

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

Number 13 ADDENDUM

March 12, 2020

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

29. **Adoption of Tentative Budget 2020-2021**

**ADOPT TENT
BUDGET 20-21**

BE IT RESOLVED that the tentative budget for the Parsippany-Troy Hills Board of Education, in the County of Morris, New Jersey be approved for the 2020-2021 school year using the 2020-2021 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenues	Debt Service	Total
2020-2021 Total Expenditures	\$156,368,139	\$2,104,721	\$3,390,450	\$161,863,310
Less: Anticipated Revenues	\$13,771,125	\$2,104,721	\$574,433	\$16,450,279
Taxes to be Raised	\$142,597,014	\$0	\$2,816,017	\$145,413,031

And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public meeting be held at the Dr. Frank A. Calabria Education Center, 292 Parsippany Road, Parsippany, New Jersey on April 30, 2020 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2020-2021 school year; and

BE IT FURTHER RESOLVED, that the Parsippany-Troy Hills Board of Education, approves the following Capital Outlay, Capital Projects and Equipment for the 2020-2021 school year:

Description/Activity	Cost
Assessment for Debt Service on SDA Funding	\$46,633
Instructional/Technology/Maintenance Equipment	\$259,588
Lease Purchase Principal Payments	\$1,161,495
Architect	\$300,000
Exterior Door Replacement Districtwide	\$200,000
Flooring Replacement Districtwide	\$1,050,000
Paving and Concrete Work Districtwide	\$318,410
Air Conditioning & Fan Installation	\$103,508
Roof Replacements Districtwide	\$2,147,384
Bleacher Curtain Replacement	\$177,998
Capital Reserve Interest	\$5,000
Fencing Replacement Districtwide	\$37,270
Total	\$5,807,286

WHEREAS, the Parsippany-Troy Hills Board of Education's policy and N.J.A.C. 6A:23A-7.3(a) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2020-2021 School Year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2019-2020 School Year was \$209,393; and

WHEREAS, travel and expense reimbursement has reached a total amount of \$138,174 as of March 1, 2020; and

BE IT RESOLVED, that the Parsippany-Troy Hills Board of Education in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2020-2021 school year at the sum of \$228,415; and

WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, a Board of Education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3 (c) 14;

NOW, THEREFORE, BE IT RESOLVED, that the Parsippany –Troy Hills Board of Education hereby establishes the following maximums for the 2020-2021 year as follows:

Service	Cost
Architecture	\$300,000
Legal	\$235,000
Audit	\$82,500
Physician	\$81,000
Total	\$698,500

BE IT FURTHER RESOLVED, that the School Business Administrator track and record these costs to insure that the maximum amount is not exceeded.

30. Travel and Related Expense Reimbursement 2020-2021

**TRAVEL
EXP REIMBURSE**

WHEREAS, the Parsippany-Troy Hills Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$228,415 for all staff and board members.

31. **Health Related Closure Preparedness Plan**

**HEALTH RELATED CLOSURE
PREPAREDNESS PLAN**

BE IT RESOLVED that the Board approve the Health Related Closure Preparedness Plan that has been submitted to the County Superintendent of Schools and on file in the Superintendent's Office.

32. **Resignation - PTHEA**

**RESIGN
PTHEA**

BE IT RESOLVED that the Board approve the resignation of Marlene McLellan, Teacher at Parsippany High School, effective May 8, 2020.

33. **Employment - PTHESA**

**EMPLOY
PTHESA**

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

Parsippany High School

Effective March 13, 2020

Matthew Zitelli Paraprofessional \$22,424.00 (prorated)

Effective March 16, 2020

Michele Cattani Paraprofessional \$22,424.00 (prorated)

Brooklawn Middle School

Effective March 23, 2020

Poonam Tiwari Paraprofessional \$22,424.00 (prorated)

34. **Employment - Noontime Aide**

**EMPLOY
NOONTIME**

BE IT RESOLVED that the Board approve the individuals named below as Noontime Aides for the 2019-2020 school year at the rate of \$17.20 per hour:

Effective March 13, 2020:

Eastlake Elementary School
Suseela Pondugula 10 hours/week

Effective March 16, 2020:

Eastlake Elementary School
Tamil Subramanian 10 hours/week

Mt. Tabor Elementary School
Jacob Helmlinger 10 hours/week

35. **Employment - Substitute**

EMPLOY SUB

BE IT RESOLVED that the Board approve the individual name below who indicated their interest in serving as a substitute in the area indicated during the 2019-2020 school year, effective March 13, 2020.

Dana Bawiec Substitute Nurse

36. **Employment - Local 32**

**EMPLOY
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of Eloy Luna, who has successfully completed his 150-day probationary period as a Part-Time Custodian at Troy Hills Elementary School. A contract should be issued to him for the remainder of the 2019-2020 school year for \$15.10 per hour effective March 12, 2020.

37. **Extended School Year 2020 Co-Coordiators**

ESY 2020

BE IT RESOLVED that the Board approve Kim Rom and Jemila Najjar-Keith and as Co-Coordiators for the 2020 Extended School Year Program at a stipend of \$4,500.00 each.

38. **Wide World of Summer**

WWS

BE IT RESOLVED that the Board approves Salvatore Poccia as Co-Supervisor for the Wide World of Summer 2020 program with a stipend of \$13,500.00.

39. **Transfer in Assignment**

**TRANSFER
ASSIGN**

BE IT RESOLVED that the Board approve the following transfer in assignment effective July 1, 2020:

Lisa DeCicco

From: Guidance Secretary - Parsippany Hills High School Step 6 B \$48,611

To: Head Secretary - Pupil Personnel Services Step 7 A \$51,082

40. **Maternity Leave of Absence**

**MATERNITY
LEAVE**

Employee #31207, Teacher, has requested a maternity leave of absence on or about May18, 2020 through June 18, 2020 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 August 31, 2020 through November 20, 2020.

Employee #43752, Teacher, has requested a maternity leave of absence on or about April 28, 2020 through June 3, 2020 utilizing accumulated sick leave and personal days. 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 June 4, 2020 through November 4, 2020.

41. **Appointment – Volunteer Extra-Curricular/Athletic Aide 2019-2020**

**VOL
EXTRA-CURR**

BE IT RESOLVED that the Board approve the appointment of the following individual as a volunteer extra-curricular athletic aide in the area indicated:

Parsippany Hills High School

Meaghan DeBenedette

Girls' Lacrosse

Effective 3/13/2020

42. **Corrections**

CORRECTIONS

BE IT RESOLVED that the Board approve the following corrections:

Leave of Absence

Employee #30782

From: an unpaid medical leave of absence effective January 6, 2020 through March 13, 2020 pursuant to the Family and Medical Leave Act.

To: an unpaid medical leave of absence effective January 6, 2020 through March 27, 2020 pursuant to the Family and Medical Leave Act. Pursuant to the PTHEA Agreement, she is also requesting an unpaid leave of absence from March 30, 2020 through March 31, 2020.

43. **Staff Certification Program**

BE IT RESOLVED that the Board approve the following teachers to participate in the Fairleigh Dickinson University Orton Gillingham Teacher Certification Program, hosted by the Livingston school district, for the Spring 2020 semester, for a total cost of \$7,623 to be paid for through IDEA-B grant monies, as follows:

Teacher:	Program Costs:
Maryellen Iradi	\$2,541 Tuition
Stacy Van Seggern	\$2,541 Tuition
Alice Thomas	\$2,541 Tuition