

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

**Number 6 ADDENDUM**

**October 29, 2020**

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

**26. 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<sup>3</sup>

**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
Courtney Breslauer	Foundations Level K Training	December 7, 2020	Virtual	\$300.00 Title IIA
Kathleen Zelles	School Based Occupational Therapy	December 11, 2020	Virtual	\$279.00 IDEA-B

**27. Labor Rates & Materials Bid:  
Clocks/Intercoms/PA Systems Service and Repairs**

**CLOCKS/  
INTERCOM/PA BID**

**WHEREAS**, pursuant to N.J.S.A. 18A:18A-1 et. seq., the Board of Education advertised and solicited for bids for Labor Rates and Materials: Clocks/Intercoms/PA Systems Service and Repairs (Bid No: 2020/21-3) for the period beginning November 1, 2020 through June 30, 2021; and

**WHEREAS**, in accordance with that advertisement, two (2) bids were received and opened on Tuesday, October 27, 2020; and

**WHEREAS**, both of the bids received were responsive; and

**WHEREAS**, there are no material defects in Sal Electric Company's bid, therefore, Sal Electric Company represents the lowest responsive and responsible bidder; and

10/27/20 10:00 Am	Craftsman Title	Straight Time	Over- Time	Week- End	Holiday	Total
<b>Coskey Elec- tronic Systems</b>	Journeyman	\$98.00	\$125.00	\$98.00	\$125.00	
	Helper	\$98.00	\$125.00	\$98.00	\$125.00	
	Other	\$98.00	\$125.00	\$98.00	\$125.00	
	Sum	<b>\$294.00</b>	<b>\$375.00</b>	<b>\$294.00</b>	<b>\$375.00</b>	<b>\$1,338.00</b>
	Average Hourly Rate					<b>\$111.50</b>
<b>Sal Electric Company</b>	Journeyman	\$92.00	\$138.00	\$138.00	\$184.00	
	Helper	\$25.00	\$35.00	\$25.00	\$35.00	
	Driver	\$20.00	\$25.00	\$25.00	\$30.00	
	Sum	<b>\$137.00</b>	<b>\$198.00</b>	<b>\$188.00</b>	<b>\$249.00</b>	<b>\$772.00</b>
	Average Hourly Rate					<b>\$64.33</b>

NOW, THEREFORE BE IT RESOLVED that the Board of Education hereby awards a contract to Sal Electric Company, Jersey City, NJ, upon the terms and conditions set forth in the bid which shall be incorporated into a written agreement; and

BE IT FURTHER RESOLVED that the Board of Education authorizes the School Business Administrator/Board Secretary to execute said contract on behalf of the Board, a copy of which shall remain on file in the Business Office.

28. **Labor Rates & Materials Bid:**  
**Fire & Burglar Alarms/Sprinklers/Extinguishers/**  
**Suppression Systems Service & Repairs**

**FIRE/BURGLAR  
ALARMS BID**

WHEREAS, pursuant to N.J.S.A. 18A:18A-1 *et. seq.*, the Board of Education advertised and solicited for bids for Labor Rates and Materials: Fire and Burglar Alarms/ Sprinklers/Extinguishers/Suppression Systems Service and Repairs (Bid No: 2020/21-4) for the period beginning November 1, 2020 through June 30, 2022; and

WHEREAS, in accordance with that advertisement, two (2) bids were received and opened on Tuesday, October 27, 2020; and

	Absolute Protective Services, Inc.	Johnson Controls Fire Protection
<b>1. Annual Inspections Certification &amp; Monitoring</b>		
A. Fire Alarm System Inspection	\$12,000.00/school year	\$22,439.55/school year
B. Fire Sprinkler System Inspection	\$3,600.00/school year	\$3,105.00/school year
C. Fire Extinguisher Inspection & Certification	\$2,240.00/school year	\$2,700.00/school year
D. Fire Suppression Inspection & Certification	\$1,600.00/school year	\$2,567.95/school year
E. Backflow Prevention Inspection	\$1,200.00/school year	\$1,897.50/school year
F. Central Station Alarm Monitoring	\$7,128.00/school year	\$5,670.00/school year
Total (A-F)	\$27,768.00/school year	\$38,380.00/school year
<b>2. Burglar Alarm System Repair - Bosch</b>		
A. Repair and/or Service: Straight	\$90.00/hour	No response
B. Repair and/or Service: Overtime, Weekend, Holiday	\$125.00/hour	No response
Total (A-B)	\$215.00	-----
<b>3. Fire Alarm System Repair–SilentKnight, Notifier, Simplex</b>		
A. Repair and/or Service: Straight	\$90.00/hour	\$111.96
B. Repair and/or Service: Overtime, Weekend, Holiday	\$125.00/hour	\$188.16 – overtime \$223.91–wkend/holiday
Total (A-B)	\$215.00	
<b>4. Fire Sprinkler System Repair</b>		
A. Repair and/or Service: Straight	\$90.00/hour	\$107.94
B. Repair and/or Service: Overtime, Weekend, Holiday	\$125.00/hour	\$161.90 – overtime \$215.87–wkend/holiday
Total (A-B)	\$215.00	
<b>5. Fire Smoke Detector</b>		
A. Smoke Detector Testing:	\$5.00/unit	No response
Total (A)	\$5.00	-----
<b>6. Fire Extinguisher</b> (Include CO2, ABC, AAAF, Class F, Class K & other Manufacturers)		
A. Halon Fire Extinguisher (where applicable)	\$15.00/pound	No response
B. Hydrostatic Testing:	\$15.00/cylinder	\$45.00
C. Recharge:	\$10.00/extinguisher	\$41.75
Total (A-C):	\$40.00	-----
<b>7. Suppression System</b> (Include Ansul, Kitchen Knight II by Pyro Chem, Kidde, Denlar Fire Protection, Range Guard and Halon by PemAll)		
A. Hydrostatic Testing:	\$150.00 per system	No response
B. Recharge with Solids:	\$0.00/pound	No response
C. Recharge Fire Liquids:	\$70.00/gallon	No response
D. Replace Fuse Link:	\$9.50/fuse link	No response
E. Replace Nozzle Cup	\$5.00/nozzle cup	No response
F. Replace Fire Suppression System Cartridge	\$15.00/cartridge	No response
Total (A-F)	\$240.50	-----

Material % Mark Up ** Not to exceed 10%**		
Burglar Alarm	10%	10%
Fire Smoke Detector	10%	10%
Fire Alarm	10%	10%
Fire Sprinkler	10%	10%
Fire Extinguisher	10%	10%
Suppression System	10%	10%

WHEREAS, the bid submitted by Johnson Controls Fire Protection contained the material defect of omitting the classifications required by the bid specifications and therefore must be, and is, rejected;

THEREFORE, BE IT RESOLVED, that the Board of Education hereby awards a contract to Absolute Protective Systems, Inc., of Piscataway, NJ upon the terms and conditions set forth in the bid which shall be incorporated into a written agreement; and

BE IT FURTHER RESOLVED that the Board of Education authorizes the School Business Administrator/Board Secretary to execute said contract on behalf of the Board, a copy of which shall remain on file in the Business Office.

29. **Maternity Leave of Absence**

**MATERNITY LEAVE  
OF ABSENCE**

**Employee #50052**, School Psychologist, has requested 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.

30. **Vendor Approval**

**VENDOR**

BE IT RESOLVED that the Board approve Dr. Christy Mulligan to present virtually at Family Connections on 11/17/2020 at a cost fee of \$185 per hour, not to exceed two hours, paid for through IDEA Grant Professional Development Funds.

31. **Training Session**

**TRAINING  
SESSION**

BE IT RESOLVED that the Board approve Frontline Technologies Group to facilitate remote training sessions at the cost of \$200.00 per hour, not to exceed three hours, paid for through IDEA Grant Professional Development Funds.

32. **Related Services Vendor** **REL SVCS**

BE IT RESOLVED that the Board approve Platt Psychiatric Associates, LLC as a related services provider to provide psychiatric consultations at the rate of \$825.00 per consultation and \$975.00 fee for expedited student psychiatric consultations.

33. **ESL Translator 2020-2021 School Year** **ESL TRANSLATOR**

BE IT RESOLVED that the Board approve Olga Maryn as a translator for ESL and Pupil Personnel Services, to be paid at the rate of \$41.00 per hour for the 2020-2021 school year.

34. **Retirement - PTHEA** **RETIRE  
PTHEA**

BE IT RESOLVED that the Board approve the resignation, for the purpose of retirement, of Bettina Beal, Teacher at Rockaway Meadow, effective January 1, 2021.

35. **Retirement - Local 32** **RETIRE  
LOCAL 32**

BE IT RESOLVED that the Board approve the resignation, for the purpose of retirement, of Robert Yates, Maintenance Worker, effective March 1, 2021.

36. **Resignation - PTHEA** **RESIGN  
PTHEA**

BE IT RESOLVED that the Board approve the resignation of Nicole DellaFave, Teacher at Lake Hiawatha Elementary School, effective January 1, 2021.

37. **Stipends – ABA Trained Professional Stipends** **ABA STIPEND**

BE IT RESOLVED that the Board approve a stipend change for Susan Ollo at Troy Hills School. The stipend of \$1,200 ends on 10/20/20 and the stipend of \$1,500 (prorated) beginning on 10/21/20-6/22/21.

38. **Resignation - PTHESA** **RESIGN  
PTHESA**

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

**Effective November 20, 2020**

Lisa Terrone-Tello Paraprofessional Rockaway Meadow Elementary School

**39. Employment - ESAPTH - Pending**

**EMPLOY  
ESAPTH**

BE IT RESOLVED that the Board approve the employment of Lisa Ward who has been selected as a Secretary at Parsippany Hills High School replacing Wanda DiVitantonio. Ms. Ward will be placed on 12 month - Guide B - Step 4 and receive \$47,907.00, effective November 16, 2020.

**40. 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:

<b>Name</b>	<b>Salary</b>	<b>Effective</b>	<b>Assignment</b>	<b>School</b>
Stanley Van Dyke	\$31,037.00 + \$1,458.00 (2nd Shift)	11/2/20	Custodian	Maint.
(Replacing Maria Barahona)				

**41. Transfer of Assignment**

**TRANSFER  
OF ASSIGNMENT**

**Michele Michels - Paraprofessional**  
From: Brooklawn Middle School  
To: Central Middle School  
Effective 10/27/2020

**42. Leave of Absence - EFMLEA**

**LEAVE OF  
ABSENCE - EFMLEA**

BE IT RESOLVED that the Board approve a childcare leave of absence for Employee # 49847, Payroll Manager, effective November 23, 2020 through January 2, 2021 pursuant to the Emergency Family and Medical Leave Extension Act (EFMLEA). She will be paid at 2/3 her per diem salary, not to exceed \$200.00 per day, up to a maximum of \$12,000.00 for 12 weeks.

43. **Title I Morning Math Enrichment Program**

**TITLE I  
MATH ENRICH**

BE IT RESOLVED that the Board approve the following teachers for the Morning Math Enrichment Program at a rate of \$50.00 per session to be paid out of the Title I Grant Funds. This program will run from approximately November 2020 through March 2021, one day per week, 8:00 am - 8:40 am:

**Intervale Elementary School**

Christine Beronio  
Madeline Brown  
Heather Harrigan  
Erin Maloney  
Allison Mania  
Damaris Millheim  
Jemila Najjar-Keith  
Doreen Worthington

**Knollwood Elementary School**

Jenna Brennan  
Marie Gundlah  
Emily Holmsen  
Ashley Melnick  
Anita Stabile  
Tammy Walsh  
Sarah Washington

**Rockaway Meadow Elementary School**

Linda Algieri  
Olivia Crapis  
Gina Masterson  
Alice Thomas  
Jason Trawinski

**Troy Hills Elementary School**

Katherine Cascioli  
Jolaine Longa  
Donna Martino  
Susan Scholtz  
Danielle Visoskas  
Tina von Dohlen

44. **Leaves of Absence**

**LEAVES OF  
ABSENCE**

BE IT RESOLVED that the Board approve an unpaid leave of absence for employee #11411, Teacher, effective November 23, 2020 through June 22, 2021, pursuant to the PTHEA Agreement.

BE IT RESOLVED that the Board approve a medical leave of absence for employee #30051, Teacher, effective September 24, 2020 through November 13, 2020 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 #30655, Teacher, effective November 23, 2020 through January 29, 2021 utilizing accumulated sick leave.

BE IT RESOLVED that the Board approve a medical leave of absence for employee #31195, Teacher, effective November 23, 2020 through January 25, 2021 utilizing accumulated sick leave and personal days. And pursuant to the PTHEA Agreement, she is also requesting an unpaid leave of absence effective January 26, 2021 through June 22, 2021.

BE IT RESOLVED that the Board approve an unpaid leave of absence for employee #49447, Paraprofessional, effective November 23, 2020 through June 22, 2021.

BE IT RESOLVED that the Board approve an unpaid leave of absence for employee #49449, Teacher, effective November 23, 2020 through June 22, 2021, pursuant to the PTHEA Agreement.

BE IT RESOLVED that the Board approve an unpaid leave of absence for employee #49625, Bus Aide, effective November 23, 2020 through June 22, 2021.

BE IT RESOLVED that the Board approve an unpaid leave of absence for employee #49877, Paraprofessional, effective November 23, 2020 through June 22, 2021.

45. **Corrections**

**CORRECTIONS**

BE IT RESOLVED that the Board approve the following corrections:

**Lead Teachers**  
**Brooklawn**

From: Physical Education/Health - Brad Wilbur  
To: Physical Education/Health - Gia Rosamilia



**Maternity Leave of Absence**

**Employee #40533**

From: a maternity leave of absence on or about October 7, 2020 through December 8, 2020 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 December 9, 2020 through March 9, 2021.

To: a maternity leave of absence on or about October 7, 2020 through November 20, 2020 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 November 23, 2020 through February 26, 2021.

46. **RESOLUTION OF THE PARSIPPANY-TROY HILLS BOARD OF EDUCATION**

**SETTLEMENT**

BE IT HEREBY RESOLVED, that the Board of Education approve the settlement in the student matter captioned, *G.B. and L.B. o/b/o N.B. v. Parsippany-Troy Hills Board of Education*, Agency Reference Number: 2020-31544, in accordance with the terms of the Settlement Agreement and Release provided to the Board which is on file in the office of the Business Administrator.

47. **2020-2021 Revised School Year Calendar**

**2020-2021  
CALENDAR**

BE IT RESOLVED that the Board approve the revision to the 2020-2021 school year calendar as follows:

<b>DAY/DATE</b>	
<b>Thursday and Friday November 5 and 6</b>	<b><u>Schools Closed</u></b>
<b>December 21 and 22</b>	<b><u>Schools Open</u></b>