

**PARSIPPANY-TROY HILLS
BOARD OF EDUCATION
REORGANIZATION MEETING OF
Thursday, January 3, 2019**

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Monday, January 3, 2019 at Dr. Frank A. Calabria Education Center, 292 Parsippany Road, Parsippany, NJ 07054.

CALL TO ORDER

CALL TO ORDER

Mrs. Tedesco, Business Administrator/Board Secretary called the meeting to order at 6:00 pm.

MEETING NOTICE

MEETING NOTICE

Mrs. Tedesco stated that in compliance with Chapter 231, Public Law 1975 entitled Open Public Meetings Act, adequate notice of this meeting has been provided as specified In the Act. A meeting notice was published in the Daily Record on January 30, 2018 and at the district website <http://www.pthsd.k12.nj.us>. Additionally, the Notice of Meeting was posted at the Municipal building and a copy of Notice filed with the Township Clerk on December 17, 2018 and December 31, 2018. This is an official meeting.

FIRE NOTICE

FIRE NOTICE

The Fire Notice was read by Mrs. Tedesco. She also reminded everyone to turn off/or silence all Electronic devices so as to not disturb the meeting.

SALUTE TO THE FLAG

SALUTE TO THE FLAG

Mrs. Tedesco asked everyone to stand for the flag salute.

REVIEW OF ELECTION RESULTS

REVIEW OF ELECTION RESULTS

Mrs. Tedesco reviewed the results of the November 6, 2018 Election as follows:
For Membership to the Board of Election – Three Full Term (3Years)

Name	Votes
Susy Golderer	9,980
Frank Neglia	10,192
Judy Mayer	10,192
Andrew Choffo (unexpired 1 year)	6,339

OATH OF OFFICE

OATH OF OFFICE

Board Attorney, Katherine Gilfillan administered the Oath of Office to the above elected members.

ROLL CALL

ROLL CALL

Present: Mr. Timothy Berrios
 Mr. George Blair
 Mr. Andrew Choffo
 Mr. Joseph Cistaro
 Mrs. Alison Cogan
 Mr. Matthew DeVitto
 Mrs. Susy Golderer
 Mrs. Judy Mayer
 Mr. Frank Neglia

Also Present: Dr. Barbara Sargent, Superintendent
 Mrs. Robin C. Tedesco, Business Administrator/Board Secretary
 Dr. Robert Sutter, Asst. Superintendent- Human Resources
 Ms. Gabrielle Conde, Assistant Business Administrator
 Mrs. Joan Benos, Chief of Staff/Public Information Officer
 Mrs. Katherine Gilfillan, Esq., Board Attorney

Board Attorney, Katherine Gilfillan reviewed the Code of Ethics that all Board Members have in front of them for signature.

ELECTION OF OFFICERS

ELECTION OF OFFICERS

Mrs. Tedesco opened the floor for nominations for Board President. Mrs. Cogan nominated Mr. Frank Neglia. There being no further nominations, a roll call vote was taken and Mr. Neglia was elected as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Choffo	X					
Mr. Cistaro	X					
Mrs. Cogan	X					
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mr. Neglia	X					

Mr. Neglia took the Chair and then called for nominations for Vice president of the Board. Mrs. Mayer nominated Mrs. Cogan. There being no further nominations a roll call was taken and Mrs. Cogan was elected as follow:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Choffo		X				
Mr. Cistaro	X					
Mrs. Cogan	X					
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mr. Neglia	X					

STUDENT COMMITTEE REPORT

STUDENT COMM. REPORT

Katie Goddard and Carly Holmer reported on activities happening at Parsippany High School. Ruth Kowalski and Kyril Yurchuck reported on activities happening at Parsippany Hills High School.

Mr. Neglia suspended the regular agenda for a presentation about Project Graduation for both the high schools.

ADJOURN TO EXECUTIVE SESSION

ADJOURN TO EXEC SESSION

Mr. Neglia made a motion to adjourn to closed session at 6:28 p.m. The motion was moved by Mrs. Mayer and seconded by Mrs. Golderer and was unanimously approved by roll call vote to adjourn to closed session for the purpose of HIB's.

1. This public meeting is hereby recessed into a private session where the public shall be excluded for the purpose of discussion and consideration of the following: HIBs.
2. It is the determination of the Board that a discussion of the aforementioned subject matter may be prejudicial to the interests of the parties involved and could result in a possible invasion of a right of privacy and be detrimental to the parties involved.
3. Discussion and/or action of the Board with regard to the above mentioned subject matter shall be (or not be) disclosed to the public within 60 days hereof.

RECONVENE OPEN SESSION

RECONVENE OPEN SESSION

On a motion by Mr. Choffo, seconded by Mr. Berrios and unanimously approved by roll call vote the regular meeting reconvened at 6:51 p.m.

CORRESPONDENCE

None

CORRESPONDENCE

UNFINISHED BUSINESS

Mr. Choffo asked if the teachers do not have a contract, will there be a Project Graduation? He was unsure if the teachers work the event.

Mr. Neglia was not aware of the answer to this question and would find out if teachers work Project Graduation.

Mrs. Cogan stated that at the last council meeting there was a presentation that indicated that the Township, as part of their low income housing initiative, is required to produce a plan as to how Parsippany will increase the number of housing units in this town. The numbers are pretty large they are talking between 850 and 1200 units, which would vastly increase the number of students within the district. Mrs. Cogan let the public know they will be attending more town council meetings and try to be involved in the process so as to mitigate the repercussions it will have on the school district.

Mr. Cistaro added that it's important to talk about what the word pilot means within the pilot agreement that the town council has. Pilot means payment in lieu of taxes and the Board of Education is not part of that pilot. One of the misconceptions that many may have is that we receive a portion of this. Mr. Cistaro said they are looking into meeting with the town to create an equitable arrangement to become involved in that pilot agreement so we can fund these extra students.

Mrs. Golderer also noted that only a small fraction of the units being built in these new developments are going to be for affordable housing. She talked about the concern that would exist if the district needed to go out for more than the 2% tax and that would mean the potential for the budget to be voted down.

Mr. Berrios stressed the importance of having representatives from the district at these town council meetings so that we have a stake in the conversations. He stressed the misconception that the public has, of the Board of Education receiving a lot more money than they actually do per pupil.

COMMITTEE REPORTS

Distribution of Committee List to Board members for assignment.

COMMITTEE REPORTS

APPROVAL OF MINUTES

On a Motion by Mrs. Golderer, seconded by Mr. Choffo the Executive and Regular Minutes of December 13, 2018 were voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Choffo	X					
Mr. Cistaro	X					
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mrs. Cogan	X					
Mr. Neglia	X					

Dr. Sargent presented Superintendent Bulletin Number 10.

Mrs. Robin C. Tedesco presented Secretary Report.

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

Number 10

January 3, 2019

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

ITEMS FOR DISCUSSION

I. BUSINESS/FINANCE – ROBIN C. TEDESCO

Review of Election Results

**REVIEW OF
SCH BRD ELECTION**

- Mrs. Tedesco reviewed the results of the November 6, 2018 Election as follows:

For Membership to the Board of Education – Three Full Term (3 Years)

<u>Name</u>	<u>Votes</u>
Susy Golderer	9,980
Frank Neglia	10,192
Judy Mayer	10,192
Andrew Choffo (unexpired 1 year)	6,339

OATH OF OFFICE

The Board Attorney will administer the Oath of Office to the above duly elected members.

ROLL CALL

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBER/S
Mr. Berrios						
Mr. Blair						
Mr. Choffo						
Mr. Cistaro						
Mr. DeVitto						
Mrs. Mayer						
Mrs. Golderer						
Mrs. Cogan						
Mr. Neglia						

ELECTION OF OFFICERS

Election of President:

- Nominations
- Balloting
- President takes the chair

Election of Vice President:

- Nominations
- Balloting
- Vice President assumes office

2. **Establish Board of Education Meeting Schedule**

MEETING DATES A

WHEREAS, Chapter 231 of the Public Laws of New Jersey (1975) known as, and hereinafter designated as the “Open Public Meetings Act,” requires notification of meetings of public bodies, as therein defined, in the manner therein set forth; therefore,

BE IT RESOLVED that the Parsippany-Troy Hills Board of Education establish its regular meetings on the second and fourth Thursdays of each month and/or as noted per attached Board Meeting Schedule.

BE IT FURTHER RESOLVED, that the aforesaid notice of regularly scheduled meetings will be posted in the Board of Education Calabria Education Center, 292 Parsippany Road, Parsippany, New Jersey.

BE IT FURTHER RESOLVED, that the aforesaid notice be sent to the newspapers designated by this Board to receive the notice required by the provisions of the Open Public Meetings Act, Chapter 231 of the Public Laws of NJ (1975).

BE IT FURTHER RESOLVED, that the aforesaid notice be filed with the Township Clerk’s office located in the municipality and the Board Office located at 292 Parsippany Road, New Jersey.

3. **Law Firm**

LAW FIRM

BE IT RESOLVED by the Board of Education, pursuant to the Public School Contracts Law, N.J.S.A. 18A:18A-1, et. seq., previously adopted a resolution appointing Katherine A. Gilfillan, Esq. of the law firm of Schenck, Price, Smith & King, LLP (the “Law Firm”) of Florham Park, New Jersey, to serve as Board Attorney.

WHEREAS, the Board has determined that it continues to require these professional services and desires that the Law Firm continue to serve the Board in this capacity.

NOW, THEREFORE BE IT RESOLVED, that the Board hereby reappoints Katherine A. Gilfillan, Esq. of the law firm of Schenk, Price, Smith & King, LLP to serve as Board Attorney for the period of January 2019 through January 2020; and

BE IT FURTHER RESOLVED, that publication of notice of this contract award shall be made in accordance with the requirements of N.J.S.A. 18A:18A.

4. **Auditing Firm**

WISS & COMPANY

BE IT RESOLVED by the Board of Education of the Township of Parsippany-Troy Hills, Morris County, New Jersey, that the firm of Wiss & Company, LLP, Certified Public Accountants, 485C Route 1 South, Suite 250, Iselin, New Jersey 08830, is hereby reappointed auditor to the Board of Education for the annual school audit for the 2019 organization year.

BE IT FURTHER RESOLVED, that publication of notice of this contract award shall be made in accordance with the requirements of N.J.S.A. 18A:18A-5.

5. **Architects of Record**

**ARCHITECTS
OF RECORD**

BE IT RESOLVED by the Board of Education of the Township of Parsippany-Troy Hills, Morris County, New Jersey, that the firm of Parette Somjen Architects, LLC, 439 Route 46 East, Rockaway, New Jersey 07866, is hereby reappointed architects to the Board of Education for the annual school year for the 2019 organization year.

BE IT FURTHER RESOLVED, that publication of notice of this contract award shall be made in accordance with the requirements of N.J.S.A. 18A:18A-5.

6. **Adoption of Code of Ethics**

CODE OF ETHICS

BE IT RESOLVED that the Board of Education of Parsippany-Troy Hills in the County of Morris, New Jersey adopt the Purpose and Role of the Code of Ethics N.J.S.A. 18A:12-24.1.

The members of the Board of Education recognize that they hold authority not as individuals but as members of the Board. In order to make a clear public statement of its philosophy of service to the pupils of the district, the Board adopts this code of ethics:

- a. I will uphold and enforce all laws, rules, and regulations of the State Board of Education and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.

- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my Board action to policymaking, planning, and appraisal and I will help to frame policies and plans only after the Board has consulted those who will be affected by them.
- d. I will carry out my responsibility not to administer the schools, but, together with my fellow Board members, to see that they are well run.
- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action that may compromise the Board.
- f. I will refuse to surrender my independent judgement to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the Chief Administrative Officer.
- i. I will support and protect school personnel in the proper performance of their duties.
- j. I will refer all complaints to the Chief Administrative Officer and will act on the complaints at public meetings only after failure of an administrative solution.

7. **Policies, Actions, Rules and Regulations**

PARR

BE IT RESOLVED that the policies, actions, rules, and regulations adopted by prior Boards of Education of the Parsippany-Troy Hills Township School District, which were in effect immediately prior to this Organization Meeting, be reaffirmed and adopted by the Board of Education for the 2019 organization.

8. **Job Description Manual**

**JOB
DESCRIPTIONS**

BE IT RESOLVED that the Board of Education adopt the existing Manual of Job Descriptions.

9. **Newspaper**

NEWSPAPER

BE IT RESOLVED that the Board of Education approve the following resolution:

The Morris County *Daily Record* and *The Star Ledger* are hereby designated as the official newspapers of the Board of Education of the Township of Parsippany-Troy Hills.

10. **Banks**

BANKS

BE IT RESOLVED that the Board of Education reaffirms the designation of Wells Fargo Bank, N.A. and the State of New Jersey Cash Management Fund and NJ/ARM Asset and Rebate Management Program as its official depositories for the 2019 calendar year; and

BE IT FURTHER RESOLVED that three officers be authorized to sign checks namely: President or Vice President, Business Administrator/Board Secretary and the Treasurer of School Moneys; and

BE IT FURTHER RESOLVED that the Business Administrator, Assistant Business Administrator, and the District Accountant be authorized to perform wire transfers.

11. **The Uniform Minimum Chart of Accounts for NJ Public Schools**

**UNI MIN CHART OF ACCTS
FOR NJ PUB SCHS**

BE IT RESOLVED that the Parsippany-Troy Hills Township Board of Education approves the Chart of Accounts as presented by the New Jersey Department of Education.

12. **Adopt the Standard Operational Procedures & Internal Controls Manual**

**OPERATIONAL PROCEDURES
INTERNAL CONTROL**

BE IT RESOLVED, that the Parsippany-Troy Hills Township Board of Education adopt the current district Standards Operations Procedures and Internal Controls Manual for the 2019 organization year on file in the Office of the Business Administrator.

13. **Adoption of Purchasing Manual**

PURCHASING MANUAL

BE IT RESOLVED, that the Parsippany-Troy Hills Township Board of Education adopt the current Purchasing Manual for the 2019 organization year on file in the Office of the Business Administrator.

14. **Payment of Bills between BOE Meetings**

**PAY BETWEEN
BOE MTGS**

BE IT RESOLVED that the Parsippany-Troy Hills Township Board of Education, in the County of Morris, New Jersey, appoint Mrs. Robin Tedesco, Business Administrator/Board Secretary, to make payments of bills between Board Meetings on an “as needed” basis for the 2019 organization year.

15. **Appointment of Board Secretary**

BOARD SECRETARY

BE IT RESOLVED that the Parsippany-Troy Hills Township Board of Education, in the County of Morris, appoint Mrs. Robin Tedesco as Board Secretary (N.J.S.A. 18A:13-13, N.J.S.A. 18A:17-2, 17-5) for the 2019 organization year.

BE IT FURTHER RESOLVED, that the Parsippany-Troy Hills Township Board of Education, in the County of Morris, New Jersey, appoint Ms. Gabrielle Conde, as Assistant Board Secretary to function in the absence of the Board Secretary for the 2019 organization year.

16. **Fund Investments**

**FUND
INVESTMENTS**

BE IT RESOLVED that Robin Tedesco, Business Administrator, be authorized to invest funds, when available, for the 2019 calendar year in Certificates of Deposit, Treasury Bills and/or Savings and Checking Accounts, and approved Investment Funds and report said investments to the Board of Education.

17. **Payment of Bills**

PAYMENT OF BILLS

BE IT RESOLVED that the Board of Education approve the payment of current bills for January 3, 2019 for the 2018-19 school year in the amount of \$10,338,058.91.

BE IT RESOLVED, that the Board of Education approve the payment of current bills/outstanding warrants for school activities for the month of December 2018-2019 school year in the amount of \$27,297.41

18. **Additional Funding**

**ADDITIONAL
FUNDING**

BE IT RESOLVED, that the Parsippany-Troy Hills Township Board of Education approve the additional funding received from the State Department of Education for Chapters 192/193 for 2018-2019 as follows:

Compensatory Education	\$1,777
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19. **Transfer of Funds**

TRANSFERS B

BE IT RESOLVED that the Board of Education authorize the transfers in the 2018-2019 budget per detail of transfers report, December 2018 for the 2018-2019 school year, per state law.

20. **Sale of Surplus Property**

**SALE OF SURPLUS
PROPERTY**

WHEREAS, the Parsippany-Troy Hills Township Board of Education is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE, BE IT RESOLVED by the Parsippany-Troy Hills Board of Education in the Township of Parsippany-Troy Hills, County of Morris, New Jersey as follows:

The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Parsippany-Troy Hills Board of Education.

1. The sale will be conducted online and the address of the auction site is govdeals.com.
2. The sale is being conducted pursuant to Local Finance Notice 2008-09.
3. A list of the surplus property to be sold is below.
4. The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute as Hold Harmless and Indemnification Agreement concerning use of said property.
5. The Parsippany-Troy Hills Township Board of Education reserves the right to accept or reject any bid submitted.

EQUIPMENT TO BE SOLD

See attached Spreadsheet for list of Musical Instruments
608: 2006 Ford Utility Box Truck, VIV#: 1FDWE35L86HA51039
Bus 14: 24 Passenger Van 2006 Ford, VIN#: 1FDXE45P34HB27258

C

21. **Payment from Sale of Surplus Property**

**PAYMENT SALE OF SURPLUS
PROPERTY**

BE IT RESOLVED, that the Parsippany-Troy Hills Board of Education accepts the check in the sum of \$7,325.09 from GovDeals which represents payment for bidded Transportation Vehicles, Maintenance Vehicles and Equipment approved on the August 21, 2018 Superintendent's Bulletin, motion #69.

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS
BOARD OF EDUCATION MEETING DATES
REGULAR PUBLIC MEETINGS
January 3, 2019

Thursday	January 3, 2019	Dr. Frank A. Calabria Education Center -Re-Organization Meeting 292 Parsippany Road, Parsippany
Thursday	January 17, 2019	Parsippany Hills High School**
Thursday	February 7, 2019	Dr. Frank A. Calabria Education Center
Thursday	February 21, 2019	Dr. Frank A. Calabria Education Center *
Thursday	March 7, 2019	Dr. Frank A. Calabria Education Center*- Tentative Budget Adoption
Thursday	March 21, 2019	Dr. Frank A. Calabria Education Center*
Thursday	April 11, 2019	Dr. Frank A. Calabria Education Center*
Tuesday	April 23, 2019	Dr. Frank A. Calabria Education Center*
Thursday	May 2, 2019	Dr. Frank A. Calabria Education Center** Public Hearing & Adoption
Thursday	May 9, 2019	Dr. Frank A. Calabria Education Center
Thursday	May 23, 2019	Parsippany High School**
Thursday	June 13, 2019	Parsippany Hills High School**
Thursday	June 27, 2019	Parsippany Hills High School**
Thursday	July 25, 2019	Dr. Frank A. Calabria Education Center
Thursday	August 22, 2019	Dr. Frank A. Calabria Education Center
Thursday	September 12, 2019	Dr. Frank A. Calabria Education Center
Thursday	September 26, 2019	Dr. Frank A. Calabria Education Center
Thursday	October 17, 2019	Dr. Frank A. Calabria Education Center*
Tuesday	November 5, 2019	Dr. Frank A. Calabria Education Center
Thursday	November 21, 2019	Dr. Frank A. Calabria Education Center
Thursday	December 19, 2019	Dr. Frank A. Calabria Education Center
Tuesday	January 7, 2020	Dr. Frank A. Calabria Education Center – Re-Organization

NOTE-All meetings start with Closed Session 6:30 P.M., Regular Meeting 7:00 PM

*Budget Discussion

**Student and/or Staff Awards

Adopted: _____

Board Elections – Tuesday, November 5, 2019

II. LA – LEADERSHIP ACTIONS – BARBARA SARGENT, ED.D.

Project Graduation Coordinators, Amy Gripp from Parsippany High, and Cindy Stavrou from Parsippany Hills will be present this evening to report on the 2018 Project Graduation.

III. GA – GENERAL ADMINISTRATION – JONI BENOS

22. **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, 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
Stacy Basile	Increase Motivation and Learning in your World Language Classroom	January 25, 2019	West Orange, NJ	\$269.00
Kara Baltuch	Guided Math: Practical Strategies	February 28, 2019	West Orange, NJ	\$259.00
Lucia Innocent	Guided Math: Practical Strategies	February 28, 2019	West Orange, NJ	\$259.00 Title IIA

23. **Field Trip Destinations**

BE IT RESOLVED that the Board approve the following Field Trip Destinations:

Destination

What the trip would be for

Amy Ruth’s

African American Club PHHS

New York, NY

Melba’s

African American Club PHHS

New York, NY

Brooklyn Art Library

Honors AP Portfolio/AP Studio Art Classes PHHS

Brooklyn, NY

Emerson Jr. Sr. High School

Robotics Competition PHS/PHHS

Emerson, NJ

24. **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.

Intervale

The Intervale PTA has donated \$670.00 to the Board of Education to help support cultural arts events at Intervale School.

Parsippany Hills High School

Garrett Fulmore of Budd Lake has donated a Tama Drum Kit Serial # 014530 consisting of a Bass, Snare, three Toms, Snare stand, and a Ride Cymbal to Parsippany Hills High School.

IV. AP – ACADEMIC PROGRAMMING – TALI AXELROD, ED.D.

25. **Mini-Grants 2018-2019** **MINI-GRANTS**

BE IT RESOLVED that the Board approve the mini-grants for the persons and projects as described below. Out of nine proposals, seven proposals were selected to receive mini-grants for the 2018-2019 school year. Teachers who submitted proposals this year deserve a sincere thank you for their efforts and the time they spent developing their ideas for submission.

<u>Mini-Grant</u>	<u>Award</u>	<u>Teacher(s)</u>	<u>School</u>
March Book Madness 2019	\$369.11	Beth Raff	Mt. Tabor Elementary School
Flexible Seating in Kindergarten	\$501.92	Karin Light	Troy Hills Elementary School
Story Time	\$300.00	Asmita Mistry	Lake Hiawatha Elementary School
Parent Book Study	\$300.00	Dr. Barbara Sargent	Superintendent of Schools
Parts for Robotics Team	\$491.00	Kathy Effner	Parsippany High School
Weather Station	\$695.00	Clare M. Clear Kris Skinner Mary Gillen Elena Gerber	Brooklawn Middle School
Get Movin'!	\$338.00	Victoria Mastrangelo	Eastlake Elementary School

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

26. **Resignations - PTHESA**

**RESIGN
PTHESA**

BE IT RESOLVED that the Board approve the following resignations as indicated below:

Effective January 15, 2019:

JoAnn Koeck Paraprofessional Rockaway Meadow Elementary School

Effective January 16, 2019

Justine Osborne Paraprofessional Mt. Tabor Elementary School

27. **Resignation- Supervisor Special Education, 6-12**

**RESIGN
SUPV SPECIAL ED**

BE IT RESOLVED that the Board approve the resignation of Michele Neal, Supervisor of Special Education - 6-12, effective February 21, 2019 or sooner if a suitable replacement can be employed.

28. **Employment - Noontime Aides**

**EMPLOY
NOONTIME AIDES**

BE IT RESOLVED that the Board approve the individuals named below as Noontime Aides for the 2018-2019 school year at the rate of \$16.70 per hour:

Effective 01/04/2019:

Northvail Elementary School

Ekta Kumbhani 10 hours/week

Effective 01/14/2019:

Rockaway Meadow Elementary School

Christina Albano 12.5 hours/week

29. **Employment - PTHESA**

**EMPLOY
PTHESA**

BE IT RESOLVED that the Board approve the individual named below as a Paraprofessional in the area indicated

Lake Hiawatha Elementary School

Effective January 7, 2019

Lisa Terrone-Tello Paraprofessional \$22,013.00 (prorated)

30. **Employment - Office Aide**

**EMPLOY
OFFICE AIDE**

BE IT RESOLVED that the Board approve the following individual as an Office Aide for the 2018-2019 school year at a rate of \$16.70 per hour, 4 hours per day, effective January 7, 2019:

Rockaway Meadow Elementary School

Heidi Coleman

31. **Transfer of Assignment – Local 32**

**TRANSFER
LOCAL 32**

BE IT RESOLVED that the Board approve the individual named below who has been transferred/reassigned for the 2018-2019 school year, effective January 7, 2019:

William Long

From:

Custodian Floater Maintenance \$30,700.00 + \$1,374.00 (Black Seal)

To:

Part-Time Custodian Troy Hills Elementary School \$14.75/hour (5 hours/day)

32. **Acting Lead Teacher**

**ACTING LEAD
TEACHER**

BE IT RESOLVED that the Board approve Joy Migliaccio as the Acting Lead Teacher for Language Arts, replacing Antonia Hernandez, who will be out on maternity leave effective January 10, 2019 through May 9, 2019. Ms. Migliaccio should receive a prorated portion of the Lead Teacher Stipend of \$6,232.

33. **Leave of Absence**

**LEAVE
OF ABSENCE**

BE IT RESOLVED that the Board approve a medical leave of absence for employee #10022, Custodian, effective November 29, 2018 through January 10, 2019 utilizing accumulated sick leave pursuant to the Family and Medical Leave Act.

34. **Additional Sick Days – PTHEA**

**ADDL
SICK DAYS**

BE IT RESOLVED that the Board approve twenty (20) additional non-accumulative sick days with pay, less the cost of a substitute, for Employee #30569, Teacher, from December 13, 2018 through January 18, 2019. This leave will be counted against available FMLA leave entitlement.

35. **Maternity Leaves of Absence**

**MATERNITY
LEAVES**

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

Employee #10600, Teacher, has requested a maternity leave of absence on or about March 11, 2019 through May 10, 2019 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from May 13, 2019 through October 11, 2019.

Employee #40546, Teacher, has requested a maternity leave of absence on or about February 26, 2019 through April 1, 2019 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from April 2, 2019 through June 20, 2019.

36. **Corrections**

CORRECTIONS

BE IT RESOLVED that the Board approve the following corrections:

Employment - Local 32

Ryan Bruno

From: Effective 12/5/18 To: Effective 12/7/18

Employment - PTHEA - Pending

Alexandra Katz

From: Effective 12/20/18 To: Effective 1/2/19

Major-Extra Responsibility Assignment

Kelsey Principe

From: Step 1 \$6,038.00 To: Step 3 \$6,646.00

Leave of Absence

Employee #30569

From: December 10, 2018 through December 12, 2018 utilizing accumulated sick leave and personal days, and an unpaid medical leave of absence from December 13, 2018 through January 21, 2019 pursuant to the Family and Medical Leave Act.

To: December 10, 2018 through January 18, 2019 utilizing accumulated sick leave and personal days, and an unpaid medical leave of absence on January 21, 2019 pursuant to the Family and Medical Leave Act.

VI. PS – PUPIL PERSONNEL SERVICES

37. **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 2018-2019 school year, as follows:

Last Name, First Name	School	Effective Date of Stipend
Brock, Steven	Central	9/10/18
Greiner, Mary Beth	Central	9/10/18
Jenkins, Donna	Troy Hills	11/21/18
Vojta, Sandra	Central	9/10/18
Wagner, Donna	Troy Hills	11/21/18

38. **ABA-Trained Paraprofessional – Discontinuation of Stipend**

**ABA PARA
DISCONTINUE**

BE IT RESOLVED that the Board approve the discontinuation of the stipend for Radhika Jayakuman as of November 14, 2018, who no longer qualifies since the student she services withdrew from the district.

39. **Student Assistance**

STUD ASSIST

BE IT RESOLVED that the Board approve Erin Gibson, paraprofessional at Parsippany Hills High School, to assist a student during track for the 2018-2019 school year, as per the student’s IEP, not to exceed ten hours per week, at the hourly rate of \$22.26.

40. **Community Based Instruction Site**

**COMM BASED
INSTR**

BE IT RESOLVED that the Board approve Wegmans, 100 Farm View, Montvale, NJ as a Community Based Instruction site for the 2018-2019 school year.

41. **Harassment, Intimidation, and Bullying**

HIB

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for December 13, 2018.

Suspensions

SUSPENSIONS D

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

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

Number 10 ADDENDUM

January 3, 2019

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

ITEMS FOR DISCUSSION

42. **Appointment School Safety Specialist**

**SCHOOL SAFETY
SPECIALIST**

BE IT RESOLVED that the Board approve, Dr. Barbara Sargent, Superintendent of Schools, as the School Safety Specialist for the Parsippany-Troy Hills Township Schools for the 2018-2019 school year.

43. **Morning Enrichment Program**

**AM ENRICH
PROGRAM**

BE IT RESOLVED that the Board approve the addition of the following staff members to provide a Morning Enrichment Program beginning January 7, 2019 through June 20, 2019, four mornings per week, at Eastlake, Lake Parsippany, Rockaway Meadow and Troy Hills elementary schools, at the rate of \$50 per session, as indicated below, paid for through the Coordinated Early Intervention Services (CEIS) funds, originally approved in the Superintendent’s Bulletin No. 9 on December 13, 2018:

Algeri, Linda	Iradi, Mary Ellen
Bakirtzis, Nicole	Joyce, Michelle
Bamber, Sarah	Long, Laura
Carroll, Tracy	Malloy, Carolyn
D’Aurizio, Karen	Masterson, Gina
DeCaro, Antoinette	Mizerek, Michelle
DiBello, Beth	Pandorf, Shaleene
Duff, Laura	Raimo, Deborah
Dwyer, Nancy	Ricca, Marie
Egan, Tayler	Samara, Gina
Gosden, Cynthia	Trawinski, Jason
Innocent, Lucia	Visoskas, Danielle
Ippolito, Anna	

44. **Morning Enrichment Program – Administrative Hours**

**AM ENRICH
ADMIN**

BE IT RESOLVED that the Board approve Antoinette DeCaro for up to 25 additional administrative hours for the Morning Enrichment Program beginning January 7, 2019 through June 20, 2019, at the rate of \$50 per hour.

45. **Morning Enrichment Program – Name Correction**

**AM ENRICH
CORRECT**

BE IT RESOLVED that the Board approve the correction of the following staff member's name, originally approved in the Superintendent's Bulletin No. 9 of December 13, 2018:

<u>Name</u>	<u>Correction</u>
Goarke, Betty	Wang-Goarcke, Betty

46. **Home Instruction**

**HOME
INSTRUCTION**

BE IT RESOLVED that the Board approve the following students who have been placed on home instruction:

<u>Student</u>	<u>School</u>	<u>Grade</u>	<u>Reason</u>	<u>Anticipated End Date</u>
29697	PHS	11	Administrative	1/11/19
30776	PHHS	10	Medical	2/28/19

47. **Home Instruction – Change in Anticipated End Date**

**HOME INSTR
END DATE**

BE IT RESOLVED that the Board approve the following change in the anticipated end date for the following student on home instruction, originally approved in the Superintendent's Bulletin No. 7 of November 15, 2018:

<u>Student</u>	<u>School</u>	<u>Grade</u>	<u>Reason</u>	<u>Anticipated End Date</u>
41418	Littleton	4	Medical	3/29/19

48. **Resignation - PTHESA**

**RESIGN
PTHESA**

BE IT RESOLVED that the Board approve the following resignations:

Effective January 11, 2019:

Jessica Leo Paraprofessional Troy Hills Elementary School

Effective January 18, 2019:

Devin Williams-Buttari Paraprofessional Parsippany High School
Christina Allen Paraprofessional Rockaway Meadow School

49. **Employment - PTHESA**

**EMPLOY
PTHESA**

BE IT RESOLVED that the Board approve the individual named below as a Paraprofessional in the area indicated:

Eastlake Elementary School

Effective January 7, 2019

SeethaLakshmi Krishnamurthy Paraprofessional \$22,013.00 (prorated)

50. **Leave of Absence**

**LEAVE OF
ABSENCE**

BE IT RESOLVED that the Board approve a medical leave of absence for employee #49606, Custodian, effective January 7, 2019 through January 18, 2019 utilizing accumulated sick leave and vacation days, and an unpaid medical leave of absence from January 21, 2019 through March 5, 2019 pursuant to the Family and Medical Leave Act.

51. **Approval of Employment - Pending Completion**

**EMPLOY
CERTIF STAFF**

Jessica Iannetta

From: Effective November 3, 2018

To: Effective January 7, 2019

52. **Related Services Provider**

**RELATED
SVC PROVIDER**

BE IT RESOLVED that the Board approve North Jersey Behavioral Health Services, 110 Bloomfield Avenue, Caldwell, NJ, as a related services provider for the 2018-2019 school year, at the per diem rate of \$600.

53. **Student ABA Services**

ABA SVCS

BE IT RESOLVED that the Board approve a student with disabilities who will require ABA services at North Jersey Behavioral Health Services while on home instruction pending an out of district placement for the 2018-2019 school year, beginning January 7, 2019.

Superintendent's Bulletin No. 10
January 3, 2019
Read-Ins

Page/Number	Explanation															
Page 7 # 20	<p><u>Sale of Surplus Property</u> Add to Appendix C – Disposal of Property List PHHS – Piano – Kawai – Ser # 913266 – Poor Condition; structural damage and not worth fixing</p>															
Page 9 #22	<p><u>Travel and Work Related Expenses</u> Corrections:</p> <table border="0"> <thead> <tr> <th data-bbox="321 659 456 684">Name</th> <th data-bbox="456 659 862 684">Purpose</th> <th data-bbox="862 659 1065 684">Date</th> <th data-bbox="1065 659 1227 684">Location</th> <th data-bbox="1227 659 1539 684">Estimated Expenses</th> </tr> </thead> <tbody> <tr> <td data-bbox="321 684 456 716">Karen Lane</td> <td data-bbox="456 684 862 747">Stressed for Success! Helping Students Find Balance</td> <td data-bbox="862 716 1065 779">Feb 28 & Mar 1, 2019</td> <td data-bbox="1065 747 1227 779">Atlantic City, NJ</td> <td data-bbox="1227 747 1539 779">\$414.00</td> </tr> <tr> <td colspan="5" data-bbox="321 779 1539 810">Title IV</td> </tr> </tbody> </table>	Name	Purpose	Date	Location	Estimated Expenses	Karen Lane	Stressed for Success! Helping Students Find Balance	Feb 28 & Mar 1, 2019	Atlantic City, NJ	\$414.00	Title IV				
Name	Purpose	Date	Location	Estimated Expenses												
Karen Lane	Stressed for Success! Helping Students Find Balance	Feb 28 & Mar 1, 2019	Atlantic City, NJ	\$414.00												
Title IV																
Page 12 #28	<p><u>Employment – Noontime Aides</u> ADD: <u>Effective 01/07/19</u> Mt. Tabor Elementary School Saarah Okuyan 10 hours/week</p>															
Page 13 # 31	<p>Transfer of Assignment – Local 32 <u>Correction:</u> William Long FROM: From: Custodian Floater Maintenance \$30,700.00 + \$1,374.00 To: Part-Time Custodian Troy Hills Elementary School \$14.75/hour (5 hours/day)</p> <p>To: From: Custodian Floater Maintenance \$30,700.00 + \$1,324.00 To: Part-Time Custodian Troy Hills Elementary School \$14.75/hour (5 hours/day)</p>															
Page 13 # 32	<p><u>Acting Lead Teacher</u> Joy Migliaccio – Language Arts - CORRECTION</p> <p>From: effective January 10, 2019 through May 9, 2019. Ms. Migliaccio should receive a prorated portion of the Lead Teacher Stipend of \$6,232.</p> <p>To: effective January 11, 2019 through May 9, 2019. Ms. Migliaccio should receive a prorated portion of the Lead Teacher Stipend of \$6,232.</p>															

Corrections

ADD:

Maternity Leave of Absence

Employee #11361

From: a maternity leave of absence on or about January 10, 2019 through February 22, 2019 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from February 25, 2019 through May 9, 2019.

To: a maternity leave of absence on or about January 11, 2019 through February 22, 2019 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from February 25, 2019 through May 9, 2019.

Employee #40915

From: a maternity leave of absence on or about January 12, 2018 through March 12, 2018 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from March 13, 2018 through June 8, 2018, and under the terms of the PTHEA Agreement an unpaid childcare leave of absence from June 11, 2018 through March 1, 2019.

To: a maternity leave of absence on or about January 12, 2018 through March 12, 2018 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from March 13, 2018 through June 8, 2018, and under the terms of the PTHEA Agreement an unpaid childcare leave of absence from June 11, 2018 through June 20, 2019.

NEW BUSINESS

NEW BUSINESS

Mr. Berrios stated that after the wonderful presentation we received at the last Board meeting from the Robotics team, he was able to attend the Robotics Competition. All of our Parsippany teams were represented and it was truly interesting and a lot of fun to watch. He invites everyone to go see these session if they have the opportunity because it was well worth the time and effort.

HEARING OF PUBLIC

HEARING OF PUBLIC

The following individuals spoke about the urgent need to find a resolution between the Board and teachers. They stressed the need for the contract to be settled and how much our teachers do for this district and our students:

- Dawn Lau: parent
- Ruth Kowalski: student
- Teresa Folan: student
- Judy Baker: parent
- Christina Aguesseau: parent
- Jackie Pascale: former student

The following individuals spoke on behalf of Mr. Ronald Cupitt, stressing his importance to the district and pleading with the Board to keep him on staff at Parsippany Hills High School. Many shared fond memories they have of Mr. Cupitt and the many positive ways Mr. Cupitt has impacted their lives. These individuals were as follows:

- Ben Walek: former student
- Justin Gurth: former student
- William Taylor: former student
- Lauren McLaughlin: former student
- Luke Ferrante: former student
- Rachel Ferrante: former student
- Teresa Folan: student
- Jay Hurt: former student
- Tyler Da Silva: former student
- R. Alexei Sepe: former student
- Amanda Hilsinger: former student
- Ruth Kowalski: former student
- Bill Cleary: administrator
- Jennifer Nazziola: parent
- Victoria Huss: student
- Vince Lombardoizzi: former student
- Christine Aguesseau: parent
- Tina Liu: student
- Justin Morales: student
- Michael Pietrowicz: parent/former Board member
- Dan Hardwick: former student
- Cathy Piccoli: parent of former students
- Kristyna Lynch: former student
- Cameron Boyle: student
- Karen Hilsinger: former student
- Alex Bednarczyk: former student
- Brianna Davies: student
- Michael Lalo – parent
- Taner Uygun– district custodian
- Nancy Choffo: resident
- Janet Walek: parent
- Ben Widdowson: student
- Melissa Lalo: student
- Joan McGinley: parent
- Shane O’Connor: former student
- Mia Maccarella: student
- Alyssa Borino: former student
- Jenna Visoskas: student
- Cathy Raia: parent
- Meliton Rulloda: student
- Kristin Hardy: former student
- Jaclyn Carifi: student

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- Zack Borrillo: former student
- Tom Walek: parent of former students and also a former student
- Rosie Walek: former student
- Adam Warner: former student
- Jackie Pascale: former student
- John Pietrowicz: student
- Kevin Dauber: former student
- Preya Patel: former student
- Kristina Verderamo: student
- Lucas Folan: former student
- Mikayla Acree: former student
- Marissa Lerman: student
- Mackenzie Boslend: student
- Andriana Levytsky: former student
- Wilson Done: former student
- Kelly Sallie: parent

Darrell Etienne who is a Parsippany resident spoke regarding Ron Cupitt to remind the public that good people can make bad decisions and must deal with the repercussions.

Closing of Public Session

**ROLL CALL: SUPERINTENDENT’S BULLETIN #10
 AND SECRETARY’S REPORT**

**ROLL CALL
 VOTES**

On a motion by Mr. Cistaro seconded by Mr. DeVitto, Superintendent’s Bulletin Number 10 was voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Choffo	X			X		29, 37, 38, 49
Mr. Cistaro	X					
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mrs. Cogan	X					
Mr. Neglia	X					

Parsippany-Troy Hills Board of Education
Minutes of the Reorganization Meeting of January 3, 2019

ADJOURN

ADJOURN

There being no further business, the public meeting adjourned at 9:01 p.m. on a motion by Mrs. Cogan seconded by Mrs. Golderer and voted on as follow:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Cistaro	X					
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mrs. Cogan	X					
Mr. Neglia	X					

Respectfully submitted,



Gabrielle Conde
Assistant Board Secretary

**FOR ALL APPENDICES AND EXHIBIT ATTACHMENTS
AFOREMENTIONED IN THESE MINUTES, PLEASE REFER TO THE
SUPERINTENDENT'S BULLETIN # 10
INCLUSIVE OF THE SECRETARY REPORT
INITIALLY RECEIVED IN THE BOARD PACKET
AND NOW POSTED AT THE DISTRICT WEBSITE**