

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

Number 3

September 10, 2020

MISSION STATEMENT

The mission of the Parsippany-Troy Hills Township School District, in partnership with families and the greater community, is to challenge and nurture all students academically and to develop confident learners who are compassionate, generous, appreciative, and invested in their diverse world. This will be accomplished through innovative opportunities that inspire life-long learning, critical thinking and problem solving, creative exploration, and the democratic collaboration among students and staff.

Date Adopted: 12/15/16

Public Comments

In light of the need for social distancing and an effort to align our meeting practices and to insure an orderly meeting, the following guidelines must be adhered to for all of those who wish to speak during the public comment section of tonight's meeting and all future meetings:

1. If the meeting is held virtually you will need to virtually raise your hand and when called upon state your name and address for the record. Each person will have three minutes to speak to the Board.
2. If the meeting is held in person you will need to stand at your chair and when called upon state your name and address for the record. Each person will have three minutes to speak to the Board.
3. Each person must address the presiding officer.
4. Each person must recognize the authority of the presiding officer and end his or her comments at the end of three minutes.
5. After everyone who wishes to speak has had that opportunity to do so, a person may speak one more time to the Board for one minute.
6. Please note Board of Education Bylaw 0167 – Public Participation in Board Meeting (*which can be found on our website*) details the Board's expectations and guidelines for addressing the Board of Education.

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

Number 3

September 10, 2020

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. Policy 5111

**POLICY A
5111**

BE IT RESOLVED that the Board approve the request by Ms. Carly Stout, Principal of Brooklawn Middle School, that student A, be allowed to complete her eighth grade year during the 2020-2021 school year as per Board of Education Policy 5111.

II. GA – GENERAL ADMINISTRATION – JONI BENOS

2. 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
Alfred Savio	NJSBA Virtual Workshop	October 20-22, 2020	Virtual	\$900.00 District Team
Beth DiBello	Writing Workshop	September 10, 2020	Virtual	\$25.00
CORRECTION: Andrea Axt	IMSE Virtual Orton Gillingham	From: August 24-25, 2020 To: Online	Virtual	FROM: \$525.00 IDEA To: \$150.00 IDEA

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

3. Summer Workshop

**SUMMER
WKSHP**

BE IT RESOLVED that the Board approve payment of the amount indicated based on \$41 per hour to the individuals named below who have completed preparation work and presented for a workshop during the 2020 Summer Professional Learning Series:

<u>Presenter</u>	<u>Hours</u>	<u>Total</u>
Stephanie Andolino	3	\$123.00
Sydney DeBari	3	\$123.00
Marie Gundlah	3	\$123.00
Ashley Melnick	3	\$123.00
Jamie Wall	3	\$123.00

4. Curriculum Work – A/C #11.000.223.104.000.140

CURR WORK

BE IT RESOLVED that the Board approve payment of the amounts indicated based on \$41.00/hour to the individuals named below for the development of the following curriculum revisions:

	Hours	Amount
Math Grade 3		
Ashley Melnick	10	\$410.00
Math Grade 4		
Ashley Melnick	10	\$410.00
Math Grade 5		
Deirdre Boylan	10	\$410.00
Math Accelerated Grade 5		
Kara Baltuch	10	\$410.00
Math Grade 6		
Kellie Andersen	7.5	\$307.50
Susan Vicari	7.5	\$307.50
Math Grade 6 Accelerated		
Stephanie Andolino	20	\$820.00
Maryellen O'Hara	20	\$820.00
AP Psychology		
Paige Merle	13.3	\$545.30
William Flynt Marshall	13.3	\$545.30
Emilee Kuznetsov	13.3	\$545.30

Calculus

Laura Champion 5 \$205.00

Networking

Kimberly Graceffo 20 \$820.00

Introduction to Computing with Python

Kimberly Graceffo 5 \$205.00

Precalculus/Precalculus Honors

Gina Aragona 5 \$205.00

Environmental Engineering

Debra Clifton 7.5 \$307.50

5. **Observe – Preservice Training**

OBSERVE

BE IT RESOLVED that the Board approve Karly Bohri to virtually observe for her internship at Parsippany High School with the Guidance Department between September 2, 2020 and June 18, 2021 as part of her pre-service training at Montclair State University.

6. **Correction**

CORRECT

BE IT RESOLVED that the Board approve the change as indicated below:

Summer Workshop Facilitator

Presenter

Ashley Melnick

From: 3 hours \$123.00

To: 6 hours \$246.00

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

7. Retirement – PTHEA

**RETIRE
PTHEA**

BE IT RESOLVED that the Board approve the resignation for the purpose of retirement of Denise Fiore, Teacher at Brooklawn Middle School, effective October 1, 2020.

8. Retirement - PTHESA

**RETIRE
PTHESA**

BE IT RESOLVED that the Board approve the resignation for the purpose of retirement of Diane Koenig, Instructional Paraprofessional at Mount Tabor Elementary School, effective September 1, 2020.

BE IT RESOLVED that the Board approve the resignation for the purpose of retirement of Carol Dimmelmeier, Paraprofessional at Northvail Elementary School, effective September 1, 2020.

9. Resignation - PTHEA

**RESIGN
PTHEA**

BE IT RESOLVED that the Board approve the resignation of Jessica Chismar, Teacher at Rockaway Meadow Elementary School, effective August 25, 2020.

BE IT RESOLVED that the Board approve the resignation of Erica Stambach, Learning Disabilities Teacher Consultant at Mount Tabor Elementary School, effective August 28, 2020.

10. Resignation - PTHESA

**RESIGN
PTHESA**

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

Effective August 13, 2020:

Nicole Frank Paraprofessional Rockaway Meadow Elementary School

Effective August 28, 2020:

Christine Ahern Paraprofessional Parsippany High School

Jessica Gabelmann Paraprofessional Lake Hiawatha Elementary School

11. Resignation - Noontime Aide

**RESIGN
NOONTIME**

BE IT RESOLVED that the Board approve the following resignation as indicated, effective September 4, 2020:

Dianna Birth Knollwood Elementary School

12. **Treasurer of School Monies**

TREASURER

BE IT RESOLVED that the Board approve Lyanna Rios to serve as the Treasurer of School Monies from July 1, 2020 through June 30, 2021 at a monthly stipend of \$400.00 per month.

13. **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.

Kate-Leigh Luminello

Grade 1 Teacher

Degree:

BA/Fairleigh Dickinson University
MA/Fairleigh Dickinson University

Certification:

Elementary K-6

Experience:

1 year

Guide Placement:

BA+30, Step 2, \$59,725.00

Effective:

September 21, 2020

Assignment:

Rockaway Meadow Elementary School
(Replacement – Chismar)

14. **Employment - ESAPTH - Pending**

**EMPLOY
ESAPTH**

BE IT RESOLVED that the Board approve the employment of Theresa DiMaggio who has been selected as a Secretary of PACE/SKIP replacing Marie Asaro. Ms. DiMaggio will be placed on 12 month - Guide B - Step 4 and receive \$47,907.00 (prorated), effective September 21, 2020; 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.

15. **Change of Assignment/Contract - Local 32**

**CHANGE OF
CONTRACT - LOCAL 32**

BE IT RESOLVED that the Board approve the individual named below who has been reassigned for the 2020-2021 school year, necessitating the following change in contract, effective September 11, 2020:

Scott Rosselli

From: Maintenance Worker - Maintenance Department \$32,758.00

To: Head Custodian - Mt. Tabor Elementary School \$39,298.00 + \$5,404.00 (Addenda)
(replacing Bergman)

16. Waivers 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 2020-2021 school year:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Amanda Knops	CMS	AUT Elective: Social Games (MP 1)	\$2,323.39	9/2/20 - 11/04/20	1 class every day	1/7
Amanda Knops	CMS	AUT Elective: Music (MP 3)	\$2,323.39	01/27/21-04/01/21	1 class every day	1/7
Shelley Liu	CMS	French	\$7,359.28	9/2/20 - 03/09/21	1 class every day	1/7
Cara Bansch	CMS	French	\$4,278.14	03/10/21-06/22/21	1 class every day	1/7
Paul Koeck	CMS	Social Studies	\$2,997.49	9/18/20-11/13/20	1 class every day	1/7
Maria Nicolaro	CMS	Social Studies	\$3,362.45	9/18/20-11/13/20	1 class every day	1/7
Katherine Zimny	CMS	Science	\$2,070.85	9/18/20-11/13/20	1 class every day	1/7
Nicole Andersen	CMS	Science	\$2,683.46	9/18/20-11/13/20	1 class every day	1/7
Mary Matarazzo	BMS	Art	\$8,832.14	9/2/20 - 6/22/21	1 class every day	1/7
Kristen Jaheriss	BMS	FCS	\$10,952.86	9/2/20 - 6/22/21	1 class every day	1/7
Jennifer Pinto	BMS	French	\$12,042.86	9/2/20 - 6/22/21	1 class every day	1/7
Jayne Moody	BMS	Spec Ed	\$3,265.96	9/2/20-1/5/21	1 class every day	1/7
Thomas Walek	BMS	Spec Ed	\$4,961.22	9/2/20- 11/23/20	1 class every day	1/7
Brian James	BMS	Spec Ed	\$4,459.68	9/2/20-11/23/20	1 class every day	1/7
Jeffrey Butterfield	BMS	Spec Ed	\$4,213.64	9/2/20-11/23/20	1 class every day	1/7
Dero Pettinelli	BMS	Spec Ed	\$4,942.28	9/2/20-11/23/20	1 class every day	1/7
Maryann Suppa	BMS	Spec Ed	\$4,961.22	9/2/20-11/23/20	1 class every day	1/7
Elena Gerber	BMS	Spec Ed	\$3,265.96	9/2/20-11/23/20	1 class every day	1/7
Louis Miller	BMS	Math	\$3,772.50	9/21/20-11/23/20	1 class every day	1/7
Anne Mroz	BMS	Math	\$3,590.00	9/21/20-11/23/20	1 class every day	1/7
Stephanie Andolino	BMS	Math	\$2,093.75	9/21/20-11/23/20	1 class every day	1/7
Jamie Wall	BMS	Math	\$3,405.18	9/21/20-11/23/20	1 class every day	1/7
Kellie Andersen	BMS	Math	\$3,570.71	9/21/20-11/23/20	1 class every day	1/7
Brad Wilbur	BMS	PE	\$1,050.22	9/2/20 - 9/21/20	1 class every day	1/7
Stephanie Pavone	BMS	PE	\$637.23	9/2/20 - 9/21/20	1 class every day	1/7
Melanie Jensen	PHS	English (Eng 4 Enrich)	\$4,285.90	9/2/20 - 12/10/20	1 class every day	1/7
Matthew Lazzari	PHS	IA (Stagecraft)	\$6,521.91	9/2/20- 1/22/21	1 class every day (Semester 1)	1/7
Angela Minichiello-Garcia	PHS	Italian (Ital 2 Hon)	\$12,925.71	9/2/20- 6/22/21	1 class every day (Full Year)	1/7
Laura Rizzo	PHS	Art (Ceramics 1)	\$4,848.08	2/2/20- 6/22/21	1 class every day (Semester 2)	1/7
Christina Russell	PHS	Business	\$13,387.86	9/2/20 - 6/22/21	1 class every day (Full Year)	1/7

Melissa Van Wingerden	PHS	English (Superheroes - Sem 1)	\$5,588.94	9/2/2020 - 2/10/20	1 class every day	1/7
Catherine Vesper	PHS	English (Hon Eng 2)	\$4,238.94	9/2/20 - 12/10/20	1 class every day	1/7
Jason Hurta	PHS	Special Ed. (MD SS)	\$5,329.74	9/2/20- 12/16/20	1 class every day	1/7
Victoria Miller	PHS	Special Ed. (MD Eng)	\$4,335.19	9/2/20- 12/16/20	1 class every day	1/7
Mina Kelaid	PHS	Special Ed. (MD Science)	\$4,218.35	9/2/20- 12/16/20	1 class every day	1/7
Adam Starr	PHS	Special Ed. (MD Math)	\$3,766.07	9/2/20- 12/16/20	1 class every day	1/7
Jennifer Hakim	PHS	Special Ed. (MD Life Skills)	\$4,703.98	9/2/20- 12/16/20	1 class every day	1/7
Elizabeth O'Boyle	PHHS	Business	\$10,300.00	9/2/20 - 6/22/21	1 class every day	1/7
David Engh	PHHS	English	\$7,899.06	2/1/21-6/22/21	1 class everyday	1/7
Kimberly Hallock	PHHS	FCS	\$4,935.68	2/1/2021-6/22/21	1 class every day	1/7
Johanna Kosciolik	PHHS	Chemistry	\$10,300.00	9/2/20 - 6/22/21	1 class every day	1/7
Pedro Hernandez	PHHS	Social Studies	\$4,782.14	9/2/20 - 1/22/21	1 class every day	1/7
Robert Fulton	PHHS	TEC	\$15,090.00	9/2/20 - 6/22/21	1 class every day	1/7
Joseph Quartifierro	PHHS	TEC	\$13,620.71	9/2/20 - 6/22/21	1 class every day	1/7
David Wolkenhauer	PHHS	Physics	\$3,422.52	9/2/20 - 11/20/20	1 class everyday	1/7
Christine Mulroy	PHHS	Chemistry	\$1,911.68	9/2/20 -10/29/20	1 Class everyday	1/7
Jacqueline Barreira	PHHS	Spanish	\$2,730.98	9/2/20 - 11/20/20	1 Class everyday	1/7
Jacqueline Forte	PHHS	Spanish	\$3,927.02	9/2/20 - 11/20/20	1 Class everyday	1/7
Sydney DeBari	PHHS	Spanish	\$2,647.13	9/2/20 - 11/20/20	1 Class everyday	1/7
Carolina Sanchez	PHHS	Spanish	\$2,609.86	9/2/20 - 11/20/20	1 Class everyday	1/7
Marco Garcia	PHHS	Spanish	\$2,647.13	9/2/20 - 11/20/20	1 Class everyday	1/7
Martin Mieden	PHHS	Math	\$1,133.04	9/2/20- 9/22/20	1 Class everyday	1/7
Margaret Konner	PHHS	Math	\$794.55	9/2/20- 9/22/20	1 Class everyday	1/7
Michael Brennan	PHHS	Math	\$1,170.65	9/2/20- 9/22/20	1 Class everyday	1/7
Pamela Wingren	PHHS	Math	\$1,206.29	9/2/20- 9/22/20	1 Class everyday	1/7
Cristine Hild	PHHS	Math	\$1,206.29	9/2/20- 9/22/20	1 Class everyday	1/7
Emily Rogers	PHHS	Science	\$3,184.24	9/2/20 - 11/20/20	1 Class everyday	1/7
Christine Nagel	PHHS	Science	\$4,382.84	9/2/20 - 11/20/20	1 Class everyday	1/7
Michelle Coolbaugh	PHHS	Physics	\$3,927.02	9/2/20 - 11/20/20	1 Class everyday	1/7
Stephanie Thaler	PHHS	Physics	\$2,730.98	9/2/20 - 11/20/20	1 Class everyday	1/7
Christine Mann	PHHS	Science	\$4,077.25	9/2/20 - 11/20/20	1 Class everyday	1/7

17. **Contract Revision of Training Level Advancement - Upgrading**

UPGRADING

BE IT RESOLVED that the Board approve in accordance with Board Policy, as written under the terms of the Board/PTHEA Agreement and as designated in the provisions for the salary guide for teachers and nurses, the staff members named below who have submitted proof of degree and/or course credits necessary to be advanced to the next higher training level effective September 1, 2020 – June 30, 2021:

Upgrade from BA to BA+15

NAME	STEP	SALARY
Francesca Marra	6	\$61,025.00

Upgrade from BA+15 to BA+30

NAME	STEP	SALARY
Andrew Hill	9	\$68,960.00

Upgrade from BA+30 to BA+45

NAME	STEP	SALARY
Damaris Millheim	5	\$65,855.00

Upgrade from BA+45 to BA+60

NAME	STEP	SALARY
Kellie Malloy	17	\$101,150.00
Palma Ring	12	\$84,300.00
Erica Roche	8	\$71,490.00
Alissa Velazquez	6	\$68,225.00

18. **ESL Community Outreach Directors**

**ESL COMMUNITY
OUTREACH DIRECTORS**

BE IT RESOLVED that the Board approve the following individuals as the Community Outreach Directors with a stipend of \$8,000.00 each to be paid out of Title III Grant Funds for the 2020-2021 school year:

Betty Wang-Goarcke
Maureen Odenwelder

19. **Transfers of Assignment**

**TRANSFERS
OF ASSIGN 20-21**

BE IT RESOLVED that the Board approve the individuals named below who have been transferred/reassigned for the 2020-2021 school year:

LAST NAME	FIRST NAME	SUBJECT	FROM	TRANSFER TO	SUBJECT
Chrobock	Amy	Paraprofessional	Lake Hiawatha	Northvail	Paraprofessional
Curlo	Sherri	Paraprofessional	BMS	PHHS	Paraprofessional
Georges	Victoria	Paraprofessional	Lake Parsippany	Lake Hiawatha	Paraprofessional
Hawkins	Emily	Paraprofessional	Mt. Tabor	CMS	Paraprofessional
Khamis	Hanadi	Paraprofessional	Knollwood	CMS	Paraprofessional
Liu	Shelley	ESL	Eastlake (.5) Intervale (.5)	CMS (1.0)	French
Patankar	Nazima	Paraprofessional	Mt. Tabor	Northvail	Paraprofessional

20. **Leaves of Absence**

**LEAVES OF
ABSENCE**

BE IT RESOLVED that the Board approve a medical leave of absence for employee #30344, Teacher, effective August 31, 2020 through September 30, 2020 utilizing accumulated sick leave and personal days, pursuant to the Family and Medical Leave Act (FMLA).

BE IT RESOLVED that the Board approve a medical leave of absence for employee #30701, Guidance Counselor, effective August 31, 2020 through November 20, 2020 utilizing accumulated sick leave, pursuant to the Family and Medical Leave Act (FMLA).

BE IT RESOLVED that the Board approve a medical leave of absence for employee #30993, Secretary, effective September 1, 2020 through September 30, 2020 utilizing accumulated sick leave and personal days, pursuant to the Family and Medical Leave Act (FMLA).

BE IT RESOLVED that the Board approve a unpaid medical leave of absence for employee #40324, Paraprofessional, effective August 31, 2020 through September 18, 2020.

21. **Leaves of Absence - EFMLEA**

**LEAVES OF
ABSENCE - EFMLEA**

BE IT RESOLVED that the Board approve the childcare leaves of absence for the following employees, effective August 31, 2020 through November 20, 2020 pursuant to the Emergency Family and Medical Leave Extension Act (EFMLEA). They will be paid at 2/3 their per diem salary, not to exceed \$200.00 per day, up to a maximum of \$12,000.00 for 12 weeks:

- Employee # 30655, Teacher
- Employee # 30644, Teacher
- Employee # 49447, Paraprofessional

22. **Leave of Absence - EFMLEA** **LEAVE OF ABSENCE - EFMLEA**

BE IT RESOLVED that the Board approve a childcare leave of absence for the following employee, effective September 8, 2020 through November 25, 2020 pursuant to the Emergency Family and Medical Leave Extension Act (EFMLEA). She will be paid at 2/3 her per diem salary, not to exceed \$200.00 per day, up to a maximum of \$12,000.00 for 12 weeks:

Employee # 49941, RN Assigned to School

23. **Leave of Absence - FFCRA** **LEAVE OF ABSENCE - FFCRA**

BE IT RESOLVED that the Board approve a medical leave of absence for the following employee, effective August 31, 2020 through September 11, 2020 pursuant to the Families First Coronavirus Response Act (FFCRA). She will be paid at her regular rate of pay.

Employee # 30722, Teacher

24. **Corrections** **CORRECTIONS**

BE IT RESOLVED that the Board approve the following corrections:

Approval of Employment – Pending Completion

Kathryn Rain

From: August 31, 2020

To: September 2, 2020

Contract Revision of Training Level Advancement – Upgrading

Gregory Cleary

From: Step 10 BA+60 \$75,830.00

To: Step 10 BA+60 \$72,455.00

Leave of Absence - EFMLEA

Employee # 30678, Teacher

From: a childcare leave of absence for the following employee, effective August 31, 2020 through November 20, 2020 pursuant to the Emergency Family and Medical Leave Extension Act (EFMLEA). They will be paid at 2/3 their per diem salary, not to exceed \$200.00 per day, up to a maximum of \$12,000.00 for 12 weeks.

To: Pull

Employee # 11210, Teacher

From: a childcare leave of absence for the following employee, effective August 31, 2020 through November 20, 2020 pursuant to the Emergency Family and Medical Leave Extension Act (EFMLEA). They will be paid at 2/3 their per diem salary, not to exceed \$200.00 per day, up to a maximum of \$12,000.00 for 12 weeks.

To: Pull

Maternity Leave of Absence

Employee #11097

From: a maternity leave of absence on or about September 9, 2020 through November 4, 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 November 9, 2020 through February 5, 2021, and pursuant to the PTHEA Agreement an unpaid leave of absence from February 8, 2021 through June 22, 2021.

To: a maternity leave of absence August 31, 2020 through November 4, 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 November 9, 2020 through February 5, 2021, and pursuant to the PTHEA Agreement an unpaid leave of absence from February 8, 2021 through June 22, 2021.

Employee #40886

From: a maternity leave of absence on or about March 30, 2020 through June 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 June 2, 2020 through November 2, 2020.

To: a maternity leave of absence on or about March 30, 2020 through June 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 June 2, 2020 through November 2, 2020, and pursuant to the PTHEA Agreement an unpaid leave of absence from November 3, 2020 through June 22, 2021.

V. PPS- PUPIL PERSONNEL SERVICES

25. **Out-of-District Tuition Costs 2020-2021**

OOD 2020-21

BE IT RESOLVED that the Board approve the tuition costs for students with disabilities who will require an out-of-district placement for the 2020-2021 school year. These students have been classified by their Child Study Teams in accordance with Title 18A:46:

<u>SCHOOL</u>	<u>STUDENT NO.</u>	<u>TUITION COST</u>
THE CALAIS SCHOOL - C.D.	29945	\$71,100.00
HOLMSTEAD SCHOOL - AR	50045	\$59,058.00
P.G. CHAMBERS SCHOOL - AP	42761	\$71,210.80
SHEPARD SCHOOL - LG	45524	\$57,112.47
YCS - SAWTELLE LEARNING CENTER - GP	49253	\$61,212.60

26. **Summer Work**

SMR WORK

BE IT RESOLVED that the Board approve Jason Wooster, Parsippany Hills High School staff, for summer scheduling work, during July and August 2020, not to exceed three days, at his per diem rate of \$349.21.

VI. BUSINESS/FINANCE – ALFRED SAVIO, ED.D.

27. Payment of Bills

**PAYMENT
OF BILLS**

BE IT RESOLVED, that the Board of Education approve the payment of current bills for September 10, 2020 for the 2020-2021 school year in the amount of \$4,138,978.96.

BE IT RESOLVED that the Board of Education approve the payment of current bills/outstanding warrants for school activities for the month of August 2020 school year in the amount of \$104,511.25.

28. Transfer of Funds

TRANSFER OF FUNDS B

BE IT RESOLVED that the Board of Education authorize the transfers in the 2020-2021 budget per detail of transfers report, August 2020 for the 2020-2021 school year, per state law.

29. Qualified Purchasing Agent

**QUALIFIED
PURCHASING AGENT**

WHEREAS, the Public School Contracts Law, N.J.S.A. 18A:18A-3 authorizes a local board of education to increase their bid threshold up to the limit set by the Department of the Treasury provided that the local board of education appoints an individual who possesses a Qualified Purchasing Agent certificate to negotiate and award said contracts; and

WHEREAS, the Department of the Treasury has set the maximum total sum of the bidding threshold for local boards of education with a Qualified Purchasing Agent at \$44,000.00; and

WHEREAS, the Parsippany-Troy Hills Board of Education (the "Board") has determined that Dr. Alfred Savio possesses the requisite certificate of Qualified Purchasing Agent issued by the Director of the Division of Local Government Services in accordance with N.J.S.A. 40A:11-9 and N.J.A.C. 5:32-4.1 et seq.; and

WHEREAS, the Board has determined that the efficient provision of services to the District will be best served by appointing Dr. Alfred Savio as the District's Qualified Purchasing Agent and increasing the threshold amount that the Board may negotiate and award contracts without public advertising for bids.

NOW, THEREFORE, BE IT RESOLVED that the Parsippany-Troy Hills Board of Education (the "Board) hereby appoints Dr. Alfred Savio as the Board's Qualified Purchasing Agent and delegates to Dr. Savio, in accordance with the provisions of N.J.S.A. 18A:18A-3, the authority to negotiate and award contracts on behalf of the Board when the total sum of the contract does not exceed the Board's bid threshold; and

BE IT FURTHER RESOLVED, that the Board hereby sets its bid threshold amount for the 2020-2021 school year at \$44,000; and

BE IT FURTHER RESOLVED, that Dr. Alfred Savio is hereby authorized to take those ministerial actions as are necessary to effectuate the provisions of this resolution.

30. Custodian of Public Records

CUSTODIAN

WHEREAS, pursuant to the Right to Know Law (NJSA47:1A-1 et seq) under the Open Public Records Act;

BE IT RESOLVED that the Board appoints Dr. Robert Sutter, Assistant Superintendent of Human Resources, as Custodian of Records for all personnel records of the Parsippany-Troy Hills school district for the period July 1, 2020 to June 30, 2021; and

THEREFORE, BE IT RESOLVED that the Board appoints Dr. Alfred Savio, Business Administrator/Board Secretary, as Custodian of Records for all records of the Parsippany-Troy Hills school district other than personnel for the period July 1, 2020 to June 30, 2021.

31. Educational Services Commission MC Agreements 2020-2021

**ESC MORRIS CTY
AGREE 2020-2021**

BE IT RESOLVED that the Board of Education approve the participation of the following Shared Services Agreement and Addendum operated by the Educational Services Commission of Morris County for the 2020-2021 school year.

- OT Services
- PT Services
- Non-Public Nursing
- Non-Public Technology
- Non-Public Textbook
- Chapter 192/193
- Non-Public IDEA-B
- Non-Public Security
- Professional Support Services

32. Non-Public Nursing Aid

**NON-PUBLIC
NURSING AID**

BE IT RESOLVED, that the Board approve the entitlement from the State Department of Education for Non-Public Nursing Aid in the amount of \$32,010.00 for the 2020-2021 school year.

33. Petty Cash Accounts

**PETTY CASH
ACCOUNTS**

BE IT RESOLVED that the Board of Education authorize Dr. Alfred Savio, Business Administrator/Board Secretary to establish petty cash accounts during the 2020-2021 school year as indicated below.

1. Parsippany High School
2. Parsippany Hills High School
3. Brooklawn Middle School
4. Central Middle School
5. Eastlake Elementary School
6. Intervale Elementary School
7. Knollwood Elementary School
8. Lake Hiawatha Elementary School
9. Lake Parsippany Elementary School
10. Littleton Elementary School
11. Mount Tabor Elementary School
12. Northvail Elementary School
13. Rockaway Meadow Elementary School
14. Troy Hills Elementary School
15. Pace/Skip
16. Transitional Account
17. Transportation Department
18. Maintenance Department
19. Board Office

Parsippany-Troy Hills Board of Education

Expense Account Adjustment Analysis By Adjustment#

va_exaa2.111317

07/01/2020

Current Cycle : July

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
000017	NONPUBLIC CHROMEBOOKS	20-280-100-600-001-150--	TITLE IV-INS SUPP-NP	08/06/2020	NPALLESSI	\$0.00	\$737.13	\$737.13
	NONPUBLIC CHROMEBOOKS	20-280-200-300-001-150--	TITLE IV-PUR PROF & TECH	08/06/2020	NPALLESSI	\$792.00	(\$737.13)	\$54.87
Total for Adjustment #						000017	\$0.00	
000018	CONTRACTED SERVICE	11-000-100-566-000-360--	TUITION-PVT SCHOOL-STATE	08/06/2020	NPALLESSI	\$5,255,259.00	(\$260,000.00)	\$4,995,259.00
	CONTRACTED SERVICE	11-000-216-320-000-360--	PURCH PROF-ED SERVICES	08/06/2020	NPALLESSI	\$204,425.00	\$260,000.00	\$464,425.00
Total for Adjustment #						000018	\$0.00	
000019	START UP PRESCHOOL	11-212-100-640-000-360--	TEXTBOOKS-MD	08/06/2020	NPALLESSI	\$10,000.00	(\$6,000.00)	\$4,000.00
	START UP PRESCHOOL	11-214-100-640-000-360--	TEXTBOOKS-AUT	08/06/2020	NPALLESSI	\$10,000.00	(\$6,000.00)	\$4,000.00
	START UP PRESCHOOL	11-216-100-610-000-360--	GENERAL SUPPLIES-PSD	08/06/2020	NPALLESSI	\$4,000.00	\$13,000.00	\$17,000.00
	START UP PRESCHOOL	11-216-100-640-000-360--	PRESCHOOL DISABL TEXTBOO	08/06/2020	NPALLESSI	\$1,000.00	(\$1,000.00)	\$0.00
Total for Adjustment #						000019	\$0.00	
000020	DISTANCE LEARNING	11-190-100-610-105-360--	GENERAL SUPPLIES-PRE-K	08/06/2020	NPALLESSI	\$3,500.00	\$3,500.00	\$7,000.00
	DISTANCE LEARNING	11-214-100-610-000-360--	GENERAL SUPPLIES-AUT	08/06/2020	NPALLESSI	\$7,000.00	(\$3,500.00)	\$3,500.00
Total for Adjustment #						000020	\$0.00	
000021	SCHOLASTIC STORIA EBOOKS	11-190-100-320-000-310--	PURCH PROF-ED SVCS	08/10/2020	NPALLESSI	\$150,906.00	\$15,143.40	\$166,049.40
	SCHOLASTIC STORIA EBOOKS	11-190-100-640-106-150--	TEXTBOOKS-ELEM LANG ARTS	08/10/2020	NPALLESSI	\$125,570.00	(\$15,143.40)	\$110,426.60
Total for Adjustment #						000021	\$0.00	
000022	HMH READING PROGRAM	11-000-100-566-000-360--	TUITION-PVT SCHOOL-STATE	08/10/2020	SDYKSTRA	\$4,995,259.00	(\$50,326.12)	\$4,944,932.88
	HMH READING PROGRAM	11-213-100-610-000-360--	GENERAL SUPPLIES-RR	08/10/2020	SDYKSTRA	\$2,000.00	\$50,326.12	\$52,326.12
Total for Adjustment #						000022	\$0.00	
000023	INCREASE IN VO-TECH	11-000-100-563-000-140--	TUITION-COUNTY VOC-REG	08/11/2020	SDYKSTRA	\$2,614,919.00	\$256,075.00	\$2,870,994.00
	INCREASE IN VO-TECH	11-000-100-564-000-140--	TUITION-COUNTY VOC-SPEC	08/11/2020	SDYKSTRA	\$22,032.00	(\$16,524.00)	\$5,508.00
	INCREASE IN VO-TECH	11-000-100-566-000-360--	TUITION-PVT SCHOOL-STATE	08/11/2020	SDYKSTRA	\$4,944,932.88	(\$239,551.00)	\$4,705,381.88
Total for Adjustment #						000023	\$0.00	
000024	SEESAW	11-000-223-500-000-150--	OTHER PURCHASED SERVICES	08/13/2020	SDYKSTRA	\$45,055.00	(\$967.55)	\$44,087.45
	SEESAW	11-190-100-500-000-310--	OTHER PURCH SVCS-TECH	08/13/2020	SDYKSTRA	\$57,000.00	\$967.55	\$57,967.55
Total for Adjustment #						000024	\$0.00	
000025	PPS GENERAL SUPPLIES	11-000-216-600-004-360--	SUPPLIES & MATERIALS-SPE	08/17/2020	NPALLESSI	\$5,300.00	\$3,000.00	\$8,300.00
	PPS GENERAL SUPPLIES	11-000-219-500-000-360--	OTHER PURCHASED SERVICES	08/17/2020	NPALLESSI	\$106,000.00	(\$15,000.00)	\$91,000.00
	PPS GENERAL SUPPLIES	11-000-219-600-000-360--	SUPPLIES & MATERIALS-CST	08/17/2020	NPALLESSI	\$20,000.00	\$12,000.00	\$32,000.00
Total for Adjustment #						000025	\$0.00	
000026	AP CHEM FLINNPREP	11-190-100-500-111-310--	OTHER PURCH SVCS-SCIENCE	08/17/2020	NPALLESSI	\$49,070.00	\$850.00	\$49,920.00
	AP CHEM FLINNPREP	11-190-100-640-111-155--	TEXTBOOKS-SEC SCIENCE	08/17/2020	NPALLESSI	\$197,313.00	(\$850.00)	\$196,463.00
Total for Adjustment #						000026	\$0.00	
000027	SILAS REMOVAL	11-204-100-610-000-360--	GENERAL SUPPLIES-LLD	08/18/2020	NPALLESSI	\$3,500.00	\$2,650.00	\$6,150.00

Parsippany-Troy Hills Board of Education

Expense Account Adjustment Analysis By Adjustment#

va_exaa2.111317

07/01/2020

Current Cycle : July

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
000027	SILAS REMOVAL	11-204-100-640-000-360--	TEXTBOOKS-LLD	08/18/2020	NPALLESSI	\$3,500.00	(\$2,650.00)	\$850.00
Total for Adjustment # 000027							\$0.00	
000028	MAINTENACE - CEC WOMENS	11-000-261-610-000-079--	GENERAL SUPPLIES	08/24/2020	NPALLESSI	\$3,000.00	(\$2,838.00)	\$162.00
	MAINTENACE - CEC WOMENS	11-000-261-610-000-210--	GENERAL SUPPLIES	08/24/2020	NPALLESSI	\$5,000.00	\$2,890.50	\$7,890.50
	MAINTENACE - CEC WOMENS	11-000-261-610-000-340--	GENERAL SUPPLIES	08/24/2020	NPALLESSI	\$20,000.00	(\$52.50)	\$19,947.50
Total for Adjustment # 000028							\$0.00	
000029	PRESSURE WASHER	11-000-261-610-000-340--	GENERAL SUPPLIES	08/24/2020	NPALLESSI	\$19,947.50	\$1,599.00	\$21,546.50
	PRESSURE WASHER	11-000-262-610-000-340--	GENERAL SUPPLIES	08/24/2020	NPALLESSI	\$356,980.00	(\$1,599.00)	\$355,381.00
Total for Adjustment # 000029							\$0.00	
000030	ESL ONLINE LEARNING	20-241-100-610-000-150--	TITLE III-GENERAL SUPPL	08/24/2020	NPALLESSI	\$4,489.00	\$5,030.30	\$9,519.30
	ESL ONLINE LEARNING	20-241-200-500-000-150--	TITLE III-OTHER PUR SVCS	08/24/2020	NPALLESSI	\$7,500.00	(\$5,030.30)	\$2,469.70
Total for Adjustment # 000030							\$0.00	
000031	SHOP SUPPLIES	11-000-261-610-000-340--	GENERAL SUPPLIES	08/24/2020	NPALLESSI	\$21,546.50	\$111.70	\$21,658.20
	SHOP SUPPLIES	11-000-262-610-000-340--	GENERAL SUPPLIES	08/24/2020	NPALLESSI	\$355,381.00	(\$111.70)	\$355,269.30
Total for Adjustment # 000031							\$0.00	
000034	PROXIMITY READERS	11-000-252-330-000-310--	PURCH PROF SERVICES	08/25/2020	NPALLESSI	\$199,200.00	(\$12,912.00)	\$186,288.00
	PROXIMITY READERS	11-000-252-600-000-310--	SUPPLIES & MATERIALS	08/25/2020	NPALLESSI	\$45,900.00	\$12,912.00	\$58,812.00
Total for Adjustment # 000034							\$0.00	
000035	PHS CLASS 2021 DINNER	95-002-021-000-000-050--	CLASS OF 2021	08/26/2020	NPALLESSI	\$1,527.77	\$500.00	\$2,027.77
	PHS CLASS 2021 DINNER	95-002-022-000-000-050--	CLASS OF 2022	08/26/2020	NPALLESSI	\$2,107.57	(\$500.00)	\$1,607.57
Total for Adjustment # 000035							\$0.00	
000036	PURCHASE OF NEW	11-190-100-610-113-050--	GENERAL SUPPLIES-INS MSC	08/26/2020	NPALLESSI	\$4,100.00	(\$550.00)	\$3,550.00
	PURCHASE OF NEW	11-190-100-610-113-140--	GENERAL SUPPLIES	08/26/2020	NPALLESSI	\$45,608.00	\$550.00	\$46,158.00
Total for Adjustment # 000036							\$0.00	
000037	MAINT DEMOLITION HAMMER	11-000-261-420-000-140--	CLEANING,REPAIR & MAINT	08/27/2020	NPALLESSI	\$101,442.00	(\$630.50)	\$100,811.50
	MAINT DEMOLITION HAMMER	11-000-261-610-000-140--	GENERAL SUPPLIES	08/27/2020	NPALLESSI	\$50,000.00	\$630.50	\$50,630.50
Total for Adjustment # 000037							\$0.00	
000038	DISTRICT HAND TOOLS	11-000-261-420-000-340--	CLEANING,REPAIR & MAINT	08/31/2020	NPALLESSI	\$28,875.00	(\$264.52)	\$28,610.48
	DISTRICT HAND TOOLS	11-000-261-610-000-340--	GENERAL SUPPLIES	08/31/2020	NPALLESSI	\$21,658.20	\$264.52	\$21,922.72
Total for Adjustment # 000038							\$0.00	

Parsippany-Troy Hills Board of Education
Expense Account Adjustment Analysis By Adjustment#

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07/01/2020

Current Cycle : July

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Total Current Appropriation Adjustments							\$0.00	

Parsippany-Troy Hills Board of Education

Expense Account Adjustment Analysis By Adjustment#

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07/01/2020

Current Cycle : July

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Original Appropriation Adjustments								
001157	STUDENT ACTIVITY BEGINING	95-001-001-000-000-055--	STUDENT ACTIVITIES	08/18/2020	NPALLESSI	\$34,774.83	\$725.00	\$35,499.83
	STUDENT ACTIVITY BEGINING	95-001-007-000-000-050--	GUIDANCE	08/18/2020	NPALLESSI	\$5,324.14	(\$1,064.00)	\$4,260.14
	STUDENT ACTIVITY BEGINING	95-001-007-000-000-053--	GUIDANCE	08/18/2020	NPALLESSI	\$57,579.29	(\$49,079.00)	\$8,500.29
	STUDENT ACTIVITY BEGINING	95-002-022-000-000-053--	CLASS OF 2022	08/18/2020	NPALLESSI	\$2,220.07	(\$679.80)	\$1,540.27
	STUDENT ACTIVITY BEGINING	95-003-026-000-000-053--	ITALIAN HONORS CLUB	08/18/2020	NPALLESSI	\$1,122.69	(\$250.00)	\$872.69
	STUDENT ACTIVITY BEGINING	95-003-037-000-001-053--	DRAMA CLUB	08/18/2020	NPALLESSI	\$3,130.29	\$604.80	\$3,735.09
	STUDENT ACTIVITY BEGINING	95-003-047-000-001-055--	SKI CLUB	08/18/2020	NPALLESSI	\$2,535.05	(\$1,377.00)	\$1,158.05
	STUDENT ACTIVITY BEGINING	95-003-079-000-000-050--	UNICEF	08/18/2020	NPALLESSI	\$1,747.38	\$542.00	\$2,289.38
	STUDENT ACTIVITY BEGINING	95-003-091-000-000-050--	REDSTOCK	08/18/2020	NPALLESSI	\$3,747.30	\$427.09	\$4,174.39
	STUDENT ACTIVITY BEGINING	95-004-064-000-000-055--	DRAMA-PAYROLL	08/18/2020	NPALLESSI	\$0.00	\$51.00	\$51.00
	STUDENT ACTIVITY BEGINING	95-004-064-000-001-055--	DRAMA	08/18/2020	NPALLESSI	\$18,045.54	\$1,266.26	\$19,311.80
	STUDENT ACTIVITY BEGINING	95-007-068-000-000-050--	STORE	08/18/2020	NPALLESSI	\$2,634.34	(\$25.00)	\$2,609.34
	STUDENT ACTIVITY BEGINING	95-010-069-000-000-060--	YEARBOOK	08/18/2020	NPALLESSI	\$553.87	(\$240.00)	\$313.87
	STUDENT ACTIVITY BEGINING	95-011-072-000-001-053--	ATHLETICS	08/18/2020	NPALLESSI	\$264.00	\$949.40	\$1,213.40
	STUDENT ACTIVITY BEGINING	95-011-073-000-000-060--	GYM SUITS	08/18/2020	NPALLESSI	\$8,954.10	(\$1,050.00)	\$7,904.10
	STUDENT ACTIVITY BEGINING	95-025-095-000-000-140--	TRANSFER	08/18/2020	NPALLESSI	\$39,349.50	\$85.50	\$39,435.00
Total for Adjustment # 001157							(\$49,113.75)	
001158	STATE AID REDUCTION	12-000-400-450-005-050--	MAIN GYM FLOOR REP-PHS	08/01/2020	SDYKSTRA	\$850,000.00	\$624,179.00	\$1,474,179.00
001159	TO REVERSE PRIOR ENTRY	12-000-400-450-005-050--	MAIN GYM FLOOR REP-PHS	08/01/2020	SDYKSTRA	\$1,474,179.00	(\$624,179.00)	\$850,000.00
001160	STATE AID REDUCTION	12-000-400-450-005-050--	MAIN GYM FLOOR REP-PHS	08/01/2020	SDYKSTRA	\$850,000.00	(\$624,179.00)	\$225,821.00
Total Original Appropriation Adjustments							(\$673,292.75)	