

**PARSIPPANY-TROY HILLS
BOARD OF EDUCATION**

PUBLIC HEARING MEETING OF
THURSDAY, MARCH 28, 2013

The Parsippany-Troy Hills Board of Education held a Public Hearing Meeting on Thursday, March 28, 2013 at the Brooklawn Middle School, 250 Beachwood Road, Parsippany, NJ 07054.

CALL TO ORDER**CALL TO ORDER**

President Golderer opened the meeting at 7:00 p.m.

President Golderer 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 31, 2013. Additionally the Notice of Meeting was posted at the Municipal building and copy of Notice filed with the Township Clerk on March 25, 2013. This notice was also transmitted on March 25, 2013 to the Daily Record, The Star Ledger, and the district website: www.pthsd.k12.nj.us. This is an official meeting.

MEETING NOTICE**FIRE NOTICE****FIRE NOTICE**

The Fire Notice was read by President Golderer.

ROLL CALL**ROLL CALL**

Present: Dr. Frank Calabria
 Mr. James Carifi
 Mr. Anthony DeIntinis
 Mr. Anthony Mancuso
 Mr. Gary Martin (arrived at 7:26 p.m.)
 Mrs. Fran Orthwein
 Mr. Michael Strumolo (arrived @ 7:10 p.m.)
 Mr. Sharif Shamsudin
 Mrs. Susy Golderer

Also Present: Dr. LeRoy Seitz, Superintendent
 Mr. Paul Saxton, Interim Director of Personnel
 Mrs. Nancy Gigante, Director of Curriculum
 Mrs. Susan Tindal, Assistant Board Secretary
 Mrs. Joni Benos, Administrative Assistant to Superintendent
 Ms. Maggie Miller, Esq., Board Attorney

SALUTE TO THE FLAG**SALUTE TO THE FLAG**

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

ADJOURN TO CLOSED SESSION

**ADJOURN TO
CLOSED SESSION**

At 7:03 p.m. a motion was made by Mr. Shamsudin and seconded by Mr. DeIntinis and was unanimously approved by roll call vote to adjourn to closed session for the purpose of personnel, litigation and HIBs.

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: personnel, litigation and HIBs.
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**

The regular session was reconvened at 7:47 p.m. Notices were reread and the flag was saluted again.

President Golderer invoked a 3 minute rule for the hearing of the public.

APPROVAL OF MINUTES

APPROVAL OF MINUTES

BE IT RESOLVED that the Board of Education approve the minutes of the Special Meeting of the Tentative Budget of Tuesday, March 5, 2013. Mr. Shamsudin motioned, Mrs. Orthwein seconded and the minutes were unanimously approved by roll call vote.

CORRESPONDENCE

CORRESPONDENCE

None.

UNFINISHED BUSINESS

UNFINISHED BUSINESS

None.

Vice-President Shamsudin returned to the meeting at 8:45 p.m.

STUDENT COMMITTEE REPORTS

STUDENT COMM REPTS

None.

COMMITTEE REPORTS

COMMITTEE REPORTS

Mr. Martin – Buildings & Grounds/Safety: meeting is scheduled for the beginning of April.

Mr. Carifi – Policy: Met on March 19th and several policies are on the agenda tonight for the first of two readings.

Mrs. Orthwein – Communications: met last week regarding the survey posted through Survey Monkey; discussed presentation by Dr. Ivory.

Mr. Shamsudin – Finance: met last week and discussed adding field and track replacements to the budget and how to do that; iPads vs. Samsung; Township contribution for VOTG.

On Monday, Mr. Shamsudin, Mrs. Golderer and Superintendent Seitz met with Mayor Barbario and Township Business Administrator, Jasmine Lim to explore ways to alleviate the budget through shared services, i.e. SROs and the sharing of the cost of the generator for Parsippany High School. The sewer and water expense was also discussed. No relief was offered other than possibly splitting the cost of one SRO. A discussion ensued.

Mr. DeIntinis – Personnel: waiting for principals to meet with Mr. Saxton with respect to renewals.

Mr. Strumolo – Critical Issues: has not met.

Dr. Calabria – Teaching & Learning: will meet after the holiday.

Mr. Mancuso – Transportation: has not yet heard back from the town with respect to the Brooklawn issue.

Superintendent Seitz suspended his agenda and opened a discussion of the Secretary's Report regarding the 2013 – 2014 budget approval. He reported to the Board members and community that he spoke with the Morris County Executive County Superintendent and was informed that the fields and tracks cannot be put into the budget because it had been defeated by the referendum. He was told that a new referendum would need to be undertaken. The ECS made it very clear that if the fields and tracks were added to the budget, she would not approve the budget. Attorney Miller stated that if the items were adopted in the budget and the ECS did not approve it, the Board could appeal it.

A discussion among the Board members ensued. The Superintendent stated that the preliminary budget included 3 SROs.

Mr. Mancuso made a motion to accept the preliminary budget as presented on March 5th with the exception of only including one SRO rather than three. Mrs. Orthwein seconded the motion. A lengthy discussion followed regarding the preliminary budget and 3 SROs, 5 media specialists and other items included therein. Dr. Calabria suggested that the public be able to speak before the vote was taken. Mrs. Orthwein suggested not including the 5 media specialists. Mr. Strumolo asked the Board attorney if there were any other alternatives if the Board did not pass the budget. It was noted that if the budget was not passed, it would go to the Commissioner of Education for approval. Attorney Miller stated that the Board could appeal the decision and pursue litigation.

HEARING OF THE PUBLIC BUDGET ONLY

**HEAR OF PUBLIC
BUDGET ONLY**

Sandy Giercyk – use of banked cap; Parsippany not well liked in Trenton and should not turn the budget over; tell public what the Board is thinking; disgusted that the Board cannot come to an agreement.

Kristin Ritter – respects the ESC decision on the fields, but concerned as to how it was presented; if not included in the budget, what will happen with the fields.

Valerie Woller – blind-sided and feels betrayed that the ESC determined that the fields cannot be included in the budget; need a vote tonight.

Monica Sclafani – generator not purchased with the town will result in not having Parsippany High School as an evacuation center; the Board is derelict in duties.

Bob Venezia – shocked at the ESC’s decision, but suggested cuts be made so that the banked cap is available next year to use for the fields.

Aida Visakay – put fields in for next year; Board has had budget for over a month and it is their duty to vote on it.

Lani Duffy – disappointed that the Board doesn’t know about GRO; voted to move the election to November so that the budget would pass if under cap; horrified at cuts below cap.

Mike Pietowicz – would like to speak for more than 3 minutes; process for budget review; can the capital budget be held separately and voted on later?

Laura Sostak – concerned about the impact that the Board’s decisions will have on student education and do not vote for a 0% tax increase; supports returning the media specialists.

Roman Hoshowsky – fix the fields before spending money on anything else.

George Blair – acknowledged the fine job Superintendent Seitz has done; fields need to be put in the budget.

Alison Cogan – media specialists need to be restored; Board members are elected officials and need to actually propose some cuts and make a decision.

Liz Kadian – media specialists are needed.

Dave Hutchinson – embarrassing for the town if the Board does not pass a budget; need to get some training on the budget; Superintendent gave the Board several options.

Brigid Mekita – as a teacher iPads are necessary for education and should remain in the budget.

Monica Sclafani – if decision is made, will there be another public portion?

Mrs. Orthwein asked if Mr. Mancuso would amend his motion to remove the 5 media specialists. He did not.

Mr. Mancuso amended his motion to adopt the budget as presented on March 5th less 2 SROs and \$200,000 from health benefits. Mrs. Orthwein agreed to second the motion. Another discussion ensued. Roll call vote was taken and defeated with 4 Ayes and 5 Noes.

President Golderer called a 5 minute break.

The meeting resumed at 10:24 p.m.

Mr. Martin made a motion to cut the following items totaling \$1,323,500 from the budget: Parsippany High School generator, \$200,000 from health insurance, 2 buses, 10% of supplies, 2 SROs, and the roof replacement at Lake Parsippany Elementary School. The motion was seconded by Mr. Shamsudin and a discussion ensued. Superintendent Seitz stated that the roof at Lake Parsippany is a health and safety issue. Mr. Martin modified his motion to remove the Lake Parsippany roof from the list making the total \$1,073,500. Mr. Shamsudin agreed to second the motion in order to discuss. A roll call vote was taken and the motion was unanimously passed.

Mr. Martin asked about removing more capital projects. President Golderer asked if there was any consideration to removing the middle school reading and writing program. A long discussion followed regarding what could be cut from the budget.

Mr. Mancuso made a motion to adopt the budget less cuts of \$990,500. The motion was seconded by Dr. Calabria. A discussion ensued. Roll call vote was taken and defeated with 4 Ayes and 5 Noes.

President Golderer made a motion to approve the budget as presented minus \$1,945,000 of cuts which would include the middle school reading and writing program and an increase in class size. Mr. Strumolo seconded the motion. A discussion ensued. Roll call vote was taken and unanimously defeated.

Mr. Martin suggested cutting \$55,000 for the late bus. The motion was seconded by Mr. Carifi. A discussion ensued. Roll call vote was taken and unanimously defeated.

Mr. DeIntinis asked Superintendent Seitz to identify areas to cut that would add up to 2%. President Golderer stated that she had no confidence in the line items in the budget.

President Golderer called another 5 minute recess.

President Golderer opened the meeting to the public for non-budget and field items.

PUBLIC PORTION

PUBLIC PORTION

Roy Messmer – inquired as to when the teachers’ contract would be available for viewing; Board members need to learn the budget.

Evelyn Zimmerman – girls basketball program at Parsippany High School; head coach is a problem.

Victoria Rigoli – concerned about the girls basketball program with head coach.

Barbara Gano – girls basketball coach at Parsippany High School.

Joe Rigoli – girls basketball coach at Parsippany High School.

Roy Messmer – teachers’ contract and raises.

Mr. DeIntinis made a motion to adopt the budget less \$1 million detailed earlier plus \$500,000 to be determined by the Superintendent. Mr. Shamsudin seconded the motion. Roll call vote was taken and the motion passed with 6 Ayes and 3 Noes.

Superintendent Seitz presented his Bulletin #16 with an addendum and read-ins. He then answered questions.

Mr. Mancuso requested that Policy 5112 be pulled for review by the Teaching & Learning committee and the Director of Curriculum prior to voting.

SUPERINTENDENT’S BULLETIN

SUPER’S BULLTN

Number 16

March 28, 2013

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

I. The Superintendent Reports. . .

A. ITEMS FOR DISCUSSION

B. ITEMS FOR ACTION/EDUCATION

1. **Field Trip Destination**

FIELD TRIP DESTINATION

BE IT RESOLVED that the Board approve the potential Field Trip destination named below for the 2012-2013 school year.

Destination

Gateway National Recreation Area
Sandy Hook, NJ

What the trip would be for

6th grade science class

2. **Board Policies**

BOARD POLICIES

BE IT RESOLVED that the Board approve the following new and revised Board Policies/Guidelines and Procedures at this first of two readings.

ByLaw 0164 – Conduct of Board Meetings – **REVISED**

Policy 5112 – Entrance Age – **REVISED**

Policy 2415 – No Child Left Behind – **M - REVISED**

A
B
C

- Policy 6163 – Advertising on School Property – **NEW**
- Policy 6480 – Purchase of Food Supplies – **M – NEW**
- Policy 8505 – School Nutrition – **M - REVISED**

**D
E
F**

3. **Affidavit Student**

**AFFIDAVIT
STUDENT G**

BE IT RESOLVED that the Board approve the individual named on the attached list who has demonstrated his entitlement to enroll in the school district pursuant to Board of Education Policy #5111 and applicable laws and regulations.

4. **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:

Parsippany High School

Mrs. Barbara Shannon has donated Red, White, and Blue Color Guard Parade Flags to Parsippany High School.

Troy Hills School

Troy Hills PTA has donated \$1,500 to the Board of Education to help support cultural arts events to be held at Troy Hills School.

5. **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
Jennifer Ripston	Practical Strategies and Interventions for OTs	April 24, 2013	Newark, NJ	\$225.00
Susan Tindal	NJASB Spring Conference	June 4-7, 2013	Atlantic City, NJ	\$425.00

6. **Dr. Vincent Aniello Peer Buddy Scholarship**

**DR. ANIELLO
 PEER BUDDY SCHOLAR**

BE IT RESOLVED that the Board accept and approve the Dr. Vincent Aniello Peer Buddy Scholarship awarded to Parsippany High School for \$1,000. The scholarship is awarded to high school seniors who volunteer to assist and enhance the inclusion of special needs students in school.

7. **IDEA Basic FY13/FY12 Carryover Funds Amendment 1**

**CARRYOVER
 IDEA**

BE IT RESOLVED that the Board accept the approval from the NJ Department of Education of the IDEA Basic FY13 and FY12 Carryover Funds Amendment 1 application in the amount of \$1,696,611 described below:

IDEA Basic FY13	\$1,628,577
IDEA Basic FY12 Carryover	\$ 68,034
Total	\$1,696,611

II. PERSONNEL

8. **Additions/Changes/Resign-Paraprofessionals/Aides/Sub Aides**

**PARAS/AIDES/ H
 SUB PARAS/AIDES**

BE IT RESOLVED that the Board approve the individuals on the attached list who have been added/changed/resigned as Paraprofessionals/ aides or substitute paraprofessionals/substitute aides for the 2012-2013 school year as indicated on the attached list.

9. **Substitute Approval**

**SUBSTITUTE I
 APPROVAL**

BE IT RESOLVED that the Board approve the individuals named on the attached list, New – Substitutes – Teachers – March 28, 2013, all of whom hold the appropriate number of credits or the proper certification, and have indicated their interest in serving as substitutes during the 2012-2013 school year.

10. **Month-to-Month Substitutes**

**MONTH-TO- J
 MONTH SUBS**

BE IT RESOLVED that the Board approve the individuals named on the attached lists who have been recommended for employment/re-employment as month-to-month substitutes for the periods indicated.

11. **Maternity Leaves of Absence**

**MATERNITY
LEAVES**

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

Employee #30814, Media Specialist at Lake Parsippany and Troy Hills, has requested a maternity disability leave of absence on or about September 3, 2013 through November 27, 2013, utilizing her accumulated sick leave.

Employee #11426, teacher at Mt. Tabor, has requested a maternity disability leave of absence on or about September 3, 2013 through November 27, 2013, utilizing her accumulated sick leave.

Employee #10408, teacher at Mt. Tabor, has requested a maternity disability leave of absence on or about September 3, 2013 through November 27, 2013, utilizing her accumulated sick leave.

12. **Long-term Assignments**

**LONG-TERM
ASSIGNS**

BE IT RESOLVED that the Board approve the long-term assignments as indicated below:

Leanne Adubato, will be serving as a long-term substitute for Employee #11310, a teacher at Troy Hills School who is on maternity leave. Ms. Adubato will be compensated at the per diem rate of \$96.42 effective May 1, 2013 through June 24, 2013.

Geoffrey Grivalsky, will be serving as a long-term substitute for Employee #10341, a teacher at Parsippany High School who is on maternity leave. Mr. Grivalsky will be compensated at the per diem rate of \$96.42 effective April 22, 2013 through June 24, 2013.

Jennifer Napolitano, will be serving as a long-term substitute for Employee #30595, a teacher at Lake Hiawatha School who is on maternity leave. Ms. Napolitano will be compensated at the per diem rate of \$96.42 effective April 29, 2013 through June 24, 2013.

Smita Shulka, will be serving as a long-term substitute for Employee #30189, a teacher at Parsippany Hills School who is on sick leave. Ms. Shulka will be compensated at the per diem rate of \$96.42 effective March 15, 2013 through May 17, 2013.

13. **Certificate of Retirement - PTHEA**

RETIRE

BE IT RESOLVED that the Board approve the resignation for the purpose of retirement of the following individual in accordance with the Board/PTHEA Agreement:

Ronald Foreso Parsippany High School July 1, 2013

14. **SAT Classes 12-13**

**SAT
CLASSES**

BE IT RESOLVED that the Board approve the payment of \$56/per hour to the following individuals for the completion of proctoring SAT Prep classes:

Parsippany Hills High School

Cristine Hild – 10 hours
William Kadar – 10 hours

15. **Major-Extra Responsibility Assignment**

MAJOR-EXTRA

BE IT RESOLVED that the Board approve the payment of the following stipend for the major-extra responsibility assignment indicated below:

Parsippany High School

Philip McGuane Spring Weight Room Supervisor \$1,796

16. **Corrections/Changes**

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

SALARIES TENURED TEACHERS – 2012-2013

Cavan Londergan From: BA45-10 \$71,875 To: BA60-10 \$73,250

NEW JERSEY FAMILY LEAVE ACT

Employee #11025

From: effective February 18, 2013 through April 1, 2013

To: effective February 18, 2013 through March 15, 2013

SUMMER WORK

Name	From:	To:
Kathleen Kelly	\$44.61	\$71.44
Lisa Kelly	\$44.61	\$46.51

WAIVERS

	From	To
Per Diem Waivers		
DeLuca, Christa	\$38.22	\$42.99
Jaheriss, Kristin	\$41.48	\$42.97
Full Year Waivers		
DiGiacomo, Frank	\$8205	\$8250
Skladany, Amy	\$9803	\$5882

LEARNING DISABILITIES CONSULTANT

Candace Stout From: \$319.73 To: \$333.02

EXTRA-CURRICULAR ATHLETIC AIDES

From:

Brooklawn Robert Mesloh Baseball Central David Griffith Softball

To:

Brooklawn David Griffith Softball Central Robert Mesloh Baseball

MATERNITY LEAVE

Employee #30595

From: on or about April 29, 2013 through June 16, 2013 utilizing her accumulated sick leave and pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from June 19, 2013 through November 2, 2013.

To: on or about April 29, 2013 through June 16, 2013 utilizing her accumulated sick leave and pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from June 19, 2013 through November 5, 2013.

Employee #40824

From: on or about March 6, 2013 through March 15, utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from March 18, 2013 through May 31, 2013.

To: on or about March 4, 2013 through March 15, utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from March 18, 2013 through May 31, 2013.

Employee #30393

From: on or about January 16, 2013 through February 28, 2013 utilizing her accumulated sick leave and pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from March 1, 2013 through April 19, 2013.

To: on or about January 16, 2013 through March 1, 2013 utilizing her accumulated sick leave and pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from March 4, 2013 through April 19, 2013.

17. **REINSTATE – EMPLOYEE SUSPENDED WITH PAY** **SUSPEND**

BE IT RESOLVED that the Board of Education of the Township of Parsippany-Troy Hills reinstate employee #40868 who had been suspended with pay, effective April 1, 2013.

18. **Employment – PACE** **EMPLOY
PACE**

BE IT RESOLVED that the Board approve the following individuals for employment at PACE for the 2012-2013 school year at SKIP:

SKIP

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
Gabriel Garcia	SKIP Teacher Substitute	\$20.00
Sadhana Kappor	SKIP Aide Substitute	\$14.65
Atul Sawant	SKIP Aide Substitute	\$14.65

Effective: March 29, 2013

From: Nicholas Grieco SKIP Aide Substitute
To: Nicholas Grieco SKIP Aide 15 hrs./wk @ \$14.65/hr.

From: Victoria Pallis SKIP Aide Substitute
To: Victoria Pallis SKIP Aide 15 hrs./wk. @ \$14.65/hr

Effective: March 29, 2013

Effective March 1, 2013 Susan Strassel resigned from the SKIP Aide position.

19. **Employment – Custodians**

**EMPLOY
CUSTODIANS**

BE IT RESOLVED that the Board approve the employment of Anthony Rodriguez and Brian Sykes on 150-day probationary periods as indicated below:***

Name	Salary	Effective	Assignment
Anthony Rodriguez	\$26,702-Step 2 + \$1,340 (2 nd shift)	4/1/13	Knollwood (night)
Brian Sykes	\$12.75/per hour	4/1/13	Northvail Part-Time

20. **Transfer of Assignment – Local 32**

**TRANSFER
ASSIGN**

BE IT RESOLVED that the Board approve the following transfer of assignment necessitating no change of contract effective April 1, 2013:

Mario Idrobo

From: Head Custodian – Rockaway Meadow
To: Head Custodian – Mt. Tabor

21. **Change of Contract – Local 32**

**CHANGE
CONTRACT**

BE IT RESOLVED that the Board approve the following change of contract for Claude Ortiz, Maintenance Worker, effective April 1, 2013 as indicated below:

From: \$27,917 + \$1,217 (Boiler) + \$1,340 (2nd shift)
To: \$27,917 + \$1,217 (Boiler)

22. **Resolution – Interim Business Administrator/Board Secretary**

**INTERIM
BA/BS**

BE IT RESOLVED that the Parsippany-Troy Hills Board of Education hereby appoints Mark Resnick and Summit Management Solutions to the position of Interim Business Administrator/Board Secretary effective April 1, 2013, at the rate of \$600.00 per day, up to two days a week each, through June 30, 2013. Contract may be terminated on 30-days notice in accordance with its terms.

23. **Purchasing Agent**

PURCHASING AGENT

BE IT RESOLVED that the Board of Education approve the appointment of a District Purchasing Agent for the School Year 2012-2013.

WHEREAS, N.J.S.A. 18A:18A-3 provides that contracts that do not annually exceed in the aggregate, the bid threshold (\$36,000), may be awarded by the purchasing agent without advertising for bids when so authorized by Board Resolution, and

WHEREAS, N.J.S.A. 18A:18A-37, provides that all contracts that are in the aggregate less than 15% of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations, if so authorized by Board Resolution,

NOW THEREFORE BE IT RESOLVED that the Parsippany-Troy Hills Board of Education, pursuant to the statutes cited above, hereby appoints Mark Resnick, Interim Business Administrator/Board Secretary as its duly authorized purchasing agent and the purchasing agent is duly assigned the authority, responsibility and accountability for the purchasing activity of the Parsippany-Troy Hills Board of Education, to prepare advertising for bids, to receive bids for the provision or performance of goods or services on behalf of the Board, to award contracts in the name of the Board as provided in this Resolution and to conduct any activities as may be necessary or appropriate to the purchasing function of the Board; and

BE IT FURTHER RESOLVED, that Mark Resnick, Interim Business Administrator/Board Secretary is hereby authorized to award contracts on behalf of the Parsippany-Troy Hills Board of Education that are, in the aggregate, less than 15% of the bid threshold without soliciting competitive quotations; and

BE IT FURTHER RESOLVED, that Mark Resnick, Interim Business Administrator/Board Secretary is hereby authorized to seek competitive quotations in accordance with N.J.S.A. 18A:18A-37, when contracts are, in the aggregate, less than the bid threshold but 15% or more of that amount.

24. **Harassment, Intimidation, and Bullying**

HIB

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for January 24, 2013.

C. ITEMS FOR INFORMATION

Suspensions

SUSPENSIONS K

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

** subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and ESAPTH.

*** 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.

25. **Bedside Instructor**

**BEDSIDE
INSTRUCTORS**

BE IT RESOLVED that the Board approve Shelley Liu, PHS, and Alice Thomas, Rockaway Meadow, who have indicated their willingness to serve as Bedside Instructors for the 2012-2013 school year at the rate of \$39.71/per hour.

26. **Overnight Field Trip Approval**

**OVERNIGHT L
FIELD TRIP**

BE IT RESOLVED that the Board approve the following overnight field trip for Parsippany Hills High School.

PHHS - Grade 9-12 April 20-21, 2013 – Junior States of America
 Crown Plaza, Cherry Hill, NJ

27. **Certificate of Retirement**

RETIRE

BE IT RESOLVED that the Board approve the resignation of Employee #30245 for the purpose of retirement effective July 1, 2013.

***Superintendent's Bulletin No. 16
 March 28, 2013
 Read-Ins***

Page/Number	Explanation
Page 1 / #1	<u>Field Trip Destination</u> ADD: The Mutter Museum for CIM (Careers in Medicine) Philadelphia, PA Gr. 11 & 12
Page 1 / #4	<u>Gifts to District</u> Guard Parade Flags From: Parsippany High To: Parsippany Hills
Page 3 / #9	<u>Substitute Approval</u> ADD: Lauren Bogaert Maryann Marron Theresa Zemanek
Page 5 / #15	<u>Major-Extra Responsibility Assignments</u> ADD: Spring Wellness Room PHS PHHS Michael DiBernard \$1,700 Karen Brzezinski \$850 Gia Rosamilia \$850
Page 7 / #19	<u>Employment – Custodians</u> ADD: Jawan Alston \$12.75/per hour 4/1/13 Parsippany Hills Part-Time
Page 8 / #22	<u>Interim Bus. Administrator/Board Secretary</u> From: through June 30, 2013 To: through June 10, 2013

Mrs. Tindal presented the Secretary's Report.

SECRETARY'S REPORT

SECRETARY'S REPORT

The following motions recommended by the Board Secretary are non-controversial, a matter of business, and will be voted on by one motion.

Payment of Bills

PAYMENT OF BILLS

1. BE IT RESOLVED that the Board of Education approve the payment of current bills for the 2013-2014 school year in the amount of \$12,634,276.01.

Banked Cap

BANKED CAP

2. WHEREAS the District has a taxing authority of \$122,240,876 approved by the Board of Education on March 5, 2013 for the school budget for 2013-2014 which is \$405,477 less than the maximum allowable cap;

THEREFORE, BE IT RESOLVED, that the Board of Education approve that the \$405,477 will be banked for potential use in the subsequent fiscal year.

Approval of Final 2013-2014 Budget

**APPRVL FINAL
2013-2014 BUDGET**

3. BE IT RESOLVED that the Parsippany-Troy Hills School District, Board of Education, in the county of Morris, New Jersey approves the 2013-2014 school district budget to the Executive County Superintendent as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund:	\$131,210,033	\$120,740,876
Special Revenue Fund:	\$ 2,141,312	\$ 0
Debt Service Fund:	\$ 3,386,010	\$ 2,511,028
Totals:	\$136,737,355	\$123,251,904

BE IT FURTHER RESOLVED that there should be raised for the General Fund, \$120,740,876 and Debt Service \$2,511,028 for the ensuing School year 2013-2014.

WHEREAS, the district has a taxing authority which is composed of banked levy from previous budgets that is available to the district for the school budget for 2013-2014 in addition to the 2% cap increase over the prior year which totals \$2,308,297 resulting in a maximum district tax levy available of \$122,646,352; and

WHEREAS, the Board has approved that there should be raised for the General Fund a tax levy of \$120,740,876 for the ensuing School Year 2013-2014 utilizing \$402,820 of the banked cap.

WHEREAS, the Board includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23 A 10.3 (b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$402,820 to maintain current staffing levels and existing curricular and co-curricular programs. Specifically, the Board has determined that the banked cap is needed to fund special education staffing levels, the reinstatement of five elementary media specialists, health insurance costs and contractual obligations. The district intends to complete said purposes by June, 2014.

BE IT RESOLVED that the Parsippany-Troy Hills School District Board of Education, in the County of Morris, New Jersey approves that the unused taxing authority of \$1,905,477 be banked for potential use in the subsequent fiscal year; and

BE IT FURTHER RESOLVED that the Parsippany-Troy Hills School District Board of Education, in the County of Morris, New Jersey approves the following capital projects for the 2013-2014 school year:

Description/Activity	Cost
Lease Purchase Principal Payment	\$1,258,729
Paving, concrete work, storm drainage	\$98,024
Architect's fees	\$90,000
SDA Funding	\$73,910
Lake Parsippany Rear Old Wing Roof Replacement	\$250,000
Parsippany High School stadium bleachers; retrofit home side only	\$105,000
Window Shade Replacement (Lake Hiawatha, Intervale, Brooklawn)	\$60,000
Clock system upgrade @ Lk. Hiawatha & Littleton Elem Schs	\$49,500
Public Address Speakers; additional speakers for all schools	\$63,000
TOTAL:	\$2,048,163

WHEREAS, school district policy and N.J.A.C. 6A:23A-7.1 et seq 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 2013-2014 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2012-2013 school year was \$200,000; and

WHEREAS, travel and expense reimbursement has reached a total amount of \$14,314 as of March 1, 2013; and

BE IT RESOLVED, that the Parsippany-Troy Hills School District Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2013-2014 school year at the sum of \$200,000; and

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

WHEREAS, N.J.A.C. 6A(23A:5.2(a) mandates Boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuring school year; and

WHEREAS, the tentative budget includes the following appropriations:

Service	Cost
Legal	\$200,000
Accounting	\$77,000
Architect	\$90,000
Election	\$0
Other Administrative Services	\$720,817
Repair and Services	\$737,370
Extraordinary Services	\$3,405,396
Nonpublic Services	\$179,869
Professional Development	\$281,776
Transportation	\$6,754,604

WHEREAS, the Administration needs to notify the Board if there arises a need to exceed said maximums. Upon which the Board may adopt a dollar increase in the maximum amount through formal Board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

BE IT RESOLVED, that the Parsippany-Troy Hills School District Board of Education, in the County of Morris, New Jersey establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2013-2014 school year.

PUBLIC PORTION

PUBLIC PORTION

Roman Hoshowsky – state mandates.

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

ROLL CALL VOTES

Vice President Shamsudin moved and Mr. DeIntinis seconded a motion that the Board approve the Superintendent’s Bulletin #16, Resolutions #1-27. The resolutions were approved by roll call vote with the following exceptions:

Mr. Martin abstained on #9, Substitute Approval; #10, Month-to-Month Substitutes; #12, Long-Term Assignments.

Vice President Shamsudin moved and Mr. DeIntinis seconded a motion that the Board approve the Secretary's Report, resolutions #1-3, as modified. The motion was unanimously approved by roll call vote with the following exception:

Mr. Martin voted no on #3, Approval of Final 2013-2014 Budget.

ADJOURN

ADJOURN

There being no further business the public meeting was adjourned at 12:43 a.m. on a motion by Mr. Shamsudin, seconded by Mr. Carifi and unanimously approved by voice vote.

Respectfully submitted,

Susan Tindal
Assistant Board Secretary