

**PARSIPPANY-TROY HILLS
BOARD OF EDUCATION**

REGULAR MEETING OF
THURSDAY, SEPTEMBER 12, 2013

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Thursday, September 12, 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 7:05 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 and at the district website, www.pthsd.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 September 9, 2013. 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
 Mrs. Fran Orthwein
 Mr. Michael Strumolo
 Mr. Sharif Shamsudin
 Mrs. Susy Golderer

Absent & Excused: Mr. Gary Martin

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
 Mrs. Suzanne Olimpio, Director of Pupil Personnel Services
 Mrs. Susan Tindal, Assistant Board Secretary
 Mrs. Joan Benos, Administrative Assistant to Superintendent
 Ms. Maggie Miller, Esq., Board Attorney
 Ms. Alexandra Warner, Parsippany Hills High School Representative

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 7:07 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, legal, and negotiations.

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, legal, and negotiations.
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 7:37 p.m. on a motion by Mrs. Orthwein, seconded by Mr. DeIntinis and unanimously approved by roll call vote.

STUDENT COMMITTEE REPORTS

STUDENT COMM REPTS

President Golderer introduced student representative Alexandra Warner who reported on activities at Parsippany Hills High School.

President Golderer read a report from Kristina Berrios, who was absent, on activities at Parsippany High School.

APPROVAL OF MINUTES

APPROVAL OF MINUTES

On a motion by Mr. Shamsudin, seconded by Mr. DeIntinis, the minutes of the Regular and Confidential Sessions #1 and #2 of July 18, 2013 and the minutes of the Regular and Confidential Sessions #1 and #2 of August 15, 2013 were approved by voice vote with 6 Ayes and 2 Abstains by Mr. Mancuso and Mr. Strumolo.

CORRESPONDENCE

CORRESPONDENCE

Mr. Smith received notification from Dr. Seitz's attorney and a check for \$17,292 reimbursing the district for the overpayment of his salary.

UNFINISHED BUSINESS

UNFINISHED BUSINESS

None.

Interim Superintendent Fitzsimons introduced Mr. Barry Haines, Supervisor of District Technology, who gave a presentation on technology in the district including the 9th grade iPad initiative. Mr. Haines then answered questions.

COMMITTEE REPORTS

COMMITTEE REPORTS

Mr. Carifi – Policy: no report.

Mrs. Orthwein – Communications: no report.

Mr. Shamsudin – Finance: meetings are scheduled.

Mr. DeIntinis – Personnel: meetings are scheduled; review of new hires; Lake Parsippany principal candidate will be presented for approval at the next meeting; salary increase for TSS personnel; staff development activities.

Mr. Strumolo – Critical Issues: no report.

Dr. Calabria – Teaching & Learning: many courses of study on the agenda; new textbook on Environmental Science; reviewed early graduation form and deferred to Dr. Gigante; will look at evaluating technology.

Mr. Mancuso – Transportation: year-end review and upcoming year; discussed Brooklawn Middle School traffic issue; replacement schedule for buses.

Dr. Fitzsimons presented his Bulletin #3 along with Addenda. He stated that the school year was off to a fine start and thanked the maintenance and custodial staff for an excellent job in getting the buildings cleaned and in good order. He then answered questions from the Board.

**SUPERINTENDENT’S BULLETIN
Number 3**

**SUPER’S BULLTN
September 12, 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

Mr. Barry Haines, Supervisor of District Technology, will be present to give a brief update on Technology

B. ITEMS FOR ACTION/EDUCATION

1. Board Policies

**BOARD
POLICIES**

BE IT RESOLVED that the Board approve the following new and revised Policy/Regulations at this second and final reading.

ByLaw 000.02 – Introduction (M) (Revised)

Regulation 2624 – Grading System Regulation (Revised)

Policy 3125.2 – Employment of Substitute Teachers (New)

Policy 5120 – Assignment of Pupils (M) (Revised)

Policy 5300 – Automated External Defibrillators (AED) (M) Revised

Regulation 5300 - Automated External Defibrillators (AED) (M) New

A

B

C

D

E

F

Policy 5533 – Pupil Smoking (M) (Revised) **G**
Policy 7434 – Smoking in School Buildings and on School Grounds (M) (Revised) **H**
Policy/Regulation 6220 – Budget Preparation (Revised) **I**

2. **Gift to the District** **GIFT TO
THE DISTRICT**

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

Troy Hills School

The Troy Hills PTA has donated \$5,150 to the Board of Education to help support cultural arts events to be held at Troy Hills School.

3. **NCLB FY 13/14 Grant** **NCLB
SUBMIT**

BE IT RESOLVED that the Board accept the submittal to the New Jersey Department of Education of the NCLB FY13/14 Grant application. The amounts for each grant are as follows:

NCLB FY13/14:

Title I Part A	\$335,381
Title II Part A	\$103,878
Title III	\$ 98,888
Title II Immigrant	\$ 18,497

4. **IDEA Basic and Preschool FY 2014** **IDEA
SUBMIT**

BE IT RESOLVED that the Board approve the submission to the NJ Department of Education of the IDEA Part B Consolidated, Basic and Preschool application for FY 2014 as described below:

Basic Allocation	\$1,512,436
Preschool Allocation	\$ 56,081

5. **Morris County Municipal Utilities Authority Grant** **MC UTILITIES**

BE IT RESOLVED that the Board accept and approve the Morris County Municipal Utilities Authority Grant awarded to Parsippany High School in the amount of \$500. The grant is to be used for promoting recycling.

6. **Courses of Study** **COURSES OF
STUDY**

BE IT RESOLVED that the Board approve the following Courses of Study that have been approved by CCPC and the Board Teaching and Learning Committee:

MTH114 Honors Geometry/MTH217 Geometry
MTH773 Grade 7 Mathematics

MTH775 Grade 7 Mathematics Advanced
 MTH883 Grade 8 Mathematics
 5SST00 Grade 5 Social Studies
 TCR600, 700, 800 Life Skills, Grades 6, 7, 8
 RMW100, 101, 200, 201, 300,301, 400, 401 HSPA RMW
 ENG414 English IV Advanced Placement
 ENG700 Creative Writing
 ESL 111-115 English as a Second Language, Grades 9-12
 Mth323 Probability, Statistics and Discrete Mathematics
 WLA233/234 Italian 2/2 Honors, Grades 9-12
 WLA544 AP Spanish Language & Culture, Grades 11-12
 WLA 343/344 Spanish 3/3H, Grades 9-12

7. **Textbook Adoption**

**TEXTBOOK
ADOPTION**

BE IT RESOLVED that the Board approve the following textbook that has been approved by CCPC and the Board Teaching and Learning Committee:

Environmental Science for AP (*W.H. Freeman and Company, 2012*) for AP Environmental Science, Grades 11-12

8. **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
Laura Bailliard	Autism Conference	October 17-18, 2013	Atlantic City	\$928.35 Title II-A

Bernadette Flaherty	Co-Teaching Now Conference	October 7, 2013	Arlington, VA	\$474.00 Title II A
John Fitzsimons	NJSBA Convention	Oct 22-24, 2013	Atlantic City	\$700.00
Susy Golderer Board President	NJSBA Convention	Oct 22-24, 2013	Atlantic City	\$700.00
Eileen Hoehne	NJSBA Convention	Oct 22-24, 2013	Atlantic City	\$700.00
Stephanie Lyons	Autism Conference	October 17-18, 2013	Atlantic City	\$500.00 Title II-A
Gary Martin Board Member	NJSBA Convention	Oct 22-24, 2013	Atlantic City	\$700.00
Suzanne Olimpio	Autism Conference	October 17-18, 2013	Atlantic City	\$779.00 Title II-A
Fran Orthwein Board Member	NJSBA Convention	Oct 22-24, 2013	Atlantic City	\$700.00
Lauren Scherzer	Autism Conference	October 17-18, 2013	Atlantic City	\$811.00 Title II-A
Sharif Shamsudin Board V-President	NJSBA Convention	Oct 22-24, 2013	Atlantic City	\$700.00
Sue Tindal	NJSBA Convention	Oct 22-24, 2013	Atlantic City	\$700.00
Stacey VanSegern	Orton-Gillingham Comprehensive Training	October 14-18, 2013	Secaucus, NJ	\$1,060.25 Title II-A

9. **Policy 5111**

**POLICY
5111**

J

BE IT RESOLVED that the Board approve the request by Michael DiSanto, Principal of Parsippany Hills High School, that student A be allowed to complete his senior year during the 2013-2014 school year as per Board of Education Policy 5111.

II. PERSONNEL

10. **Substitute Approval**

**SUBSTITUTE
APPROVAL**

K

BE IT RESOLVED that the Board approve the individuals named on the attached list, New – Substitutes – Teachers – September 12, 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 2013-2014 school year.

11. **Employment/Reemployment Paraprofessionals**

**EMPLOY/
REEMPLOY
PARAS**

L

BE IT RESOLVED that the Board approve the individuals named on the attached list who have been re-employed/employed for the 2013-2014 school year as paraprofessionals in the areas indicated.

12. **Employment/Reemployment Substitutes**

**EMPLOY/
REEMPLOY
SUBS**

M

BE IT RESOLVED that the Board approve the individuals named on the attached list who have been re-employed/employed for the 2013-2014 school year as substitutes in the areas indicated.

13. **Contract Revision for Training Level Advancement - Upgrading**

UPGRADING

N

BE IT RESOLVED that the Board approve in accordance with Board Policy, as written under the terms of the Board/PTHEA Agreement and as designated in the provisions for the salary guide for teachers and nurses, the staff members named below who have submitted proof of degree and/or course credits necessary to be advanced to the next higher training level indicated as of September 1, 2013.

14. **Employment – Noontime Aides**

**EMPLOYMENT
NOON AIDES**

O

BE IT RESOLVED that the Board approve the individuals named on the attached list who have been recommended for employment as noontime aides at the rate of \$14.87/per hour for the 2013-2014 school year as indicated.

15. **Employment Part-time Paraprofessionals**

**EMPLOY P/T
PARAS**

BE IT RESOLVED that the Board approve the following part-time paraprofessionals at the hourly rate indicated effective for the 2013-2014 school year:

Lake Hiawatha	Caroline Atienza	One-to-One 3.0 hours per day \$15.45 per hour
	Barbara Bossert	One-to-One 3.0 hours per day \$15.45 per hour
	Paulette Caccavale	One-to-One 3.0 hours per day \$15.45 per hour
	Lucia Contuzzi	One-to-One 3.0 hours per day \$15.45 per hour
	Laurie Furfaro	One-to-One 3.0 hours per day \$14.16 per hour

16. **Child Study Team Evaluations**

CST

BE IT RESOLVED that the Board approve payment to the following Child Study Team personnel who completed state-mandated evaluations and conducted IEP meetings during the summer, at their per diem rate as follows:

Walter Bleuler – 1 Day \$532.24/per diem
Kim Rom – 1 Day \$508.03/per diem
Joseph Giudice – 3.5 days \$514.51

17. **Behavioral Consultants**

**BEHAV
CONSULTANTS**

BE IT RESOLVED that the Board approve the following Behavioral Consultants who will be providing services for the 2013-2014 school year at the rates indicated:

Joanne Hill \$140 per hour
Ira Rinn \$100 per hour

18. **Approval of Employments**

**EMPLOY
CERTIF STAFF**

BE IT RESOLVED that the Board approve the employment of the individuals named below, for the 2013-2014 school year and that a contract be issued to them in accordance with the provisions of the Teacher's Salary Guide for the 2012-2015 school year for the educational level and experience indicated.

Michelle Christopher

BA
Certification:
Experience:

Guide Placement:
Effective:
Assignment:

Teacher of Elementary Education – TA/9N-10bre

Caldwell College - 2004
Elementary K-5/Art K-12
Art Teacher – 3 years
Substitute Teacher – 5 years
TL 2, Step 4, \$53,235
September 3, 2013
Northvail
(Replacement)

Danielle Cibelli

BS
Certification:
Experience:

Guide Placement:
Effective:
Assignment:

Teacher of Biology (2/4)– TA/50-22/cxu

Marist - 2007
Biology
Randolph – 1 year
Elmwood Park – 1 year
Queen of Peace – 4 years
TL 2, Step 4, \$26, 617.50
September 3, 2013
Parsippany High School
(Replacement)

Shaleene Connors

BA
Certification:
Experience:

Guide Placement:
Effective:
Assignment:

Teacher of Elementary Education – TA/9R-11/awu

Montclair State - 2012
Elementary K-5
Paraprofessional – 7 months
Maternity Leave – 6 months
Sussex – 2 years
Student Teaching – 8 months
TL 2, Step 1, \$50,855
September 3, 2013
Rockaway Meadow
(Replacement)

Lucia Contuzzi

BA
Certification:
Experience:

Teacher of Preschool – TA-90-08/czb (1/2)

Caldwell College - 2009
Pre 3, Elementary K-5, Students w/Disabilities
Maternity Leave – 1 year
Paraprofessional – 5 months

Guide Placement: Instructional Para – 5 months
TL 2, Step 2, \$25,717.50 (1/2)
Effective: September 3, 2013
Assignment: Littleton
(Addition)

Parinda Desai

BA
MA
Certification: School Media Specialist
Experience: Bedminster Public Library – 2.5 years
Guide Placement: TL 6, Step 1, \$60,455 (prorated)
Effective: September 23, 2013
Assignment: Intervale/Littleton
(Addition)

Media Specialist – TA/64-28/cui / TA-90-28/cul

Xavier – 2000
Long Island University – 2010
School Media Specialist
Bedminster Public Library – 2.5 years
TL 6, Step 1, \$60,455 (prorated)
September 23, 2013
Intervale/Littleton
(Addition)

Melissa Erwine

BA
MS
Certification: Occupational Therapist
Experience: Sawtelle School – 1.5 years
Early Intervention Services – 1 year
Guide Placement: TL 4, Step 2, \$55,135 (prorated)
Effective: October 12, 2013 (*or sooner pending release from current contract*)
Assignment: Littleton (3/5) /Rockaway Meadow (2/5)
(Replacement)

Occupational Therapist – TA/90-29/bza (3/5) / TA-9R-29/bzb (2/5)

Kean University – 2010
Kean University - 2012
Occupational Therapist
Sawtelle School – 1.5 years
Early Intervention Services – 1 year
TL 4, Step 2, \$55,135 (prorated)
October 12, 2013 (*or sooner pending release from current contract*)
Littleton (3/5) /Rockaway Meadow (2/5)
(Replacement)

Olivia Frawley

BS
Certification: Biological Science/Teacher of Student w/Disabilities
Experience: Student Teaching – 6 months
Substitute Teaching – 2 years
Guide Placement: TL 2, Step 1, \$50,855
Effective: September 3, 2013
Assignment: Parsippany Hills High School
(Addition)

Teacher of Special Education – TA-53-24-cfd

Monmouth University – 2013
Biological Science/Teacher of Student w/Disabilities
Student Teaching – 6 months
Substitute Teaching – 2 years
TL 2, Step 1, \$50,855
September 3, 2013
Parsippany Hills High School
(Addition)

Amada Ginsburg

BS
MA
Certification: ESL, Spanish
Experience: Roselle – 6 months
Rahway – 2 years
Marlboro – 14 years
Monmouth Vo-Tech – 5 years
Florida – 4 years
Guide Placement: TL 5, Step 7, \$65,815 (prorated)
Effective: November 12, 2013 (*or sooner pending release from current contract*)

Teacher of Spanish – TA-53/15-aus

NJ City University – 1989
Fairleigh Dickinson - 1999
ESL, Spanish
Roselle – 6 months
Rahway – 2 years
Marlboro – 14 years
Monmouth Vo-Tech – 5 years
Florida – 4 years
TL 5, Step 7, \$65,815 (prorated)
November 12, 2013 (*or sooner pending release from current contract*)

Assignment: Parsippany Hills High School
(Replacement)

Megan McCall

BS St. Peters College – 2008
MA St. Peters College – 2011
Certification: Elementary K-5, Science, and Math
Experience: Bloomfield – 2 years
Student Teaching – 4 months
Guide Placement: TL 4, Step 3, \$55,935 (prorated)
Effective: September 10, 2013
Assignment: Brooklawn
(Replacement)

Teacher of Science – TA-50-24/cot

Alexandra Polizzo

BA Ramapo - 2013
Certification: Literature/Education
Experience: Substitute – 6 months
Student Teaching – 6 months
Guide Placement: TL 2, Step 1, \$50,855
Effective: September 3, 2013
Assignment: Parsippany Hills
(Replacement)

Teacher of English – TA-53-14/bzk

Ofelia Ramos

BS Rutgers University – 2000
M.Ed. Seton Hall University - 2007
Certification: K-8, ESL K-12
Experience: Bergen Community – 5 years
Paterson – 2 years
Newark – 8 years
Guide Placement: TL 5, Step 2, \$59,665 (prorated)
Effective: October 15, 2013 *(or sooner pending release from current contract)*
Assignment: Mt. Tabor (7/10) – Troy Hills (3/10)
(Addition)

Media Specialist – TA/9M-28-cuk (7/10) / TA-9T-28-cuq(3/10)

Matthew Rossi

BA TCNJ - 2011
Certification: Music
Experience: Westwood Maternity Leave – 3 months
Monroe/Middlesex – Substitute – 2 years
Guide Placement: TL 2, Step 1, \$50,855
Effective: September 3, 2013
Assignment: Lake Parsippany (3/5) – Rockaway Meadow (2/5)
(Replacement)

Teacher of Instrumental Music – TA-9R-211/aoj (2/5) – TA-80-21/aoi (3/5)

Ashley Schoen

BS East Stroudsburg - 2009

Resource Teacher– TA-80-24-bof

Certification: Elementary K-5/Students w/Disabilities
Experience: Denville – 1 year
Guide Placement: TL 2, Step 2, \$51,435 (prorated)
Effective: November 12, 2013 *(or sooner pending release from current contract)*
Assignment: Lake Parsippany
(Replacement)

Susana Viruet-Alvarez

BA
Certification: Spanish
Experience: Newark – 1 year
Paterson – 1 year
Queen of Peace – 2 years
West Orange – 1 year
Oakland – 5 years
Guide Placement: TL 2, Step 10, \$38,526 (3/5) (prorated)
Effective: September 13, 2013
Assignment: Parsippany High School
(Replacement)

Teacher of Spanish (3/5) – TA-50-15/apd

Montclair State - 1998

Jared Wohl

BS
Certification: Business
Experience: ISS Coordinator – 6 months
Substitute – 4 years
Guide Placement: TL 2, Step 1, \$40,684 (4/5)
Effective: September 3, 2013
Assignment: Parsippany High/Parsippany Hills
(Replacement)

Teacher of Business (4/5) – TA-50-13/cxm (3/10) / TA-53-13/cxn (1/2)

Montclair State - 2008

Holli Wright

BS
MS
Certification: Physical Therapist
Experience: Cedar Knolls – 3 years
Children’s Treatment Center – 15 years
Early Intervention Center – 15 years
Children’s Specialized Hospital – 5 years
Guide Placement: TL 5, Step 9, \$34,870 (1/2) (prorated)
Effective: October 12, 2013 *(or sooner pending release from current contract)*
Assignment: Littleton (2/5) / Mt. Tabor (2/5)
(Addition)

Physical Therapist – TA-BD-29/cxs (1/4) – TA-BD-29/ext (1/4)

Springfield College – 1992

Springfield College - 1993

Physical Therapist

Cedar Knolls – 3 years

Children’s Treatment Center – 15 years

Early Intervention Center – 15 years

Children’s Specialized Hospital – 5 years

TL 5, Step 9, \$34,870 (1/2) (prorated)

October 12, 2013 *(or sooner pending release from current contract)*

Littleton (2/5) / Mt. Tabor (2/5)

(Addition)

19. **Employment – PACE**

**EMPLOY
PACE-SKIP**

BE IT RESOLVED that the Board approve the individuals named below for employment at PACE in the areas indicated for the 2013-2014 school year.

SKIP

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
Jean Carroll	SKIP Teacher Substitute	\$20.00
John Bell	SKIP Teacher Substitute	\$20.00
Jessica Leo	SKIP Teacher Substitute	\$20.00
Zahra Taghavi Bavat	SKIP Teacher Substitute	\$20.00
Zahra Taghavi Bavat	SKIP Aide Substitute	\$14.87
Russell Smith	SKIP Aide Substitute	\$14.87
Shaista Aslam	SKIP Aide Substitute	\$14.87
Jacqueline O'Grady	SKIP Aide Substitute	\$14.87
Nicholas Grieco	SKIP Aide Substitute	\$14.87
Stella Gizas	SKIP Aide Substitute	\$14.87
Ellen Blafer	SKIP Aide Substitute	\$14.87
Christine Lydiksen	SKIP Nurse	\$35.00/hr. 15 hrs./week
Adrienne Schauder	SKIP Teacher	\$22.00/hr. 3 hrs./week
Courtney Sole	SKIP Aide	\$14.87/hour

From: Nube Calle SKIP Aide AM 7.5 hrs/week
 To: Nube Calle SKIP Aide AM 7.5 hrs. & SKIP PM 3 hrs./week
 @ \$14.87/hr. @ SKIP Aide Sub.

From: Rajeshwai Vyas SKIP Aide
 To: Rajeshwai Vyas SKIP Aide Substitute @ 14.87/hr.

From: Jessica Gablemann SKIP Aide
 To: Jessica Gablemann SKIP Aide Substitute @ \$14.87/hr.

From: Roy Fernando SKIP Aide Substitute
 To: Roy Fernando SKIP Aide PM 3 hrs./week and SKIP Aide Substitute @ \$14.87/hr.

Effective: September 9, 2013

20. **Employment – Secretary**

**EMPLOY
SECY**

BE IT RESOLVED that the Board approve the employment of Lisa DeCicco who has been selected as a secretary in the Guidance Department at Parsippany Hills High School replacing Margaret Van Dyke, effective September 30, 2013. Ms. DeCicco will be placed on 12 month-Guide B – Step 2 \$41,685.

21. **Summer Curriculum Work**

SME CURR

BE IT RESOLVED that the Board approve payment of the amounts indicated based on \$39.54/hour to the individuals named below for the development of the following curriculum revisions:

	<u>Hours</u>	<u>Amount</u>
<u>ESL Curriculum Work (8/7, 8, 9 & 12/2013)</u>		
Diane Vaglio	14	\$553.56
Katy Oh	14	\$553.56
<u>ESL Assessments (6/27/13)</u>		
Denise Probst	4	\$158.16

Christal DiVincent	4	\$158.16
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Assessment for Food Preparation (8/6/13)

Marlene Tocci	4	\$158.16
Jean Delardo	4	\$158.16

ESL (7/15, 16 & 18/13)

Kristin Didimamoff	16	\$632.64
Lori Savarese	16	\$632.64

Regular & Honors Algebra (8/12, 13 & 14/13)

Anna Cecala	16	\$632.64
Diana Wong	16	\$632.64
Allison Ramsden	16	\$632.64

AP Spanish Curriculum Revision (7/16-19/13 & 8/20/13)

Susana Plotquin	6	\$237.24
Jay Duhl	16	\$632.64

Italian II & II Honors (7/8-11/13)

Angela Minichiello	12	\$474.48
Jaclyn Bevacqua	12	\$474.48

Spanish IV & IV Honors (7/8-11/13)

Vicky Santana	12	\$474.48
Damaris Delgado	12	\$474.48

22. **Re-employment - Non-Tenured - Tenure**

**RE-EMPLOY
NON-TENURED
TENURE**

BE IT RESOLVED that the Board approve the re-employment of the non-tenured teacher named below for the 2013-2014 school year in accordance with the provisions of the 2012-2015 Agreement between the Board of Education and the PTHEA. Issuance of this contract will result in the named individual achieving tenure status pursuant to N.J.S. 18A:28-5.

Josephine Donnellon	Mt. Tabor Kindergarten TL 2 Step 2	\$51,435
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23. **Technology Sessions**

**TECH
SESSIONS**

BE IT RESOLVED that the Board approve payment of the amount indicated based on \$39.54/hour to the individuals named below who have prepared and facilitated the following classes:

	<u>Hours</u>	<u>Amount</u>
<u>iPads in the Reading/LA Classroom (7/23/13)</u>		
Alison Franz	3	\$118.62

Technology Tips & Tricks (7/30/13)

Alison Franz	3	\$118.62
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Google Drive (8/6 & 13/13)

Alison Franz 6 \$237.24

Moodle v. Google Sites v. The Rest (8/29/13)

David Bongiovanni 3 \$118.62

24. **Late Bus Monitors**

**LATE BUS
MONITORS**

BE IT RESOLVED that the Board approve payment to the individuals named below who have indicated their willingness to serve as late bus monitors for the 2013-2014 school year:*

After School Late Bus 2:45-4:00

\$33/per session

Brooklawn

Kristen Jaheriss

Central

Laura Balletto

Sandra Bimbi

Angela Constantini

Stacey Hilgendorff

Deirdre Wilson

Parsippany Hills

Suzanne Barrett

25. **Waivers of Teaching Load**

WAIVERS

BE IT RESOLVED that the Board approve the waiver of the teaching loads for the following individuals who have agreed to provide class coverage as indicated below during the 2013-2014 school year:

Marissa Gillespie CMS Italian 1/7 \$7,991

Per Diem Waivers Effective September 9, 2013 through November 13, 2013

Sharon Cardia BMS Robotics \$47.46

Denise Kimball BMS Robotics \$42.96

Samuel Varsano PHS Social Studies \$59.80

26. **Transfer of Assignments - PTHEA**

**TRANSFER
ASSIGN**

BE IT RESOLVED that the Board approve the following transfers of assignment effective September 3, 2013:

Kathryn Calafiore

From: Resource (5/5) CMS

To: MD (5/5) CMS

Nancy Heisler

From: Psychologist (1/2) Lake Parsippany – (1/2) Littleton

To: Psychologist (3/5) Lake Parsippany – (2/5) Troy Hills

27. **Unpaid Family Medical Leave of Absence**

**LEAVE OF
ABSENCE**

BE IT RESOLVED that the Board approve an unpaid family medical leave of absence for Employee #2175, Maintenance Worker, effective September 6, 2013.

28. **Maternity Leaves of Absence**

**MATERNITY
LEAVES**

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

Employee #2073, Littleton Teacher, has requested a maternity disability leave of absence on or about January 17, 2014 through February 26, 2014 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from February 27, 2014 through May 28, 2014; and pursuant to the PTHEA Agreement an unpaid childcare leave of absence effective May 29, 2014 through June 20, 2014.

Employee #1526, PHHS Teacher, has requested a maternity disability leave of absence on or about January 20, 2014 through March 6, 2014 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from March 7, 2014 through June 6, 2014.

Employee #2708, Lake Hiawatha Teacher, has requested a maternity disability leave of absence on or about January 2, 2014 through February 12, 2014 utilizing her accumulated sick leave. Pursuant to the Family Leave Act she is also requesting an unpaid childcare leave of absence from February 13, 2014 through May 8, 2014; and pursuant to the PTHEA Agreement an unpaid childcare leave of absence effective May 9, 2014 through June 20, 2014.

29. **Low Pressure - Black Seal Boiler Operator License**

**BOILER
LICENSE**

BE IT RESOLVED that the Board approve the stipend of \$1,217 (prorated) for James Jensen, Maintenance Worker, who received his Black Seal Boiler License effective August 14, 2013.

30. **Employment – Custodians**

**EMPLOY
CUST**

BE IT RESOLVED that the Board approve the employment of Jawan Alston and Anthony Rodriguez who have successfully completed their 150-day probationary period as custodians. A new prorated contract should be issued to them as indicated below:

Jawan Alston
\$27,102 + \$1,340 (2nd shift) Effective September 1, 2013 (prorated)

Anthony Rodriguez
\$27,102 + \$1,340 (2nd shift) Effective August 28, 2013 (prorated)

31. **Employment – Maintenance Worker**

**EMPLOY
MAINTENANCE**

BE IT RESOLVED that the Board approve Sergio Mendoza on a 150-day probationary period effective September 17, 2013 through February 13, 2014, replacing Claude Ortiz, as indicated below:

Name	Step	Salary
Sergio Mendoza	3	\$27,234 + \$1,340 (2 nd shift) + \$1,765 (Tues-Sat) (prorated)

32. **Employment - Acting Head Custodian**

**ACTING HEAD
CUSTODIAN**

Mr. Omar Serna was the acting head custodian at Northvail School from June 10, 2013 through August 15, 2013 and is entitled to a prorated portion of the head custodian stipend of \$4,967.

33. **Certificate of Retirement - PTHEA**

**RETIRE
PTHEA**

BE IT RESOLVED that the Board approve the resignation of Florence Barna, PHS Teacher, for the purpose of retirement effective July 1, 2014.

34. **Resignations**

RESIGN

BE IT RESOLVED that the Board approve the resignations indicated below:

Erin Guthrie	Long-Term Substitute for Employee #2559	August 27, 2013
Joseph Mankin	Instrumental Music RMS/LP	August 19, 2013
Ira Rinn	Behaviorist	July 1, 2013

35. **Major-Extra Responsibility Assignments**

MAJOR-EXTRA

BE IT RESOLVED that the Board approve the payment of the following stipends for major-extra responsibility assignments:

Parsippany High School

Michael DiBernard	Fall Wellness Room	\$1,760
Gerard Papa	Fall Weight Room	\$1,760
Andrew Scalone	Assistant Football	\$6,516 Step 3

Effective August 13, 2013

Parsippany Hills High School

RESIGN

Matthew Ciampa	Asst Coach Boys Soccer
Geoff Grivalsky	Asst Coach Boys Soccer
Ahmed Kandil	Head Coach Boys Soccer

Effective: September 12, 2013

ADD

Matthew Ciampa	Head Coach Boys Soccer	Step 3 \$7,623
Michael Godleski	Asst Coach Soccer Coach	Step 1 \$5,919
Ahmed Kandil	Asst Coach Soccer Coach	Step 3 \$6,516

Effective: September 13, 2013

36. **Appointment – Extra-Curricular Athletic Aides**

**APPOINT
EXTRA AIDES**

BE IT RESOLVED that the Board approve the individuals listed below who have indicated their willingness to serve as volunteer extra-curricular/athletic aides in the area indicated for the 2013-2014 school year.

Parsippany Hills

Michael Gerardi Football

37. **LDTC Consultant**

**LDTC
CONSULTANT**

BE IT RESOLVED that the Board approve the following LDTC Consultant who will be providing services for the 2013-2014 school year at the rate indicated:

Susan McHugh \$410/per diem

38. **Corrections/Changes**

CORRECT

BE IT RESOLVED that the Board approve the corrections/changes listed below in accordance with contracts:

LONG TERM ASSIGNMENTS

Sonali Nagle

From: for Employee #2628, a teacher at Central Middle School who is on maternity leave, effective 9/3/13 through 1/2/14.

To: for Employee #1178, a teacher at Central Middle School who is on maternity leave, effective 9/3/13 through 11/4/13.

LONG TERM ASSIGNMENTS

Nicholas DeVenezia

From: for Employee #1178, a teacher at Central Middle School who is on maternity leave, effective 9/3/13 through 11/4/13.

To: for Employee #2628, a teacher at Central Middle School who is on maternity leave, effective 9/3/13 through 1/2/14.

MATERNITY LEAVE

Employee #31094/2733

From: unpaid childcare leave of absence from June 11, 2013 through November 8, 2013.

To: unpaid childcare leave of absence from June 11, 2013 through August 15, 2013.

EMPLOY CERTIFICATED STAFF

Jeanine Clark From: BA 15 Step 1 \$53,255 To: BA30 Step 1 \$54,555
Susanne Worsa From: BA 30 Step 3 \$55,935 To: BA45 Step 3 \$60,465
Leanne Aduato From: Reading/Writing 5/5 CMS To: Resource 5/5 CMS

NOONTIME AIDES

Rockaway Meadow From: Susan Giordano To: Sandra Giordano

TRANSFER OF ASSIGNMENT ESAPTH

Margaret VanDyke From: September 19, 2013 To: August 19, 2013

TRANSFER OF ASSIGNMENT PTHEA

Brittney Tobjy From: Resource 5/5 CMS To: Reading/Writing 5/5 CMS

Christian Keegan – Assistant Principal PHHS
From: Effective: August 15, 2013 or sooner pending release from current contract
To: Effective August 16, 2013

UPGRADES

Dena Drobish
From: Step 9 \$69,740
To: BA 45 Step 9 \$69,740

Kathleen McNall
From: Step 9 \$71,110
To: BA 60 Step 9 \$71,110

WAIVERS – 2013-2014

RESCIND
Robert Klemm – BMS Industrial Arts

CHANGE OF START DATE

Interim Principal Nancy Maglione
From: Effective August 17, 2013
To: Effective August 14, 2013

MAJOR-EXTRA

Parsippany Hills High School
Joshua Ury – Wellness Room (1/2)
Karen Brzezinski – Wellness Room (1/2)
From: \$884.34
To: \$880.00

39. **Gift 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:

Littleton School

The Littleton PTA has donated \$2,945 to the Board of Education to help support cultural arts events to be held at Littleton School.

The Littleton 5th Grade has donated a Mahogany Safco Stand Up Lectern to Littleton School.

40. **Approval of Employment**

**EMPLOY
CERTIF STAFF**

BE IT RESOLVED that the Board approve the employment of the individual named below, for the 2013-2014 school year and that a contract be issued to them in accordance with the provisions of the Teacher's Salary Guide for the 2012-2015 school year for the educational level and experience indicated.

Kimberly Clark

BS
Certification:
Experience:
Guide Placement:
Effective:
Assignment:

Resource Teacher (1/2) TA-9N-24/cnz

Misericordia University - 2013
Elementary Education/Teacher of Student with Disabilities
Student Teaching – 6 months
TL 2, Step 1, \$25,427.50 (1/2)
September 3, 2013
Northvail
(Replacement)

41. **Change of Title**

EMPLOY

BE IT RESOLVED that the Board approve the following change of Title for Cathy Jo Speidel, necessitating no change in contract, effective September 13, 2013 as indicated below:

From: Coordinator of Science
To: Coordinating Supervisor of Science,
Physical Education, and Industrial Arts

42. **Employment – Noontime Aides**

**EMPLOYMENT
NOON AIDES**

P

BE IT RESOLVED that the Board approve the individuals named on the attached list who have been recommended for employment as noontime aides at the rate of \$14.87/per hour for the 2013-2014 school year as indicated.

43. **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
Frank Calabria, Ed.D. Board Member	NJSBA Convention	Oct 22-24, 2013	Atlantic City	\$700.00
Thomas Gaveglio	NJSBA Convention	Oct 22-24, 2013	Atlantic City	\$700.00

44. **One-to-One Aides**

**ONE-TO-ONE
AIDES**

BE IT RESOLVED that the Board approve the employment of the individuals named below as One-to-One Aides in the areas indicated for the 2013-14 school year at the hourly rates of \$14.16 not to exceed \$2,620.

Stephanie Lyons – Cross Country PHHS
Nicholas Gilbert – Boys soccer PHHS

45. **Long-term Assignment**

**LONG-TERM
ASSIGN**

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

Natalia McCallum, who is serving as a long-term substitute for Spanish at Parsippany Hills High School, effective 9/3/13 through 11/11/13.

46. **PTHEA Grievance**

**GRIEVANCE
PTHEA**

BE IT RESOLVED that That the Board denies the Grievance dated July 30, 2013 - Denial of Horizontal Movement on the Salary Guide between the Board of Education and Parsippany-Troy Hills Education Association (PTHEA).

47. **Restoration of Increment**

**RESTORE
INCREMENT**

BE IT RESOLVED that the Board approves the settlement agreement and general release between the Board and employee #31117, thereby restoring the increment of \$1,375 to Employee #31117, teacher at Parsippany Hills High School, and the salary set at \$93,985.00 effective September 3, 2013.

48. **Transfer of Assignment/Contract – TSS** **TRANSFER**
TSS

BE IT RESOLVED that the Board approve the following transfer of assignment for Tim Dwyer necessitating the following change of contract effective September 13, 2013:

Timothy Dwyer

From: Administrative Systems Technician \$54,657

To: Information Systems Administrator \$72,281

49. **Transfer of Assignment/Contract – TSS** **TRANSFER**
TSS

BE IT RESOLVED that the Board approve the following transfers of assignment for Joseph Church and Leonard Libitz necessitating the following change of contract effective September 13, 2013:

Joseph Church

From: Computer Technologist \$44,747

To: Senior Secondary School Computer Technologist \$49,747

Leonard Libitz

From: Computer Technologist \$41,296

To: Senior Secondary School Computer Technologist \$49,747

Mr. Smith presented the Secretary's Report items #1-7 and 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 reports of the Board Secretary and Treasurer of School Monies for the period ending May 31, 2013 and June 30, 2013.

Pursuant to N.J.A.C. 6:20-2:13(d), I certify that as of the end of May, 2013 and the end of June, 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 May 31, 2013 and June 30, 2013 after review of the Secretary's monthly financial report respectively for May, 2013 and June, 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.

Payment of Bills

PAYMENT OF BILLS

2. BE IT RESOLVED that the Board of Education approve the payment of current bills for the 2013-2014 school year in the amount of \$5,263,111.66.
3. BE IT RESOLVED that the Board of Education approve the payment of current bills/outstanding warrants for school activities and the lost media accounts for the 2013-2014 school year in the amount of \$12,511.07.

Transfer of Funds

TRANSFER OF FUNDS

4. BE IT RESOLVED that the Board of Education authorize the transfers in the 2013-2014 budget per detail of transfers report for year 2013-2014, per state law S1701 attached as **EXHIBIT A**.

Dual Use of Rooms for Educational Space

DUAL USE RMS

5. BE IT RESOLVED that the Board of Education approve the following Dual Use of Rooms for Educational Space for the 2013-2014 School Year:

Lake Hiawatha Elementary School
Rm 31:Resource and Resource

Toilet Room Facilities

TOILET RM FACILITIES

6. BE IT RESOLVED that the Board of Education approve the following application for Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms for the 2013-2014 School Year:

Mt. Tabor Elementary School
Rm 22: will be used as a special needs room with 3 kindergarten students who will be supervised as needed to use the bathroom located across the hall in room 19.

Educational Services Commission of Morris County
Shared Transportation Consulting Services 2013-2014

ESCMC SHARED
TRANSPORT CONSULT
SERV 2013-14

7. BE IT RESOLVED that the Board approve the attached Agreement with the Educational Services Commission of Morris County for shared transportation consulting services with personnel approved by the Commission as set forth in detail in the addendum attached to

and made a part of the Agreement in the amount not to exceed \$62,000, based on the hourly rate of \$52/per hour as per the attached **EXHIBIT B**.

NEW BUSINESS

NEW BUSINESS

Mrs. Orthwein requested the status of the audit. Mr. Smith replied that the business office was ready for the auditors.

Dr. Calabria requested an update on the fields. President Golderer noted that Mr. Olds will be available with the numbers for the Ad Hoc Committee during the first week of October.

Mrs. Orthwein asked why the attorneys are scheduled to be interviewed in closed session. President Golderer said the first round would be done in private and if 2 or 3 firms are brought back, then interviews will be held in public. A lengthy discussion ensued and it was decided that the interviews will be held in public.

PUBLIC PORTION

PUBLIC PORTION

Bob Venezia – agreement with the paraprofessionals.

Liz Kadian – Candidates Night rescheduled to October 14th; NJAsk results.

Dennis Kadian – PTA meeting at Northvail raised question about Pomptonian putting food dye in applesauce.

**ROLL CALL VOTES: SUPERINTENDENT’S BULLETIN #3
AND SECRETARY’S REPORT**

ROLL CALL VOTES

Mr. DeIntinis moved and Mrs. Orthwein seconded a motion that the Board approve the Superintendent’s Bulletin #3, Resolutions #1-49. The resolutions were approved by roll call vote with the following exceptions:

Mr. Carifi and Mr. Strumolo both voted No on #48, Transfer of Assignment/Contract – TSS, and #49, Transfer of Assignment/Contract – TSS.

Mr. DeIntinis moved and Mr. Shamsudin seconded a motion that the Board approve the Secretary’s Report, Resolutions #1-7. The resolutions were unanimously approved by roll call vote.

ADJOURN TO CLOSED SESSION

**ADJOURN TO
CLOSED SESSION**

At 8:53 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 legal, negotiations, and personnel issues.

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: legal, negotiations, and personnel 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.

The meeting was reconvened at 9:57 p.m. on a motion by Mr. Shamsudin, seconded by Mrs. Orthwin and unanimously approved by roll call vote.

ADJOURN

ADJOURN

There being no further business the public meeting was adjourned at 9:58 p.m. on a motion by Mr. Mancuso, seconded by Mr. DeIntinis 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 #3
INCLUSIVE OF THE SECRETARY REPORT
INITIALLY RECEIVED IN THE BOARD PACKET
AND NOW ALSO POSTED AT
THE DISTRICT WEBSITE**