

**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](http://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.

<b>Name</b>	<b>Purpose</b>	<b>Date</b>	<b>Location</b>	<b>Estimated Expenses</b>
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.

	<b>Hours</b>	<b>Amount</b>
<b>Grades 6-8 Health</b>		
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 <sup>th</sup> Grade
SCN320 Forensic Science (High School)	Imagineering – 8 <sup>th</sup> Grade
SCN335 Organic Chemistry	Global Digital Citizenship – 6 <sup>th</sup> Grade
ELM700 Banking and Wall Street	Current and Emerging Techniques – 7 <sup>th</sup> Grade
ART730 Advanced Ceramics	Video Game Design – 8 <sup>th</sup> Grade
ELM800 Personal and Global Finance	Multimedia Production and Design – 7 <sup>th</sup> & 8 <sup>th</sup> 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

**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:

<b><u>Student #</u></b>	<b><u>School</u></b>	<b><u>Grade</u></b>	<b><u>Reason</u></b>
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**