

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

Number 6

October 6, 2016

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

ITEMS FOR DISCUSSION

Dr. Nancy Gigante, Director of Planning, Research, and Evaluation – Assessment and Accountability, will be present this evening to give the PARCC Testing presentation.

I. LA – LEADERSHIP ACTIONS – LEROY SEITZ

**1. RESOLUTION APPROVING AGREEMENT WITH
PARSIPPANY-TROY HILLS TOWNSHIP**

**TOWNSHIP/BOE A
CABLE GRANT**

WHEREAS, by way of Resolution dated February 19, 2014, the New Jersey Board of Public Utilities (“BPU”) authorized the renewal of a Certificate of Approval for CSC TKR, LLC d/b/a Cablevision of Morris (“Cablevision”) to operate and maintain cable television systems with in the Township of Parsippany-Troy Hills (“Township”), and

WHEREAS, one condition of the BPU’s approval was that Cablevision provide the Township with a grant to support of Public, Educational and Governmental access programming in the total amount of \$78,000.00 and

WHEREAS, the Parsippany-Troy Hills Board of Education and the Township believe it is in the best interest of their residents to share the benefits of the Cablevision grant program by the Township’s provision of grant funds to the Board in the amount of \$7,000.00 per year for the life of the grant to assist in defraying a portion of the costs associated with the District’s provision of Video on the Go services;

NOW THEREFORE, BE IT RESOLVED, that the Parsippany-Troy Hills Board of Education hereby approves the attached Public, Educational and Governmental Access Programming Agreement with the Township of Parsippany-Troy Hills; and

BE IT FURTHER RESOLVED, that the Board President and Board Secretary are directed to take such further actions as are necessary to effectuate the terms of the Agreement.

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, 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 |
|---------------------------------|--|-------------------|-----------------|---------------------------|
| Nancy Mulcahy Kimberly Clark | Increasing Your Student’s Mastery of Math Facts | November 3, 3016 | Fairfield, NJ | \$245.00ea Title IIA |
| Janet Armstrong | Rutgers Gifted Fall Conference | November 18, 2016 | Somerset, NJ | \$189.00 |

3. 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

Sottocasa Restaurant
Brooklyn, NY 11201

Italian Club

Palazzone 1960 Restaurant
Wayne, New Jersey

Italian Club

Berlind Theatre at McCarter Theatre Ctr.
Princeton, New Jersey

Creative Writing Class

4. **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:

Eastlake School

Loantaka Parsippany Chapter and Elizabeth Parcels Devoe Chapter of the Daughters of the American Revolution have donated the following to Eastlake School:

- 4 Bookbags
- 8 3-ring binders
- 4 packs of sheet protectors
- 8 Composition Books
- 4 sets of Sharpie Highlighters
- 8 – 1 subject spiral notebooks
- 4 – 5 subject spiral notebooks
- 10 Level 1/2 Readers
- 5 calculators (AS 1464)
- 6 pencil case sets
- 1 Constitution Poster
- 96 pack of Crayola Crowns
- 1 pack of Construction paper

5. **Foreign Exchange Student**

**EXCHANGE
STUDENT**

BE IT RESOLVED that the Board approve the registration of the student identified on the attached document as a student at Parsippany Hills High School as part of the Education First Exchange Program for the 2016-2017 school year effective January 3, 2017.

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

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

6. **RESOLUTION – SUSPEND**

SUSPEND

BE IT RESOLVED that the Board, based upon the recommendation of the Interim Superintendent, that employee #49454 be suspended with pay for cause effective September 27, 2016 through October 6, 2016.

7. **Termination of Employment**

TERMINATE

BE IT RESOLVED that the Board, based upon the recommendation of the Interim Superintendent, approve the termination of employee #49454's employment as a part-time 150-day probationary custodian effective October 7, 2016 for cause.

8. **Termination of Employment – Abandonment of Position**

TERMINATE

BE IT RESOLVED that the Board approve the termination of employment of Employee #49367, Northvail noontime aide, for abandonment of position effective September 22, 2016.

9. **Maternity Leaves of Absence**

MATERNITY LEAVES

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

Employee #30650, teacher at Lake Parsippany Elementary School, has requested a maternity leave of absence on or about November 28, 2016 through January 17, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare of absence from January 18, 2017 through March 31, 2017.

Employee #40240, teacher at Mt. Tabor Elementary School, has requested a maternity leave of absence on or about January 3, 2017 through February 6, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare of absence from February 7, 2017 through May 9, 2017.

10. **Employment – Local 32**

LOCAL 32

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

| Name | Step | Salary | Effective | Assignment |
|-----------------|-------------|---------------|------------------|-------------------|
| Efthimios Gizas | 2 | \$20,311.00 | 10/7/2016 | Driver – 10Mo-6hr |

11. **Employment – Local 32**

LOCAL 32

BE IT RESOLVED that the Board approve the employment of Shailesh Mokashi who has successfully completed his 150-day probationary period as a bus driver. A new contract should be issued to him in the amount of \$20,711.00 (prorated) for the 2016-2017 school year; 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, effective September 24, 2016.

BE IT RESOLVED that the Board approve the employment of Akram Chaudry who has successfully completed his 150-day probationary period as a bus driver. A new contract should be issued to him in the amount of \$20,711.00 (prorated) for the 2016-2017 school year; 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, effective September 24, 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:

Knollwood Elementary School

| | | |
|--------------------|---------------|-----------|
| Shanthi Kandaswamy | 10 hours/week | 9/28/2016 |
| Karen Wenz | 10 hours/week | 10/4/2016 |

Lake Parsippany Elementary School

| | | |
|--------------|---------------|-----------|
| Laurie Bloch | 10 hours/week | 9/30/2016 |
|--------------|---------------|-----------|

13. **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:

Lake Hiawatha Elementary School

| | | | | |
|-------------------|--------------|----------------------|-------------|-----------|
| Mary Ann Connolly | Kindergarten | 1 st year | \$20,318.00 | 9/28/2016 |
|-------------------|--------------|----------------------|-------------|-----------|

Mt. Tabor Elementary School

| | | | | |
|---------------|--------------|----------------------|-------------|-----------|
| Deanna McHugh | Kindergarten | 2 nd year | \$21,858.00 | 9/27/2016 |
|---------------|--------------|----------------------|-------------|-----------|

Rockaway Meadow Elementary School

| | | | | |
|----------------|------------|----------------------|-------------|-----------|
| Jennifer Carey | One-to-One | 1 st year | \$20,318.00 | 9/26/2016 |
|----------------|------------|----------------------|-------------|-----------|

14. **Transfer – PTHEA**

**TRANSFER
PTHEA**

BE IT RESOLVED that the Board approve the individual named below who has been transferred for the 2016-2017 school year as indicated:

Ann Savadjian – Remedial Math

From: Central Middle School To: Brooklawn Middle School

15. **Mentor Training**

**MENTOR
TRAINING**

BE IT RESOLVED that the Board approve the stipends for the individuals named below who have completed their mentoring workshops and should be compensated for hours indicated at \$41.00 per hour:

Carol Sack 6 hours
 Laura Long 6 hours
 Melanie Jensen 6 hours
 Jamie Wall 6 hours

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+15 to BA+30 | | |
| Tara McCotter | 9 | \$67,549.00 |
| Upgrade from BA+45 to BA+60 | | |
| Marleen Gibson | 12 | \$83,125.00 |
| Diana Wong | 10 | \$74,760.00 |

17. **Major-Extra Responsibility Assignment**

**MAJOR-EXTRA
RESP**

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

Parsippany High School

Bryan DiMauro Head Coach Girls Basketball Step 3 \$7,775.00

Resignations:

Joseph Kirk Head Coach Girls Basketball PHS
 Bryan DiMauro Asst. Coach Girls Basketball PHS

18. **Certificates of Retirement - Secretary PTHEA**

RETIRE

BE IT RESOLVED that the Board approve the resignation of Kathryn E. Peter, Secretary in TSS, for the purpose of retirement effective November 1, 2016 of in accordance with the Board/ESAPTH Agreement.

19. **Correction**

CORRECTION

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

Maternity Leave of Absence

Employee #40706

From: on or about September 6, 2016 through September 19, 2016 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from September 20, 2016 through December 19, 2016.

To: on or about September 6, 2016 through September 19, 2016 utilizing her accumulated sick leave. Pursuant to the terms of the PTHEA Agreement she is also requesting an unpaid childcare leave of absence from September 20, 2016 through December 19, 2016.

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

20. **Out of District Tuition Roster**

OOD TUITION

BE IT RESOLVED that the Board approve the tuition costs for the following students with disabilities who will require out-of-district special programs for the 2016-2017 school year, as indicated below. The students have been classified by their Child Study Teams in accordance with Title 18A:46.

| School Name | Student No. | No. of Days Per Year | Per Diem Rate | Sep-June Tuition | ESY Tuition | Aide Fees | Total Tuition |
|---------------------------------------|-------------|----------------------|---------------|------------------|-------------|-------------|---------------|
| East Mountain School | SN45141 | 180 | \$351.27 | \$63,228.60 | N/A | N/A | \$63,228.60 |
| Institute for Educational Achievement | SN43404 | 210 | \$508.21 | \$91,447.80 | \$15,246.30 | | \$106,724.10 |
| Horizon High School | SN27773 | 171 | \$365.11 | \$62,433.81 | | | \$62,433.81 |
| Regional Day School | SN28308 | 182 | | \$69,171.00 | N/A | \$27,440.00 | \$96,611.00 |
| Regional Day School | SN27876 | 182 | | \$65,257.00 | N/A | \$27,440.00 | \$92,697.00 |
| Regional Day School | SN34156 | 182 | | \$63,300.00 | N/A | \$27,440.00 | \$90,740.00 |
| Regional Day School | SN22657 | 182 | | \$63,300.00 | N/A | | \$63,300.00 |
| Regional Day School | SN20093 | 182 | | \$63,300.00 | N/A | | \$63,300.00 |

21. **Community Based Instruction Site**

COMM BASED SITES

BE IT RESOLVED that the Board approve Valley Hospital in Ridgewood, NJ as a Community Based Instruction Site for the 2016-2017 school year.

22. **ABA-Trained Paraprofessionals**

ABA PARAS

BE IT RESOLVED that the Board approve the following staff member as an ABA-trained Paraprofessional with a stipend of \$1,200 (prorated), for the 2015-2016 school year from the period of March 21, 2016 through June 23, 2016:

| <u>Name</u> | <u>School</u> |
|---------------|---------------|
| Tawnya Ledden | Eastlake |

23. **Retroactive Pay – Rate Change for the 2015-2016 School Year**

RETRO CST

BE IT RESOLVED that the Board approve the rate change noted below originally approved in Bulletin 21, June 9, 2015 for the following high school and middle school Child Study Team staff members for summer evaluations and scheduling changes, during July and August 2015, at their per diem rate, as follows:

Not to exceed 5 days:

| <u>Staff Name:</u> | <u>Retroactive Per Diem Rate</u> | <u>Original 15-16 Per Diem Rate</u> |
|--------------------|----------------------------------|-------------------------------------|
| Eileen Dugan | \$519.29 | \$513.86 |
| Joseph Giudice | \$525.29 | \$520.38 |
| Carrie Youngs | \$380.82 | \$368.21 |
| Amy Krajcsovics | \$519.29 | \$513.86 |
| Alex Fertig | \$525.82 | \$520.38 |
| Erin Andreotta | \$380.82 | \$368.21 |
| Nicole Fasciana | \$508.72 | \$491.31 |
| Vicky Chomut | \$536.71 | \$527.07 |
| Diane Pierce | \$517.09 | \$493.02 |
| Dale DeGraw | \$531.25 | \$520.38 |
| Jillian Riedel | \$338.51 | \$331.69 |

24. **Related Services Provider Rate Change**

RELATED SVC PROVIDER

BE IT RESOLVED that the Board approve a rate change for St. Clare's Hospital for the 2016-2017 school year from \$54.00 per hour to \$55.00 per hour.

25. **Home Instruction**

HOME INSTRUCTION

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> |
|----------------|---------------|--------------|---------------|
| 29551 | PHS | 9 | Medical |
| 27444 | PHHS | 11 | Medical |
| 29078 | PHS | 12 | Medical |
| 26095 | PHHS | 12 | Medical |
| 27247 | PHHS | 11 | Medical |
| 26141 | OOD | 12 | Medical |

26. **Home Instructor for 2016-2017**

HOME INSTRUCTOR

BE IT RESOLVED that the Board approve Alexandra Protopapas as a Home Instructor for the 2016-2017 school year.

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> |
|--------------------|------------------------|----------------------------------|
| Christina Albano | Instructor | \$65 per person |
| Vivian Burns | Instructor | \$60 per person |
| Geraldine Callahan | Instructor | \$50 per person |
| Dawn Singerline | Instructor | \$600.00 |

SKIP

| | | |
|---------------|------------------|---------------|
| Ashley Egidio | Substitute Nurse | \$40/per hour |
|---------------|------------------|---------------|

Suspensions

SUSPENSIONS C

Ten (10) 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

28. **Payment of Bills**

**PAYMENT
OF BILLS**

BE IT RESOLVED that the Board of Education approve the payment of current bills for October 6, 2016 for the 2016-2017 school year in the amount of \$5,664,316.74.

BE IT RESOLVED that the Board of Education approve the payment of current bills/outstanding warrants for school activities for the month of September 2016-2017 school year in the amount of \$33,330.86.

29. **Transfer of Funds**

TRANSFER OF FUNDS D

BE IT RESOLVED that the Board of Education authorize the transfers in the 2016-2017 budget per detail of transfers report, September 1-30 for the 2016-2017 school year, per state law.