

**PARSIPPANY-TROY HILLS
BOARD OF EDUCATION
REGULAR MEETING OF
Thursday, March 22, 2018**

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Thursday, March 22, 2018 at the 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 6:30 pm.

MEETING NOTICE

MEETING NOTICE

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 19, 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 March 19, 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 salute.

ROLL CALL

ROLL CALL

Present: Mr. Timothy Berrios
Mr. George Blair
Mr. Andrew Choffo
Mr. Matthew DeVitto
Mrs. Susy Golderer
Mrs. Judy Mayer
Mrs. Alison Cogan
Mr. Frank Neglia

Also Present: Dr. Barbara Sargent, Superintendent
Mrs. Robin C. Tedesco, Business Administrator/Board Secretary
Dr. Robert Sutter, Asst. Superintendent- Human Resources
Mr. Anthony Giordano, Exec. Director of Pupil Personnel Serv.
Ms. Lyanna Rios, Assistant Business Administrator
Mrs. Joan Benos, Chief of Staff/Public Information Officer
Mrs. Katherine Gilfillan, Esq., Board Attorney

Absent & Excused: Mr. Joseph Cistaro

ADJOURN TO EXECUTIVE SESSION

**ADJOURN TO
EXEC SESSION**

A motion was made by Mr. Neglia, moved by Mr. Choffo and seconded by Mrs. Mayer to go into Closed Session for the purpose of student HIB's which are confidential in nature under N.J.A.C. 6A:32:-7.1 et seq. and are being presented for approval at this evening's meeting and a HIB appeal hearing which is not being presented for approval at this evening's meeting.

1. This public meeting is hereby recessed into a private session where the public shall be excluded for the purpose of discussion and consideration of the following:
HIB.
2. It is the determination of the Board that a discussion of the aforementioned subject matter may be prejudicial to the interests of the parties involved and could result in a possible invasion of a right of privacy and be detrimental to the parties involved.
3. Discussion and/or action of the Board with regard to the above-mentioned subject matter shall be (or not be) disclosed to the public within 60 days hereof.

RECONVENE OPEN SESSION

**RECONVENE
OPEN SESSION**

On a motion by Mrs. Mayer seconded by Mr. Blair and unanimously approved by roll call vote the regular meeting reconvened at 7:24 p.m.

STUDENT COMMITTEE REPORT

**STUDENT COMM.
REPORT**

Jack Reppen reported on activities at Parsippany Hills High School.

CORRESPONDENCE

None

CORRESPONDENCE

UNFINISHED BUSINESS

None

UNFINISHED BUSINESS

COMMITTEE REPORTS

COMMITTEE REPORTS

Transportation - Mr. DeVitto reported on March 22, 2018 meeting.

Policy- Mr. Choffo reported on March 20, 2018 meeting.

Sports/Extra-Curricular – Mr. Blair had no report.

Communications - Mrs. Golderer had no report.

Critical Issues – Mr. Berrios had no report.

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Personnel – Mrs. Mayer reported on March 21, 2018 meeting.

Finance – Mrs. Cogan reported on March 22, 2018 meeting.

Dr. Sargent presented Superintendent Bulletin Number 14. She also commented on the districts increase in state aid and the revisions to the school calendar which includes two make up days (Friday, March 30, 2018 and Tuesday, June 5, 2018).

Mrs. Robin C. Tedesco presented Secretary Report.

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

Number 14

March 22, 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.

1. **Senior Proposal – Newark Academy**

**SENIOR PROJECT
PROPOSAL**

BE IT RESOLVED that the Board approve the Senior Project proposal from Christine Pan, Newark Academy. Ms. Pan will work with Mr. Aguanno, CMS Chorus Teacher, for the month of May, so that she can immerse herself in the experience of teaching chorus. She is required to complete 50 hours to complete her project.

2. **Independent Study**

**INDEPENDENT
STUDY**

BE IT RESOLVED that the Board approve the following independent study program request for the students indicated. An outline of studies has been submitted as part of the application process.

Creative Writing II
Parsippany High School
Josette Fortes

II. GA – GENERAL ADMINISTRATION – JONI BENOS

3. 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**, 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
Anthony Giordano	NJASA/NJPSA Spring Conference	May 16-18, 2018	Atlantic City, NJ	\$1,055.00
Victoria Martin	Paramus Summer Institute	July 16-19, 2018	Paramus, NJ	\$500.00/Title IIA
Bettina Beal	Small Guide Math Groups and your Class	April 19, 2018	Fairfield, NJ	\$249.00/Title IIA
Correction: Shaleene Pandorf Gina Masterson Jodi Grillo Jason Trawinski Kelly JoBledsoe Lisa DeCaro Melissa Schneider	Teacher’s College Summer Institute From: June 18-22, 2018 To: June 25-29, 2018			

III. AP – ACADEMIC PROGRAMMING – BARBARA SARGENT, ED.D.

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

4. Maternity Leave of Absence

**MATERNITY
LEAVE**

BE IT RESOLVED that the Board approve the maternity leave of absence as indicated below:

Employee #11501, Teacher, has requested an unpaid childcare leave of absence effective August 30, 2018 through November 21, 2018 pursuant to the Family Leave Act and under the terms of the PTHEA Agreement, she is also requesting an unpaid childcare leave of absence from November 26, 2018 through January 28, 2019.

5. Resignation – PTHEA

**RESIGN
PTHEA**

BE IT RESOLVED that the Board approve the resignation of Nicole Colello-Kim, Teacher at Brooklawn Middle School, effective June 30, 2018.

6. Resignation – Local 32

**RESIGN
LOCAL 32**

BE IT RESOLVED that the Board approve the resignation of Donald Harrison, Maintenance Worker, effective March 29, 2018.

7. Employment - Local 32

**EMPLOY
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of Brendan Merwin, who has successfully completed his 150-day probationary period as a Custodian. A new contract should be issued to him in the amount of \$30,580.00 + \$1,458.00 (2nd shift) (prorated) for the 2017-2018 school year, effective March 5, 2018.

8. Declination of Appointment – Substitute Bus Driver

**DECLINE
POSITION**

BE IT RESOLVED that the Board approve the declination of the appointment from Fred Talari who was approved in the Superintendent's Bulletin of March 8, 2018 as a substitute Bus Driver.

9. **Employment – Paraprofessional**

**EMPLOY
PTHESA**

BE IT RESOLVED that the Board approve the individual named below as Paraprofessional in the area indicated effective March 23, 2018:

Brooklawn Middle School

Krista Perry Paraprofessional \$21,435.00 (prorated)
(Replacing B. Kapadia, resigned)

Carmine Verducci Paraprofessional \$21,435.00 (prorated)
(Replacing J. Atehortua, resigned)

10. **Additional Sick Days – PTHEA**

**ADDT'L SICK
DAYS**

BE IT RESOLVED that the Board approve thirty (30) additional non-accumulative sick days with pay, less the cost of a substitute, for Employee #40326, Teacher, to be used intermittently for the period from March 15, 2018 through June 21, 2018. This leave will be counted against available FMLA leave entitlement.

11. **Leave of Absence**

LOA

BE IT RESOLVED that the Board approve an unpaid medical leave of absence for Employee #40614, Noontime Aide, effective March 26, 2018 through May 4, 2018.

12. **Corrections**

CORRECTIONS

BE IT RESOLVED that the Board approve the corrections listed below:

Leave of Absence

Employee #30996

From: effective February 20, 2018 through March 19, 2018 utilizing available sick days, pursuant to the Family Medical Leave Act.

To: effective February 20, 2018 through March 16, 2018 utilizing available sick days, pursuant to the Family Medical Leave Act.

Additional Sick Days – PTHEA

Employee #31168

From: two (2) additional non-accumulative sick days with pay, less the cost of a substitute, for Employee #31168, Teacher, effective March 20, 2018 through March 21, 2018. This leave will be counted against available FMLA leave.

To: eight (8) additional non-accumulative sick days with pay, less the cost of a substitute, for Employee #31168, Teacher, effective March 20, 2018 through March 29, 2018. This leave will be counted against available FMLA leave.

Maternity Leave of Absence

Employee #43664

From: on or about February 20, 2018 through April 12, 2018 utilizing accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from April 13, 2018 through June 21, 2018.

To: on or about February 20, 2018 through April 17, 2018 utilizing accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from April 18, 2018 through June 21, 2018.

Employee #40423

From: an unpaid childcare leave of absence from August 31, 2017 through November 22, 2017 pursuant to the Family Leave Act, and under the terms of the PTHEA Agreement she is also requesting an unpaid childcare leave of absence from November 27, 2017 through June 21, 2018.

To: an unpaid childcare leave of absence from August 31, 2017 through November 22, 2017 pursuant to the Family Leave Act, and under the terms of the PTHEA Agreement she is also requesting an unpaid childcare leave of absence from November 27, 2017 through June 21, 2018, and the 2018-2019 school year.

Employee #30712

From: on or about September 25, 2017 through November 30, 2017 utilizing accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from December 1, 2017 through March 1, 2018; and under the terms of the PTHEA Agreement an unpaid childcare leave of absence from March 2, 2018 through June 21, 2018.

To: on or about September 25, 2017 through November 30, 2017 utilizing accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from December 1, 2017 through March 1, 2018; and under the terms of the PTHEA Agreement an unpaid childcare leave of absence from March 2, 2018 through November 30, 2018.

Employee #10807

From: an unpaid childcare leave of absence from August 31, 2017 through November 22, 2017 pursuant to the Family Leave Act, and under the terms of the PTHEA Agreement she is also requesting an unpaid childcare leave of absence from November 27, 2017 through June 21, 2018.

To: an unpaid childcare leave of absence from August 31, 2017 through November 22, 2017 pursuant to the Family Leave Act, and under the terms of the PTHEA Agreement she is also requesting an unpaid childcare leave of absence from November 27, 2017 through June 21, 2018 and the 2018-2019 school year.

V. **PS – PUPIL PERSONNEL SERVICES – ANTHONY GIORDANO**

13. **Community Based Instruction Sites**

**COMM BASED
SITES**

BE IN RESOLVED that the Board approve Playa Bowls, 4 Broadway, Denville, NJ and Beignets, 45 Broadway, Denville, NJ as community based instruction sites for the 2017-2018 school year.

14. **Home Instruction**

**HOME
INSTRUCTION**

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>
44876	PHHS	10	Administrative
30001	PHHS	10	Administrative
35090	BMS	6	Medical

15. **SEMI Correction Action Plan**

**SEMI CORRECTION
PLAN**

BE IT RESOLVED that the Board approve the submission of a SEMI Corrective Action Plan for the 2016-2017 school year to the County Superintendent's office.

16. **Harassment, Intimidation, and Bullying**

HIB

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for February 22, 2018.

Suspensions

SUSPENSIONS A

Twelve 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

17. **Payment of Bills**

PAYMENT OF BILLS

BE IT RESOLVED, that the Board of Education approve the payment of current bills for March 22, 2018 for the 2017-2018 school year in the amount of \$4,785,583.08.

18. **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 January 1-31, 2018.

Pursuant to N.J.A.C. 6:20-2:13(d), I certify that as of the end of January 2018 no budgetary line item account has been over expended in violation of N.J.A.C. 6:20-2:13(a).



Robin C. Tedesco
Robin C. Tedesco
Business Administrator/Board Secretary

Pursuant to N.J.A.C. 6:20-2:13(a), we certify that as of January 31, 2018 after review of the Secretary's monthly financial report for January 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. 6:20- 2:13(b) and those sufficient funds are available to meet the district's financial obligations.

NEW BUSINESS

Mr. Choffo commented on an article published Niche.com regarding the list of NJ School Districts with Best Teachers in 2018, Parsippany-Troy Hills ranked at number 64.

HEARING OF PUBLIC

HEARING OF PUBLIC

Gary Reppen– asked about metal detectors in the schools.

Anna Cave- invited everyone to attend the 5th grade Expressive Reading Competition.

Yvette Maglio – commented on the changes to security being proposed, she also expressed her disappointment with the March 30th snow make up day.

Kendra VonAchen- commented on the state aide and the additional Security Resource Officer proposed.

Liz Kadien- expressed her disappointment with the March 30th snow make up day, she also commented on the need for air conditioners.

Dawn Barreca – commented on security upgrade and the need for cameras and door replacements. She also commented on food restrictions.

Dr. Sargent commented on funds being allocated for security needs which include window and door replacement, and security cameras. She also commented on the snow make up days.

Closing of Public Session

**ROLL CALL: SUPERINTENDENT’S BULLETIN #14
AND SECRETARY’S REPORT**

**ROLL CALL
VOTES**

On a motion by Mr. Berrios, seconded by Mrs. Mayer Superintendent’s Bulletin Number 14 was voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Choffo	X			X		R- 9
Mr. Cistaro					X	
Mr. DeVitto	X	X				N -19 & 26
Mrs. Golderer	X	X				N-19
Mrs. Mayer	X					
Mrs. Cogan	X					
Mr. Neglia	X					

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ADJOURN

ADJOURN

There being no further business, the public meeting adjourned at 7:51 pm on a motion by Mr. Berrios seconded by Mrs. Golderer 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,



Lyanna Rios
Assistant Board Secretary

FOR ALL APPENDICES AND EXHIBIT ATTACHMENTS
AFOREMENTIONED IN THESE MINUTES, PLEASE REFER TO THE
SUPERINTENDENT'S BULLETIN #14
INCLUSIVE OF THE SECRETARY REPORT
INITIALLY RECEIVED IN THE BOARD PACKET,
AND NOW POSTED AT THE DISTRICT WEBSITE