

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

Number 14

February 25, 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 14

February 25, 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

- | | | |
|---|--|-----------------|
| <p>1. <u>2016-2017 School Year Calendar</u></p> <p>BE IT RESOLVED that the Board approve the attached 2016-2017 School Year calendar.</p> | <p>2016-2017
CALENDAR</p> | <p>A</p> |
| <p>2. <u>Electronic Vandalism, Violence and Substance Abuse Report Period 1 – 9-1-15 – 12-31-15</u></p> <p>BE IT RESOLVED, pursuant to N.J.S.A. 18A 17-46-48, each local district is required to hold a public hearing, twice a year, to report all acts of vandalism and violence which occurred during the 2015-2016 school year.</p> | <p>ELECTRONIC
VIOLENCE,
VANDALISM &
SUBSTANCE
ABUSE</p> | <p>B</p> |
| <p>3. <u>Harassment, Intimidation, and Bullying Report 9-1-15 – 12-31-15</u></p> <p>BE IT RESOLVED, that the Board approve, pursuant to P.L. 2010, c. 122, the semi-annual Harassment, Intimidation and Bullying report for the period September 1, 2015 through December 31, 2015 and hereby directs that a copy of the report be posted on the district's website in accordance with the law and guidance issued by the Department of Education.</p> | <p>HIBS
9-1-15-12-31-15</p> | <p>C</p> |
| <p>4. <u>Policy 5111</u></p> <p>BE IT RESOLVED that the Board approve the request by Angelina Martino-Finnegan, principal of Lake Hiawatha School, that student A be allowed to complete the 2015-2016 school year as per Board of Education Policy 5111.</p> | <p>POLICY
5111</p> | <p>D</p> |
| <p>5. <u>ESEA Accountability Action Plans 2015</u></p> <p>BE IT RESOLVED that the Parsippany-Troy Hills Board of Education approve the submission of the ESEA Accountability Action Plan – 2015 Participation Rate and Assurance to the Executive County Superintendent for Intervale Elementary School, Lake Parsippany Elementary School, Parsippany High School, and Parsippany Hills High School to comply with the ESEA Flexibility request in reference to low student participation rates on PARCC.</p> | <p>ESEA ACTION PLANS
2015</p> | <p>E</p> |

II. GA – GENERAL ADMINISTRATION – JONI BENOS

6. 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
Jennifer Frantz Sarah Wills Kerry Laurito	Standards-based Assessment and Grading	May 10-11, 2016	Fairfield, NJ	\$401.00 ea
Sheila Hall Jacqueline DeMarco Tracy Williams Stephanie Staples Kathleen Attenasio Alana Guisti	BER: Best Practices on Co-Teaching	March 16, 2016	West Orange, NJ	\$245.00 ea Title IIA Grant
Karen Lane	Association of Student Assistance Professionals	February 25-26, 2016	Atlantic City, NJ	\$497.96 Title II Grant
Shannon Woltjen	Autism: Across the Spectrum	March 3, 2016	Parsippany, NJ	\$199.99 Title II A Grant
Julia Libeskind (REVISED)	Practical Therapy Techniques for Challenging Articulation Cases	March 8, 2016	New Brunswick, NJ	From: \$239.00 Title IIA Grant To: \$252.64 Title IIA Grant

7. **Overnight Field Trip Approval**

**OVERNIGHT F
FIELD TRIP**

BE IT RESOLVED that the Board approve the following overnight field trip for Parsippany Hills High School.

Parsippany Hills High School

Grades 10-12 April 21-29, 2016 – DECA International Conference
Omni Nashville, TN

III. AP – ACADEMIC PROGRAMMING – NANCY GIGANTE, ED.D.

8. Summer Curriculum Work

SMR 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:

	<u>Hours</u>	<u>Amount</u>
<u>Algebra 3</u>		
Marty Mieden	13 1/3	\$546.67
Laura Amatulli	13 1/3	\$546.67
Pam Wingren	13 1/3	\$546.67

9. 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:

- 1LA00 Language Arts – Grade 1
- 2LA00 Language Arts – Grade 2
- COM600 Current and Emerging Technologies, 6th Grade
- ELS720 Design & Problem Solving
- TEC660 – Intro to Design Technology 1, Grades 9-12
- TEC661 – Intro to Design Technology 2, Grades 9-12
- ELM650 – Mind Body Nutrition 6
- ENG663-665 Language Arts and Advanced Language Arts 6
- ELS610 – Global Digital Citizenship, Grade 6
- ELS600 Intro to Engineering, Grade 6
- KLA00 – Language Arts – Kindergarten
- Library Media - K-5
- PEH705 Health – Grade 7
- RWR663 Reading/Writing Workshop 6
- RWR773 Reading/Writing Workshop 7
- ELS710 – Wood and Metal Crafters, Grade 7
- TEC625 How to Fix Just About Anything
- ELS730 Forensic Science
- SCN507 – Science, Grade 7
- 1SCN00 – Science, Grade 1
- 2SCN00 – Science, Grade 2
- WLA600 – World Cultures: Geography, Culture and Holidays

IV. HR – HUMAN RESOURCES – EILEEN HOEHNE

10. Employment – Paraprofessionals

**EMPLOY
PTHESA**

BE IT RESOLVED that the Board approve the individuals named below who have been employed for the 2015-2016 school year as Paraprofessionals in the areas indicated:

Lake Hiawatha Elementary School

Haera Lee One-to-One – 1st Year \$20,318.00 (prorated) 3/16/2016

Parsippany High School

Andrea Abeigon One-to-One – 1st Year \$20,318.00 (prorated) 2/26/2016

11. Employment – Substitutes

EMPLOY SUB

BE IT RESOLVED that the Board approve the employment of the individuals named below who hold the appropriate number of credits or the proper certification, and who have indicated their interest in serving as substitutes in the areas indicated during the 2015-2016 school year:

Effective 2/26/2016

Thomas Blumette	Teacher
Julia Cervone	Teacher
Kelsey Gripp	Teacher, Paraprofessional

12. Certificates of Retirement – PTHEA

**RETIRE
PTHEA**

BE IT RESOLVED that the Board approve the resignation of the individuals named below, for the purpose of retirement in accordance with the Board/PTHEA Agreement effective July 1, 2016:

Paulette Feintuch	Teacher	Littleton Elementary
Linda Sole	Teacher	Intervale Elementary

13. Maternity Leaves of Absence

**MATERNITY
LEAVES**

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

Employee #11718, Teacher at Knollwood and Troy Hills Elementary Schools, has requested a maternity leave of absence on or about March 9, 2016 through May 11, 2016 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from May 12, 2016 through June 24, 2016.

Employee #31071, Teacher at Troy Hills Elementary School, has requested a maternity leave of absence on or about April 1, 2016 through June 3, 2016 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from June 6, 2016 through June 24, 2016.

14. **Leaves of Absence**

MEDICAL LOA

BE IT RESOLVED that the Board approve a medical leave of absence for Employee #30050, Teacher, effective February 12, 2016 through June 24, 2016 utilizing accumulated sick leave.

BE IT RESOLVED that the Board approve a medical leave of absence for Employee #40393, Teacher, effective February 11, 2016 through March 4, 2016 utilizing accumulated sick leave.

15. **Long-Term Assignment**

**LONG-TERM
ASSIGN**

BE IT RESOLVED that the Board approve the following long-term assignment effective as indicated:

Julia Cervone will serve as a long-term substitute for Employee #31150, a Teacher at Central Middle School who is on maternity leave, at \$110.00 per diem effective April 1, 2016 through June 24, 2016.

16. **Long-Term Assignment – Pending Completion**

**LONG-TERM
ASSIGN**

BE IT RESOLVED that the Board approve, upon recommendation of the Interim Superintendent, the appointment of the individual named below for long-term assignment 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 required materials, effective as indicated:

Erin Maier will serve as a long-term substitute for Employee #30033, a Teacher at Brooklawn Middle School who is on maternity leave. Ms. Maier will be compensated at \$110.00 effective February 29, 2016 through May 31, 2016, and effective June 1, 2016 through June 24, 2016 at the per diem rate of \$269.00; subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and PTHEA.

17. **Change in Start Date – Noontime Aides**

**CHANGE START
DATE**

BE IT RESOLVED that the Board approve the change in start date for the individuals named below:

Virginia Nussbaum – Eastlake Elementary

From: Pending To: February 17, 2016

Payal Singh – Lake Parsippany Elementary

From: Pending To: February 10, 2016

18. **Resignation - PTHESA** **RESIGN
PTHESA**

BE IT RESOLVED that the Board approve the resignation of Nicholas Gilbert, One-to-One Paraprofessional at Parsippany Hills High School, effective February 24, 2016.

19. **Resignation – Noontime Aide** **RESIGN
NOONTIME**

BE IT RESOLVED that the Board approve the resignation of Katharine Thomasen, Noontime Aide at Mt. Tabor Elementary School, effective February 12, 2016.

20. **Change in Start Date – Secretary** **CHANGE START
DATE**

BE IT RESOLVED that the Board approve the change in start date for the individual named below:

Leticia Lombardi, Secretary – Intervale Elementary

From: February 17, 2016

To: February 16, 2016

21. **Major-Extra Responsibility Assignments** **MAJOR-EXTRA**

BE IT RESOLVED that the Board approve the individuals named below who have accepted/resigned major-extra responsibility assignments for the 2015-2016 school year, effective February 26, 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 PTHEA:

RESIGN

Parsippany Hills High School

Alexandria Hill	Asst. Coach Girls Softball	Step 1	\$6,038.00
Brian Francis	Head Coach Girls Softball	Step 3	\$7,775.00
David Albano	Asst. Coach Spring Track	Step 3	\$6,646.00

ADD

Parsippany High School

Jason Hurta	Spring Weight Room Supervisor		\$1,869.00
Andrew Miller	Head Coach Girls Lacrosse	Step 1	\$6,995.00

Parsippany Hills High School

Stephanie Pavone	Assistant Girls Softball	Step 1	\$6,308.00
Alexandria Hill	Head Coach Girls Softball	Step 1	\$6,995.00
Stephanie Luzzi	Assistant Coach Spring Track	Step 1	\$3,019.00
Kyle Soden	Assistant Coach Spring Track	Step 1	\$3,019.00

22. **Declination – Employment** **DECLINE**

BE IT RESOLVED that the Board approve the declination of employment for Candy Vasquez, Noontime Aide at Littleton Elementary School.

23. **Rescission - Leave of Absence** **RESCIND
MED LOA**

BE IT RESOLVED that the Board approve the rescission of the medical leave of absence for Employee #40779, Teacher at Brooklawn Middle School.

24. **Transfer of Assignment PTHEA– 2015-2016** **TRANSFER
ASSIGN PTHEA**

BE IT RESOLVED that the Board approve the following transfer of assignment necessitating no change of contract for the 2015-2016 school year effective as indicated:

Nicole Andersen – Teacher of Math – Effective March 1, 2016

From: Brooklawn Middle School
To: Central Middle School

25. **Lead Teacher** **LEAD TEACHER**

BE IT RESOLVED that the Board approve the stipend for Seema Goldberg who will serve as Lead Teacher Language Arts at Central Middle School for Employee #30475 who will be out on maternity leave from March 18, 2016 through June 24, 2016, and is entitled to a prorated portion of the Lead Teacher stipend of \$6,232.00; subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and PTHEA.

26. **One-to-One Co-Curricular Aides** **ONE-TO-ONE
CO CURR AIDES**

BE IT RESOLVED that the Board approve the following resignation and addition as indicated below:

Parsippany Hills High School

RESIGNED

Stephanie Luzzi Spring Track Effective February 25, 2016

Add:

Grant Mayes Spring Track Effective February 26, 2016

27. **Corrections**

CORRECTIONS

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

Resignation – PTHESA

Dylan Eory – PHS

From: effective December 23, 2015

To: effective January 8, 2016

Family Medical Leave of Absence

Employee #30787 – Teacher

From: unpaid Family Medical leave of absence effective January 5, 2016 through February 16, 2016.

To: unpaid Family Medical leave of absence effective January 5, 2016 through March 31, 2016, and an unpaid leave of absence effective April 1, 2016 through June 24, 2016.

Long-Term Assignment

Brianna Mahoney for Employee #30787

From: at \$110.00 per diem effective January 6, 2016 through February 16, 2016.

To: at \$110.00 per diem effective January 6, 2016 through April 1, 2016, and effective April 4, 2016 through June 24, 2016 at the per diem rate of \$257.10; 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.

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

28. **Home Program** **HOME PROGRAM**

BE IT RESOLVED that the Board approve Stephanie Lyons and Jennifer Goodhand, district teachers, to provide a home-based program at the hourly rate of \$41, as per the student's IEP, for up to 2 hours per week, for 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.

29. **ABA-Trained Paraprofessionals** **ABA PARAS**

BE IT RESOLVED that the Board approve the following staff members as ABA-trained Paraprofessionals with a stipend of \$1,200 (prorated), for the 2015-2016 school year:

<u>Name</u>	<u>School</u>	<u>Effective Date</u>
Daisy Randelia	Eastlake	February 1, 2016

30. **Interpreting Services** **INTERPRETING SVCS**

BE IT RESOLVED that the Board approve Jennifer Shollenberger, teacher of the hearing-impaired, to provide interpreting services for a student who is receiving home instruction for up to ten hours per week, as per state mandated code, at her hourly rate of \$67.92, for the 2015-2016 school year.

31. **Vendor Approval** **VENDOR APPROVAL**

BE IT RESOLVED that the Board approve the following vendor for the 2015-2016 school year:

Jewish Vocational Services – Vocational Assessments - \$300 per assessment

32. **Out of District Student Tuitions** **OOD STUDENT TUITION** **G**

BE IT RESOLVED that the Board approve the tuition costs in the amount of \$7,637,931.29 for students with disabilities who will require out-of-district special programs for the 2015-2016 school year as indicated on the attached Special Education roster. The students have been classified by their Child Study Teams in accordance with title 18A:46.

33. **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>
27352	PHHS	10	Administrative
33338	MT	5	Administrative
24648	PHS	11	Emotional
31432	PHHS	12	Surgery
21931	OOD	12	Administrative

34. **Nursing Services Plan**

**NURSING SVCS H
PLAN I**

BE IT RESOLVED that the Board approve the Nursing Services Plan for 2015-2016 as per the attached.

Suspensions

SUSPENSIONS I

Ten secondary students have been suspended by their building principals as per New Jersey Statutes Title 18A:37-2-2.

VI. BUSINESS/FINANCE – DAVID CORSO

35. **Payment of Bills**

PAYMENT OF BILLS

BE IT RESOLVED that the Board of Education approve the payment of current bills for February 25, 2016 for the 2015-16 school year in the amount of \$6,690,647.58.

36. **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 December 1-31, 2015.

Pursuant to N.J.A.C. 6:20-2:13(d), I certify that as of the end of December 2015 no budgetary line item account has been over expended in violation of N.J.A.C. 6:20-2:13(a).



David F. Corso
Assistant Superintendent for Business/CFOO

Pursuant to N.J.A.C. 6:20-2:13(a), we certify that as of December 31, 2015 after review of the Secretary's monthly financial report for December, 2015 (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.

September 2016

S	M	T	W	T	F	S
						3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2016

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2016

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2016

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2017

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Parsippany-Troy Hills Township Schools

2016-2017 Calendar

Board Approved: _____





- Sept 1 Teachers Report/Professional Development
- Sept 2 Teachers Report/Professional Development
- Sept 5 Schools Closed Labor Day
- Sept 6 Teachers/6 & 9 Orientation
- Sept 7 First Day for Students
- Oct 3 Schools Closed Rosh Hashanah
- Oct 12 Schools Closed Yom Kippur
- Nov 8 Full Professional Dev Day for Teachers
No School Students
- Nov 10-11 NJEA Convention—Schools Closed
- Nov 23 Half Day for All—District
- Nov 24-25 Thanksgiving – Schools Closed
- Dec 23 Half Day for All—District
- Dec 26-30 Schools Closed Christmas Recess
Schools Closed New Year's
- Jan 2 Schools Closed Martin Luther King, Jr. Day
- Feb 20 Schools Closed Presidents' Day
- Mar 20 Full Professional Dev Day for Teachers
No School Students
- Apr 10-14 Spring Recess
- May 8 Full Professional Dev Day for Teachers
No School Students
- May 29 Schools Closed Memorial Day
- June 22 Last Day for Students—Graduation/
Last Day for Teachers

ALL VACATION DATES ARE TENTATIVE AND SUBJECT TO CHANGE.

Grades K-12 are scheduled for 184 days, which allows for 4 snow/emergency days. If the number of snow/emergency days used is either more or less than three, the calendar will be adjusted accordingly. If more snow days are needed they will be taken from the April Break beginning with April 10.

The following are the possible teacher/student days per month:

	Teachers	Students
September	21	18
October	19	19
November	18	17
December	17	17
January	20	20
February	19	19
March	23	22
April	15	15
May	22	22
June	16	15
	190	184
Built in Snow Days	-4	-4
	186	180

-  = Schools Closed
-  = Schools Closed for Students/Full Day Professional Development
-  = Last Day for Students / Graduation
-  = Last Day for Teachers

February 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2017

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2017

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2017

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31



STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION

Archived Data of the Electronic Violence and Vandalism Reporting System

Year	2015-2016 Report Period 1	District (3950)	PARSIPPANY-TROY HILLS TWP
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District Report of Violence and Vandalism

Data from each Report Period must be combined for the annual total.

Section A: Count of Incidents by Reporting Category	
Violence	9
Vandalism	7
Weapons	3
Substance Abuse	7
HIB	12
Unduplicated Total	37
Section B: Cost of Vandalism	
Incidents involving cost to District	1
Section C: Actions Taken	
Police notified(no complaint)	17
Police notified(complaint filed)	4
In-School Suspension	12
Out-of-School Suspension	20
Expulsions, Unilateral Removals, Removal by ALJ	0
Section D: Offenders and Victims	
Student Offenders	30
Student Victims	19
School Personnel Victims	1
Student Victims of Violent Criminal Offense	0
Section E: Program Provided upon Disciplinary Action	
Assignments, Educational Program, Instruction and /or Support Services	27
In-District Program	0
Home Assignment, Home Instruction	15
Out-of-District Program	0

Parsippany-Troy Hills Township Schools

**Harassment, Intimidation, and Bullying
2014-2015 School Year**

School	1 st Reporting September 1, 2015 December 31, 2015		
	Total HIB Investigations	Confirmed	Unsubstantiated
Eastlake			
Intervale			
Knollwood	1	1	0
Lake Hiawatha			
Lake Parsippany			
Littleton			
Mount Tabor			
Northvail			
Rockaway Meadow			
Troy Hills			
Brooklawn	4	2	2
Central	4	2	2
Parsippany High	3	1	2
Parsippany Hills	10	6	4
1 st Report Period	22	12	10
14-15 School Year	21	11	10

ESEA Accountability Action Plan – 2015 Participation Rate

DISTRICT 3950/ SCHOOL CODE 064:	SCHOOL NAME: Intervale School
Subgroup(s) Not Meeting Participation Rate of 95%	<input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input checked="" type="checkbox"/> White <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Two or More Races <input type="checkbox"/> Total Population <input type="checkbox"/> Students with Disabilities <input type="checkbox"/> Limited English Proficient Students <input type="checkbox"/> Economically Disadvantaged
Strategy(ies) to be implemented:	Additional communication and collaborative efforts

Action Steps		Person(s) Responsible	Resources Needed*	Completion Date
1	Develop a communication team	Principal, School Counselor, Classroom Teacher and Parent	ESEA Accountability Profile ~ Participation Rates by sub group	March 7, 2016
2	Review the school's Summary Assessment Report	Principal, School Counselor, Classroom Teacher and Parent	ESEA Accountability Profile ~ Participation Rates by sub group	March 7, 2016
3	Identify participation rate/subgroup	Principal	ESEA Accountability Profile ~ Participation Rates by sub group	March 7, 2016
4	Prepare a PARCC PREP schedule for grades 3/4/5	Principal, Grade-Level Teachers, School Counselor, Humanities Supervisor and STEAM Supervisor	Google Chrome Books, Links to access, on-line assessments	March 7-14, 2016 *Prior to scheduled infrastructure trial
5	Discussion at parent group meetings~ Informational sessions. Attempt to get Dana Egreczky, Senior Workforce Consultant at the NJ Chamber of Commerce, or a representative to speak at the school.	Principal, PTA Teacher Liaison, Speaker	Speaker	On-going
6	School home page postings of upcoming PARCC dates and information	Webmaster	Most recent PARCC dates and information	On-going

Notes:

- Title I funds used to support the plan must be used to supplement, and not supplant state and local funds.
- Use additional pages as needed.

Action Steps		Person(s) Responsible	Resources Needed*	Completion Date
7	School Messenger notifications including PARCC dates such as administration dates and infrastructure trial dates	Principal	Parent notification	On-going according to grade-level testing dates
8	Contact outside district(s) to research best practices	Principal	Contact districts with good participation rates. Districts to be determined upon further research	On-going leading up to PARCC assessment
9	Prepare motivational posters/slogans/announcements	Principal, School Counselor, Classroom Teacher and Parent	Posters and PA system	April 4, 2016
10	PARCC "Pep Rally"	Principal, School Counselor, Classroom Teacher and Parent	Presenter to be determined	April 4, 2016

Notes:

- Title I funds used to support the plan must be used to supplement, and not supplant state and local funds.
- Use additional pages as needed.

ESEA Accountability Action Plan – 2015 Participation Rate

DISTRICT 3950/ SCHOOL CODE 080:	SCHOOL NAME: Lake Parsippany School
Subgroup(s) Not Meeting Participation Rate of 95%	<input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input checked="" type="checkbox"/> White <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Two or More Races <input type="checkbox"/> Total Population <input type="checkbox"/> Students with Disabilities <input type="checkbox"/> Limited English Proficient Students <input type="checkbox"/> Economically Disadvantaged
Strategy(ies) to be implemented:	Additional communication and collaborative efforts

Action Steps		Person(s) Responsible	Resources Needed*	Completion Date
1	Develop a communication team	Principal, School Counselor, Classroom Teacher and Parent	ESEA Accountability Profile ~ Participation Rates by sub group	March 7, 2016
2	Review the school's Summary Assessment Report	Principal, School Counselor, Classroom Teacher and Parent	ESEA Accountability Profile ~ Participation Rates by sub group	March 7, 2016
3	Identify participation rate/subgroup	Principal	ESEA Accountability Profile ~ Participation Rates by sub group	March 7, 2016
4	Prepare a PARCC PREP schedule for grades 3/4/5	Principal, Grade-Level Teachers, School Counselor, Humanities Supervisor and STEAM Supervisor	Google Chrome Books, Links to access, on-line assessments	March 7-14, 2016 *Prior to scheduled infrastructure trial
5	Discussion at parent group meetings~ Informational sessions. Attempt to get Dana Egreczky, Senior Workforce Consultant at the NJ Chamber of Commerce, or a representative to speak at the school.	Principal, PTA Teacher Liaison, Speaker	Speaker	On-going
6	School home page postings of upcoming PARCC dates and information	Webmaster	Most recent PARCC dates and information	On-going

- **Notes:** Title I funds used to support the plan must be used to supplement, and not supplant state and local funds.

Action Steps		Person(s) Responsible	Resources Needed*	Completion Date
7	School Messenger notifications including PARCC dates such as administration dates and infrastructure trial dates	Principal	Parent notification	On-going according to grade-level testing dates
8	Contact outside district(s) to research best practices	Principal	Contact districts with good participation rates. Districts to be determined upon further research	On-going leading up to PARCC assessment
9	Prepare motivational posters/slogans/announcements	Principal, School Counselor, Classroom Teacher and Parent	Posters and PA system	April 4, 2016
10	PARCC "Pep Rally"	Principal, School Counselor, Classroom Teacher and Parent	Presenter to be determined	April 4, 2016

Notes:

- Title I funds used to support the plan must be used to supplement, and not supplant state and local funds.

ESEA Accountability Action Plan – 2015 Participation Rate

DISTRICT CODE 3950/School Code 050	SCHOOL NAME: PARSIPPANY HIGH SCHOOL
Subgroup(s) Not Meeting Participation Rate of 95%	<input type="checkbox"/> Black <input checked="" type="checkbox"/> Hispanic <input checked="" type="checkbox"/> White <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Two or More Races <input type="checkbox"/> Total Population <input checked="" type="checkbox"/> Students with Disabilities <input type="checkbox"/> Limited English Proficient Students <input checked="" type="checkbox"/> Economically Disadvantaged
Strategy(ies) to be implemented:	Increased communication, clearer communication, and more community outreach.

Action Steps		Person(s) Responsible	Resources Needed*	Completion Date
1	Form committee; identify/establish the purpose & benefits of PARCC; analyze PARCC data	ESEA Committee	committee, data	Feb. 2016
2	Share PARCC data and rationale at PTA meeting; schedule Dana Egreczky regarding free NJ Chamber of Commerce parent presentation with regards to the benefits of taking the PARCC. to speak at the meeting	Building Principal	scheduled meeting time	March/April 2015
3	Utilize website/School Messenger/email/social media for communication re. PARCC dates/rationale/information	Building Principal	technology	March/April 2015
4	Share PARCC data & rationale with students via class meetings	Building Principal; Assistant Principals; Staff	class time	March/April 2015
5	Ensure that all notifications are translated for non-English speaking families	Building Principal	translation	March/April 2015
6	Share PARCC data and rationale at Faculty Meetings; establish common language to use among staff	Building Principal	meeting time	March/April 2015
7				

Notes:

- Title I funds used to support the plan must be used to supplement, and not supplant state and local funds.

ESEA Accountability Action Plan – 2015 Participation Rate

DISTRICT CODE 3950/ School Code 053:	SCHOOL NAME: Parsippany Hills High School
Subgroup(s) Not Meeting Participation Rate of 95%	<input type="checkbox"/> Black <input checked="" type="checkbox"/> Hispanic <input checked="" type="checkbox"/> White <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Two or More Races <input type="checkbox"/> Total Population <input checked="" type="checkbox"/> Students with Disabilities <input type="checkbox"/> Limited English Proficient Students <input checked="" type="checkbox"/> Economically Disadvantaged
Strategy(ies) to be implemented:	Increased communication, clearer communication, and more community outreach.

Action Steps		Person(s) Responsible	Resources Needed*	Completion Date
1	We will utilize School Messenger to communicate with parents about important PARCC information, dates, relevant meetings, etc.	Principal – Michael DiSanto	School Messenger	Now through May
2	We will utilize the school website for posting information, dates, meetings, and other important accouchements regarding PARCC.	Principal – Michael DiSanto	School Website	Now through May
3	We will email students about important information regarding PARCC, especially its impact on state testing graduation requirements.	Principal – Michael DiSanto	Gmail	Now through May
4	During scheduled class meetings, students will be given a short presentation on the importance of standardized testing, and how PARCC affects graduation requirements.	Principal – Michael DiSanto	Scheduled meetings	Now through May
5	During scheduled PTSA meetings, parents will be given a short presentation on the importance of standardized testing, and how PARCC affects graduation requirements.	Principal – Michael DiSanto	PTSA meetings	2/18/16 & 4/7/16
6	Invited Dana Egreczky from NJ Chamber of Commerce, to speak to parents at our 4/7/16 PTSA meeting	Principal – Michael DiSanto	PTSA Meeting & a NJ Chamber of Commerce rep.	4/7/16
7	For parents who have indicated a preference for hard copy mailings, we will send PARCC information to those parents via the US Mail.	Principal – Michael DiSanto	Postage	Now through May
8	All notifications will be translated for our families with limited English ability.	Principal – Michael DiSanto	Translation	Now through May

Notes:

- Title I funds used to support the plan must be used to supplement, and not supplant state and local funds.

Appendix G

School	Total Tuition (Sept-June, ESY & Aide Fees)
Allegro	\$126,420.00
	\$97,020.00
	\$77,154.00
ARC - Essex (Stepping Stones)	\$9,150.00
	\$54,900.00
ARC - Union	\$104,723.06
Banyan	\$51,435.00
Benway School	\$10,412.10
	\$63,513.81
	\$63,513.81
Calais School	\$58,500.00
Celebrate the Children	\$96,431.40
	\$69,431.40
Chancellor Academy	\$58,676.40
	\$58,676.40
	\$6,519.60
Chapel Hill	\$65,730.00
	\$97,230.00
	\$65,730.00
	\$65,730.00
Children's Center of Monmouth County	\$97,073.94
Children's Institute	\$6,985.88
Children's Institute High School	\$64,868.15
	\$65,095.70
	\$64,868.15
	\$57,906.69
	\$57,906.69
Children's Therapy Center	\$52,368.84
Cornerstone Day	\$79,860.00
	\$79,860.00
	\$24,321.00
	\$79,860.00
	\$79,860.00

Craig School	\$10,974.00
	\$46,370.00
	\$46,370.00
	\$5,000.00
Developmental Center for Children and Families, LLC	\$4,950.00
Douglass-Rutgers	\$121,200.00
	\$121,200.00
	\$1,200.00
ECLC of NJ	\$52,428.00
	\$52,428.00
	\$52,428.00
	\$5,242.80
	\$52,428.00
East Mountain School	\$32,090.66
Essex Valley School	\$59,950.80
	\$59,950.80
	\$7,327.32
Glenview Academy	\$9,052.50
	\$9,052.50
	\$54,315.00
	\$54,315.00
Gramon School	\$68,344.50
	\$68,344.50
	\$68,344.50
Holmstead School	\$49,915.80
Horizon School	\$104,922.30
	\$103,784.10
	\$102,645.90
	\$109,470.90
	\$102,645.90
	\$72,015.30
	\$72,015.30
	\$39,790.80
	\$32,965.80
Inclusive Learning Academy	\$46,377.00
	\$59,225.40
Lakeview School	\$76,628.16
Midland School 1843	\$49,237.20

	\$57,443.40
	\$57,443.40
Montgomery Academy	\$6,219.00
	\$55,971.00
New Beginnings	\$65,748.90
	\$65,748.90
	\$100,398.90
	\$100,398.90
	\$34,650.00
Newmark School	\$59,234.00
North Jersey Elks Cerebral Palsy Center	\$119,246.16
P.G. Chambers	\$73,344.60
	\$73,344.60
	\$73,344.60
	\$113,244.60
	\$73,344.60
	\$73,344.60
	\$73,344.60
	\$73,344.60
	\$73,344.60
	\$73,344.60
	\$73,344.60
Phoenix Center	\$53,866.40
Sage Day	\$63,063.00
	\$63,063.00
Shepard Prep High	\$6,072.66
	\$8,280.90
	\$27,223.23
Shepard School	\$53,249.34
	\$53,249.34
Summit Speech School	\$8,700.00
	\$52,200.00
Willowglen Academy	\$104,676.60
	\$87,216.60
	\$104,676.60
	\$41,372.18
Windsor Bergen Academy	\$38,108.70

Windsor Lrng.Ctr.	\$8,916.60
	\$8,916.60
	\$8,916.60
	\$8,916.60
	\$8,916.60
	\$8,916.60
	\$53,499.60
	\$53,499.60
	\$53,499.60
	\$53,499.60
	\$53,499.60
	\$53,499.60
	\$53,499.60
	\$43,988.56
ESY ONLY	\$8,916.60
ESY ONLY	\$8,916.60
Windsor School	\$60,300.00
YCS Fort Lee Educa. Ctr.	\$50,517.00
Morris Union Jointure Commission	
-	\$101,246.00
Developmental Learning Center	
Mountain Lakes Board of Ed -	\$67,300.00
Lake Drive School	
Regional Day School	\$94,783.00
	\$90,905.00
	\$89,026.00
	\$89,026.00
	\$62,125.00
	\$62,125.00

NURSING SERVICES PLAN
(NJAC 6A:16-2.1-2.5)

Parsippany-Troy Hills Township School District

The main function of the certified school nurses in the Parsippany-Troy Hills School District is to ensure that the children are healthy and ready to learn on a daily basis.

As health care providers, the school nurses utilize the nursing process; this includes assessing, planning, implementing, and evaluating nursing care in an ongoing manner. Formulating Individualized Health Care Plans (IHCPs) and Emergency Care Plans (ECPs) are two of the responsibilities of the school nurse in this role. These plans are utilized to facilitate the specific care needed for students with acute or chronic health concerns when required. The nurses also provide emergency aid and care for pupils and district personnel.

School nurses gather information regarding health histories, immunization records, communicable disease patterns, safety and current health information. Many times this includes consulting with teachers, parents, health care providers and health agencies. In addition, the school nurses plan and conduct yearly screening examinations and health appraisals, which include tests for vision, hearing, blood pressure, body mass index measurement, scoliosis and height and weight; making referrals as necessary and documenting all information.

Nurses must share important health-related information with students, parents, staff members, physicians, health care agencies, administration and government agencies. This is accomplished in person, in newsletters, by telephone, by mail and email, during personal conferences, meetings (both committee and faculty) and in flyers.

In conjunction with the above services, school nurses refer students to many other staff members in their own building, such as the school psychologists, the student assistance counselor and school counselors. They also refer students, staff and parents to private physicians, community health agencies and specialists as needed.

The Parsippany Troy-Hills School District has a large multicultural student population. With such wide diversity, school nurses fill a unique role by recognizing and providing specific treatments based on the health care needs of all cultures within the population. Proactive learning and research regarding various cultural beliefs and practices are necessary to maintain the student's health and safety, which provide an environment conducive to learning. Through knowledge gained, each school's nurse can be a valuable resource for parents by offering referrals to appropriate health care facilities/practitioners that provide care specific to their particular beliefs and practices.

Nurses advocate for each child by helping their families to gain access to the medical care they need. In collaboration with the Child Study Team, the nurses also see to it that students with special needs have the proper medical accommodations to facilitate their learning. As an advocate, many times the nurses make referrals to outside agencies for dental and visual health, counseling, local police departments, and the Division of Child Protection and Permanency (CP&P).

One of the most important roles for a certified school nurse is as an educator. The elementary nurses provide classroom instruction in all aspects of health in Grades K-5. The health curriculum includes units on personal safety and hygiene, nutrition and additionally allergies, dental health, the human body, germs and the topics of HIV, AIDS and puberty. Informal teaching is constantly taking place in the nurse's office as care is delivered and questions are asked. The nurses also give staff pertinent information about their own health and give guidance regarding their health concerns. Staff is also in-serviced by the nurses on a multitude of subjects, including: asthma, allergies, diabetes, epilepsy, child abuse, medications, blood-borne pathogens, delegate training for the administration of epinephrine, and various other topics. Some of these sessions take place at staff meetings, in small groups, or on an individual basis; the nurses decide which format best serves the group. Parents are educated in group meetings (PTSA or special presentations), by newsletter or in a formal letter that is sent home. Nursing websites are available at each school and maintained by the school nurse as an additional venue of communication and education for parents and students.

Certified school nurses bring information to the public and bring groups and organizations into the schools. Many programs on fire safety, bike safety, heart health, cancer awareness, infection control precautions, and many other health-related programs are made available through the nurses.

The Parsippany Troy-Hills School District has a large sports program with approximately seventy (70) sports offered throughout the school year, concentrated within two (2) high schools and two (2) middle schools. All medical paperwork must be gathered and processed with all information completed, prior to meeting with the school physician for approval, to participate in the sports program. Follow up documents must be obtained by the nurse for any new or changed diagnosis for any health condition. The nurses are also responsible for maintaining the records, and providing the coaches with required health training to meet all health care needs necessary for safe participation. This is in accordance with NJAC 6A:16-2.2.

A legal record for each student must be maintained and updated every time a student accesses the nurse's office. Medical notes, medications and any written correspondence from a medical professional must be recorded in the student's health record. State agencies also require yearly records of immunizations, tuberculosis testing, medical waste management and employee injury documentation. Each of these procedures is completed by the nurses. Lastly, in the Parsippany-Troy Hills district, the nurses also compile and coordinate all the school lunch paperwork before it goes to the Board of Education.

NURSING SERVICES PLAN

(ASSIGNMENT PLAN FOR CERTIFIED AND NON-CERTIFIED NURSES)

A certified school nurse is assigned to each of the schools listed below during those hours when school is in session to complete those duties outlined in N.J.A.C. 6A:16-2.1(f)3.

There are also four (4) full-time registered nurses (non-certified) in the district, one in each secondary school.

*All nursing personnel are trained and certified in the use of CPR, AED, and asthma nebulizer administration per NJAC 6A:9 -13.3 (b). Certifications are updated every two years.

Brooklawn Middle School	Ann Butyn
Central Middle School	Barbara Bailey
Eastlake	Nancy Goeller
Intervale	Lorna Crooker
Knollwood	Patty Allocca
Lake Hiawatha	Christine Carlson
Lake Parsippany	Maria Peluso
Littleton	Michelle Dowling
Mt. Tabor	Paula Grather (through 1/8/16)
Northvail	Jane Murawski
Parsippany High	Janne Demarco
Parsippany Hills	Kathy Kelly
Rockaway Meadow	Carole Capitanelli
Troy Hills	Jamie Madonna

Non-Certified registered nurses (4)

Kathy Walker	Debra Molloy
Judy Skibitski	Helen Ng