

**PARSIPPANY-TROY HILLS
BOARD OF EDUCATION
REGULAR MEETING OF
Thursday, December 13, 2018**

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Thursday, December 13, 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 5:30 pm.

**MEETING NOTICE
NOTICE**

MEETING

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 December 3, 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.

**ROLL CALL
CALL**

ROLL

Present: Mr. Timothy Berrios
 Mr. George Blair
 Mr. Andrew Choffo
 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

ADJOURN TO EXECUTIVE SESSION

**ADJOURN TO
EXEC SESSION**

Mr. Neglia made a motion to adjourn to closed session at 5:30 PM for the purpose of discussing student matters which are confidential in nature under N.J.A.C. 6A:32:-7.1 et seq. and personnel matters. Action may or may not be taken with respect to these matters.

The motion was moved by Mrs. Golderer and seconded by Mrs. Mayer 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 Mr. Cistaro, seconded by Mr. Blair and unanimously approved by roll call vote the regular meeting reconvened at 6:02 p.m.

Mr. Neglia suspended the regular agenda for a presentation from the Parsippany Robotics Team.

STUDENT COMMITTEE REPORT

STUDENT COMM. REPORT

Kyril Yurchuck reported on the events at Parsippany Hills High School.
 Carly Holmer and Katie Goddard reported on the events at Parsippany High School.

CORRESPONDENCE

CORRESPONDENCE

None

UNFINISHED BUSINESS

UNFINISHED BUSINESS

Mrs. Golderer suggested that we put pictures of the School District Administrators on the website with the names associated so she can remember who they are when she sees them.

Mr. Choffo asked if we ordered shirts for the Board of Education yet.

Mrs. Benos said we did and should have them between Christmas and New Year's.

Mr. Blair suggested that every time there is a new administrator that the board meet them.

COMMITTEE REPORTS

COMMITTEE REPORTS

Communications - Mrs. Golderer had no report.

Critical Issues – Mr. Berrios reported that Critical Issues met on December 4, 2018. The Committee discussed current building proposals in town, Demographics, and exploring neighborhood boundaries.

Buildings and Grounds- Mr. Cistaro had no report.

Teaching & Learning- Mr. Cistaro reported that the Teaching and Learning Committee met on December 6, 2018 and discussed the following key discussion points:

1. AP Exemptions: To encourage students to take the AP exams, we will mirror other districts -students of any grade level with no lower than a B- in each of first (3) marking periods for the course are exempt from taking the final exam.
2. HS Course Selection Bulletin - New courses being offered:
 - Literature and Film, Semester Elective, Gr 9-12
 - Superheroes and Modern Mythology, Semester Elective, Gr 9-11
 - AP Calculus AB, Full Year, Gr 11 or 12
 - AP Art History, Full-Year Elective, Gr 9-12
 - Digital Photography II, Full-Year Elective, Gr 9-12
 - Introduction to American Sign Language, Semester Elective, Gr 9-12
 - Home Technology Systems, Maintenance, and Repair, Semester Elective, Gr 9-12
 - Physics (Algebra Based), Full Year, Gr 11
 - Nutrition for an Active Lifestyle, Semester Elective, Gr 9-12

Courses being eliminated:

 - Strategies for Reading and Writing
 - Strategies for Mathematics
3. Creating Consistency with Course Titles at HS
 - Physics, Enriched Physics, Honors Physics
4. MS Electives Booklet: Moving to a full year of World Language for 6th grade. Students were surveyed regarding possible middle school electives. From the surveys, administrators met to discuss the middle school schedule, staffing, and make final decisions about electives to put in MS Electives Bulletin. Changes:
 - Adding 7th Grade Cooking Explorations
 - Adding 8th Grade Sports and Literature
 - Combining 8th Grade Coding class with Video Game Design class to create: Coding and Game Design
 - Deleting "Global Digital Citizenship" and condensing Current/Emerging Technologies into a quarter course.
5. STEM/Student Design Activities (R. Villanova) [STEM/Student Design Activities \(R. Villanova\)](#)
6. Budgeting for the PSAT Exam - 2019-2020 budget. It would be a good way to prep students for taking the SAT as juniors for the first time - instead of as seniors, as some of them do.
7. Virtual High School Online Classes
Student only membership:
Students enroll in one or two semester course - AP's are two semesters

Each semester requires a student “seat”. AP fees and lab fees are in addition to the tuition and will be billed to the school following the drop/add period
AP fee = \$75 per course

PTHSD is invoiced for membership commitment in July.
Seat membership:

2-29 seats \$425 per student-semester seat

30-49 seats \$375 per student – semester seats

8. CCM - We are discussing dual enrollment courses in Child Development and Honors Human Development Seminar. More information will be shared at a later point.
9. NJQSAC Curriculum Updates include:
 - A. Pacing guide, Interdisciplinary connections, Integration of technology, Career education, Social Studies and ELA Holocaust/Amistad K-12
 - B. Integrated accommodations for ELL, at-risk, G&T, 504, special education
 - C. Assessments - formative, summative, benchmark
 - D. List of core instructional materials including texts at various levels for each grade

Mr. Berrios asked why some classes were being eliminated?

Dr. Sargent responded that after reviewing rosters for students enrolled in those classes there were students enrolled requesting to come out because they were doing well in their regular classes and/or passed the PARCC exam and wanted to free up room for other struggling students. It forced them to look at who was being recommended and the result was that the student offerings were much smaller than in the past. They would like to give students the opportunity to have their schedules freed up for classes that they have a high interest in with the option to still take a “lab” class should they be struggling and want to do so. It allows the student to advocate for themselves.

Mrs. Golderer asked what would happen if we have a student who is a part of the reduced/free lunch program who is trying to enroll in the virtual high school program?

Dr. Sargent responded that they are investigating to see if the district is able to budget for this item, if they are, then it would be district offered and there would be no fee.

Personnel- Mrs. Mayer reported that the committee met on December 12, 2018 and discussed the following key points:

1. **Personnel Matters** - The committee discussed numerous confidential district personnel matters.
2. **Lou Miller**- Dr. Sargent and Dr. Sutter explained that the district has started the scheduling process, and as such, we feel Lou Miller’s assistance and input is needed to ensure our middle school schedules are accurate. Lou has assisted with the middle school scheduling process for the last 3 years and his knowledge and expertise is valued and appreciated.

Mr. Cistaro asked if Mr. Miller was close to retirement and if we are doing a knowledge transfer from Mr. Miller?

Mrs. Mayer responded that they are.

Transportation: Mr. DeVitto had no report.

Policy: Mr. Choffo had no report.

Sports/Extra-Curricular: Mr. Blair reported that the committee met on December 6, 2018. The Committee met with the Booster Association Presidents, or their designee, from PHS and PHHS for their annual winter meeting.

Mr. Blair asked the Boosters what the Board can do to help their programs.

PHS thanked the Board for helping with the dugouts on the JV field – they have been fixed and painted. The fence around the JV field could use some attention and the field itself has fallen into disrepair since it was not used last year. The field should be looked at earlier this year as to get it in shape for opening day.

Question was asked when the gym floor would be replaced at PHS?

-Dr. Sargent stated the Littleton floor has been replaced as it is the oldest floor and the remaining floors at CMS and PHS will be replaced; however the order of replacement has not been scheduled yet. The work will be scheduled for the summer months as to not interfere with classes

Field Hockey at the Hills thanked the Board for their new coach and stated that the program is running well. There is a concern about the number of games at Smithfield as there are no bleachers for spectators to sit down. Discussion ensued about using home field for Field Hockey and problems with scheduling all the games. Mr. Ricker will look into moving times of games to see if it is feasible to play more games on their home field.

The Hills wrestling team reported they have their biggest team in seven years, 41 athletes. The parents have bought warm-up suits for the team and they look very sharp at their meets.

Hills softball would like to see if something can be done for softball athlete benches on the field. Our fields are good but they would like to see if an overhang could be added for the athletes.

Hills football thanked the Board for all their support. Team had a good year with numerous team members receiving All Conference and All County. Request that we look into better bathrooms for the fields, handicapped access to the bleachers, fuses blowing in the half-time hut and fixing the scoreboard.

Update from Mr. Ricker - PHHS

- Boosters are using Google classroom to post flyers for teachers for fundraiser; boosting school spirit with teachers purchasing articles of clothing.
- Summer dead week this year will be July 27-August 4 to give coaches, students and parents time to relax with their families
- The Athletic passes for students worked well this year; students involved in sports used gym time to study, prepare for tests.

Update form Mr. DiBernard - PHS

- The High will have the same dead week for all sports July 27-August 5
- Successful fall at PHS; Girls Soccer were Conference Champs for the first time since 1988; and Football had the most wins since 2005!

Action Plans for Boosters:

- Mr. Blair asked the group if they have concerns about anything they should let their AD know and not wait until our next spring meeting.
- A spring meeting will be scheduled in late April early May after the Board re-organizes and adopts a new meeting calendar.

Finance - Mrs. Cogan reported that finance has not met yet, however, the township liaison had a meeting with them and they discussed township development and future cooperation with the board of education.

APPROVAL OF MINUTES

On a Motion by Mrs. Golderer, seconded by Mrs. Mayer, the Executive and Regular minutes of the November 29, 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 9.

Mrs. Tedesco presented the Secretary Report.

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

Number 9

December 13, 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.

The Parsippany Robotics teams will be here to give us a presentation:

NanoGurus: introduced the FIRST Lego League to the PTHSD students in 2006, and FIRST Tech Challenge in 2010. NanoGurus have been at the heart of FTC teams in not just PTHSD but also in other nearby districts and experienced members/parents have started eight high school FTC teams providing friendly competition experience. Several middle school teams, coached by parent volunteers in PTHSD, are mentored by active team members. With their motto "Building Robots. Building Character," the NanoGurus aim to develop conscientious leaders for the future. The flagship team FTC #4347 has been playing at the World championship consistently.

Parsippany High School RedBots: We are in our 3rd year competing in FIRST Tech Challenges. We have 15 members on the team from PHS and Central Middle School. Last year we made it to Super-Regionals. We ran 2 workshops this summer for 4th - 6th graders and middle school students. Our team members also assisted the Lakeland YMCA in their Robotics program this fall.

RedBots Too: We are in our 1st year. We are a rookie team and this is our first year competing in FIRST Tech Challenges. We have students from PHS and Central Middle School. We are being mentored by the RedBots. Our team members assisted the Lakeland YMCA in their Robotics program this fall.

Parsippany Hills ChipWrecked Vikings: We are in our 1st year. We are a rookie team and this is our first year competing in FIRST Tech Challenges. We have PHHS students on our team and are being mentored by the RedBots. Our team members assisted the Lakeland YMCA in their Robotics program this fall.

1. **NJQSAC DPR 2018-2019 SUBMISSION****NJQSAC-DPR**

SUBMIT
A

WHEREAS, the NJ Department of Education issued Fiscal Accountability, Effectiveness and Budgetary Procedures through New Jersey Quality Single Accountability Continuum; and

Whereas, the Parsippany-Troy Hills Board of Education has received from the Superintendent of Schools the District Performance Review (DPR) in the areas of Instruction and Program, Fiscal Management, Governance, Personnel, and Operations; and now, therefore,

BE IT RESOLVED, the Board of Education has reviewed the DPR's and authorizes the Superintendent of Schools to submit same to the New Jersey Department of Education.

2. **School Nursing Services Plan**
SVCS

NURSING
B

BE IT RESOLVED that the Board approve the Nursing Services Plan for 2018-2019; and the certified school nurses assigned to the schools indicated below during those hours when school is in session to complete those duties outlined in N.J.A.C.6A:16-2.1(e)] for 2018-2019, and the two (2) fulltime certified registered nurses in each high school.

Brooklawn Middle	Ann Butyn
Central Middle	Barbara Bailey
Eastlake	Debra Molloy
Intervale	Lorna Crooker
Knollwood	Patricia Allocca
Lake Hiawatha	Christine Carlson
Lake Parsippany	Mary Beth Willmot
Littleton	Michelle Dowling
Mt. Tabor	Angela Meyer-Pflug
Northvail	Jane Murawski
Parsippany High	Janne DeMarco
Parsippany Hills	Kathy Kelly
Rockaway Meadow	Carole Capitanelli
Troy Hills	Jamie Madonna

3. **Course Selection Bulletins**

COURSE SELECTION BULLETINS

BE IT RESOLVED that the Board approve the Middle School Electives Booklet and the High School Course Selection Bulletin that will be used to schedule middle and high school courses for the 2019-2020 school year.

II. GA – GENERAL ADMINISTRATION – JONI BENOS

4. **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
Allison Larger	Section 504	February 22, 2019	Parsippany, NJ	\$229.00 Title IIA
Michelle Nicoletta	NJAHPERD	February 25-27, 2019	Long Branch, NJ	\$200.00
Jamie Fugowski	Motor Issues in Autism	March 8, 2019	Cedar Knolls, NJ	\$445.60 IDEA
Correction Erica Pizza	SCAD Educator Forum	June 23-June 28, 2019	Savannah, GA	From: \$1,110.00 To: \$1,445.00

5. **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

Unilever Food Solutions of Englewood Cliffs NJ has donated fifteen (15) iPad Airs to Intervale Elementary School.

Knollwood

The Knollwood PTA has donated three (3) Water Filling Stations, valued at \$879.45 each, to Knollwood School.

Knollwood School

The Knollwood PTA has donated a set of five Concert Risers, valued at \$5,835.93, to Knollwood School.

Northvail School

The Northvail PTA has donated two (2) Water Filling Stations, valued at \$879.45 each, to Northvail School.

Troy Hills

The Troy Hills PTA has donated one (1) Water filling Station, valued at \$879.45, to Troy Hills School.

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

6. Student Teacher

BE IT RESOLVED that the Board approve the following student teacher for the 2018-2019 and 2019-2020 school year:

Student Name	Cooperating School	Requesting University	Dates
Kelly Kennedy	Parsippany Hills High School	Rutgers	Jan 24-May 9, 2019 Tues and Thurs September – December 20, 2019 – 5 days/week

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

7. **Resignation - PTHESA**

**RESIGN
PTHESA**

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

Effective January 7, 2019:

Michelle Kalasin Paraprofessional Brooklawn Middle School

8. **Retirement – PTHEA**

RETIRE PTHEA

BE IT RESOLVED that the Board approve the resignation for the purpose of retirement of Susana Plotquin, Teacher at Parsippany Hills High School, effective February 1, 2019.

9. **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 December 17, 2018

Waheedah Ismailzadah Paraprofessional \$22,013.00(prorated)

10. **Employment - Office Aides**

**EMPLOY
OFFICE AIDES**

BE IT RESOLVED that the Board approve the following individual as a Part-time Office Aide for the 2018-2019 school year at the rate of \$16.70 per hour, 4 hours per day, effective December 17, 2018:

Lake Parsippany Elementary School

Andrea Harp

11. **RESOLUTION - SUSPEND**

SUSPEND

BE IT RESOLVED that the Board of Education of the Township of Parsippany-Troy Hills approve the recommendation of the Superintendent of Schools that employee #10008 be suspended with pay for cause effective October 19, 2018.

12. **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 a rate of \$16.70 per hour:

Effective 12/14/2018 :

Knollwood Elementary School

Krina Raval 10 hours/week

Effective 12/17/2018 :

Lake Parsippany Elementary School

Memory Dodzo 10 hours/week

13. **Employment – Local 32**

**EMPLOY
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of the following individual as a part-time (5-hour) Custodian on a 150-day probationary period for the 2018-2019 school year:

<u>Name</u>	<u>Rate</u>	<u>Effective</u>	<u>Location</u>
David Ricci	\$14.75/hour	12/17/18	Brooklawn

14. **Leave of Absence**

**LEAVE OF
ABSENCE**

BE IT RESOLVED that the Board approved a medical leave of absence for employee #30291, Secretary, from December 14, 2018 through January 2, 2019 utilizing accumulated sick leave pursuant to the Family and Medical Leave Act.

15. **Appointment – 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 in the area indicated:

Parsippany Hills High School – Wrestling

Stephen Hill

16. **Major-Extra Responsibility Assignment**

MAJOR-EXTRA

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

Parsippany High School

Assistant Coach-Softball

Kelsey Principe Step 1 \$6,038.00

17. **Administrative Internship Program**

ADMIN INTERN

BE IT RESOLVED that the Board approve Kelly Hemenway for the Parsippany-Troy Hills Administrative Internship Program for the 2018-2019 school year as indicated with a stipend of \$1,500 in accordance with the PTHEA Agreement:

September through December - Mt. Tabor Elementary School
January through June - Brooklawn Middle School

18. **Transfer of Assignment – ESAPTH**

TRANSFER

BE IT RESOLVED that the Board approve the following transfer of assignment necessitating no change of contract effective December 14, 2018:

Esther Measley

From: Bookkeeping Secretary \$48,111 Guide B-12 Month Step 6

To: Central Middle School Secretary \$48,111 Guide B-12 Month Step 6

19. **Payroll – Special Projects**

PAYROLL

BE IT RESOLVED that the Board approve Mary Liotta to assist with special projects in payroll at the rate of \$75.00/per hour not to exceed 25 hours per week for the 2018-2019 school year.

20. **Corrections**

CORRECTIONS

Employment - PTHEA

Alexandra Katz

From: Effective 12/10/18

To: Effective 12/20/18

Retirement - ESAPTH

Michelle Clackner

From: resignation for the purpose of retirement effective February 1, 2019.

To: resignation effective February 1, 2019, for the purpose of retirement on November 1, 2019.

Employment - Acting Head Custodian

Johanna Andrews

From: October 26, 2018 through December 31, 2018

To: October 26, 2018 through January 31, 2019

Leave of Absence

Employee #30086

From: from October 23, 2018 through February 13, 2019 utilizing accumulated sick leave, and personal and family illness days pursuant to the Family and Medical Leave Act.

To: from October 23, 2018 through January 31, 2019 utilizing accumulated sick leave, and personal and family illness days pursuant to the Family and Medical Leave Act.

V. PS – PUPIL PERSONNEL SERVICES

21. **ABA-Trained Paraprofessional**

ABA PARA

BE IT RESOLVED that the Board approve the following staff member as an ABA-trained Paraprofessional with a stipend of \$1,200 (prorated), for the 2018-2019 school year, as follows:

Last Name, First Name	School	Effective Date of Stipend
Tuesta, David	Lake Parsippany	10/29/18

22. **Student Assistance**

STUDENT ASSISTANCE

BE IT RESOLVED that the Board approve Judeth Demonico and Stephanie Tyrone Gilbert, Paraprofessionals at Parsippany Hills High School, to assist a student during winter track for the 2018-2019 school year, as per the student’s IEP, not to exceed 15 hours per week, split between the two staff members, at their hourly rate as follows:

<u>Name</u>	<u>Hourly Rate</u>
Judeth Demonico	\$29.61
Stephanie Tyrone Gilbert	\$29.33

23. **Morning Enrichment Program**

AM ENRICH PROGRAM

BE IT RESOLVED that the Board approve the following staff members to provide a Morning Enrichment Program beginning January 7, 2019 through June 20, 2019, four mornings per week, at the Eastlake, Intervale, Knollwood, Lake Hiawatha, Lake Parsippany, Littleton, Mt. Tabor, Northvail, 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.

Attenasio, Kathleen	Najjar-Keith, Jemila
Axt, Andrea	Nelson, Laura
Beronio, Christine	O'Connor, Christine
Caso, Tracey	Savarese, Lori
Crapis, Olivia	Shollenberger, Jennifer
Divincent, Christal	Thomas, Alice
Goarke, Betty	Trybulec, Renata
Holmsen, Emily	Van Seggern, Stacy
Jablonka, Mary	Williams, Tracy
Lopez, Christina	Yee, Jennifer
Mania, Allison	

24. **Community Based Instruction Site**

**COMNM BASED
INSTRUCTION**

BE IT RESOLVED that the Board approve Equine Tranquility Wellness Center, 134 Airport Road, Andover, NJ, as a Community Based Instruction Site for the 2018-2019 school year.

25. **Related Services Providers**

**RELATED
SVC PROVIDERS**

BE IT RESOLVED that the Board approve the Dawn Center for Independent Living to provide transition services and instruction to high school students in our transition program for the 2018-2019 school year, at no cost to our district.

BE IT RESOLVED that the Board approve the New Jersey Travel Independence Program of Rutgers University to provide a travel training program to high school students for the 2018-2019 school year, at no cost to our district.

BE IT RESOLVED that the Board approve Rene Russo as a related services provider for the 2018-2019 school year to provide communication access real time translation services at the rate of \$125 per hour.

26. **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>
42584	OOD	6	Medical	1/31/19
32075	Brooklawn	8	Medical	1/31/19
46659	OOD	PK	Medical	1/18/19
31492	Brooklawn	8	Medical	1/31/19
40922	Brooklawn	8	Medical	1/31/19

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

**HOME INSTR
CHANGE**

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 of November 15, 2018:

<u>Student</u>	<u>School</u>	<u>Grade</u>	<u>Reason</u>	<u>Anticipated End Date</u>
44876	PHHS	11	Administrative	1/31/19

28. **Student Assistance – Correction**

**STUD ASSIST
CORRECT**

BE IT RESOLVED that the Board approve the correction in hours for Chris Taylor, paraprofessional, to assist a student during Art Club meetings for the 2018-2019 school year, not to exceed two hours per month, as per the student's IEP, at the hourly rate of \$22.26. He was originally approved in the Bulletin of October 18, 2018 for one and one-half hours per week.

29. **Harassment, Intimidation, and Bullying**

HIB

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for November 29, 2018.

Suspensions

**SUSPENSIONS
C**

Four 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

30. **Payment of Bills**

**PAYMENT
OF BILLS**

BE IT RESOLVED, that the Board of Education approve the payment of current bills for December 13, 2018 for the 2018-2019 school year in the amount of \$7,484,673.65.

BE IT RESOLVED that the Board of Education approve the payment of current bills/outstanding warrants for school activities for the month of November 2018 school year in the amount of \$31,159.14.

31. **Transfer of Funds**

**TRANSFER
OF FUNDS**

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

32. **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 October 1 - 31, 2018.

I hereby certify that as of the end of October 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 October 31, 2018 after review of the Secretary's monthly financial report for October 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.

33. **Emergency Mount Tabor Elementary School Heating System Repair Project**

**MT HEATING
SYSTEM**

BE IT RESOLVED, that in accordance with N.J.S.A. 18A:18A-7, et. seq., the Parsippany-Troy Hills Board of Education authorizes the Business Administrator/Board Secretary to award a contract with Drill Construction Company, Inc., 80 Main Street, West Orange, New Jersey to provide services to repair and replace underground leaking pipes at the Mount Tabor Elementary School. The estimated cost of the project is \$298,000.

34. **Capital Reserve Transfer**

**CAPITAL RESERVE
TRANSFER**

BE IT RESOLVED, that upon the recommendation of the Business Administrator and in compliance with N.J.S.A. 18A:21-4 that the Board of Education approve the capital reserve transfer to capital outlay fund for the following emergency project:

Mount Tabor Heating System Repair Project - \$298.000

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

Number 9 ADDENDUM

December 13, 2018

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

35. **School Related Activity** **SCHOOL RELATE ACT STUD TRANS** **E**
Student Transportation Service 2018-2019 **2018-2019**

WHEREAS, on November 8, 2018 the Parsippany-Troy Hills Board of Education advertised for bids for School Related Activity Student Transportation Service for the remainder of the school year 2018-2019; and

WHEREAS, bids were received from four (4) vendors and publicly opened on December 6, 2018 with the results as set forth in the Attachment; and

WHEREAS, a copy of each of the bids are on file in the office of the Business Administrator; and

WHEREAS, the Board has determined that based on the submitted bids A. R. Van Riper Jr. Inc., d/b/a O'Dowd Bus Co., was the lowest responsive and responsible bidder as set forth in the Attachment;

NOW THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent and School Business Administrator, that the Parsippany-Troy Hills Board of Education hereby awards a contract to A.R. Van Riper, Jr. Inc., d/b/a O'Dowd Bus Co., 201 Changebridge Road, Montville, New Jersey 07045, to provide transportation for the routes indicated in the Attachment for which it was the lowest responsible bidder in the amounts set in the bid specifications and response in an amount not to exceed \$62,962 plus any overtime on an as needed basis at a rate of \$75/hour; and

RESOLVED, that the Parsippany Troy-Hills Board of Education authorizes the School Business Administrator/Board Secretary to execute said contract on behalf of the Board, a copy of which shall remain on file in her office which shall incorporate the terms and conditions of the bid specification.

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

OOD TUITION

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

School	Student No.	Aide Cost
Shepard School	42789	\$35,779.

37. **Student Speech Services**

**SPEECH
SVCS**

BE IT RESOLVED that the Board approve Grace David, district speech therapist, to provide speech and language services for a classified student on home instruction, as per the student's IEP, not to exceed one hour per week, beginning December 17, 2018 through March 31, 2019, at the hourly rate of \$41.

38. **Scheduling Consultant**

**SCHEDULING
CONSULTANT**

BE IT RESOLVED at the recommendation of the Superintendent that the Board approve the employment of Louis Miller as a Scheduling Consultant for the 2018-2019 school year. Mr. Miller should receive \$100.00 per hour, not to exceed \$6,000.00 effective December 14, 2018.

39. **Resignation - PTHESA**

**RESIGN
PTHESA**

BE IT RESOLVED that the Board approve the following resignation effective December 21, 2018:

Christopher Steele Paraprofessional Eastlake Elementary
School

40. **Employment - PTHESA**

**EMPLOY
PTHESA**

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

Brooklawn Middle School
Effective December 17, 2018

Jordan Palanca Paraprofessional \$22,013.00
(prorated)

Knollwood Elementary School
Effective December 14, 2018

45. **Parsippany Adult & Community School**

PACE

BE IT RESOLVED that the Board approve the individual named below for employment in the area indicated for the 2018-2019 Intersession Semester:

Dawn Singerline	Volleyball - 2 classes	\$525.00
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Superintendent's Bulletin No. 9
December 13, 2018
Read-Ins

Page/Number	Explanation																									
Page 3/#4	<p><u>Travel and Work Related Expenses</u> Corrections:</p> <table border="0"> <thead> <tr> <th data-bbox="332 485 462 512">Name</th> <th data-bbox="597 485 683 512">Purpose</th> <th data-bbox="881 485 935 512">Date</th> <th data-bbox="1084 485 1170 512">Location</th> <th data-bbox="1308 485 1516 512">Estimated Expenses</th> </tr> </thead> <tbody> <tr> <td data-bbox="332 518 511 546">Jamie Fugowski</td> <td data-bbox="521 518 873 546">Strategies to Promote Integration</td> <td data-bbox="881 518 1068 546">January 21, 2019</td> <td data-bbox="1084 518 1170 546">Webinar</td> <td data-bbox="1370 518 1516 546">\$179.00 IDEA</td> </tr> <tr> <td data-bbox="332 562 462 590">Steven Bock</td> <td data-bbox="521 562 818 590">NJ Ornamental Horticulture</td> <td data-bbox="881 562 1068 590">January 7-9, 2019</td> <td data-bbox="1084 562 1170 590">Rutgers</td> <td data-bbox="1401 562 1516 590">\$180.00ea</td> </tr> <tr> <td colspan="5" data-bbox="332 596 503 623">James Ruggerio</td> </tr> <tr> <td data-bbox="332 661 511 688">Joseph Wohlgemuth</td> <td data-bbox="565 661 805 688">101 Therapy Strategies</td> <td data-bbox="881 661 1068 688">January 25, 2019</td> <td data-bbox="1084 661 1255 688">West Orange, NJ</td> <td data-bbox="1370 661 1516 688">\$269.00 IDEA</td> </tr> </tbody> </table>	Name	Purpose	Date	Location	Estimated Expenses	Jamie Fugowski	Strategies to Promote Integration	January 21, 2019	Webinar	\$179.00 IDEA	Steven Bock	NJ Ornamental Horticulture	January 7-9, 2019	Rutgers	\$180.00ea	James Ruggerio					Joseph Wohlgemuth	101 Therapy Strategies	January 25, 2019	West Orange, NJ	\$269.00 IDEA
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Page 6 #9	<p><u>Employment - PTHESA</u> CHANGE Employment PTHESA From: Waheedah Ismailzadah To: Waheeda Ismailzadah</p>																									
Page 8 #20	<p><u>Corrections</u> ADD <u>Employment – Equipment Operators 2018-2019</u></p> <p>From: paid at the rate of \$8.60/hour To: paid at the rate of \$8.85/hour Effective January 1, 2019</p> <p><u>Employment – Acting Head Bookkeeper</u></p> <p>Esther Measley From: August 1, 2018 through November 1, 2018 To: August 1, 2018 through December 13, 2018</p> <p><u>Leave of Absence</u> Employee #40706</p> <p>From: 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. She is also requesting an unpaid leave of absence from November 26, 2018 through December 7, 2018.</p> <p>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. She is also requesting an unpaid leave of absence from November 26, 2018 through June 20, 2019.</p>																									

NEW BUSINESS

NEW BUSINESS

Mrs. Golderer asked if the architects are involved in the Mt. Tabor project and if those fees are included in the \$298,000.

Mrs. Tedesco said they are involved because they have to draft up plans for the project. The fees are not included in that amount however we have a line item that is already budgeted for the purpose of architectural fees and the money will come out of that.

HEARING OF PUBLIC

HEARING OF PUBLIC

None.

Closing of Public Session.

**ROLL CALL: SUPERINTENDENT’S BULLETIN #9
AND SECRETARY’S REPORT**

**ROLL CALL
VOTES**

On a motion by Mr. Berrios seconded by Mrs. Golderer, Superintendent’s Bulletin Number 9, items #1-34, with Addendum Items 35-45, were voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Choffo	X			9, 21, 28		
Mr. Cistaro	X					
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mrs. Cogan	X					
Mr. Neglia	X					

ADJOURN TO EXECUTIVE SESSION

**ADJOURN TO
EXEC SESSION**

Mr. Neglia made a motion to adjourn to closed session at 7:28 PM for the purpose of discussing ongoing personnel matters which are confidential in nature. No action will be taken.

The motion was moved by Mr. Cistaro and seconded by Mrs. Mayer 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					
Mr. Choffo	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 Regular Meeting of December 13, 2018

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RECONVENE OPEN SESSION

**RECONVENE
OPEN SESSION**

On a motion by Mrs. Cogan, seconded by Mr. Blair and unanimously approved by roll call vote the regular meeting reconvened at 8:07 p.m.

ADJOURN

ADJOURN

There being no further business, the executive and public meeting adjourned at 8:10 pm on a motion by Mr. DeVitto seconded by Mr. Berrios 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 # 9 INCLUSIVE
OF THE SECRETARY REPORT
INITIALLY RECEIVED IN THE BOARD PACKET
AND NOW POSTED AT THE DISTRICT WEBSITE**