

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

Number 10

January 21, 2021

MISSION STATEMENT

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

Date Adopted: 12/15/16

Public Comments

In light of the need for social distancing and an effort to align our meeting practices and to insure an orderly meeting, the following guidelines must be adhered to for all of those who wish to speak during the public comment section of tonight's meeting and all future meetings:

1. If the meeting is held virtually you will need to virtually raise your hand and when called upon state your name and address for the record. Each person will have three minutes to speak to the Board.
2. If the meeting is held in person you will need to stand at your chair and when called upon state your name and address for the record. Each person will have three minutes to speak to the Board.
3. Each person must address the presiding officer.
4. Each person must recognize the authority of the presiding officer and end his or her comments at the end of three minutes.
5. After everyone who wishes to speak has had that opportunity to do so, a person may speak one more time to the Board for one minute.
6. Please note Board of Education Bylaw 0167 – Public Participation in Board Meeting (*which can be found on our website*) details the Board's expectations and guidelines for addressing the Board of Education.

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

Dr. Barbara Sargent will present a District Goals update as they relate to the Strategic Plan.

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

Committee & Liaison Appointments

**COMMITTEE/LIAISON
APPOINTMENTS A**

The Board Committee Appointments and Board Liaison Appointments are attached effective January 2021.

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
Lynea Dressel	The Alert Program – Self-regulation skills support	Feb 16-18, 2021	Webinar	\$375.00 IDEA-B

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

2. **High School AP Literature Novel**

HS NOVEL

BE IT RESOLVED that the Board approve the following novel:

Grade	School	Novel
12	PHS/PHHS	The House of the Spirits by Isabel Allende

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

3. Resignation – PTHESA

**RESIGN
PTHESA**

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

Effective January 29, 2021:

Gerald Davidove Paraprofessional Parsippany High School

4. 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.

Kathryn Todero

Special Education-Science Teacher

Degree:

BA/Drew University

MA/Drew University

Certification:

Biological Science, TOSD

Experience:

1 year

Guide Placement:

BA+30, Step 1, \$58,925.00

Effective:

March 23, 2021

Assignment:

Parsippany High School
(Replacement – Kelaid)

5. 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 March 1, 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.

Thomas Prezioso

From: Custodian - Intervale Elementary School

\$31,437.00 + \$1,324.00 (Black Seal) + \$1,458.00 (2nd shift differential)

To: Head Custodian - Troy Hills Elementary School

\$39,298.00 + \$1,324.00 (Black Seal) + \$5,404.00 (Elementary Head Custodian)

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

**BOILER
LICENSE**

BE IT RESOLVED that the Board approve the stipend of \$1,324.00 (prorated) for Gabriel Perez, Local 32 Custodian at Northvail Elementary School, who received his Black Seal Boiler License effective November 20, 2020.

7. **Additional Sick Days – PTHEA**

**ADD SICK
PTHEA**

BE IT RESOLVED that the Board approve twenty-five (25) additional non-accumulative sick days with pay, less the cost of a substitute, for Employee #43752, Teacher, from January 22, 2021 through March 1, 2021.

8. **Maternity Leave of Absence**

**MATERNITY
LOA**

Employee #31196, Teacher, has requested a maternity leave of absence on or about June 1, 2021 through June 7, 2021 utilizing accumulated sick leave and personal days, and an unpaid maternity leave of absence from June 8, 2021 through June 23, 2021. Pursuant to the New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from September 1, 2021 through November 23, 2021, and under the terms of the PTHEA Agreement an unpaid childcare leave of absence from November 24, 2021 through March 4, 2022.

9. **Leave of Absence**

**LEAVE OF
ABSENCE**

BE IT RESOLVED that the Board approve a medical leave of absence for employee #30261, Teacher, effective January 19, 2021 through June 23, 2021 utilizing accumulated sick leave.

BE IT RESOLVED that the Board approve a medical leave of absence for employee #30224, Teacher, effective January 19, 2021 through June 23, 2021 utilizing accumulated sick leave.

BE IT RESOLVED that the Board approve a medical leave of absence for employee #30701, School Counselor, effective January 19, 2021 through February 23, 2021 utilizing accumulated sick leave and personal days, and an unpaid medical leave of absence from February 24, 2021 through February 26, 2021.

BE IT RESOLVED that the Board approve an unpaid leave of absence for employee #49559, Paraprofessional, effective January 25, 2021 through February 11, 2021 pursuant to the NJ Family Leave Act.

BE IT RESOLVED that the Board approve a medical leave of absence for employee #43752, Teacher, effective January 14, 2021 through March 1, 2021 utilizing family illness days and available sick days.

10. 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
David Wolckenhauer	PHHS	Physics	\$5,932.36	01/19/2021-06/22/2021	1	1/7
Christine Nagel	PHHS	Science	\$7,596.93	01/19/2021-06/22/2021	1	1/7
Eric Berkowitz	PHHS	Science	\$8,426.18	01/19/2021-06/22/2021	1	1/7

11. Special Projects - Pupil Personnel Services

**SPECIAL PROJECTS
PPS**

BE IT RESOLVED that the Board approve Denise Basile to assist with special projects in Pupil Personnel Services at the rate of \$35.55/per hour not to exceed 25 hours per week for the 2020-2021 school year.

12. Corrections

CORRECTIONS

BE IT RESOLVED that the Board approve the following corrections:

Acting Confidential Secretary

Lisa Galioto

From: at the rate of \$133.90/diem from October 29, 2020 through December 31, 2020.

To: at the rate of \$133.90/diem from October 29, 2020 through January 29, 2021.

Employee #49545

From: a maternity leave of absence on or about January 22, 2021 through February 11, 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 child-care leave of absence from February 16, 2021 through May 14, 2021, and pursuant to the PTHEA Agreement, she is also requesting an unpaid leave of absence from May 17, 2021 through January 26, 2022.

To: a maternity leave of absence on or about January 4, 2021 through January 26, 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 child-care leave of absence from January 27, 2021 through April 27, 2021, and pursuant to the PTHEA Agreement, she is also requesting an unpaid leave of absence from April 28, 2021 through January 26, 2022.

Leave of Absence

Employee #31196

From: an unpaid leave of absence effective November 23, 2020 through June 23, 2021, pursuant to the PTHEA Agreement.

To: an unpaid leave of absence effective November 23, 2020 through May 28, 2021, pursuant to the PTHEA Agreement.

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

12. **Paraprofessionals – Student Assistance**

**PARA
STUD ASSIST**

BE IT RESOLVED that the Board approve the following paraprofessionals to assist students at school-sponsored activities/events during the winter 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
PHHS	Anna Marie Shymanski	14	Bowling Team
PHHS	Bassam Daher	14	Bowling Team

13. **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>
46603	Brooklawn	8	Medical	3/31/21
47472	PHS	11	Medical	3/31/21

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

14. Payment of Bills

**PAYMENT
OF BILLS**

BE IT RESOLVED, that the Board of Education approve the payment of current bills for January 21, 2021 for the 2020-2021 school year in the amount of \$9,424,237.36.

15. 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 November, 2020.

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

16. Disposal of Broken and/or Outdated Equipment

**DISPOSAL
OF EQUIP**

WHEREAS, the Parsippany-Troy Hills Township Board of Education is the owner of certain equipment which is no longer needed for district use; and

WHEREAS, the Parsippany-Troy Hills Township Board of Education is desirous of disposing said equipment in an environmentally friendly manner; and

WHEREAS, the Parsippany-Troy Hills Township Board of Education has identified the following equipment to be disposed of:

Elliptical Machine (Asset # 05000832)

NOW, THEREFORE BE IT RESOLVED, the Board of Education authorizes the Business Administrator to dispose of the broken and/or outdated equipment as listed above.

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS BOARD OF EDUCATION

COMMITTEE APPOINTMENTS - January 2021

<u>COMMITTEES/</u> <u>Administrative Liaison</u>	<u>CHAIRPERSON</u>	<u>MEMBERS</u>
Buildings/Grounds and Safety <i>Fred Savio/Susan Dykstra</i>	Debbie Orme	Alison Cogan Tim Berrios
Communications <i>(Includes Technology)</i> <i>Barbara Sargent/Joni Benos</i>	Matt DeVitto	Andy Choffo Susy Golderer
Critical Issues <i>Barbara Sargent/Joni Benos</i>	Tim Berrios	Alison Cogan Judy Mayer
Finance <i>Fred Savio/Susan Dykstra</i>	Alison Cogan	Andy Choffo Kendra Von Achen
Personnel <i>Bob Sutter</i>	Judy Mayer	Matt DeVitto Debbie Orme
Policy <i>Barbara Sargent/Joni Benos</i>	Andy Choffo	Matt DeVitto Debbie Orme
Sports/Extra-Curricular <i>Barbara Sargent/Joni Benos</i>	Alison Cogan	Tim Berrios Kendra Von Achen
Teaching & Learning Committee <i>Barbara Sargent/Tali Axelrod</i>	Susy Golderer	Judy Mayer Kendra Von Achen
Transportation <i>Fred Savio/Susan Dykstra</i>	Kendra Von Achen	Tim Berrios Susy Golderer

**PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS
BOARD OF EDUCATION**

LIAISON APPOINTMENTS January 2021

Fire Safety Committee/Fire Prevention

Dan McDougal

Debbie Orme

Gifted Reach Out

Barbara Sargent

Judy Mayer

Morris County School Boards Association

Barbara Sargent

Alison Cogan/Tim Berrios/Susy Golderer

Morris County Educational Services Commission

Barbara Sargent

Alison Cogan/Frank Neglia

Municipal Alliance Committee

Barbara Sargent

Andy Choffo/Kendra Von Achen

NJSBA

Barbara Sargent

Matt DeVitto

Parsippany Education Foundation, Inc.

Matt DeVitto/Debbie Orme

Police Athletic League (PAL)

Barbara Sargent

Matt DeVitto

PTA Council

Barbara Sargent

Judy Mayer

SEPAC (Special Education Parent Advisory Committee)

Barbara Sargent

Alison Cogan

Township Council Committee

Barbara Sargent

Tim Berrios

Township Mayor Committee

Barbara Sargent

Frank Neglia/Alison Cogan

Township Planning Board

Barbara Sargent

Frank Neglia/Alison Cogan/Tim Berrios

Township Shared Services adhoc Committee

Barbara Sargent

Frank Neglia/Alison Cogan