

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

Number 13 ADDENDUM

March 11, 2021

28. Adoption of the Tentative Budget 2021-2022 School Year

**ADOPT TENT
BUDGET 21-22**

BE IT RESOLVED that the tentative budget for the Parsippany-Troy Hills Township Board of Education, in the County of Morris, New Jersey be approved for the 2021-2022 school year using the 2021-2022 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent for approval in accordance with N.J.S.A. 18A:7F-5 and 18A:7F-6:

	General Fund	Special Revenues	Debt Service	Total
2021-2022 Total Expenditures	\$160,324,895	\$2,871,380	\$3,336,550	\$166,532,825
Less: Anticipated Revenues	\$ 14,781,841	\$2,871,380	\$ 565,300	\$ 18,218,521
Taxes to be Raised	\$145,543,054	\$0	\$2,771,250	\$148,314,304

And, to advertise said tentative budget in the Daily Record in accordance with the form suggested by the New Jersey Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing on the budget for the 2021-2022 school year will be held at the Dr. Frank A. Calabria Education Center, 292 Parsippany Road, Parsippany, New Jersey on April 29, 2021 at 6:30 p.m.; and

BE IT FURTHER RESOLVED, that the Parsippany-Troy Hills Township Board of Education, approves the following Capital Outlay, Capital Projects and Equipment for the 2021-2022 school year:

Description / Activity	Cost
Assessment for Debt Service on SDA Funding	\$46,633
Instructional/Technology/Maintenance Equipment	\$79,826
Lease / Purchase Principal Payments	\$1,129,297
Architect	\$300,000
Exterior Door Replacement Districtwide	\$200,000
Flooring Replacement Districtwide	\$949,839
Paving and Concrete Work Districtwide	\$530,915
Air Conditioning Installation	\$28,500
Emergency Generator Installation	\$275,000
Chiller Replacement	\$137,100
Soffit Replacement	\$56,730
Bleacher Replacement and Upgrade	\$805,000
Water Softeners for Boilers	\$8,900
Capital Reserve Interest	\$5,000
TOTAL	\$4,552,740

29. **Adjustment for Banked Cap**

**ADJUST
BANKED CAP**

BE IT RESOLVED that the Parsippany-Troy Hills Township Board of Education includes in the tentative budget the adjustment for banked cap in the amount of \$94,100. In accordance with N.J.A.C. 6A:23A-10.1(b), the district has fully exhausted all eligible statutory spending authority. The adjustment will be used to fund new elective courses. The Board of Education will complete this by June 30, 2022 and acknowledges that it cannot be deferred or incrementally completed over a longer period of time.

30. **Maximum Travel**

MAX TRAVEL

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED that the Parsippany-Troy Hills Township Board Education includes in the tentative budget a maximum travel expenditure in the amount of \$259,570 for the 2021-2022 school year. The maximum travel expenditure amount for the 2020-2021 school year is \$228,415, of which \$36,887 has been spent and \$30,723 is encumbered to date.

31. **Travel and Related Expense Reimbursement**

**TRAVEL
EXP REIMBURSE**

WHEREAS, the Parsippany-Troy Hills Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a board of education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms;

NOW THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out- of-District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education includes in the tentative budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$259,570 for all staff and board members for the 2021-2022 school year.

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

32. **Maximum Professional Services**

MAX PROF SERVICES

WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, a board of education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3 (c) 14;

NOW, THEREFORE, BE IT RESOLVED, that the Parsippany –Troy Hills Township Board of Education hereby establishes the following maximums for the 2021-2022 school year as follows:

Service	Cost
Architecture	\$300,000
Legal	\$235,000
Audit	\$85,884
Physician	\$81,000
Total	\$701,884

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary track and record these costs to ensure that the maximum amount is not exceeded.

33. **Altice Business Services Internet Service**

ALTICE INTERNET

BE IT RESOLVED, that the Parsippany-Troy Hills Township Board of Education approves an amendment to the agreement with Altice Business Services (a.k.a. Cablevision Lightpath, Inc.) for 5GB bandwidth internet services effective July 1, 2021 through June 30, 2022, modifying the April 12, 2019 agreement pricing to \$4,298 per month, through the Educational Services Commission of New Jersey Cooperative Pricing System #65MCECCPS - – Digital Readiness for Learning and Assessment Project-RD3-Internet Access and Telecommunications Services Cooperative Purchasing Initiative RFP #ESC NJ 17/18-45 pursuant to N.J.S.A. 18A:18A-11 and N.J.A.C. 5:34-7.1 et seq.

34. **Policy 5111** **POLICY B
5111**
- BE IT RESOLVED that the Board approve the request by Mrs. Merisa Rosa, principal of Knollwood Elementary 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 Mr. Jeff Martens, principal of Troy Hills School, that students B & C, be allowed to complete the 2020-2021 school year as per Board of Education Policy 5111.
35. **Retirement - Local 32** **RETIRE
LOCAL 32**
- BE IT RESOLVED that the Board approve the resignation, for the purpose of retirement, of Ida Whalen, Bus Driver, effective May 1, 2021.
36. **Resignation - Part-Time Paraprofessional** **RESIGN
PT PARA**
- BE IT RESOLVED that the Board approve the following resignation as indicated below:
- Effective March 12, 2021:**
Melissa Hendershot Part-Time Paraprofessional Lake Hiawatha Elementary School
37. **Retirement - Noontime Aide** **RETIRE
NOONTIME**
- BE IT RESOLVED that the Board approve the following resignation, for the purpose of retirement, as indicated, effective April 1, 2021:
- Rose Marie Bohr Mount Tabor Elementary School
38. **Employment - PTHESA** **EMPLOY
PTHESA**
- BE IT RESOLVED that the Board approve the individuals named below as a Paraprofessional in the areas indicated:
- Lake Hiawatha Elementary School**
Effective March 15, 2021
Melissa Hendershot Paraprofessional \$23,201.00 (prorated)
- Rockaway Meadow Elementary School**
Effective March 15, 2021
Ekta Desai Paraprofessional \$23,201.00 (prorated)

39. Employment – Local 32

**EMPLOY
LOCAL 32**

BE IT RESOLVED that the Board approve the employment of the following individual as a part-time (5-hour) Custodian on a 150-day probationary period for the 2020-2021 school year:

<u>Name</u>	<u>Rate</u>	<u>Effective</u>	<u>Location</u>
Remzije Lyons	\$15.10/hour	3/15/2021	J.R.W. Building

40. Waivers 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:

<u>Name</u>	<u>Location</u>	<u>Subject</u>	<u>Amount</u>	<u>Effect. Date</u>	<u>Class load</u>	<u>Formula</u>
Maria Nicolaro	CMS	Math 7	\$589.05	03/02/2021 - 03/12/2021	1 class every day	1/7
Nicole Andersen	CMS	Math 7	\$738.10	03/02/2021 - 03/12/2021	1 class every day	1/7

41. 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 effective March 12, 2021:

Parsippany Hills High School
Kassandra Dadaian Winter Guard

42. Wide World of Summer

WWS

BE IT RESOLVED that the Board approve Giana Albruzzese and Salvatore Poccia as Co-Directors For Wide World of Summer 2021 with a stipend of \$15,000.00 each.

43. Transfer of Assignment

**TRANSFER
ASSIGN**

BE IT RESOLVED that the Board approve the following transfer of assignments effective March 15, 2021:

Stacie Christy - RN Assigned to School	Dana Bawiec - RN Assigned to School
From: Parsippany High School	From: Parsippany Hills High School
To: Parsippany Hills High School	To: Parsippany High School

44. **Leave of Absence**

**LEAVE OF
ABSENCE**

BE IT RESOLVED that the Board approve a medical leave of absence for employee #40568, Teacher, effective February 16, 2021 through March 19, 2021 utilizing accumulated sick leave, pursuant to the Family and Medical Leave Act (FMLA).

45. **Maternity Leave of Absence**

**MATERNITY LEAVE
OF ABSENCE**

Employee #50223, Assistant Principal, has requested a maternity leave of absence on or about September 1, 2021 through October 6, 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 October 7, 2021 through December 29, 2021. She is also requesting a paid childcare leave of absence (post-FMLA and post-NJFLA) from December 30, 2021 through March 3, 2022 utilizing vacation and personal days, and an unpaid childcare leave of absence (post-FMLA and post-NJFLA) from March 4, 2022 through April 14, 2022.

Employee #40146, Teacher, has requested a maternity leave of absence on or about September 1, 2021 through September 10, 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 13, 2021 through December 3, 2021.

46. **Corrections**

CORRECTIONS

BE IT RESOLVED that the Board approve the following corrections:

Leave of Absence

Employee #49647

From: a medical leave of absence effective February 10, 2021 through April 8, 2021 utilizing accumulated sick leave, pursuant to the Family and Medical Leave Act (FMLA).

To: a medical leave of absence effective February 10, 2021 through May 7, 2021 utilizing Accumulated sick leave, vacation and personal days and a floating holiday pursuant to the Family and Medical Leave Act (FMLA).

Waivers of Teaching Load

From:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Susan Muheisen	PHS	Science	\$2,178.35	1/29/21 - 3/23/21	1 class every day	1/7
Bryan DiMaulo	PHS	Science	\$1,980.99	1/29/21 - 3/23/21	1 class every day	1/7
Karina D'Eletto	PHS	Science	\$1,822.85	1/29/21 - 3/23/21	1 class every day	1/7
Kathleen McGuire	PHS	Science	\$2,905.71	1/29/21 - 3/23/21	1 class every day	1/7

To:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Susan Muheisen	PHS	Science	\$2,296.09	1/29/21 - 3/25/21	1 class every day	1/7
Bryan DiMaulo	PHS	Science	\$2,088.07	1/29/21 - 3/25/21	1 class every day	1/7
Karina D'Eletto	PHS	Science	\$1,921.39	1/29/21 - 3/25/21	1 class every day	1/7
Kathleen McGuire	PHS	Science	\$3,062.77	1/29/21 - 3/25/21	1 class every day	1/7