

**PARSIPPANY-TROY HILLS  
BOARD OF EDUCATION  
REORGANIZATION MEETING OF  
Monday, January 8, 2018**

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Monday, January 8, 2018 at Dr. Frank A. Calabria Education Center, 292 Parsippany Road, Parsippany, NJ 07054.

**CALL TO ORDER**

**CALL TO ORDER**

Mrs. Tedesco, Business Administrator/Board Secretary called the meeting to order at 6:35 pm.

**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 5, 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 January 5, 2018. 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.

**REVIEW OF ELECTION RESULTS**

**REVIEW OF ELECTION  
RESULTS**

Mrs. Tedesco reviewed the results of the November 8, 2017 Election as follows:  
For Membership to the Board of Election – Three Full Term (3Years)

<b>Name</b>	<b>Votes</b>
Timothy Berrios	5,572
George L. Blair	4,786
Matthew DeVitto	4,731

**OATH OF OFFICE**

**OATH OF OFFICE**

Board Attorney, Katherine Gilfillan administered the Oath of Office to the above elected members.

**ROLL CALL**

**ROLL CALL**

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

Also Present: Dr. Barbara Sargent, Superintendent  
 Mrs. Robin C. Tedesco, Business Administrator/Board Secretary  
 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. Mrs. Mayer nominated Mr. Frank Neglia. There being no further nominations, a roll call vote was taken and Mr. Neglia was elected as follows:

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

**Parsippany-Troy Hills Board of Education**  
**Minutes of the Reorganization Meeting of January 8, 2018**

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

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

Recess was taken at 6:49 p.m.

**ADJOURN TO EXECUTIVE SESSION**

**ADJOURN TO EXEC SESSION**

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

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. Cistaro, seconded by Mr. Berrios and unanimously approved by roll call vote the regular meeting reconvened at 7:31 p.m.

**CORRESPONDENCE**

**CORRESPONDENCE**

None

**UNFINISHED BUSINESS**

**UNFINISHED BUSINESS**

None

**COMMITTEE REPORTS**

**COMMITTEE REPORTS**

Distribution of Committee to board members for assignment.

**APPROVAL OF MINUTES**

On a Motion by Mrs. Cogan, seconded by Mr. Berrios the Executive and Regular Minutes of December 14, 2017 were voted on as follows:

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

Dr. Sargent presented Superintendent Bulletin Number 9 and called to the attention.

Mrs. Robin C. Tedesco presented Secretary Report.

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

**Number 9**

**January 8, 2018**

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

**ITEMS FOR DISCUSSION**

**I. BUSINESS/FINANCE – ROBIN C. TEDESCO**

1. **Review of Election Results**

**REVIEW OF  
SCH BRD ELECTION**

Mrs. Tedesco reviewed the results of the November 7, 2017 Election as follows:  
 For Membership to the Board of Education – Three Full Term (3 Years)

<u>Name</u>	<u>Votes</u>
Timothy P. Berrios	5,572
George L. Blair	4,786
Matthew DeVitto	4,731

**OATH OF OFFICE**

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

**ROLL CALL**

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBER/S
Mr. Berrios						
Mr. Blair						
Mr. Cistaro						
Mrs. Cogan						
Mr. DeVitto						
Mr. Kumburis						
Mrs. Mayer						
Mrs. Golderer						
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 Board of Education Administrative Office, 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 Board Office 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 2018 through January 2019, 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 2018 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. **Architects of Record**

**ARCHITECTS  
OF RECORD**

BE IT RESOLVED by the Board of Education of the Township of Parsippany-Troy Hills, Morris County, New Jersey, that the firm of Parette Somjen Architects, LLC, 439 Route 46 East, Rockaway, New Jersey 07866, is hereby reappointed architects to the Board of Education, for the annual school year for the 2018 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.

6. **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 with 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.

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

**PARR**

BE IT RESOLVED that the policies, actions, rules and regulations adopted by prior Boards of Education of the Parsippany-Troy Hills School District, which were in effect immediately prior to this Organization Meeting, be reaffirmed and adopted by the Board of Education for the 2018 organization.

8. **Job Description Manual**

**JOB DESCRIP  
MANUAL**

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

9. **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.



10. **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 2018 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.

11. **The Uniform Minimum Chart of Accounts for NJ Public Schools**      **UNIFORM MIN CHART OF ACCOUNTS 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.

12. **Adopt the Standard Operational Procedures & Internal Controls Manual**      **OPERATIONAL PROCEDURES INTERNAL CONTROLS**

RESOLVED, that the Parsippany-Troy Hills Board of Education adopt the current district Standards Operations Procedures and Internal Controls Manual for the 2018 organization year, on file in the Office of the Business Administrator.

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

RESOLVED, that the Parsippany-Troy Hills Board of Education adopt the current Purchasing Manual for the 2018 organization year, on file in the Office of the Business Administrator.

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

BE IT RESOLVED that the Parsippany-Troy Hills Board of Education, in the County of Morris, appoints Mrs. Robin Tedesco as Board Secretary, (N.J.S.A. 18A:13-13, N.J.S.A. 18A:17-2, 17-5), for the 2018 organization year.

BE IT FURTHER RESOLVED, that the Parsippany-Troy Hills Board of Education, in the County of Morris, New Jersey, appoints Ms. Lyanna Rios, as Assistant Board Secretary to function in the absence of the Board Secretary for the 2018 organization year.

15. **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, appoint Mrs. Robin Tedesco, Business Administrator/ Board Secretary, to make payments of bills between Board Meetings on an “as needed” basis for the 2018 organization year.

16. **Fund Investments**

**FUND  
INVESTMENTS**

BE IT RESOLVED that Robin Tedesco, Business Administrator be authorized to invest funds, when available, for 2018 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.

17. **Payment of Bills**

**PAYMENT OF  
BILLS**

BE IT RESOLVED that the Board of Education approve the payment of current bills for January 4, 2018 for the 2017-18 school year in the amount of \$10,279,512.56.

BE IT RESOLVED, that the Board of Education approve the payment of current bills/outstanding warrants for school activities for the month of December 2017-2018 school year in the amount of \$56,943.15.

**PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS**  
BOARD OF EDUCATION MEETING DATES  
REGULAR PUBLIC MEETINGS

**January 4, 2018**

Thursday	January 18, 2018	Dr. Frank A. Calabria Education Center
Thursday	February 8, 2018	Parsippany High School* 309 Baldwin Road, Parsippany
Thursday	February 22, 2018	Dr. Frank A. Calabria Education Center *
Thursday	March 8, 2018	Dr. Frank A. Calabria Education Center*- Tentative Budget Adoption
Thursday	March 22, 2018	Dr. Frank A. Calabria Education Center*
Thursday	April 12, 2018	Dr. Frank A. Calabria Education Center* 292 Parsippany Road, Parsippany
Thursday	April 26, 2018	Dr. Frank A. Calabria Education Center* 292 Parsippany Road, Parsippany
Thursday	May 10, 2018	Parsippany Hills High School** Public Hearing & Adoption 20 Rita Dr., Morris Plains, NJ
Thursday	May 24, 2018	Parsippany High School**
Tuesday	June 14, 2018	Parsippany High School**
Tuesday	June 28, 2018	Parsippany Hills High School
Thursday	July 19, 2018	Dr. Frank A. Calabria Education Center
Tuesday	August 23, 2018	Dr. Frank A. Calabria Education Center
Thursday	September 13, 2018	Dr. Frank A. Calabria Education Center
Thursday	September 27, 2018	Dr. Frank A. Calabria Education Center
Thursday	October 18, 2018	Dr. Frank A. Calabria Education Center*
Tuesday	November 15, 2018	Dr. Frank A. Calabria Education Center
Tuesday	November 29, 2018	Dr. Frank A. Calabria Education Center
Thursday	December 13, 2018	Dr. Frank A. Calabria Education Center
Thursday	January 3, 2019	Dr. Frank A. Calabria Education Center - Organization

NOTE-All meetings start with Closed Session 6:30 P.M., Regular Meeting 7:00 PM

\*Budget Discussion

\*\*Student and/or Staff Awards

**Adopted: January \_\_\_\_\_**

**Board Elections – Tuesday, November 6, 2018**

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

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

18. **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.

<b>Name</b>	<b>Purpose</b>	<b>Date</b>	<b>Location</b>	<b>Estimated Expenses</b>
See Below	Google Pre-Summit Workshop	July 25, 2017	PHHS	\$199.00 ea Title IIA
See Below	Google for Education	July 26 & 27, 2017	PHHS	\$229.00 ea Title IIA
Jaclyn Bevacqua	Strengthen World Lang Instruction	February 13, 2018	Newark, NJ	\$249.00
Jamie Wall, Marty Mieden Leon Doty, Kathy Effner, Ellesa Effner	AMTNJ Assoc. of Mathematics	February 7, 2018	Monroe, NJ	\$179.00 ea

**Google Pre-Summit Workshop – July 25, 2017**

Marie Asaro	Marianne Felger	Patricia Merwin
Joni Benos	Lisa Galioto	Maggie Ng
Joanne Bottarini	Michelle Garrett	Ellen O'Connor
Dawn Bunk	Gail Gebely	Diane Schiller
Terry Calafiore	Melanie Hafdelin	Elizabeth Quinn
Joseph Church	Elizabeth Harasymow	Rita Rizzuto
Michelle Clackner	Joan Herrmann	Geraldine Russell
Louise Corforte	Tiffany Hiltz	Joseph Russo
Elaine D'Arco	Debbie Hruby	Nancy Schmalzer
Lisa DeCicco	Giselle Ilic	Barbara Shannon
JonPaul DeMauro	Ellen Krinner	Christine Sinner
Sharon Dickerson	Leticia Lombardi	Carol Smith
Janice Dinapoli	Elaine Lotzer	Judy Stander
Michael DiSanto	Lisa Lubertowicz	Nancy Tauriello
Wanda DiVintantonio	Paula Magdits	Karen Timmerman
Deborah Egidio	Vincent Manalo	Nettie Truppo
Susan Engfer	Donna Martinez	Rosemarie Weinstein
Karen Fazzio	Estey Measley	Michael Wilson
		Tiffany Young

**Google for Education Conference – July 26 & 27, 2017**

<p>Dana Ahmuty          Patricia Allocca          Ashley Arriaza          Heather Aschmann          Joni Benos          Joanne Berta          Elena Betines          Kelly Jo Bledsoe          Deirdre Boylan          Keith Bush          Daniel Caivano          Kendra Calabria          Anna Cave          Jeff Charney          Joseph Church          Michelle Clackner          Kerry Corbett          Stacy Cozin          Julia Crompton          Juan Cruz          Gregory Dalakian          JonPaul DeMauro          Sharon Dickerson          Michael DiSanto          Fred Douglas          Dena Drobish          Nancy Dwyer          Tim Dwyer          Dorota Edens          Kathy Effner          Shari Ellis          Karen Fazzio          Patty Fehn          Kim Field          Joseph Flanagan          Jennifer Flynn          Jennifer Frantz          Alison Franz          Pam Freund          Kelly Garbarino          Michelle Garrett          Susan Gasiewski          Kristina Gentile          Marisa Gillespie          Anthony Giordano</p>	<p>Cheryl Gomez          Kimberly Graceffo          Mark Gray          Jodi Grillo          Barry Haines          Jacquelyn Halbach          Jessica Hall          Sarah Hare          Heather Hattenrath          Kelly Hemenway          Bryan Hershkowitz          Heather Heyrich          Michele Hoffman          Debbie Hruby          Shirley Huang          Debbie Huffman          Melissa Iellimo          Giselle Ilic          Mary Ellen Iradi          Sue Jamieson          Jill Jelonek          Katherine Johnson          Emily Jones          Michelle Joyce          James Kennedy          Joseph Kyle          Kerry Laurito          Shelley Liu          Elaine Lotzer          Emily Loverdi          Christine Lupia-Fugere          Karla Madrigal          Paula Magdits          Erin Maier          Vincent Manalo          Allison Mania          Connie Marchese          Jeff Martens          Karen Massa          Karen Massey          Kathleen McNall          Brigid Mekita          Martin Mieden          Susan Muheisen          Kathleen Muka</p>	<p>Michele Neal          Maggie Ng          Ellen O'Connor          Elizabeth O'Boyle          Alexandra Partington          Barbara Payerl          Heather Peltack          Dero Pettinelli          Elizabeth Quinn          Deborah Raimo          Colleen Riley-Lazzari          Palma Ring          Merisa Rosa          Annamarie Russo          Joe Russo          Vicky Santana          Barbara Sargent          Dena Sassoon          Diane Schiller          Christine Sinner          Connie Smay          Tara Snellings          Julie Stack          Megan Stallone          Carly Stout          Robert Sutter          Marlene Toomey          Dana Valdez          Lisa Vallacchi          Kenneth Valleau          Colleen Van Handle          Alissa Velazquez          Rachel Villanova          Dena Viscuso          Chris Waack          Kimberly Wall          Tammy Walsh          Cory Wegesa          Rosemarie Weinstein          Stephanie Whelan          Michael Wilson          Christine Wilson          Deirdre Wilson          Maureen Wilson          Doreen Worthington</p>
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19. **Field Trip Destinations**

**FIELD TRIP  
DESTINATIONS**

BE IT RESOLVED that the Board approve the following Field Trip Destinations:

**Destination**

**What the trip would be for**

Newark Symphony Hall  
Newark, New Jersey

Fall & Winter Training Conferences  
for Students in Action

Penn Museum of Archaeology  
and Anthropology  
Philadelphia, Pennsylvania

Social Studies class

Hackettstown High School  
Hackettstown, New Jersey

9-12 Honors Concert Choir

Paramus High School  
Paramus, New Jersey

9-12 Honors Concert Choir

20. **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:

**Knollwood School**

The Knollwood School PTA has donated \$90.00 to the Board of Education to help support cultural arts events at Knollwood School.

**Parsippany High School**

Mr. Frank Dasti has donated a two-door glass display case to Parsippany High School.

**Parsippany Hills High School**

Ms. Delores Alvarez has donated an assortment of white binders to Parsippany Hills High School.

21. **Board Policies**

**BOARD  
POLICIES**

BE IT RESOLVED that the Board approve the following new and revised Board Policies/Guidelines and Procedures at this second and final reading.

0000.02 – Introduction – Revised

P 2415.06 – Unsafe School Choice Option (M) (Revised)

P 2464 – Gifted and Talented Students (M) Revised

P&R 1240 Evaluation of Superintendent (M) Revised

P & R 3240 – Professional Development for Teachers and School Leaders

P & R 5610 – Suspension – (Revised)

P 5620 – Expulsion – (Revised)

P & R-7424 – Bed Bugs (New)

BE IT FURTHER RESOLVED that the Board approve the abolishment of Policy 2320 – Independent Study Program

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I**

**J**

**IV. AP – ACADEMIC PROGRAMMING – BARBARA SARGENT, Ed.D.**

22. **Student Teachers**

**STUD TEACHERS**

BE IT RESOLVED that the Board approve the following student teachers for the 2017-2018 school year:

<b>Student's Name</b>	<b>Cooperating School</b>	<b>Requesting University</b>
Marisa Caradimitropoulo	Troy Hills	Montclair State
Hannah Arntzen	Lake Parsippany	Bloomsburg University
Amanda Ferrise	Lake Parsippany	Caldwell University
Amanda Hilsinger	Littleton	Fairleigh Dickinson
Carolina Marrano	Lake Parsippany	Morris County Vo Tech
Nicole Pereira	Lake Hiawatha	Caldwell University

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

23. **Maternity Leaves of Absence**

**MATERNITY  
LEAVES**

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

**Employee #10851**, teacher, has requested a maternity leave of absence on or about February 6, 2018 through March 20, 2018 utilizing her accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from March 21, 2018 through June 21, 2018.

**Employee #40628, Teacher, has requested** a maternity leave of absence on or about March 13, 2018 through May 15, 2018 utilizing her accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from May 16, 2018 through October 15, 2018.

24. **Resignation – PTHESA**

**RESIGN  
PTHESA**

BE IT RESOLVED that the Board approve the resignation of Karen Rojek, Instructional Paraprofessional at Knollwood, effective December 12, 2017.

25. **Employment – Paraprofessional**

**EMPLOY  
PARA**

BE IT RESOLVED that the Board approve the individuals named below as Paraprofessionals in the areas indicated effective January 5, 2018:

**Eastlake**

Morgan Pixomatis	Paraprofessional	\$21,435.00
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**Troy Hills**

Shoba Subbuswamy	Instructional	\$30,454.00
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26. **Employment – Noontime Aide**

**EMPLOY  
NOONTIME**

BE IT RESOLVED that the Board approve the individual named below as a Noontime Aide for the 2017-2018 school year at the rate of \$16.30 per hour:

**Intervale**

Beatrice Carrigan	10 hours/week	effective 1/5/18
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27. **Additional Sick Days – PTHEA**

**ADDL SICK DAYS**

BE IT RESOLVED that the Board approve twenty-three (23) additional non-accumulative sick days with pay, less the cost of a substitute, for Employee #11450, Teacher, effective January 2, 2018 through February 2, 2018 pursuant to Article X of the Board/PTHEA Agreement.

28. **Medical Leave of Absence**

**MEDICAL  
LOA**

BE IT RESOLVED that the Board approve the following medical leaves of absence:

Medical leave of absence for employee #11185, Paraprofessional, effective December 5, 2017 through February 2, 2018 utilizing available sick days, pursuant to the Family Medical Leave Act.

Medical leave of absence for employee #49231, Technician, effective January 8, 2018 through January 26, 2018 utilizing available sick days, pursuant to the Family Medical Leave Act.

Medical leave of absence for employee #31168, Teacher, effective January 2, 2018 through March 19, 2018 utilizing available sick and personal days, and an unpaid leave of absence from March 20, 2018 through March 21, 2018, pursuant to the Family Medical Leave Act.

29. **Employment/Changes – Substitute Approval**

**EMPLOY  
SUBS**

BE IT RESOLVED that the Board approve the employment/changes of the individuals named below who hold the appropriate number of credits or the proper certification and has indicated their interest in serving as substitutes during the 2017-2018 school year.

**Add**

Grace Flynn      Nurse      Effective 1/5/18

**Remove**

Theresa Cicala      Nurse      Effective 12/22/2017

30. **Corrections**

**CORRECT**

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

**Employment - PTHEA - Pending**

Erica Roche

From: effective January 8, 2018

To: effective January 15, 2018

**Major Extra Responsibility**

**Parsippany High School - Athletic Coordinator**

From: Michael DiBernard

To: Erica Roche

Effective 1/15/18

**PACE Instructor (Fall)**

From: Ellene O'Connor - \$700.00

To: Ellen O'Connor - \$1,200

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

31. **Out of District Tuition**

**OOD TUITION**

BE IT RESOLVED that the Board approve the tuition cost for a student with disabilities who will require an out-of-district change in placement for the 2017-2018 school year, as indicated below. This student has been classified by the Child Study Team in accordance with Title 18A:46:

Placement	Student No.	Tuition Cost
Sage Day School	46586	\$46,823.

32. **Morning Enrichment Program – Substitutes**

**AM ENRICH PROGRAM**

BE IT RESOLVED that the Board approve Karen D’Aurizio and Julie Perrone as substitutes for the Morning Enrichment Program beginning November 27, 2017 through June 19, 2018, four mornings per week, at Eastlake, Intervale, Knollwood, Lake Hiawatha, Lake Parsippany, Littleton, Mt. Tabor, Northvail, Rockaway Meadow and Troy Hills elementary schools, at the rate of \$50 per session, as indicated below, paid for through the Coordinated Early Intervention Services (CEIS) funds, originally approved in the Superintendent’s Bulletin No. 6 of November 14, 2017, PPS Item #28.

33. **ABA-Trained Paraprofessionals**

**ABA TRAINED PARAS**

BE IT RESOLVED that the Board approve the following staff members as ABA-trained Paraprofessionals with a stipend of \$1,200 (prorated), for the 2017-2018 school year, as follows:

Staff Name	School	Effective Date of Stipend
Sandra Amadio	Lake Parsippany	9/6/17
Narmada Balaji	Lake Parsippany	9/6/17
Hallie Catania	Brooklawn	12/5/17
Catherine Nunes	Littleton	9/6/17
Kelsey Schoonover	Lake Parsippany	10/16/17
Stephanie Steere	Lake Parsippany	10/20/17
Christopher Taylor	Lake Parsippany	9/19/17 – 10/13/17 only
Sarah Tracey	Rockaway Meadow	11/21/17

34. **End Date for ABA-Trained Paraprofessional Stipend**

**END DATE ABA PARA**

BE IT RESOLVED that the Board approve the removal of Karen Annino from the list of paraprofessionals receiving the ABA stipend as of December 1, 2017.

35. **Morning Math Program – Title I Grant – Change in Staff**

**AM MATH  
PROGRAM TITLE I**

BE IT RESOLVED that the Board approve the addition of Marie Gundlah, Knollwood School, as of December 20, 2017, to the list of approved staff to conduct a Morning Math Program for the 2017-2018 school year, paid for through the Title I grant, at \$50 per session, on Wednesday mornings from 8:00 a.m. to 8:40 a.m. at Knollwood, Lake Hiawatha, Rockaway Meadow and Troy Hills elementary schools, originally approved in the Superintendent’s Bulletin No. 6 of November 14, 2017, PPS Item #27. Ms. Gundlah replaces Karen Rojek, who resigned from the district as of December 11, 2017.

BE IT RESOLVED that the Board approve Elaine Dolsky, Knollwood School, who acted as a substitute for Karen Rojek for the Morning Math Program, for one session only, on December 13, 2017 for \$50.

36. **Home Instruction**

**HOME INSTR**

BE IT RESOLVED that the Board approve the following students who are on home instruction:

<b><u>Student</u></b>	<b><u>School</u></b>	<b><u>Grade</u></b>	<b><u>Reason</u></b>
28404	PHS	11	Medical

37. **Harassment, Intimidation, and Bullying**

**HIB**

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for December 14, 2017.

**Suspensions**

**SUSPENSIONS K**

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

**NEW BUSINESS**

**NEW BUSINESS**

Mrs. Cogan discussed the schedule of Committee meetings and suggested that a Finance meeting take place prior to the Committee Schedule being adopted to discuss tentative budget adoption scheduled for March 8, 2018.

**HEARING OF PUBLIC**

**HEARING OF PUBLIC**

None

Closing of Public Session

**ROLL CALL: SUPERINTENDENT’S BULLETIN #9  
 AND SECRETARY’S REPORT**

**ROLL CALL  
 VOTES**

On a motion by Mr. Blair seconded by Mrs. Golderer, Superintendent’s Bulletin Number 9 was voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	X					
Mr. Cistaro	X					
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mrs. Cogan	X					
Mr. Neglia	X		X			A- # 18

**ADJOURN**

**ADJOURN**

There being no further business, the public meeting adjourned at 7:37 pm on a motion by Mrs. Mayer seconded by Mr. Cistaro and voted on as follow:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Blair	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 # 9  
INCLUSIVE OF THE SECRETARY REPORT  
INITIALLY RECEIVED IN THE BOARD PACKET  
AND NOW POSTED AT THE DISTRICT WEBSITE**