

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

Number 15 ADDENDUM

April 14, 2020

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

16. **Board Policy**

**BOARD
POLICY**

BE IT RESOLVED that the Board approve the following new Board Policy at this first of two readings.

Policy #6155 – Direct Deposit

6511 DIRECT DEPOSIT

The Board of Education may determine to have the net pay of all school district employees directly deposited in a specific banking institution in a checking account, savings account, or share account designated in writing by the employee in accordance with the provisions of N.J.S.A. 52:14-15h.

If the Board approves a direct deposit program, compliance by an employee shall be mandatory. However, the Board may grant an exemption from the mandatory requirements of N.J.S.A. 52:14-15h on such terms and conditions as the Board deems necessary. The Board may grant an exemption for seasonal and temporary employees as the Board deems necessary. An employee shall put the request in writing for an exemption to the Business Administrator.

The Board shall make available for those employees required to have their net pay direct deposited in accordance with the provisions of N.J.S.A. 52:14-15h, all information concerning net pay, any accompanying information approved for distribution with net pay, and W-2 forms in accordance with applicable Federal law, only on the Internet with restricted access and policies and procedures to protect the integrity and confidentiality of the information. The Board will continue to complete the payroll check distribution verification process as required in N.J.A.C. 6A:23A-5.7 and Policy 6510.

In the event the Board of Education determines to implement a mandatory direct deposit program in accordance with N.J.S.A. 52:14-15h, the Board shall annually adopt a resolution to implement the direct deposit requirements of N.J.S.A. 52:14-15h. The Board approved resolution shall designate the school district's banking institution that shall be used to implement the direct deposit program and shall indicate any employee group or category that are exempt from the Board's direct deposit requirements.

N.J.S.A. 52:14-15h
N.J.A.C. 6A:23A-5.7

Adopted:

17. **Approval of Employment – Pending Completion**

**EMPLOY
CERTIF STAFF**

BE IT RESOLVED that the Board approve, upon the recommendation of the Superintendent, the employment of the individual named below subject to the receipt of all required employment documents including but not limited to completion of criminal history background check, proof of certification and any other materials, and execution of the requisite contract of employment to be signed by the Board President; and in accordance with the provisions of the 2018-2021 Agreement between the Board of Education and the PTHEA.

Anthony Hunter

Degree:
Certification:
Experience:
Guide Placement:
Effective:
Assignment:

Physical Education

BS/ William Paterson University
Health and Physical Education. Drivers Education
3 years
BA, Step 4, \$56,825.00
August 31, 2020 or sooner
Littleton Elementary School
(Replacement – Esnes)

18. **Employment - Local 32**

**EMPLOY
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of Stephen Bergen, who has successfully completed his 150-day probationary period as a Maintenance Worker. A new contract should be issued to him in the amount of \$31,437.00, plus \$1,458.00 Addenda, prorated for the 2019-2020 school year effective April 10, 2020.

19. **Corrections**

CORRECTIONS

BE IT RESOLVED that the Board approve the following corrections:

Maternity Leave of Absence

Employee #11718

From: a maternity leave of absence on or about May 22, 2019 through June 20, 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 August 28, 2019 through November 22, 2019, and pursuant to the PTHEA Agreement an unpaid leave of absence from November 25, 2019 through June 18, 2020.

To: a maternity leave of absence on or about May 22, 2019 through June 20, 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 August 28, 2019 through November 22, 2019, and pursuant to the PTHEA Agreement an unpaid leave of absence from November 25, 2019 through June 18, 2020 and the 2020-2021 school year.

Employee #40836

From: a maternity leave of absence on or about March 16, 2020 through April 24, 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 April 27, 2020 through September 25, 2020.

To: a maternity leave of absence on or about March 16, 2020 through May 1, 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 May 4, 2020 through October 2, 2020.