

**PARSIPPANY-TROY HILLS
BOARD OF EDUCATION**

REGULAR MEETING OF
Thursday, OCTOBER 22, 2015

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Thursday, October 8, 2015 at Lake Parsippany Elementary School, 225 Kingston Road, Parsippany, NJ 07054.

CALL TO ORDER

CALL TO ORDER

President Orthwein called the meeting to order at 7:00 p.m.

MEETING NOTICE

MEETING NOTICE

President Orthwein 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 October 20, 2015. Additionally the Notice of Meeting was posted at the Municipal building and copy of Notice filed with the Township Clerk on October 20, 2015. This is an official meeting.

FIRE NOTICE

FIRE NOTICE

The Fire Notice was read by President Orthwein.

ROLL CALL

ROLL CALL

Present: Mr. Timothy Berrios
Mr. George Blair
Mr. Andrew Choffo
Mr. Joseph Cistaro
Mrs. Alison Cogan
Mrs. Judy Mayer
Mr. Frank Neglia
Mrs. Fran Orthwein

Also Present: Dr. Nancy Gigante, Acting Superintendent
Mr. David F. Corso, Assistant Superintendent for Business/C.F.O.O
Ms. Lyanna Rios, Assistant Business Administrator
Mrs. Eileen Hoehne, Director of Personnel (Tardy)
Mr. Anthony Giordano, Director of Pupil Personnel Services
Mrs. Joan Benos, Chief of Staff/Public Information Officer
Mrs. Katherine Gilfillan, Esq., Board Attorney

Absent: Mr. Michael Pietrowicz

SALUTE TO THE FLAG

SALUTE TO THE FLAG

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

President Orthwein suspended regular agenda to introduce Lake Parsippany Principal Gretchen Dempsey.

Mrs. Dempsey thanked the community and staff members for their service to Lake Parsippany.

STUDENT COMMITTEE REPORTS

STUDENT COMM REPTS

Sujay Busarajan reported on activities at Parsippany High School
Nicky Parekh reported on activities at Parsippany Hills High School

CORRESPONDENCE

CORRESPONDENCE

None

UNFINISHED BUSINESS

UNFINISHED BUSINESS

Mr. Blair requested clarification regarding proposal to videotaping of girls and boys soccer and basketball games.

COMMITTEE REPORTS

COMMITTEE REPORTS

Mr. Timothy Berrios – Critical Issues: no report. Mr. Berrios provided updated on Middle School analysis and the hiring of Dr. Centolanza to conduct analysis.

Mr. George Blair – Sports Committee/Transportation: met on October 14, 2015.

Mr. Joseph Cistaro – Personnel: met on October 20, 2015

Mr. Frank Neglia – Finance/Buildings & Grounds: no report

Mrs. Judy Mayer – Teaching & Learning: met on October 22, 2015

Mrs. Alison Cogan – Communications/Policy: met on October 19, 2015

Acting Superintendent Dr. Gigante introduced Superintendent's Bulletin #7

Mr. Corso introduced the Secretary Report.

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

Number 7

October 22, 2015

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

ITEMS FOR DISCUSSION

I. LA – LEADERSHIP ACTIONS

II. GA – GENERAL ADMINISTRATION – JONI BENOS

GA 15-16 26

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
Rose Defilippo Melanie Dully	Literacy for All	Nov. 16-17, 2015	Rhode Island	\$410.00ea Title IIA Grant
Ellen Ventola Joanne Petriello	School-Based Speech-Language	December 10, 2015	West Orange, NJ	\$249.00 Title II A Grant
Kara Baltuch Melissa Iellimo	Response to Intervention	November 17, 2015	Fairfield, NJ	\$239.00ea IDEA Grant
Jennifer Yee	Orton-Gillingham	December 14-18, 2015 (Date Change)	New York City	\$975.00 Title IIA Grant
Mary Otto	Orton-Gillingham	January 11-14,, 2105	New York City	\$975.00 Title II A Grant
Donna Martino	Differentiating Math Instruction	February 12, 2015	Rutgers	\$195.00ea

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Michelle Joyce				IDEA Grant
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GA 15-16 27 **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:

Eastlake School

The Eastlake School PTA has donated \$5,000.00 to the Board of Education to help support cultural arts events at Eastlake School.

Intervale School

The Intervale School PTA has donated \$1,195.00 to the Board of Education to help support cultural arts events at Intervale School.

GA 15-16 28 **Field Trip Destinations**

**FIELD TRIP
DESTINATIONS**

BE IT RESOLVED that the Board approve the potential Field Trip destinations named below for the 2015-2016 school year.

Destination

What the trip would be for

Freedom Towers
One World Observatory
New York, NY

Grade 5

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

AP 15-16 17 **Curriculum Work – A/C #11.000.223.104.000.140**

CURR WORK

BE IT RESOLVED that the Board approve payment of the amounts indicated based on \$41.00/hour to the individuals named below for the development of the following curriculum revisions subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and PTHEA.

	Hours	Amount
Grades 6-8 Health		
Frank Digiacomio	24	\$984.00

AP 15-16 18 **Course 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:

SCN330 Genetics	MTH202 Math Strategies
SCN119 Biological Science	MTH317 Algebra 2
SCN114 Biology Honors	ELA710 Digital Art
SCN117 Biology I	MTH302 Math Strategies
5SCN00 Science – Grade 5	MTH410 Applied Mathematics
4SCN00 Science – Grade 4	SST510 History of Sports and Society
SCN214 Chemistry I Honors	SST314 AP US History
SCN223 Chemistry I	SST214 US History I AP – Grade 10
SCN300 Conceptual Chemistry	WLA343/344 Spanish 3/3H – Grades 9-12
Grade 8 Science	WLA24/WLA244 Spanish 2/2H
SCN310 Marine Biology	Young Makers – 7 th Grade
SCN320 Forensic Science (High School)	Imagineering – 8 th Grade
SCN335 Organic Chemistry	Global Digital Citizenship – 6 th Grade
ELM700 Banking and Wall Street	Current and Emerging Techniques – 7 th Grade
ART730 Advanced Ceramics	Video Game Design – 8 th Grade
ELM800 Personal and Global Finance	Multimedia Production and Design – 7 th & 8 th Grade
ELM710 Analyzing Statistics in Sports	Intro to Engineering
ELA801 Art Palooza, Past, Present and Future	Design a Problem Solving
ELA600 Art: Explore! Imagine! Discover!	ELA720 Culinary Arts – Grade 7
MTH420 College Algebra	ELA810 Food Service and Hospitality – Grade 8
MTH430 Algebra 3	HEC630 Child Development and Parenting

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IV. HR – HUMAN RESOURCES – EILEEN HOEHNE

HR 15-16 174 **Employment – Paraprofessional**

**EMPLOY
PTHESA**

BE IT RESOLVED that the Board approve the individuals named below who have been employed for the 2015-2016 school year as paraprofessionals in the areas as indicated:

Parsippany High School

Kelsey Principe One-to-One - Step 1 \$20,318.00 10/26/2015

Rockaway Meadow School

Bhavika Kapadia One-to-One - Step 1 \$20,318.00 10/23/2015

HR 15-16 175 **Appointment – Volunteer Extra-Curricular Athletic Aide**

**APPOINT VOL
EXTRA AIDE**

BE IT RESOLVED that the Board approve the appointment of the following individual as volunteer extra-curricular athletic aide in the area indicated for the 2015-2016 school year effective 11/1/2015:

Parsippany High School

Nicholas Pizzuta Wrestling

HR 15-16 176 **Rescission of Waiver of Teaching Load**

**RESCISSION
OF WAIVER**

BE IT RESOLVED that the Board approve the rescission of waiver of teaching load as indicated:

Name	Location	Subject	Amount	Effective Dates	Class Load	Formula
Nicolaro, Maria	CMS	Co-Teaching	\$4,191.40	9/28/15 – 12/17/15	1 class 5x per week	1/7

HR 15-16 177 **Change in Start Date**

**CHANGE START
DATE**

BE IT RESOLVED that the Board approve the change in start date for the individuals named below:

Morgan Brautigam – Teacher of English – Central Middle School

From: September 28, 2015

To: November 2, 2015

Andrea Kornberg – Learning Disabilities Teacher Consultant

From: October 26, 2015

To: December 14, 2015

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Esteban Morales – Teacher of Physical Education

From: October 26, 2015

To: November 11, 2015

Caitlin Timmerman – Teacher of English – Central Middle School

From: October 23, 2015

To: October 26, 2015

HR 15-16 178

Re-Employment – Substitute Approval – 2015-2016

**RE-EMPLOY
SUBS**

BE IT RESOLVED that the Board approve the re-employment of the individuals named below, Substitute Aides/Secretaries, and Substitute Teacher/Nurses all of whom hold the appropriate number of credits or the proper certification, and have indicated their interest in serving as substitutes during the 2015-2016 school year.

Robert Asaro	Teacher
Jan Nichols	Noontime

HR 15-16 179

Employment – Substitutes

EMPLOY SUB

BE IT RESOLVED that the Board approve the employment 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 substitutes in the areas indicated during the 2015-2016 school year, effective October 23, 2015:

Candace Chang	Nurse
Suzanne Marron	Paraprofessional
Amy Stein	Teacher

HR 15-16 180

Employment – Noontime Aides

EMPLOY

BE IT RESOLVED that the Board approve the individuals named below who have been re-employed/employed for the 2015-2016 school year as Noontime Aides in the areas indicated at the rate of \$15.50/per hour.

Effective October 12, 2015:

Eastlake Elementary School

Roy Fernando	10 hours/week
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Knollwood Elementary School

Melody Martinez	10 hours/week	
Sadhana Kapoor	10	hours/week
Kamina Patel	10	hours/week

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Lake Hiawatha Elementary School

Teresa Intiso-Ober 10 hours/week

Lake Parsippany Elementary School

Dawn Filippone 10 hours/week

Preeti Prasad 10 hours/week

Effective October 19, 2015:

Eastlake Elementary School

Jeffrey Turner 10 hours/week

HR 15-16 181 **Employment – Noontime Aides – Pending Completion**

**EMPLOY
NOON AIDES**

BE IT RESOLVED that the Board approve the individuals named below who have been re-employed/employed for the 2015-2016 school year as Noontime Aides in the areas indicated at the rate of \$15.50/per hour, subject to the receipt of all required employment documents including but not limited to completion of criminal history background check and any other materials.

Mt. Tabor Elementary School

Pradnya Todkari 10 hours/week

Rockaway Meadow Elementary School

Gail Nagy 12.5 hours/week

Troy Hills Elementary School

Evelyn Appelgren-Leon 10 hours/week

HR 15-16 182 **Resignation – Noontime Aide**

**RESIGN
NOONTIME**

BE IT RESOLVED that the Board approve the following resignation as indicated below:

Manisha Kunderan Mt. Tabor 10/16/2015

HR 15-16 183 **Resignations – Permanent Substitute**

**RESIGN
PERM**

SUB

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

Shirley Huang Central Middle 10/2/2015

Kelsey Principe Lake Hiawatha 10/23/2015

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- HR 15-16 184 **Long-Term Assignment – Pending Completion** **LONG-TERM
ASSIGN**
- BE IT RESOLVED that the Board approve, upon recommendation of the Acting Superintendent, the appointment of the individual named below for long-term assignment subject to the receipt of all required employment documents including but not limited to completion of criminal history background check, proof of certification, and any other required materials, effective as indicated:
- Brunella Brunetti-Colatruglio** will serve as a long-term substitute for Employee #40530, a teacher at Brooklawn Middle School who is on maternity leave. Ms. Brunetti-Colatruglio will be compensated at \$110.00 effective November 2, 2015 through January 25, 2016.
- HR 15-16 185 **Building Webmaster** **WEBMASTER**
- BE IT RESOLVED that the Board approve the individual named below as the Building Webmaster at the school indicated and should receive a stipend of \$1,567.00 for the 2015-2016 school year subject to the receipt of all required employment documents including but not limited to completion of criminal history background check and any other materials:
- Brigid Mekita Central Middle School
- HR 15-16 186 **Corrections** **CORRECT**
- BE IT RESOLVED that the Board approve the corrections listed below:
- Maternity Leave of Absence**
Employee #30850
- From: on or about November 4, 2014 through January 14, 2015. Pursuant to the Family Leave Act an unpaid childcare leave of absence from January 15, 2015 through November 9, 2015; and pursuant to the PTHEA Agreement an unpaid childcare leave of absence from November 10, 2015 through April 11, 2016.
- To: on or about November 4, 2014 through January 14, 2015. Pursuant to the Family Leave Act an unpaid childcare leave of absence from January 15, 2015 through April 20, 2015; and pursuant to the PTHEA Agreement an unpaid childcare leave of absence from April 21, 2015 through April 11, 2016.

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Long Term Assignment

Debra Johnson – for Employee #30850

From: effective September 1, 2015 through November 9, 2015, at the per diem rate of \$257.10.

To: effective September 1, 2015 through through April 11, 2016 at the per diem rate of \$257.10.

Approval of Employment – Pending Completion

CHANGE: Salary

Margaret Konner

From: BA+15, Step 1, \$53,820.00 (prorated)

To: BA+45, Step 1, \$59,650.00 (prorated)

Andrea Kornberg

From: BA+60, Step 6, \$66,075.00 (prorated)

To: BA+60, Step 7, \$67,750.00 (prorated)

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V. PS – PUPIL PERSONNEL SERVICES – ANTHONY GIORDANO

PS 15-16 34 Community Based Instruction Sites

COMM BASED

BE IT RESOLVED that the Board approve the following locations as Community Based Instruction sites for the 2015-2016 school year:

Panera Bread, Route 46 East, Parsippany, NJ
 Wendy's, Route 46 West, Parsippany, NJ

PS 15-16 35 ABA-Trained Paraprofessionals

ABA

BE IT RESOLVED that the Board approve the following staff members as ABA-trained Paraprofessionals with a stipend of \$1,200 (prorated), effective September 1, 2015, for the 2015-2016 school year:

<u>Name</u>	<u>School</u>
Nicole Bakirtzis	Troy Hills
Bessy Balouois	Rockaway Meadow
Andrea Berger	Rockaway Meadow
Terese Cameron	Troy Hills
Suzanne Carroll	Rockaway Meadow
Erin Chambers	Rockaway Meadow
Mirjana Ciklic	Littleton
Sejal Dave	Rockaway Meadow
Kathleen Dianuzzo	Rockaway Meadow
Wendy DiPasquale	Rockaway Meadow
Laurie Forfaro	Rockaway Meadow
Kristie Galloway	Rockaway Meadow
Sara Greenzweig	Rockaway Meadow
Sarah Obrycki	Rockaway Meadow
Nita Patel	Troy Hills
John Ray	Rockaway Meadow
Josephine Sanders	Rockaway Meadow
Tracey Tlack	Troy Hills
Cynthia Zoon	Troy Hills

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PS 15-16 36 **Saturday Academy Program**

SAT ACADEMY

BE IT RESOLVED that the Board approve the following staff members to conduct Saturday Academy, an enrichment program, on the dates indicated, at \$150 per session, paid for through the CEIS grant:

10/17/15, 10/24/15, 11/14/15, 11/21/15, 12/5/15, 12/12/15, 12/19/15

Nicole Berkman
 Jane Dzuback
 Meaghan Elrod
 Andrew Hill
 Christina Lambert
 Samantha Payerl
 Lisa Ramundo
 Sarah Schwarz
 Julie Stack
 Brittany Tobjy
 Susan Vicari
 Kathleen Effner
 Debra Molloy
 Judy Skibitski

PS 15-16 37 **Home Instruction**

HOME INSTR

BE IT RESOLVED that the Board approve the following students who are on Home Instruction:

<u>Student #</u>	<u>School</u>	<u>Grade</u>	<u>Reason</u>
43948	Brooklawn	6	Surgery

PS 15-16 38 **Harassment, Intimidation, and Bullying**

HIB

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for October 22, 2015.

Suspensions

SUSPENSIONS PS-A

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

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VI. F – BUSINESS/FINANCE – DAVID CORSO

F15-16 48 **Payment of Bills**

PAYMENT OF BILLS

BE IT RESOLVED that the Board of Education approve the payment of current bills for October 22, 2015 for the 2015-16 school year in the amount of \$7,238,408.46.

F15-16 49 **Secretary/Treasurer Report**

SECRETARY REPORT

BE IT RESOLVED that the Board of Education acknowledge and accept the report of the Board Secretary and Treasurer of School Monies for the period ending August 31, 2015.

Pursuant to N.J.A.C. 6:20-2:13(d), I certify that as of the end of August 2015 no budgetary line item account has been over expended in violation of N.J.A.C. 6:20-2:13(a).



David F. Corso

Assistant Superintendent for Business/CFOO

Pursuant to N.J.A.C. 6:20-2:13(a), we certify that as of August 31, 2015 after review of the Secretary's monthly financial report for August, 2015 (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.

F14-15 50 **Comprehensive Maintenance Plan**

**COMPREHNSV F-A
 MAINT PLAN**

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the Parsippany-Troy Hills School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

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NEW BUSINESS

NEW BUSINESS

Dr. Gigante introduced Mr. Giordano who presented report on School Violence Awareness Week.

Mr. Berrios asked about transportation for students during extra-curricular activities.

Mr. Corso provided clarification on process for obtaining transportation.

Mr. Blair asked about the cost associated with obtaining buses from a vendor.

Mr. Choffo commented on the board's attendance at the New Jersey School Boards convention on October 27, 2015- October 29, 2015.

HEARING OF PUBLIC

HEARING PUBLIC

Dan Spindler – commented on state investigation regarding scheduling debacle and addressed Mr. Blair's comment at the last board meeting.

Alexandra Partington - commented on early dismissal at the schools.

Nancy Choffo – commented on transportation issues during extracurricular events and early dismissal.

Bob Venezia - asked about independent investigation for middle school fiasco and if report completed will be made available to the public.

Sandy Giercyk – commented on busing issues and requested update on interim superintendent. Inquired about Andy Sadowski's letter and any potential conflict that Superintendent Rixford may have with individual hired to conduct investigation on middle school fiasco.

Pat Petaccia – asked if anyone would address the questions she asked on the August 13, 2015 meeting.

Closing of Public Session.

Mrs. Gilfillan, Mr. Berrios and Mrs. Orthwein addressed some of the public concerns.

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ROLL CALL VOTES**ROLL CALL VOTES**

On a motion by Mr. Berrios, seconded by Mr. Blair Superintendent's Bulletin #7 was voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBER/S
Mr. Berrios	X					
Mr. Blair	X					
Mr. Choffo	X			X		HR 15/16-174 & 189, PS15/16-35
Mr. Cistaro	X					
Mrs. Cogan	X					
Mrs. Mayer	X					
Mr. Pietrowicz					X	
Mr. Neglia	X					
Mrs. Orthwein	X					

ADJOURN**ADJOURN**

The public session was adjourned at 8:05 p.m. on a motion by Mr. Choffo, seconded by Mrs. Mayer and voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBER/S
Mr. Berrios	X					
Mr. Blair	X					
Mr. Choffo	X					
Mr. Cistaro	X					
Mrs. Cogan	X					
Mrs. Mayer	X					
Mr. Pietrowicz					X	
Mr. Neglia	X					
Mrs. Orthwein	X					

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Respectfully submitted,



Lyanna Rios
Assistant Board Secretary

**FOR ALL APPENDICES AND EXHIBIT
ATTACHMENTS AFOREMENTIONED IN
THESE MINUTES, PLEASE REFER TO THE
SUPERINTENDENT'S BULLETIN #7
INCLUSIVE OF THE SECRETARY REPORT
INITIALLY RECEIVED IN THE BOARD
PACKET
AND NOW POSTED AT THE DISTRICT
WEBSITE**