

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

Number 4 ADDENDUM

September 24, 2015

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

ITEMS FOR DISCUSSION

II. GA – GENERAL ADMINISTRATION – JONI BENOS

GA 15-16 19

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
Donna O’Donnell	Autism, Anxiety, ADHA in Children and Adolescents	October 29, 2015	Parsippany, NJ	\$219.99 Title IIA Grant
Marlene Toomey Bryan Hershkowitz	Units of Study in Reading K-2	November 16, 2015	Valley Forge, PA	\$250.00 ea
Shawn d’Anunciacao Christine Zarcone	AP US History Workshop	October 31, 2015	Verona, NJ	\$265.00 ea
Tara Wach	Integrating Movement and Learning Strategies	October 9&10, 2015 Change in date	Cedar Knolls, NJ	\$435.00 Title IIA Grant

GA 15-16 20 **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:

Mt. Tabor School

The Mt. Tabor School PTA has donated \$2,765.00 to the Board of Education to help support cultural arts events at Mt. Tabor School.

GA 15-16 21 **Thresholds for Board Awards**

**BOARD
AWARDS**

BE IT RESOLVED that the Board approve the thresholds for Board awards in accordance with regulations on the attached list.

Thresholds for Board Awards

STUDENTS

Plaques	\$40.00
Certificates	\$.50
Ring	\$150.00
Jefferson Cups	\$27.00
Other	\$70.00

FACULTY/STAFF

Coach of the Year	\$40 + engraving
Certificate Plaques	\$12.50
Distinguished Faculty Award Plaque	\$45 + engraving
Morris County Teacher Recognition	\$43
25-Year Recognition	\$54
Retirement Recognition	\$90.00

ADMINISTRATORS

Retirement Recognition	\$160.00
------------------------	----------

BOARD MEMBERS

Student Liaison	\$65.00
Retirement Recognition	\$190.00

IV. **HR – HUMAN RESOURCES – EILEEN HOEHNE**

HR 15-16 132 **Employment – Secretary**

**EMPLOY
ESAPTH**

BE IT RESOLVED that the Board approve the employment of Eileen Gallagher who has been selected as a Secretary at Parsippany Hills High School replacing Kathy Leo. Ms. Gallagher will be placed on 12 month-Guide B – Step 3 and receive \$43,630 effective December 1, 2015 subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and ESAPTH.

HR 15-16 133 **Transfer of Assignment/Contract –ESAPTH**

ESAPTH

BE IT RESOLVED that the Board approve the transfer of assignment, replacing Judith Resch, necessitating the following change in contract as indicated subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and ESAPTH; effective December 1, 2015:

Wanda DiVitantonio

From: Secretary A 12 months Step 4 \$45,130.00 PHS
To: Secretary B 12 months Step 4 \$44,130.00 PHHS

HR 15-16 134 **Employment – One-to-One Aide Co-Curricular**

**CO-CURR
AIDE**

BE IT RESOLVED that the Board approve the employment of the individual named below to serve as a One-to-One Co-Curricular Aide for the 2015-2016 school year at the hourly rate of \$18.00 per hour, not to exceed \$3,330:

Parsippany Hills High School

Stephanie Tyrone – Drama

HR 15-16 135

Approval of Employment – Pending Completion

**EMPLOY
CERTIF STAFF**

BE IT RESOLVED that the Board approve, upon the recommendation of the Acting Superintendent, the appointment of the individuals named below subject to the receipt of all required employment documents including but not limited to completion of criminal history background check, proof of certification and any other materials, and execution of the requisite contract of employment to be signed by the Board President; and in accordance with the provisions of the 2012-2015 Agreement between the Board of Education and the PTHEA, subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and PTHEA.

Valerie Bertoli

Degree:
Certification:

Teacher of English

BA/William Paterson 2007
Elementary K-6
Elem w/Subject Matter Specialization
LA/Literacy Specialization 5-8
Teacher 2 years
BA, Step 3, \$52,800.00
9/28/2015
Brooklawn Middle School
(Addition)

Morgan Brautigam

Degree:
Certification:
Experience
Guide Placement:
Effective:
Assignment:

Teacher of English

BA/Kean Univ. 2008
English
Teacher 6 years
BA, Step 7, \$58,150.00
9/28/2015
Central Middle School
(Addition)

Christina Bryant

Degree:
Certification:
Experience
Guide Placement:
Effective:
Assignment:

Teacher of English

BA/Montclair 2011
English
Substitute Teacher 2 years
BA, Step 1, \$51,420.00
9/28/2015
Central Middle School
(Addition)

Approval of Employment – Pending Completion - continued

<p><u>Jamie Galdi</u> Degree: Certification: Experience Guide Placement: Effective: Assignment:</p>	<p><u>Teacher of English</u> BA/Thomas Edison 2010 Elementary K-6 Teacher of Supplemental Instr/Reading & Math K-8 Elem w/Subject Matter Specialization/LA 5-8 Substitute Teacher 3.5 years BA, Step 1, \$51,420.00 9/28/2015 Brooklawn Middle School (Addition)</p>
<p><u>Brandon Hillman</u> Degree: Certification: Experience Guide Placement: Effective: Assignment:</p>	<p><u>Teacher of English</u> BS/East Stroudsburg Univ. 2013 English Teacher (private school) 1 year Substitute Teacher BA, Step 1, \$51,420.00 9/28/2015 Brooklawn Middle School (Addition)</p>
<p><u>Alyssa Rego</u> Degree: Certification: Experience Guide Placement: Effective: Assignment:</p>	<p><u>Teacher of English - Special Education</u> BA/Montclair 2013 Elementary K-6 Elementary w/Subject Matter Specialization LA/Literacy Specialization 5-8 Student Teacher BA, Step 1, \$51,420.00 9/28/2015 Brooklawn Middle 3/5 Central Middle 2/5 (Addition)</p>
<p><u>Lyndsey Stodnick</u> Degree: Certification: Experience Guide Placement: Effective: Assignment:</p>	<p><u>Teacher of English</u> BA/NJCU 2007 Elementary K-6 Elementary w/Subject Matter Specialization LA/Literacy Specialization 5-8 Student Teacher BA, Step 1, \$51,420.00 10/26/2015 <i>or sooner pending release from current contract</i> Central Middle School (Addition)</p>
<p><u>Caitlin Timmerman</u> Degree: Certification: Experience Guide Placement: Effective: Assignment:</p>	<p><u>Teacher of English</u> BS/Seton Hall 2013 English Substitute Teacher 1 year 8 months BA, Step 1, \$51,420.00 10/23/2015 (or sooner pending release from current contract) Central Middle School (Addition)</p>

- HR 15-16 136 **Appointment – Lake Parsippany Principal** **APPT PRINCIPAL
LAKE PARSIPPANY**
- BE IT RESOLVED that the Board approve Steven Linzenbold, who has been recommended by the Acting Superintendent, for the position of Principal of Lake Parsippany School. Mr. Linzenbold should receive a salary of \$117,000 pursuant to the Board/APSA Agreement effective November 24, 2015 or sooner pending release from his current contract.
- HR 15-16 137 **Family Medical Leave of Absence** **LEAVE OF
ABSENCE**
- BE IT RESOLVED that the Board approve an unpaid Family Medical leave of absence for employee #30431, teacher at Central Middle School, effective September 30, 2015 through November 30, 2015.
- HR 15-16 138 **Resolution - Suspend** **SUSPEND**
- BE IT RESOLVED that the Board of Education of the Township of Parsippany-Troy Hills approve the recommendation of the Acting Superintendent of Schools that employee #11406 be suspended with pay for cause effective September 15, 2015, and until further notice.
- HR 15-16 139 **Long-Term Assignments** **LONG-TERM
ASSIGN**
- BE IT RESOLVED that the Board approve the following long-term assignments effective as indicated subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and PTHEA:
- Charles Anderson** will serve as a long-term substitute for Employee #30431, a teacher at Central Middle School who is on family medical leave effective September 30, 2015 through November 30, 2015, at the per diem rate of \$110.00.
- Alana Pentz** will serve as a long-term substitute for Employee #10851, a teacher at Littleton Elementary School who is on maternity leave. Ms. Pentz will be compensated at \$110.00 effective September 28, 2015 through January 4, 2016 and effective January 5, 2016 through March 1, 2016 at the per diem rate of \$257.10.

HR 15-16 140 Waiver of Teaching Loads

WAIVERS

BE IT RESOLVED the Board approve the waiver of the teaching loads for the following individuals who will provide class coverage as indicated below during the 2015-2016 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 PTHEA:

Name	Location	Subject	Amount	Effective Dates	Class Load	Formula
Balletto, Laura	CMS	Co-Teaching	\$260.40	9/17/15 – 9/25/15	1 class 1x per week	1/5 of 1/7
Bimbi, Sandy	CMS	Co-Teaching	\$399.41	9/16/15 – 9/25/15	1 class 1x per week	1/5 of 1/7
Dahlhaus, Fran	CMS	Physical Education	\$483.42	9/16/15 – 9/25/15	1 class 1x per week	1/5 of 1/7
Nagle, Sonali	CMS	Co-Teaching	\$185.04	9/21/15 – 9/25/15	1 class 1x per week	1/5 of 1/7
Schmid, Kevin	CMS	Physical Education	\$587.76	9/16/15 – 9/25/15	1 class 1x per week	1/5 of 1/7
Wilson, Deirdre	CMS	Co-Teaching	\$290.46	9/17/15 – 9/25/15	1 class 1x per week	1/5 of 1/7

Waivers effective September 28, 2015

Name	Location	Subject	Amount	Effective Dates	Class Load	Formula
Curcio, Tom	CMS	Sports/Survival	\$677.14	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Dunleavy, Diane	BMS	Journalism/Public Speaking	\$860.95	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Kopas, Chris	BMS	Mythology	\$931.00	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Butterfield, Jeffrey	BMS	Intro to Engineering	\$538.10	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Matarazzo, Mary	BMS	Art	\$502.86	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Miller, Lou	BMS	Banking	\$934.81	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Nicolaro, Maria	CMS	Co-Teaching	\$934.81	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Schlosser, Andy	BMS	Analyze Statistics	\$728.05	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Flynn, Jenn	CMS	Forensics	\$898.29	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Guartafierro, Joe	CMS	Intro to Engineering	\$837.81	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Maas, Paula	BMS	Forensics	\$677.14	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Mekita, Brigid	CMS	Robotics	\$658.10	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Velazquez, Alissa	CMS	Intro to Engineering	\$489.72	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Wohl, Jared	BMS	Robotics	\$495.24	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Araujo, Stacy	BMS	Spanish	\$538.10	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Balletto, Laura	CMS	Co-Teaching	\$538.10	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Hunt, Karen	BMS	Spanish	\$695.24	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7

Waivers effective September 28, 2015 - continued

Kralik, Jen	BMS	World Cultures	\$629.29	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Pettinelli, Carolyn	CMS	Co-Teaching	\$814.67	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Stapp, Jodi	PHS	Co-Teaching	\$518.10	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Sudak, Norma	BMS	World Cultures	\$632.20	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Walker, Stephen	BMS	Learning Statistics	\$489.72	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7
Gillespie, Joseph	CMS	Computers	\$557.14	9/28/15 – 12/17/15	1 class 1x per week	1/5 of 1/7

HR 15-16 141 **Employment – Noontime Aide**

**EMPLOY
NOON AIDE**

BE IT RESOLVED that the Board approve the individual named below who has been re-employed for the 2015-2016 school year as Noontime Aide in the area indicated at the rate of \$15.50/per hour.

Knollwood Elementary School
Nimra Baig 10 hours per week

HR 15-16 142 **Transfer of Assignments PTHEA – 2015-2016**

**TRANSFER
ASSIGN PTHEA**

BE IT RESOLVED that the Board of Education approve the individuals named below who have been transferred/reassigned for the 2015-2016 school year as indicated subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and PTHEA.

Lori Caruso
From: CMS/ PHS @ 4/5 Salary: \$44,096.00
To: CMS/ PHS @ 5/5 Salary: \$55,120.00

Maria Hatzipetros
From: CMS/SST @ 3/5 Salary: \$30,852.00
To: CMS/SST @ 5/5 Salary: \$51,420.00

HR 15-16 143 **Family Medical Leave of Absence - Extension**

**LEAVE OF
ABSENCE**

BE IT RESOLVED that the Board approve an extended Family Medical leave of absence for Employee #43837, utilizing accumulated sick leave through December 22, 2015

HR 15-16 144 **RESOLUTION**

**RESO
RESIGN**

RESOLVED, that the Board of Education hereby accepts the resignation of Scott Rixford, effective January 26, 2016, and further approves the related agreement with Mr. Rixford in accordance with the terms and conditions therein, which the Board President is authorized to execute on behalf of the Board.