

**PARSIPPANY-TROY HILLS
BOARD OF EDUCATION
REGULAR MEETING OF
Thursday, March 25, 2021**

The Parsippany-Troy Hills Board of Education held its Regular Meeting on Thursday, March 25, 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 6:02 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 March 12, 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. Timothy Berrios
 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
 Mr. Keith Cortright, Executive Director of Pupil Personnel Services

Absent & Excused: Mr. Andrew Choffo

ADJOURN TO EXECUTIVE SESSION

**ADJOURN TO
EXEC SESSION**

Mr. Neglia made a motion to adjourn to closed session. The motion was moved by Mrs. Orme, seconded by Mrs. Von Achen 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 and personnel 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:
Student HIBs and personnel 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 not be disclosed to the public within 60 days hereof.

RECONVENE OPEN SESSION

**RECONVENE
OPEN SESSION**

On a motion by Mr. Berrios, seconded by Mr. DeVitto and unanimously approved by roll call vote the regular meeting reconvened at 6:32 p.m.

A moment of silence was held for Gracie Miller, a former Mount Tabor School student.

STUDENT REPORTS

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

CORRESPONDENCE

None

CORRESPONDENCE

UNFINISHED BUSINESS

None

UNFINISHED BUSINESS

COMMITTEE REPORTS

COMMITTEE REPORTS

Mrs. Mayer reported that the Teaching and Learning Committee met on March 17. The committee discussed the book, Journeys, which was shared and read by committee members for Board approval for the 9th grade high school book club. A chart of all the summer programs was shared with the committee. Dr. Axelrod highlighted a new summer program called Summer Skills Boot Camp. The purpose of this program is to address learning loss in math and reading for the district's most at-risk students in Grades 1-6. Students will receive small group, in-person instruction three hours per week for five weeks. The March 15th Professional Learning Day went well. Teachers

participated in trainings, curriculum work and departmental activities in the morning. This was followed in the afternoon by time for articulation, collaboration and personal professional needs. Final exams will not be held at the high schools this year. This decision was based on the need to use the time to make up for any learning loss and to move forward with instruction. The NJDOE has requested a waiver this year for the NJSLA Spring Assessments. The district is uncertain at this date whether New Jersey will have spring assessments; however, the district is preparing in order to be ready if testing does move forward. Based on the K-5 mid-year reading assessments, the district has seen some declines in reading performance since last year due to hybrid instruction. As a result, the district will be transitioning some of the reading specialists to offer extra reading instruction and assistance in the schools with the most at-risk students.

Mr. DeVitto reported that the Communications Committee met on March 22. The committee discussed the Planning Board Meeting Statements and upcoming Township Meetings. There are no further statements at this time.

Mr. DeVitto reported that the Policy Committee met on March 22. The committee discussed the policies in addendum item #29 for first reading.

Mr. Berrios asked when a draft of the Planning Board Statement would be available.

Dr. Sargent responded that any statement from the Board of Education at this time would be ill-placed and inappropriate so it was tabled.

Mr. Berrios commented that it may be inappropriate now but the plan is short term and something should be ready by the end of the summer.

Dr. Sargent responded that the Communications Committee will be prepared for that.

Mrs. Mayer reported that the Human Resources/Labor Relations Committee met on March 24. The committee reviewed the abstracts for teaching staff being non-renewed for the 2021-2022 school year. These employees have contracts that expire on June 30, 2021; however, they will not be given a contract for the 2021-2022 school year. The committee also reviewed the abstracts for employees who are completing their fourth year in the district and will gain tenure at the start of the 2021-2022 school year. Dr. Sargent and Dr. Sutter reviewed the transfer and change of assignment lists which will be in the April 15 bulletin. It was explained that these changes are for district operational needs. The committee discussed both the 2021-2022 Non-Affiliated salaries and Miscellaneous Salary rates. Committee members will discuss this topic at an upcoming executive meeting. Dr. Sargent and Dr. Sutter reviewed with the committee the rationale and reasons for the upcoming postings for vacant jobs and positions in the district.

Mrs. Cogan reported that the Finance Committee met on March 25. The 2021-2022 budget has been approved by the County Business Administrator. It is awaiting County Superintendent approval. The Board will have until the budget hearing in April to change line items. The committee discussed an increase in the rate of pay for the Class III officers. The officers currently receive \$30 per hour and in order to attract quality candidates, the Township has asked the district to raise the rate of pay by \$5. The district currently has two officers, as one resigned at the beginning of

the year and had not been replaced. The officers work in the district for the full school day and then return to the police department. The Township absorbs many costs associated

with the Class III officers, including training, vehicles and insurance. The Finance Committee supports the recommendation. There is no increase in the cost for the SROs or the Director of Security. The committee is not sure passing the resolution for Chapter 44 will do any good. The committee will determine, in the next two weeks, if our elected officials have an interest in resolving the Chapter 44 issues. There is latitude in spending the stimulus money with two specific allocations for Learning Acceleration and Mental Health. The district's allocations are \$1,227,725 for ESSER II, \$78,789 for Learning Acceleration and \$45,000 for Mental Health. Students can be supported through the 2022-2023 school year with this funding.

Mr. Berrios asked what the total impact of the \$5 increase is to the district and why it was recommended by the Township.

Dr. Sargent responded that in conversation with the Township, the district's initial agreed upon rate was \$25 per hour. As other districts began creating these positions, the rates increased and the best candidates were being hired elsewhere. There was a recommendation and agreement to move to \$30 per hour. The same situation is occurring now. The district currently has two of three officers working because one left to join another district. Given the hybrid status, the district has managed well with two officers. When the Township did their most recent hiring the Township offered \$35 per hour in order to attract the best candidates and absorbed the increase. The request was made by the Township for the district to cover the \$5 increase going forward. When you look at surrounding towns, \$35 is appropriate, reasonable and manageable within the budget.

Mr. Berrios asked if anyone had conversations with Assemblywoman DeCroce, about the Chapter 44 issue because she has said that she had not heard from the district.

Mrs. Cogan explained that that is the reason why the committee held off on the resolution. The committee wants to investigate what the elected officials' positions are.

Mr. Berrios asked what the next step is.

Mrs. Cogan answered that it had not been decided yet.

Dr. Sargent thanked Mr. Berrios for asking about speaking to the representatives and explained that she emailed the local assemblypeople and state representatives due to the activity in the legislature regarding bills moving forward on learning loss. Dr. Sargent emailed the representatives offering to speak to them about the initiatives the district has going on so they can understand that many of the things they are looking to legislate are already happening.

APPROVAL OF MINUTES

On a Motion by Mrs. Von Achen seconded by Mrs. Mayer, the Executive and Regular minutes of the March 11, 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 14

There are several new things in the district that make it easier to believe that a normal school year might be right around the corner. A friend and colleague in the district connected the district with leadership at Atlantic Health Systems to provide the district staff with direct scheduling access to COVID-19 vaccinations. As a result, as of today, 287 individuals have received appointments for vaccinations and are being provided with coverage if the appointments take place during the school day. This is a positive step toward establishing a healthy learning environment for all. The addition of more students at the high schools, middle schools and Knollwood, Northvail and Troy Hills elementary schools has gone extremely well. The teachers have enjoyed having more students in class and there is a great dynamic building in the schools. The district is excited for the rest of the schools to enjoy this new schedule shortly. Updated guidance from the New Jersey Department of Health allows for three feet of physical distancing for elementary school students and continues the six feet recommendation for middle and high schools. The district is continuing to move forward with the plan to combine the rest of the elementary cohorts on April 12. Families who expressed interest in having their fully remote student attend in-person after the spring break will hear from school principals no later than tomorrow. A revised school calendar is recommended for approval this evening which would add the two unused snow emergency days to the end of the school year. This would make the final student day Friday, June 18. The district is currently planning for a June 22 graduation for Parsippany High School and a June 23 graduation for Parsippany Hills High School.

For your consideration we have Bulletin items 1-28 with Addendum items 29-44 and Read-Ins

Dr. Savio presented the Secretary's Report

Tonight's Secretary's Report has the regular business motions including the refinancing of the current ESIP lease.

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

Number 14

March 25, 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. Job Description – Ex. Director of Pupil Personnel Services

**JOB
DESCRIPTION**

BE IT RESOLVED that the Board approve the amended Job Description for the position of Executive Director of Pupil Personnel Services and submittal to the Executive County Superintendent. The Executive County Superintendent shall review annually all previously approved unrecognized position titles and shall determine whether the titles will be continued for the next school year, per N.J.A.C. 6A:9B-5.5.

JOB DESCRIPTION

TITLE:	<u>Executive Director of Pupil Personnel Services</u>
REPORTS TO:	Superintendent
SUPERVISES:	Special Services Personnel, Nurses, Guidance Counselors, Student Assistant Counselors, Supervisors of Special Education, Supervisor of Guidance and Medical Services
QUALIFICATIONS:	A SCHOOL ADMINISTRATOR, OR STANDARD PRINCIPAL CERTIFICATE A valid New Jersey certificate as Principal or School Administrator, or a valid New Jersey certificate as Director of Pupil/Personnel Services
JOB GOAL:	Manages and directs the activities of the pupil services department while implementing and delivering the following programs: special education, school nursing and health services, home instruction, guidance, extended school year and auxiliary programs. Ensures that all programs and related services are in compliance with NJ administrative code, state, and federal law and Board policy.

PERFORMANCE RESPONSIBILITIES:

1. Provides vision and leadership in the development of the district's special education programs; coordinates and supervises related activities. Evaluates existing programs and makes recommendations for improvements.
2. Develops program proposals, budgets, action plans, and evaluative reports as required; presents proposals and reports to the administration, school staff and community and Board of Education when requested by the Superintendent.
3. Collects and analyzes data, particularly State assessments, regarding the achievement of students and other pertinent information affecting the design and implementation of services and programs.
4. Supervises school psychologists, learning consultants, social workers, behaviorists, occupational, physical and speech therapists.
5. Supervises, coordinates, assesses and implements the administration of all Guidance and Substance Abuse Counseling (SAC) programs for the District.
6. Coordinates and supervises the school nurses and the health services programs.

7. Keeps informed on all legal requirements governing special education and ensures that all requirements under NJ administrative code, state and federal law and Board policy are met.
8. Serves as the strategic planning leader for the creation and implementation of new school and instructional opportunities for students with special needs grades preschool through 12. Participates in the development and implementation of inservice programs.
9. Directs staff in the maintenance of student files to comply with state rules and regulations.
10. Coordinates non-public school services as required under Chapter 192-193 and IDEA.
11. Assumes responsibility for the recruitment, assignment, and supervision of all certified and non-certified pupil services and special education staff.
12. Establishes procedures for the evaluation, placement and reevaluation of students in need of special education services.
13. Supervises the coordination of transition activities between schools to ensure smooth transition for all students and parents between buildings.
14. Coordinates articulation meetings within and between schools.
15. Supervises the home instruction program.
16. Responsible for the timely submission of federal and state entitlement and grant applications, administers grant-funded special education programs and ensures district compliance with all related eligibility requirements.
17. Works in collaboration with other central office staff in analyzing and evaluating procedures within schools and central office and makes recommendations as required.
18. Assumes responsibility for own professional growth and development; for keeping current with the literature, new research findings, improved techniques, and for attending appropriate professional meetings and conventions.
19. Ensures the implementation of Individual Education Plans for the district's classified students.
20. Assumes responsibility for the preparation and timely submission of all required federal, state, NJDOE, county and internal reports.
21. Serves as the ADA and Section 504 Compliance Officer for the district.
22. Assists the Superintendent in development of school policy related to special education and pupil services.
23. Initiates, facilitates, and maintains liaison with community agencies and other resources to meet the special needs of students. Makes referral recommendations to agencies when appropriate.
24. Advises parents, students, staff, community members, and the Board of Education on special education, guidance and compensatory programs.
25. Cooperates with district administrators to plan, coordinate, and evaluate district special education programs and to evaluate the performance of pupil services staff assigned to each school.
26. Monitors the placement of students requiring out of district settings and the return of out of district students back to district.
27. Supervises and ensures verification and input of information throughout the school year for the SSDS HIB Trainings and Programs.
28. Other duties as assigned by the Superintendent.

2. **2020-2021 Revised School Year Calendar**

**2020-2021 REVISED
CALENDAR**

BE IT RESOLVED that the Board approve the revision to the 2020-2021 school year calendar due to having two (2) unused snow days as follows:

DAY/DATE	FROM:	TO:
Last day of School for Students	June 22	June 18
Last day of School for Staff	June 23	June 21

Graduation/Moving-Up Dates

PHS Graduation	June 22	June 22 – 9:30 AM @ PHS
PHHS Graduation	June 22	June 23 – 9:30 AM @ PHHS
Brooklawn Moving-Up	June 21	June 18 – 9:00 AM @ PHHS
Central Moving-Up	June 21	June 21 – 9:30 AM @ PHS

II. GA – GENERAL ADMINISTRATION – JONI BENOS

3. Travel and Work Related Expenses

**TRAVEL &
EXPENSES**

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

WHEREAS, 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
Jamie Fugowski	Evidenced-Based Development Pediatric Brain	March/April	Virtual	\$199.00 IDEA-B
Kendall Edwards	Practice Sense – Sensory Integration	March/April	Virtual	\$300.00 IDEA-B
Melissa Laurie	TCRWP – Teaching of Reading	July 19-23 2021	Virtual	\$850.00

4. Gifts to the District

**GIFTS TO
THE DISTRICT**

BE IT RESOLVED that the Board accept the following gifts and that the Superintendent send a letter of appreciation:

Eastlake Elementary School

The Eastlake PTA has donated \$1,145.00 to the Board of Education to help support Cultural Arts at Eastlake School.

Lake Hiawatha School

Waibhav Tembe has donated an ECR4kids GUS Climb-n-Crawl Caterpillar Tunnel, Indoor/Outdoor Fun Kids Play Structure expandable (7 feet long) – Model ELR-035 to Lake Hiawatha School.

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

5. 9th Grade High School Book Club Novels

GR 9 HS NOVELS

BE IT RESOLVED that the Board approve the following novels:

Grade	School	Novel
9	PHS/PHHS	Big Fish by Daniel Wallace
9	PHS/PHHS	Homecoming by Cynthia Vogel
9	PHS/PHHS	Everything, Everything by Nicola Yoon
9	PHS/PHHS	Opposite of Always by Justin A. Reynolds
9	PHS/PHHS	Since We Last Spoke by Brenda Rufener

6. Student Teachers

**STUDENT
TEACHERS**

BE IT RESOLVED that the Board approve the following student teachers for the 2021-2022 school year to be completed virtually unless determined otherwise as the new school year approaches:

Student Name	Cooperating School	Requesting University	Dates
Nicolas Bova	Central Middle	William Paterson	9/1/21-12/9/21
Michael Quartucci	Eastlake/Intervale	William Paterson	9/1/21-12/9/21
Melissa Tirone	Mt. Tabor	William Paterson	9/1/21-12/9/21

7. Summer Skills Bootcamp

**SMT SKILLS
BOOTCAMP**

BE IT RESOLVED that the Board approve the Summer Skills Bootcamp Program during the summer of 2021, forty teachers will be assigned to teach in person small group instruction for elementary math or literacy, grades 1-6 at \$45.00 per hour.

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

**APPOINT
VOL-EXTRA**

BE IT RESOLVED that the Board approve the appointment of the following individuals as a volunteer extra-curricular athletic aides in the areas indicated:

Parsippany Hills High School

Jamel Demir Baseball
Stephen Vecchione Boys' Lacrosse

Parsippany High School

Adam Starr Baseball

16. **ESL Translator**

**ESL
TRANSLATOR**

BE IT RESOLVED that the Board approve Angela Davis as an ESL Translator at the rate of \$41.00 per hour to be paid out of the Title III Grant Funds for the 2020-2021 school year.

17. **Waivers of Teaching Load**

WAIVERS

BE IT RESOLVED that the Board approve the waivers 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
Deirdre Wilson	CMS	Math	\$618.94	3/9/21-4/1/21	1 class Everyday	1/7
Ann Savadjian	CMS	Math	\$570.42	3/9/21-4/1/21	1 class Everyday	1/7
Laura DeSantis	CMS	Math	\$570.42	3/9/21-4/1/21	1 class Everyday	1/7

18. **Leaves of Absence**

**LEAVES OF
ABSENCE**

BE IT RESOLVED that the Board approve a medical leave of absence for employee #31073, Teacher, effective February 24, 2021 through March 31, 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 #49872, Reading Specialist, effective March 22, 2021 through May 7, 2021 utilizing accumulated sick leave and personal days, pursuant to the Family and Medical Leave Act (FMLA).

BE IT RESOLVED that the Board approve a medical leave of absence for employee #40893, Teacher, effective February 24, 2021 through March 24, 2021 utilizing accumulated sick leave and personal days, and an unpaid

medical leave of absence from March 25, 2021 through March 30, 2021 pursuant to the Family and Medical Leave Act (FMLA).

19. **Corrections**

CORRECTIONS

BE IT RESOLVED that the Board approve the following corrections:

Maternity Leave of Absence

Employee #50056

From: a maternity leave of absence on or about February 1, 2021 through March 4, 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 5, 2021 through June 3, 2021, and pursuant to the PTHEA Agreement an unpaid leave of absence from June 4, 2021 through June 23, 2021.

To: a maternity leave of absence on or about February 1, 2021 through March 4, 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 5, 2021 through June 3, 2021.

Waivers of Teaching Load

From:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Maria Nicolaro	CMS	Math	\$738.10	3/2/21-3/12/21	1 class every day	1/7
Nicole Andersen	CMS	Math	\$589.05	3/2/21-3/12/21	1 class Everyday	1/7
Cara Bansch	CMS	French	\$3,308.43	04/02/2021 -06/22/2021	1 class every day	1/7

To:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Maria Nicolaro	CMS	Math	\$1,886.25	3/2/21-4/1/21	1 class every day	1/7
Nicole Andersen	CMS	Math	\$1,505.36	3/2/21-4/1/21	1 class Everyday	1/7
Cara Bansch	CMS	French	\$2,966.18	04/12/2021 -06/22/2021	1 class every day	1/7

Winter/Spring Coaching

From:

Parsippany Hills High School 2020-2021 School Year Coaches				
Sport	Position	Name	Step	Stipend
Boys Track	Assistant Coach	Justin Altschul (Split)	3	\$3,389.50
Boys Track	Assistant Coach	Michelle Perry (Split)	3	\$3,389.50

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To:

Parsippany Hills High School 2020-2021 School Year Coaches				
Sport	Position	Name	Step	Stipend
Boys Track	Assistant Coach	Michelle Perry	3	\$6,779.00

V. PPS- PUPIL PERSONNEL SERVICES – KEITH CORTRIGHT

20. Out-of-District Tuition Costs 2020-2021

**OOD 20-21
TUITION**

BE IT RESOLVED that the Board approve the tuition cost for a student with disabilities who will require an out-of-district placement for the 2020-2021 school year. This student has been classified by the Child Study Team in accordance with Title 18A:46:

<u>School Attending</u>	<u>Student #</u>	<u>Tuition Costs</u>
Pillar Care (formally Horizon)	D.S. 50271	\$24,949.00

21. Paraprofessionals - Assist Students

**PARA
ASSIST**

BE IT RESOLVED that the Board approve the following paraprofessionals to assist students at school-sponsored activities/events during the spring 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 not to exceed	Activity/Event
PHHS	Bassam Daher	110	Spring Track
PHHS	Jeanne George	110	Spring Track
PHHS	Annamaria Shymanski	110	Spring Track

22. Morning Enrichment Program

MORN ENRICH

BE IT RESOLVED that the Board approve Troy Toriello to provide a Morning Enrichment Program beginning March 29, 2021 through June 18, 2021, for up to five days per week, at Troy Hills elementary school, at the rate of \$50.00 per session, paid for through the Coordinated Early Intervention Services (CEIS) funds.

23. Home Instruction – Change in Anticipated End Date

**HOME INSTR
CHANGE END DATE**

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	6/22/21
49397	PHHS	10	Medical	6/22/21

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24. **Harassment, Intimidation, and Bullying**

HIB

BE IT RESOLVED that the Board of Education affirms the Harassment, Intimidation, and Bullying (HIB) report for March 25, 2021.

Suspensions

SUSPENSIONS A

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

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

25. Payment of Bills

**PAYMENT
OF BILLS**

BE IT RESOLVED, that the Board of Education approve the payment of current bills for March 25, 2021 for the 2020-2021 school year in the amount of \$5,444,803.40.

26. Secretary/Treasurer Report

**SECRETARY
REPORT**

BE IT RESOLVED that the Board of Education acknowledge, accept, and approve the report of the Board Secretary and Treasurer of School Monies for the period ending January 2021.

Pursuant to N.J.A.C. 6:20-2:13(d), I certify that as of the end of January 2021 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 January 31, 2021 after review of the Secretary's monthly financial report for January 2021 (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.

27. Additional Funding for Chapters 192/193

**ADDL FUNDING
CH 192/193**

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

Initial Examination and Classification	\$2,599
Corrective Speech	\$ 365

28. **Lease Refinancing Bid (Energy Savings Improvement Program)**

**LEASE REFI
ESIP**

WHEREAS, on June 25, 2014, the Board of Education of the Township of Parsippany-Troy Hills in the County of Morris, New Jersey (the “Board” when referring to the governing body and the “School District” when referring to the territorial boundaries governed thereby) financed its \$14,200,000 Energy Savings Improvement Program (“ESIP”) via a 19-year lease structure at an interest rate of 2.6550% (the “Original ESIP Lease”); and

WHEREAS, since such time, interest rates relating to ESIP lease financings have materially dropped; and

WHEREAS, as a result of such interest rate drop, the Board determined it had an opportunity to refinance the remaining balance of the Original ESIP Lease via the undertaking of a refinancing ESIP lease in an amount not to exceed \$9,900,000 (the “Refinancing ESIP Lease”), with a lending banking institution for the Refinancing ESIP Lease to be selected through a competitive bidding process for the lowest offered interest rate; and

WHEREAS, on March 1, 2021, the Board publicly issued a Refinancing ESIP Lease Request for Bid (the “ESIP Refi Bid Request”), with bids due on March 17, 2021 (the Bid Date”); and

WHEREAS, on the Bid Date, the Board received six (6) Refinancing ESIP Lease bids (the “Bids”); and

WHEREAS, upon review and analysis of the Bids, in consultation with the bond counsel and financial advisor assisting the Board in the Refinancing ESIP Lease process, the Board has determined that the Bid (the “Low Bid”) submitted by TD Equipment Finance at a new interest rate of 1.785% (the “Refinancing ESIP Lender”) produces the greatest amount of net interest savings for the School District taxpayers in the approximate amount of \$314,000; and

WHEREAS, given the financial benefit to be derived by undertaking the Refinancing ESIP Lease process, the Board now desires to award the Refinancing ESIP Lease to the Refinancing ESIP Lender;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Parsippany-Troy Hills in the County of Morris, New Jersey, as follows:

Section 1. The Bid submitted by the Refinancing ESIP Lender, having been determined to conform to the ESIP Refi Bid Request and to be the most financially advantageous to the School District, is hereby accepted and approved.

Section 2. The lease purchase agreement for the Refinancing ESIP Lease, in such form as is customarily utilized in such transactions (the “Lease Purchase Agreement”), is hereby approved and the President of the Board and Vice President of the Board are each hereby authorized to execute and deliver the same on behalf of the School District, with such changes and modifications thereto as the official executing the same, on the advice of the School District administration and bond counsel, approve, such approval to be conclusively evidenced by the signature of the signing official thereon. The Business Administrator/Board Secretary is hereby authorized and directed to affix the official seal of the School District upon such instrument and to attest to the same.

Section 3. All actions heretofore taken and documents prepared or executed by or on behalf of the School District by the President of the Board, the Vice President of the Board, Superintendent of Schools, Business Administrator/Board Secretary or by the School District bond counsel in connection with the Refinancing ESIP Lease are hereby ratified, confirmed, approved and adopted.

Section 4. The President of the Board, Vice President of the Board, Superintendent of Schools and the Business Administrator/Board Secretary are each hereby authorized to determine all matters and execute all documents and instruments in connection with the Refinancing ESIP Lease, and the signatures of the President of the Board, Vice President of the Board, Superintendent of Schools or the Business Administrator/Board Secretary on such documents or instruments shall be conclusive as to such determinations.

Section 5. The Board hereby covenants that it will comply with any conditions subsequently imposed by the Internal Revenue Code of 1986, as amended, in order to preserve the exemption from taxation of interest on the Refinancing ESIP Lease, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Refinancing ESIP .

Section 6. This Resolution shall take effect immediately upon adoption.

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS
SUPERINTENDENT’S BOARD OF EDUCATION BULLETIN
Number 14 ADDENDUM **March 25, 2021**

29. **Board Policies**

**BOARD
POLICIES**

BE IT RESOLVED that the Board approve the following new and revised Board Policies at this first of two readings.

- | | | |
|---------------|---|----------|
| B 0145 | Board Member Resignation and Removal (M) (Revised) | B |
| P 2415 | Every Student Succeeds Act (M) (Revised) | C |
| P 2415.02 | Title I – Fiscal Responsibilities (M) (Revised) | D |
| P 2415.05 | Student Surveys, Analysis, and/or Evaluations (M) (Revised) | E |
| P & R 2415.20 | Every Student Succeeds Act Complaints (M) (Revised) | F |

BE IT RESOLVED that the Board of Education approve the abolishment of the following Policy at this first of two readings:

- | | | |
|-----------|--|----------|
| P 2415.01 | Academic Standards, Academic Assessments, and Accountability (M) | G |
|-----------|--|----------|

30. **Student Teacher - Change**

**STUDENT
TEACHER CHANGE**

BE IT RESOLVED that the Board approve the change for the following student teacher:

From:

BE IT RESOLVED that the Board approve the following student teacher to virtually complete her internship for the 2020-2021 school year.

Student Name	Cooperating School	Requesting University	Virtual Dates
Leigh Huber	PHHS	Rider Univ/Westminster Choir College	2/1/2021-4/30/2021

To:

BE IT RESOLVED that the Board approve the following student teacher to complete her internship in-district beginning March 26, 2021 through April 30, 2021.

Student Name	Cooperating School	Requesting University	In-District Dates
Leigh Huber	PHHS	Rider Univ/Westminster Choir College	3/26/2021-4/30/2021

31. **Policy 5111**

POLICY H
5111

BE IT RESOLVED that the Board approve the request by Dr. Natalie Betz, principal of Northvail School, that student A, be allowed to complete the 2020-2021 school year as per Board of Education Policy 5111.

BE IT RESOLVED that the Board approve the request by Mrs. Merisa Rosa, principal of Knollwood School, that student B, be allowed to complete the 2020-2021 school year as per Board of Education Policy 5111.

32. **Settlement Agreement**

SETTLEMENT AGREEMENT

BE IT RESOLVED, that the Parsippany-Troy Hills Township Board of Education approves the settlement agreement with the State of New Jersey Department of Environmental Protection regarding the violation for the air permit for the underground storage tank in the amount of \$1,500.

33. **Community Based Instruction**

COMM BASED

BE IT RESOLVED that the Board approve the following Community Based Instruction and Structured Learning Experience site for the 2020-2021 school year:

Best Friends Grooming, LLC., 721 Myrtle Avenue, Boonton, NJ 07005

34. **Professional Development Facilitators**

PROF DEV FACILITATORS

BE IT RESOLVED that the Board approve the following payments in the amount indicated based on \$41/per hour to the individuals named below who have completed teaching and preparation work for their sessions during the March 15th Professional Development Day:

Presenter	Session Title	Hours/Pay	Total
Dorota Edens	Pear Deck	1.5 hr. X \$41/hr.	\$61.50
Andrew Hill	GeoGebra - Explore and Collaborate Lessons	1.5 hr. X \$41/hr.	\$61.50
Ellesa Jala	Pear Deck	1.5 hr. X \$41/hr.	\$61.50
Katherine Johnson	Resident Mentor Training	4 hr. X \$41/hr.	\$164.00
John Kumpf	Desmos Activity Builder	1.5 hr. X \$41/hr.	\$61.50
Maria Nicolaro	GeoGebra	1.5 hr. X \$41/hr.	\$61.50
Christina Russell	Business Curriculum Outlining Session	1.5 hr. X \$41/hr.	\$61.50

35. **Resignation - LOCAL 32**

**RESIGN
LOCAL 32**

BE IT RESOLVED that the Board approve the resignation of Jonathan Croat, Custodian at Northvail Elementary School, effective April 8, 2021.

36. **Resignation - Part-Time Custodian**

**RESIGN
PT CUST**

BE IT RESOLVED that the Board approve the resignation of Remzije Lyons, part-time Custodian at J.R.W. Building, effective March 19, 2021.

37. **Employment - Bus Aide**

**EMPLOY
BUS AIDE**

BE IT RESOLVED that the Board approve the individuals named below as bus aides for the 2020-2021 school year at a rate of \$17.72 per hour effective March 26, 2021:

Brandon Gregory	5.5 hours
Susan Kuber	5.5 hours
Dipa Patel	5.5 hours

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

**APPOINT
VOL-EXTRA**

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

Parsippany Hills High School

John Mikorski	Boys' Lacrosse
Ryan Casey	Baseball

39. **Leave of Absence**

**LEAVE OF
ABSENCE**

BE IT RESOLVED that the Board approve a medical leave of absence for employee #11564, Custodian, effective March 1, 2021 through March 31, 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 #40602, Paraprofessional, effective March 18, 2021 through April 26, 2021 utilizing accumulated sick leave and family illness/bereavement days, and an unpaid medical leave of absence from April 27, 2021 through June 22, 2021.

BE IT RESOLVED that the Board approve an unpaid leave of absence for employee #11170, Noontime Aide, effective February 22, 2021 through April 16, 2021.

40. **Resignation - ESAPTH**

**RESIGN
ESAPTH**

BE IT RESOLVED that the Board approve the resignation of Saida Sepulveda, Secretary in the Business Office, effective April 22, 2021 or sooner if a suitable replacement can be employed.

41. **Maternity Leave of Absence**

**MATERNITY LEAVE
OF ABSENCE**

Employee #50087, Teacher, has requested a maternity leave of absence on or about June 7, 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.

42. **Low Pressure - Black Seal Boiler Operator License**

**BOILER
LICENSE**

BE IT RESOLVED that the Board approve the stipend of \$1,324.00 (prorated) for Justa Cordova, Local 32 Custodian at Central Middle School, who received her Black Seal Boiler License effective March 18, 2021.

43. **ESL Translator**

**ESL
TRANSLATOR**

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 the Title III Grant Funds for the 2020-2021 school year:

Sydney DeBari
Marcela Rumbarger
Grisel Surriel

44. **Corrections**

CORRECTIONS

BE IT RESOLVED that the Board approve the following corrections:

Maternity Leave of Absence

Employee #40468

From: a maternity leave of absence on or about May 31, 2021 through June 22, 2021 utilizing accumulated sick leave. She is also requesting an unpaid childcare leave of absence from September 1, 2021 through November 23, 2021.

To: a maternity leave of absence on or about May 24, 2021 through June 22, 2021 utilizing accumulated sick leave. She is also requesting an unpaid childcare leave of absence from September 1, 2021 through November 23, 2021.

Waivers of Teaching Load

From:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Christine Mulroy	PHHS	Spec Ed - Sci	\$2,867.53	03/08/2021-06/22/2021	1 class every day	1/7

To:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Christine Mulroy	PHHS	Spec Ed - Sci	\$3,231.66	03/08/2021-06/22/2021	1 class every day	1/7

Fall/Spring/Winter Coaching

From:

Parsippany High School 2020-2021 School Year Coaches			
Sport	Position	Name	Stipend
Spring Weight Room	Supervisor	Steven Miller	\$1,906.00

To:

Parsippany High School 2020-2021 School Year Coaches			
Sport	Position	Name	Stipend
Spring Weight Room	Supervisor	Gina Aragona (Split)	\$953.00
Spring Weight Room	Supervisor	Derrick Eatman (Split)	\$953.00

Superintendent's Bulletin No. 14
March 25, 2021
Read-Ins

Page/Number	Explanation															
Page 2 / #4	<p><u>Travel and Work Related Expenses</u></p> <p><u>ADD</u></p> <table border="0"> <thead> <tr> <th data-bbox="345 695 625 724">Name</th> <th data-bbox="625 695 950 724">Purpose</th> <th data-bbox="950 695 1128 724">Date</th> <th data-bbox="1128 695 1291 724">Location</th> <th data-bbox="1291 695 1550 724">Estimated Expenses</th> </tr> </thead> <tbody> <tr> <td data-bbox="345 724 625 756">Christine Mulroy</td> <td data-bbox="625 724 950 756">Online Teaching Courses</td> <td></td> <td data-bbox="1128 724 1291 756">Online</td> <td data-bbox="1291 724 1550 756"></td> </tr> <tr> <td></td> <td data-bbox="625 756 950 787">Physics & Algebra</td> <td></td> <td></td> <td data-bbox="1291 756 1550 787">\$920.00</td> </tr> </tbody> </table>	Name	Purpose	Date	Location	Estimated Expenses	Christine Mulroy	Online Teaching Courses		Online			Physics & Algebra			\$920.00
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Page 8 #20	<p><u>Out-of-District Tuition Costs 2020-2021</u></p> <p><u>ADD:</u></p> <table border="0"> <thead> <tr> <th data-bbox="345 947 722 976"><u>School</u></th> <th data-bbox="722 947 917 976"><u>Student #</u></th> <th data-bbox="917 947 1079 976"><u>Tuition Cost</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="345 976 722 1008">P.G. Chambers - G.C.</td> <td data-bbox="722 976 917 1008">50309</td> <td data-bbox="917 976 1079 1008">\$24,573.78</td> </tr> </tbody> </table>	<u>School</u>	<u>Student #</u>	<u>Tuition Cost</u>	P.G. Chambers - G.C.	50309	\$24,573.78									
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P.G. Chambers - G.C.	50309	\$24,573.78														

Parsippany-Troy Hills Board of Education
Minutes of the Regular Meeting of March 25, 2021

NEW BUSINESS

None

NEW BUSINESS

HEARING OF PUBLIC

None

HEARING OF PUBLIC

Closing of Public Session.

**ROLL CALL: SUPERINTENDENT'S BULLETIN #14
AND SECRETARY'S REPORT**

**ROLL CALL
VOTES**

On a motion by Mr. Berrios seconded by Mr. DeVitto, Superintendent's Bulletin Number 14 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					

ADJOURN

ADJOURN

There being no further business, the executive and public meeting adjourned at 7:01 p.m. on a motion by Mrs. Mayer, seconded by Mrs. Cogan 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 # 14
INCLUSIVE OF THE SECRETARY REPORT
INITIALLY RECEIVED IN THE BOARD PACKET
AND NOW POSTED AT THE DISTRICT WEBSITE