

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

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*Number 4*

*September 24, 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.

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**September 24, 2020**

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

**ITEMS FOR DISCUSSION**

Dr. Nancy Gigante, Director of Planning, Research, and Evaluation – Academic & Technology Operations, will be present this evening to give Technology Department update.

**I. LA – LEADERSHIP ACTIONS – BARBARA SARGENT, ED.D.**

**II. GA – GENERAL ADMINISTRATION – JONI BENOS**

**1. 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<sup>3</sup>

**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
Judy Corrente	ISTE20 Live Virtual Conference	Nov 29 – Dec 5, 2020	Virtual	\$250.00
Jamie Fugowski	Therapies in the School	Nov 19-20, 2020	Virtual	\$375.00 IDEA-B
Karen Snell	Virtual Foundations Training	Dec 7, 2020	Virtual	\$300.00 Title IIA

**2. 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:

Staples of Parsippany has donated school supplies to Rockaway Meadow School.

The Liquid Church of Parsippany has donated 120 filled backpacks to the district.

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

**3. Summer Workshop**

**SMR WORKSHOPS**

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>
Heather Craner	6	\$246.00
Michelle Coolbaugh	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:

	<b>Hours</b>	<b>Amount</b>
<b>K-5 Health &amp; Physical Education</b>		
Brian Hershkowitz	15	\$615.00
<b>Calculus</b>		
Megan Barry	5	\$205.00
<b>Introduction to Computer Programming</b>		
Megan Barry	3	\$123.00
<b>Exploring Human Behavior</b>		
Sabrina Rosendahl	7.5	\$307.50
Shawn d'Anunciacao	7.5	\$307.50
<b>Human Behavior and Society</b>		
Joseph Qarmout	7.5	\$307.50
Shawn d'Anunciacao	7.5	\$307.50
<b>Precalculus</b>		
Eric Berkowitz	5	\$205.00

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

**5. Resignation - PTHESA**

**PTHESA  
RESIGN**

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

**Effective August 28, 2020:**

Lindsey Van Schaik Paraprofessional Eastlake Elementary School

**6. Employment - Substitute Certified Athletic Trainers**

**SUB ATHLETIC  
TRAINERS**

BE IT RESOLVED that the Board approve the appointment of Giana Albruzzese, Steven Miller, and Michelle Perry as substitute Certified Athletic Trainers for Parsippany High School and Parsippany Hills High School at the rate of \$110.00 per day for the 2020-2021 school year.

**7. Employment - Doctors for Football Game Coverage**

**EMPLOY  
FOOTBALL COVERAGE**

BE IT RESOLVED that the Board approve the following doctors who will provide emergency medical services at Parsippany High and Parsippany Hills High School home football games at the rate of \$290 per game for the 2020-2021 season for the following reasons:

1. Their fee structures are most advantageous to the Board, price and other factors considered.
2. Experience, staff, and resources necessary to perform the services as demonstrated by their performance over a substantial period of time.
3. Reputation and responsibility of a professional contractor based upon performance with the Board.

These appointments are made without public bidding as determined by N.J.S.A. 18A:18-A5 inasmuch as it is a professional service, as therein defined:

- Dr. William Gluckman — FastER UrgentCare
- Dr. Frank Corrigan — The Orthopedic Institute of New Jersey
- Dr. John Dundon — The Orthopedic Institute of New Jersey
- Dr. Stephen Koss — The Orthopedic Institute of New Jersey
- Dr. Behnam Salari — The Orthopedic Institute of New Jersey
- Dr. William Sayde — The Orthopedic Institute of New Jersey
- Dr. Rehan Shamim — The Orthopedic Institute of New Jersey
- Dr. Ferheen Shamim — The Orthopedic Institute of New Jersey
- Dr. Paul Teja — The Orthopedic Institute of New Jersey
- Dr. Kevin White — The Orthopedic Institute of New Jersey
- Dr. Jason Wu — The Orthopedic Institute of New Jersey
- Dr. Christian Zaino — The Orthopedic Institute of New Jersey

8. **Videographer - Football Games**

**VIDEOGRAPHER  
FOOTBALL**

BE IT RESOLVED that the Board approve the employed of the following individuals as a videographer for varsity football games at a fee of \$125.00 per game:

- Jared Stock - Parsippany High School
- Christopher Ramsden - Parsippany Hills High School
- Victoriano Lavin - Parsippany Hills High School

9. **CPR Instruction**

**CPR  
INSTRUCTION**

BE IT RESOLVED that the Board approve the individuals named below to conduct CPR Instruction and Certification for district employees on an as needed basis at \$20.00 per certification:

- Michael Cardell
- Peter Anzelone
- Michael DiBernard
- Karen Brzezinski
- Erica Roche

10. **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.

**Andrew Rohloff**

**Title 1 Interventionist**

Degree:	BA/Montclair State University
Certification:	Elementary School Teacher K-5
Experience:	2 years
Guide Placement:	BA, Step 1, \$55,225.00
Effective:	October 12, 2020
Assignment:	Rockaway Meadow, Troy Hills, and Intervale Elementary Schools (New Position)

<b><u>Gia Rosamilia</u></b>	<b><u>Physical Education/Health Teacher</u></b>
Degree:	BS/The College of New Jersey
Certification:	Physical Education; Health
Experience:	12 years
Guide Placement:	BA+30, Step 11, \$74,220.00
Effective:	October 1, 2020
Assignment:	Brooklawn Middle School (Replacement – Fiore)

**11. Employment Local 32**

**EMPLOY  
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of the following individual on a 150-day probationary period as indicated below, subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and Local 32:

<b>Name</b>	<b>Salary</b>	<b>Effective</b>	<b>Assignment</b>	<b>School</b>
Gerard Primamore (Replacing Sergio Mendoza)	\$31,437.00 + \$1,458.00 (2nd Shift) + \$1,920.00 (Tues-Sat)	9/29/20	Maint. Worker	Maint.

**12. Waiver of Teaching Load**

**WAIVERS**

BE IT RESOLVED that the Board approve the waiver of teaching load for the following individual who will provide class coverage as indicated below during the 2020-2021 school year:

<b>Name</b>	<b>Location</b>	<b>Subject</b>	<b>Amount</b>	<b>Effect. Date</b>	<b>Class load</b>	<b>Formula</b>
Ann Savadjian	CMS	Social Studies	\$2,338.72	9/18/20 -11/13/20	1	1/7

**13. Appointment – Volunteer Extra-Curricular/Athletic Aide 2020-2021**

**APPOINT  
VOL-EXTRA**

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  
Bassam Daher – Boys Soccer

14. **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**

<b>NAME</b>	<b>STEP</b>	<b>SALARY</b>
Kathleen Gallagher	4	\$59,225.00
Erin McCoy	3	\$59,225.00

**Upgrade from BA to BA+30**

Ashley Melnick	5	\$61,325.00
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**Upgrade from BA+15 to BA+30**

<b>NAME</b>	<b>STEP</b>	<b>SALARY</b>
Alessia Ricciulli	10	\$72,555.00

**Upgrade from BA+30 to BA+45**

<b>NAME</b>	<b>STEP</b>	<b>SALARY</b>
Jennifer Blanchard	12	\$80,985.00
Andrea Bucci	2	\$64,255.00
Joseph Qarmout	9	\$72,100.00

**Upgrade from BA+30 to BA+60**

<b>NAME</b>	<b>STEP</b>	<b>SALARY</b>
Michelle Nicoletta	11	\$79,720.00

**Upgrade from BA+45 to BA+60**

<b>NAME</b>	<b>STEP</b>	<b>SALARY</b>
Ashley Arriaza	9	\$73,470.00
Josephine Donnellon	9	\$73,470.00
James Kennedy	6	\$68,225.00

15. **Late Bus Monitors**

**LATE BUS MONITORS**

BE IT RESOLVED that the Board approve payment to the individuals named below who have indicated their willingness to serve as late bus monitors for the 2020-2021 school year:

After School Late Bus 2:45-4:00 - \$33.00/per session  
Parsippany Hills High School  
Kristine Bushong  
Olga Maryn  
Andrew Nicholes  
Mary Claire Spadone

16. **ESL Translators**

**ESL  
TRANSLATORS**

BE IT RESOLVED that the Board approve the following individuals as ESL Translators at the rate of \$41.00 per hour to be paid out of Title III Grant Funds for the 2020-2021 school year:

- Sandra Amadio
- Jaqueline Barreira
- Tracey Caso
- Bassam Daher
- Stephanie Dasti
- Rafael Delgado
- Damaris Delgado-Melendez
- Vishaka Desai
- Mui Fong Yip
- Ling En Foong
- Karishma Goradia
- Shirley Huang
- Mina Kelaid
- Ruishu Leong
- Jasmine Machado
- Krupali Mehta
- Asmita Mistry
- Bharathi Nyshadham
- Maureen Odenwelder
- Yamilette Rich
- Daisy Randelia
- Deysee Rodriguez
- Nahed Salem
- Pratiksha Shah
- Shetal Shah
- Smruti Shah
- Gi Shin
- Priyanka Tandan
- Maria Torres

17. **Corrections**

**CORRECTIONS**

BE IT RESOLVED that the Board approve the following corrections:

**Approvals of Employment - Pending Completion**

Melissa Laurie

From: Knollwood & Lake Hiawatha Elementary Schools

To: Knollwood Elementary School



**Leave of Absence - Employee #31235**

From: a medical leave of absence effective September 8, 2020 through November 5 2020 utilizing accumulated sick leave and personal days, and an unpaid medical leave of absence from November 6, 2020 through November 25, 2020, pursuant to the Family and Medical Leave Act (FMLA).

To: a medical leave of absence effective September 8, 2020 through September 16, 2020 utilizing accumulated sick leave, pursuant to the Family and Medical Leave Act (FMLA).

**Maternity Leave of Absence - Employee #49087**

From: an unpaid childcare leave of absence from August 31, 2020 through November 20, 2020 pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA).

To: an unpaid childcare leave of absence from August 31, 2020 through November 20, 2020 pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA). Pursuant to the PTHEA Agreement, she is also requesting an unpaid leave of absence from November 25, 2020 through June 22, 2021.

**Waiver of Teaching Loads**

From:

Elizabeth O’Boyle	PHHS	Business	\$10,300.00	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
Brad Wilbur	BMS	PE	\$1,050.22	9/2/20 -9/8/20	1 class every day	1/7
Stephanie Pavone	BMS	PE	\$637.23	9/2/20 - 9/8/20	1 class every day	1/7

To:

Elizabeth O’Boyle	PHHS	Business	\$10,495.71	9/2/20-6/22/21	1 class every day	1/7
Jayne Moody	BMS	Spec Ed	\$4,283.23	9/2/20 - 1/5/21	1 class every day	1/7
Brad Wilbur	BMS	PE	\$375.08	9/2/20 -9/8/20	1 class every day	1/7
Stephanie Pavone	BMS	PE	\$227.58	9/2/20-9/8/20	1 class every day	1/7

**V. PPS- PUPIL PERSONNEL SERVICES**

18. **Out-of-District Tuition Costs 2020-2021** **OOD 20-21**

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

<b>School</b>	<b>Student No.</b>	<b>Tuition Cost</b>
ECLC of New Jersey - S.D.	41284	\$62,022.00
ECLC of New Jersey - E.M.	32826	\$62,022.00

19. **Paraprofessionals – Assist Students** **PARA**

BE IT RESOLVED that the Board approve the following paraprofessionals to assist students at school-sponsored activities/events during the fall season as per their IEP, at their hourly rate, not to exceed the hours listed below.

\*Paraprofessionals must fill out a timesheet and have it approved by their administrator.

<b>School</b>	<b>Para Name</b>	<b>Hours to not exceed</b>	<b>Activity/Event</b>
BMS	Hermine Santani	56	Cross Country Season
PHHS	Bassam Daher	120	Cross Country Season

20. **Related Services Provider 2020-2021** **RELATED SVCS PROVIDER**

BE IT RESOLVED that the Board approve the add-on rate for LDTC services for the 2020-2021 school year with Invo Healthcare for the contracted services of LDTC at the rate of \$75.00 per hour.

21. **Vendor Approval** **VENDOR APPROVAL**

BE IT RESOLVED that the Board approve LiftEd, Inc., to provide a digital data collection system to be implemented into our ABA programs for the 2020-2021 school year, at a cost of \$39,500 paid for through the IDEA-B grant.

**Suspensions** **SUSPENSIONS A**

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

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

**22. Payment of Bills**

**PAYMENT  
OF BILLS**


BE IT RESOLVED, that the Board of Education approve the payment of current bills for September 24, 2020 for the 2020-2021 school year in the amount of \$5,479,577.47.

**23. Secretary/Treasurer Report**

**SECRETARY  
REPORT**

BE IT RESOLVED that the Board of Education acknowledge, accept and approve the report of the Board Secretary and Treasurer of School Monies for the period ending July 1 - 31, 2020.

Pursuant to N.J.A.C. 6:20-2:13(d), I certify that as of the end of July 2020 no budgetary line item account has been over expended in violation of N.J.A.C. 6:20-2:13(a).

  
\_\_\_\_\_  
Dr. Alfred Savio  
Business Administrator/Board Secretary

Pursuant to N.J.A.C. 6:20-2:13(a), we certify that as of June 30, 2020 after review of the Secretary's monthly financial report for June 2020 (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. 6:20- 2:13(b) and those sufficient funds are available to meet the district's financial obligations.

**24. Additional Funding for Chapters 192/193**

**ADDTL FUNDING  
192/193**

BE IT RESOLVED, that the Parsippany-Troy-Hills Board of Education approve the additional funding received from the State Department of Education for Chapters 192/193 for 2020-2021 as follows:

Compensatory Education \$7,465  
Supplementary Instruction \$4,857

**25. COVID-19 Technology Funding Grant**

**COVID-19  
TECH GRANT**

BE IT RESOLVED, that the Board accepts the allocation of the COVID-19 Technology Funding for Nonpublic Schools Grant from the New Jersey Department of Education for the 2020-2021 school year as follows:

All Saints Academy \$8,309  
Apple Montessori School of Morris Plains \$ 348  
St. Elizabeth Nursery and Montessori School \$5,699