

**PARSIPPANY-TROY HILLS
BOARD OF EDUCATION**

REORGANIZATION MEETING OF
Thursday, JANUARY 6, 2015

The Parsippany-Troy Hills Board of Education held its Reorganization Meeting on Tuesday, January 6, 2015 at 292 Parsippany Road, Parsippany, NJ 07054.

CALL TO ORDER

CALL TO ORDER

David F. Corso, Assistant Superintendent for Business/Chief Finance Operations Officer, called the meeting to order at 7:00 p.m.

MEETING NOTICE

MEETING NOTICE

Mr. Corso 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.ptahsd.k12.nj.us on December 29, 2014. Additionally the Notice of Meeting was posted at the Municipal building and copy of Notice filed with the Township Clerk on December 29, 2014. This is an official meeting.

FIRE NOTICE

FIRE NOTICE

The Fire Notice was read by Mr. Corso.

SALUTE TO THE FLAG

SALUTE TO THE FLAG

Mr. Corso led the assembly in a salute to the flag.

REPORT OF ANNUAL SCHOOL BOARD ELECTON

REPT OF SCH BRD

Mr. Corso welcomed all to the organization meeting. He then read the results of the November 4, 2014 annual school board election as follows:

Election results from the November 4, 2014 General Election:

For Membership to the Board of Education – Three Full Term (3 Years)

| <u>Name</u> | <u>Votes</u> |
|--------------------|--------------|
| Anthony DeIntinis | 3,320 |
| George L. Blair | 3,775 |
| Susy Golderer | 3,011 |
| Sharif Shamsudin | 2,374 |
| Timothy L. Berrios | 4,174 |
| Andrew Choffo | 3,787 |

From these returns, Timothy P. Berrios, George L. Blair and Andrew Choffo will be duly elected as members of the Board of Education for three years.

Mr. Corso administered to the newly elected board members the Code of Ethics and had each newly elected member sign acknowledging receipt of same as required by the School Ethics Act.

OATH OF OFFICE

OATH OF OFFICE

Board Attorney, Katherine Giflillan administered the Oath of Office to Mr. George Blair, Mr. Andrew Choffo and Mr. Timothy Berrios.

ROLL CALL

ROLL CALL

Present: Mr. Timothy Berrios
Mr. George Blair
Dr. Frank Calabria (via phone conference)
Mr. Andrew Choffo
Mr. Joseph Cistaro
Mrs. Alison Cogan
Mr. Frank Neglia
Mrs. Fran Orthwein

Absent & Excused Mr. James Carifi
Mr. Scott Rixford

Also Present: Mr. David F. Corso, Assistant Superintendent for Business/CFOO
Dr. Nancy Gigante, Director of Curriculum & Instruction
Mrs. Eileen Hoehne, Director of Personnel
Mr. Anthony Giordano, Director of Pupil Personnel Services
Ms. Lyanna Rios, Assistant Board Secretary
Mrs. Joan Benos, Chief of Staff/Public Information Officer
Mrs. Katherine Gilfillan, Esq., Board Attorney
Sujay Busarajan, Parsippany High School Representative
Lukas Bolan, Parsippany Hills High School Representative

ELECTION OFFICERS

ELECTION OF OFFICERS

Mr. Corso opened the floor for nominations for Board President. Mr. Frank Neglia nominated Mrs. Orthwein. There being no further nominations, a roll call vote was taken and Mrs. Orthwein was elected with 8 Ayes.

Mrs. Orthwein took the Chair and then called for nominations for Vice President of the Board. Mr. Choffo nominated Mr. Frank Neglia. There being no further nominations a roll call vote was taken and Mr. Neglia was elected with 8 Ayes.

A short recess was taken during this time.

ADJOURNMENT TO CLOSED SESSION

ADJOURNMENT TO CLOSED SESSION

A motion was made by Mr. Neglia and seconded by Mr. Cistaro and was unanimously approved by voice vote to adjourn to closed session for the purpose of discussing HIB and litigation.

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: student matters, legal negotiations, and personnel issues.
2. It is 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 meeting reconvened at 7:29 p.m in a motion by Dr. Calabria, and seconded by Mr. Cistaro.

STUDENT COMMITTEE REPORTS

STUDENT COMM REPTS

Sujay Busarajan, student representative, reported on activities at Parsippany High School.

Lukas Bolan, student representative, reported on activities at Parsippany Hills High School.

Mr. Blair inquired about the girl's basketball week.

President Orthwein asked Lukas to expand on the arts presentation at PHHS.

APPROVAL OF MINUTES

APPROVAL OF MINUTES

On a motion by Mr. Berrios, seconded by Mr. Blair, the minutes of the Regular and Executive Sessions of November 25, 2014 were approved by roll call vote with the following exceptions.

Mr. George Blair and Mr. Andrew Choffo abstained on the Superintendent's Bulletin No. 11

UNFINISHED BUSINESS

Mr. Neglia discussed music lessons at the middle school. He also asked the administration for a modified approach to music lessons at the middle school with a recommendation made for an alternative suggestion at the next board meeting.

Mr. Berrios followed up by stating that he agreed with Mr. Neglia's recommendation.

Dr. Calabria commended Mr. Neglia's recommendation.

Mr. Choffo echoed the sentiments of Dr. Calabria and Mr. Berrios in regards to the music program.

Dr. Gigante explained the hard work which is put into restructuring and how administration will consider suggestions made by the board.

CORRESPONDENCE

None.

NEW BUSINESS

President Orthwein discussed the restructuring of committees scheduled to take place soon. She explained how the new committee structure will be used to appoint a board representative for each committee.

Mr. Choffo questioned the adoption of school goals on November 25, 2014 and suggested that this take place earlier.

HEARING OF PUBLIC

Bob Crawford – inquired about the work on the fields.

Bob Venezia – was questioning what specifically are the changes to the music program.

Peter Bradley – inquired about the turf field and why this is being considered at this time.

Sandy Giersick – commented on the award presentation at the last meeting.

Christina Folan – thanked Mrs. Orthwein, Mr. Neglia and Mr. Berrios for their presence at the winter concert.

Johnson Chip – asked that consideration be given to the music program staff.

Carolyn Holmstron – thanked the board for reconsidering the scheduling of the music programs.

Closing of public session.

UNFINISHED BUSINESS

CORRESPONDENCE

NEW BUSINESS

HEARING OF PUBLIC

Mr. Corso addressed some of the public concerns regarding the turf field.

President Orthwein explained that the turf field is in its infant stage.

Dr. Gigante addressed public concern regarding the music program.

Mr. Berrios acknowledged the attendance at the winter concert and congratulated the teachers and students.

ROLL CALL VOTES:

Superintendent's Bulletin #11 and Secretary Report

ROLL CALL VOTES

Mr. Neglia moved and Mr. Berrios seconded a motion that the Board approve the

**SUPERINTENDENT'S BULLETIN
NUMBER 11**

**SUPERINT. BULL
JANUARY 6, 2015**

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

The following items I-VI represent the complete Superintendent's Report, and therefore represent Board Action for all of these recommendations made by the Superintendent as required by statute. For purposes of Board and public clarity and advised by the Superintendent the report is being broken down into sections by functional level and as so co-assigned by the Superintendent to a specified Cabinet Member a noted.
14-15 05

I. LEADERSHIP ACTIONS – SCOTT RIXFORD

II. GA – GENERAL ADMINISTRATION – JONI BENOS

GA 14-15 38 **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 |
|---|---|---------------------|------------------|----------------------------|
| Kara Baltuch Melissa Iellimo Donna Martino | Best Practices to meet/exceed CC – Math | January 13, 2015 | Newark, NJ | \$239 IDEA Grant |
| Renee Menadier | Professional Training in Behavioral Strategies | January 22-23, 2015 | Monroe, NJ | 150.00 Title II A Grant |
| Laura McCluskey | Alliance for NJ Environmental Education | January 23, 2015 | West Windsor, NJ | \$249.00 IDEA Grant |
| Jacqueline Izzo Nicole Jordan | Making Best Use of Guided Reading to meet or exceed CCSS | January 28, 2015 | Newark, NJ | \$229 IDEA Grant |
| Lauren Hackett Jamie Vento | Understanding PARCC in grades K-2 | January 29, 2015 | Clark, NJ | \$175 IDEA Grant |
| Karin Bodmer | Early Intervention Strategies to help children with Challenging Behaviors | February 2, 2015 | Newark, NJ | \$235 IDEA Grant |
| Joy Asaro Chris Hunninghake Nicole Jordan Karla Kline Michele Mizerek Christine O'Connor | Most Effective Strategies for Struggling Readers Meet CCSS for Reading | February 23, 2015 | Newark, NJ | \$229 IDEA Grant |
| Shaleene Connors | Gearing up for PARCC 3-8 | February 26, 2015 | Clark, NJ | \$175.00 IDEA Grant |

GA 14-15 39 Field Trip Destination

**FIELD TRIP
DESTINATION**

BE IT RESOLVED that the Board approve the potential Field Trip destination named below for the 2014-2015 school year.

Destination

Samsung Office
Ridgefield Park, NJ

What the trip would be for

FBLA class

GA 14-15 40 Overnight Field Trip Approval

**OVERNIGHT GA-A
FIELD TRIP**

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

Grade 9-12 February 20-22, 2015 – Junior States of America
Arlington, VA

GA 14-15 41 **Gifts to the District**

**GIFTS TO
THE DISTRICT**

BE IT RESOLVED that the Board accept the following gifts and that the Superintendent send a letter of appreciation:

Knollwood School

The Knollwood School PTA has donated \$525.00 to the Board of Education to help support cultural arts programs at Knollwood School.

Rockaway Meadow

The Rockaway Meadow PTA has donated \$15,339 to the Board of Education for Playground Equipment for Rockaway Meadow School.

GA 14-15 42 **Employment – PACE**

**EMPLOY
PACE**

BE IT RESOLVED that the Board approve the following individuals for additional employment at PACE for the 2014-2015 school year:

| <u>Name</u> | <u>Position</u> | <u>Increase</u> |
|--------------------|------------------------|------------------------|
| Robert Mullen | PACE Instructor | \$300 |
| Judy Kret | PACE Instructor | \$150 |
| Claudine Nicolich | PACE Instructor | \$1,400 |

III. **AP – ACADEMIC PROGRAMMING – NANCY GIGANTE, ED.D.**

AP 14-15 12 **Program Evaluation Cycle**

**PROGRAM
AP-A
EVAL CYCLE**

BE IT RESOLVED that the Board approve the attached five-year Program Evaluation Cycle.

AP 14-15 13 **Curriculum Approval**

**CURR APPROVAL
2014-2015**

BE IT RESOLVED, that existing K-12 curricula, specialized programs and educational support services be adopted by the Board of Education for the 2014-2015 school year. As new courses or programs are added or existing ones dropped, they will be presented to the Board for review and approval.

a.

The following content areas are to be approved for elementary schools, K-5, 2014-2015:

Art
Language Arts
Mathematics
Music

T

Physical Education/Health
Reading
Science
Social Studies

- b. The attached listings of courses for (i) the middle schools, and (ii) high schools are to be approved for 2014-2015;
- c. In addition, the following specialized programs, services, and opportunities are to be approved for 2014-2015:

AP-B

Basic Skills
English as a Second Language
Extra-Curricular Activities
Gifted and Talented
Guidance
Library/Media Skills K-12
Media Services
Special Education
Substance Abuse Program K-12
Target: Teach Parsippany
Technology

IV. HR – HUMAN RESOURCES – EILEEN HOEHNE

HR 14-15 121 **Employment – Substitutes**

EMPLOY SUBS

BE IT RESOLVED that the Board approve the employment/changes/deletions of the individuals named below who hold the appropriate number of credits or the proper certification, and who have indicated their interest in serving as a substitute in the areas indicated during the 2014-2015 school year, effective January 7, 2105:

| | |
|--------------------|------------------|
| Samantha Bohr | Teacher |
| Janet Chauhan | Nurse |
| Jonelle Ferentinos | Paraprofessional |
| Jessica Gabelmann | Teacher, |
| Paraprofessional | |
| Madhur Gupta | Teacher |
| Patrick Long | Teacher |
| Katherine Marino | Teacher |
| Arlen Mase | Teacher |
| Jennifer McVea | Teacher |
| John Molka | Teacher |
| Gabrielle Mondo | Teacher |
| Mallory Tolomieri | Teacher |

Remove:

| | | |
|-----------------|---------|------|
| Kathleen Sciano | Teacher | Eff. |
|-----------------|---------|------|

1/1/2015

HR 14-15 122 **Resignations – PTHESA**

RESIGN PTHESA

BE IT RESOLVED that the Board approve the following paraprofessional resignations effective as indicated:

| Name | | School | Effective |
|--------------------|--------------------|---------------|------------------|
| Ruby Gonzaga-Beg | One-to-One Aide | Knollwood | 12/22/2014 |
| Emily Kuspiel | Instructional Aide | Lake Hiawatha | 12/19/2014 |
| Christen Mitschele | Instructional Aide | Troy Hills | 1/16/2015 |

HR 14-15 123 **Employment – Paraprofessionals**

EMPLOY PARA

BE IT RESOLVED that the Board approve the individuals named below who have been employed for the 2014-2015 school year as paraprofessionals in the areas indicated effective January 7, 2015:

Lake Hiawatha

Xufin Yeoh Preschool Classroom \$21,535 (prorated)

Parsippany High School

Nahed Salem Instructional Aide \$28,903 (prorated)

HR 14-15 124 **Appointment – Extra-Curricular Athletic Aide**

**APPOINT
EXTRA AIDE**

BE IT RESOLVED that the Board approve the individual named below who has indicated his willingness to serve as a volunteer extra-curricular/athletic aide in the area indicated for the 2014-2015 school year effective December 12, 2014.

Parsippany Hills High School

Anthony Corigliano Wrestling

HR 14-15 125 **Correction**

CORRECT

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

Coaching Assignment (Change in Stipend)

Bryan DiMaulo - Girls Basketball

From: Head Coach Step 2 \$7,387.00

To: Assistant Coach Step 2 \$6,339.00

HR 14-15 126 **Maternity Leave of Absence**

**MATERNITY
LEAVE OF ABSENCE**

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

Employee #1901, Parsippany Hills High School Teacher of Social Studies has requested a maternity leave of absence on or about April 10, 2015 through June 1, 2015 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from June 2, 2015 through June 26, 2015.

HR 14-15 127 **Retirement - Dispatcher**

RETIRE

BE IT RESOLVED that the Board approve the resignation of June Caron, Dispatcher, for the purpose of retirement effective December 1, 2014.

HR 14-15 128 **Resignation – Local 32**

LOCAL 32

RESIG

BE IT RESOLVED that the Board approve the resignation of Nicholas Limanov, Brooklawn custodian, effective December 31, 2014.

HR 14-15 129 **Long-Term Assignments**

**LONG-TERM
ASSIGNS**

BE IT RESOLVED that the Board approve Theresa Cevetello as a long-term substitute teacher for Employee #2264, a teacher at Rockaway Meadow Teacher who will be out on maternity leave. Ms. Cevetello will be compensated at \$99.83 effective January 12, 2015 through March 13, 2015.

BE IT RESOLVED that the Board approve Emily Kuspiel as a long-term substitute teacher for Employee #1461, a teacher at Lake Hiawatha Elementary School who will be out on maternity leave. Ms. Kuspiel will be compensated at the per diem rate of \$99.83 effective December 22, 2014 through March 27, 2015; and effective March 30, 2015 through June 26, 2015 at the per diem rate of \$257.10.

BE IT RESOLVED that the Board approve John Molka as a long-term substitute teacher for Employee #1461, a teacher at Brooklawn Middle School who will be out on maternity leave. Mr. Molka will be compensated at the per diem rate of \$99.83 effective February 24, 2015 through May 27, 2015; and effective March 28, 2015 through June 26, 2015 at the per diem rate of \$275.60.

HR 14-15 130 **Approval of Employment**

**EMPLOY
CERTIF STAFF**

BE IT RESOLVED that the Board approve the employment of the individual named below, for the 2014-2015 school year and that a contract be issued to them in accordance with the provisions of the Teacher's Guide for the 2014-2015 school year for the educational level and experience indicated.

| | |
|-----------------------------|--|
| <u>Palma S. Ring</u> | <u>Teacher of Science</u> |
| Degree: | BA/Montclair State University - 2009 |
| Certification: | Teacher of Elementary K-6 Teacher of Science 5-8 |
| Experience: | 5 years |
| Guide Placement: | BA, Step 6 \$56,475.00 |
| Effective Dates: | January 7, 2015 (<i>pending personnel clearance</i>) |
| Assignment: | Central Middle School (Replacement) |

HR 14-15 131 **SAT Classes 14-15**

**SAT
CLASSES**

BE IT RESOLVED that the Board approve the payment of \$59.00/per hour to the following individual for the completion of proctoring SAT Prep classes:

Parsippany Hills High School
William Kadar – 5 hours

HR 14-15 132 **Waivers of Teaching Load**

WAIVERS

BE IT RESOLVED that the Board approve the waivers of the teaching loads for the following individuals who have agreed to provide class coverage as indicated below during the 2014-2015 school year as indicated below:

| | | |
|--------------------|--|------------|
| Dave Albano | PHHS-US History II(Co-Teaching) 1/7 | \$3,964.14 |
| Effective: | January 5, 2015 through March 24, 2015 | |
| Daniel Olsen | PHHS-US History I 1/7 | \$2,770.20 |
| Effective: | January 5, 2015 through March 24, 2015 | |
| Joseph Guaratferro | CMS-Industrial Arts 1/7 | \$6,488.50 |
| Effective: | January 30, 2015 through June 25, 2015 | |
| Matthew Lazzari | CMS-Industrial Arts 1/7 | \$5,045.45 |
| Effective: | January 30, 2015 through June 25, 2015 | |

HR 14-15 133 **Certificates of Retirement - PTHEA**

RETIRE

BE IT RESOLVED that the Board approve the resignations for the purpose of retirement of the following individuals in accordance with the Board/PTHEA. Agreement effective July 1, 2015:

Raymond Bajor, Teacher of Science – Brooklawn Middle School
Diane Vaglio, Teacher of ESL – Central Middle School
Kathleen Finch, Media Specialist – Parsippany Hills High School

HR 14-15 134 **Minimum Wage Increase - Equipment Operators**

EQUIP OPERATORS

BE IT RESOLVED that the Board approve the increase in wage from \$8.25 per hour to \$8.38 per hour, as per N.J.A.C. 12:56-3.1, for the following individuals as Equipment Operators at Parsippany High School and Parsippany Hills High School for the 2014-2015 school year, effective January 1, 2015:

| | |
|---------------------|-----------------|
| Kyle Berry | Joseph Gasbarro |
| Jenna Chung | Jordan Imp |
| Jakub S. Duma | So Young Jung |
| Jacob Feldman | Michael Lindner |
| Luke Ferrante | Matthew Roca |
| Christopher Gardner | Robert Turner |
| | Steven Quigley |
| | Ronald Vasilik |

HR 14-15 135 **Employment – Local 32**

**EMPLOY
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of Eustaquia Cruz as a Bus Driver on a 150-day probationary period as indicated below:

| Name | Step | Salary | Effective | Assignment |
|----------------|-------------|---------------|------------------|---------------------------|
| Eustaquia Cruz | 2 | \$20,406 | 1/07/2015 | Bus Driver (10 mo-6 hour) |

HR 14-15 136 **Long-Term Assignment - Extension**

BE IT RESOLVED that the Board approve the extension of Kathe Robin’s long-term assignment; she is currently serving as the long-term substitute teacher for Employee #2602, a teacher at Littleton Elementary who is out on maternity leave. Ms. Robin will be compensated at \$99.83 effective November 10, 2014 through February 17, 2015; and effective February 18, 2015 through June 26, 2015 at the per diem rate of \$257.10.

HR 14-15 137 **Employment – Bus Aide**

BUS AIDE

BE IT RESOLVED that the Board approve the following individual as a Bus Aide for the 2014-2015 school year for the hours per day indicated at the rate of \$15.17 per hour effective January 7, 2015:

Gehan Elbadry 2.5/hours 5 days/week

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

PS 14-15 36 **ABA-Trained Paraprofessional**

ABA PARA

BE IT RESOLVED that the Board approve the individual named below as an ABA-trained Paraprofessional with a stipend of \$1,200(prorated) for the 2014-2015 school year effective December 1, 2014:

Maryann Gatto - Lake Hiawatha School

PS 14-15 37 **School Nursing Services Plan**

NURSING SVCS PS-A

BE IT RESOLVED that the Board approve the Nursing Services Plan for 2014-2015 as per the attached.

PS 14-15 38 **Harassment, Intimidation, and Bullying**

HIB

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for January 6, 2015.

Suspensions

SUSPENSIONS PS-B

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

VI. F- BUSINESS/FINANCE – DAVID CORSO

F14-15 37 Report of Annual School Board Election

**RPT OF ANN
SCH BRD ELECTION**

Election results from the November 4, 2014 General Election:

For Membership to the Board of Education – Three Full Term (3 Years)

| <u>Name</u> | <u>Votes</u> |
|--------------------|---------------------|
| Anthony DeIntinis | 3,320 |
| George L. Blair | 3,775 |
| Susy Golderer | 3,011 |
| Sharif Shamsudin | 2,374 |
| Timothy L. Berrios | 4,174 |
| Andrew Choffo | 3,787 |

From these returns, Timothy P. Berrios, George L. Blair and Andrew Choffo will be duly elected as members of the Board of Education for three years.

F14-15 38 Meeting Dates

MEETING DATES F-A

BE IT RESOLVED that the Board of Education hold its regular meetings on the second and fourth Thursdays of each month and/or as noted per attached.

F14-15 39 Code of Ethics

CODE OF ETHICS

BE IT RESOLVED that the Board of Education adopt the Purpose and Role of the Code of Ethics N.J. Stat. 18A:12-24.1.

F14-15 40 Policies, Actions, Rules and Regulations

POLICY

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

F14-15 41 Job Description Manual

JOB DESCR

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

F14-15 42 **Newspaper**

NEWSPAPER

BE IT RESOLVED that the Board of Education approve the following resolution:

The Morris County *Daily Record* and *The Star Ledger* are hereby designated as the official newspapers of the Board of Education of the Township of Parsippany-Troy Hills.

F14-15 43 **Banks**

BANKS

BE IT RESOLVED that the Board of Education reaffirms the designation of Wells Fargo Bank, N.A., and the State of New Jersey Cash Management Fund and NJ/ARM Asset and Rebate Management Program as its official depositories for the 2015 calendar year, and

BE IT FURTHER RESOLVED that three officers be authorized to sign checks namely: President or Vice President, Assistant Superintendent for Business/Chief Finance and Operations Office/Board Secretary and the Treasurer of School Moneys and

BE IT FURTHER RESOLVED that the Assistant Superintendent for Business/Chief Finance and Operations Officer/Board Secretary, Assistant Business Administrator, and the District Accountant be authorized to perform wire transfers.

F14-15 44 **Law Firm**

LAW FIRM

BE IT RESOLVED by the Board of Education, pursuant to the Public School Contracts Law, N.J.S.A. 18A:18A-1, et. seq., previously adopted a resolution appointing Katherine A. Gilfillan, Esq. of the law firm of Schenck, Price, Smith & King, LLP, (the "Law Firm") of Florham Park, New Jersey, to serve as Board Attorney for the period July 1, 2014 through June 30, 2015.

WHEREAS, the Board has determined that it continues to require these professional services and desires that the Law Firm continue to serve the Board in this capacity through December 31, 2015; and

NOW, THEREFORE BE IT RESOLVED, that the Board hereby reappoints Katherine A. Gilfillan, Esq. of the law firm of Schenck, Price, Smith & King, LLP to serve as Board Attorney for the period of January 1, 2015 through the next reorganization meeting; and

BE IT FURTHER RESOLVED, that the Board rescinds its agreement with the law firm dated June 2014 subject to the negotiation of a new agreement in accordance with the terms of the Law Firm's original agreement on file; and

BE IT FURTHER RESOLVED, that the Board President and Board Secretary are hereby authorized to execute the agreement upon completion; and

BE IT FURTHER RESOLVED, that publication of notice of this contract award shall be made in accordance with the requirements of N.J.S.A. 18A:18A-5.

F14-15 45 **Accounting Firm**

ACCT FIRM

BE IT RESOLVED by the Board of Education of the Township of Parsippany-Troy Hills, Morris County, New Jersey, that the firm of Wiss & Company, LLP, Certified Public Accountants, 485C Route 1 South, Suite 250, Iselin, New Jersey 08830, is hereby reappointed auditor to the Board of Education, at an amount not to exceed \$70,000.00 for the annual school audit commencing January 1, 2015 through December 31, 2015; and

BE IT FURTHER RESOLVED, that publication of notice of this contract award shall be made in accordance with the requirements of N.J.S.A. 18A:18A-5.

F14-15 46 **The Uniform Minimum Chart of Accounts for NJ Public Schools**

UNIF CHART OF ACCTS FOR NJ PUB SCHS

BE IT RESOLVED that the Board of Education approves the Chart of Accounts as presented by the Department of Education.

F14-15 47 **Appointment of Board Secretary**

BD SECY

BE IT RESOLVED that the Board of Education approves the appointment of David F. Corso, Assistant Superintendent for Business/Chief Finance and Operations Officer as Board Secretary for 2015 calendar year.

F14-15 48 **Payment of Bills between BOE Meetings**

PAY BET BOE MEETS

BE IT RESOLVED that the Board of Education authorize David F. Corso, Assistant Superintendent for Business/Chief Finance and Operations Officer to make payments of bills between Board Meetings on an "as needed" basis for 2015 calendar year.

F14-15 49 **Fund Investments**

FUND INVEST

BE IT RESOLVED that David F. Corso, Assistant Superintendent for Business/Chief Finance and Operations Officer be authorized to invest funds, when available, for 2015 calendar year in Certificates of Deposit, Treasury Bills and/or Savings and Checking Accounts, and approved Investment Funds and report said investments to the Board of Education.

F14-15 50 **Payment of Bills**

PAYMENT OF BILLS

BE IT RESOLVED that the Board of Education approve the payment of current bills for January 6, 2015 for the 2014-15 school year in the amount of \$6,299,979.51.

BE IT RESOLVED that the Board of Education approve the amount of for school activities and the lost media accounts for December 2014 in the amount of \$56,555.59.

F14-15 51 **Professional Services Agreement - School Security**

PROF SVCS SECURITY

BE IT RESOLVED that the Board approve five (5) additional days of employment for Frank Feenan, Security Consultant. Mr. Feenan will receive \$485/per diem not to exceed \$2,245 effective January 7, 2014 through January 31, 2015.

**PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS
PROGRAM EVALUATION CYCLE**

| PROGRAM NAME | 2012/13 | | | | | 2013/14 | | | | | 2014/15 | | | | | 2015/16 | | | | | 2016/17 | | | | |
|-------------------------|---------|---|---|---|---|---------|---|---|---|---|---------|---|---|---|---|---------|---|---|---|---|---------|---|---|---|---|
| | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 |
| Social Studies K-5 | | | | X | | | | | | X | X | | | | | | X | | | | | | | X | |
| Social Studies 6-12 | | | X | | | | | | X | | | | | | X | X | | | | | | X | | | |
| World Language K-5 | | X | | | | | | X | | | | | | X | | | | | | X | X | | | | |
| World Language 6-8 | | | | | X | X | | | | | | X | | | | | | X | | | | | | | X |
| World Language 9-12 | | | | X | | | | | | X | X | | | | | | X | | | | | | | X | |
| Reading/Lang. Arts K-5 | | | | X | | | | | | X | X | | | | | | X | | | | | | | X | |
| Reading/Lang. Arts 6-12 | | | | X | | | | | | X | X | | | | | | X | | | | | | | X | |
| Math K-5 | | X | X | | | | | X | X | | | | | X | | | | | | X | X | | | | |
| Math 6-8 | | | | X | | | | | | X | X | | | | | | X | | | | | | | X | |
| Math 9-12 | X | X | | | | | X | X | | | | | X | X | | | | | | X | X | | | | |
| Science K-5 | | | | X | | | | | | X | X | | | | | | X | | | | | | | X | |
| Science 6-8 | | | | X | | | | | | X | X | | | | | | X | | | | | | | X | |
| Science 9-12 | | | | | X | X | | | | | | X | | | | | | X | | | | | | | X |
| Media Services K-5 | | | | X | | | | | | X | X | | | | | | X | | | | | | | X | |
| Media Services 6-8 | X | | | | | | X | | | | | | X | | | | | | X | | | | | | X |
| Media Services 9-12 | | | | X | | | | | | X | X | | | | | | X | | | | | | | X | |

KEY: Year 1 / Year 2: Evaluation (data collection; interpretation of data; presentation of proposals and recommendations.
 Year 3 / Year 4: Proposals/Recommendations acted upon – curriculum revision; implementation of proposals and recommendations)
 Year 5: Monitor and record progress

**PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS
PROGRAM EVALUATION CYCLE**

| PROGRAM NAME | 2012/13 | | | | | 2013/14 | | | | | 2014/15 | | | | | 2015/16 | | | | | 2016/17 | | | | | | |
|-------------------------|---------|---|---|---|---|---------|---|---|---|---|---------|---|---|---|---|---------|---|---|---|---|---------|---|---|---|---|---|--|
| | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | | |
| Physical Education K-12 | X | | | | | | X | | | | | | X | | | | | | X | | | | | | | X | |
| Health K-12 | X | | | | | | X | | | | | | X | | | | | | X | | | | | | | X | |
| Art K-12 | | | X | | | | | | X | | | | | X | X | | | | | | | X | | | | | |
| Music K-12 | | | | X | | | | | | X | X | | | | | | | X | | | | | | X | | | |
| GRO | | | X | | | | | | X | | | | | X | X | | | | | | | X | | | | | |
| Guidance K-12 | | | X | | | | | | X | | | | | X | X | | | | | | | X | | | | | |
| Applied Technology 6-12 | | | X | | | | | | X | | | | | X | X | | | | | | | X | | | | | |
| ESL | | | | X | | | | | | X | X | | | | | | | X | | | | | | X | | | |
| Kindergarten | X | | | | | | X | | | | | | X | | | | | | X | | | | | | | X | |

KEY: Year 1 / Year 2: Evaluation (data collection; interpretation of data; presentation of proposals and recommendations)
Year 3 / Year 4: Proposals/Recommendations acted upon – curriculum revision; implementation of proposals and recommendations) Year 5: Monitor and record progress.

ADJOURN

ADJOURN

There being no further business the public meeting was adjourned at 8:18 p.m. on a motion by Mr. Choffo, seconded by Mr. Blair and unanimously approved by voice vote.

Respectfully submitted,

Lyanna Rios
Assistant Board Secretary

**FOR ALL APPENDICES AND EXHIBIT
ATTACHMENTS AFOREMENTIONED
IN THESE MINUTES,
PLEASE REFER TO THE
SUPERINTENDENT'S BULLETIN #10
INCLUSIVE OF THE SECRETARY REPORT
INITIALLY RECEIVED IN THE BOARD PACKET
AND NOW ALSO POSTED AT
THE DISTRICT WEBSITE**