

**PARSIPPANY-TROY HILLS  
BOARD OF EDUCATION  
REGULAR MEETING OF  
Thursday, March 9, 2017**

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Thursday, March 9, 2017 at Dr. Frank A. Calabria Education Center, 292 Parsippany Road, Parsippany, NJ 07054.

**CALL TO ORDER**

**CALL TO ORDER**

President Neglia called the meeting to order at 6:40 pm.

**MEETING NOTICE**

**MEETING NOTICE**

President Neglia stated that in compliance with Chapter 231, Public Law 1975 entitled Open Public Meetings Act, adequate notice of this meeting has been provided as specified in the Act. A meeting notice was published in the Daily Record on January 10, 2017 and at the district website <http://www.pthsd.k12.nj.us>. Additionally, the Notice of Meeting was posted at the Municipal building and a copy of Notice filed with the Township Clerk on March 3, 2017. This is an official meeting.

**FIRE NOTICE**

**FIRE NOTICE**

The Fire Notice was read by President Neglia.

**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  
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  
Dr. Jeffrey Charney, Int. Asst. Supt./Chief Academic Officer

**ADJOURN TO EXECUTIVE SESSION**

**ADJOURN TO  
EXEC SESSION**

At 6:40 p.m. a motion was made by Mr. Berrios, 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. Berrios, seconded by Mr. Cistaro and unanimously approved by roll call vote the regular meeting reconvened at 7:02 p.m.

**SALUTE TO THE FLAG**

**SALUTE TO THE FLAG**

President Neglia asked everyone to stand for the flag salute.

**STUDENT COMMITTEE REPORT**

**STUDENT COMMITTEE REPORT**

Nicky Parekh reported on activities at Parsippany Hills High School.

Mr. Neglia suspended the regular agenda and introduced Dr. Seitz who presented the 2017-2018 Tentative Budget.

Mrs. Cogan thanked Dr. Seitz and Mrs. Tedesco for their hard work preparing the budget. She also asked when professional development for teachers will begin. Dr. Seitz explained that preparation for professional development has already commenced. He also thanked Mrs. Tedesco for her commitment.

Mr. Choffo asked about staff reduction and the middle school changes being proposed and asked Dr. Seitz to expand in an effort to alleviate some fears the public may have as a result of the changes being proposed.

Dr. Seitz explained that the change will be the elimination of a period which is non- instructional, no changes in schedule, elective, or curriculum, he is also anticipating scheduling to be done before school starts. He emphasized that the middle school special education program will remain the same. Dr. Seitz explained that the middle school scheduling is currently taking place, it began in the winter.

Mrs. Mayer asked Dr. Seitz about the literacy coaches and where this will come from and if there were any additional costs.

Mr. Berrios asked Dr. Seitz asked about the health care cost adjustment and what this entails. Mrs. Tedesco explained this is an adjustment resulting from a health care premium increase. Mr. Berrios also asked if we had an idea of what the increase in health premium was. Mrs. Tedesco explained it was between 11.5% and 12% increase.

Mr. Kumburis asked about out of district tuition and home instruction and why there is a need to send students out of the district. Dr. Seitz explained that students are sent out of district when a course is not offered and when a student has a specific need that the district cannot accommodate.

**CORRESPONDENCE**

None

**CORRESPONDENCE**

**UNFINISHED BUSINESS**

None

**UNFINISHED BUSINESS**

**COMMITTEE REPORTS**

Sports/Extra-Curricular Committee: Mr. Blair had no report.  
 Transportation Committee: Mr. Kumburis had no report.  
 Finance Committee: Mrs. Cogan reported on February 23, 2017 meeting.  
 Policy Committee: Mr. Choffo reported on March 8, 2017 meeting.  
 Personnel Committee: Mrs. Mayer reported on March 8, 2017 meeting.  
 Critical Issues Committee: Mr. Berrios had no report.  
 Communications Committee: Mr. Cistaro reported on March 6, 2017 meeting.  
 Buildings/Grounds and Safety Committee: Mr. Cistaro provided update on lead remediation.  
 Teaching & Learning Committee: Mrs. Golderer had no report.

**COMMITTEE REPORTS**

Mrs. Cogan commented on a municipal alliance meeting she attended.

**APPROVAL OF MINUTES**

On a Motion by Mrs. Mayer seconded by Mr. Kumburis the Executive Minutes and Regular minutes of February 16, 2017 and February 23, 2017 meeting, were voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					A- Feb. 16, 2017
Mr. Blair	X					
Mr. Cistaro	X					
Mrs. Cogan	X					A- Feb. 16, 2017
Mrs. Golderer	X					A- Feb. 16 & 23, 2017
Mr. Kumburis	X					
Mrs. Mayer	X					
Mr. Choffo	X					A- Feb. 16, 2017
Mr. Neglia	X					

**Parsippany-Troy Hills Board of Education**  
**Minutes of the Regular Meeting of March 9, 2017**

328

Dr. Seitz presented Superintendent Bulletin Number 15.

Mrs. Robin C. Tedesco presented Secretary Report.

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

**Number 15**

**March 9, 2017**

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

**ITEMS FOR DISCUSSION**

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

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

**1. 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>
Lauren Penna Nicole Fasciana Michael Nicosia	Beyond Gender Identity and Sexual Orientation	June 13, 2017	Monroe, NJ	\$150.00 ea
Joanne Petriello	Oppositional, Defiant & Disruptive children & Adolescents	May 2, 2017	Parsippany, NJ	\$219.00 Title 2A
Nancy Rosikiewicz	NJ Pupil Transportation conference	March 30-31, 2017	Atlantic City, NJ	\$485.00
Ashley Radiotis Jennifer Boscarino	Guided Reading	March 14, 2017	West Orange, NJ	\$245.00 Title 2A (Snowed out on 2-9-17)
Laura Long Stephanie Dasti	Gifted Education-Defining and Refining Success	March 17, 2017	West Windsor, NJ	\$219.00
Danielle Scarpa Anmarie Hebbelmnck	Guided Math	May 22, 2017	West Orange, NJ	\$245.00 ea Title 2A
Pam Freund	NCSM Conference NCTM Conference	April 3-8, 2017	San Antonio, TX	\$2,072.32 \$2,072.32

2. **Field Trip Destinations**

<b><u>Destination</u></b>	<b><u>What Trip Would be For</u></b>
Sheraton Park Hotel Anaheim, CA	DECA Conference

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

3. **Courses of Study – Revisions**

**COURSES OF  
STUDY**

BE IT RESOLVED that the Board approve payment for additional hours for curriculum revisions to be completed over the summer between July and August 2017 in the amount of \$41.00/per hour up to a maximum of twenty (20) hours, subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and the PTHEA, to the individuals named below; and

BE IT FURTHER RESOLVED, that the Administration is hereby authorized to appoint certificated and qualified staff members to those positions indicated below which have not been filled, subject to ratification of that appointment at the Board meeting following their appointment.

<b>Supervisor</b>	<b>Description</b>	<b>Teachers</b>	<b>Hours/Pay</b>	<b>Total</b>
Juan Cruz	Military History	Trevor Snyder – PHS	20 hrs. X \$41.00/hr.	\$820.00
		Kevin Daly – PHHS	20 hrs. X \$41.00/hr.	\$820.00
Lisa Vallacchi	Language Arts (Grade K)	Laura Breiten – EA	20 hrs. X \$41.00/hr.	\$820.00
		Karen Snell – RMS	20 hrs. X \$41.00/hr.	\$820.00
	Writing (Grade 1)	Beth DiBello – LP	20 hrs. X \$41.00/hr.	\$820.00
	Writing (Grade 2)	Danielle Ciccone – KN	20 hrs. X \$41.00/hr.	\$820.00
		Wendy Barber – LP	20 hrs. X \$41.00/hr.	\$820.00
		Laura Duff – LP	20 hrs. X \$41.00/hr.	\$820.00
Cathy Jo Speidel	Natural Science (Grade 11)	Nancy Lennon – PHS	20 hrs. X \$41.00/hr.	\$820.00
		Mary DeRenzis – PHHS	20 hrs. X \$41.00/hr.	\$820.00
	Physics	Michelle Perry – PHHS	10 hrs. X \$41.00/hr.	\$410.00
		Steve Gilgur – PHS	10 hrs. X \$41.00/hr.	\$410.00
	Honors Physics	Michelle Perry – PHHS	10 hrs. X \$41.00/hr.	\$410.00
		Steve Gilgur – PHS	10 hrs. X \$41.00/hr.	\$410.00
	Biology 117	Danielle Nicosia - PHS	10 hrs. X \$41.00/hr.	\$410.00
		TBD	10 hrs. X \$41.00/hr.	\$410.00
	Honors Biology	Danielle Nicosia - PHS	20 hrs. X \$41.00/hr.	\$820.00
		TBD	20 hrs. X \$41.00/hr.	\$820.00
Biology 119	Danielle Nicosia - PHS	20 hrs. X \$41.00/hr.	\$820.00	
	TBD	20 hrs. X \$41.00/hr.	\$820.00	

**Parsippany-Troy Hills Board of Education**  
**Minutes of the Regular Meeting of March 9, 2017**

<b>Supervisor</b>	<b>Description</b>	<b>Teachers</b>	<b>Hours/Pay</b>	<b>Total</b>
Cathy Jo Speidel	Chemistry	Christine Nagel – PHHS	10 hrs. X \$41.00/hr.	\$410.00
		Colleen Riley-Lazzari – PHS	10 hrs. X \$41.00/hr.	\$410.00
	Honors Chemistry	Christine Nagel – PHHS	20 hrs. X \$41.00/hr.	\$820.00
		David Wolckenhauer - PHHS	20 hrs. X \$41.00/hr.	\$820.00
	Conceptual Chemistry	Emily Rogers – PHHS	10 hrs. X \$41.00/hr.	\$410.00
		Stephanie Thaler – PHHS	10 hrs. X \$41.00/hr.	\$410.00
	Biochemistry	TBD	20 hrs. X \$41.00/hr.	\$820.00
		TBD	20 hrs. X \$41.00/hr.	\$820.00
	Advanced Science (Grade 8)	Alissa Velazquez – CMS	20 hrs. X \$41.00/hr.	\$820.00
		Palma Ring - CMS	20 hrs. X \$41.00/hr.	\$820.00
	Science (Grade 8)	Alissa Velazquez – CMS	10 hrs. X \$41.00/hr.	\$410.00
		Palma Ring - CMS	10 hrs. X \$41.00/hr.	\$410.00
	Intro to Design Tech I	Bob Stevenson – PHHS/BMS	20 hrs. X \$41.00/hr.	\$820.00
	Intro to Design Tech II	Bob Stevenson – PHHS/BMS	20 hrs. X \$41.00/hr.	\$820.00
Engineering CAD I	Bob Stevenson – PHHS/BMS	20 hrs. X \$41.00/hr.	\$820.00	
Vicky Santana	French 1 (Grade 8 & 9)	Jennifer Kralik – BMS	20 hrs. X \$41.00/hr.	\$820.00
		Sandra Wasserman – PHS	20 hrs. X \$41.00/hr.	\$820.00
	French 2/2 Honors	Sheila Steinberg – PHS	20 hrs. X \$41.00/hr.	\$820.00
		Sandra Wasserman – PHS	20 hrs. X \$41.00/hr.	\$820.00
	French 3/3 Honors	Sheila Steinberg – PHS	20 hrs. X \$41.00/hr.	\$820.00
		Michael Cassu – PHHS	20 hrs. X \$41.00/hr.	\$820.00
	French 4/4 Honors	Sheila Steinberg - PHHS	20 hrs. X \$41.00/hr.	\$820.00
		Michael Cassu – PHHS	20 hrs. X \$41.00/hr.	\$820.00
	Italian 4/4 Honors	Angela Minichiello-Garcia – PHHS	20 hrs. X \$41.00/hr.	\$820.00
		George Clark – PHHS	20 hrs. X \$41.00/hr.	\$820.00
	ESL (Grade K-5)	Lori Savarese – KN	20 hrs. X \$41.00/hr.	\$820.00
		Betty Wang – LP	20 hrs. X \$41.00/hr.	\$820.00
		Jennifer Yee – MT	20 hrs. X \$41.00/hr.	\$820.00
		Joseph Gesumaria – TH	20 hrs. X \$41.00/hr.	\$820.00
Laura Rizzo – CMS		20 hrs. X \$41.00/hr.	\$820.00	
Digital Art (Grade 7)	Mary Matarazzo - BMS	20 hrs. X \$41.00/hr.	\$820.00	

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

4. **Leaves of Absence**

LOA

BE IT RESOLVED that the Board approve a medical leave of absence for employee #30748, teacher at Intervale/Northvail, effective February 16, 2017 through March 17, 2017 utilizing accumulated sick leave.

BE IT RESOLVED that the Board approve an unpaid intermittent medical leave of absence for employee #30164, teacher at Parsippany Hills High School, effective February 27, 2017 through June 30, 2017 pursuant to the Family Medical Leave Act.

BE IT RESOLVED that the Board approve a one year leave of absence for the 2017-2018 school year for employee #49235, teacher at Parsippany High School, to serve as an overseas teacher as per the PTHEA Agreement.

5. **Major-Extra Responsibility Assignment**

MAJOR-EXTRA  
ASSIGN

BE IT RESOLVED that the Board approve the additions/changes/resignations named below in major-extra responsibility coaching assignment for the 2016-2017 school year:

**ADD:**

**Parsippany High School**

Steven Miller Asst. Coach Softball Step 1 \$6,038.00

6. **Maternity Leaves of Absence**

MATERNITY  
LEAVE

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

**Employee #31060**, teacher at Parsippany Hills High School, has requested a maternity leave of absence on or about May 23, 2017 through June 22, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from August 31, 2017 through October 31, 2017.

**Employee #30428**, teacher at Central Middle School, has requested a maternity leave of absence on or about June 6, 2017 through June 22, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from August 31, 2017 through November 22, 2017.



7. **Additional Sick Days – Local 32**

**ADDL SICK  
DAYS**

BE IT RESOLVED that the Board approve fourteen (14) additional non-accumulative sick days at one-half pay for Employee #11729, Driver, effective February 27, 2017 through March 16, 2017.

8. **Resignation**

**PTHESA RESIGN  
PARA**

BE IT RESOLVED that the Board approve the resignation of Kristie Gal-  
loway, One-to-One Paraprofessional at Rockaway Meadow Elementary  
School, effective February 28, 2017.

9. **Low Pressure – Black Seal Boiler Operator License**

**BOILER  
LICENSE**

BE IT RESOLVED that the Board approve the stipend of \$1,304.00 (pro-  
rated) for Adela Angel-Gamez, Custodian, effective February 1, 2017  
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.

10. **Employment – Acting Head Custodian**

**ACTING HEAD  
CUSTODIAN**

BE IT RESOLVED that the Board approve the individual named below  
who worked as acting head custodian at Littleton Elementary School and  
is entitled to a prorated portion of the head custodian stipend of \$5,324.00  
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.

**Eric Ambrose**

February 9, 2017 through February 13, 2017 (3 days)  
February 15, 2017 through February 24, 2017 (7 days)

11. **Corrections**

**CORRECTIONS**

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

**CHANGE:**

**Salaries – APSA as per Memorandum of Agreement**

Bernadette Flaherty

**2015-2016 Non-Tenured APSA**

From: \$124,049.00

To: \$124,830.00

Juan Cruz

**2015-2016 Tenured APSA**

\$114,969 + \$2,500 Longevity

**2016-2017 Tenured APSA**

\$117,958 + \$2,500

**Maternity Leave of Absence**

**Employee #10910**

From: on or about January 17, 2017 through February 17, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from February 21, 2017 through May 12, 2017.

To: on or about January 17, 2017 through February 21, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from February 22, 2017 through May 12, 2017.

**Employee #30527**

From: on or about January 3, 2017 through March 1, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from March 2, 2017 through June 1, 2017, and under the terms of the PTHEA agreement, an unpaid childcare leave of absence effective June 2, 2017 through June 22, 2017.

To: on or about January 3, 2017 through March 9, 2017 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from March 10, 2017 through June 9, 2017, and under the terms of the PTHEA agreement, an unpaid childcare leave of absence effective June 12, 2017 through June 22, 2017.

**Leave of Absence**

**Employee #40086**

From: an unpaid leave of absence from January 17, 2017 through March 10, 2017, pursuant to the Family Medical Leave Act.

To: an unpaid leave of absence from January 17, 2017 through March 24, 2017, pursuant to the Family Medical Leave Act.

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

12. **Parsippany Adult and Community School**

**PACE**

BE IT RESOLVED that the Board approve the following Parsippany Adult and Community School list of staff salaries for the 2017 Spring Semester, as indicated below:

**Instructors and Site Coordinators Paid Hourly**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Anticipated Salary</u></b>
Bright, Lois	Instructor	\$ 600.00
Dedrick, Kathleen	Site Coordinator	2,000.00
Engfer, Susan	Site Coordinator	2,000.00
Guarnieri, Paul	Instructor	350.00
Kret, Judith	Instructor	300.00
Lotzer, Elaine	Site Coordinator	2,000.00
Morris, Sandra	Instructor	1,080.00
Ninos, Tony	Instructor	1,050.00
O,Connor, Ellen	Instructor	1,100.00
Pring, Leslie	Instructor	1,200.00
Rakos, Eva	Instructor	1,400.00
Russo, Joseph	Instructor	1,750.00
Salem, Nahed	Instructor	900.00
Singerline, Dawn	Instructor	900.00

**Instructors Paid a Flat Rate**

Creative Voice Dev. – Getting Paid to Talk	\$ 88.00
Ilic, Dana – Cooking Classes	840.00
In Order, Inc. – Deborah Gussoff- 2 Courses	160.00
Lucas, Raymond – Krav Maga Classes	1,450.00
Nicolich, Claudine – Exercise	4,800.00
Restrepo, Zulma – Zumba Dancing	1,300.00

**Instructors Paid Per Person**

A-1 Peck Driving School	\$ 55.00/pp
Barry Wolfson – 3 Courses	40.00/pp
Christine Maccarella, Anna Marie Osvold - Mahjongg	40.00/pp
Coast Boating School	55.00/pp
Dancegirl LLC Morris Plains Jazzercise- Christina Albano	65.00/pp
Doug Gould –2 Courses	64.00pp/42.00/pp
Kathleen McGlory	25.00/pp
Louis Drucks American Red Cross – 3 Courses	35.00 – 65.00/pp
Marc Sky	21.00/pp
Paul Boddy-StageRight – Multiple trips	66.00 – 85.00/pp
So You... - Vivian Burns	60.00/pp
Ted Sheola	20.00/pp

13. **Student Assistance Substitutes**

**STUD ASSISTANCE**

BE IT RESOLVED that the Board approve the following personnel who acted as substitutes in the absence of Jayne Dzuback, who was originally approved to assist a student who participates in the Brooklawn Ski Club, as per the student's IEP, in the January 31, 2017 Bulletin No. 12, Item #34, not to exceed seven hours on each date, as follows:

<b><u>Staff Name</u></b>	<b><u>Date</u></b>	<b><u>Hourly Salary</u></b>
Elena Gerber	1/18/17	\$45.71
Kris Skinner	1/25/17, 2/1/17, 2/8/17	\$40.66

14. **Morning Enrichment Program**

**AM ENRICHMENT  
PROGRAM**

BE IT RESOLVED that the Board approve the addition of Lorraine Esposito 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, originally approved January 5, 2017, Bulletin No. 11, Item No. 39.

15. **Community Based Instruction Sites**

**COMM BASED  
INSTR**

BE IT RESOLVED that the Board approve Eric Johnson House, 44 South Street, Morristown, NJ, as a Community Based Instruction Site for the 2016-2017 school year.

16. **Home Instruction**  
**INSTR**

**HOME**

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>
28756	PHHS	10	Medical
44268	PHS	10	Medical
42669	Knollwood	2	Medical
40981	Lake Parsippany	4	Medical
43786	Rockaway Meadow	K	Medical

17. **Harassment, Intimidation, and Bullying**

**HIB**

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for February 23, 2017.

**Suspensions**

**SUSPENSIONS A**

Nineteen 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**

18. **Payment of Bills**

**PAYMENT OF BILL**

BE IT RESOLVED that the Board of Education approve the payment of current bills for March 9, 2017 for the 2016-2017 school year in the amount of \$7,829,717.28.

BE IT RESOLVED that the Board of Education approve the payment of current bills/outstanding warrants for school activities for the month of February 2017 school year in the amount of \$58,332.21.

19. **Transfer of Funds**

**TRANSFER OF FUNDS B**

BE IT RESOLVED that the Board of Education authorize the transfers in the 2016-2017 budget per detail of transfers report, February 1-28 for the 2016-2017 school year, per state law.

20. **Secretary/Treasurer Report**

**SECRETARY REPORT**

BE IT RESOLVED that the Board of Education acknowledge and accept the report of the Board Secretary and Treasurer of School Monies for the period ending January 1-31, 2017.

Pursuant to N.J.A.C. 6:20-2:13(d), I certify that as of the end of January 2017 no budgetary line item account has been over expended in violation of N.J.A.C. 6:20-2:13(a).



Robin C. Tedesco  
Business Administrator/Board Secretary

Pursuant to N.J.A.C. 6:20-2:13(a), we certify that as of January 31, 2017 after review of the Secretary's monthly financial report for January 2017 (appropriations section), and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:20-2:13(b) and that sufficient funds are available to meet the district's financial obligations.

21. **Change Order Installation of Emergency Generators at Parsippany HS**

**CHANGE ORDER  
EMERGENCY GENERATOR**

BE IT RESOLVED that the Board of Education approve the following Change Order - GC-02 as follows:

Boz Electric, 6 Warren Drive, Vernon, NJ 07462

Parsippany High School

Gas pressure at the high school was low to run the new emergency generator. NJ Gas to increase pressure of gas. Existing regulators had to be disconnected and removed. New regulators had to be installed as per the direction of NJ Gas. Gas piping had to be re-worked. A new start up and load test had to be performed.

<b>Total amount of this CO:</b>	<b>\$10,605.00</b>
Original contract sum:	\$367,726.00
Net change by previous authorized COs:	\$0
Contract sum will be increased by this CO:	10,605.00
<b>New contract sum including this CO will be:</b>	<b>\$378,331.00</b>

22. **Addendum to Source 4 Teachers**

**SOURCE 4 TEACHERS**

BE IT RESOLVED that the Board of Education hereby ratifies the Addendum to the contract with Source 4 Teachers executed by the Board's Business Administrator on February 24, 2017 as set forth in the attached materials and which shall be kept on file in the Office of the Board's Business Administrator.

23. **Adoption of Tentative Budget 17-18**

**ADOPTION OF BUDGET  
2017-2018**

BE IT RESOLVED that the tentative budget for the Parsippany-Troy Hills Board of Education, in the County of Morris, New Jersey be approved for the 2017-2018 school year using the 2017-2018 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<b>General Fund</b>	<b>Special Revenues</b>	<b>Debt Service</b>	<b>Total</b>
2017-2018 Total Expenditures	\$141,207,020	\$2,010,144	\$3,374,400	\$146,591,564
Less: Anticipated Revenues	\$8,991,457	\$2,010,144	\$572,267	\$11,573,868
Taxes to be Raised	\$132,215,563	\$0	\$2,802,133	\$135,017,696

And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public meeting be held at the Parsippany Hills High School, Parsippany, New Jersey on May 4, 2017 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2017-2018 school year; and

BE IT FURTHER RESOLVED, that the Parsippany-Troy Hills Board of Education, approves the following Capital Outlay, Capital Projects and Equipment for the 2017-2018 school year:

<b>Description/Activity</b>	<b>Cost</b>
Assessment for Debt Service on SDA Funding	\$46,633
Educational/Maintenance Equipment	\$60,000
Lease Purchase Principal Payments	\$2,080,060
Architect	\$100,000
Exterior Door Replacement Districtwide	\$100,000
Littleton Elementary School Canopy Replacement	\$20,000
Paving and Concrete Work Districtwide	\$100,000
Capital Reserve Interest	\$5,000
<b>Total</b>	<b>\$2,511,693</b>

WHEREAS, the Parsippany-Troy Hills Board of Education's policy and N.J.A.C. 6A:23A-7.3(a) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2017-2018 School Year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2016-2017 School Year was \$138,080; and

WHEREAS, travel and expense reimbursement has reached a total amount of \$42,540 as of March 1, 2017; and

BE IT RESOLVED, that the Parsippany-Troy Hills Board of Education in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2017-2018 school year at the sum of \$171,394; and

WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, a Board of Education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3 (c) 14;

NOW, THEREFORE, BE IT RESOLVED, that the Parsippany –Troy Hills Board of Education hereby establishes the following maximums for the 2017-2018 year as follows:

<b>Service</b>	<b>Cost</b>
Architecture	\$100,000
Legal	\$235,001
Audit	\$79,300
Physician	\$76,000
<b>Total</b>	<b>\$490,301</b>

BE IT FURTHER RESOLVED, that the School Business Administrator track and record these costs to insure that the maximum amount is not exceeded.

24. **Adjustment Health Benefits**

**ADJ HEALTH BENEFITS**

RESOLVED that the Parsippany-Troy Hills Board of Education includes in the 2017-2018 proposed budget the adjustment for increases costs of health benefits in the amount of \$572,820. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

25. **Adjustment Banked Cap**

**ADJ BANKED CAP**

RESOLVED that the Parsippany-Troy Hills Board of Education includes in the 2017-2018 proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$969,817 for the purposes of maintaining curricular and co-curricular programs and staffing levels to support such programs. The district intends to complete said purposes by June 2018.

26. **Travel and Related Expense Reimbursement 2017-2018**

**TRAVEL EXP**

WHEREAS, the Parsippany-Troy Hills Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and



WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$171,394 for all staff and board members.

**NEW BUSINESS**

**NEW BUSINESS**

Dr. Seitz commented on recent bank robbery and discussion he had with Lieutenant Dowd regarding security.

Strategic plan goals being sent to teachers and asked if all employees could receive same. Communications Committee was asked to look into this.

**HEARING OF PUBLIC**

**HEARING OF PUBLIC**

Carmella Foehner – commented on contract negotiations with the Educational Secretaries Association.

Christine Sinner - commented on contract negotiations with the Educational Secretaries Association.

Rita Ben Asher - commented on contract negotiations with the Educational Secretaries Association.

Joe Kyle – commented on his support for the Educational Secretaries Association. He also commented on the reading and writing integration proposed by Dr. Seitz. He also wanted to know what has created the budget reduction.

Fran Orthwein – asked Mr. Cistaro to repeat the date of the Senate School Funding meeting at town hall. She also commented on the School Funding formula and encourage the board and the public to reach out to our local representatives to help with the budgetary concerns the district has.

Nancy Choffo – commented on prior Superintendent and how his decisions contributed to the budget reduction. She asked if any electives have been eliminated and what the enrollment numbers were. She also asked about cuts being made at the administrative level.

Bob Venezia – commented that the budgetary crisis was due to an increase in health care benefits. He asked about the positions that would potentially be eliminated and how notices will be distributed.

**Closing of Public Session**

Dr. Seitz commented that he anticipates reductions notices to be done by RIF. He also commented on the Educational Secretaries Association's salary guide and the last directive received from mediator. He also commented on federal/state aid to the district. He explained that the budget reduction is a result from health care increase and contractual settlement agreements. Dr. Seitz also commented on the administrative cuts that have been made and the re-organization. He indicated that electives have been scaled back and that currently enrollment number are not available as of yet.

Mr. Cistaro commented that the Senate School Funding meeting will be on Wednesday March 15, 2017 at 12pm at Town Hall.

**Parsippany-Troy Hills Board of Education**  
**Minutes of the Regular Meeting of March 9, 2017**

**ROLL CALL: SUPERINTENDENT’S BULLETIN #15  
AND SECRETARY’S REPORT**

**ROLL CALL  
VOTES**

On a motion by Mrs. Cogan seconded by Mr. Blair, Superintendent’s Bulletin Number 15 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					
Mr. Neglia	X					

**ADJOURN**

**ADJOURN**

There being no further business the public meeting was adjourned at 8:12 p.m. on a motion by Mr. Kumburis, 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					
Mr. 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 # 15  
INCLUSIVE OF THE SECRETARY REPORT  
INITIALLY RECEIVED IN THE BOARD PACKET  
AND NOW POSTED AT THE DISTRICT WEBSITE