

**PARSIPPANY-TROY HILLS
BOARD OF EDUCATION**

REGULAR MEETING OF
THURSDAY, DECEMBER 19, 2013

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Thursday, December 19, 2013 at the Board of Education Building, 292 Parsippany Road, Parsippany, NJ 07054.

CALL TO ORDER**CALL TO ORDER**

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

MEETING NOTICE**MEETING NOTICE**

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 and at the district website, www.ptbsd.k12.nj.us 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 December 16, 2013. This is an official meeting.

FIRE NOTICE**FIRE NOTICE**

The Fire Notice was read by President Golderer.

ROLL CALL**ROLL CALL**

Present: Mr. James Carifi
Mr. Anthony DeIntinis
Mr. Gary Martin
Mrs. Fran Orthwein
Mr. Michael Strumolo
Mr. Sharif Shamsudin
Mrs. Susy Golderer

Absent & Excused: Dr. Frank Calabria
Mr. Anthony Mancuso

Also Present: Dr. John Fitzsimons, Interim Superintendent
Mr. H. Ronald Smith, Interim Business Administrator/Board Secretary
Mrs. Eileen Hoehne, Director of Personnel
Dr. Nancy Gigante, Director of Curriculum & Instruction
Mrs. Susan Tindal, Assistant Board Secretary
Mrs. Joan Benos, Administrative Assistant to Superintendent
Mr. Mark Tabakin, Esq., Board Attorney (arrived @ 8:06 p.m.)
Ms. Kristina Berrios, Parsippany High School Representative

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

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

ADJOURN TO EXECUTIVE SESSION

**ADJOURN TO
EXEC SESSION**

At 7:05 p.m. a motion was made by Mr. Carifi and seconded by Mrs. Orthwein and was unanimously approved by roll call vote to adjourn to closed session for the purpose of personnel and legal issues.

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 and legal issues.

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.

On a motion by Mrs. Orthwein, seconded by Mr. Shamsudin and unanimously approved by roll call vote, the regular meeting was reconvened at 7:37 p.m.

Mr. Smith introduced auditor Mr. Scott Clelland of Wiss & Co., LLC who gave an overview of the CAFR and audit process followed by questions from the Board.

STUDENT COMMITTEE REPORTS

STUDENT COMM REPTS

Kristina Berrios, student representative, reported on activities at Parsippany High School.

APPROVAL OF MINUTES

APPROVAL OF MINUTES

None.

CORRESPONDENCE

CORRESPONDENCE

A note was read from the American Italian Club members regarding a trip to the Metropolitan Museum of Art.

COMMITTEE REPORTS

COMMITTEE REPORTS

Mr. Martin – Buildings/Grounds & Safety: no report.

Mr. Carifi – Policy: met on December 18th and discussed the need for an e-mail turnaround time policy; booster advertising banners around fields being reviewed by legal counsel; tutoring policy has been revised so that a teacher who failed a student cannot tutor said student; suspension policy being reviewed with respect to athletics.

Mrs. Orthwein – Communications: no report.

Mr. Shamsudin – Finance: discussed the audit report; fixed asset inventory appraisal service to be hired for \$19,000; ROD grants State share approval on the agenda; generator for Parsippany High School.

Mr. DeIntinis – Personnel: no report.

Mr. Strumolo – Critical Issues: no report.

UNFINISHED BUSINESS

UNFINISHED BUSINESS

Mr. Strumolo opened a discussion regarding the recent architect interviews. President Golderer liked the presentations of a couple firms that had former superintendents on staff. Mr. Strumolo agreed with Mr. Smith that a separate engineer of record should be hired and he was most interested in DiCaro Rubino, and LAN. Mr. DeIntinis narrowed his choice down to DiCaro Rubino, and LAN. Mr. Martin and Mr. Shamsudin's choice is LAN. Mr. Carifi remains unchanged with respect to changing at this time, but LAN is his first choice and DiCaro Rubino his second. Mrs. Orthwein stated that she would like to see this issue carried to the new Board in January but feels Parette Somjen should be retained. President Golderer's first choice is DiCaro Rubino and her second is El.

ADJOURN TO EXECUTIVE SESSION #2

**ADJOURN TO
EXEC SESSION 2**

At 8:19 p.m. a motion was made by Mr. Carifi and seconded by Mrs. Orthwein and was unanimously approved by roll call vote to adjourn to closed session for the purpose of legal issues.

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: legal issues.

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.

On a motion by Mr. Strumolo, seconded by Mr. Shamsudin and unanimously approved by roll call vote, the regular meeting was reconvened at 8:39 p.m.

Mr. Strumolo made a motion to bring in LAN architects to negotiate fees. The motion was seconded by Mr. DeIntinis. Mr. Strumolo then amended his motion to bring in LAN and DeCaro Rubino. The motion was seconded by Mr. DeIntinis. The motion as approved by roll call vote with 6 Ayes and 1 No by Mrs. Orthwein.

Dr. Fitzsimons presented his Bulletin #9 with an addendum and answered questions from the Board.

**SUPERINTENDENT'S BULLETIN
Number 9**

**SUPER'S BULLTN
December 19, 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

1. **Waiver Application**

WAIVER A

BE IT RESOLVED that the Board approve the Waiver Application for flexibility to the NJ Department of Education Teacher Evaluation requirements as per the attached.

2. **Resignation – Director of Pupil Personnel Services**

RESIGN

BE IT RESOLVED that the Board approve the resignation of Suzanne Olimpio, Director of Pupil Personnel Services, effective February 7, 2014 or sooner pending the employment of a permanent replacement.

3. **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
Steven Bock	NJ Horticultural Symposium	January 6/7, 2014	Rutgers	\$180.00
Olivia Frawley Mary S. DeRenzis	Best Practices in co-Teaching	January 13, 2014	Fairfield, NJ	\$215.00
Norman Francis	Legally compliant IEPs	January 14, 2014	MUCJ	\$150.00

4. **Harassment, Intimidation, and Bullying**

HIB

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for December 5, 2013.

Mr. Smith presented the Secretary's Report with an addendum. He then answered questions.

SECRETARY REPORT

SECRETARY REPORT

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

Treasurer Report

TREASURER REPORT

1. 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 August 31, 2013.

Pursuant to N.J.A.C. 6:20-2:13(d), I certify that as of the end of August, 2013 no budgetary line item account has been over expended in violation of N.J.A.C. 6:20-2:13(a).



H. Ronald Smith
Interim Board Secretary

Pursuant to N.J.A.C. 6:20-2:13(a), we certify that as of August 31, 2013 after review of the Secretary's monthly financial report for August, 2013 (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.

Acceptance of CAFR

ACCEPT OF CAFR

2. WHEREAS, the district in compliance with NJSA 18A:23-1 has had an annual audit of the district's accounts and financial transactions conducted by the auditing firm of Wiss and Company, LLC, and

WHEREAS, the results of the audit have been discussed with the Board of Education at a public meeting and copies of the audit summary made available, therefore

BE IT RESOLVED, that the Board of Education accept the CAFR as presented, per **EXHIBIT A**.

Approval of Corrective Action Plan

APPROVAL OF CAP

3. WHEREAS, the Board of Education approve the Corrective Action Plan and the Specific Corrective Action Plan as presented by the School Board Secretary/Business Administrator and that a copy be delivered to the Executive County Superintendent for review, per **EXHIBIT B**.

ROD Grant Projects

ROD GRANT PROJECTS

4. BE IT RESOLVED that the Parsippany-Troy Hills Board of Education, in compliance with the Educational Facilities Construction and Financing Act, P.L. 2000, c 72 (“EFCFA or “Act”) accept the Preliminary Eligibility Costs (PECs) to be funded by the NJ Department of Education, Office of School Facilities (“Department”) for the sixteen (16) Rod Grant projects in the total State share amount of \$874,579.00.

Generator at Parsippany High School

GENERATOR PHS

5. WHEREAS the Parsippany-Troy Hills Board of Education desires to purchase and install a permanent generator at the Parsippany High School for a total cost of \$372,500.00; and

WHEREAS the Parsippany-Troy Hills Board of Education has applied for a FEMA grant to cover this expense and that the Hazard Mitigation Grant Program (HMGP), #DR4086, in conjunction with the Morris County Department of Emergency Management (MCOEM) has approved an allocation of \$120,000.00 towards the purchase and installation of this generator;

BE IT RESOLVED that the Board of Education accepts the \$120,000.00 allocation from the HMGP and approves the balance of \$252,500.00 from its capital outlay account to purchase and install said generator.

NEW BUSINESS

NEW BUSINESS

None.

HEARING OF PUBLIC

HEARING OF PUBLIC

Bob Venezia – issue with the report on test scores not including Special Education.

President Golderer acknowledged Mr. Strumolo and Mr. DeIntinis for their service to the Board. Mr. Martin also honored and thanked both Mr. Strumolo and Mr. DeIntinis as they leave the Board. Superintendent Fitzsimons recognized the commitment made by both of them. Mr. Strumolo stated that it was a privilege and honor to serve.

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

ROLL CALL VOTES

Mr. DeIntinis moved and Mr. Carifi seconded a motion that the Board approve the Superintendent's Bulletin #, Resolutions #1-4. The resolutions were approved by roll call vote with the following exception:

Mr. Martin voted No on #1, Waiver Application.

Mr. DeIntinis moved and Mr. Strumolo seconded a motion that the Board approve the Secretary's Report, Resolutions #1-5. The resolutions were unanimously approved by roll call vote.

President Golderer stated that the past year as President has been trying and that she has and always will allow the conversation to happen and thanked the Board for the opportunity to serve.

ADJOURN

ADJOURN

There being no further business the public meeting was adjourned at 8:57 p.m. on a motion by Mr. Strumolo, seconded by Mrs. Orthwein and unanimously approved by voice vote.

Respectfully submitted,

Susan Tindal
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 ALSO POSTED AT
THE DISTRICT WEBSITE**