

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

Number 14

March 22, 2018

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.

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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

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

1. **Senior Proposal – Newark Academy**

**SENIOR PROJECT
PROPOSAL**

BE IT RESOLVED that the Board approve the Senior Project proposal from Christine Pan, Newark Academy. Ms. Pan will work with Mr. Aguanno, CMS Chorus Teacher, for the month of May, so that she can immerse herself in the experience of teaching chorus. She is required to complete 50 hours to complete her project.

2. **Independent Study**

**INDEPENDENT
STUDY**

BE IT RESOLVED that the Board approve the following independent study program request for the students indicated. An outline of studies has been submitted as part of the application process.

Creative Writing II
Parsippany High School
Josette Fortes

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
Anthony Giordano	NJASA/NJPSA Spring Conference	May 16-18, 2018	Atlantic City, NJ	\$1,055.00
Victoria Martin	Paramus Summer Institute	July 16-19, 2018	Paramus, NJ	\$500.00/Title IIA
Bettina Beal	Small Guide Math Groups and your Class	April 19, 2018	Fairfield, NJ	\$249.00/Title IIA
Correction: Shaleene Pandorf Gina Masterson Jodi Grillo Jason Trawinski Kelly JoBledsoe Lisa DeCaro Melissa Schneider	Teacher’s College Summer Institute From: June 18-22, 2018 To: June 25-29, 2018			

III. AP – ACADEMIC PROGRAMMING – BARBARA SARGENT, ED.D.

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

4. Maternity Leave of Absence

**MATERNITY
LEAVE**

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

Employee #11501, Teacher, has requested an unpaid childcare leave of absence effective August 30, 2018 through November 21, 2018 pursuant to the Family Leave Act and under the terms of the PTHEA Agreement, she is also requesting an unpaid childcare leave of absence from November 26, 2018 through January 28, 2019.

5. Resignation – PTHEA

**RESIGN
PTHEA**

BE IT RESOLVED that the Board approve the resignation of Nicole Colello-Kim, Teacher at Brooklawn Middle School, effective June 30, 2018.

6. Resignation – Local 32

**RESIGN
LOCAL 32**

BE IT RESOLVED that the Board approve the resignation of Donald Harrison, Maintenance Worker, effective March 29, 2018.

7. Employment - Local 32

**EMPLOY
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of Brendan Merwin, who has successfully completed his 150-day probationary period as a Custodian. A new contract should be issued to him in the amount of \$30,580.00 + \$1,458.00 (2nd shift) (prorated) for the 2017-2018 school year, effective March 5, 2018.

8. Declination of Appointment – Substitute Bus Driver

**DECLINE
POSITION**

BE IT RESOLVED that the Board approve the declination of the appointment from Fred Talari who was approved in the Superintendent's Bulletin of March 8, 2018 as a substitute Bus Driver.

9. **Employment – Paraprofessional**

**EMPLOY
PTHESA**

BE IT RESOLVED that the Board approve the individual named below as Paraprofessional in the area indicated effective March 23, 2018:

Brooklawn Middle School

Krista Perry Paraprofessional \$21,435.00 (prorated)
(Replacing B. Kapadia, resigned)

Carmine Verducci Paraprofessional \$21,435.00 (prorated)
(Replacing J. Atehortua, resigned)

10. **Additional Sick Days – PTHEA**

**ADDT'L SICK
DAYS**

BE IT RESOLVED that the Board approve thirty (30) additional non-accumulative sick days with pay, less the cost of a substitute, for Employee #40326, Teacher, to be used intermittently for the period from March 15, 2018 through June 21, 2018. This leave will be counted against available FMLA leave entitlement.

11. **Leave of Absence**

LOA

BE IT RESOLVED that the Board approve an unpaid medical leave of absence for Employee #40614, Noontime Aide, effective March 26, 2018 through May 4, 2018.

12. **Corrections**

CORRECTIONS

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

Leave of Absence

Employee #30996

From: effective February 20, 2018 through March 19, 2018 utilizing available sick days, pursuant to the Family Medical Leave Act.

To: effective February 20, 2018 through March 16, 2018 utilizing available sick days, pursuant to the Family Medical Leave Act.

Additional Sick Days – PTHEA

Employee #31168

From: two (2) additional non-accumulative sick days with pay, less the cost of a substitute, for Employee #31168, Teacher, effective March 20, 2018 through March 21, 2018. This leave will be counted against available FMLA leave.

To: eight (8) additional non-accumulative sick days with pay, less the cost of a substitute, for Employee #31168, Teacher, effective March 20, 2018 through March 29, 2018. This leave will be counted against available FMLA leave.

Maternity Leave of Absence

Employee #43664

From: on or about February 20, 2018 through April 12, 2018 utilizing accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from April 13, 2018 through June 21, 2018.

To: on or about February 20, 2018 through April 17, 2018 utilizing accumulated sick leave. Pursuant to the Family Leave Act, she is also requesting an unpaid childcare leave of absence from April 18, 2018 through June 21, 2018.

Employee #40423

From: an unpaid childcare leave of absence from August 31, 2017 through November 22, 2017 pursuant to the Family Leave Act, and under the terms of the PTHEA Agreement she is also requesting an unpaid childcare leave of absence from November 27, 2017 through June 21, 2018.

To: an unpaid childcare leave of absence from August 31, 2017 through November 22, 2017 pursuant to the Family Leave Act, and under the terms of the PTHEA Agreement she is also requesting an unpaid childcare leave of absence from November 27, 2017 through June 21, 2018, and the 2018-2019 school year.

Employee #30712

From: 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.

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 November 30, 2018.

Employee #10807

From: an unpaid childcare leave of absence from August 31, 2017 through November 22, 2017 pursuant to the Family Leave Act, and under the terms of the PTHEA Agreement she is also requesting an unpaid childcare leave of absence from November 27, 2017 through June 21, 2018.

To: an unpaid childcare leave of absence from August 31, 2017 through November 22, 2017 pursuant to the Family Leave Act, and under the terms of the PTHEA Agreement she is also requesting an unpaid childcare leave of absence from November 27, 2017 through June 21, 2018 and the 2018-2019 school year.

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

13. **Community Based Instruction Sites**

**COMM BASED
SITES**

BE IN RESOLVED that the Board approve Playa Bowls, 4 Broadway, Denville, NJ and Beignets, 45 Broadway, Denville, NJ as community based instruction sites for the 2017-2018 school year.

14. **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>
44876	PHHS	10	Administrative
30001	PHHS	10	Administrative
35090	BMS	6	Medical

15. **SEMI Correction Action Plan**

**SEMI CORRECTION
PLAN**

BE IT RESOLVED that the Board approve the submission of a SEMI Corrective Action Plan for the 2016-2017 school year to the County Superintendent's office.

16. **Harassment, Intimidation, and Bullying**

HIB

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for February 22, 2018.

Suspensions

SUSPENSIONS B

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

VI. BUSINESS/FINANCE – ROBIN C. TEDESCO

17. **Payment of Bills**

PAYMENT OF BILLS

BE IT RESOLVED, that the Board of Education approve the payment of current bills for March 22, 2018 for the 2017-2018 school year in the amount of \$4,785,583.08.

18. **Secretary/Treasurer Report**

SECRETARY REPORT

BE IT RESOLVED that the Board of Education acknowledge, accept and approve the report of the Board Secretary and Treasurer of School Monies for the period ending January 1-31, 2018.

Pursuant to N.J.A.C. 6:20-2:13(d), I certify that as of the end of January 2018 no budgetary line item account has been over expended in violation of N.J.A.C. 6:20-2:13(a).



Robin C. Tedesco
Business Administrator/Board Secretary

Pursuant to N.J.A.C. 6:20-2:13(a), we certify that as of January 31, 2018 after review of the Secretary's monthly financial report for January 2018 (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 those sufficient funds are available to meet the district's financial obligations.