

**PARSIPPANY-TROY HILLS
BOARD OF EDUCATION
REGULAR MEETING OF
Thursday, September 24, 2020**

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Thursday, September 24, 2020 at the Calabria Educational Center, 292 Parsippany Road, Parsippany, NJ 07054.

***Special Note:** As a result of the limitations placed on public assemblies due to COVID-19 related restrictions, this meeting was conducted via Zoom. The district website contained information on public participation.*

CALL TO ORDER

CALL TO ORDER

President Neglia called the meeting to order at 6:04 p.m.

MEETING NOTICE

MEETING NOTICE

Mr. Neglia 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 on January 8, 2020 and on the district website <http://www.pthsd.k12.nj.us>. Additionally, the Notice of Meeting was posted at the Municipal building and a copy of the Notice was filed with the Township Clerk on September 11, 2020. This is an official meeting.

SALUTE TO THE FLAG

SALUTE TO THE FLAG

Mr. Neglia asked everyone to stand for the flag salute.

ROLL CALL

ROLL CALL

Present: Mr. Timothy Berrios
 Mr. Andrew Choffo
 Mr. Matthew DeVitto
 Mrs. Susy Golderer
 Mrs. Judy Mayer
 Mrs. Deborah Orme
 Mrs. Kendra Von Achen
 Mrs. Alison Cogan
 Mr. Frank Neglia

Also Present: Dr. Barbara Sargent, Superintendent
 Dr. Alfred Savio, Business Administrator
 Dr. Robert Sutter, Assistant Superintendent for HR
 Mrs. Joan Benos, Chief of Staff/Public Information Officer
 Mrs. Susan Dykstra, Comptroller
 Mrs. Katherine Gilfillan, Esq. Board Attorney
 Dr. Tali Axelrod, Assistant Superintendent for Curriculum
 Dr. Tarah Santaniello, Coordinating Supervisor of Special Education

ADJOURN TO EXECUTIVE SESSION

**ADJOURN TO
EXEC SESSION**

Mr. Neglia made a motion to adjourn to closed session. The motion was moved by Mr. Berrios, seconded by Mr. DeVitto and unanimously approved by roll call vote to adjourn to closed session for the purpose of discussing legal matters.

1. This public meeting is hereby recessed into a private session where the public shall be excluded for the purpose of discussion and consideration of the following:
Legal matters.
2. It is the determination of the Board that a discussion of the aforementioned subject matter may be prejudicial to the interests of the parties involved and could result in a possible invasion of a right of privacy and be detrimental to the parties involved.
3. Discussion and/or action of the Board with regard to the above mentioned subject matter shall be (or not be) disclosed to the public within 60 days hereof.

RECONVENE OPEN SESSION

**RECONVENE
OPEN SESSION**

On a motion by Mrs. Mayer, seconded by Mrs. Orme and unanimously approved by roll call vote the regular meeting reconvened at 6:38 p.m.

Tonight's agenda was suspended for two presentations

Presentation of the 2020-2021 Technology Review by Dr. Nancy Gigante

Mrs. Cogan asked if it makes geographic sense to have the co-location in Parsippany.

Dr. Gigante responded that the co-location site cannot be too far from the district because district personnel need to access the equipment at the site. This site is a frequently used facility and very secure. For many reasons, the committee felt this was the most well prepared facility.

Mrs. Cogan also asked if the pre-Pandemic initiatives were a result of the Technology audit the district had a couple of years ago and if the intent is to go back to that report once the district is able to move on from the Pandemic.

Dr. Gigante answered that an action plan was submitted to Dr. Sargent addressing any concerns in the Technology audit. Many of the issues had been addressed prior to the school closure and there are a couple that are still outstanding.

Mrs. Orme asked if the district has any protocols or if there were any preventative measures to prevent online classroom meetings from being hacked.

Dr. Gigante is aware of many incidents that have occurred in other districts. She added that the technology department supports the buildings in terms of their management of any student behavioral issues and receiving the correct interpretation of the event. Most issues are being handled at the building level as a disciplinary matter.

Dr. Sargent added that the district's firewall has prevented any external influence at this point and it is an additional challenge that the district needs to work through.

Dr. Gigante spoke about an incident in the district yesterday morning where it seemed like an external force was trying to get in to Genesis. The firewall picked it up and the technology department was addressing it immediately. They reached out to the internet provider and Genesis to talk about what they were each seeing on their end. Through communication with other districts, others were experiencing the same thing. The district was fortunate that the external force did not get in. The district was able to move users on the administrative connection to the instructional connection quickly.

Mrs. Orme asked if discussions have occurred with teachers as to what their response should be or what the protocols are in case there is an intrusion into an individual class.

Dr. Gigante responded that as they are receiving information on different ways incidents can happen the teachers are being notified.

Presentation of the Graduation Report to the Board of Education by Dr. Barbara Sargent

New Jersey regulations (N.J.A.C. 6A:8-5.2(f)) require districts to report graduation results annually to their district boards of education or charter school boards of trustees at a public meeting no later than September 30. Districts are required to report:

1. The total number of students graduating in the prior school year;
PHS - 230
PHHS - 272
2. The number of graduates who met the graduation assessment requirements by:
 - a. Passing a substitute competency test;
PHS - 49 Students (ELA 37, MTH 34)
PHHS - 86 Students (ELA 71, MTH 58)
 - b. The portfolio appeals process; (waived by the Governor)
PHS - 0 Students
PHHS - 0 Students
 - c. Meeting alternate requirements specified in their IEPs
PHS - 2 Students (ELA 1, MTH 2)
PHHS - 4 Students (ELA 3, MTH 4)

3. Met graduation assessment requirement via 2019-2020 Governor Waiver (eliminated the portfolio appeal process)
 - PHS - 17 Students (ELA 13, MTH 17)
 - PHHS - 10 Students (ELA 7, MTH 7)
4. The number of 12th grade students who were denied graduation and how many of those students were denied solely due to failure to meet the graduation assessment requirements.
 - PHS - 0
 - PHHS - 0

CORRESPONDENCE

CORRESPONDENCE

On September 18 Mrs. Gilfillan received a letter from Oxfeld Cohen on behalf of the PTHEA. The Board members received a copy of the letter on September 18 and it is on file in the Business Administrator/Board Secretary's Office.

Mr. Neglia responded that all Board members have reviewed the letter and thank the PTHEA for the communication. While the BOE is grateful that the PTHEA leadership is willing and committed to working with us and the Administration as we continue to open schools to the fullest extent possible while providing a safe environment for both students and staff, the Board stands by its prior communications to all staff members. Our teachers, administrators and staff members are exceptional individuals and we continue to thank each and every one of them for their continued dedication to our students and community.

UNFINISHED BUSINESS

UNFINISHED BUSINESS

None

COMMITTEE REPORTS

COMMITTEE REPORTS

Mrs. Mayer attended the NJSBA Legislative Committee meeting on September 12. A lot of information was presented and the Powerpoint presented was sent to the Board members. There was a lot of discussion on the budget and it has to be passed by the legislature on October 1. There may more money available for Coronavirus aid. Districts will not lose any further funds. There was a lot of discussion regarding the value of the School Based Youth Services Program, which was cut from the State budget. There were many petitions going around to get that program reinstated so the Governor is going to take another look at that program. New content standards were passed so curriculum will need to be reviewed. There was a lot of the discussion on the new health benefit program, Chapter 44. Insurance brokers will be meeting with the district next week so more information will be available after that meeting.

Mrs. Von Achen asked if the Board could have a presentation on Chapter 44.

Mrs. Von Achen reported that the Transportation Committee met this evening. She reported that transportation for the beginning of the year has gone better than expected with all the different changes due to the hybrid schedule. The students and staff are doing well with wearing masks while sitting on the bus. There are only a couple of students who cannot wear masks for medical reasons. The bus drivers are wearing face shields to avoid any visibility issues. The bus contractor has masks available on every bus but has not needed to use them because students are wearing their own masks. Buses are being cleaned in between runs and with the electrostatic sprayers at

the end the day. There have been seven new routes added to end of the school day for co-curricular clubs and athletics. The department is also working on a run for the vocational students who are in athletics. The bus drivers have seating charts for each run which can be used for contact tracing if the need arises. A new head secretary is being hired and is on the bulletin for approval tonight. There was a question on how students in the new Lanidex Plaza development would get to school but the district has not received any correspondence on that at this point.

Mr. Choffo reported that the Policy Committee met on September 21. There are two policies on tonight's Bulletin for first reading regarding Administering an Opioid Antidote and Personnel Records. The committee debated whether the district should adopt a provision that allows the school to administer opioid antidotes at school sponsored events off school property. A list of pros and cons was presented to the committee and the committee decided not to allow opioid antidotes to be administered at school sponsored events off of school grounds. It comes with many issues from supply, to training, to responsibility so it is not recommended at this time. There were questions on the second policy regarding personnel records and what part(s) of the records would be OPRAable.

Mrs. Mayer asked if all our records are kept in paper form as opposed to electronically.

Dr. Sutter responded that there are paper files, not electronic.

Mrs. Cogan asked if the implementation of either of the policies changed any of the current procedures.

Mr. Choffo responded that neither is changing anything currently in the district.

Mrs. Golderer reported that the Teaching and Learning Committee met on September 17. The committee discussed the New Staff Academy dates and topics. New staff members were surveyed to determine their needs during distance learning and professional development was built out of staff's learning needs. Supervisors are providing teachers with ongoing professional development in the form of "Pop Up PD", "Lunch and Learn's" and reviews of important resources for distance learning. An overview of options for hybrid learning were reviewed. Supervisors have offered many flexible choices to teachers during their department meetings, as well as discussed best practices for distance learning. Teachers will begin to be observed September 21. The district is awaiting guidance from the state for other potential changes to teacher observation requirements. Teachers are creating their Student Growth Objectives (SGO's) and Professional Development Plans (PDP's) with a state deadline of October 31. Supervisors have shared samples with their departments.

Mrs. Cogan asked if there was a way to track the number of teachers who are taking the Pop Up PD or a way to track what the teachers' needs are in watching the clips.

Dr. Axelrod responded that there is less video recordings occurring for teachers to watch. The district is currently responding to teachers by department. The district is able to report on how many teachers come on for a Pop Up PD.

APPROVAL OF MINUTES

On a Motion by Mr. DeVitto, seconded by Mrs. Golderer, the Regular minutes of the September 10, 2020 meeting were voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Choffo	X					
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mrs. Orme	X					
Mrs. Von Achen	X					
Mrs. Cogan	X					
Mr. Neglia	X					

Dr. Sargent presented Superintendent Bulletin Number 4

This week fall sports are starting back up with scrimmages at both high schools. The sports schedule will continually change as some high schools are able to field teams for different events each week. She is proud of the work done by the coaches and student athletes to stay healthy and adhering to the guidelines. She commented on a couple of the items in the Bulletin regarding resignations of staff. She announced that she will be reporting tomorrow to the parents and staff about what the school schedules will look like moving forward. Final arrangements are being made on those communications.

For your consideration we have Bulletin items 1-25 with Addendum items 26-41 and Read-Ins

Mrs. Von Achen asked if the \$307,127 for the Coronavirus Relief Grant was in addition to what the district already received.

Dr. Savio responded that these funds are in addition to the funds the district already received.

Dr. Savio presented the Secretary's Report

Tonight's Secretary's Report has the regular business motions along with the approval of the Coronavirus Relief Grant.

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

Number 4

September 24, 2020

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

ITEMS FOR DISCUSSION

Dr. Nancy Gigante, Director of Planning, Research, and Evaluation – Academic & Technology Operations, will be present this evening to give Technology Department update.

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

II. GA – GENERAL ADMINISTRATION – JONI BENOS

1. 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, 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; and³

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
Judy Corrente	ISTE20 Live Virtual Conference	Nov 29 – Dec 5, 2020	Virtual	\$250.00
Jamie Fugowski	Therapies in the School	Nov 19-20, 2020	Virtual	\$375.00 IDEA-B
Karen Snell	Vitual Foundations Training	Dec 7, 2020	Virtual	\$300.00 Title IIA

2. **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:

Staples of Parsippany has donated school supplies to Rockaway Meadow School.

The Liquid Church of Parsippany has donated 120 filled backpacks to the district.

III. AP – ACADEMIC PROGRAMMING – TALI AXELROD, ED.D.

3. **Summer Workshop**

SMR WORKSHOPS

BE IT RESOLVED that the Board approve payment of the amount indicated based on \$41 per hour to the individuals named below who have completed preparation work and presented for a workshop during the 2020 Summer Professional Learning Series:

<u>Presenter</u>	<u>Hours</u>	<u>Total</u>
Heather Craner	6	\$246.00
Michelle Coolbaugh	3	\$123.00

4. **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:

	<u>Hours</u>	<u>Amount</u>
K-5 Health & Physical Education		
Brian Hershkowitz	15	\$615.00
Calculus		
Megan Barry	5	\$205.00
Introduction to Computer Programming		
Megan Barry	3	\$123.00
Exploring Human Behavior		
Sabrina Rosendahl	7.5	\$307.50
Shawn d’Anunciacao	7.5	\$307.50

Human Behavior and Society

Joseph Qarmout	7.5	\$307.50
Shawn d’Anunciacao	7.5	\$307.50

Precalculus

Eric Berkowitz	5	\$205.00
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IV. HR – HUMAN RESOURCES – ROBERT SUTTER, ED.D.

5. Resignation - PTHESA

**PTHESA
RESIGN**

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

Effective August 28, 2020:

Lindsey Van Schaik Paraprofessional Eastlake Elementary School

6. Employment - Substitute Certified Athletic Trainers

**SUB ATHLETIC
TRAINERS**

BE IT RESOLVED that the Board approve the appointment of Giana Albruzzese, Steven Miller, and Michelle Perry as substitute Certified Athletic Trainers for Parsippany High School and Parsippany Hills High School at the rate of \$110.00 per day for the 2020-2021 school year.

7. Employment - Doctors for Football Game Coverage

**EMPLOY
FOOTBALL COVERAGE**

BE IT RESOLVED that the Board approve the following doctors 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 2020-2021 season for the following reasons:

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

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

- Dr. Ashley Bassett – Orthopedic Institute
- Dr. William Gluckman — FastER UrgentCare
- Dr. Frank Corrigan — The Orthopedic Institute of New Jersey
- Dr. John Dundon — The Orthopedic Institute of New Jersey
- Dr. Stephen Koss — The Orthopedic Institute of New Jersey
- Dr. Behnam Salari — The Orthopedic Institute of New Jersey
- Dr. William Sayde — The Orthopedic Institute of New Jersey

Dr. Rehan Shamim — The Orthopedic Institute of New Jersey
Dr. Ferheen Shamim — The Orthopedic Institute of New Jersey
Dr. Paul Teja — The Orthopedic Institute of New Jersey
Dr. Kevin White — The Orthopedic Institute of New Jersey
Dr. Jason Wu — The Orthopedic Institute of New Jersey
Dr. Christian Zaino — The Orthopedic Institute of New Jersey

8. **Videographer - Football Games**

**VIDEOGRAPHER
FOOTBALL**

BE IT RESOLVED that the Board approve the employed of the following individuals as a videographer for varsity football games at a fee of \$125.00 per game:

Jared Stock - Parsippany High School
Christopher Ramsden - Parsippany Hills High School
Victoriano Lavin - Parsippany Hills High School

9. **CPR Instruction**

**CPR
INSTRUCTION**

BE IT RESOLVED that the Board approve the individuals named below to conduct CPR Instruction and Certification for district employees on an as needed basis at \$20.00 per certification:

Michael Cardell
Peter Anzelone
Michael DiBernard
Karen Brzezinski
Erica Roche

10. **Approval of Employment – Pending Completion**

**EMPLOY
CERTIF STAFF**

BE IT RESOLVED that the Board approve, upon the recommendation of the Superintendent, the employment of the individual 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 2018-2021 Agreement between the Board of Education and the PTHEA.

Andrew Rohloff

Title 1 Interventionist

Degree:	BA/Montclair State University
Certification:	Elementary School Teacher K-5
Experience:	2 years
Guide Placement:	BA, Step 1, \$55,225.00
Effective:	October 12, 2020
Assignment:	Rockaway Meadow, Troy Hills, and Intervale Elementary Schools (New Position)

<u>Gia Rosamilia</u>	<u>Physical Education/Health Teacher</u>
Degree:	BS/The College of New Jersey
Certification:	Physical Education; Health
Experience:	12 years
Guide Placement:	BA+30, Step 11, \$74,220.00
Effective:	October 1, 2020
Assignment:	Brooklawn Middle School (Replacement – Fiore)

11. **Employment Local 32**

**EMPLOY
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of the following individual on a 150-day probationary period as indicated below, subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and Local 32:

Name	Salary	Effective	Assignment	School
Gerard Primamore	\$31,437.00 + \$1,458.00 (2nd Shift) + \$1,920.00 (Tues-Sat)	9/29/20	Maint. Worker	Maint.

(Replacing Sergio Mendoza)

12. **Waiver of Teaching Load**

WAIVERS

BE IT RESOLVED that the Board approve the waiver of teaching load for the following individual who will provide class coverage as indicated below during the 2020-2021 school year:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Ann Savadjian	CMS	Social Studies	\$2,338.72	9/18/20 -11/13/20	1	1/7

13. **Appointment – Volunteer Extra-Curricular/Athletic Aide 2020-2021**

**APPOINT
VOL-EXTRA**

BE IT RESOLVED that the Board approve the appointment of the following individual as a volunteer extra-curricular athletic aide in the area indicated:

Parsippany Hills High School
 Bassam Daher – Boys Soccer

14. **Contract Revision of Training Level Advancement – Upgrading**

UPGRADING

BE IT RESOLVED that the Board approve in accordance with Board Policy, as written under the terms of the Board/PTHEA Agreement and as designated in the provisions for the salary guide for teachers and nurses, the staff members named below who have submitted proof of degree and/or course credits necessary to be advanced to the next higher training level effective September 1, 2020 – June 30, 2021:

Upgrade from BA to BA+15

NAME	STEP	SALARY
Kathleen Gallagher	4	\$59,225.00
Erin McCoy	3	\$59,225.00

Upgrade from BA to BA+30

Ashley Melnick	5	\$61,325.00
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Upgrade from BA+15 to BA+30

NAME	STEP	SALARY
Alessia Ricciulli	10	\$72,555.00

Upgrade from BA+30 to BA+45

NAME	STEP	SALARY
Jennifer Blanchard	12	\$80,985.00
Andrea Bucci	2	\$64,255.00
Joseph Qarmout	9	\$72,100.00

Upgrade from BA+30 to BA+60

NAME	STEP	SALARY
Michelle Nicoletta	11	\$79,720.00

Upgrade from BA+45 to BA+60

NAME	STEP	SALARY
Ashley Arriaza	9	\$73,470.00
Josephine Donnellon	9	\$73,470.00
James Kennedy	6	\$68,225.00

15. **Late Bus Monitors**

**LATE BUS
MONITORS**

BE IT RESOLVED that the Board approve payment to the individuals named below who have indicated their willingness to serve as late bus monitors for the 2020-2021 school year:

After School Late Bus 2:45-4:00 - \$33.00/per session
Parsippany Hills High School
Kristine Bushong
Olga Maryn
Andrew Nicholes
Mary Claire Spadone

16. **ESL Translators**

**ESL
TRANSLATORS**

BE IT RESOLVED that the Board approve the following individuals as ESL Translators at the rate of \$41.00 per hour to be paid out of Title III Grant Funds for the 2020-2021 school year:

Sandra Amadio
Jaqueline Barreira
Tracey Caso
Bassam Daher
Stephanie Dasti
Rafael Delgado
Damaris Delgado-Melendez
Vishaka Desai
Mui Fong Yip
Ling En Foong
Karishma Goradia
Shirley Huang
Mina Kelaid
Ruishu Leong
Jasmine Machado
Krupali Mehta
Asmita Mistry
Bharathi Nyshadham
Maureen Odenwelder
Yamilette Rich
Daisy Randelia
Deysee Rodriguez
Nahed Salem
Pratiksha Shah
Shetal Shah
Smruti Shah
Gi Shin
Priyanka Tandan
Maria Torres

17. **Corrections**

CORRECTIONS

BE IT RESOLVED that the Board approve the following corrections:

Approvals of Employment - Pending Completion

Melissa Laurie

From: Knollwood & Lake Hiawatha Elementary Schools

To: Knollwood Elementary School

Leave of Absence - Employee #31235

From: a medical leave of absence effective September 8, 2020 through November 5 2020 utilizing accumulated sick leave and personal days, and an unpaid medical leave of absence from November 6, 2020 through November 25, 2020, pursuant to the Family and Medical Leave Act (FMLA).

To: a medical leave of absence effective September 8, 2020 through September 16, 2020 utilizing accumulated sick leave, pursuant to the Family and Medical Leave Act (FMLA).

Maternity Leave of Absence - Employee #49087

From: an unpaid childcare leave of absence from August 31, 2020 through November 20, 2020 pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA).

To: an unpaid childcare leave of absence from August 31, 2020 through November 20, 2020 pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA). Pursuant to the PTHEA Agreement, she is also requesting an unpaid leave of absence from November 25, 2020 through June 22, 2021.

Waiver of Teaching Loads

From:

Elizabeth O'Boyle	PHHS	Business	\$10,300.00	9/2/20-6/22/21	1 class every day	1/7
Jayne Moody	BMS	Spec Ed	\$3,265.96	9/2/20 - 1/5/21	1 class every day	1/7
Brad Wilbur	BMS	PE	\$1,050.22	9/2/20 -9/8/20	1 class every day	1/7
Stephanie Pavone	BMS	PE	\$637.23	9/2/20 - 9/8/20	1 class every day	1/7

To:

Elizabeth O'Boyle	PHHS	Business	\$10,495.71	9/2/20-6/22/21	1 class every day	1/7
Jayne Moody	BMS	Spec Ed	\$4,283.23	9/2/20 - 1/5/21	1 class every day	1/7
Brad Wilbur	BMS	PE	\$375.08	9/2/20 -9/8/20	1 class every day	1/7
Stephanie Pavone	BMS	PE	\$227.58	9/2/20-9/8/20	1 class every day	1/7

V. PPS- PUPIL PERSONNEL SERVICES

18. **Out-of-District Tuition Costs 2020-2021**

OOD 20-21

BE IT RESOLVED that the Board approve the tuition costs for students with disabilities who will require an out-of-district placements for the 2020-2021 school year. These students have been classified by the Child Study Team in accordance with Title 18A:46:

School	Student No.	Tuition Cost
ECLC of New Jersey - S.D.	41284	\$62,022.00
ECLC of New Jersey - E.M.	32826	\$62,022.00

19. **Paraprofessionals – Assist Students**

PARA

BE IT RESOLVED that the Board approve the following paraprofessionals to assist students at school-sponsored activities/events during the fall season as per their IEP, at their hourly rate, not to exceed the hours listed below.

*Paraprofessionals must fill out a timesheet and have it approved by their administrator.

School	Para Name	Hours to not exceed	Activity/Event
BMS	Hermine Santani	56	Cross Country Season
PHHS	Bassam Daher	120	Cross Country Season

20. **Related Services Provider 2020-2021**

**RELATED SVCS
PROVIDER**

BE IT RESOLVED that the Board approve the add-on rate for LDTC services for the 2020-2021 school year with Invo Healthcare for the contracted services of LDTC at the rate of \$75.00 per hour.

21. **Vendor Approval**

**VENDOR
APPROVAL**

BE IT RESOLVED that the Board approve LiftEd, Inc., to provide a digital data collection system to be implemented into our ABA programs for the 2020-2021 school year, at a cost of \$39,500 paid for through the IDEA-B grant.

Suspensions

SUSPENSIONS A

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

VI. BUSINESS/FINANCE – ALFRED SAVIO, ED.D.

22. **Payment of Bills**

**PAYMENT
OF BILLS**

BE IT RESOLVED, that the Board of Education approve the payment of current bills for September 24, 2020 for the 2020-2021 school year in the amount of \$5,479,577.47.

23. **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 July 1 - 31, 2020.

Pursuant to N.J.A.C. 6:20-2:13(d), I certify that as of the end of July 2020 no budgetary line item account has been over expended in violation of N.J.A.C. 6:20-2:13(a).



Dr. Alfred Savio
Business Administrator/Board Secretary

Pursuant to N.J.A.C. 6:20-2:13(a), we certify that as of June 30, 2020 after review of the Secretary's monthly financial report for June 2020 (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.

24. **Additional Funding for Chapters 192/193**

**ADDTL FUNDING
192/193**

BE IT RESOLVED, that the Parsippany-Troy-Hills Board of Education approve the additional funding received from the State Department of Education for Chapters 192/193 for 2020-2021 as follows:

Compensatory Education \$7,465
Supplementary Instruction \$4,857

25. **COVID-19 Technology Funding Grant**

**COVID-19
TECH GRANT**

BE IT RESOLVED, that the Board accepts the allocation of the COVID-19 Technology Funding for Nonpublic Schools Grant from the New Jersey Department of Education for the 2020-2021 school year as follows:

All Saints Academy	\$8,309
Apple Montessori School of Morris Plains	\$ 348
St. Elizabeth Nursery and Montessori School	\$5,699

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

Number 4 Addendum

September 24, 2020

ITEMS FOR DISCUSSION

Dr. Barbara Sargent will give the 2020 Graduation results as per New Jersey regulations (N.J.A.C. 6A:8-5.2(f))

**26. Parental Contract for Out-of-District Student Transportation PARENT CONT
OUT-OF-DIST STUD TRANSP**

BE IT RESOLVED, that the Parsippany Troy-Hills Board of Education enter into a parental contract for student transportation with the parent of student #47021 for provision of transportation services to and from Lake Drive School, Mountain Lakes, NJ at an amount not to exceed \$1,904.00 from September 8, 2020 through June 30, 2021. (subject to the submission of all required documentation.)

**27. Coronavirus Relief Fund Grant CORONAVIRUS RELIEF
GRANT**

BE IT RESOLVED that the Board accepts the allocation of the Coronavirus Relief Fund Grant from the New Jersey Department of Education for the 2020-2021 school year in the amount of \$307,127.

28. Community Based Instr and Structured Learning Experience Sites

BE IT RESOLVED that the Board approve the following list of Community Based Instruction and Structured Learning Experience sites for the 2020-2021 school year.

Denville

California Beach Hut	21 Broadway, Denville, NJ 07834
Denville Dairy	34A Broadway, Denville, NJ 07834
Panera Bread	3056 Route 10, Denville, NJ 07834
Playa Bowls	4 Broadway, Denville, NJ 07834
Qdoba Mexican Grill	3056 Route 10, Denville, NJ 07834
Shoe & Sneaker Barn	9 Broadway, Denville, NJ 07834
Starbucks	3056 Route 10, Denville, NJ 07834
Surprise in Store	25 Broadway, Denville, NJ 07834
Sweet Expressions by Geri	26 Broadway, Denville, NJ 07834

Wharton

Costco	315 NJ-15 N, Wharton, NJ 07885
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29. **Professional Learning Series – Fall 2020 Facilitator**

BE IT RESOLVED that the Board approve the following payment in the amount indicated based on \$41/per hour to the individuals named below who have completed preparation work for a session on September 23, 2020:

<u>Presenter</u>	<u>Session Title</u>	<u>Hours / Pay</u>	<u>Total</u>
Stephanie Venezia	Seesaw Tips	2hrs.x\$41/hr.	\$82.00
Taylor Egan	Seesaw Tips	2 hrs. x \$41/hrs.	\$82.00

30. **Resignation - PTHEA**

**RESIGN
PTHEA**

BE IT RESOLVED that the Board approve the resignation of Julia Crompton, Teacher at Central Middle School, effective October 23, 2020 for the purpose of retirement on January 1, 2021.

BE IT RESOLVED that the Board approve the resignation of Victoria Rakus, Teacher at Lake Hiawatha Elementary School, effective November 25, 2020.

31. **Resignation - PTHESA**

**RESIGN
PTHESA**

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

Effective September 18, 2020:

Emily Hawkins Paraprofessional Central Middle School

32. **Resignation - Bus Aide**

**RESIGN
BUS AIDE**

BE IT RESOLVED that the Board approve the following resignation:

Effective September 25, 2020:

Patricia Radler Transportation

33. **Employment - ESAPTH**

**EMPLOY
ESAPTH**

BE IT RESOLVED that the Board approve the employment of Patricia Radler who has been selected as the Head Secretary of Transportation replacing Tiffany Pizza. Ms. Radler will be placed on 12 month - Guide A - Step 1 and receive \$47,353.00 + \$500 (Head Secretary stipend) prorated, effective September 29, 2020.

34. **Employment - Local 32**

**EMPLOY
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of Maria Palacio, who has successfully completed her 150-day probationary period as a Custodian. A new contract should be issued to her in the amount of \$33,577.00, plus \$1,324.00 Addenda, prorated for the 2020-2021 school year effective September 25, 2020.

35. **Employment - PTHESA**

**EMPLOY
PTHESA**

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

Littleton Elementary School
Effective September 29, 2020

Nyasia Sanchez Paraprofessional \$23,201.00 (prorated)

36. **Family Connections Evening Support Specialists**

**FAMILY
CONNECTIONS**

BE IT RESOLVED that the Board approve the individuals listed below for the coordination of the Family Connections Evening Support program during the 2020-2021 school year which is funded through the IDEA grant:

Name	Rate	Hours
Alexander Fertig	\$41.00 per hour	Not to exceed 4 hours per month
Jasmine Machado	\$41.00 per hour	Not to exceed 4 hours per month
Kristen Madden	\$41.00 per hour	Not to exceed 4 hours per month
Kristin Sobieski	\$41.00 per hour	Not to exceed 4 hours per month

37. **Waiver of Teaching Load**

WAIVERS

BE IT RESOLVED that the Board approve the waiver of teaching load for the following individuals who will provide class coverage as indicated below during the 2020-2021 school year:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Maria Gakos	Littleton	Kindergarten	\$3,432.45	09/14/20 -11/20/20	1	1/7
Caitlyn Moschella	Littleton	Kindergarten	\$2,943.71	09/14/20 -11/20/20	1	1/7

38. **Board Policies**

**BOARD
POLICIES**

BE IT RESOLVED that the Board approve the following revised Board Policies/Regulations at this first of two readings:

- P & R 5330.04 Administering an Opioid Antidote (M) (Revised)
- P & R 8320 Personnel Records (M) (Revised)

39. **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:

Brooklawn Middle School;
Vikas Shah has donated school supplies, face masks and gloves to Brooklawn Middle School.

District

Kirsten Leonardo has donated an Anton Breton Violin Serial AB-10 to the District.

40. **Employment - Acting Supervisor of PreK-5**

**ACTING SUPV
PREK-5**

BE IT RESOLVED that the Board approve Joseph Wohlegemuth as the Acting Supervisor of Pupil Personnel Services (PreK-5) effective October 5, 2020 through December 18, 2020 with no change to his current 2020-21 salary.

41. **Corrections**

CORRECTIONS

BE IT RESOLVED that the Board approve the following corrections:

Maternity Leave of Absence
Employee #49895

From: an unpaid childcare leave of absence from August 31, 2020 through November 20, 2020 pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA).

To: an unpaid childcare leave of absence from August 31, 2020 through November 20, 2020 pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA). Pursuant to the PTHEA Agreement, she is also requesting an unpaid leave of absence from November 23, 2020 through March 5, 2021.

Waiver of Teaching Load

From:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Angela Minichiello-Garcia	PHS	Italian (Ital 2 Hon)	\$12,925.71	9/2/20 -6/22/21	1 class every day	1/7
Michelle Coolbaugh	PHHS	Physics	\$3,927.02	9/2/20 -11/20/20	1 class every day	1/7
Stephanie Thaler	PHHS	Physics	\$2,730.98	9/2/20-11/20/20	1 class every day	1/7
Paul Koeck	CMS	Social Studies	\$2,997.49	9/18/20 -11/13/20	1 class every day	1/7

To:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Angela Minichiello-Garcia	PHS	Italian (Ital 2 Hon)	\$13,935.71	9/2/20 -6/22/21	1 class every day	1/7
Michelle Coolbaugh	PHHS	Physics	\$2,748.91	9/2/20 -10/29/20	1 class every day	1/7
Stephanie Thaler	PHHS	Physics	\$1,911.68	9/2/20-10/29/20	1 class every day	1/7
Stacey Hilgendorff	CMS	Social Studies	\$3,219.84	9/18/20 -11/13/20	1 class every day	1/7

Fall/Winter/Spring Coaching

From:

Brooklawn Middle School 2020-2021 School Year Coaches				
Sport	Name	Step	Stipend	
Field Hockey	Denise Fiore	3	\$2,995.50	(split)
Field Hockey	Carol Rushing	3	\$2,995.50	(split)

To:

Brooklawn Middle School 2020-2021 School Year Coaches				
Sport	Name	Step	Stipend	
Field Hockey	Carol Rushing	3	\$5,991.00	

Superintendent's Bulletin No. 4
September 24, 2020
Read-Ins

Page/Number	Explanation
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Page 6 #24	<p><u>Contract Revision of Training Level Advancement - Upgrading</u></p> <p>ADD:</p> <p>Upgrade from BA to BA+30</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">NAME</th> <th style="text-align: left;">STEP</th> <th style="text-align: left;">SALARY</th> </tr> </thead> <tbody> <tr> <td>Laurie Chowtavi</td> <td>9</td> <td>\$68,960.00</td> </tr> </tbody> </table> <p>Upgrade from BA+15 to BA+30</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">NAME</th> <th style="text-align: left;">STEP</th> <th style="text-align: left;">SALARY</th> </tr> </thead> <tbody> <tr> <td>Fatema Sheikh</td> <td>7</td> <td>\$63,825.00</td> </tr> </tbody> </table> <p>Upgrade from BA+30 to BA+45</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">NAME</th> <th style="text-align: left;">STEP</th> <th style="text-align: left;">SALARY</th> </tr> </thead> <tbody> <tr> <td>Elena Gerber</td> <td>9</td> <td>\$72,100.00</td> </tr> </tbody> </table>	NAME	STEP	SALARY	Laurie Chowtavi	9	\$68,960.00	NAME	STEP	SALARY	Fatema Sheikh	7	\$63,825.00	NAME	STEP	SALARY	Elena Gerber	9	\$72,100.00
NAME	STEP	SALARY																	
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Fatema Sheikh	7	\$63,825.00																	
NAME	STEP	SALARY																	
Elena Gerber	9	\$72,100.00																	

Page 7 #17	<p><u>Leave of Absence - Employee #31235</u></p> <p>From: From: a medical leave of absence effective September 8, 2020 through November 5 2020 utilizing accumulated sick leave and personal days, and an unpaid medical leave of absence from November 6, 2020 through November 25, 2020, pursuant to the Family and Medical Leave Act (FMLA).</p> <p>To: a medical leave of absence effective September 8, 2020 through September 16, 2020 utilizing accumulated sick leave, pursuant to the Family and Medical Leave Act (FMLA).</p> <p>To: From: a medical leave of absence for, Teacher, effective September 2, 2020 through November 16, 2020 utilizing accumulated sick leave and personal days, and an unpaid medical leave of absence from November 17, 2020 through November 20, 2020, pursuant to the Family and Medical Leave Act (FMLA).</p> <p>To: a medical leave of absence effective September 8, 2020 through September 16, 2020 utilizing accumulated sick leave, pursuant to the Family and Medical Leave Act (FMLA).</p>
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Page/Number	Explanation						
Page 9/#18	<p><u>Out-of-District Tuition Costs 2020-2021</u> <u>Addition</u></p> <table border="0" data-bbox="349 451 1494 525"> <tr> <td data-bbox="349 451 909 483">School</td> <td data-bbox="909 451 1266 483">Student No.</td> <td data-bbox="1266 451 1494 483">Tuition Cost</td> </tr> <tr> <td data-bbox="349 483 909 525">Cerebral Palsy of North Jersey Inc. - D.R.</td> <td data-bbox="909 483 1266 525">31822</td> <td data-bbox="1266 483 1494 525">\$71,008.20</td> </tr> </table>	School	Student No.	Tuition Cost	Cerebral Palsy of North Jersey Inc. - D.R.	31822	\$71,008.20
School	Student No.	Tuition Cost					
Cerebral Palsy of North Jersey Inc. - D.R.	31822	\$71,008.20					
Page 9/#19	<p><u>Paraprofessional</u> <u>Name Correction</u></p> <p>From: Hermine Santani</p> <p>To: Hermine Samtani</p>						
Page 9/#20	<p><u>Related Services Provider 2020-2021</u> <u>Addition</u></p> <p>BE IT RESOLVED that the Board approved Morris Psychological Group to conduct Neuropsychological testing at the rate of \$3,250.00 per assessment for the 2020-2021 school year.</p>						
Page 9/#21	<p><u>Vendor Approval</u> <u>Cost Correction</u></p> <p>From: \$39,500 To: \$39,750</p>						

NEW BUSINESS

None

NEW BUSINESS

HEARING OF PUBLIC

Ed Stroh – Mr. Stroh thanked everyone for their hard work. He asked what support was provided to the staff prior to the start of school other than in-house professional development and the increase in bandwidth. He asked if any technology improvements or new technology purchases will be made to support the teaching staff. He asked if there is a plan to supply the teachers with better webcams or any other devices that may help. He asked if the Board and the superintendent intend to revert instruction to an all in-person schedule and what timeline there is for that and if the Board and the superintendent plan on moving from half days to full days next month.

HEARING OF PUBLIC

Neda Donlin – Ms. Donlin asked if the district went to bid on the server backups. She commended the elementary teachers for their work with the students. She asked if the half days would continue. She commented that none of the CMS students are being given lessons on Friday. An assignment is posted and students are expected to complete the assignment. She fears that the middle school students will fall behind and asked what is being done to prevent that. She asked if the afternoon buses were leaving late enough for the athletes to catch the buses.

Jo Ann Caputo – Ms. Caputo thanked everyone and explained that her son is not doing well with the half day schedule despite the materials provided by the school. She is hoping the district will be going half day for all students soon at least for the elementary schools.

Megan Martinez – Ms. Martinez commented that LLD students were supposed to attend school weekly as of July 24 but on August 21 it was announced that the LLD students would be part of the cohorts. She added that neighboring districts are allowing students with an IEP to attend weekly and asked why Parsippany is not following suit.

Amanda McGrath – Ms. McGrath was wondering about the upcoming schedule and suggested increasing the number of days the students come in to school on a half day schedule instead of going to a full day schedule with the cohorts. She added that the distance learning is a struggle for the younger students and students with IEPs. She suggested finding a way to bring more students back into the classroom.

Closing of Public Session.

Dr. Sargent responded that there were many different video and live technology sessions provided to teachers and those sessions are posted on the Staff Resources page of the district website so teachers can go back and view them. Dr. Gigante addressed new purchases in her presentation and indicated that they are trying out some different products with teachers so when the district is ready to make a purchase, it is for items that are preferred by the teachers and is something that is compatible with the district's system. Virtual Fridays are critical for students and staff. Students report that the flexible day allows them to work independently, to check in with teachers where needed and to make decisions about how to manage their workload. The staff members use this

time to meet with students, record lessons, follow up with fully remote students, engage in instructional trainings and plan hybrid lessons with colleagues. She said that she will speak with the CMS leadership to understand how the district can support the learning that is happening there. Dr. Sargent stated that the LLD students are not attending bi-weekly. Any student who is in a self-contained class, autism, multiply disabled, language learning disabled and behaviorally disabled, are attending every day at the elementary level with a morning and afternoon split and at the middle school and high school level they are attending every week Monday through Thursday. At this time we are not able to allow other students with IEPs, such as resource room students or in-class support students, attend as often as those children. The district recognizes that their learning needs are different and they would certainly benefit from more consistent attendance but for the students who are in self-contained classes, they are very restricted in the school building. They do not travel around the building as often and they also have their own transportation so they are not mingled with other students. If there is an infection with one of those students the exposure is different and does not travel through the building as often as if we were letting other students attend on a daily basis. Students with IEPs in resource room or in in-class support classes would be on general transportation with other children and mixing the cohort model in that instance would exacerbate exposure for students. The district recognizes that there are many groups of students, including English Language Learners, who we are working very hard with in order to support them and their families while keeping everyone safe at school.

**ROLL CALL: SUPERINTENDENT’S BULLETIN #4
AND SECRETARY’S REPORT**

**ROLL CALL
VOTES**

On a motion by Mrs. Mayer seconded by Mr. Choffo, Superintendent’s Bulletin Number 4 was voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Choffo	X					
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mrs. Orme	X	38				
Mrs. Von Achen	X					
Mrs. Cogan	X					
Mr. Neglia	X					

ADJOURN TO EXECUTIVE SESSION

**ADJOURN TO
EXECUTIVE SESSION**

Mr. Neglia made the motion to adjourn to Closed Session for the purpose of discussing attorney/client privilege. The motion was moved by Mrs. Von Achen and seconded by Mrs. Cogan and was unanimously approved by roll call vote:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Choffo	X					
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mrs. Orme	X					
Mrs. Von Achen	X					
Mrs. Cogan	X					
Mr. Neglia	X					

RECONVENE OPEN SESSION

**RECONVENE
OPEN SESSION**

On a motion by Mrs. Mayer, seconded by Mrs. Cogan and unanimously approved by roll call vote the regular meeting reconvened at 8:36 p.m.

ADJOURN

ADJOURN

There being no further business, the executive and public meeting adjourned at 8:37 p.m. on a motion by Mr. Choffo, seconded by Mrs. Von Achen and voted on as follows:

BOARD MEMBERS	AYE	NAY	ABSTAIN	RECUSE	ABSENT	RESOLUTION NUMBERS
Mr. Berrios	X					
Mr. Choffo	X					
Mr. DeVitto	X					
Mrs. Golderer	X					
Mrs. Mayer	X					
Mrs. Orme	X					
Mrs. Von Achen	X					
Mrs. Cogan	X					
Mr. Neglia	X					

Respectfully submitted,

Susan Dykstra
 Susan Dykstra
 Comptroller

FOR ALL APPENDICES AND EXHIBIT ATTACHMENTS
AFOREMENTIONED IN THESE MINUTES, PLEASE
REFER TO THE SUPERINTENDENT'S BULLETIN # 4
INCLUSIVE OF THE SECRETARY REPORT
INITIALLY RECEIVED IN THE BOARD PACKET
AND NOW POSTED AT THE DISTRICT WEBSITE