

**PARSIPPANY-TROY HILLS
BOARD OF EDUCATION
REGULAR MEETING OF
Thursday, February 11, 2021**

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Thursday, February 11, 2021 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 6:00 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, 2021 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 January 22, 2021. 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. 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
 Mr. Keith Cortright, Executive Director of Pupil Personnel Services

Absent & Excused: Mr. Timothy Berrios

ADJOURN TO EXECUTIVE SESSION

**ADJOURN TO
EXEC SESSION**

Mr. Neglia made a motion to adjourn to closed session. The motion was moved by Mrs. Mayer, seconded by Mrs. Orme and unanimously approved by roll call vote to adjourn to closed session for the purpose of discussing student HIB's which are confidential in nature under N.J.A.C. 6A:32-7.1 et seq., and are being presented for approval at this evening's meeting.

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:
Student HIBs.
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 Mr. DeVitto, seconded by Mrs. Cogan and unanimously approved by roll call vote the regular meeting reconvened at 6:30 p.m.

STUDENT REPORTS

PHHS: Kunal Chauhan – Mr. Chauhan reported on the various activities going on at Parsippany Hills High School and updated the Board on the various athletic teams.

PHS: Lauren Smith – Miss Smith reported on the various activities going on at Parsippany High School and updated the Board on the various athletic teams.

Mrs. Mayer added that Parsippany Hills High School is having a Valentine's Basket fundraiser this weekend.

Mr. Neglia suspended tonight's regular meeting agenda for a presentation

Video Presentation on New Course Proposal

CORRESPONDENCE

None

CORRESPONDENCE

UNFINISHED BUSINESS

None

UNFINISHED BUSINESS

COMMITTEE REPORTS

COMMITTEE REPORTS

Mr. DeVitto reported that the Communications Committee met on February 2. The committee discussed the COVID-19 dashboard. There was discussion on the PTHEA dashboard and the letter from the Board attorney. Dr. Sargent stated that the district will develop a dashboard and will let parents and students know in the Friday, February 5 letter that it will go live on Monday, February 8. There was discussion of putting more positive messages out to the community by displaying different things going on in the district. We have asked the principals to send photos. The committee discussed agenda items for the meeting with Township officials on February 4 regarding the housing projects and the idea of setting up a recurring meeting monthly.

Mr. Neglia asked who represented the district at the meeting on February 4.

Mr. DeVitto responded that along with himself, Mrs. Cogan, Mr. Neglia, Dr. Sargent, Mrs. Benos and Mrs. Gilfillan were in attendance.

Mrs. Mayer reported that Human Resources met on February 10. The committee discussed various personnel matters in the district. The committee was provided with an update concerning the use of recognized and unrecognized job titles as per a letter from the County office. The committee was updated on the status of the Transportation Supervisor search and consequent hire. The committee was provided with an update on current and upcoming waivers which include math teachers from PHHS covering classes for math teachers at PHS who are out on leave. The committee was updated on how the district is covering a current medical leave vacancy in the guidance department.

Mrs. Cogan reported that the Finance Committee met on January 21. Mrs. Cogan did not have her audit questions so they will be addressed at the next committee meeting. There was a 21-22 budget update. The district met with the principals and supervisors in December to go over wish list items and to verify student counts for accurate per pupil allocations. Costs of capital budget requests are currently being researched. The committee discussed the budget parameters for 21-22. Those goals were approved at the October 25 Board meeting. The committee reviewed the goals relating to fiscal sustainability. Finance committee procedures and timelines were discussed including the budget procedures, audit, the role of the finance committee, and the 2% allowable increase to the tax levy. Increases beyond the 2% allowable increase would need to go as a separate question to the voters. Banked cap, which expires three years after being banked, can be used to increase the tax levy. The district currently has \$94,100 in banked cap to use. Capital reserve can only be used for capital projects. The district is a compliance organization and has to abide by federal and state laws and regulations, local building codes, fire regulations etc. The spending freeze will occur this week and this happens around this time each year. The bid for the PHHS roof project is being advertised. Bids will be opened on February 23 and the contract will be awarded at the February 25 Board meeting.

Mrs. Von Achen asked what method was being used to send the positive messages about the schools.

Dr. Sargent explained that the discussion began with the observation that there is more attention being paid to school districts that have not been able to open instead of districts that have been open

and have students attending in person successfully. The district wanted to provide opportunities for the school community and the public to see that students are learning in person. A combination of photos of students at work will help to remind people about the good work that school districts are doing.

Mrs. Von Achen asked what transpired at the meeting with the town and what the next steps are.

Mr. Neglia responded that it was an initial meeting to discuss certain things that are going on in town such as the building projects. The hope is that this will continue and provide an open dialogue with the town on events that are going to impact the schools.

APPROVAL OF MINUTES

On a Motion by Mrs. Orme seconded by Mrs. Mayer, the Executive and Regular minutes of the January 21, 2021 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 11

Dr. Sargent reported that the district has reached a special milestone today as it was the 100th day of learning. The district worked hard to welcome children and teachers back to classrooms in September and she is very proud of the quality of teaching she sees when she visits the schools. There is a chorus of voices from the CDC, to President Biden, to the American Academy of Pediatrics reminding us that children need to be in school. They need to be around other children and engage with teachers who care about them. They need to do their learning in schoolhouses and the district has done that.

Earlier this week the district hosted Michele Parkins, an occupational therapist and published author who specializes in sensory processing and social emotional development, at the Special Education Parent Advisory Committee (SEPAC) meeting. Ms. Parkins spoke on how sensory processing differences might be impacting a child's behavior and social and emotional well-being. Attendees were also treated to a meet and greet with the district's new executive director of pupil personnel services, Mr. Keith Cortright.

The Student Safety Report for September through December is included in the Board member packets and will be submitted to the Department of Education. This data is collected twice

Parsippany-Troy Hills Board of Education
Minutes of the Regular Meeting of February 11, 2021

363

annually and also contains information about trainings and activities related to HIB policies and procedures.

The New Jersey Department of Education has granted waivers for graduation assessment requirements for the 2020-2021 school year. Seniors who have not satisfied assessment requirements for English and Mathematics but have otherwise met credit requirements, curriculum requirements and attendance requirements are eligible for graduation without any additional portfolio review or special appeal.

The Parsippany Focus magazine for February 2021 contains an article summarizing the progress on the district goals and references the link to the presentation the Board of Education saw last month.

For your consideration we have Bulletin items 1-22 with Addendum items 23-37 and Read-Ins

Dr. Savio presented the Secretary's Report

Tonight's Secretary's Report has the regular business motions. Dr. Savio also reported that there is significant interest from contractors in the PHHS Roof Replacement bid.

Mrs. Cogan brought it to the Board's attention that the audit is on the bulletin for this evening to be approved. The auditors presented the audit at the November 29 meeting but the State had not come out with all their information. The only change in the audit from November is the addition of the information from the State.

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

Number 11

February 11, 2021

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

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

1. **Student Safety Data System (SSDS) Report**
2020-2021 – Report Period 1

**STUDENT SAFETY
DATA SYSTEM
PER 1 20-21**

BE IT RESOLVED, that the Board approve the Student Safety Data System (SSDS) and HIB Trainings and Programs Period 1 Report – September 1, 2020 through December 31, 2020 for the 2020-2021 school year.

2. **Policy 5111**

**POLICY A
5111**

BE IT RESOLVED that the Board approve the request by Mr. Steven Linzenbold, principal of Lake Parsippany School, that student A, be allowed to complete his second grade year during the 2020-2021 school year as per Board of Education Policy 5111.

BE IT RESOLVED that the Board approve the request by Mr. Juan Cruz, Acting Principal of Rockaway Meadow School, that student B & C, be allowed to complete their fourth grade year during the 2020-2021 school year as per Board of Education Policy 5111.

3. **Parsippany College Connect Scholarship**

**COLLEGE CONNECT
SCHOLARSHIP**

BE IT RESOLVED that the Board accept and approve the Parsippany College Connect Scholarship in the amount of \$750/\$375.00 per scholarship. The scholarship will be awarded to a student from Parsippany High and Parsippany Hills High School.

II. GA – GENERAL ADMINISTRATION – JONI BENOS

4. 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; 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
Kelli Costa Michelle Nicoletta Erica Roche Michael DiSanto	NJASPERD Conference	2-22/2-23, 2021	Virtual	\$164.00 ea
Erica Fertig Mara Mamroud Joseph Wohlgemuth	Language Disorders vs Language Differences	3-18-21	Virtual	\$259.00 IDEA-B ea
Tiffany Poquette	Targeted Interventions	4-26-21	Virtual	\$279.00 Title II-A
Joanne Genovese	What’s New in Technology	2-24-21	Virtual	\$279.00/IDEA-B
Marie Ricca	Guided Reading	5-10-21	Virtual	\$279.00 Title II-A
Matthew Lazzari Joseph Guartafierro	Onshape Training – CADD Software	2-22-25-21	Virtual	\$500.00 ea
CHANGE Jen Shollenberger	Controversial Issues in Pediatric Audiology	From: 3-26/27 To 3-18/19	Virtual	\$240.00

5. 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:

District

Ms. Emily Gaab has donated the following to the Parsippany-Troy Hills Township School District:

One 4/4 Hermann Beyer Violin and case 7132201; one 4/4 Antonius/Wilson Violin and case 1716; one 14 inch Andrew Schroetter Viola and case 2948; and one 14-inch Jose Schuster Viola bow.

Parsippany High School

The Troy Hills School PTA has donated \$617.10 to the Parsippany High School Food Pantry.

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

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

6. Retirement - PTHEA

**RETIRE
PTHEA**

BE IT RESOLVED that the Board approve the resignation, for the purpose of retirement, of Joanne Safarik, Teacher at Eastlake Elementary School, effective July 1, 2021.

7. Resignation - Major-Extra Responsibility Assignment

**RESIGN
COACHING**

BE IT RESOLVED that the Board approve the resignation of Stephanie Pavone, Girls' Basketball Coach, at Brooklawn Middle School, effective January 27, 2021.

8. 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.

Suzanne Jones

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

Grade 2 Teacher

BA/Montclair State University
Elementary K-6
2 years
BA, Step 3, \$56,825.00
April 19, 2021
Northvail Elementary School
(Replacement –Hedden - Resigned)

9. 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 High School

James Cantelmo

Girls' Lacrosse

10. **Employment - Local 32**

**EMPLOY
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of Kesha Rutledge, who has successfully completed her 150-day probationary period as a Driver. A new contract should be issued to her in the amount of \$22,060.00 (prorated) for the 2020-2021 school year, effective February 1, 2021 to be signed by the Board President; and in accordance with the provisions of the 2016-2020 Agreement between the Board of Education and the Local 32 subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and the Local 32.

BE IT RESOLVED that the Board approve the employment of Sugelys Mendez-Pineiro, who has successfully completed her 150-day probationary period as a Driver. A new contract should be issued to her in the amount of \$22,060.00 (prorated) for the 2020-2021 school year, effective February 1, 2021 to be signed by the Board President; and in accordance with the provisions of the 2016-2020 Agreement between the Board of Education and the Local 32 subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and the Local 32

11. **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
Susan Muheisen	PHS	Science	\$2,178.35	01/29/21-03/23/21	1	1/7
Bryan DiMaulo	PHS	Science	\$1,980.99	01/29/21-03/23/21	1	1/7
Karina D'Elleto	PHS	Science	\$1,822.85	01/29/21-03/23/21	1	1/7
Kathleen McGuire	PHS	Science	\$2,905.71	01/29/21-03/23/21	1	1/7
Colleen VanHandle	CMS	Digital Art	\$1,657.83	01/26/21-04/01/21	1	1/7

12. **Change in Assignment**

**CHANGE
ASSIGN**

BE IT RESOLVED that the Board approve the following change in assignment effective February 1, 2021:

Stuart Goldfarb - Instructional Paraprofessional
From: Brooklawn Middle School
To: Parsippany High School

13. **Maternity Leave of Absence**

**MATERNITY LEAVE
OF ABSENCE**

Employee #40576, Teacher, has requested a maternity leave of absence on or about June 1, 2021 through June 23, 2021 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from September 1, 2021 through October 15, 2021.

Employee #49885, Teacher, has requested a maternity leave of absence on or about March 29, 2021 through May 14, 2021 utilizing accumulated personal days and sick leave. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from May 17, 2021 through June 23, 2021.

14. **Leave of Absence**

**LEAVE OF
ABSENCE**

BE IT RESOLVED that the Board approve a medical leave of absence for employee #40797, Teacher, effective February 3, 2021 through February 22, 2021 utilizing accumulated sick leave, pursuant to the Family and Medical Leave Act (FMLA).

BE IT RESOLVED that the Board approve a medical leave of absence for employee #31195, Teacher, effective January 19, 2021 through March 3, 2021 utilizing accumulated sick leave and personal days. And pursuant to the PTHEA Agreement, she is also requesting an unpaid leave of absence effective March 4, 2021 through June 23, 2021.

BE IT RESOLVED that the Board approve an unpaid leave of absence for employee #10122, Driver, effective February 1, 2021 through April 30, 2021 pursuant to the NJ Family Leave Act (NJFLA).

BE IT RESOLVED that the Board approve a leave of absence for employee #11395, Teacher, effective February 16, 2021 through February 22, 2021 utilizing family illness and personal days, and an unpaid leave of absence from February 23, 2021 through March 26, 2021 pursuant to the Family and Medical Leave Act (FMLA).

15. **Additional Sick Days – Non-Affiliated**

BE IT RESOLVED that the Board approve thirty (30) additional non-accumulative sick days with pay, for Employee #30888, Confidential Secretary, from March 19, 2021 through April 30, 2021.

16. **Corrections**

CORRECTIONS

BE IT RESOLVED that the Board approve the following corrections:

Resignation - PTHEA

Mina Kelaid

From: effective February 15, 2021, or sooner if a replacement is found

To: effective January 28, 2021

Approval of Employment – Pending Completion

Victoria DeLoreto

From: effective February 17, 2021, or sooner

To: effective February 16, 2021

Jamie Iannuzzi

From: BA+15 Step 1 - \$57,625.00

To: BA+30 Step 1 - \$58,925.00

Effective 2/16/21

Acting Confidential Secretary

Lisa Galioto

From: at a rate of \$133.90/diem from October 29, 2020 through January 29, 2021

To: at a rate of \$133.90/diem from October 29, 2020 through April 30, 2021

Fall/Winter/Spring Coaching

From:

Brooklawn Middle School 20201-2021 School Year Coaches				
Sport	Name	Step	Stipend	
Girls' Basketball	Stephanie Pavone	3	\$2,995.00	(split)
Girls' Basketball	Gia Rosamilia	3	\$2,995.00	(split)

To:

Brooklawn Middle School 20201-2021 School Year Coaches				
Sport	Name	Step	Stipend	
Girls' Basketball	Gia Rosamilia	3	\$5,991.00	

Parsippany-Troy Hills Board of Education
Minutes of the Regular Meeting of February 11, 2021

From:

Parsippany High School 20201-2021 School Year Coaches				
Sport	Position	Name	Step	Stipend
Volleyball	Assistant Coach	Joseph Dasti	3	\$6,779.00

To:

Parsippany High School 20201-2021 School Year Coaches				
Sport	Position	Name	Step	Stipend
Volleyball	Assistant Coach	Gina Albruzzese	3	\$6,779.00

Effective 2/1/2021

Major Extra Responsibility Assignment 2020-2021

Parsippany High School
Head Coach - Girls' Lacrosse

From: Andrew Miller Step 3 \$7,931.00
 To: Robert Brucken Step 1 \$7,135.00
 Effective 2/12/21

Waiver of Teaching Load

From:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Maria Gakos	Littleton	Kindergarten	\$6,384.36	9/14/20 -01/29/21	1	1/7
Caitlyn Moschella	Littleton	Kindergarten	\$5,475.30	9/14/20 -01/29/21	1	1/7
Michelle Gandhi	PHHS	Science	\$5,508.85	01/19/21-06/22/21	1	1/7

To:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Maria Gakos	Littleton	Kindergarten	\$8,993.03	9/14/20 -06/22/21	1	1/7
Caitlyn Moschella	Littleton	Kindergarten	\$10,302.99	9/14/20 -06/22/21	1	1/7
Michelle Coolbaugh	PHHS	Science	\$6,806.83	01/19/21-06/22/21	1	1/7

Maternity Leave of Absence

Employee #40735

From: a maternity leave of absence on or about April 1, 2021 through April 30, 2021 utilizing accumulated sick leave and personal days. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from May 3, 2021 through June 23, 2021.

To: a maternity leave of absence on or about April 12, 2021 through April 30, 2021 utilizing accumulated sick leave and personal days. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from May 3, 2021 through June 23, 2021.

Employee #43752

From: a maternity leave of absence on or about March 2, 2021 through April 28, 2021 utilizing accumulated sick leave and personal days. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from April 29, 2021 through September 29, 2021.

To: a maternity leave of absence on or about March 2, 2021 through April 27, 2021 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from April 28, 2021 through September 29, 2021.

Leave of Absence

Employee #30888

From: a medical leave of absence effective October 9, 2020 through January 15, 2021 utilizing accumulated sick leave, personal days and floating holiday pursuant to the Family and Medical Leave Act (FMLA). She is also requesting a medical leave of absence (post-FMLA) effective January 19, 2021 through January 29, 2021 utilizing a floating holiday and vacation days.

To: a medical leave of absence effective October 9, 2020 through January 15, 2021 utilizing accumulated sick leave, personal days and floating holiday pursuant to the Family and Medical Leave Act (FMLA). She is also requesting a medical leave of absence (post-FMLA) effective January 19, 2021 through April 30, 2021 utilizing a floating holiday, vacation days, family illness days, and additional sick days.

Employee #49559

From: an unpaid leave of absence effective January 25, 2021 through February 11, 2021 pursuant to the NJ Family Leave Act.

To: an unpaid leave of absence effective January 25, 2021 through April 23, 2021 pursuant to the NJ Family Leave Act. She is also requesting an unpaid leave of absence (post-NJFMLA) effective April 26, 2021 through April 30, 2021.

V. PPS – PUPIL PERSONNEL SERVICES – MR. KEITH CORTRIGHT

17. **Home Instruction – Change in Anticipated End Date**

**HOME
INSTR**

BE IT RESOLVED that the Board approve the following change in the anticipated end date for the following students on home instruction, originally approved in the bulletin of December 17, 2020.

<u>Student</u>	<u>School</u>	<u>Grade</u>	<u>Reason</u>	<u>Anticipated End Date</u>
30675	PHHS	12	Medical	March 31, 2021

18. **SEMI Correction Action Plan**

**SEMI
CORR ACTION**

BE IT RESOLVED that the Board approve the submission of a SEMI Corrective Action Plan for the 2020-2021 school year to the County Superintendent's office.

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

19. **Payment of Bills**

**PAYMENT
OF BILLS**

BE IT RESOLVED, that the Board of Education approve the payment of current bills for February 11, 2021 for the 2020-2021 school year in the amount of \$8,141,361.56.

BE IT RESOLVED that the Board of Education approve the payment of current bills/outstanding warrants for School Activities for the month of January 2021 school year in the amount of \$4,041.83.

20. **Transfer of Funds**

**TRANSFER
OF FUNDS**

BE IT RESOLVED that the Board of Education authorize the transfers in the 2020-2021 budget per detail of transfers report, January 2021 for the 2020-2021 school year, per state law.

21. **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 December, 2020.

Pursuant to N.J.A.C. 6:20-2:13(d), I certify that as of the end of December 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 December 2020 after review of the Secretary's monthly financial report for December 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.

22. **Acceptance of CAFR**

**ACCEPTANCE
OF CAFR**

WHEREAS, the Parsippany-Troy Hills Township Board of Education is in compliance with N.J.S.A. 18A:23-1 and has had an annual audit of the district's accounts and financial transactions as of June 30, 2020;

BE IT RESOLVED, that the Parsippany-Troy Hills Township Board of Education accepts the Comprehensive Annual Financial Report and the Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance with no recommendations as submitted by Wiss and Company, the district's auditors, having been presented and reviewed at the public meeting on November 19, 2020.

BE IT FURTHER RESOLVED, the Parsippany-Troy Hills Township Board of Education acknowledges that the 2019/2020 Synopsis of Audit is available to the public and approves the submission to the New Jersey Department of Education.

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS
SUPERINTENDENT'S BOARD OF EDUCATION BULLETIN
Number 11 ADDENDUM **February 11, 2021**

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

23. **Harassment, Intimidation, and Bullying** **HIB**

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for February 11, 2021.

24. **Related Service Providers** **RELATED
SVC PROVID**

BE IT RESOLVED that the Board approve Theranorth Services, LLC as a related service provider effective February 9, 2021 through the remainder of the 2020-2021 school year at the hourly rate of \$116.00 for Occupational Therapy and Speech Services.

BE IT RESOLVED that the Board approve Progressive Steps, NJ as a related service provider effective February 11, 2021 through the remainder of the 2020-2021 school year at the hourly rate of \$120.00 for Physical Therapy and \$95.00 per hour for Developmental Intervention Therapy.

25. **Stipends – ABA Trained Professional Stipend** **ABA PARA**

BE IT RESOLVED that the Board approve Amber Gilbert as an ABA-trained paraprofessional with a stipend of \$1,200.00 (prorated), for the 2020-2021 school year, effective January 29, 2021 – June 22, 2021.

26. **Resignation - PTHEA** **RESIGN
PTHEA**

BE IT RESOLVED that the Board approve the resignation, for the purpose of retirement, of Mansureh Baghadoost, Teacher at Troy Hills Elementary School, effective July 1, 2021.

27. **Resignation - PTHESA** **RESIGN
PTHESA**

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

Effective March 12, 2021:

Loida Guzman

Paraprofessional

Lake Hiawatha Elementary School

28. **Resignation - Substitute Nurse**

**RESIGN
SUB NURSE**

BE IT RESOLVED that the Board approve the following resignation:

Effective March 5, 2021:

Tiffany Meng Pupil Personnel Services

29. **Resignation - Seasonal Worker**

**RESIGN
SEASONAL**

BE IT RESOLVED that the Board approve the following resignation:

Effective February 12, 2021:

Jake Crane Maintenance

30. **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
Jake Crane (Replacing Scott Roselli)	\$31,037.00	2/16/21	Maintenance Worker	Maintenance

31. **Temporary Additional Duties**

**TEMP ADDL
DUTIES**

BE IT RESOLVED that the Board approve a stipend payment in the amount of \$14,354.97 to Stacy Bush, Guidance Counselor, for covering additional caseload from January 19, 2021 through April 1, 2021.

32. **Change in Assignment**

**CHANGE
ASSIGN**

BE IT RESOLVED that the Board approve the following change in assignment effective February 9, 2021:

Cynthia Gibson - Paraprofessional
From: Brooklawn Middle School
To: Northvail Elementary School

33. **Change of Assignment/Contract – Local 32**

**CHANGE
LOCAL 32**

BE IT RESOLVED that the Board approve the individual named below who has been reassigned for the 2020-2021 school year, necessitating the following change in contract, effective February 16, 2021 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.:

Salvatore Coraggioso

From: Custodian (Part-time) - Brooklawn Middle School \$15.10/hour
To: Custodian - Parsippany High School
\$32,128.00 + \$1,920.00 (Tues-Sat) + \$1,324.00 (Black Seal)
Replacing Carlos Cordova

34. **Maternity Leave of Absence**

**MATERNITY LEAVE
OF ABSENCE**

Employee #49859, School Psychologist, has requested a maternity leave of absence on or about May 28, 2021 through June 23, 2021 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from September 1, 2021 through November 23, 2021.

Leave of Absence

**LEAVE OF
ABSENCE**

BE IT RESOLVED that the Board approve a medical leave of absence for employee #49647, Supervisor, effective February 10, 2021 through February 26, 2021 utilizing accumulated sick leave, pursuant to the Family and Medical Leave Act (FMLA).

35. **Independent Study**

**INDEPENDENT
STUDY**

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

TV III

Vincent Coppola

36. **Unpaid Leave of Absence**

**LEAVE OF
ABSENCE**

BE IT RESOLVED that the Board approve an unpaid leave of absence for Employee #49091, Noontime Aide at Mt. Tabor, effective February 11, 2021 through March 31, 2021.

37. **Corrections**

CORRECTIONS

BE IT RESOLVED that the Board approve the following corrections:

Lead Teachers - 2020-2021

PHS

Special Education Lead Teacher

From: Mina Kelaid

To: Jason Hurta

Effective February 8, 2021

Change in Assignment - PTHEA

Melissa Laurie - Knollwood Elementary School

From: Effective January 19, 2021

To: Effective February 16, 2021

Maternity Leave of Absence

Employee #50052

From: a maternity leave of absence on or about February 17, 2021 through March 12, 2021 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from March 15, 2021 through June 11, 2021, and pursuant to the PTHEA Agreement, she is also requesting an unpaid leave of absence from June 14, 2021 through June 22, 2021.

To: a maternity leave of absence on or about February 4, 2021 through March 5, 2021 utilizing accumulated sick leave and personal days. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from March 8, 2021 through June 4, 2021, and pursuant to the PTHEA Agreement, she is also requesting an unpaid leave of absence from June 7, 2021 through June 23, 2021.

Leave of Absence

Employee #50196

From: a leave of absence effective January 19, 2021 through February 11, 2021 utilizing accumulated sick leave, and family illness and personal days.

To: a leave of absence effective January 19, 2021 through February 16, 2021 utilizing accumulated sick leave, and family illness and personal days, and an unpaid medical leave of absence from February 17, 2021 through March 12, 2021.

Superintendent's Bulletin No. 11
February 11, 2021
Read-Ins

Page/Number	Explanation																												
Page 2 / #4	<p><u>Travel and Work Related Expenses</u></p> <p><u>ADD</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Name</th> <th style="text-align: left;">Purpose</th> <th style="text-align: left;">Date</th> <th style="text-align: left;">Location Estimated Expenses</th> </tr> </thead> <tbody> <tr> <td>Michelle Dominy-Marx</td> <td>Ambulation Activities</td> <td>3-5-21 Virtual</td> <td>\$369.00 IDEA-B</td> </tr> <tr> <td>Beth DiBello</td> <td>Fountas and Pinnell</td> <td>4-8-21 Virtual</td> <td>\$160.00 Title IIA</td> </tr> <tr> <td>Vicky Santana</td> <td>College Board Prep</td> <td>3-11-12-21</td> <td>\$250.00</td> </tr> <tr> <td>Beth Raff</td> <td>New Tools for Libraries</td> <td>3-23-21</td> <td>\$279.00</td> </tr> <tr> <td>Justin Altschul Karen Brzezinski Christioher Wells</td> <td>NJAAHPERD Conf</td> <td>2-22-23-21</td> <td>\$164.00 ea</td> </tr> <tr> <td>Yamilette Mercedes Rich Vicky Santana Thomas Farrell</td> <td>NJECC Ed Tech Conf</td> <td>3-9-10-21</td> <td>\$160.00 ea NJECC Entitlements</td> </tr> </tbody> </table>	Name	Purpose	Date	Location Estimated Expenses	Michelle Dominy-Marx	Ambulation Activities	3-5-21 Virtual	\$369.00 IDEA-B	Beth DiBello	Fountas and Pinnell	4-8-21 Virtual	\$160.00 Title IIA	Vicky Santana	College Board Prep	3-11-12-21	\$250.00	Beth Raff	New Tools for Libraries	3-23-21	\$279.00	Justin Altschul Karen Brzezinski Christioher Wells	NJAAHPERD Conf	2-22-23-21	\$164.00 ea	Yamilette Mercedes Rich Vicky Santana Thomas Farrell	NJECC Ed Tech Conf	3-9-10-21	\$160.00 ea NJECC Entitlements
Name	Purpose	Date	Location Estimated Expenses																										
Michelle Dominy-Marx	Ambulation Activities	3-5-21 Virtual	\$369.00 IDEA-B																										
Beth DiBello	Fountas and Pinnell	4-8-21 Virtual	\$160.00 Title IIA																										
Vicky Santana	College Board Prep	3-11-12-21	\$250.00																										
Beth Raff	New Tools for Libraries	3-23-21	\$279.00																										
Justin Altschul Karen Brzezinski Christioher Wells	NJAAHPERD Conf	2-22-23-21	\$164.00 ea																										
Yamilette Mercedes Rich Vicky Santana Thomas Farrell	NJECC Ed Tech Conf	3-9-10-21	\$160.00 ea NJECC Entitlements																										
Page 2 #5	<p><u>Gifts to District</u></p> <p><u>ADD</u></p> <p><u>Parsippany High School</u></p> <p>MedicZero Inc. has donated 40 Inflatable Mannequins for CPR Training paid for through the American Heart Association to Parsippany High School.</p>																												

NEW BUSINESS

NEW BUSINESS

Mrs. Cogan reported that she attended the SEPAC meeting and found it very interesting. She asked if a recording would be available. She reported that she attended the School Boards leadership meeting today, sponsored by the Army. It is going to be a series and she encouraged other Board members to attend. Today's meeting was about resiliency.

HEARING OF PUBLIC

HEARING OF PUBLIC

Judy Pierce – Ms. Pierce represents Preschool Advantage, a nonprofit organization specializing in sending children to preschool. The application for this process began January 1. She asked that the program be encouraged with employees and spread the word to the community.

Ryan Archer – Mr. Archer commented that this is not the best learning environment for students and requested the district be all remote until vaccinations can be given.

Joseph Kyle – Mr. Kyle added that the teachers are not as effective as they could be and instruction would be better and more effective if teachers could teach from home until it's warmer and vaccines can be received.

Antonia Hernandez – Ms. Hernandez asked the Board to consider pausing hybrid learning for the winter months and go all remote.

Erica Pizza – Ms. Pizza shared her comment from the letter to the BOE regarding switching to all remote learning for consistent instruction.

Donna Hocke – Ms. Hocke believes the children should be in school full time.

Stephanie Shaughnessy – Ms. Shaughnessy says that her children are not thriving at home and wants her children to be in the classroom.

Heather – She said that her children do better when they are at school because they are not motivated at home. She commented that closing schools is not the answer.

Ann Boscia – Ms. Boscia requested that the teachers be able to have the March parent-teacher conferences from home rather than from the school.

Alexandra Partington – Ms. Partington said that the teachers are risking their lives and asked to go remote for the next month until the weather gets warmer and the teachers can get the vaccine.

Kelly Hemmenway – Ms. Hemmenway commented that the students need to be kept safe. She asked the Board to consider going fully remote until it gets warmer and teachers can get vaccinated.

Closing of Public Session.

Dr. Sargent thanked Judy Pierce and added that the Preschool Advantage pamphlets are available to families in the buildings. Educators understand how important and valuable a preschool opportunity is for children for social development and for language development. Kindergarten teachers can tell the children who have come from a very literate household or have had a preschool experience. The district values and appreciates the work that Preschool Advantage does on behalf of the families. She thanked the teachers and parents for their comments on this very complex issue. She believes children need to be in school but recognizes that this is an extremely challenging time. There may be classrooms with 1-2 students but many of the elementary classes have 7-9 children in them and the environment is thriving and the children are positive and happy to be back. The district will continue to monitor the health situation in the community and in the region and apply any new health guidelines as they are communicated by the State and the local health official.

**ROLL CALL: SUPERINTENDENT’S BULLETIN #11
 AND SECRETARY’S REPORT**

**ROLL CALL
 VOTES**

On a motion by Mrs. Von Achen seconded by Mrs. Cogan, Superintendent’s Bulletin Number 11 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					
Mrs. Von Achen	X					
Mrs. Cogan	X					
Mr. Neglia	X					

Parsippany-Troy Hills Board of Education
Minutes of the Regular Meeting of February 11, 2021

ADJOURN

ADJOURN

There being no further business, the executive and public meeting adjourned at 7:35 p.m. on a motion by Mr. DeVitto, seconded by Mrs. Golderer 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
Comptroller

**FOR ALL APPENDICES AND EXHIBIT ATTACHMENTS
AFOREMENTIONED IN THESE MINUTES, PLEASE
REFER TO THE SUPERINTENDENT’S BULLETIN # 11
INCLUSIVE OF THE SECRETARY REPORT
INITIALLY RECEIVED IN THE BOARD PACKET
AND NOW POSTED AT THE DISTRICT WEBSITE**