTRICT STEAM BOILER	11-000-261-420-000-140-	CLEANING,REPAIR & MAINT	02/07/2017	SDYKSTRA	\$54,534.00	\$15,000.00	\$69,534.00
				Total for Adjustment # 000152			\$0.00	
000153	HVAC REPAIRS-LK HIWATHA	11-000-261-420-000-060-	CLEANING,REPAIR & MAINT	02/07/2017	RTEDESCO	\$40,692.96	(\$1,000.00)	\$39,692.96
	HVAC REPAIRS-LK HIWATHA	11-000-261-420-000-070-	CLEANING,REPAIR & MAINT	02/07/2017	RTEDESCO	\$26,711.11	\$1,000.00	\$27,711.11
				Total for Adjustment # 000153			\$0.00	
000154	WINTER/SPRING ATHLETIC	11-000-230-820-000-210-	JUDGEMENTS AGAINST DIST.	02/08/2017	SDYKSTRA	\$114,684.00	(\$50,000.00)	\$64,684.00
	WINTER/SPRING ATHLETIC	11-000-270-512-000-140-	CONTRACT SVCS-OTHER	02/08/2017	SDYKSTRA	\$183,954.25	\$50,000.00	\$233,954.25
				Total for Adjustment # 000154			\$0.00	
000155	PICK-UP TRUCK REPAIRS	11-000-261-420-000-060-	CLEANING,REPAIR & MAINT	02/13/2017	SDYKSTRA	\$39,692.96	(\$1,461.78)	\$38,231.18
	PICK-UP TRUCK REPAIRS	11-000-261-420-000-210-	CLEANING,REPAIR & MAINT	02/13/2017	SDYKSTRA	\$270,581.79	\$1,461.78	\$272,043.57
				Total for Adjustment # 000155			\$0.00	
000156	TIRES FOR TRUCKS 604 & 608	11-000-261-420-000-060-	CLEANING,REPAIR & MAINT	02/13/2017	SDYKSTRA	\$36,231.18	(\$2,539.18)	\$33,692.00
	TIRES FOR TRUCKS 604 & 608	11-000-261-420-000-210-	CLEANING,REPAIR & MAINT	02/13/2017	SDYKSTRA	\$272,043.57	\$2,539.18	\$274,582.75
				Total for Adjustment # 000156			\$0.00	
000157	SALTER, BACKHOE & TRUCK	11-000-261-420-000-062-	CLEANING,REPAIR & MAINT	02/14/2017	SDYKSTRA	\$12,993.58	(\$1,613.02)	\$11,380.56
	SALTER, BACKHOE & TRUCK	11-000-261-420-000-210-	CLEANING,REPAIR & MAINT	02/14/2017	SDYKSTRA	\$274,582.75	\$1,613.02	\$276,195.77
				Total for Adjustment # 000157			\$0.00	
000158	EQUIPMENT MAINTENANCE	11-000-230-530-000-310-	COMMUNICATIONS/TELEPHONE	02/15/2017	SDYKSTRA	\$444,000.00	(\$5,000.00)	\$439,000.00
	EQUIPMENT MAINTENANCE	11-000-251-340-000-210-	PURCH TECH SVCS	02/15/2017	SDYKSTRA	\$108,450.00	\$5,225.00	\$113,675.00
	EQUIPMENT MAINTENANCE	11-000-251-592-000-210-	MISC PURCH SVCS	02/15/2017	SDYKSTRA	\$17,550.00	(\$225.00)	\$17,325.00
				Total for Adjustment # 000158			\$0.00	
000159	CLASSROOM CLOCKS	11-000-261-610-000-140-	GENERAL SUPPLIES	02/17/2017	SDYKSTRA	\$27,166.86	\$1,909.27	\$29,076.13
	CLASSROOM CLOCKS	11-000-261-610-000-340-	GENERAL SUPPLIES	02/17/2017	SDYKSTRA	\$41,606.24	(\$1,909.27)	\$39,696.97
				Total for Adjustment # 000159			\$0.00	
000160	ROAD SALT	11-000-261-610-000-140-	GENERAL SUPPLIES	02/17/2017	SDYKSTRA	\$29,076.13	\$1,836.67	\$30,912.80
	ROAD SALT	11-000-261-610-000-340-	GENERAL SUPPLIES	02/17/2017	SDYKSTRA	\$39,696.97	(\$1,836.67)	\$37,860.30
				Total for Adjustment # 000160			\$0.00	
000161	CASE BACKHOE REPAIRS	11-000-261-420-000-062-	CLEANING,REPAIR & MAINT	02/17/2017	SDYKSTRA	\$11,380.56	(\$1,605.32)	\$9,775.24
	CASE BACKHOE REPAIRS	11-000-261-420-000-210-	CLEANING,REPAIR & MAINT	02/17/2017	SDYKSTRA	\$276,195.77	\$1,605.32	\$277,801.09
				Total for Adjustment # 000161			\$0.00	

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Total Current Appropriation Adjustments \$0.00