

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

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Thursday, February 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 6:35 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 February 16, 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 (phone)
Mr. Andrew Choffo
Mr. Joseph Cistaro
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
Ms. Lyanna Rios, Assistant Business Administrator
Mrs. Joan Benos, Chief of Staff/Public Information Officer
Mr. Anthony Giordano, Exec. Director of Pupil Personnel Serv.
Mrs. Katherine Gilfillan, Esq., Board Attorney

ADJOURN TO EXECUTIVE SESSION

**ADJOURN TO
EXEC SESSION**

A motion was made by Mr. Neglia to go into Closed Session for the purpose of discussing student HIB matters 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 personnel matters with no action to be taken.

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 and personnel matters.
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. Berrios seconded by Mr. Choffo and unanimously approved by roll call vote the regular meeting reconvened at 7:03 p.m.

Mr. Neglia asked for a moment of silence for the victims of the school shooting in Parkland, Florida.

Mr. Neglia reminded the public of the district's responsibility to maintain confidentiality with regards to the District's Protocols on school security.

Mr. Neglia suspended the agenda and introduced Det. Lt. Keith Lefferts who presented on the District's School Security, the incident at Brooklawn Middle School on Friday, February 16, 2018 and the collaboration between the district and town to enhance security at the Elementary level.

Question and Answer session followed among board members.

**HEARING OF PUBLIC
RE: SAFETY**

HEARING OF PUBLIC

Illegible/inaudible – read some questions she had regarding Security at the Schools.

Fay Widdonsom- read through some questions she had regarding security.

Dawn Lau - asked if lockers and backpacks were checked, she also asked if active shooter presentations are done for children.

Jennifer Roth- commented on a letter she sent regarding incident and thanked the administration for their response. She also presented some ideas regarding security.

Joi Squillace - commented on incident at Brooklawn and had some questions and suggestions regarding security.

Robin Spiel – had some questions regarding security at the school and training of substitutes.

Judy Baker – asked about how student and staff can differentiate a real incident from a security drill.

Anya Sheiffel – wanted to know who the district’s School Safety Specialist is and how the specialist works with the police. She also expressed a concern regarding mental health.

Liz Kadian – commented on rather than two additional officers being placed at the elementary level that ten be placed.

Nancy Choffo – Thanked the board for having the Security presentation and asked about additional staff training.

Kendra VonAchen- asked what the BOE’s response would be with regards to the arming of teachers.

Narmada Iyengar - asked about security protocol for after school activities.

Francine Hellir- asked if the board spoke to teachers regarding any needed improvements.

Laurie Nessi – asked if an opportunity exists for parents to be a part of the discussion with regards to security.

Dawn Lau – commented on communication between the district and parents.

Illegible/inaudible– commented on conversation parents can have at home to to prepare children in the future and how parents want to be involved.

Sandra Amadio – asked if safety drills will be revisited, and some glitches that exist.

James Dobias – commented on security protocols and how parents should know just as much as the administration in an effort to better prepare children. He also asked if parents can participate in a lock down.

Anya Sheiffel – asked about budget presentation on March 8th and how administration should focus on security instead of technology.

Jaime Kearsley- commented on the need for metal detectors and an experience she encountered.

Nancy Choffo- commented on security at the schools.

Jennifer Roth- commented on changing local ordinances to address the concerns of the community. Suggested an assembly with the children to address anxiety and rumors.

Public Session Closed at 8:16 pm.

Mr. Neglia thanked the public for their comments and suggestions.

Dr. Sargent addressed some of the public concerns.

Mrs. Cogan encouraged the public to submit their questions and suggested that an FAQ be on the district website concerning security.

Mr. Berrios commented on the security assessment that was conducted and action taken by the board and administration in response to the assessment.

Mrs. Golderer commented that the security assessment was read by board members who were present at the time.

Mrs. Mayer commented that the board will review, discuss and do what needs to be done to ensure that children are safe.

Mrs. Golderer commented that the administration along with board members care deeply about the safety and security of children in the district.

Mr. Neglia introduced Dr. Sargent who presented the Strategic Plan 2017-2022 and introduced staff members who elaborated on each of the Long-Term Goals.

Mr. Berrios commented on his participation in the Strategic Plan Committee and thanked the board for allowing him to participate.

Mr. Neglia thanked all of the members of the Strategic Plan Committee.

A short recess was taken at 9:07 pm.

Meeting reconvened at 9:21pm

CORRESPONDENCE

None

CORRESPONDENCE

UNFINISHED BUSINESS

None

UNFINISHED BUSINESS

COMMITTEE REPORTS

COMMITTEE REPORTS

Transportation - Mr. DeVitto had not report.

Policy- Mr. Choffo had not report.

Communications - Mrs. Golderer had no report.

Teaching & Learning – Mr. Cistaro reported on February 12, 2018 meeting.

Buildings/Grounds and Safety- Mr. Cistaro reported on February 22, 2018 meeting.

Mrs. Golderer asked about Gym Floors and the funding of same. Dr. Sargent provided clarification that at this time, we are submitting applications to the state in the event we proceed with repair/replacement of the gym floors.

Mr. Choffo commented on the Security Assessment that was performed and how the several of the Committees including the town police should review this assessment.

Critical Issues – Mr. Berrios had no report.

Personnel – Mrs. Mayer had no report. She commented on DEAC (District Evaluation Assessment Committee) meeting she attended today.

Finance – Mrs. Cogan reported on March 22, 2018 meeting. She also reported on the State Legislative meeting, she attended on February 10, 2018.

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

APPROVAL OF MINUTES

On a Motion by Mrs. Mayer, seconded by Mr. Cogan the Executive and Regular Minutes of February 8, 2018 were voted on as follows:

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					

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Dr. Sargent presented Superintendent Bulletin Number 12.

Mrs. Robin C. Tedesco presented Secretary Report.

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

Number 12

February 22, 2018

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

ITEMS FOR DISCUSSION

Dr. Denis Mulroony, Mrs. Michele Neal, Mrs. Angelina Martino-Finnegan, Mr. Barry Haines, and Mrs. Pam Freund will be here tonight to present the Strategic Planning Committee Action Plans.

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

1. Policy 511

POLICY 511 A

BE IT RESOLVED that the Board approve the request by Merisa Rosa, Principal of Knollwood Elementary School, that student A, be allowed to complete the 2017-2018 school year as per Board of Education Policy 5111.

2. Anthony Sun Foundation Scholarship

**ANTHONY SUN
FOUN SCHOLARSHIP**

BE IT RESOLED that the Board accept and approve the formation of the Anthony Sun Memorial Scholarship. Two scholarships in the amount of \$3,000 each will be awarded. The award will go to two seniors at Parsippany Hills High School who are accepted into the Rutgers Pharmacy Program.

3. Research Study

RESEARCH STUDY

BE IT RESOLVED that the Board approve a research study requested by Dr. Maria Cleary of a new program called Tiplitt. The purpose of the study will be to determine to what extent a digital learning resource will affect the comprehension and engagement of high school students who are below reading level.

II. GA – GENERAL ADMINISTRATION – JONI BENOS

4. 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
Denise Pietropinto Jennifer Yee Joseph Gesumaria	NJTESOL Conference	June 1, 2018 May 31-June 1, 2018 May 31-June 1, 2018	New Brunswick, NJ	\$258.00/Title III \$279.00/Title III \$279.00/Title III
Kathleen Zelles	Intervention Strategies	March 20, 2018	Parsippany, NJ	\$239.00 Title IIA
CORRECTION Barry Haines	NJASA Techspo	January 24-25, 2018	Atlantic City, NJ	From: \$425.00 To: \$563.01

5. Field Trip Destination

**FIELD TRIP
DESTINATION**

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

Destination

Hilton Atlanta Hotel

What the trip would be for

National DECA Conference

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

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

6. **Employment – Noontime Aide**

**EMPLOY
NOONTIME**

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

Rockaway Meadow Elementary School

Michele Miller 12.5 hours/week effective 2/26/2018
(Replaces Lakshmi Chintada)

7. **Resignation – PTHESA**

**RESIGN
PTHESA**

BE IT RESOLVED that the Board approve the resignation of Jamie Harr, Paraprofessional at Central Middle School, effective February 23, 2018.

8. **Maternity Leave of Absence**

**MATERNITY
LEAVE**

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

Employee #43752, Teacher, has requested a maternity leave of absence on or about May 21, 2018 through June 21, 2018 utilizing her accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from August 30, 2018 through November 11, 2018.

9. **Employment – Substitute Approval**

EMPLOY SUB

BE IT RESOLVED that the Board approve the employment of the individual named below who holds the appropriate number of credits or the proper certification and has indicated her interest in serving as a substitute during the 2017-2018 school year, effective January 26, 2018:

Bus Aide

Michele Miller

10. **Leaves of Absence**

LOA

BE IT RESOLVED that the Board approve the medical leave of absence for Employee #30184, Teacher, from March 12, 2018 through March 29, 2018 utilizing available sick days pursuant to the Family Medical Leave Act.

BE IT RESOLVED that the Board approve the leave of absence for Employee #49473, Teacher, from February 9, 2018 through February 23, 2018 utilizing available family illness and personal days, and an unpaid leave of absence from February 26, 2018 through May 11, 2018 pursuant to the Family Medical Leave Act.

11. **Major-Extra Responsibility Assignment**

**MAJOR-EXTRA
RESP**

BE IT RESOLVED that the Board approve the addition named below in major-extra responsibility coaching assignment for the 2017-2018 school year:

ADD:

Parsippany High School

Amanda DeJessa Asst. Coach Girls Lacrosse Step 1 \$6,038.00

12. **Additional Sick Days – PTHEA**

**ADDT'L SICK
DAYS**

BE IT RESOLVED that the Board approve 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.

13. **Retirement – Local 32**

**RETIRE
LOCAL 32**

BE IT RESOLVED that the Board approve the resignation of Edward Ortiga, Custodian, for the purpose of retirement effective September 1, 2018.

14. **Corrections**

CORRECTIONS

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

Maternity Leaves of Absence

Employee #10851

From: on or about January 23, 2018 through March 1, 2018 utilizing her accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from March 2, 2018 through June 1, 2018.

To: on or about January 23, 2018 through March 2, 2018 utilizing her accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from March 5, 2018 through June 1, 2018.

Employee #30306

From: on or about March 9, 2018 through April 30, 2018 utilizing her accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from May 1, 2018 through June 21, 2018.

To: on or about March 12, 2018 through April 30, 2018 utilizing her accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from May 1, 2018 through June 21, 2018.

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

15. **Submission of ESEA FY 18 Grant**

**SUBMIT ESEA
GRANT**

BE IT RESOLVED that the Board approve the submission of the ESEA FY18 Consolidated Grant Amendment No. 1 to the NJ Department of Education as follows:

Title I:

Supplies & Materials	\$ 1,000
Instructional Equipment	\$10,000
Non-Instructional Equipment	\$10,000
Instructional Supplies	(\$21,000)

Title III Immigrant:

Instructional Supplies	\$9,592
Supplies & Materials	(\$9,592)

16. **Student Assistance**

**STUDENT
ASSITANCE**

BE IT RESOLVED that the Board approve Roxanne Heberd, paraprofessional at Parsippany Hills High School, who assisted a student at the PEC Winter Ball on February 8, 2018, as per the student’s IEP, not to exceed three hours, at the rate of \$20.26 per hour.

BE IT RESOLVED that the Board approve Hallie Catania, paraprofessional at Brooklawn Middle School, who assisted a student at the Brooklawn Valentine’s Day dance on February 9, 2018, as per the student’s IEP, not to exceed two hours, at the rate of \$20.26 per hour.

17. **ABA-Trained Paraprofessionals**

ABA PARA

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
Amoresano, Nicole	Eastlake	12/18/17
Pixomatis, Morgan	Eastlake	2/5/18

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18. **Home Instruction**

HOME INSTR

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>
28611	OOD	11	Medical
43746	PHS	11	Medical

19. **Harassment, Intimidation, and Bullying**

HIB

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for February 8, 2018.

Suspensions

SUSPENSIONS B

Fifteen 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

20. **Payment of Bills**

PAYMENT OF BILLS

BE IT RESOLVED, that the Board of Education approve the payment of current bills for February 22, 2018 for the 2017-2018 school year in the amount of \$5,805,440.76.

NEW BUSINESS

Mr. Neglia commented an invitation received to visit China.

HEARING OF PUBLIC

HEARING OF PUBLIC

Carrie Stetler - commented on a resolution she asked the board to adopt at the last board meeting.

Adam McGovern- commented on the resolution the previous speaker and asked the board to adopt this resolution.

Ken Dolsky – expressed his support for the previous two speakers.

Liz Kadian- thanked the board members for their support regarding school security. She asked who will be funding the additional security that will be provided at the elementary schools.

Kendra VonAchen– asked about how strategic plan will address standardize testing and if there was any further information regarding PARCC.

Closing of Public Session

Dr. Sargent addressed some of the public concerns.

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**ROLL CALL: SUPERINTENDENT’S BULLETIN #12
AND SECRETARY’S REPORT**

**ROLL CALL
VOTES**

On a motion by Mr. Berrios seconded by Mrs. Cogan, Superintendent’s Bulletin Number 12 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- 17
Mr. Cistaro	X					
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mrs. Cogan	X					
Mr. Neglia	X					

ADJOURN

ADJOURN

There being no further business, the public meeting adjourned at 9:56 pm on a motion by Mrs. Mayer seconded by Mr. DeVitto 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 #12 INCLUSIVE OF THE SECRETARY REPORT INITIALLY RECEIVED IN THE BOARD PACKET AND NOW POSTED AT THE DISTRICT WEBSITE

