

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

Number 7

November 28, 2017

MISSION STATEMENT

The mission of the Parsippany-Troy Hills Township School District, in partnership with families and the greater community, is to challenge and nurture all students academically and to develop confident learners who are compassionate, generous, appreciative, and invested in their diverse world. This will be accomplished through innovative opportunities that inspire life-long learning, critical thinking and problem solving, creative exploration, and the democratic collaboration among students and staff.

Date Adopted: 12/15/16

Public Comments

In an effort to align our meeting practices with those of the Township and to insure an orderly meeting, effective this evening the following guidelines must be adhered to for all of those who wish to speak during the public comment section of tonight's meeting and all future meetings:

1. Each person must sign in and will have three minutes to speak to the Board.
2. Each person must address the presiding officer.
3. Each person must recognize the authority of the presiding officer and end his or her comments at the end of three minutes.
4. After everyone who wishes to speak has had that opportunity to do so, a person may speak one more time to the Board for one minute.
5. Please note that we have included copies of Board of Education Bylaw 0167 – Public Participation in Board Meeting which detail the Board's expectations and guidelines for addressing the Board of Education.

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

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

ITEMS FOR DISCUSSION

Project Graduation Coordinators, Amy Gripp from Parsippany High, and Cindy Stavrou from Parsippany Hills will be present this evening to report on the 2017 Project Graduation.

Dr. Denis Mulroony, Principal of Parsippany High School, and Mr. Michael DiSanto, Principal of Parsippany Hills High School, will be present this evening to give a presentation of the High School schedule proposal.

I. LA – LEADERSHIP ACTIONS – BARBARA SARGENT, ED.D.

1. **Policy 5111**

**POLICY A
5111**

BE IT RESOLVED that the Board approve the request by Dr. Natalie Betz, Principal of Brooklawn Middle School, that student A be allowed to complete the 2017-18 school year as per Board of Education Policy 5111.

2. **Foreign Exchange Student**

**EXCHANGE
STUDENT B**

BE IT RESOLVED that the Board approve the registration of the student identified on the attached document as a student at Parsippany Hills High School as part of the Education First Exchange Program for the 2017-2018 school year.

II. GA – GENERAL ADMINISTRATION – JONI BENOS

3. Travel and Work Related Expenses

TRAVEL & EXPENSES

WHEREAS, N.J.A.C. 6A:23B-1.1 et. seq. requires that each Board of Education adopt a formal policy and procedures relating to travel and expense reimbursement for its employees and Board members; and

WHEREAS, the Parsippany-Troy Hills Board of Education (the “Board”) adopted a Travel Expense Reimbursement Policy that addresses the reimbursement of travel-related expenses by Board members and employees of the District; and

WHEREAS, the Board has considered all other relevant guidelines and circulars associated with the adoption of its Travel Expense Reimbursement Policy; and

WHEREAS, the Board has determined that the travel listed in this Resolution is educationally necessary and fiscally prudent; and

WHEREAS, the Board has concluded that the travel and expense reimbursements listed in this Resolution are directly related to and within the scope of the employee’s current responsibilities; and

WHEREAS, the Board has determined that the travel and expense reimbursements listed in this Resolution are for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, the Board has concluded that the travel and expense reimbursements listed in this Resolution are in compliance with State travel reimbursement guidelines as established by the Department of Treasury and incorporated herein;

THEREFORE; BE IT RESOLVED, Pursuant to N.J.A.C. 6A:23B and Board Policy and upon the recommendation of the Superintendent, that the Parsippany-Troy Hills Board of Education, in the County of Morris, New Jersey, approve the travel requests below.

Name	Purpose	Date	Location	Estimated Expenses
Rachel Krehel Susana Plotquin	Yoga and Mindfulness	January 19, 2018	Fairfield, NJ	\$199.99 ea Title III
Janet Cassetta Mary Ann Henry	Improve Behavior and Increase Learning	January 9, 2018	West Orange, NJ	\$249.00ea Title IIA
Allison Mania	Powerful Practical Strategies	December 12, 2017	New Brunswick, NJ	\$259.00 Title IIA
Jillian Riedel	Disproportionality in Special Education	January 19, 2018	New Brunswick, NJ	\$129.00 Title IIA
Dawn Eberhard	Anxiety in the Classroom	November 29, 2017	South Plainfield, NJ	\$299.99 Title IIA
Kathy Serrao Linda Algieri	Enhancing Students Success in Math	January 8, 2018	Newark, NJ	\$239.00ea Title IIA
Barbara Sargent	The Power of Legal Information	February 6, 2018	Trenton, NJ	\$150.00
Barry Haines	NJASA Techspo	January 24-25, 2018	Atlantic city, NJ	\$425.00

III. AP – ACADEMIC PROGRAMMING – JEFF CHARNEY, ED.D.

4. Professional Development Facilitators

**PROFESSIONAL DEV
FACILITATORS**

BE IT RESOLVED that the Board approve the following payments in the amount indicated based on \$41/per hour to the individuals named below who have completed teaching and preparation work for their sessions during the November 7th Professional Development day:

<u>Presenter</u>	<u>Session Title</u>	<u>Hours/Pay</u>	<u>Total</u>
Katherine Zepka-Johnson	Mentoring Practices	1.5 hrs. X \$41/hr.	\$61.50
Jamie Wall	Mentoring Practices	1.5 hrs. X \$41/hr.	\$61.50
Laura Long	Mentoring Practices	1.5 hrs. X \$41/hr.	\$61.50

5. Curriculum Work

CURR WORK

BE IT RESOLVED that the Board approve payment of the amounts indicated based on \$41.00/hour to the individual named below for the development of the following curriculum revisions:

	<u>Hours</u>	<u>Amount</u>
<u>Video Game Design</u>		
Joseph Gillespie	8	\$328.00

6. Curriculum Revisions – CORRECTION

**CURR REV
CORRECT**

BE IT RESOLVED that the Board approve the correction in payment for the individuals named below who were previously approved on the dates shown:

FROM:

	<u>Hours</u>	<u>Amount</u>
<u>Writing Workshop, K-2 (10/19/17 Bulletin)</u>		
Beth DiBello	20	\$820.00
Danielle Ciccone	20	\$820.00
Laura Breiten	20	\$820.00
Karen Snell	20	\$820.00
Wendy Barber	20	\$820.00
Laura Duff	20	\$820.00

Language Arts & Advanced Language Arts, Grade 8 (8/29/17 Bulletin)

Lisa Ramundo	4	\$164.00
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ESL (K-5) (10/19/17 Bulletin)

Lori Savarese	20	\$820.00
Betty Wang	20	\$820.00
Jennifer Yee	20	\$820.00
Joseph Gesumaria	20	\$820.00

Grade 2-3 Media Lessons (11/14/17 Bulletin)

Elizabeth Quinn	7.5	\$307.50
Emily Jones	10	\$410.00
Christine Lupia-Fugere	5	\$205.00

TO:

	Hours	Amount
Writing Workshop, K-2		
Beth DiBello	0	\$0.00
Danielle Ciccone	0	\$0.00
Laura Breiten	0	\$0.00
Karen Snell	0	\$0.00
Wendy Barber	0	\$0.00
Laura Duff	0	\$0.00

Language Arts & Advanced Language Arts, Grade 8

Lisa Ramundo	0	\$0.00
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ESL (K-5)

Lori Savarese	0	\$0.00
Betty Wang	0	\$0.00
Jennifer Yee	0	\$0.00
Joseph Gesumaria	0	\$0.00

Grade 2-3 Media Lessons

Elizabeth Quinn	0	\$0.00
Emily Jones	0	\$0.00
Christine Lupia-Fugere	0	\$0.00

IV. HR – HUMAN RESOURCES – ROBERT SUTTER, ED.D.

7. Leave of Absence

LOA

BE IT RESOLVED that the Board approve a medical leave of absence for employee #30346, Teacher, effective November 13, 2017 through December 21, 2017 utilizing available sick days and an unpaid leave of absence from December 22, 2017 through February 2, 2018 pursuant to the Family Medical Leave Act.

8. Appointment – Title III Family and Community Outreach Coordinators

**APPOINT
COORDINATORS**

BE IT RESOLVED that the Board approve Nirav Lad and Maureen Odenwelder for the position of Title III Family and Community Outreach Coordinators for the 2017-2018 school year. They will each receive a stipend of \$8,000.00 (prorated).

9. Approval of Employment – Pending Completion

**EMPLOY
CERTIF STAFF**

BE IT RESOLVED that the Board approve, upon the recommendation of the Superintendent, the appointment of the individuals named below 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 materials, and execution of the requisite contract of employment to be signed by the Board President; and in accordance with the provisions of the 2015-2018 Agreement between the Board of Education and the PTHEA.

Courtney Breslauer

Degree:
Certification:
Experience:
Guide Placement:
Effective:
Assignment:

Teacher Grade 3

BA/Rowan Univ. 2016
Elementary School Teacher K-6
Long-term Substitute Teacher
BA, Step 1, \$51,905.00
December 1, 2017
Mount Tabor Elementary School
(Replacement)

Anita Stabile

Degree:
Certification:
Experience:
Guide Placement:
Effective:
Assignment:

Teacher Kindergarten

BA/Kean 1994
Elementary Education K-8
Teacher – 4 years
BA, Step 5, \$55,285.00
December 7, 2017
Rockaway Meadow Elementary School
(Addition)

10. **Employment – Paraprofessional**

**EMPLOY
PTHESA**

BE IT RESOLVED that the Board approve the individual named below as a Paraprofessional in the area indicated:

Parsippany High School

Rachel Sambrowski Paraprofessional \$21,435.00 11/29/2017

11. **Resignation – Noontime**

**RESIGN
NOONTIME**

BE IT RESOLVED that the Board approve the resignation of Yvette Friedman, Noontime Aide at Mount Tabor Elementary School, effective November 30, 2017.

12. **Resignation – Paraprofessional**

**RESIGN
PARA**

BE IT RESOLVED that the Board approve the resignation of Michele Miller, Paraprofessional at Rockaway Meadow Elementary School, effective December 1, 2017.

13. **Local 32 – Change in Assignment/Contract**

LOCAL 32

BE IT RESOLVED that the Board approve the following change in assignment, necessitating the following change in contract effective December 4, 2017:

Edwin Canales Vargas

<u>Salary Description</u>	<u>Salary</u>	<u>Longevity</u>	<u>Addenda</u>	<u>Assignment</u>
From: Local 32-CM-2	\$30,580.00	\$0.00	\$2,782.00	Mt. Tabor
To: Local 32-CM-2	\$30,580.00	\$0.00	\$1,324.00	Maintenance

14. **Employment – Substitute**

EMPLOY SUB

BE IT RESOLVED that the Board approve the employment of the individual named below who holds the appropriate number of credits or the proper certification, and who has indicated her interest in serving as a substitute in the area indicated during the 2017-2018 school year, effective November 29, 2017:

Tiffany Meng Nurse

15. **Wide World of Summer**

WWS

BE IT RESOLVED that the Board approve John Englishmen and Evan Totka as Co-Directors for Wide World of Summer 2018 with a stipend of \$15,000.00 each.

16. **Employment – Doctor for Football Game Coverage**

**DOCTOR
FOOTBALL**

BE IT RESOLVED that the Board approve the following doctor who will provide emergency medical services at Parsippany High and Parsippany Hills High School home football games at the rate of \$290 per game for the 2017-2018 season for the following reasons:

- a) Their fee structures are most advantageous to the Board, price and other factors considered
- b) Experience, staff, and resources necessary to perform the services as demonstrated by their performance over a substantial period of time.
- c) Reputation and responsibility of professional contractor based upon performance with the Board.

This appointment is made without public bidding as determined by N.J.S.A. 18A:18-A5 inasmuch as it is a professional service, as therein defined:

ADD: Dr. Samuel Dona, Atlantic Sports Health

17. **Scheduling Consultant**

**SCHEDULING
CONSULTANT**

BE IT RESOLVED at the recommendation of the Superintendent that the Board approve the employment of Louis Miller as a Scheduling Consultant for the 2017-2018 school year. Mr. Miller should receive \$100.00 per hour, not to exceed \$6,000.00 effective December 15, 2017.

18. **Employment – PACE**

**EMPLOY
PACE**

BE IT RESOLVED that the Board approve the individual named below for employment as an Instructor in the area indicated for the 2017-2018 Intersession Semester:

Dawn Singerline	Volleyball – 4 classes	\$600.00
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19. **Corrections**

CORRECTIONS

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

Employment – Paraprofessional – Pending

Hallie Catania

From: effective 12/15/2017

To: effective 12/5/2017

Employment – PTHEA

Ryan C. Patel – School Psychologist

From: BA45, Step 6 \$65,208.00 effective 10/31/2017 or sooner

To: BA60, Step 6 \$66,578.00 effective 11/1/2017

Transfer of Assignments 2017-2018

Betty Wang Goarcke

From: Mt. Tabor .5/5, Lake Parsippany 4.5/5

To: Lake Parsippany 5/5

Connie Marchese

From: Northvail 4.5/5, Intervale .5/5

To: Northvail 4.5/5, Eastlake .5/5

Heather Aschmann – PHHS

From: Resource 3.75/5, Science 1.25/5

To: Resource 2.5/5, Science 1.25/5

Maternity Leave of Absence

Employee #30712

From: on or about September 25, 2017 through November 21, 2017 utilizing accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from November 22, 2017 through February 16, 2018, and under the terms of the PTHEA Agreement an unpaid childcare leave of absence from February 20, 2018 through June 21, 2018.

To: on or about September 25, 2017 through November 30, 2017 utilizing accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from December 1, 2017 through March 1, 2018, and under the terms of the PTHEA Agreement an unpaid childcare leave of absence from March 2, 2018 through June 21, 2018.

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

20. **ABA-Trained Paraprofessionals**

ABA PARAS

BE IT RESOLVED that the Board approve the following staff members as ABA-trained Paraprofessionals with a stipend of \$1,200 (prorated), for the 2017-2018 school year, as follows:

Ashi, Ann	Lake Hiawatha	9/6/17
Cagatay, Sayda	Lake Hiawatha	9/6/17
Chiappa, Kimberly	Lake Hiawatha	9/6/17
DeVita, Patricia	Lake Hiawatha	9/6/17
Foong, Ling	Lake Hiawatha	9/6/17
Ford-Verdi, Gina	Lake Hiawatha	9/6/17
Gatto, Maryann	Lake Hiawatha	9/6/17
Hackling, Barbara	Lake Hiawatha	9/6/17
Matti, Maritza	Lake Hiawatha	9/6/17
Mehta, Krupali	Lake Hiawatha	9/6/17
Staudinger, Ildiko	Lake Hiawatha	9/6/17
Wear, Chris	Lake Hiawatha	9/6/17

21. **Nursing Services Plan**

**NURSING SVCS C
PLAN**

BE IT RESOLVED that the Board approve the attached Nursing Services Plan for the 2017-2018 school year.

22. **Home Instruction**

**HOME
INSTRUCTION**

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>
27444	PHHS	12	Medical
35170	Brooklawn	6	Medical
28600	PHS	11	Medical

23. **Morning Enrichment Program – Deletion**

**MORNING
ENRICHMENT DELETION**

BE IT RESOLVED that the Board approve the deletion of Louis Tempesta from the Morning Enrichment Program, originally approved in the November 14, 2017 Superintendent's Bulletin #6, PPS Item #28.

24. **Student Assistance**

**STUDENT
ASSISTANCE**

BE IT RESOLVED that the Board approve Becky Yousaitis, Brooklawn paraprofessional, who assisted a student during Cross Country, as per the student's IEP, from September 11 through September 28, 2017, for 25 hours, at the rate of \$20.26 per hour.

BE IT RESOLVED that the Board approve Monica Cruz, Brooklawn paraprofessional, who assisted a student at a Halloween dance, as per the student's IEP, on October 26, 2017, for 1 ½ hours, at the rate of \$20.26 per hour.

25. **Harassment, Intimidation, and Bullying**

HIB

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for November 14, 2017.

Suspensions

SUSPENSIONS D

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

Appendix C

**NURSING SERVICES PLAN
2017-2018
(NJAC 6A:16-2.1-2.5)**

Parsippany-Troy Hills Township School District

The main function of the certified school nurses in the Parsippany-Troy Hills School District is to ensure that the children are healthy and ready to learn on a daily basis.

As health care providers, the school nurses utilize the nursing process; this includes assessing, planning, implementing, and evaluating nursing care in an ongoing manner. Formulating Individualized Health Care Plans (IHCPs) and Emergency Care Plans (ECPs) are two of the responsibilities of the school nurse in this role. These plans are utilized to facilitate the specific care needed for students with acute or chronic health concerns when required. The nurses also provide emergency aid and care for pupils and district personnel.

School nurses gather information regarding health histories, immunization records, communicable disease patterns, safety and current health information. Many times this includes consulting with teachers, parents, health care providers and health agencies. In addition, the school nurses plan and conduct yearly screening examinations and health appraisals, which include tests for vision, hearing, blood pressure, body mass index measurement, scoliosis and height and weight; making referrals as necessary and documenting all information.

Nurses must share important health-related information with students, parents, staff members, physicians, health care agencies, administration and government agencies. This is accomplished in person, in newsletters, by telephone, by mail and email, through website postings and flyers, during personal conferences, and during meetings (both committee and faculty).

In conjunction with the above services, school nurses refer students to many other staff members in their own building, such as the school psychologists, the student assistance counselor and school counselors. They also refer students, staff, and parents to private physicians, community health agencies and specialists as needed.

The Parsippany Troy-Hills School District has a large multicultural student population. With such wide diversity, school nurses fill a unique role by recognizing and providing specific treatments based on the health care needs of all cultures within the population. Proactive learning and research regarding various cultural beliefs and practices are necessary to maintain the health and safety of students, and thus, contributes to an environment conducive to learning. Through knowledge gained, each school's nurse can be a valuable resource for parents by offering referrals to appropriate health care facilities/practitioners that provide care specific to their particular beliefs and practices.

Nurses advocate for each child by helping their families to gain access to the medical care they need. In collaboration with the Section 504 Team/Child Study Team, the nurses also see to it that students with special needs have the proper medical accommodations to facilitate their learning. As an advocate, many times the nurses make referrals to outside agencies for dental and visual health, counseling, local police departments, and the Division of Child Protection and Permanency (DCP&P).

One of the most important roles for a certified school nurse is as an educator. The elementary nurses provide classroom instruction in all aspects of health in Grades K-5. The health curriculum includes units on personal safety and hygiene, nutrition and additionally allergies, dental health, the human body, germs and the topics of HIV, AIDS and puberty. Informal teaching is constantly taking place in the nurse's office as care is delivered and questions are asked. The nurses also give staff pertinent information about their own health and give guidance regarding their health concerns. Staff is also in-serviced by the nurses on a multitude of subjects, including: asthma, allergies, diabetes, epilepsy, child abuse, medications, blood-borne pathogens, delegate training for the administration of epinephrine, and various other topics. Some of these sessions take place at staff meetings, in small groups, or on an individual basis; the nurses decide which format best serves the group. Parents are educated in group meetings (PTSA or special presentations), by newsletter or in a formal letter that is sent home. Nursing websites are available at each school and maintained by the school nurse as an additional venue of communication and education for parents and students.

Certified school nurses bring information to the public and bring groups and organizations into the schools. Many programs on fire safety, bike safety, heart health, cancer awareness, infection control precautions, and many other health-related programs are made available through the nurses.

The Parsippany Troy-Hills School District has a large sports program with approximately seventy (70) sports offered throughout the school year, concentrated within two (2) high schools and two (2) middle schools. All medical paperwork must be gathered and processed with all information completed, prior to meeting with the school physician for approval, to participate in the sports program. Follow up documents must be obtained by the nurse for any new or changed diagnosis for any health condition. The nurses are also responsible for maintaining the records, and providing the coaches with required health training to meet all health care needs necessary for safe participation. This is in accordance with NJAC 6A:16-2.2.

A legal record for each student must be maintained and updated every time a student accesses the nurse's office. Medical notes, medications and any written correspondence from a medical professional must be recorded in the student's health record. State agencies also require yearly records of immunizations, tuberculosis testing, medical waste management and employee injury documentation. Each of these procedures is completed by the nurses. Lastly, in the Parsippany-Troy Hills School District, the nurses work in conjunction with the business office to ensure the efficiency of the Free and Reduced Child Nutrition Program.

NURSING SERVICES PLAN

Assignment Plan for Certified and Non-Certified Nurses

A certified school nurse is assigned to each of the schools listed below during those hours when school is in session to complete those duties outlined in N.J.A.C. 6A:16-2.1(f)3.

There are also four (4) full-time registered nurse positions in the district which are non-certified positions; one nurse is placed in each secondary school.

*All nursing personnel are trained and certified in the use of CPR, AED, and asthma nebulizer administration per NJAC 6A:9 -13.3 (b). Certifications are updated every two years.

Brooklawn Middle School	Ann Butyn
Central Middle School	Barbara Bailey
Eastlake	Nancy Goeller
Intervale	Lorna Crooker
Knollwood	Patty Allocca
Lake Hiawatha	Christine Carlson
Lake Parsippany	Mary Beth Willmot
Littleton	Michelle Dowling
Mt. Tabor	Ashley Egidio
Northvail	Jane Murawski
Parsippany High	Janne Demarco
Parsippany Hills	Kathy Kelly
Rockaway Meadow	Carole Capitanelli
Troy Hills	Jamie Madonna

Non-Certified registered nurse positions (4)

Kathy Walker	Debra Molloy
Judy Skibitski	Helen Ng

NURSING SERVICES PLAN

Summary of Students with Special Health Care Needs (P.L. 1999c. 153 (C.18A:40-3.2))

Severity of health concerns for students can be classified in the following manner:

LEVEL I: Nursing Dependent: Nursing dependent students require 24 hour/day, one-to-one skilled nursing care for survival. Many are dependent on technological devices for breathing (i.e. a student on a ventilator) and/or require continuous nursing assessment and intervention. Without the use of the correct medical technology and nursing care, the student will experience irreversible damage or death.

LEVEL II: Medically Fragile: Students with complicated health care needs in this category face each day with the possibility of a life-threatening emergency requiring the skill and judgment of a professional nurse. Examples may include, but are not limited to: severe seizure disorders requiring medication, severe asthma, sterile procedures, tracheotomy care with suctioning, an unstable or newly diagnosed diabetic with unscheduled blood sugar monitoring and insulin injections, diabetics with insulin pumps requiring monitoring and asthmatics requiring nebulizer treatments.

LEVEL III: Medically Complex: Students with medically complex concerns require daily treatments or close monitoring by a professional nurse. They may have unstable physical and/or social-emotional conditions and the potential for a life-threatening event may exist. Examples include, but are not limited to, ADHD and on medication, anaphylactic event, cancer, immune disorders, moderate to severe asthma (requiring use of inhaler and peak flow monitoring), adolescent pregnancy, time-sensitive medications or medications with major side effects, unstable metabolic conditions, continuous or intermittent oxygen, and complex mental or emotional disorders.

LEVEL IV: Health Concerns: At this level the student's physical and/or social-emotional condition is currently uncomplicated and predictable. Occasional monitoring is required, varying from bi-weekly to annually. Examples include, but are not limited to, dental disease, migraine headaches, sensory impairments, stable neurological disorders, diabetes self-managed by the student, dietary restrictions, eating disorders, orthopedic conditions requiring accommodations and encopresis. In addition, stable conditions requiring both long and short term medications are of concern.

NURSING SERVICES PLAN

Emergency Management

Acute Care Management Plan:

1. Emergency Management Kit (Go-box, crash cart, etc.) for utilization in crisis, emergency evacuations
2. Cardiac or Respiratory Distress Action Plan
3. Epinephrine Auto-Injector/Anaphylaxis Action Plan
4. Asthma Action Plan
5. Diabetes Action Plan
6. Seizure Action Plan
7. Use of CPR
8. Use of AED
9. Review DNR Orders
10. 911 Services

Nursing Services Plan 2017-2018

School:	Parsippany High School
Nurse(s) with credentials:	Janne DeMarco RN, CSN, MS Judith Skibitski RN, BS,CSN
Grade Levels:	9-12
Student Population:	902
General Education Enrollment:	726
Special Education Enrollment:	176

Students with Medical Involvement: 229

Level I – Nursing Dependent:	0
Level II – Medically Fragile	4
Level III – Medically Complex:	73
Level IV – Health Concerns:	152

Special Concerns:

Number of Students

● with life threatening food allergies requiring Benadryl/epinephrine:	42
● with diabetes that require multiple visits for monitoring and treatment:	2
● with seizure disorders that require extra precaution:	3
● requiring daily medications:	4
● requiring 'as needed' medication (PRN), including asthma inhalers:	72
● requiring a personal nurse for care due to complex medical needs:	0
Other <u>Level IV</u> health concerns other than above:	106

Health Related Activities:

- Provide staff/student education and speakers for special concerns
- I&RS team member
- Health & Safety Committee
- Culture and Climate Committee
- Community Service with Students

Membership in Nursing Organizations:

- Morris County School Nurses Association

Nursing Services Plan 2017-2018

School:	Parsippany Hills High School
Nurse(s) with credentials:	Kathleen M. Kelly, RN, MSN Kathleen Walker RN, BSN
Grade Levels:	9-12
Student Population:	1069
General Education Enrollment:	897
Special Education Enrollment:	172

Students with Medical Involvement: 221

Level I – Nursing Dependent:	0
Level II – Medically Fragile:	10
Level III – Medically Complex:	118
Level IV – Health Concerns:	93

Special Concerns:

Number of Students

● with life threatening food allergies requiring Benadryl/epinephrine:	47
● with diabetes that require multiple visits for monitoring and treatment:	4
● with seizure disorders that require extra precaution:	6
● requiring daily medications:	3
● requiring 'as needed' medication (PRN), including asthma inhalers:	63
● requiring a personal nurse for care due to complex medical needs:	0
Other <u>Level IV</u> health concerns other than above:	98

Health Related Activities:

- Provide staff/student education and speakers for special concerns
- I&RS Coordinator
- Health & Safety Committee
- Culture and Climate Committee

Membership in Nursing Organizations:

- Morris County School Nurses Association
- New Jersey State School Nurses Association
- National Association of School Nurses
- American Academy of Nurse Practitioners

**Nursing Services Plan
2017-2018**

School:	Brooklawn Middle School
Nurse(s) with credentials:	Ann Butyn RN, MS, CSN Helen Ng, RN
Grade Levels:	6-8
Student Population:	919
General Education Enrollment:	769
Special Education Enrollment:	150

Students with Medical Involvement: 225

Level I – Nursing Dependent:	0
Level II – Medically Fragile:	7
Level III – Medically Complex:	114
Level IV – Health Concerns:	104

Special Concerns:

Number of Students

- | | |
|--|----|
| ● with life threatening food allergies requiring Benadryl/epinephrine: | 56 |
| ● with diabetes that require multiple visits for monitoring and treatment: | 3 |
| ● with seizure disorders that require extra precaution: | 3 |
| ● requiring daily medications: | 3 |
| ● requiring ‘as needed’ medication (PRN), including asthma inhalers: | 88 |
| ● requiring a personal nurse for care due to complex medical needs: | 0 |
| Other <u>Level IV</u> health concerns other than above: | 72 |

Health Related Activities:

- Provide staff/student education and speakers for special concerns
- I&RS team member
- Health and Safety Committee
- Culture and Climate Committee
- Therapy Horse Program-Special Ed

Membership in Nursing Organizations:

- Morris County School Nurses Association
- National Association of School Nurses

**Nursing Services Plan
2017-2018**

School:	Central Middle School
Nurse(s) with credentials:	Barbara Bailey RN, CSN Debra Molloy RN, CSN
Grade Levels:	6-8
Student Population:	794
General Education Enrollment:	694
Special Education Enrollment:	100

Students with Medical Involvement: 111

Level I – Nursing Dependent:	0
Level II – Medically Fragile:	0
Level III – Medically Complex:	43
Level IV – Health Concerns:	68

Special Concerns:

Number of Students

- with life threatening food allergies requiring Benadryl/epinephrine: 39
- with diabetes that require multiple visits for monitoring and treatment: 2
- with seizure disorders that require extra precaution: 1
- requiring daily medications: 1
- requiring ‘as needed’ medication (PRN), including asthma inhalers: 66
- requiring a personal nurse for care due to complex medical needs: 0

Other **Level IV** health concerns other than above: 2

Health Related Activities:

- Provide staff/student education and speakers for special concerns
- I&RS team member

Membership in Nursing Organizations:

- Morris County School Nurses Association
- New Jersey State School Nurses Association

**Nursing Services Plan
2017-2018**

School:	Eastlake Elementary School
Nurse(s) with credentials:	Nancy Goeller RN, BSN, CSN
Grade Levels:	PreK-5
Student Population:	335
General Education Enrollment:	291
Special Education Enrollment:	44

Students with Medical Involvement: 47

Level I – Nursing Dependent:	0
Level II – Medically Fragile:	4
Level III – Medically Complex:	24
Level IV – Health Concerns:	19

Special Concerns:

Number of Students

- with life threatening food allergies requiring Benadryl/epinephrine: 7
 - with diabetes that require multiple visits for monitoring and treatment: 0
 - with seizure disorders that require extra precaution: 4
 - requiring daily medications: 0
 - requiring ‘as needed’ medication (PRN), including asthma inhalers: 17
 - requiring a personal nurse for care due to complex medical needs: 0
- Other **Level IV** health concerns other than above: 19

Health Related Activities:

- Provide staff/student education and speakers for special concerns
- I&RS team member
- Health and Safety Committee

Membership in Nursing Organizations:

- Morris County School Nurses Association
- New Jersey State School Nurses Association
- National Association of School Nurses

**Nursing Services Plan
2017-2018**

School:	Intervale Elementary School
Nurse(s) with credentials:	Lorna Crooker, MS, RN
Grade Levels:	K-5
Student Population:	289
General Education Enrollment:	264
Special Education Enrollment:	25

Students with Medical Involvement: 110

Level I – Nursing Dependent:	0
Level II – Medically Fragile:	2
Level III – Medically Complex:	59
Level IV – Health Concerns:	49

Special Concerns:

Number of Students

● with life threatening food allergies requiring Benadryl/epinephrine:	19
● with diabetes that require multiple visits for monitoring and treatment:	0
● with seizure disorders that require extra precaution:	0
● requiring daily medications:	1
● requiring ‘as needed’ medication (PRN), including asthma inhalers:	36
● requiring a personal nurse for care due to complex medical needs:	0
Other <u>Level IV</u> health concerns other than above:	54

Health Related Activities:

- Provide staff/student education and speakers for special concerns
- I&RS team member
- Health & Safety Committee

Membership in Nursing Organizations:

- Morris County School Nurses Association
- New Jersey State School Nurses Association
- National Association of School Nurses

**Nursing Services Plan
2017-2018**

School:	Knollwood Elementary School
Nurse(s) with credentials:	Patty Allocca, RN, CSN, LCSW, PhD
Grade Levels:	K-5
Student Population:	402
General Education Enrollment:	378
Special Education Enrollment:	24

Students with Medical Involvement: 86

Level I – Nursing Dependent:	0
Level II – Medically Fragile:	3
Level III – Medically Complex:	31
Level IV – Health Concerns:	52

Special Concerns:

Number of Students

- with life threatening food allergies requiring Benadryl/epinephrine: 14
 - with diabetes that require multiple visits for monitoring and treatment: 0
 - with seizure disorders that require extra precaution: 2
 - requiring daily medications: 1
 - requiring ‘as needed’ medication (PRN), including asthma inhalers: 29
 - requiring a personal nurse for care due to complex medical needs: 0
- Other **Level IV** health concerns other than above: 40

Health Related Activities:

- Provide staff/student education and speakers for special concerns
- I&RS team member
- Health & Safety Committee
- Culture and Climate Committee
- Dental Program for Kindergarten
- Car Seat Program for Kindergarten
- American Heart Association

Membership in Nursing Organizations:

- Morris County School Nurses Association

**Nursing Services Plan
2017-2018**

School:	Lake Hiawatha Elementary School
Nurse(s) with credentials:	Christine Carlson RN, CSN
Grade Levels:	PreK-5
Student Population:	396
General Education Enrollment:	318
Special Education Enrollment:	78

Students with Medical Involvement: 65

Level I – Nursing Dependent:	0
Level II – Medically Fragile:	8
Level III – Medically Complex:	23
Level IV – Health Concerns:	34

Special Concerns:

Number of Students

● with life threatening food allergies requiring Benadryl/epinephrine:	12
● with diabetes that require multiple visits for monitoring and treatment:	0
● with seizure disorders that require extra precaution:	1
● requiring daily medications:	1
● requiring ‘as needed’ medication (PRN), including asthma inhalers:	23
● requiring a personal nurse for care due to complex medical needs:	0
Other <u>Level IV</u> health concerns other than above:	28

Health Related Activities:

- Health & Safety Committee
- Culture and Climate Committee
- Northern NJ Safe Kids (Booster Seat Program)

Membership in Nursing Organizations:

- Morris County School Nurses Association

**Nursing Services Plan
2017-2018**

School:	Lake Parsippany Elementary School
Nurse(s) with credentials:	Mary E. Willmot, RN, BSN, CSN
Grade Levels:	K-5
Student Population:	283
General Education Enrollment:	250
Special Education Enrollment:	33

Students with Medical Involvement: 40

Level I – Nursing Dependent :	0
Level II – Medically Fragile:	1
Level III – Medically Complex:	20
Level IV – Health Concerns:	19

Special Concerns:

Number of Students

● with life threatening food allergies requiring Benadryl/epinephrine:	19
● with diabetes that require multiple visits for monitoring and treatment:	1
● with seizure disorders that require extra precaution:	0
● requiring daily medications:	1
● requiring ‘as needed’ medication (PRN), including asthma inhalers:	19
● requiring a personal nurse for care due to complex medical needs:	0
Other <u>Level IV</u> health concerns other than above:	0

Health Related Activities:

- Provide staff/student education and speakers for special concerns
- I&RS team member
- Health & Safety Committee
- Culture and Climate Committee
- Fire Trailer Program
- Cheshire Homes Program
- District Strategic Goals Committee

Membership in Nursing Organizations:

- Morris County School Nurses Association
- New Jersey State School Nurses Association
- National Association of School Nurses

**Nursing Services Plan
2017-2018**

School:	Littleton Elementary School
Nurse(s) with credentials:	Michelle Dowling RN, BSN, BA, CSN
Grade Levels:	PreK-5
Student Population:	374
General Education Enrollment:	349
Special Education Enrollment:	25

Students with Medical Involvement: 66

Level I – Nursing Dependent:	0
Level II – Medically Fragile:	0
Level III – Medically Complex:	48
Level IV – Health Concerns:	18

Special Concerns:

Number of Students

- with life threatening food allergies requiring Benadryl/epinephrine: 26
 - with diabetes that require multiple visits for monitoring and treatment: 0
 - with seizure disorders that require extra precaution: 1
 - requiring daily medications: 2
 - requiring ‘as needed’ medication (PRN), including asthma inhalers: 20
 - requiring a personal nurse for care due to complex medical needs: 0
- Other **Level IV** health concerns other than above: 17

Health Related Activities:

- Provide staff/student education and speakers for special concerns
- I&RS team member
- Health & Safety Committee
- Fire Trailer Program

Membership in Nursing Organizations:

- Morris County School Nurses Association
- New Jersey State School Nurses Association
- National Association of School Nurses

**Nursing Services Plan
2017-2018**

School:	Mount Tabor Elementary School
Nurse(s) with credentials:	Ashley Egidio CSN, RN-BC
Grade Levels:	K-5
Student Population:	440
General Education Enrollment:	424
Special Education Enrollment:	16

Students with Medical Involvement: 91

Level I – Nursing Dependent:	0
Level II – Medically Fragile:	3
Level III – Medically Complex:	64
Level IV – Health Concerns:	24

Special Concerns: 91

Number of Students

● with life threatening food allergies requiring Benadryl/epinephrine:	31
● with diabetes that require multiple visits for monitoring and treatment:	0
● with seizure disorders that require extra precaution:	2
● requiring daily medications:	1
● requiring ‘as needed’ medication (PRN), including asthma inhalers:	32
● requiring a personal nurse for care due to complex medical needs:	0
Other <u>Level IV</u> health concerns other than above:	25

Health Related Activities:

- Provide staff/student education and speakers for special concerns
- I&RS Team
- Health & Safety Committee

Membership in Nursing Organizations:

- New Jersey State School Nurses Association

**Nursing Services Plan
2017-2018**

School:	Northvail Elementary School
Nurse(s) with credentials:	Jane Murawski, RN, CSN
Grade Levels:	K-5
Student Population:	377
General Education Enrollment:	355
Special Education Enrollment:	22

Students with Medical Involvement: 73

Level I – Nursing Dependent:	0
Level II – Medically Fragile:	0
Level III – Medically Complex:	24
Level IV – Health Concerns:	49

Special Concerns:

Number of Students

● with life threatening food allergies requiring Benadryl/epinephrine:	14
● with diabetes that require multiple visits for monitoring and treatment:	1
● with seizure disorders that require extra precaution:	1
● requiring daily medications:	1
● requiring ‘as needed’ medication (PRN), including asthma inhalers:	23
● requiring a personal nurse for care due to complex medical needs:	0
Other <u>Level IV</u> health concerns other than above:	33

Health Related Activities:

- Provide staff/student education and speakers for special concerns
- I&RS team member
- Health & Safety Committee
- Fire Trailer Program

Membership in Nursing Organizations:

- Morris County School Nurses Association
- New Jersey State School Nurses Association
- National Association of School Nurses

**Nursing Services Plan
2017-2018**

School:	Rockaway Meadow Elementary School
Nurse(s) with credentials:	Carole Capitanelli, RN, CSN, BA
Grade Levels:	K-5
Student Population:	246
General Education Enrollment:	206
Special Education Enrollment:	40

Students with Medical Involvement: 36

Level I – Nursing Dependent:	0
Level II – Medically Fragile:	0
Level III – Medically Complex:	18
Level IV – Health Concerns:	18

Special Concerns:

Number of Students

- with life threatening food allergies requiring Benadryl/epinephrine: 18
- with diabetes that require multiple visits for monitoring and treatment: 2
- with seizure disorders that require extra precaution: 0
- requiring daily medications: 2
- requiring ‘as needed’ medication (PRN), including asthma inhalers: 14
- requiring a personal nurse for care due to complex medical needs: 0

Other **Level IV** health concerns other than above: 0

Health Related Activities:

- Provide staff/student education and speakers for special concerns
- I&RS team member
- Health & Safety Committee
- Therapy Dog Program
- Fire Trailer Program

Membership in Nursing Organizations:

- Morris County School Nurses Association

Nursing Services Plan 2017-2018

School:	Troy Hills Elementary School
Nurse(s) with credentials:	Jamie Madonna RN, MS, APN
Grade Levels:	K-5
Student Population:	199
General Education Enrollment:	160
Special Education Enrollment:	39

Students with Medical Involvement: 49

Level I – Nursing Dependent:	0
Level II – Medically Fragile:	2
Level III – Medically Complex:	32
Level IV – Health Concerns:	15

Special Concerns:

Number of Students

● with life threatening food allergies requiring Benadryl/epinephrine:	12
● with diabetes that require multiple visits for monitoring and treatment:	0
● with seizure disorders that require extra precaution:	0
● requiring daily medications:	0
● requiring ‘as needed’ medication (PRN), including asthma inhalers:	16
● requiring a personal nurse for care due to complex medical needs:	0
Other <u>Level IV</u> health concerns other than above:	21

Health Related Activities:

- Provide staff/student education and speakers for special concerns
- I&RS team member
- Health & Safety Committee
- Therapy Dog Program
- Fire Trailer Program

Membership in Nursing Organizations:

- Morris County School Nurses Association
- New Jersey State School Nurses Association

VI. BUSINESS/FINANCE – ROBIN C. TEDESCO

26. **Payment of Bills**

PAYMENT OF BILLS

BE IT RESOLVED, that the Board of Education approve the payment of current bills for November 28, 2017 for the 2017-2018 school year in the amount of \$6,030,190.47.