

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

Number 5

September 22, 2016

MISSION STATEMENT

The mission of Parsippany-Troy Hills School District is to provide effective instruction in all program areas, to develop the learning potential of all students in the district, to build skills for a lifetime of learning, and to develop a feeling of self-worth and confidence that will allow students to become productive members of society.

To accomplish this mission, Parsippany-Troy Hills School District is committed to a system which recognizes principals, supervisors and directors as instructional leaders and empowers members of the teaching staff to become partners in the development of curriculum and refinement of instructional strategies. The Board of Education also seeks the involvement of parents and members of the community as participants in a partnership to promote quality education. The result of this collaboration is to produce effective learners who can cope with the demands of an ever-changing society.

Furthermore, we are dedicated to achieving a spirit of humaneness as students involve themselves in school activities as well as contributing to the well being of the community. To achieve these ends, the Board of Education also supports a continuous program of staff development for all employees as means of developing the most effective curriculum and instruction for all our students.

Date Adopted: 7/6/89

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 5

September 22, 2016

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

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
Robin Tedesco Lyanna Rios	Public School Purchasing	Oct 5 & 11, 2016	Rutgers University	\$445.00 ea
Caitlin Timmerman Marianne Mpakarakas Valerie Bertoli	Strategies and Structure for Teaching Reading	December 20, 2016	New Providence, NJ	\$235.00 ea
Christine Lupia-Fugere	Create Imagine Discover	November 17/18, 2016	Long Branch, NJ	\$150.00
Joseph Wohlgenmuth	School-Based Speech-Language Pathologists	December 1/2 , 2016	West Orange, NJ	\$399.00

2. Field Trip Destinations

**FIELD TRIP
DESTINATIONS**

BE IT RESOLVED that the Board approve the potential Field Trip destinations named below for the 2016-2017 school year.

Destination

What the trip would be for

Carousel of Learning
Parsippany, New Jersey

Gr. 9-12 Child Development Class

Hilton Milwaukee City Center
Milwaukee, Wisconsin

FBLA

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:

Troy Hills School

The Troy Hills PTA has donated \$1,265.00 to the Board of Education to help support cultural arts events to be held at Troy Hills School.

Parsippany Hills High School

A donation of \$10,550 has been given to the Board of Education by an anonymous donor for the purchase and installation of fenced dug-outs for the varsity baseball field at Parsippany Hills High School.

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

4. **Curriculum Work – A/C #11.000.223.104.000.140**

CURR WORK

BE IT RESOLVED that the Board approve payment of the amounts indicated based on \$41.00/hour to the individuals named below for the development of the following curriculum revisions:

	Hours	Amount
<u>Italian 4/4H</u>		
Jaclyn Bevacqua	4	\$164.00
<u>Spanish – Grade 8</u>		
Giselle Gonzalez	4	\$164.00
<u>Italian – Grade 7 & 8</u>		
Marisa Gillespie	4	\$164.00
<u>Forensics</u>		
Stephanie Thaler	8	\$328.00
Emily Rogers	8	\$328.00

5. **Courses of Study**

COURSES OF STUDY

BE IT RESOLVED that the Board approve the following courses of study that have been approved by CCPC and the Board Teaching and Learning Committee:

- ENG214 English II Honors
- SCN300 Conceptual Chemistry
- SCN324 Advancement Placement Chemistry

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

6. Waiver of Teaching Load

WAIVER

BE IT RESOLVED that the Board approve the waiver of teaching loads for the following individuals who will provide class coverage as indicated below during the 2016-2017 school year:

Name	Location	Subject	Amount	Effect. Dates	Class Load	Formula
George Bottarini	PHS	Science	\$271.86	9/12/2016 – 10/7/2016	1 class/week	1/5 of 1/7
Mina Kelaid	PHS	Science	\$175.68	9/12/2016 – 10/7/2016	1 class/week	1/5 of 1/7
Bryan DiMauro	PHS	Science	\$182.83	9/12/2016 – 10/7/2016	1 class/week	1/5 of 1/7
Margaret Konner	PHS	Science	\$192.45	9/12/2016 – 10/7/2016	1 class/week	1/5 of 1/7
Kathleen McGuire	PHS	Science	\$250.87	9/12/2016 – 10/7/2016	1 class/week	1/5 of 1/7
Kellie Andersen	BMS	Math	\$3,355.98	9/13/2016 – 12/2/2016	1 class every day	1/7
Susan Vicari	BMS	Math	\$3,996.09	9/13/2016 – 12/2/2016	1 class every day	1/7
Rachel Krehel	PHHS	Art	\$8,373.83	9/16/2016 – 6/22/2017	1 class every day	1/7
Kristin D'Arienzo	PHS	Science	\$91.41	9/19/2016 – 9/30/201	1 class/week	1/5 of 1/7
Danielle Nicosia	PHS	Science	\$98.45	9/19/2016 – 9/30/201	1 class/week	1/5 of 1/7
Nancy Lennon	PHS	Science	\$230.54	9/19/2016 – 10/7/201	1 class/week	1/5 of 1/7

7. Mentoring – Assignment 1st Year – 2015-2016

**MENTORING
ASSIGN 1st YEAR**

BE IT RESOLVED that the Board approve the stipend of \$550 for the individual named below who has completed her mentoring assignment with the first year teacher who participated in the Induction Year Process.

<u>Provisional Teacher</u>	<u>Mentor</u>	<u>Portion of Year</u>	<u>School</u>
Alana Pentz	Melanie Ellis	5/10	Littleton

8. Resignation – PTHESA

**RESIGN
PTHESA**

BE IT RESOLVED that the Board approve the resignation of Layla Saleh, One-to-One paraprofessional at Rockaway Meadow Elementary School, effective September 23, 2016.

9. Employment – PTHESA

**EMPLOY
PARA**

BE IT RESOLVED that the Board approve the individuals named below who have been employed for the 2016-2017 school year as paraprofessionals in the areas indicated, subject to any salary adjustment that may be due upon of the negotiations between the Board of Education and the PTHESA:

Parsippany High School

George Mayes One-to-One \$20,318.00 9/12/2016

Parsippany Hills High School

Jeanne George One-to-One \$20,318.00 9/14/2016

Troy Hills Elementary School

Tatia Stettner One-to-One \$20,318.00 9/13/2016

10. **Late Bus Monitor**

**LATE BUS
MONITOR**

BE IT RESOLVED that the Board approve payment to Elena Gerber who has indicated her willingness to serve as late bus monitor for the 2016-2017 school year at Brooklawn Middle School (2:45-4:00) at \$33.00 per session.

11. **Resignations – Noontime Aide**

**RESIGN
NOONTIME**

BE IT RESOLVED that the Board approve the resignations of Nehal Rizk, noontime aide at Mt. Tabor Elementary School effective June 23, 2016; and Swapna Mokashi, noontime aide at Eastlake Elementary School effective September 9, 2016.

12. **Employment – Noontime Aides**

**EMPLOY
NOONTIME**

BE IT RESOLVED that the Board approve the individuals named below as noontime aides for the 2016-2017 school year at the rate of \$15.90 per hour:

Mt. Tabor

Hasumati Dave 10 hours/week 9/13/2016

Rockaway Meadow

Megalaisooriy Venugopal 12.5 hours/week 9/14/2016

13. **Employment – Local 32**

**EMPLOY
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of Charles Talmadge, who has successfully completed his 30-day probationary period after his transfer to a new assignment. A contract should be issued to him in the amount of \$29,619.00 + \$1,436.00 (2nd shift) (prorated) for the 2016-2017 school year, effective September 16, 2016; 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.

14. **Employment – Vehicle Repair**

**EMPLOY
VEH REPAIR**

BE IT RESOLVED that the Board approve the employment of Mr. Robert Fulton to work 44 hours per month doing repairs on district vehicles effective September 23, 2016 through June 30, 2017 at the rate of \$35.70 per hour.

15. **Transfer of Assignment- PTHESA**

**TRANSFER
PTHESA**

BE IT RESOLVED that the Board approve the transfer of Christina Musto, paraprofessional, from Lake Parsippany Elementary School to Troy Hills Elementary School for the 2016-2017 school year with no change in salary effective September 1, 2016.

16. **Contract Revision of Training Level Advancement – Upgrading**

UPGRADING

BE IT RESOLVED that the Board approve in accordance with Board Policy, as written under the terms of the Board/PTHEA Agreement and as designated in the provisions for the salary guide for teachers and nurses, the staff members named below who have submitted proof of degree and/or course credits necessary to be advanced to the next higher training level effective September 1, 2016 – June 30, 2017:

NAME	STEP	SALARY
Upgrade from BA to BA+15		
Olivia Frawley	4	\$56,570.00
Upgrade from BA to BA+30		
Alexandra Polizzo	4	\$57,870.00
Upgrade from BA+15 to BA+30		
Jacqueline Izzo	10	\$71,485.00
Mina Kelaid	4	\$57,870.00
Rachael Krehel	7	\$62,235.00
Carolina Sylvin	10	\$71,485.00
Upgrade from BA+15 to BA+45		
Marianne Mpakarakes	6	\$65,090.00
Upgrade from BA+30 to BA+45		
Laura Duff	8	\$68,785.00
Olympia Francis	8	\$68,785.00
Paula Maas	12	\$78,810.00
Upgrade from BA+30 to BA+60		
Lauren Moussab	8	\$70,185.00
Jennifer Shollenberger	16	\$96,550.00
Upgrade from BA+45 to BA+60		
Megan Barry	16	\$96,550.00
Abby Bruss	8	\$70,185.00
Melissa Iellimo	5	\$64,770.00
Carol Rushing	10	\$74,760.00
Stephanie Venezia	11	\$78,404.00
Shannon Woltjen	6	\$66,460.00
Mark Zacharia	16	\$96,550.00

17. **Appointment – Volunteer Extra-Curricular Athletic Aides**

**APPOINT VOL
EXTRA AIDES**

BE IT RESOLVED that the Board approve the appointment of the following individuals as volunteer extra-curricular athletic aides in the area indicated for the 2016-2017 school year, effective September 23, 2016:

Parsippany High School

George Mayes Football Steven Miller Football

18. **PTHESA – Perfect Attendance**

**PERFECT
ATTENDANCE**

BE IT RESOLVED that the Board approve \$250.00 for Narmada Iyengar who maintained Perfect Attendance from February 1, 2016 through June 23, 2016, in accordance with the PTHESA Agreement.

19. **Paraprofessional – Additional Coverage**

**ADDITIONAL
PARA COVERAGE**

BE IT RESOLVED that the Board approve the use of Aimee Lavalley, One-to-One Paraprofessional at Intervale Elementary School, to provide one (1) hour of instructional paraprofessional coverage each day, per a student's IEP. She will be paid at \$27.73 per hour for this coverage effective September 7, 2016 through June 22, 2017.

20. **Approval of Employment**

**EMPLOY
CERTIF STAFF**

BE IT RESOLVED that the Board approve the employment of the individual named below, for the 2016-2017 school year and that a contract be issued to him in accordance with the provisions of the Teacher's Salary Guide for the 2015-2018 school year for the educational level and experience indicated.

Dr. Kent Thompson

Degree:

Certification:

Experience:

Guide Placement:

Effective:

Assignment:

Media Specialist

Ph.D./Seton Hall 2015

MA/Seton Hall 2008/2001

Educational Media Specialist

Teacher - 16 years

DOC, Step 5, \$65,570.00 (prorated)

September 23, 2016

Knollwood/Eastlake Elementary Schools
(Replacement)

21. **Corrections**

CORRECTIONS

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

Employment Noontime Aides – 2016-2017

Jean Carroll – Lake Hiawatha Elementary School

From: 35 hours/week To: 27.5 hours/week

Major-Extra – September 8, 2016 Addendum

Central Middle School – Girls Soccer

From: Alissa Velazquez Step 1 \$5,591.00

To: Lauren Moussab Step 3 1/2 of \$5,991 = \$2,995.50

Alissa Velazquez Step 2 1/2 of \$5,846 = \$2,923

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

22. **Student Assistance** **STUD ASSISTANCE**

BE IT RESOLVED that the Board approve Judeth DeMonico, One-to-One Paraprofessional, to assist a Student A with Marching Band for the 2016-2017 school year, and to assist Student B with Color Guard for the 2016-2017 school year, at the hourly rate of \$18.00, as per both students IEP.

BE IT RESOLVED that the Board approve Zachary Mann, One-to-One Paraprofessional, to assist a student at PHHS Freshman Fun Night on September 12, 2016 from 7:00 p.m. to 10:00 p.m., at the hourly rate of \$18.00.

23. **Home Program** **HOME PGRM**

BE IT RESOLVED that the Board approve the following personnel to provide a home-based program, as per student's IEP, for the 2016-2017 school year, at the hourly rate of \$41.00, as follows:

- McKenzie Price - not to exceed two hours per week
- Jennifer Goodhand - not to exceed two hours per week
- Stephanie Lyons - not to exceed two hours per week
- Lauren Vassilowitch - not to exceed two and one-half hours per week

24. **Summer Work – Child Study Team** **SMR CST**

BE IT RESOLVED that the Board approve the following Child Study Team personnel who conducted summer evaluations during the month of August 2016, for newly identified students:

- Kathleen Attenasio – one day at the per diem rate of \$486.33
- Toni Farneski – one day at the per diem rate of \$406.30
- Vicky Chomut – one day at the per diem rate of \$542.15

25. **Related Services Provider** **RELATED SVCS**

BE IT RESOLVED that the Board approve Maxim Healthcare, to provide nursing services for the 2016-2017 school year at the following rates:

- LPN Services - \$47 per hour
- RN Services - \$52 per hour

26. **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>
24648	OOD	12	Medical
29077	PHS	10	Medical

27. **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 2016-2017 school year, as indicated below:

Fall Semester 2016

<u>Name</u>	<u>Position</u>	<u>Anticipated Salary</u>
Bright, Lois	Instructor	\$ 600.00
Creative Voice Dev.	Instructor	\$ 88.00
Dedrick, Kathleen	Site Coordinator	\$2,000.00
Engfer, Susan	Site Coordinator	\$2,000.00
In Order, Inc.	Instructor	\$ 160.00
Ilic, Dana	Instructor	\$ 735.00
Johnson, Debra	Instructor	\$1,200.00
Kret, Judith	Instructor	\$ 300.00
Lotzer, Elaine	Site Coordinator	\$2,000.00
Mendola, Patricia	Instructor	\$2,400.00
Morris, Sandra	Instructor	\$1,000.00
Nicolich, Claudine	Instructor	\$3,600.00
Ninos, Tony	Instructor	\$1,050.00
O'Connor, Ellen	Instructor	\$ 700.00
Rakos, Eva	Instructor	\$1,050.00
Restrepo, Zulma	Instructor	\$1,300.00
Salem, Nahed	Instructor	\$ 900.00
Williams, Richard	Instructor	\$ 800.00

Instructors Paid Per Student:

A-1 Peck Driving School	\$55.00/pp
Paul Boddy, StageRight – Multiple trips	\$87-\$107/pp
Coast Boating School	\$55.00/pp
Doug Gould –2 Courses	\$64.00pp/42.00/pp
Barry Wolfson – 3 Courses	\$40.00/pp
Louis Drucks American Red Cross – 4 Courses	\$35.00 to 65.00/pp
Ted Sheola – 3 Courses	\$18.00/pp and \$33 couple
Marc Sky – 3 Courses	\$21.00/pp
Premier Youth Golf & Tennis	\$65.00/pp
Christine Maccarella , Anna Marie Osvold -Mahjongg	\$40/pp
Mar Sky – 3 Courses	\$21.00/pp
Kathleen McGlory – 4 Courses	\$25.00/pp
Premier Youth Golf and Tennis	\$65.00/pp
Christine Maccarella, AnnaMarie Osvold-Mahjongg	\$40/pp

Suspensions

SUSPENSIONS A

One secondary student has been suspended by their building principal as per New Jersey Statutes Title 18A:37-2-2.

VI. BUSINESS/FINANCE – ROBIN C. TEDESCO

28. **Payment of Bills**

PAYMENT OF BILLS

BE IT RESOLVED that the Board of Education approve the payment of current bills for September 22, 2016 for the 2016-2017 school year in the amount of \$8,048,240.86.

29. **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 July 1-31, 2016.

Pursuant to N.J.A.C. 6:20-2:13(d), I certify that as of the end of July 2016 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 July 31, 2016 after review of the Secretary's monthly financial report for July 2016 (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.

30. **Parental Contract for Out-of-District Student Transportation**

PARENT CONTRACT OOD

BE IT RESOLVED, that the Parsippany Troy-Hills Board of Education enter into a parental contract for student transportation with G. R. for provision of Transportation services to and from Celebrate the Children, Denville, NJ at an amount not to exceed \$1,340.00 from September 1, 2016 thru June 30, 2017 (subject to the submission of all required documentation).

31. **Dual Use of Rooms for Educational Space**

DUAL USE RMS

BE IT RESOLVED that the Board of Education approve the following Dual Use of Rooms for Educational Space for the 2016-2017 School Year:

Intervale Elementary School
Rm 20: ESL & ESL

32. **IDEA Basic Grant Paraprofessionals**

**REVISED IDEA
PARAPROFESSIONALS**

BE IT RESOLVED that the Parsippany-Troy Hills Township Board of Education approve the allocation of 100% of the following salaries to the IDEA Basic FY 2016-2017 grant in the amounts as follows:

Paraprofessional Paid Out of IDEA Grant 2016-2017

<u>Brooklawn Middle School</u>	<u>Amount:</u>
Delete: Danielle Castellano	\$21,858.00
Add: Laura Cowhig	\$20, 318.00

<u>Parsippany High School</u>	
Add: Nicole Ranieri	\$21,858.00

33. **NCLB – FY 2016-2017 Grant Application**

GRANT APPLICATION

BE IT RESOLVED that the Parsippany Troy-Hills Township Board of Education accept the approval by the New Jersey Department of Education of the NCLB FY 16/17 application. The amounts for each grant are as follows:

Title I Part A	\$372,245.00
Title II Part A	\$ 95,192.00
Title III	\$119,563.00
Title III Immigrant	\$ 30,248.00