

**PARSIPPANY-TROY HILLS  
BOARD OF EDUCATION  
REGULAR MEETING OF  
Thursday, October 18, 2018**

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Thursday, October 18, 2018 at Dr. Frank A. Calabria Education Center, 292 Parsippany road, Parsippany, NJ 07054.

**CALL TO ORDER**

**CALL TO ORDER**

President Mr. Neglia called the meeting to order at 6:30 pm.

**MEETING NOTICE**

**MEETING NOTICE**

Mr. Neglia 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 October 11, 2018. This is an official meeting.

**FIRE NOTICE**

**FIRE NOTICE**

The Fire Notice was read by Mr. Neglia. He 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**

Mr. Neglia asked everyone to stand for the flag salute.

**ROLL CALL**

**ROLL CALL**

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

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

Absent & Excused: Mr. Andrew Choffo

**ADJOURN TO EXECUTIVE SESSION**

**ADJOURN TO  
EXEC SESSION**

Mr. Neglia made a motion to adjourn to closed session at 6:30 PM for the purpose of discussing student HIB matters which are confidential in nature under N.J.A.C. 6A:32:-7.1 et seq. and are being presented for approval at this evening’s meeting and personnel matters with no action to be taken.

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: HIB and personnel matters.
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.

The motion was moved by Mrs. Mayer and seconded by Mr. DeVitto and was unanimously approved by roll call vote:

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

**RECONVENE OPEN SESSION**

**RECONVENE  
OPEN SESSION**

On a motion by Mrs. Cogan, seconded by Mr. Cistaro and unanimously approved by roll call vote the regular meeting reconvened at 7:00 p.m.

**STUDENT COMMITTEE REPORT**

**STUDENT COMM. REPORT**

Katie Goddard reported on Parsippany High School Athletics and upcoming activities and recent events. They recently had their homecoming game, which was a success along with the homecoming dance. Student Council is running a “Kill them with Kindness” event in honor of violence awareness week. This month is their month of respect so they are hosting various spirit days to honor this.

Shoumick Vaddi, reported on the events happening at Parsippany Hills High School. To name a few they had their pep rally on September 28<sup>th</sup> which was a great success. Their freshman fun day was held on October 4<sup>th</sup>. Violence awareness week is this week and they are using various ways to show kindness and respect to others. Shoumick reported on the current standing of the athletic teams at the Hills.

Mrs. Cory Wegesa of Pupil Personnel Services, reported on the District's HIB Summary report for period 2 (January 1, 2018 – June 30, 2018) and Report of Violence and Vandalism report period 2 (January 1, 2018- June 30, 2018). Mrs. Wegesa spoke about some of the October highlights related to Violence Awareness Week that have been happening at all the schools.

Mr. Cistaro asked for an explanation for the type of violence that may occur through the use of the computer referenced at Central Middle School. Mrs. Wegesa explained that through the use of the computer the student was harming others.

Mr. Berrios asked if there has been an overall assessment done on recreational drugs, vaping, etc., to decipher which drugs are most prevalent within our schools.

Dr. Sargent responded by saying they have followed up with the police department and the number of overdoses they've seen have not been related to Parsippany students. The drugs found most common within the student population are vaping and marijuana use.

Mr. Berrios asked if there was a more high level explanation as to what the violence was with the computer.

Dr. Sargent responded that she could meet with him individually to go into this in more detail with him.

Mr. Neglia noticed on one of the pages that an SRO will be invited to one of the classes to speak to fourth graders. He responded by saying he likes this idea and think that's great, it gives the students the opportunity to see them and interact with them.

Mr. Blair noted that compared to other districts our program seems to be a very unique and good program, have you made any comparisons to what other districts are doing?

Mrs. Wegesa responded that our levels are very high in comparison to other districts throughout the county and state.

**CORRESPONDENCE**

None

**CORRESPONDENCE**

**UNFINISHED BUSINESS**

None

**UNFINISHED BUSINESS**

**COMMITTEE REPORTS**

**COMMITTEE REPORTS**

Communications - Mrs. Golderer reported that the Communications committee met on October 18, 2018 and listed the following as key discussion points:

1. BOE Shirts: T-Shirts would be worn at school/district sponsored events only. Board members must remain mindful of their responsibilities under the Code of Ethics and act with decorum at all events. Once a Board member is not a member of the Board of Education the t-shirt may not be worn.
2. Genesis-Report Cards: Question of High school parents not being able to see last year's report cards. The Genesis portal was fixed so that they can.
3. Burbio Calendar Announcements: Parsippany Library put out the burbio calendar with all community events and it was confirmed they are using our correct dates from our website.
4. Bulletin-Board Update: Board Notes were discussed. A synopsis of the Board Meeting will be put out after every Board Meeting.
5. Board Goals: The committee will continue to get the word out to the community and staff.
6. Board Correspondence at Board Meetings: Email correspondence will be noted by the Board Secretary.
7. Update on Elementary Door Access: All 10 elementary schools are ready for a soft roll out. That will be happening through November.
8. Chromebook update: Transition from iPad to Chromebook has gone smoothly. The Director of technology and the two High School Techs joined Dr. Sargent at the superintendent Student Advisory to hear feedback.

Critical Issues – Mr. Berrios had no report because Critical Issues has not met however on October 9<sup>th</sup> the board as a team met to put together board goals, which go under critical issues. The board goals are in the superintendent bulletins as we discussed so if you have any questions please let me know.

Teaching & Learning – Mr. Cistaro had no report.

Personnel – Mrs. Mayer had no report

Policy- Mr. Choffo had no report.

Sports/Extra-Curricular – Mr. Blair had no report.

Finance - Mrs. Cogan reported that the finance committee met on 10/18/18 and they discussed the budget calendar.

Buildings and Grounds: Mr. Cistaro- We met this evening, I have not had a chance to write my minutes I will present them at the next meeting.

Transportation- Mr. DeVitto had no report.

**APPROVAL OF MINUTES**

On a Motion by Mrs. Mayer, seconded by Mrs. Golderer, the Executive and Regular minutes of the September 27, 2018 meeting, 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 6.

On a motion by Mrs. Mayer, seconded by Mrs. Cogan, Superintendent's Bulletin Number 6, Item #1 to be amended as follows: **Support and be informed by the Superintendent** on the implementation of the Strategic Plan through annual District Goals as presented on September 27, 2018, and voted on separately. The board voted 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					

Mrs. Tedesco presented the Secretary Report.

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

**Number 6**

**October 18, 2018**

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 – BARBARA SARGENT, ED.D.**

**1. Board of Education Goals 2018-2019**

**BOE GOALS 18-19**

BE IT RESOLVED that the board approve the Board of Education goals for the 2018-2019 school year.

**Board of Education Goals – 2018-2019**

**1. Strategic Planning**

Support the implementation of the Strategic Plan through annual District Goals as presented on September 27, 2018.

We will serve *all* of our students by focusing on the following goals within a comprehensive and coherent PK-12 framework:

- Our district will create an innovative and rigorous educational experience in a borderless learning community that produces creative students who are problem solvers and self-directed individuals.
- All students will receive social and emotional support to become adaptable, confident citizens who embody self-awareness and strong interpersonal skills, capable of responsible decision-making and managing their emotions and behaviors.
- Our community of adult learners will be fully engaged in professional growth experiences which enable them to continuously hone their craft and maximize student achievement.

**2. Budget 2019-2020**

To direct the administration to adhere to the following goals in the construction of the 2019-2020 school operating budget:

- Manage and control expenses in the operating budget with the goal of achieving an end of the year surplus of 2.5% of the total operating budget
- Provide adequate funding that does not diminish, to the greatest degree possible, current services to students, including facilities and security.
- Ensure a tax levy of 2% exclusive of the SGLA (spending growth adjustments) and banked cap.

**3. Out Reach**

- To continue opportunities for school, community, and Municipal engagement
- To continue to foster communication through the superintendent to all employees
- To continue to provide timely updates of major district initiatives to all stakeholders
- For Board Members to be more visible at district and community events

**4. Boardsmanship**

- To strengthen our abilities through inservice and development by taking advantage of workshops and seminars.
- To continue to build positive Board relations

2. **Morris-Union Jointure Commission**

**MUJC**  
**MEMBERSHIP 18-19**

BE IT RESOLVED that the Parsippany-Troy Hills Board of Education approves membership in the Morris-Union Jointure Commission effective December 1, 2018 for the remainder of the 2018 - 2019 school year at a prorated annual membership fee of \$19,314.74.

3. **Policy 5111**

**POLICY A**  
**5111**

BE IT RESOLVED that the Board approve the request by Michael DiSanto, principal of Parsippany Hills High School, that student A, Grade 12, be allowed to complete the 2018-2019 school year as per Board of Education Policy 5111.

4. **Student Safety Data System (SSDS) Report**  
**2017-2018 – Report Period 2**

**STUDENT SAFETY**  
**DATA SYSTEM**  
**PER 2**

BE IT RESOLVED, that the Board approve the Student Safety Data System (SSDS), Period 2 Report – January 1, 2018 through June 30, 2018 for the 2017-2018 school year which has replaced the Electronic Violence and Vandalism (EVVRS) and the Harassment, Intimidation or bullying Report (HIB).

5. **Program for Determining Grades Self-Assessment**

**GRADES SELF-**  
**ASSESSMENT**

BE IT RESOLVED, that upon the recommendation of the Superintendent, the Board accept the District Self-Assessment for Determining Grades under the Anti-Bullying Bill of rights Act.

**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.

<b>Name</b>	<b>Purpose</b>	<b>Date</b>	<b>Location</b>	<b>Estimated Expenses</b>
Paul Koeck Matt Lazzari Ken Dobkin	Inside Baseball Coaches Clinic	January 10-11, 2019	Millburn, NJ	\$175.00 ea
Eugene Behme, III Michelle Coolbaugh Allison DaSilva Dena Viscuso Michele Mizerek Olivia Fredericks Melissa Schneider Laura McCluskey	NJ Science Convention	October 24, 2018 October 23, 2018 October 23, 2018 October 24, 2018 October 24, 2018 October 23, 2018 October 24, 2018 October 24, 2018	Princeton, NJ	\$210.96 Title IIA \$206.00 Title IIA \$192.00 Title IIA \$175.00 Title IIA \$175.00 Title IIA \$175.00 Title IIA \$191.00 Title IIA \$175.00 Title IIA
Marie Piccoline	NJ Assoc of School Libraries	December 3, 3018	Long Branch, NJ	\$240.00 Title IIA
Kim Field	NJASL Fall Conference	December 3-4, 2018	Long Branch, NJ	\$431.54
Maureen Odenwelder	NJTESOL Spring Conference	May 29-30, 2019	New Brunswick, NJ	\$338.00 Title III
Leon Doty	AMTNJ Conference	October 25-26, 2018	East Windsor, NJ	\$295.00
Kristin Didimamoff	Co-Teaching Strategies	December 11, 2018	Fairfield, NJ	\$259.00 Title IIA
Despina Lagis	School-Based Speech-Lan- guage Pathologists,	November 29-30, 2018	Piscataway, NJ	\$497.73 IDEA
Mary Ann Henry	Speech/Language Therapy	December 10, 2018	Fairfield, NJ	\$259.00 IDEA
Laurie Chowtavi	College Board AP Physics C	November 6, 2018	New York, NY	\$265.00 Title IIA
Damaris Delgado	AP Spanish Lang & Culture	November 30, 2018	New Haven, CT	\$195.00
Joanne Petriello Lauren Timmins	Over 75 Quick on the spot Techniques for Children and Adolescents with Emotional and Behavioral problems	November 29, 2018	Parsippany, NJ	\$229.00 IDEA \$199.99 IDEA
Annmari Hebbelinck Debbie Buldo Cheryl Gomez	Supporting English Learners In Reading Workshop	December 6, 2018	Livingston, NJ	\$249.99ea Title IIA
Amanda DeJessa	Ultimate Performance Semi- nars – Field Hockey	February 7-8, 2019	Atlantic City, NJ	\$175.00
Grace David	Early Intervention for autism	November 7, 2018	Parsippany, NJ	\$229.00 IDEA



7. **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.

**District**

Weichert Realtors has donated twenty-three (23) wooden desks, a hutch and chairs to the district.

**Brooklawn Middle School**

Henry Boradia has donated a microscope, storage box, slides and cover slips to Brooklawn Middle School.

**Mt. Tabor Elementary School**

The Mt. Tabor PTA has donated \$4,000 to the Board of Education to help support cultural arts at Mt. Tabor School.

**Parsippany High School**

Laurie Dunham has donated two (2) sets of Golf Clubs with Gold Bags to Parsippany High School.

**Parsippany Hills High School**

Chetan and Bhavna Dhaduk of Morris Plains has donated a 1997 Nissan Maxima GXE Vin No. JN1CA21D9VT820402 and a 1999 Buick Park Avenue VIN No. 1G4CW52KXX4622725 to Parsippany Hills High School Auto Shop.

Megan Barchetto of Rockaway has donated a Swingtec SW65 Electric Typewriter Serial No. 9Y11131 to Parsippany Hills High School.

Susan Bennett of Morristown has donated a Smith Corona Electric Typewriter Serial No. 2111458 to Parsippany Hills High School.

Rhea Brettschneider Adler of Denville has donated a Sears communicator Electric Typewriter Serial No. X708 to Parsippany Hills High School.

8. **Board Policies**

**BOARD  
POLICIES**

BE IT RESOLVED that the Board approve the following revised Board Policies/Regulations at this second and final reading:

- |   |          |
|---|----------|
| Policy and Regulation 3160 Physical Examination                           | <b>B</b> |
| Policy and Regulation 4160 Physical Examination                           | <b>C</b> |
| Policy and Regulation 5350 Student Suicide Prevention                     | <b>D</b> |
| Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Tech | <b>E</b> |

9. **Field Trip Destinations**

**FIELD TRIP  
DESTINATIONS**

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

<b><u>Destination</u></b>	<b><u>What the trip would be for</u></b>
Old Barracks Museum Trenton, NJ 08608	5 <sup>th</sup> Grade Social Studies

Suez Haworth Water Treatment Plant    4<sup>th</sup> Grade class Trip  
Haworth, NJ

10. **Overnight Field Trip Approval**

**OVERNIGHT  
FIELD TRIPS    F**

BE IT RESOLVED that the Board approve the following overnight field trips for Parsippany High and Parsippany Hills High.

**Parsippany Hills High School**

Grade 11-12 November 7-9, 2018 – NJ All-State Orchestra  
Atlantic City, NJ

Correction:

From: Grade 10-12 November 23-25, 2018 – All National Choir, Disneyland  
Coronado Springs, FL

To: Grade 10-12 November 25-28, 2018 – All National Choir, Disneyland  
Coronado Springs, FL

**Parsippany High School**

Grade 10 February 21-23, 2019 – NJ All-State Choir  
East Brunswick, NJ

**III. AP – ACADEMIC PROGRAMMING – TALI AXELROD, ED.D.**

11. **Student Teachers**

**STUDENT  
TEACHERS**

BE IT RESOLVED that the Board approve the following student teacher for the 2018-2019 school year:

<b>Student Name</b>	<b>Cooperating School</b>	<b>Requesting University</b>
Brian Cevallos	Parsippany Hills High School	Montclair

BE IT RESOLVED that the Board approve Julianne Caccavale to observe for 5 hours at Eastlake Elementary School as part of her pre-service training at County College of Morris.

BE IT RESOLVED that the Board approve Justin Carifi to observe for 5 days between January 2, 2019 and January 18, 2019 at Parsippany High School as part of his pre-service training at Fairleigh Dickinson University.

BE IT RESOLVED that the Board approve Amanda Hilsinger to observe for 5 days between January 2, 2019 and January 18, 2019 at Littleton Elementary School with Melanie Ellis as part of her pre-service training at Fairleigh Dickinson University.

BE IT RESOLVED that the Board approve Angela Roselle to observe for 1 hour at Lake Parsippany Elementary School as part of her pre-service training at County College of Morris.

BE IT RESOLVED that the Board approve Deniz Songun to observe for 10 days between January 2, 2019 and January 18, 2019 at Intervale Elementary School as part of his pre-service training at Fairleigh Dickinson University.

**Correction:**

Mary Rainero – County College of Morris – Observation  
 From: Michele Hamell – Eastlake/Littleton  
 To: James Caulfield – Rockaway Meadow/Lake Parsippany

12. **New Staff Orientation Facilitator**

**NSO  
FACILITATOR**

BE IT RESOLVED that the Board approve the following payment in the amount indicated based on \$41/per hour to the individuals named below who have completed teaching and preparation work for their sessions during the August 28 New Staff Orientation:

<b><u>Presenter</u></b>	<b><u>Session Title</u></b>	<b><u>Hours</u></b>	<b><u>Total</u></b>
Kenneth Valleau	Intro to Google Docs, Sheets, Slides	3.25 hrs.	\$133.25
Deirdre Boylan	Intro to Google Docs, Sheets, Slides & Tech Tools	5.75 hrs.	\$235.75

13. **Title I Program – Central Middle School Parent Night**

**TITLE I**

BE IT RESOLVED that the Board approve payment to Sarah Hare, Diane Anderson and Nimisha Desai, Central Middle School teachers, for one and one-half hours each at the rate of \$41.00 per hour for a presentation to the Parents of Title I students on Wednesday, October 17, 2018 at Central Middle School, paid through Title I grant money. The Title I Program is for services provided to students for reading, writing and math help.

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

14. **Resignation - Sub Bus Aide**

**RESIGN  
SUB BUS**

BE IT RESOLVED that the Board approve the resignation of Beatrice Carriagan, Substitute Bus Aide, effective October 18, 2019

15. **Employment – Video On the Go- Pending**

**EMPLOY  
VOTG**

BE IT RESOLVED that the Board approve, upon recommendation of the Superintendent, the appointment of Colin Aguesseau as a Video On The Go Production Assistant at the rate of \$20.31/per hour subject to the receipt of all required employment documents including but not limited to completion of criminal background check, and any other materials for the 2018-2019 school year.

16. **Employment - Paraprofessional**

**EMPLOY  
PTHESA**

BE IT RESOLVED that the Board approve the individuals named below as a Paraprofessional in the areas indicated:

**Troy Hills Elementary School**  
**Effective October 22, 2018:**

Archanben Prajapati	Paraprofessional	\$22,013.00 (Prorated)
Chrissy Tympanick	Paraprofessional	\$22,013.00 (Prorated)

17. **Employment - Noontime Aide**

**EMPLOY  
NOONTIME**

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:

**Lake Parsippany Elementary School**  
**Effective 9/4/2018**

Geeta Kamath 10 hours/week

**Mt. Tabor Elementary School**  
**Effective 10/19/18**

Juveria Mazhar 10 hours/week

18. **Employment - Bus Aides**

**EMPLOY  
BUS AIDES**

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

**Effective 9/4/18**

Karen D'Ascoli	5.5 hours
Deborah Egidio	5.5 hours
Karen Meacham	5.5 hours
Andrew Wissner	5.5 hours
Zahra Yousofi	5.5 hours

**Effective 10/19/18**

Beatrice Carrigan	5.5 hours
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19. **Employment - Local 32**

**EMPLOY  
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of Carlos Rojas, who has successfully completed his 150-day probationary period as a Full-Time Custodian. A contract should be issued to him for the 2018-2019 school year for \$39,556.00 plus \$6,728 + \$5,404.00 (Head Custodian stipend) + \$1,324.00 (Black Seal) prorated, effective August 1, 2018.

20. **Employment – Acting Lead Maintenance Worker**

**ACTING  
LEAD MAINT**

BE IT RESOLVED that the Board approve the individual named below who worked as acting lead maintenance worker and is entitled to a prorated portion of the maintenance lead worker stipend of \$3,641.00 for a total of 84.5 days:

Martin Ward April 2, 2018 through September 13, 2018

21. **Major-Extra Responsibility Assignments**

**MAJOR  
EXTRA**

BE IT RESOLVED that the Board approve the major-extra coaching assignments for the 2018-2019 school year:

**Parsippany High School**

**Winter Color Guard Coordinator**

Christine Natoli	Step 2	\$3,486.00 (split)
Emily Shannon	Step 2	\$3,486.00 (split)

22. **Maternity Leave of Absence**

**LEAVE OF  
ABSENCE**

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

**Employee #11708**, Teacher, has requested a maternity leave of absence on or about January 28, 2019 through February 25, 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 26, 2019 through May 28, 2019.

**Employee #40996**, Teacher, has requested a maternity leave of absence on or about February 1, 2019 through March 8, 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 March 11, 2019 through June 20, 2019.

23. **School Chaperone/Saturday Detention**

**CHAP/  
SAT DET**

BE IT RESOLVED that the Board approve payment to the individuals named below who have indicated their willingness to serve as High School Chaperones and Saturday Detention monitors for the 2018-2019 school year, to be paid at \$68.00 per day:

- Marc Davis - Parsippany Hills High School
- Olga Maryn - Parsippany Hills High School
- Jennifer Mensing - Parsippany Hills High School
- David Navon - Parsippany Hills High School
- Gabriel Nazziola - Parsippany Hills High School
- Marie Sara - Parsippany Hills High School
- Brian Valderrama - Parsippany Hills High School
- Denise Valderrama - Parsippany Hills High School
- Carmine Verducci - Parsippany Hills High School

24. **Employment – Substitute Certified Athletic Trainer**

**EMPLOY SUB  
ATH TRAINER**

BE IT RESOLVED that the Board approve the appointment of Michelle Perry as a substitute Certified Athletic Trainer for Parsippany High School and Parsippany Hills High School at the rate of \$110.00 per day for the 2018-2019 school year.

25. **Volunteer Extra-Curricular/Athletic Aide 2018-2019**

**VOL EXTRA  
CURR AIDES**

BE IT RESOLVED that the Board approve the appointment of the following individuals as volunteer extra-curricular aides/substitute aides at Parsippany High School and Parsippany Hills High School in the areas indicated:

**Parsippany Hills High School - Winter Color Guard**

Kassandra Dadaian  
 Karolina Holmstrom  
 Michael Iapicca

**Parsippany Hills High School – Football**

Stephen Hill

**Parsippany High School Marching Band**

Roman Trujillo – Substitute Aide

26. **Waiver of Teaching Load**

**WAIVERS**

BE IT RESOLVED that the Board approve the waivers of teaching load for the following individuals who will provide class coverage as indicated below during the 2018-2019 school year:

Name	Location	Subject	Amount	Effect. Date	Class Load	Formula
Albano, David	PHHS	Special Ed English	\$3,570.71	10/01/2018 - 12/03/2018	1	1/7
Kennedy, James	PHHS	Special Ed English	\$2,196.96	10/01/2018 - 12/03/2018	1	1/7
Lodato, Jason	PHHS	Special Ed English	\$3,433.75	10/01/2018 - 12/03/2018	1	1/7
Olsen, Daniel	PHHS	Special Ed English	\$2,577.75	10/01/2018 - 12/03/2018	1	1/7
Tarlowe, Ross	PHHS	Special Ed English	\$3,231.61	10/01/2018 - 12/03/2018	1	1/7

27. **ESL Translators**

**ESL TRANSLATOR**

BE IT RESOLVED that the Board approve Rafael Delgado as an ESL translator at a rate of \$41.00 per hour to be paid out of Title III Grant Funds for the 2018-2019 school year.

28. **Corrections**

**CORRECTIONS**

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

**Employment- Technology Services and Solutions**

Christopher Bowes  
 From: Pending            To: Effective 10/22/18

Louis Galasso  
 From: Pending            To: Effective 10/25/18



**Employment - Paraprofessional-Pending**

**Lake Hiawatha Elementary School**

Sondra Ketchman

From: 10/1/18 To: Declined position

**Troy Hills Elementary School**

Heather Brienza

From: Pending To: Effective 10/10/18

**Employment - Noontime Aide-Pending**

**Knollwood Elementary School**

Stacy Marc Stacy Marchesano

From: Pending To: 11/1/2018

**Transfer of Assignment-ESAPTH**

**Giselle Ilic**

From: October 1, 2018

To: October 15, 2018

**Employment – Bilingual Aide**

**Shilpa Mehta**

From: as the Bilingual Aide for the District at the rate of \$16.70 per hour for the 2018-2019 school year.

To: as a 3-hour per day Bilingual Aide for the District at the rate of \$16.70 per hour for the 2018-2019 school year.

**Major Extra Responsibility Assignment 2018-2019**

**Brooklawn Middle School**

**Field Hockey**

From: Denise Fiore	Step 3	\$2,995.50 (split)
Carol Rushing	Step 3	\$2,995.50 (split)
To: Carol Rushing	Step 3	\$5,991.00

**Central Middle School**

**Winter Cheerleading Coach**

From: TBD

To: Lauren Sharples Step 1 \$5,558.00

**Late Bus Monitors/Chaperones**

From: to be paid \$15.71 per hour

To: \$33.00 per day - Middle School Late Bus Monitors

\$51.00 per day - Middle School Event Chaperones

**Employment - PTHEA 2018-2019**

**Kari Dotter**

From: BA+60-12

To: BA+60-13

**Anne Pedersen**

From: BA+45-5

To: BA+60-5

**Leave of Absence**

**Employee #40797**

From: a medical leave of absence for employee #40797, Teacher, from September 4, 2018 through October 12, 2018 utilizing accumulated sick leave, pursuant to the Family and Medical Leave Act.

To: a medical leave of absence for employee #40797, Teacher, from September 4, 2018 through October 26, 2018 utilizing accumulated sick leave, pursuant to the Family and Medical Leave Act.

**Employee #40706**

From: a medical leave of absence from August 30, 2018 through September 17, 2018 utilizing accumulated sick leave, and an unpaid medical leave of absence from September 18, 2018 through November 21, 2108 pursuant to the Family and Medical Leave Act.

To: a medical leave of absence from August 30, 2018 through October 1, 2018 utilizing accumulated sick leave and personal and family illness days, and an unpaid medical leave of absence from October 2, 2018 through November 21, 2108 pursuant to the Family and Medical Leave Act.

**Employee #30344**

From: a medical leave of absence from 8/30/18 through 10/12/18 utilizing available sick days pursuant to the Family Medical Leave Act.

To: a medical leave of absence from 8/30/18 through 10/31/18 utilizing available sick days pursuant to the Family and Medical Leave Act.

**Maternity Leave of Absence**

**Employee #49698**

From: a maternity leave of absence on or about October 22, 2018 through November 2, 2018, utilizing her accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from November 5, 2018 through February 12, 2019.

To: a maternity leave of absence on or about October 5, 2018 through October 18, 2018, utilizing her accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from October 19, 2018 through January 17, 2019.

**Employee #31248**

From: a maternity leave of absence on or about August 30, 2018 through October 22, 2108, utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act, she is also requesting an unpaid childcare leave of absence from October 23, 2018 through November 21, 2018.

To: a maternity leave of absence on or about August 30, 2018 through October 17, 2108, utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act, she is also requesting an unpaid childcare leave of absence from October 18, 2018 through November 21, 2018

**Employee #11501**

From: an unpaid childcare leave of absence from August 30, 2018 through November 21, 2018 pursuant to the Family Leave Act and under the terms of the PTHEA Agreement, she is also requesting an unpaid childcare leave of absence from November 26, 2018 through January 28, 2019.

To: an unpaid childcare leave of absence from August 30, 2018 through November 21, 2018 pursuant to the Family and Medical Leave Act, and inclusive of New Jersey Family Leave Act (NJFLA), and under the terms of the PTHEA Agreement, she is also requesting an unpaid childcare leave of absence from November 26, 2018 through June 20, 2019.

**Employee #40518**

From: maternity leave of absence from August 30, 2018 through September 11, 2018 utilizing accumulated sick leave. Pursuant to the Family Leave Act, and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from September 12, 2018 through December 4, 2018.

To: maternity leave of absence from August 30, 2018 through September 11, 2018 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act, and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from September 12, 2018 through December 4, 2018, and under the terms of the PTHEA Agreement an unpaid childcare leave of absence from December 5, 2018 through June 20, 2019.

**ESL TRANSLATORS**

From: Mansai Barot	From: Long Foong	From: Narmada Lyengar
To: Manasi Barot	To: Ling Foong	To: Narmada Iyengar

**Waiver of Teaching Load**

**Lisa Ramundo**

From: \$2,112.10 Effective: 9/4/2018 - 10/10/2018  
To: \$2,268.55 Effective: 9/4/2018 - 10/15/2018

**Weekend Building and Boiler Checks**

**From:**

<b>Employee</b>	<b>School</b>	<b>1/2 Paid December</b>	<b>1/2 Paid June</b>
Michael Prall	PHS	\$1,501.12	\$1,501.12
Ronald Cupitt	PHHS	\$1,501.12	\$1,501.12
Rostyle Borsuk	BMS	\$1,501.12	\$1,501.12
Michael Osborne	CMS	\$1,501.12	\$1,501.12
Jose Reyes	Eastlake	\$945.91	\$945.91
Edwin Rivera	Intervale	\$945.91	\$945.91
James Price	Knollwood	\$945.91	\$945.91
Brian Dohm	Lake Hiawatha	\$945.91	\$945.91
Maria Cataldo	Lake Parsippany	\$945.91	\$945.91
Carlos Rojas	Littleton	\$945.91	\$945.91
Mario Idrobo	Mt. Tabor	\$945.91	\$945.91
Jaime Alarcon	Northvail	\$945.91	\$945.91
Zenon Bilanych	Rockaway Meadow	\$945.91	\$945.91
Juan Castro	Troy Hills	\$945.91	\$945.91
Zeonid Khrapko	CEC	\$945.91	\$945.91

**To:**

<b>Employee</b>	<b>School</b>	<b>1/2 Paid December</b>	<b>1/2 Paid June</b>
Michael Prall	PHS	\$1,601.00	\$1,601.00
Ronald Cupitt	PHHS	\$1,601.00	\$1,601.00
Rostyslav Borsuk	BMS	\$1,601.00	\$1,601.00
Michael Osborne	CMS	\$1,601.00	\$1,601.00
Jose Reyes	Eastlake	\$1,046.00	\$1,046.00
Edwin Rivera	Intervale	\$1,046.00	\$1,046.00
James Price	Knollwood	\$1,046.00	\$1,046.00
Brian Dohm	Lake Hiawatha	\$1,046.00	\$1,046.00
Maria Cataldo	Lake Parsippany	\$1,046.00	\$1,046.00
Carlos Rojas	Littleton	\$1,046.00	\$1,046.00
Mario Idrobo	Mt. Tabor	\$1,046.00	\$1,046.00
Jaime Alarcon	Northvail	\$1,046.00	\$1,046.00
Zenon Bilanych	Rockaway Meadow	\$1,046.01	\$1,046.00
Juan Castro	Troy Hills	\$1,046.00	\$1,046.00
Zeonid Khrapko	CEC	\$1,046.00	\$1,046.00
Tom Bertalan	JWR/TH Annex/Maint	\$1,601.00	\$1,601.00

**V. PS – PUPIL PERSONNEL SERVICES**

29. **Out of District Tuition Costs 2018-2019**

**OOD TUITION**

BE IT RESOLVED that the Board approve the addition of an extraordinary aide as of 10/1/2018 for a student with disabilities who attends the Horizon School for the 2018-2019 school year. This student's tuition costs were previously approved in the Superintendent's Bulletin of June 28, 2018. This student has been classified by the Child Study Team in accordance with Title 18A:46:

<b>School</b>	<b>Student No.</b>	<b>Aide Cost</b>
Horizon School	34002	\$29,340.

BE IT RESOLVED that the Board approve the tuition cost for a student with disabilities who will require a partial program at the following out of district placement for the 2018-2019 school year. This student has been classified by the Child Study Team in accordance with Title 18A:46:

<b>School</b>	<b>Student No.</b>	<b>Aide Cost</b>
Lincoln Technical Institute	29819	\$8,142.

30. **Student Assistance**

**STUDENT ASSISTANCE**

BE IT RESOLVED that the Board approve Monica Cruz, paraprofessional at Brooklawn Middle School, to assist a student during Art Club meetings for the 2018-2019 school year, not to exceed one hour per week, as per the student's IEP, at the hourly rate of \$22.26.

BE IT RESOLVED that the Board approve Monica Cruz, paraprofessional at Brooklawn Middle School, to assist a student during movie night on October 25, 2018, not to exceed three hours, as per the student's IEP, at the hourly rate of \$22.26.

BE IT RESOLVED that the Board approve Erin Gibson, paraprofessional at Brooklawn Middle School, to assist a student during Cross County meets for the 2018-2019 school year, not to exceed twelve hours per week for seven weeks, as per the student's IEP, at the hourly rate of \$22.26.

BE IT RESOLVED that the Board approve Nick Tocci, teacher at Brooklawn Middle School, to assist a student during French Club meetings for the 2018-2019 school year, not to exceed one hour per week, as per the student's IEP, at the hourly rate of \$77.63.

BE IT RESOLVED that the Board approve Chris Taylor, paraprofessional, to assist a student during Art Club meetings for the 2018-2019 school year, not to exceed one and one-half hours each week, as per the student's IEP, at the hourly rate of \$22.26.

31. **Community Based Instruction Site**

**COMM BASED  
INSTR**

BE IT RESOLVED that the Board approve Morris Habitat for Humanity Restore, 274 South Salem Street, Randolph, NJ, as an approved Community Based Instruction Site for the 2018-2019 school year.

32. **Home Instruction**

**HOME INSTR**

BE IT RESOLVED that the Board approve the following students who are on home instruction:

<u>Student</u>	<u>School</u>	<u>Grade</u>	<u>Reason</u>	<u>Anticipated End Date</u>
44876	PHHS	11	Administrative	11/16/18
43986	PHS	12	Administrative	10/31/18
47289	Intervale	5	Medical	12/14/18
41418	Littleton	4	Medical	11/02/18

33. **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

<b>Last Name, First Name</b>	<b>School</b>	<b>Effective Date of Stipend</b>
Ahern, Christine	Mt. Tabor	9/24/18
Amadio, Sandra	Lake Parsippany	9/4/18
Ashi, Ann	Lake Hiawatha	9/4/18
Atienza, Caroline	Lake Hiawatha	9/4/18
Bakirtzis, Nicole	Troy Hills	9/4/18
Balasundaram, Sadha	Troy Hills	9/4/18
Bellomo, Carmen	Littleton	9/4/18
Blafer, Ellen	Littleton	9/4/18
Bossert, Barbara	Lake Hiawatha	9/4/18
Caccavale, Paulette	Troy Hills	9/4/18
Cagatay, Sayda	Lake Hiawatha	9/4/18
Cameron, Terese	Troy Hills	9/4/18
Cartelli-Martinez, Kimberly	Littleton	9/4/18
Chiappa, Kim	Lake Hiawatha	9/4/18
Chrobock, Amy	Lake Hiawatha	9/4/18
DeVita, Pat	Lake Hiawatha	9/4/18
Dourdoulakis, Irene	Troy Hills	9/4/18
Edwards, Katherina	Mt. Tabor	9/24/18
Ellenberg, Whitney	Mt. Tabor	9/4/18
Foong, Ling	Lake Hiawatha	9/4/18
Ford-Verdi, Gina	Lake Hiawatha	9/4/18
Gatto, Mary Ann	Lake Hiawatha	9/4/18
Godfrey, Shalina	Lake Hiawatha	9/4/18
Guzman, Loida	Lake Hiawatha	9/4/18
Hackling, Barbara	Lake Hiawatha	9/4/18

Hansberry, Heidi	Intervale	9/4/18
Hawkins, Emily	Mt. Tabor	9/24/18
Iyengar, Narmada	Lake Parsippany	9/4/18
Kadushin, Laynie	Lake Hiawatha	9/4/18
Kalasin, Michelle	Brooklawn	9/5/18
Kandil, Bahaa	Littleton	9/4/18
Khullar, Sweety	Troy Hills	9/4/18
Komathchal, Shobha	Littleton	9/4/18
Lavorgna, Lisa	Lake Hiawatha	9/4/18
Leo, Jessica	Troy Hills	9/4/18
Malkinski, Kelly	Troy Hills	9/4/18
Matti, Maritza	Lake Hiawatha	9/4/18
Metcalf, Cathy	Lake Hiawatha	9/4/18
Mitschele, Donna	Lake Hiawatha	9/4/18
Musto-Long, Christina	Troy Hills	9/4/18
Nunes, Catherine	Littleton	9/4/18
Okour, Muna	Littleton	9/4/18
Ollo, Susan	Troy Hills	9/4/18
Patel, Nita	Troy Hills	9/4/18
Perry, Krista	Brooklawn	9/4/18
Pixomatis, Morgan	Mt. Tabor	9/4/18
Poccia, Salvatore	Brooklawn	9/4/18
Robinson, Christine	Troy Hills	9/4/18
Santo, Adele	Troy Hills	9/4/18
Schmitt, Marion	Littleton	9/4/18
Schoonover, Kelsey	Lake Parsippany	9/4/18
Shah, Sejal	Troy Hills	9/4/18
Shaista, Aslam	Littleton	9/4/18
Shymanski, Annamaria	Brooklawn	9/4/18
Sihelnick, Claudia	Mt. Tabor	9/4/18
Staudinger, Ildi	Lake Hiawatha	9/4/18
Stettner, Tatia	Troy Hills	9/4/18
Taylor, Christopher	Troy Hills	9/4/18
Telepko, Oksana	Mt. Tabor	9/4/18
Thore, Debbie	Brooklawn	9/5/18
Ullman, Jane	Mt. Tabor	9/24/18
Valdez, Jose	Littleton	9/4/18
Van Vliet, Lisa	Troy Hills	9/4/18
Verdon, Theresa	Littleton	10/1/18
Vuolo, Lisa	Troy Hills	9/4/18
Wear, Chris	Lake Hiawatha	9/4/18
Weber, Cathy	Troy Hills	9/4/18
Ziemski, Rich	Brooklawn	9/4/18
Zoon, Cynthia	Troy Hills	9/4/18
Zuber, Linda	Littleton	9/4/18

34. **Harassment, Intimidation, and Bullying**

**HIB**

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for September 27, 2018.

**Suspensions**

**SUSPENSIONS**

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



**VI. BUSINESS/FINANCE – ROBIN C. TEDESCO**

35. **Payment of Bills**

**PAYMENT OF BILLS**

BE IT RESOLVED, that the Board of Education approve the payment of current bills for October 18, 2018 for the 2018-2019 school year in the amount of \$13,921.838.53.

BE IT RESOLVED that the Board of Education approve the payment of current bills/outstanding warrants for school activities for the month of September 2018 school year in the amount of \$23,474.56.

36. **Transfer of Funds**

**TRANSFER OF FUNDS**

**G**

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

37. **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 August 1 – 31, 2018.

I hereby certify that as of the end of August 2018 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-16.10(a).



Robin C. Tedesco  
Business Administrator/Board Secretary

Pursuant to N.J.A.C. 6A:23A-16.10(c)(4), the Board of Education hereby certifies that as of August 31, 2018 after review of the Secretary's monthly financial report for August 2018 (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. 6A:23A- 16.10(a) and those sufficient funds are available to meet the district's financial obligations.

38. **Union County Educational Services Commission**

**UNION CTY ESC**

BE IT RESOLVED, that the Board approve the Home Instruction Trinitas Regional Medical Center agreement between the Union County Educational Services Commission (UCESC) and the Parsippany-Troy Hills Board of Education for the 2018 – 2019 school year at the billable rate of \$67.00 per hour for educational services when needed.

39. **Comprehensive Maintenance Plan**

**COMP H  
MAINT PLAN**

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the Parsippany-Troy Hills School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Parsippany-Troy Hills Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Parsippany-Troy Hills School District in compliance with Department of Education requirements; as attached.

40. **Annual Maintenance Budget – Form M-1**

**ANNUAL MAINT BUDGET M-1 I**

BE IT RESOLVED, in compliance with N.J.A.C. 6A:26A, the Parsippany-Troy Hills Board of Education hereby approve the Annual Maintenance Budget Amount Worksheet, Form M-1 as attached.

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

**DUAL USE ROOMS J**

BE IT RESOLVED that the Board of Education approve the following Dual Use of Rooms for Educational Space for the 2018-2019 School Year:

Knollwood Elementary School

Rm 8/9: Media Center/Resource Center      Media Class/Reading Support

42. **Family Math Night – Central Middle School**

**FAMILY MATH  
NIGHT CMS**

BE IT RESOLVED that the Board approve payment to Danielle Marino and Caryn Bosley, for their participation in the Family Math Night program at Central Middle School on March 6 and March 20, 2019, for 19.5 hours each at the hourly rate of \$38.00 for a total of \$741.00 each, paid through ESEA Title I grant money.

43. **ESEA Grant Application Approval**

**ESEA GRANT**

BE IT RESOLVED that the Board accept the approval by the New Jersey Department of Education of the FY19 ESEA Consolidated Grant Application as follows:

Title I Part A	\$395,483	Title III Immigrant	\$31,563
Title II Part A	\$113,435	Title IV Part A	\$23,908
Title III	\$ 99,622		

44. **ESEA Grant Amendment**

**ESEA GRANT**

BE IT RESOLVED, that the Board approve the submission of the FY 19 ESEA Consolidation Grant Amendment No. 1 to the New Jersey Department of Education as follows:

FY 18 ESEA Carryover:

Title 1A	\$60,061	Title III Immigrant	\$27,882
Title IIA	\$84,444	Title IV	\$ 9,262
Title III	\$45,480		

**PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS**  
**SUPERINTENDENT'S BOARD OF EDUCATION BULLETIN**  
**Number 6 ADDENDUM** **October 18, 2018**

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**Mrs. Cory Wegesa, Coordinating Supervisor of Guidance and Medical Services, will be present to give the 2017-2018 Period 2 SSDS Report and the District Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act.**

45. **Volunteers – Media Center**

**VOLUNTEERS  
TROY HILLS**

BE IT RESOLVED that the Board approve the individuals listed below who have indicated their willingness to serve as volunteers at Troy Hills School for the 2018-2019 school year.

Andrea Rodriguez	James Brda
Avni Desai	Jennifer Blair
Beth Marks	Laura Haberman
Courtney Kelly	Liz Matheis
Dana Brda	Meenal Singh
Deala Qarout	Nathalie Balsamo
Denise Budd	Penelope DeLucia
Devyani Patel	Sarah Ahn
Dhruv Desai	Stacey Kuczynski
Dipa Patel	Stephanie Quiroga
Gianna Bonura	
Jacky VanAuken	

46. **Job Description**

**JOB  
DESCRIPTION**

BE IT RESOLVED that the Board approve the revised Job Description for the position of Paraprofessional which has been reviewed by the Board Personnel Committee.

BE IT FURTHER RESOLVED, that the Board of Education approve the elimination of the following titles as they have been subsumed under the Paraprofessional Job Description:

- Kindergarten Paraprofessional
- One-to-One Paraprofessional
- Preschool Disabled Classroom Paraprofessional

**PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS**

**JOB DESCRIPTION**

**TITLE:** Paraprofessional

**REPORTS TO:** Principal  
Classroom Teacher

**QUALIFICATIONS:**

1. High school diploma or equivalent training and passing grade on the PRAXIS exam for paraprofessionals or 48 college credits
2. Minimum experience as determined by the Board of Education
3. Collegial/collaborative interactive style
4. Ability to relate well to students
5. General professionalism
6. Confidentiality
7. Required criminal background check and proof of U.S. citizenship or resident alien status

**JOB GOAL:** ~~To aid a disabled student who is in need of assistance~~  
**To provide support to student(s) in order to promote independence and progress towards individual educational goals and objectives.**

**PERFORMANCE RESPONSIBILITIES:**

**If assigned, the Paraprofessional will under the direction of the Teacher/Specialist/Behaviorist:**

1. Provide ~~assistanc~~ **support** to students based on IEP designated need **in designated settings or as documented by their IEP.**
2. Assist with the supervision of the student as ~~required~~ **in order to ensure safety.**
3. Assist in the implementation of behavior ~~improvement~~ **intervention** plans ~~under the direction of the teacher/behaviorist.~~
4. Assist in the implementation of ~~alternative methods~~ **assistive augmentative** communication.
5. **Assist in the implementation of assistive technology.**
6. Communicate any special needs of the individual student to the classroom teacher.  
~~Supervise the student during independent activities as required.~~
7. Escort the student when traveling throughout the building.

~~Follow directives of the teacher to meet the individual needs of the student.~~

8. Implement discrete trials, including data collection, graphing procedures for daily student performance during discrete trials, inclusion sessions as well as behavioral data, as required by student's program.

~~Shadow student into mainstream settings.~~

9. **Record behavior, social and academic data in special and general education setting.**

10. Meet with the behaviorists, classroom teachers and other staff as ~~required~~ **determined** by the CST.

11. Prompt, **facilitate**, and model appropriate play skills and conversation ~~using scripts~~ **throughout the school day including** ~~during~~ student(s) lunch and recess ~~if assigned~~.

12. Assist in toilet training, self help skills, expansion of food repertoires and implementation of sensory diets ~~if assigned~~.

~~Assist the teacher in the delivery of an effective instructional program.~~

13. Work with individual students or small groups **to assist the teacher or specialist in the effective delivery of instruction to reinforce learning.** ~~of students to reinforce learning of material or skills taught by the teacher.~~

~~Assist the teacher in implementing strategies for reinforcing learning based on an understanding of individual student needs, interests and abilities.~~

~~17. Assist the teacher with group activities.~~

~~18. Assist the teacher in the implementation of center activities.~~

14. ~~Shadow and~~ Support students engaged in structured learning experiences/Community Based Instruction.

15. Follow directives of the teacher to meet the individual needs of the student.

16. Perform such other duties as may be assigned.

Revised: 1/8/09

Revised: 5/12/09

Revised:

JD/School Building Personnel

Legal References:  
N.J.S.A. 18A:6-7.1 Criminal history record  
N.J.S.A. 18A:16-1 Officers and employees in general  
Immigration Reform and Control Act of 1986, 8 U.S.C.A. 1100 et seq.

47. **Resignation - Office Aide**

**RESIGN  
OFFICE AIDE**

BE IT RESOLVED that the Board approve the resignation of Carmen Rosa, Office Aide at Rockaway Meadow Elementary School, effective December 21, 2018.

48. **Retirement - PTHESA**

**RESIGN  
ESAPTH**

BE IT RESOLVED that the Board approve the resignation for the purpose of retirement of Joan Konkol, Secretary at Central Middle School, effective January 1, 2019.

49. **Employment - Paraprofessional**

**EMPLOY  
PTHESA**

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

**Rockaway Meadow Elementary School**  
**Effective 10/22/18**

Christina Allen                      Paraprofessional                      \$22,013.00 (Prorated)

50. **Employment - ESAPTH**

**EMPLOY  
ESAPTH**

BE IT RESOLVED that the Board approve the employment of Carmen Rosa who has been selected as a Secretary at Rockaway Meadow Elementary School replacing Rita Ben Asher. Ms. Rosa will be placed on a 12 month - Guide A - Step 1 and receive \$46,253.00 + \$700.00 (Head Secretary stipend), prorated, effective January 2, 2019.

51. **Late Bus Monitor**

**LATE BUS  
MONITOR**

BE IT RESOLVED that the Board approve payment to the individual named below who has indicated their willingness to serve as a late bus monitor for the 2018-2019 school year:

**After School Late Bus 2:45-4:00                      \$33.00 per session**

**Parsippany High School**

Jennifer Hakim

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

**EMPLOY  
CERTIF STAFF**

BE IT RESOLVED that the Board approve, upon the recommendation of the Superintendent, the appointment of the individuals named below subject to the receipt of all required employment documents including but not limited to the completion of criminal history background check, proof of certification and any other materials, and execution of the requisite contract of employment signed by the Board; and in accordance with the provisions of the 2015-2018 Agreement subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and the PTHEA.

<b><u>Alexandra Katz</u></b>	<b><u>Social Studies Teacher</u></b>
Degree:	BA/ Fairleigh Dickinson MA/Fairleigh Dickinson
Certification:	Social Studies
Experience:	Teacher - 8 years
Guide Placement:	BA+45, Step 5, \$63,514.00
Effective:	December 20, 2018, or sooner
Assignment:	Parsippany High School (Replacement - Samantha Regenye)

53. **Leave of Absence**

**LEAVE OF  
ABSENCE**

BE IT RESOLVED that the Board approved a medical leave of absence or employee #30642, Teacher, from November 6, 2018 through November 30, 2018 utilizing accumulated sick leave, pursuant to the Family and Medical Leave Act.

BE IT RESOLVED that the Board approved a medical leave of absence for employee #40057, Paraprofessional, from October 26, 2018 through December 21, 2018 utilizing personal days and accumulated sick leave, pursuant to the Family and Medical Leave Act.

54. **Nurse Assigned to School**

**NURSE  
ASSIGNED**

BE IT RESOLVED that the Board approve the following nurse as the nurse assigned to the school indicated for the 2018-2019 school year at a salary of \$40,942.00, replacing Debra Molloy (transferred):

Stacie Christy - Central Middle School



55. **Transfer of Assignment**

**TRANSFER OF  
ASSIGN**

BE IT RESOLVED that the Board approve the individual named below who has been transferred for the 2018-2019 school year, effective November 12, 2018:

Jacqueline Takahashi  
From: Lake Hiawatha - Preschool, Special Education Teacher  
To: Rockaway Meadow - Autistic Teacher

56. **Corrections**

**CORRECTIONS**

**Acting Lead Teacher**

**Seema Goldberg**

From: replacing Sarah Schwarz who will be out on maternity leave effective August 30, 2018 through October 12, 2018. Ms. Goldberg should receive a prorated portion of the Lead Teacher Stipend of \$6,232.

To: replacing Sarah Schwarz who will be out on maternity leave effective August 30, 2018 through October 15, 2018. Ms. Goldberg should receive a prorated portion of the Lead Teacher Stipend of \$6,232.

**Employment - ESAPTH - Pending**

**Christine Joyce**

From: Effective 10/15/18  
To: Effective 10/18/18

**Re-Employment - Custodians, Maintenance, Bus Drivers**

**2018-2019      2018-2019 Part-time Custodians**

From:

<b>Employee</b>	<b>Salary Description</b>	<b>Hourly Rate</b>
Campbell, Patrick	Local 32 - Hourly Cust -1	14.75
Clark, Charles	Local 32 - Hourly Cust -1	14.75
Herrera, Raysa	Local 32 - Hourly Cust -1	14.75
Vanegas, Juan	Local 32 - Hourly Cust -2	18.07

To:

<b>Employee</b>	<b>Salary Description</b>	<b>Hourly Rate</b>
Campbell, Patrick	Local 32 - Hourly Cust -1 (4 hours)	14.75
Clark, Charles	Local 32 - Hourly Cust -1 (4 hours)	14.75
Herrera, Raysa	Local 32 - Hourly Cust -1 (5 hours)	14.75
Vanegas, Juan	Local 32 - Hourly Cust -2 (5 hours)	18.07

**Leave of Absence**  
**Employee #10250**

From: a medical leave of absence effective August 29, 2018 through November 30, 2018 utilizing available sick, vacation, personal, and family illness days pursuant to the Family and Medical Leave Act.

To: a medical leave of absence effective August 29, 2018 through December 28, 2018 utilizing available sick, vacation, personal, and family illness days pursuant to the Family and Medical Leave Act.

**Maternity Leave of Absence**

**Employee #30475**

From: a maternity leave of absence on or about April 16, 2018 through May 11, 2018 utilizing accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from May 14, 2018 through October 12, 2018.

To: a maternity leave of absence on or about April 16, 2018 through May 11, 2018 utilizing accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from May 14, 2018 through October 15, 2018.

**Employee #30505**

From: a maternity leave of absence on or about November 12, 2018 through December 11, 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 December 12, 2018 through March 12, 2019.

To: a maternity leave of absence on or about November 1, 2018 through December 6, 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 December 7, 2018 through March 8, 2019.

**Employee #31027**

From: a maternity leave of absence on or about April 30, 2018 through June 12, 2018 utilizing accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from June 13, 2018 through November 17, 2018.

**To: a maternity leave of absence on or about April 30, 2018 through June 12, 2018 utilizing accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from June 13, 2018 through November 7,**

**Superintendent’s Bulletin No. 6**  
**October 18, 2018**  
***Read-Ins***

Page/Number	Explanation																																			
Page 3 #6	<p><b><u>Travel and Work Related Expenses</u></b></p> <p><b>Corrections:</b></p> <table border="0"> <thead> <tr> <th data-bbox="334 520 407 546">Name</th> <th data-bbox="561 520 662 546">Purpose</th> <th data-bbox="824 520 878 546">Date</th> <th data-bbox="1084 520 1187 546">Location</th> <th data-bbox="1271 520 1516 546">Estimated Expenses</th> </tr> </thead> <tbody> <tr> <td>Dena Viscuso</td> <td>Starlab Training</td> <td>November 28, 2018</td> <td>Branchburg, NJ</td> <td>\$160.00</td> </tr> <tr> <td>Keith Cortright</td> <td>Guided Math Conf</td> <td>November 28, 2018</td> <td>New Brunswick, NJ</td> <td>\$269.00</td> </tr> <tr> <td>Melanie Medina</td> <td>Early Intervention</td> <td>November 7, 2018</td> <td>Parsippany, NJ</td> <td>\$199.00 IDEA</td> </tr> <tr> <td>Sarah Stampler</td> <td>Over 75 Quick Tech</td> <td>November 29, 2018</td> <td>Parsippany, NJ</td> <td>\$199.00 IDEA</td> </tr> <tr> <td>Mara Mamroud</td> <td>101 Therapy Strategies</td> <td></td> <td>January 25, 2019</td> <td>West Orange, NJ</td> </tr> <tr> <td></td> <td>\$269.00 IDEA</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Name	Purpose	Date	Location	Estimated Expenses	Dena Viscuso	Starlab Training	November 28, 2018	Branchburg, NJ	\$160.00	Keith Cortright	Guided Math Conf	November 28, 2018	New Brunswick, NJ	\$269.00	Melanie Medina	Early Intervention	November 7, 2018	Parsippany, NJ	\$199.00 IDEA	Sarah Stampler	Over 75 Quick Tech	November 29, 2018	Parsippany, NJ	\$199.00 IDEA	Mara Mamroud	101 Therapy Strategies		January 25, 2019	West Orange, NJ		\$269.00 IDEA			
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**NEW BUSINESS**

**NEW BUSINESS**

Mrs. Mayer wanted to congratulate the Dickerson’s on the next chapter of their lives. They have been a big influence and helping hand to this district and have had an immense impact on us all. They’ve shown a real care for the community and she wants to wish them well and thank them for all that they have done.

Mr. Neglia wants to also thank the Dickerson family. Jeff you took all our young kids and turned them into men. You taught them the role of responsibility and you’ve done amazing things for many generations.

**HEARING OF PUBLIC**

**HEARING OF PUBLIC**

Neda Donlin: Here representing some of the families at Knollwood School as usual. I know a lot of you have been to the school, we’ve seen some of you there. Some of the families have received a letter that if they would like to pay \$1000 that would be an option. We have requested you to come walk with us on the path to school to see the unsafe route our children take. So tonight we would like to know where you are with that. \$1,000 a year comes out to \$125 a month which is quite a lot to ask parents to pay a month and we see this as the district making a profit off of the families in the district. Is this paid bus scenario open to all of Knollwood students and students at the other schools? I really hope we could get some of you to walk with us on this path, you think 5 year olds can just walk this path but it’s a path that’s even too dangerous for adults. On weekends sure it’s not so bad but week days it’s a safety hazard.

Mansa: My son goes to Knollwood School, I live in the Knoll Gardens. In winter it really gets tough for the children to walk. I don't think it's right for the students to walk that distance and it's even worse in the winter. So we would really like you to come walk with us so you can see that.

Jeff Dickerson: I'm here because I'm the parent of a graduate of Parsippany, a volunteer but I'm also a very part-time substitute teacher the past few years. I substitute one day a week on Fridays a couple days a month. I work a pretty stressful job during the week so I volunteer my free time off in this district because it means so much to me. The men and women in black shirts tonight are my heroes. It's an honor to be in the school system and be a part of their group. I care about the school, the district, and the kids. I also want to thank the board because I could never do the job you guys do.

Joe Kyle: President of the PTHEA president, I am very angry so I need to get up here and try to explain. You hire a very expensive lawyer and we can't afford that. We are told that the way this goes is it begins with extreme demands and you meet in the middle on a fair ground. However this time we came to you with a fair and reasonable negotiation and you responded by offering us less money. We are all individuals with families, bills and rising rents. So I'm angry, my real feeling is despondency. I just can't believe after 27 years of working for my employers they are doing this to me and my family when I know they don't have to. They can afford to and it's not because you can't do it, but rather because you see it as most districts aren't doing it. We can do something and we should do something, were not just asking for a contract were asking for you as our employers to help stop the bleeding.

Dr. Sargent addressed the transportation concerns relative to Knoll Gardens stating that a preliminary notice was sent out to families to survey the interest in subscription bussing, the notice lists a corresponding price based upon the cost that the district would incur and in no way reaps a profit to the district. Unfortunately schools are not required to provide transportation to residents who live within a certain radius of their school, however the board feels it of value to at least look into what interest there would be from the survey and see what can be done.

Closing of Public Session.

**Parsippany-Troy Hills Board of Education**  
**Minutes of the Regular Meeting of October 18, 2018**

**ROLL CALL: SUPERINTENDENT’S BULLETIN #6  
AND SECRETARY’S REPORT**

**ROLL CALL  
VOTES**

On a motion by Mrs. Mayer seconded by Mr. Berrios, Superintendent’s Bulletin Number 6, items #2-56 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					

On a motion by Mrs. Mayer seconded by Mr. Cistaro, Superintendent’s Bulletin Number 6, item #1 as amended was 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					

**ADJOURN**

**ADJOURN**

There being no further business, the executive and public meeting adjourned at 7:47 pm on a motion by Mr. Cistaro seconded by Mr. Blair and voted on as follow:

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					

Respectfully submitted,



Gabrielle Conde  
Assistant Board Secretary

**FOR ALL APPENDICES AND EXHIBIT ATTACHMENTS  
AFOREMENTIONED IN THESE MINUTES, PLEASE  
REFER TO THE SUPERINTENDENT'S BULLETIN # 6  
INCLUSIVE OF THE SECRETARY REPORT  
INITIALLY RECEIVED IN THE BOARD PACKET  
AND NOW POSTED AT THE DISTRICT WEBSITE**