

**PARSIPPANY-TROY HILLS  
BOARD OF EDUCATION  
SPECIAL MEETING OF  
Wednesday, July 13, 2016**

The Parsippany-Troy Hills Board of Education held a Special Meeting on Wednesday, July 13, 2016 at Dr. Frank A. Calabria Education Center, 292 Parsippany Road, Parsippany, NJ 07054.

**CALL TO ORDER**

President Neglia called the meeting to order at 6:00 p.m.

**CALL TO ORDER**

**MEETING NOTICE**

President 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 and at the district website, [www.ptbsd.k12.nj.us](http://www.ptbsd.k12.nj.us) on July 12, 2016. Additionally the Notice of Meeting was posted at the Municipal building and copy of Notice filed with the Township Clerk on July 8, 2016. This is an official meeting.

**MEETING NOTICE**

**FIRE NOTICE**

The Fire Notice was read by President Neglia.

**FIRE NOTICE**

**ROLL CALL**

Present:                   Mr. George Blair  
                              Mr. Joseph Cistaro  
                              Mrs. Alison Cogan  
                              Mrs. Judy Mayer  
                              Mrs. Fran Orthwein  
                              Mr. Andrew Choffo  
                              Mr. Frank Neglia

**ROLL CALL**

Also Present:           Dr. Leroy Seitz, Interim Superintendent  
                              Ms. Lyanna Rios, Assistant Business Administrator  
                              Mrs. Eileen Hoehne, Director of Personnel  
                              Mr. Anthony Giordano, Director of Pupil Personnel Services  
                              Mrs. Joan Benos, Chief of Staff/Public Information Officer

Absent & Excused:   Mrs. Susy Golderer and Mr. Timothy Berrios

**SALUTE TO THE FLAG**

President Neglia led the assembly in a salute to the flag.

**SALUTE TO THE FLAG**

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

**Number 1**

**July 13, 2016**

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

**ITEMS FOR DISCUSSION**

1. **Appointment – Assistant Superintendent of Human Resources** **APPOINT ASST SUPT HR** **A**

BE IT RESOLVED that the Parsippany-Troy Hills Board of Education, upon the recommendation of the Superintendent of Schools, approve Robert Sutter, Ed.D. for the position of Assistant Superintendent of Human Resources. Dr. Sutter will receive a salary of \$155,000 plus those benefits contained in the contract for the position effective September 13, 2016, or sooner, through June 30, 2017 as approved by the County Superintendent of Schools.

2. **Employment – Interim Assistant Principal/Athletic Director – PHS** **INT ASST PRIN/AD PHS** **B**

BE IT RESOLVED that the Board approve Mario Diez as the Interim Assistant Principal/Athletic Director at Parsippany High School at a rate of \$600.00 per day for the 2016-2017 school year, effective August 1, 2016 through June 30, 2017.

3. **Boiler Replacement** **BOILER REPLACEMENT**

WHEREAS, The Board of Education of Parsippany-Troy Hills Township Schools in the County of Morris, New Jersey (the "Board"), desires to proceed with a school facilities project consisting generally of:

Boiler Replacement at Lake Parsippany Elementary School  
Boiler Replacement at Lake Hiawatha Elementary School  
Boiler Replacement at Central Middle School

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project:

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of The Parsippany-Troy Hills Township Schools in The County of Morris, State of New Jersey, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the

submission of same to the Morris County Superintendent of Schools and the New Jersey Department of Education for approval. This project is designated "Other Capital" and the Board is not seeking state funding.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.

Section 4. This resolution shall take effect immediately.

4. Substitute Staffing Services

**SUB STAFFING**

**WHEREAS**, pursuant to the approval of the Department of Community Affairs, Division of Local Government Services, the Parsippany Troy-Hills Board of Education authorized and issued a request for proposals entitled "Substitute Staffing Services, RFP 06-29-16" to engage a firm to provide services to manage the substitute staffing needs of the District; and

**WHEREAS**, after consideration of the proposals received in response to the RFP, the Board's Administration has recommended an award of a contract to Source4Teachers as the responsible proposer whose response was most advantageous to the District, price and other factors considered;

**NOW THEREFORE, BE IT RESOLVED**, that the Parsippany Troy-Hills Board of Education accepts the proposal of Source4Teachers dated June 29, 2016 for the full-service management of substitute staff; and be it

**FURTHER RESOLVED**, that the Board President and the Board's Business Administrator/Board Secretary are authorized and directed to execute an appropriate form of contract embodying the terms of the RFP and Source4Teachers proposal, upon approval of the form of same by the Board Attorney.

Mrs. Cogan asked about the timeline for the replacement of boilers.

Mr. Cistaro questioned the life expectancy of the boilers.

Mrs. Orthwein asked about boiler replacement cost.

Mr. Blair commended on meeting with Assistant Principals at Parsippany High School.

**PUBLIC HEARING**

None.

**PUBLIC HEARING**

**ROLL CALL VOTES**

**ROLL CALL VOTES**

On a motion by Mrs. Orthwein, seconded by Mr. Cistaro Superintendent's Bulletin #1 was voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBER/S
Mr. Berrios					X	
Mr. Blair	X					
Mr. Cistaro	X					
Mrs. Cogan	X					
Mrs. Golderer					X	
Mrs. Mayer	X					
Mrs. Orthwein	X					
Mr. Choffo	X					
Mr. Neglia	X					

**ADJOURN**

**ADJOURN**

There being no further business, the public meeting was adjourned at 6:06 p.m. on a motion by Mr. Blair, seconded by Mrs. Mayer and voted as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBER/S
Mr. Berrios					X	
Mr. Blair	X					
Mr. Cistaro	X					
Mrs. Cogan	X					
Mrs. Golderer					X	
Mrs. Mayer	X					
Mrs. Orthwein	X					
Mr. Choffo	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 #1  
INCLUSIVE OF THE SECRETARY REPORT  
INITIALLY RECEIVED IN THE BOARD PACKET  
AND NOW POSTED AT THE DISTRICT  
WEBSITE**