

**PARSIPPANY-TROY HILLS
BOARD OF EDUCATION
REORGANIZATION MEETING OF
Thursday, January 5, 2017**

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Thursday, January 5, 2017 at Parsippany High School, 309 Baldwin Road, Parsippany, NJ 07054.

CALL TO ORDER

CALL TO ORDER

Mrs. Tedesco, Business Administrator/Board Secretary called the meeting to order at 7:01 pm.

Mrs. Tedesco asked for a moment of silence in memory of Joseph McManus. Dr. Mulroony took a moment to talk about Mr. McManus.

MEETING NOTICE

MEETING NOTICE

Mrs. Tedesco 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 13, 2016 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 December 21, 2016. This is an official meeting.

FIRE NOTICE

FIRE NOTICE

The Fire Notice was read by Mrs. Tedesco. She 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

Mrs. Tedesco asked everyone to stand for the flag salute. Josh Gonzalez sang the National Anthem.

REVIEW OF ELECTION RESULTS

**REVIEW OF ELECTION
RESULTS**

Mrs. Tedesco welcomed all to the organization meeting. She then read the results of the November 8, 2016 annual school board election as follows:

Election Results from the November 8, 2016 General Election:

For Membership to the Board of Election – Three Full Term (3Years)

Name	Votes
Joseph Cistaro	9,930
Alison Cogan	10,324
Nicholas Kumburis	7,294

OATH OF OFFICE

OATH OF OFFICE

Board Attorney, Katherine Gilfillan administered the Oath of Office to Mrs. Alison Cogan, Mr. Joseph Cistaro and Mr. Nicholas Kumburis.

ROLL CALL

ROLL CALL

Present: Mr. Timothy Berrios
Mr. George Blair
Mr. Joseph Cistaro
Mrs. Alison Cogan
Mrs. Susy Golderer
Mr. Nicholas Kumburis
Mrs. Judy Mayer
Mr. Andrew Choffo
Mr. Frank Neglia

Also Present: Dr. LeRoy Seitz, Interim Superintendent
Mrs. Robin C. Tedesco, Business Administrator/Board Secretary
Dr. Jeffrey Charney, Int. Asst. Supt./Chief Academic Officer
Mr. Barry Haines, Director of Technology
Mr. Anthony Giordano, Director of Pupil Personnel Services
Dr. Robert Sutter, Asst. Superintendent- Human Resources
Ms. Lyanna Rios, Assistant Business Administrator
Mrs. Joan Benos, Chief of Staff/Public Information Officer
Mrs. Katherine Gilfillan, Esq., Board Attorney

Board Attorney, Katherine Gilfillan reviewed the Code of Ethics that all Board Members have in front of them for signature.

ELECTION OF OFFICERS

ELECTION OF OFFICERS

Mrs. Tedesco opened the floor for nominations for Board President. Mr. Andrew Choffo nominated Mr. Frank Neglia. There being no further nominations, a roll call vote was taken and Mr. Neglia was elected with 8 Ayes.

Mr. Neglia took the Chair and then called for nominations for Vice president of the Board. Mr. Berrios nominated Mr. Choffo. There being no further nominations a roll call was taken and Mr. Choffo was elected as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Choffo						
Mr. Cistaro	X					
Mrs. Cogan		X				
Mrs. Golderer		X				
Mr. Kumburis	X					
Mrs. Mayer	X					
Mr. Neglia	X					

STUDENT COMMITTEE REPORT

STUDENT COMM. REPORT

A PHHS student reported on activities at Parsippany Hills High School.
 Olivia Leon reported on activities at Parsippany High School.

Mr. Neglia suspended the regular agenda for presentation of awards. Dr. Seitz congratulated students, family and friends. He then introduced Mr. Gray who presented awards to Central Middle Schools Cross Country Champions.

Board members Mrs. Cogan and Mr. Berrios assisted in distribution of awards.

Mr. Gray then presented Dr. Mulroony who presented awards to Parsippany High School's Marching Band, Cross Country, Field Hockey, Football, Boys Soccer, Girls Soccer, Girls Tennis and Volleyball.

Mr. Choffo acknowledged Councilman Peluso who was in attendance.

Recess was taken at 7:48 p.m.

ADJOURN TO EXECUTIVE SESSION

ADJOURN TO EXEC SESSION

Mr. Choffo made a motion to adjourn to closed session. The motion was moved by Mr. Cistaro and seconded by Mrs. Mayer and was unanimously approved by roll call vote to adjourn to closed session for the purpose of a personnel matters, HIB's and legal update.

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: HIBs, legal matters, negotiations, and personnel.
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 Mr. Choffo, seconded by Mr. Berrios and unanimously approved by roll call vote the regular meeting reconvened at 8:27 p.m.

CORRESPONDENCE

None

CORRESPONDENCE

UNFINISHED BUSINESS

None

UNFINISHED BUSINESS

COMMITTEE REPORTS

COMMITTEE REPORTS

Mr. Berrios provided an updated on the Ad Hoc Superintendent Search Committee meeting. Mrs. Mayer provided update on Parents of Gifted and Talented meeting of December 19, 2016. Mrs. Golderer asked about Mr. Berrios report regarding board member responsibility and the role in reviewing resumes and if a consensus was reached.

Mr. Berrios explained that the board will be guided by Mrs. Judith Wilson and that every board member will be able to voice their opinion. Mrs. Mayer added that every resume submitted will be available for review by every board member.

Mrs. Golderer asked on clarification regarding the interview process and how the individuals to be interviewed will be selected. Mrs. Mayer explained that a criteria will be used to select individuals that will be interviewed.

Mr. Cistaro asked if resumes will be received electronically, Mr. Berrios explained that due to confidentiality the resumes will be kept in a centralized location.

Mr. Berrios explained that resumes will be received until January 20, 2017. Mr. Blair asked if he can begin reviewing resumes.

Mr. Kumburis encouraged board members to do a simple google search to ensure that any information obtained ahead of time can be helpful in the selection process.

Mrs. Gilfillan provided clarification on the confidentiality of the resumes.

Parsippany-Troy Hills Board of Education
Minutes of the Reorganization Meeting of January 5, 2017

Dr. Seitz explained that the concern with confidentiality is that board members should not be sharing the information reviewed outside of the existing board members.

Mrs. Cogan explained that all of the concerns mentioned by board members can be discussed on the upcoming meeting on January 12, 2017.

APPROVAL OF MINUTES

On a Motion by Mr. Berrios, seconded by Mrs. Mayer, the Special Meeting Executive and Regular Minutes of December 7, 2016 and Executive and Regular minutes of December 15, 2016 meeting, which were voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Cistaro	X					
Mrs. Cogan	X					
Mrs. Golderer	X					
Mr. Kumburis			X			New Member
Mrs. Mayer	X					
Mr. Choffo	X					
Mr. Neglia					X	

Dr. Seitz presented Superintendent Bulletin Number 11.

Mrs. Robin C. Tedesco presented Secretary Report.

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

Number 11

January 5, 2017

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

ITEMS FOR DISCUSSION

VI. BUSINESS/FINANCE – ROBIN C. TEDESCO

1. **Review of Election Results**

**REVIEW OF
SCH BRD ELECTION**

Mrs. Tedesco reviewed the results of the November 8, 2016 Election as follows:

For Membership to the Board of Education – Three Full Term (3 Years)

<u>Name</u>	<u>Votes</u>
Joseph A. Cistaro	9,930
Alison Cogan	10,324
Nicholas Kumburis	7,294

OATH OF OFFICE

The Board Attorney, Katherine Gilfillan, will administer the Oath of Office to the above duly elected members.

ROLL CALL

Board Member	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBER(S)
Mr. Berrios						
Mr. Blair						
Mr. Choffo						
Mr. Cistaro						
Mrs. Cogan						
Mrs. Golderer						
Mr. Kumburis						
Mrs. Mayer						
Mr. Neglia						

ELECTION OF OFFICERS

Election of President:

Nominations
Balloting
President takes the chair

Election of Vice President:

Nominations
Balloting
Vice President assumes office

2. **Establish Board of Education Meeting Schedule**

MEETING DATES A

WHEREAS, Chapter 231 of the Public Laws of New Jersey (1975) known as, and hereinafter designated as, the “Open Public Meetings Act” requires notification of meetings of public bodies, as therein defined, in the manner therein set forth, therefore,

BE IT RESOLVED that the Parsippany-Troy Hills Board of Education establish its regular meetings on the second and fourth Thursdays of each month and/or as noted the per attached Board Meeting Schedule.

BE IT FURTHER RESOLVED, that the aforesaid notice of regularly scheduled meetings will be posted in the Dr. Frank A. Calabria Education Center, 292 Parsippany Road, Parsippany, New Jersey.

BE IT FURTHER RESOLVED, that the aforesaid notice be sent to the newspapers designated by this Board to receive the notice required by the provisions of the Open Public Meetings Act, Chapter 231 of the Public Laws of NJ (1975).

BE IT FURTHER RESOLVED, that the aforesaid notice be filed with the Township Clerks’ office located in the municipality and the Dr. Frank A. Calabria Education Center located at 292 Parsippany Road, New Jersey.

3. **Law Firm**

LAW FIRM

BE IT RESOLVED by the Board of Education, pursuant to the Public School Contracts Law, N.J.S.A. 18A:18A-1, et. seq., previously adopted a resolution appointing Katherine A. Gilfillan, Esq. of the law firm of Schenck, Price, Smith & King, LLP, (the "Law Firm") of Florham Park, New Jersey, to serve as Board Attorney.

WHEREAS, the Board has determined that it continues to require these professional services and desires that the Law Firm continue to serve the Board in this capacity.

NOW, THEREFORE BE IT RESOLVED, that the Board hereby reappoints Katherine A. Gilfillan, Esq. of the law firm of Schenck, Price, Smith & King, LLP to serve as Board Attorney for the period of January 2017 through January 2018, and BE IT FURTHER RESOLVED, that publication of notice of this contract award shall be made in accordance with the requirements of N.J.S.A. 18A:18A

4. **Auditing Firm**

WISS & COMPANY

BE IT RESOLVED by the Board of Education of the Township of Parsippany-Troy Hills, Morris County, New Jersey, that the firm of Wiss & Company, LLP, Certified Public Accountants, 485C Route 1 South, Suite 250, Iselin, New Jersey 08830, is hereby reappointed auditor to the Board of Education, for the annual school audit for the 2017 organization year.

BE IT FURTHER RESOLVED, that publication of notice of this contract award shall be made in accordance with the requirements of N.J.S.A. 18A:18A-5.

5. **Adoption of Code of Ethics**

CODE OF ETHICS

BE IT RESOLVED that the Parsippany-Troy Hills Board of Education in the County of Morris, New Jersey adopt the Purpose and Role of the Code of Ethics N.J.S.A. 18A:12-24.1.

The members of the Board of Education recognize that they hold authority not as individuals but as members of the Board. In order to make a clear public statement of its philosophy of service to the pupils of the district, the Board adopts this code of ethics:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my Board action to policymaking, planning and appraisal and I will help to frame policies and plans only after the Board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but together with my fellow Board members, to see that they are will run.
- e. I will recognize that authority rests with the Board of election and will make no personal promises nor take any private action that may compromise the Board.
- f. I will refuse to surrender my independent judgement to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert will my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in the proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

6. **Policies, Actions, Rules and Regulations**

POLICIES AND REGULATIONS

BE IT RESOLVED that the policies, actions, rules and regulations adopted by prior Boards of Education of the Parsippany-Troy Hills Township School District, which were in effect immediately prior to this Organization Meeting, be reaffirmed and adopted by the Board of Education for the 2017 organization.

7. **Job Description Manual**

JOB DESCRIPTIONS

BE IT RESOLVED that the Board of Education adopt the existing Manual of Job Descriptions.

8. **Newspaper**

NEWSPAPER

BE IT RESOLVED that the Board of Education approve the following resolution:

The Morris County *Daily Record* and *The Star Ledger* are hereby designated as the official newspapers of the Board of Education of the Township of Parsippany-Troy Hills.

9. **Banks**

BANKS

BE IT RESOLVED that the Board of Education reaffirms the designation of Wells Fargo Bank, N.A., and the State of New Jersey Cash Management Fund and NJ/ARM Asset and Rebate Management Program as its official depositories for the 2017 calendar year; and

BE IT FURTHER RESOLVED that three officers be authorized to sign checks namely: President or Vice President, Business Administrator/Board Secretary and the Treasurer of School Moneys; and

BE IT FURTHER RESOLVED that the Business Administrator, Assistant to the Business Administrator, and the District Accountant be authorized to perform wire transfers.

10. **The Uniform Minimum Chart of Accounts for NJ Public Schools** **UNIFORM MIN
CHART OF ACCTS FOR NJ PUB SCHS**

BE IT RESOLVED that the Parsippany-Troy Hills Board of Education approves the Chart of Accounts as presented by the New Jersey Department of Education.

11. **Adopt the Standard Operational Procedures & Internal Controls Manual** **OPERATIONAL PROCEDURES
INTERNAL CONTROL**

BE IT RESOLVED, that the Parsippany-Troy Hills Board of Education adopt the current district Standards Operations Procedures and Internal Controls Manual for the 2017 organization year, on file in the Office of the Business Administrator.

12. **Adoption of Purchasing Manual** **PURCHASING MANUAL**

BE IT RESOLVED, that the Parsippany-Troy Hills Board of Education adopt the current Purchasing Manual for the 2017 organization year, on file in the Office of the Business Administrator.

13. **Appointment of Board Secretary** **BOARD SECRETARY**

BE IT RESOLVED that the Parsippany-Troy Hills Board of Education, in the County of Morris, appoints Robin Tedesco as Board Secretary, (N.J.S.A. 18A:13-13, N.J.S.A. 18A:17-2, 17-5), for the 2017 organization year.

BE IT FURTHER RESOLVED, that the Parsippany-Troy Hills Board of Education, in the County of Morris, New Jersey, appoints Lyanna Rios, as Assistant Board Secretary to function in the absence of the Board Secretary for the 2017 organization year.

14. **Payment of Bills between BOE Meetings**

PAY BETWEEN BOE MTGS

BE IT RESOLVED that the Parsippany-Troy Hills Board of Education, in the County of Morris, New Jersey, appoints Robin Tedesco, Business Administrator/Board Secretary, to make payments of bills between Board Meetings on an “as needed” basis for the 2017 organization year.

15. **Fund Investments**

FUND INVESTMENTS

BE IT RESOLVED that Robin Tedesco, Business Administrator, be authorized to invest funds, when available, for 2017 calendar year in Certificates of Deposit, Treasury Bills and/or Savings and Checking Accounts, and approved Investment Funds and report said investments to the Board of Education.

16. **Payment of Bills**

PAYMENT OF BILLS

BE IT RESOLVED that the Board of Education approve the payment of current bills for January 5, 2017 for the 2016-17 school year in the amount of \$17,942,298.00.

17. BE IT RESOLVED that the Board of Education approve the payment of current bills/outstanding warrants for school activities for the month of December 2016-2017 school year in the amount of \$18,583.87.

I. LA – LEADERSHIP ACTIONS – LEROY SEITZ, ED.D.

18. **Awards to Students**

AWARDS

BE IT RESOLVED that the Board congratulate and present certificates/plaques to the students listed below for their fine achievements.

CENTRAL MIDDLE SCHOOL – Mr. Mark Gray, Principal

CROSS COUNTRY

Amina Zohny and Deirdre Wilson – Coaches

**Morris County Group 3
Cross Country Champions**

Callen Braga
Vincent DeLucia
Pavan Eda
Sage Hendershot
Joel Hernandez
Charlie Kachulis
Medina Kandil

Pooja Patel
Gwin Promprated
Dominic Romero
Elaine Termyna
Ianna Torres
Rachel Volarich
Lindsey Zicker

PARSIPPANY HIGH SCHOOL – Dr. Denis Mulroony, Principal

MARCHING BAND

2nd Place Group IVA US Bands NJ State Championship

Gregory Dalakian – Director
Erin Neglio - Asst. Marching Band Director
Sara Greenzweig - Color Guard Instructor
Alex Nielsen - Percussion Instructor
Matt Dalakian - Head Field Tech/Drum Major Tech
Billy Capozzi - Asst. Percussion Tech
Gregory Loughlin - Asst. Percussion Tech
Sarah Coons - Front Ensemble Tech

Harris Ansari - Drum Major
Isabella Cacciottolo - Drum Major
Miki Hansen - Drum Major

Aditya Ambole - Color Guard Captain
Teresa Franchini - Color Guard Captain
Sean O'Donnell – Color Guard Captain

PHS Marching Band

Anish Balamurali
Kathryn Berrios
Ashley Bethune
Aidan Brennan
Cyvyl Cabaccang
Colleen Callaghan
Alexandra Cerasiello
Noel Chambers
Albert Chen
Will Chen
Nina Chen
Ethan Chen
Amanda Chen
Sabrina Chou
Cassandra Cogan
Edward Cogan
Nicolas Colella
Kyle Contaldi
Elijah Crawford
Jacob Curley
Winterlyn Curley
Joyce David
Raj Desai
Victoria Dobkowski

Sioux Green
Tyler Greenberg
Adam Gurth
Daniel Guzman
Emily Guzman
Evan He
Anya Hughes
Michelle Inn
Angelica Ji
Aneesh Kakirde
Joseph Koo
Bon June Koo
Bon Jean Koo
Daniel Kuo
Hugh Kwong
Vivian Kwong
Eric Lai
Samantha Lee
Andrew Lie
Nicholas Lim
Alice Limanova
Luoyao Mia Lin
Melisa Lozada
Noah Lustig

Veronica Mendoza
Alivia Mercurio
Jessica Michael
Pamela Marie Paguntalan
Romelo Paguntalan
Danielle Pettoni
Shuba Prasadh
Jason Punskovsky
Jennifer Quiros
Sriram Rao
Carolyn Reagan
Mitchell Ryzuk
Riya Sawant
Richard Sevilla
Ria Shah
Karen Shih
Samantha Shimabukuro
Amanda Stover
Emma Swan
Alexandra Tymikiw
Sachi Walmiki
Thomas Wertheimer
Brielle Wyka
Tyler Wyka

Nancy Duong
Antonieta Ferrou
Caitlin Ford
Arielle Fortes
Stephen Giercyk
Matthew Gonzalez

Natalia Luzuriaga
Lillian Macaluso
Haider Malik
Divij Malkani
Anthony Martucci

Kristine Yang
Katherine Yang
Adam Ye
Shih-Yun Tammy Yen
Robert Zhong

CROSS COUNTRY

Brianne DeGironimo – Coach

1st Team All Conference

Kate Bernauer
Vincent Colantoni
Cristina Fernandez, Captain
Eric Schlosser, Captain

2nd Team All Conference

Dilan Bhavsar
Jason Finkle

Honorable Mention All Conference

Mikhlid Alzubi
Anna Kosachevich

FIELD HOCKEY

Rebecca Lilienthal – Coach

1st Team All Conference-Defense

2nd Team All County-Defense

Nicole Calabrese

1st Team All Conference-Offense

3rd Team All County-Offense

Olivia Bucciarelli

2nd Team All Conference-Defense

Lilian Tran, Captain

2nd Team All Conference-Goal Keeper

Isabella Rocco

2nd Team All Conference-Offense

Sarah DiPippa

Honorable Mention All Conference

Savannah Cerrato

Honorable Mention All County

Juliana Davanzo
Isabella Nicoletti

FOOTBALL

Jason Hurta – Coach

1st Team All Conference - Defense
John Krevis

1st Team All Conference - Offense

Kwaka Agyemang, Captain

1st Team All Conference – Offense
1st Team All County Team - Offense
John Burk, Captain

2nd Team All Conference - Defense
Christian Riedinger, Captain

Honorable Mention All Conference - Defense
Jeffrey Wear, Captain

Honorable Mention All Conference – Offense
Robert Hockey

BOYS SOCCER

Michael Mueller – Coach

2nd Team All Conference
Honorable Mention All County
Mujtaba Aslamy, Captain

1st Team All Conference
2nd Team All County
Jake Marlowe, Captain

2nd Team All Conference
Thomas Mercado

1st Team All Conference
Honorable Mention All County
Daniel Pico

Honorable Mention All Conference
Joseph Ruggiero, Captain

GIRLS SOCCER

Greg Cleary – Coach

Coaches' All-County Team Honorable Mention
Alissa Afonso

2nd Team All Conference
Coaches' All-County Team Honorable Mention
Luisa Barone

1st Team All Conference
Coaches' All-County Team
Salena LeDonne, Captain

1st Team All Conference
Coaches' All-County Team
Haley Pignatelli, Captain

2nd Team All Conference
Kyra Reich

Honorable Mention All Conference
Jessica Vargas, Captain

GIRLS TENNIS

Michael Mueller – Coach
Joseph Guartafierro – Assistant Coach

Liberty Division Sportsmanship Award

Sunisha Busarajan	Reema Patadia
Victoria Gu	Deepika Saravana
Jasana Lamichhane	Julia Vincent
Likitha Mamillapalli	Christina Xu
Vidisha Naini	Ellen Xu
Mansi Parikh	Lillian Ye

VOLLEYBALL

Heidi Brady – Coach

Honorable Mention All Conference
Nathalia Giraldo, Captain

2nd Team All Conference
Rebecca Maciag, Captain

19. **ESEA Accountability Action Plans – 2016 Participation Rate**
PLANS

ESEA ACTION B

BE IT RESOLVED that the Board approve the submittal of the attached ESEA Accountability Action Plans for the District, Brooklawn Middle School, Parsippany Hills High School, Lake Parsippany Elementary School and Troy Hills Elementary School to the NJ Department of Education in response to below 95% participation of identified subgroups.

II. GA – GENERAL ADMINISTRATION – JONI BENOS

20. **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
LeRoy Seitz	Techspo	January 26-27, 2017	Atlantic City, NJ	\$650.00

21. **Field Trip Destinations**

BE IT RESOLVED that the Board approve the potential Field Trip destinations named below for the 2016-2017 school year.

Destination

Anchor Golf Center
Whippany, New Jersey

What the trip would be for

8th Grade Resource Mathematics Class

Renaissance Arlington Capital View Hotel
Arlington, Virginia

African American Cultural Club

22. **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:

Intervale School

Intervale PTA has donated \$1,000 to the Board of Education to help support cultural arts events to be held at Intervale School.

Lake Parsippany School

Ms. Kerry Krauss has donated a Drum Pad and Snare Drum to Lake Parsippany School.

23. **Board Policies**

**BOARD
POLICIES**

BE IT RESOLVED that the Board approve the following revised/new Board Policy/Regulation at this second and final reading.

Policy 1220 – Employment of Chief School Administrator *Revised*

Policy 1230 – Superintendent Duties *Revised*

Policy and Regulation 1240 – Evaluation of Superintendent *Revised*

Policy 3159 – School District Reporting Responsibilities – Teaching Staff *Revised*

Policy 4159 – School District Reporting Responsibilities – Support Staff *Revised*

C
D
E
F
G

Policy 7481 Unmanned Aircraft Systems (UAS Drones) *New*

H

24. **Policy 5111**

**POLICY I
5111**

BE IT RESOLVED that the Board approve the request by Keith Cortright, principal of Rockaway Meadow School, that student A be allowed to complete the 2016-2017 school year as per Board of Education Policy 5111.

III. ACADEMIC PROGRAMMING – JEFF CHARNEY, ED.D.

25. **Mini-Grants 2016-2017**

MINI-GRANTS

BE IT RESOLVED that the Board approve the mini-grants for the persons and projects as described below. A panel consisting of three teachers read and evaluated the proposals submitted this fall. Sixteen proposals were selected to receive mini-grants for the 2016-2017 school year. In addition to the award winners, the three teachers who comprised the anonymous panel also deserve a sincere thank you for their efforts and the hours they spent reading the proposals.

Mini-Grant	Award	Teacher(s)	School
Communication and Cooking	\$250.00	Jasmin Romano	Rockaway Meadow Elementary School
Alternative Seating	\$503.38	Siobhan Hannagan	Brooklawn Middle School
Science Olympiad Robot Arm	\$467.76	Rohe Ahmad	Parsippany Hills High School
Improving Literacy Skills with Newsela Pro	\$550.00	Tracy Carroll	Eastlake Elementary School
Bucks for the Book Room	\$544.02	Lorraine Esposito	Northvail Elementary School
Makerspace 2.0: Making a Little More Space for All, to Make a Big Difference in our School	\$546.45	Christine Lupia-Fugère Troy Toriello Jennifer Goodhand	Troy Hills Elementary School

		Sara Greenzweig	
FIRST Tech Challenge (FTC) Health and Wellness – Are You On The Right Track?	\$490.16	Kathleen Effner	Parsippany High School
PHHS Physical Education/Drivers Education Portable Bluetooth Speaker	\$534.98	Mark Smith	Parsippany Hills High School
Capturing the Essence of Civic Participation	\$200.00	Joshua Weinstein	Brooklawn Middle School
PHS Science Olympiad	\$501.00	Kristin D’Arienzo	Parsippany High School
Building Reading Stamina By Bouncing	\$524.00	Madeline Brown Alana Guisti	Intervale Elementary School
Amazon Echo for Outdoor P.E.	\$179.99	Kelli Costa	Eastlake & Intervale Elementary Schools

26. **Independent Study**

INDEPENDENT STUDY

BE IT RESOLVED that the Board approve the following independent study program request for the 17-18 school year for the student indicated. An outline of studies has been submitted as part of the application process.

Sculpture

Juliet Campbell – PHHS

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

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

EMPLOY CERTIF STAFF

BE IT RESOLVED that the Board approve, upon the recommendation of the Interim Superintendent, the appointment 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 2015-2018 Agreement between the Board of Education and the PTHEA.

Mara D. Mamroud

Speech Language Specialist 3/5

Degree:	MA/CUNY 2008 BA/Univ. of MD 2006
Certification:	Speech Language Specialist
Experience:	Speech Language Specialist 20 years
Guide Placement:	BA+60, Step 7, \$40,881.00 3/5 (prorated)
Effective:	Pending receipt of all required documents
Assignment:	Pupil Personnel Services (Replacement)

28. **Certificate of Retirement – Administrator**

RETIRE

BE IT RESOLVED that the Board approve the resignation of Eileen Hoehne, Assistant Principal at Parsippany Hills High School, for the purpose of retirement effective July 1, 2017.

Minutes of the Reorganization Meeting of January 5, 2017

29. **Leave of Absence**

LOA

BE IT RESOLVED that the Board approve an unpaid intermittent medical leave of absence for employee #43912, secretary, effective December 16, 2016 through June 30, 2017 up to a maximum of 420 hours, pursuant to the Family Medical Leave Act.

30. **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:

Name	Step	Salary	Effective	Assignment
Lillian Soto	2	\$20,311.00(prorated)	1/6/2017	Driver – 10 Mo-6hr

31. **Appointment – Volunteer Extra-Curricular Athletic Aide**

**APPOINT VOL
EXTRA AIDE**

BE IT RESOLVED that the Board approve the appointment of the following individual as a volunteer extra-curricular athletic aide in the area indicated for the 2016-2017 school year:

Parsippany Hills High School
John Mikorski Boys Lacrosse

32. **Employment – Noontime Aide**

**EMPLOY
NOONTIME**

BE IT RESOLVED that the Board approve the individual named below as a Noontime Aide for the 2016-2017 school year at the rate of \$15.90 per hour:

Rockaway Meadow Elementary School
Jo Ann Francisco 12.5 hours/week effective 1/6/2017

33. **Employment – Part-time Paraprofessional**

**EMPLOY
P/T PARA**

BE IT RESOLVED that the Board approve the individual named below as a part-time paraprofessional at the rate of \$14.80 per hour for the 2016-2017 school year:

Lake Hiawatha Elementary School
Lisa Lavorgna One-to-One 3 hours/per diem effective 1/6/2017

34. **Maternity Leave of Absence**

**MATERNITY
LEAVE**

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

Employee #49393, nurse at Mt. Tabor Elementary School, has requested a maternity leave of absence on or about April 17, 2017 through April 28, 2017 utilizing her accumulated sick leave. Pursuant to the PTHEA Agreement she is also requesting an unpaid childcare leave of absence from May 1, 2017 through June 22, 2017.

35. **Employment - Bus Aide**

**EMPLOY
BUS AIDE**

BE IT RESOLVED that the Board approve Susan Scalchi as a Bus Aide for the 2016-2017 school year for 5 hours per day at the rate of \$15.90 per hour, effective January 6, 2017.

36. **Resignations – PTHESA**

**RESIGN
PARA**

BE IT RESOLVED that the Board approve the resignation of Laurie Hill, One-to-One paraprofessional at Mt. Tabor Elementary School, effective January 6, 2017.

BE IT RESOLVED that the Board approve the resignation of Lisa Gangala, One-to-One paraprofessional at Parsippany Hills High School, effective January 12, 2017.

37. **Employment – PTHESA**

**EMPLOY
PARA**

BE IT RESOLVED that the Board approve the employment of the following paraprofessional for the 2016-2017 school year in accordance with the provisions of the 2013-2016 Agreement; subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and PTHESA:

Parsippany Hills High School

Lisa Gangala Instructional \$29,337.00(prorated) 1/13/2017

38. **Corrections**

CORRECTIONS

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

Maternity Leaves of Absence

Employee #40533

From: on or about December 5, 2016 through February 8, 2017 utilizing accumulated sick leave. Pursuant to the Family Leave Act an unpaid childcare leave of absence from February 9, 2017 through May 11, 2017.

To: on or about December 6, 2016 through January 23, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from January 24, 2017 through April 25, 2017.

Employee #30650

From: on or about November 21, 2016 through January 17, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from January 18, 2017 through March 31, 2017.

To: on or about November 21, 2016 through January 19, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from January 20, 2017 through March 31, 2017.

Appointment – Coordinating Program Supervisor

Rachel Villanova – Start date

From: January 15, 2017

To: January 17, 2017

Winter Coaching - Parsippany Hills High School

Boys Basketball - Mark Smith

From: Step 3 \$6,646.00 + \$150 (Longevity)

To: Step 3 \$6,646.00 + \$250 (Longevity)

Girls Basketball - Rebecca Becher

From: Step 2 \$6,038.00

To: Step 2 \$6,339.00

Cheerleading - Amanda Corigliano

From: Step 2 \$6,038.00

To: Step 2 \$6,339.00

Indoor Track - Stephanie Luzzi

From: Step 2 \$6,038.00

To: Step 2 \$6,339.00

Wrestling - Justin Altschul

From: Step 3 \$6,646.00

From: Step 3 \$6,646.00 + \$150 (Longevity)

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

39. **Morning Enrichment Program**

**AM ENRICHMENT
PROGRAM**

BE IT RESOLVED that the Board approve the following staff members to provide a Morning Enrichment Program beginning January 9, 2017 through June 1, 2017, four mornings per week, at the Knollwood, Lake Hiawatha, Lake Parsippany and Rockaway Meadow Schools, at the rate of \$50 per session, as indicated below:

Kathleen Attenasio	Christine O'Connor
Andrea Axt	Maureen Odenwelder
Glen Beach	Lori Savarese
Wendy Brindle	Jennifer Shollenberger
Sejal Dave	Alice Thomas
Anne Gencarelli	Betty Wang Goarcke
Akaba Guisto	Stacy Van Seggern
Mary Iradi	Tracy Williams
Allison Mania	Shannon Woltjen
Natalie Marano	Jennifer Yee
Laura Nelson	

40. **ABA-Trained Paraprofessionals**

BE IT RESOLVED that the Board approve the following staff members as ABA-trained Paraprofessionals with a stipend of \$1,200 (prorated), for the 2016-2017 school year, as follows:

<u>Name</u>	<u>School</u>	<u>Effective Date</u>
Carluccio, Kelly	Northvail	12/5/16
Davino, Renee	Northvail	12/5/16
Shah, Pratiksha	Brooklawn	12/13/16
Tolomieri, Janna	Troy Hills	12/1/16
Weber, Cathy	Troy Hills	12/5/16

41. **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>
45424	Central	8	Medical
26359	PHHS	12	Medical
27917	PHS	11	Medical

42. **Harassment, Intimidation, and Bullying**

HIB

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for December 15, 2016.

Suspensions

SUSPENSIONS J

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

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

Number 11 ADDENDUM

January 5, 2017

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

43. **Salaries – APSA**

SALARIES K
APSA

BE IT RESOLVED that the Board approve the adjusted salaries of the tenured and non-tenured administrators named on the attached lists for the 2015-2016 and 2016-2017 school years as per the Memorandum of Agreement between the Board of Education and APSA approved on December 15, 2016.

44. **School Alliance Insurance Fund**

SAIF INSURED
ADDITIONAL INSURED

WHEREAS the School Alliance Insurance Fund membership allows additional insured status for Booster Clubs, Foundations and other affiliated entities; and

WHEREAS (1) Upon completion of the Quasi Entity General Application, (2) if an athletic team complete supplemental quasi entity athletic group supplement form and (3) formal BOE resolution recognizing the Entity as an additional insured receiving quasi entity status;

THEREFORE, BE IT RESOLVED the Parsippany-Troy Hills Board of Education, pursuant to requirements advised by the School Alliance Insurance Fund (SAIF), formally recognizes PTA and Booster Clubs named below as a Quasi-Entity of the Parsippany-Troy Hills Board of Education:

Quasi-Entities of the Parsippany-Troy Hills Board of Education

PHS Basketball Boys Parent Association
PHS Parsippany Diamond Club (Baseball)
PHS Touchdown Club
PHS Field Hockey Booster Club
PHS Cheerleading Booster Club
PHS Chorus Booster Club
PHS Volleyball Booster
PHS Band Boosters
PHS Wrestling Booster Club
PHS Lady Red Hawk Softball Booster Club
PHS Trackers (Cross Country/Track)
PHS Red Hawk Lacrosse Club
PHS Boys Soccer Parents Booster Club

PHS Swim Team Booster Club
PHS Girls Soccer Parents Booster Club
PHS Lady Red Hawk Girls Basketball
PHHS Softball Boosters
PHHS Men's Soccer Parents Association
PHHS/PHS Ice Hockey Booster Club
PHHS Football Parents Association
PHHS Music Boosters
PHHS Volleyball Booster Club
PHHS Swimming Booster Club
PHHS Girls Soccer Team Booster Club
PHHS Girls Field Hockey Booster Club
PHHS Boys Basketball Booster Club
PHHS Baseball Booster Club
PHHS Cheerleading
PHHS Cross Country
PHHS Girls Basketball Booster
PHHS Band Booster/Marching Band
PHHS Drama Booster
PHHS Wrestling Parents Association
PHHS Volleyball Boosters
PHHS Baseball Boosters

Par Troy Council of the PTA's
Project Graduation
PGT Parents of Gifted & Talented
PEC Parents of Exceptional Children

Troy Hills PTA
Northvail PTA
Rockaway Meadow School PTA
Brooklawn PTSA
PHHS PTSA
Lake Parsippany PTA
Lake Hiawatha PTA
Knollwood PTA
Intervale PTA
Eastlake PTA
Mt. Tabor Elementary PTA
Central PTSA
Brooklawn PTSA
Littleton PTA

45. **Overnight Field Trip – Correction in Chaperone**

**CORRECT
OVERNIGHT**

BE IT RESOLVED that the Board approve the correction in chaperone for the Overnight Field Trip approved on July 21, 2016 as described below:

NAFME All-National Concert Band – November 10-16, 2016

From: Chaperone: Gregory Dalakian

To: Chaperone: Erin Neglio

46. **Employment – Substitute Approval**

**EMPLOY
SUB**

BE IT RESOLVED that the Board approve the employment of the individual named below, who has indicated her interest in serving as substitute during the 2016-2017 school year.

Effective 1/4/2017

Deborah Egidio Bus Aide

Superintendent's Bulletin No. 11
January 5, 2017
Read-Ins

Page/Number	<i>Explanation</i>										
Page 11/#20	<p><u>Travel and Work Related Expenses</u> ADD</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Purpose</th> <th>Date</th> <th>Location</th> <th>Estimated Expenses</th> </tr> </thead> <tbody> <tr> <td>Barry Haines</td> <td>ISTE 2017 Conference</td> <td>June 25-28, 2017</td> <td>San Antonio, TX</td> <td>\$1,379.00</td> </tr> </tbody> </table>	Name	Purpose	Date	Location	Estimated Expenses	Barry Haines	ISTE 2017 Conference	June 25-28, 2017	San Antonio, TX	\$1,379.00
Name	Purpose	Date	Location	Estimated Expenses							
Barry Haines	ISTE 2017 Conference	June 25-28, 2017	San Antonio, TX	\$1,379.00							
Page 11 #21	<p><u>Field Trip Destinations</u> ADD</p> <table border="1"> <thead> <tr> <th>Destination</th> <th>What the Trip Would be For</th> </tr> </thead> <tbody> <tr> <td>Dave and Busters Palisades Center West Nyack, NY</td> <td>Special Education Class Trip</td> </tr> </tbody> </table>	Destination	What the Trip Would be For	Dave and Busters Palisades Center West Nyack, NY	Special Education Class Trip						
Destination	What the Trip Would be For										
Dave and Busters Palisades Center West Nyack, NY	Special Education Class Trip										
Page 12 #22	<p><u>Gifts to the District</u> Lake Hiawatha School The Lake Hiawatha PTA has donated \$1,900 to the Board of Education to help support cultural arts events to be held at Lake Hiawatha School.</p>										
Page 14 #27	<p><u>Approval of Employment – Pending Completion</u> Mara D. Mamroud – Speech Language Specialist 3/5 From: Pending receipt of all required documents To: March 6, 2017 or sooner pending release from current employment</p>										
Page 14 #30	<p><u>Employment – Local 32</u> Lillian Soto ADD: 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.</p>										
Page 15 #32	<p><u>Employment – Noontime Aide</u> ADD: Mount Tabor Elementary School Darshana Ramani 10 hours/week effective 1/9/2017</p>										
Page 15 #35	<p><u>Employment – Bus Aides</u> ADD: Maureen Marciano 5.5 hours per day effective 1/6/2017</p>										
Page 16 #38	<p><u>Corrections</u> ADD: <u>Maternity Leaves of Absence</u> Employee #11123 From: on or about January 23, 2017 through March 20, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare of absence from March 21, 2017 through May 26, 2017.</p>										

	<p>To: on or about January 13, 2017 through March 13, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare of absence from March 14, 2017 through May 22, 2017.</p> <p>Corrections – continued</p> <p>Employee #30258 From: on or about October 13, 2016 through December 13, 2016, utilizing her accumulated sick leave. Pursuant to the Family Leave Act an unpaid childcare leave of absence from December 14, 2016 through January 13, 2017.</p> <p>To: on or about October 13, 2016 through December 13, 2016, utilizing her accumulated sick leave. Pursuant to the Family Leave Act an unpaid childcare leave of absence from December 14, 2016 through January 31, 2017.</p> <p>Employee #31200 From: on or about February 21, 2017 through April 5, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from April 6, 2017 through September 15, 2017.</p> <p>To: on or about February 21, 2017 through April 6, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from April 7, 2017 through September 15, 2017.</p>
Page 18 #39	<p><u>Morning Enrichment Program</u> ADD: Antoinette De Caro - Teacher Alice Thomas – Substitute</p>

NEW BUSINESS

NEW BUSINESS

Mr. Choffo discussed the assignment of committees and explained the Mr. Kumburis the process.

HEARING OF PUBLIC

HEARING OF PUBLIC

Robert Peluso congratulated the newly elected and re-elected board members. He also expressed his support to the board.

Closing of Public Session.

**ROLL CALL: SUPERINTENDENT’S BULLETIN #11
 AND SECRETARY’S REPORT**

**ROLL CALL
 VOTES**

On a motion by Mr. Berrios seconded by Mrs. Golderer, Superintendent’s Bulletin Number 11 was voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Cistaro	X					
Mrs. Cogan	X					
Mrs. Golderer	X					
Mr. Kumburis			X			
Mrs. Mayer	X					
Mr. Choffo	X			X		R- 33, 40 and 43
Mr. Neglia					X	

ADJOURN

ADJOURN

There being no further business, the public meeting adjourned at 9:05 pm on a motion by Mrs. Mayer seconded by Mrs. Cogan and voted on as follow:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Cistaro	X					
Mrs. Cogan	X					
Mrs. Golderer	X					
Mrs. Kumburis	X					
Mrs. Mayer	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 # 11
INCLUSIVE OF THE SECRETARY REPORT
INITIALLY RECEIVED IN THE BOARD PACKET
AND NOW POSTED AT THE DISTRICT WEBSITE**