

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

Number 4 Addendum

September 23, 2021

32. 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
Jolaine Longa Shannon Maloney Lauren Novotny Danielle Ciccone	Orton-Gillingham	10-21-21	Virtual	\$635.00ea IDEA
		10-12-21	Virtual	\$635.00ea IDEA
Lori Savarese	WIDA Conference	10-14-21	Virtual	\$150.00
Barbara Sargent	Women’s Leadership Conference	9-30-21	Somerset, NJ	\$219.00
Keith Cortright	NJASCD Early Childhood Summit	5-19-22	Virtual	\$750.00

33. Student Teachers

STUD TCHRS

BE IT RESOLVED that the Board approve the following student teachers for the 2021 school year subject to the receipt of all required documents including but not limited to completion of criminal history background check, proof of certification and any other materials:

Student Name	Cooperating School	Requesting University	Dates
Kelly Olsen	Rockaway Meadow	Caldwell University	09/27/2021-12/22/2021
Emmet Long	Parsippany Hills High School	Saint Peter’s University	09/27/2021-12/22/2021

34. **Policy 5111**

**POLICY
5111**

BE IT RESOLVED that the Board approve the request by Mr. Keith Bush, principal of Parsippany High School, that student A, be allowed to complete the 2021-2022 school year as per Board of Education Policy 5111.

35. **Substitute Athletic Trainers**

**SUB ATHLETIC
TRAINERS**

BE IT RESOLVED that the Board approve SportsCare in Cedar Knolls to provide substitute Athletic Trainers on an as needed basis at the rate of \$110.00 per game for the 2021-22 school year.

36. **Curriculum Work – A/C #11.000.223.104.000.140**

CURR WORK

BE IT RESOLVED that the Board approve payment of the amounts indicated based on \$41.00/hour to the individuals named below for the development of the following curriculum revisions:

	Hours	Amount
3 Science		
Courtney Breslauer	15	\$615.00
4 Science		
Courtney Breslauer	15	\$615.00

37. **Out-of-District Tuition Costs 2021-2022**

OOD TUITION

BE IT RESOLVED that the Board approve the tuition costs for a student with disabilities who will require an out-of-district placement for the 2021-2022 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>
New Road School	30085	\$60,645.60

38. **Home Instruction**

HOME INSTR

BE IT RESOLVED that the Board approve the following students who are on home instruction:

<u>Student #</u>	<u>School</u>	<u>Grade</u>	<u>Reason</u>	<u>Anticipated End Date</u>
40874	PHS	9	Medical	12/17/21
33106	PHHS	10	Medical	12/17/21

39. **Resignations - Noontime Aide**

**RESIGN
NOONTIME**

BE IT RESOLVED that the Board approve the following resignations as indicated:

Effective September 23, 2021

Muzhda Wali Northvail Elementary School

Effective October 1, 2021

Kristen Kasper Mt. Tabor Elementary School

Effective October 7, 2021

Lavanya Coimbatore Madhavarajan Troy Hills Elementary School

40. **Resignation - Local 32**

**RESIGN
LOCAL 32**

BE IT RESOLVED that the Board approve the resignation of Robert Rodriguez, Custodian at Lake Hiawatha Elementary School, effective September 30, 2021.

41. **Employment - PTHESA**

**EMPLOY
PTHESA**

BE IT RESOLVED that the Board approve the individuals named below as Paraprofessionals in the areas indicated:

Effective September 24, 2021:

Northvail Elementary School

Muzhda Wali Paraprofessional \$24,002.00

Rockaway Meadow Elementary School

Sugeeta Gupta Paraprofessional \$24,002.00

Effective October 4, 2021:

Lake Parsippany Elementary School

Kristen Kasper Paraprofessional \$24,002.00

Effective October 4, 2021:

Intervale Elementary School

Seema Malholta Paraprofessional \$24,002.00

Effective October 8, 2021:

Troy Hills Elementary School

Lavanya Coimbatore Madhavarajan Paraprofessional \$24,002.00

42. **Employment - Noontime Aide**

**EMPLOY
NOONTIME**

BE IT RESOLVED that the Board approve the individuals named below as a Noontime Aide for the 2021-2022 school year at the rate of \$18.25 per hour:

Effective September 24, 2021:

Eastlake Elementary School

Neda Donlin 10 hours/week

Troy Hills Elementary School

Evelyn Appelgren-Leon 10 hours/week

43. **Major-Extra Responsibility Assignment**

MAJOR-EXTRA

BE IT RESOLVED that the Board approve the major-extra coaching assignment for the 2021-2022 school year:

Brooklawn Middle School

Field Hockey Coach

Denise Fiore Step 3 \$6,111.00

Girls' Basketball Coach

Denise Fiore Step 3 \$6,111.00

Effective September 20, 2021

Parsippany High School

Head Coach - Wrestling

Steven Miller Step 1 \$7,135.00

Effective September 24, 2021

44. **Transfer of Assignments**

**TRANSFERS OF
ASSIGN 21-22**

BE IT RESOLVED that the Board approve the individuals named below who have been transferred/reassigned for the 2021-2022 school year, effective October 12, 2021 - February 09, 2022:

Last Name	First Name	Subject	From	Transfer To	Subject
Korn	Deborah	ESL Teacher	Eastlake	Knollwood	ESL
Liu	Shelley	ESL Teacher	Eastlake (.5) Intervale (.5)	Eastlake (1.0)	ESL

45. Change in Assignment

**CHANGE
ASSIGN**

BE IT RESOLVED that the Board approve the following changes in assignment:

Pradnya Todkari - Paraprofessional
From: Knollwood Elementary School
To: Littleton Elementary School

Effective September 24, 2021

Jennifer Le - Paraprofessional
From: Lake Hiawatha Elementary School
To: Brooklawn Middle School

Effective September 27, 2021

46. Change of Assignment/Contract – PTHEA

**CHANGE
PTHEA**

BE IT RESOLVED that the Board approve the individual named below who has been reassigned for the 2021-2022 school year, necessitating the following change in contract, effective October 4, 2021:

Mary Jablonka

From: .5 FTE Special Education Teacher - Lake Hiawatha Elementary School- \$32,770.00
To: 1.0 FTE Special Education Teacher - Mt. Tabor Elementary School - \$65,540.00

47. Waiver 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 2021-2022 school year:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Cara Bansch	CMS	French	\$10,495.71	9/8/21-6/23/22	1 class per day	1/7
Melanie Palmer	PHS	English 3	\$2,117.76	9/20/21-11/24/21	1 class per day	1/7
Dana Maucione	PHS	English 3	\$3,626.88	9/20/21-11/24/21	1 class per day	1/7
Matthew Reidinger	PHS	AP Language	\$3,509.25	9/20/21-11/24/21	1 class per day	1/7
David Novak	PHS	English 3	\$2,774.72	9/20/21-11/24/21	1 class per day	1/7
Victoria Miller	PHS	Reading Intervention	\$10,832.86	9/1/21-6/23/21	1 class per day	1/7

48. **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 subject to any guide placement or other salary adjustment that may be due upon completion of the negotiations between the Board of Education and PTHEA.

Allison Killeen

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

Elementary Strings Teacher

BA/Montclair State University
Music
8 years
BA, Step 8, \$61,825.00
November 29, 2021
Lake Parsippany, Troy Hills, and
Rockaway Meadow Elementary Schools
(Replacement - Iapicca - Transferred)

Jessica Phillips

Degree:

Certification:
Experience:
Guide Placement:
Effective:
Assignment:

Grade 3 Teacher

BA/Monmouth University
MA/Monmouth University
K-6; TOSD
1 year
BA+30, Step 1, \$58,925.00
October 18, 2021, or sooner
Lake Parsippany Elementary School
(New Position)

49. **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:

Name	Salary	Effective	Assignment	School
Laura Saravia	\$32,358.00 +\$1,335.00 (Black Seal)	9/28/21	Custodian	CMS
(Replacing J. Beston - retired)				

50. **Parsippany Adult & Community Education**

**PACE
INSTR**

BE IT RESOLVED that the Board approve the following instructors and vendors to work for the Parsippany Adult & Community Education program for the 2021 Fall Term effective September 27, 2021 through December 22, 2021:

Instructors Flat Rate

<u>Name</u>	<u>Position</u>	<u>Anticipated Salary</u>
Morris, Sandra	Instructor	\$600.00
Ninos, Tony	Instructor	\$1,050.00
Restrepo, Zulma	Instructor	\$1,300.00
Salem, Nahed	Instructor	\$900.00
Singerline, Dawn	Instructor	\$835.00

Instructors Paid Per Person

<u>Name</u>	<u>Rate Per Person</u>
Gould, Doug – 2 Courses	Course 1 = \$44.00/pp Course 2 = \$68.00/pp

Vendors Paid Flat Rate

<u>Company Name</u>	<u>Anticipated Salary</u>
Voice Coaches	\$87.50

Vendors Paid Per Student

<u>Name</u>	<u>Rate Per Person</u>
Hypnosis Counseling Center –3 Sessions	\$40.00/pp

51. **Family Connections Evening Support Specialists**

**FAMILY
CONNECTIONS**

BE IT RESOLVED that the Board approve the individuals listed below for the coordinators of the Family Connections Evening Support program during the 2021-2022 school year which is funded through the IDEA grant:

<u>Name</u>	<u>Rate</u>	<u>Hours</u>
Kristen Madden	\$41.00 per hour	Not to exceed 4 hours per month
Kristin Sobieski	\$41.00 per hour	Not to exceed 4 hours per month

52. **Appointment – Volunteer Extra-Curricular/Athletic Aide 2021-2022**

**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
Michael Briggs Football

53. **Videographer - Football Games**

**VIDEOGRAPHER
FOOTBALL**

BE IT RESOLVED that the Board approve the following individual as a videographer for varsity football games at a fee of \$125.00 per game effective September 24, 2021:

Carmine Verducci - Parsippany Hills High School

54. **Corrections**

CORRECTIONS

BE IT RESOLVED that the Board approve the following corrections:

Re-employment - Tenured Teachers - 2021-2022

Jodi Harju

From: Step 10 BA+15 \$28,222.00 + \$2,430 (L)
To: Step 10 BA+15 \$28,222.00

Additional Sick Days – ESAPTH

Employee #30289

From: ten (10) additional non-accumulative sick days with pay effective September 22, 2021 through October 5, 2021.

To: thirty (30) additional non-accumulative sick days with pay effective September 22, 2021 through November 2, 2021

Leave of Absence

Employee #30289

From: a medical leave of absence effective June 15, 2021 through September 7, 2021 utilizing accumulated sick days, vacation days, and personal days pursuant to the Family and Medical Leave Act (FMLA). She is also requesting a medical leave of absence (post-FMLA) effective September 8, 2021 through October 5, 2021 utilizing a personal day, family illness days, floating holidays, and sick days, and an unpaid medical leave of absence (post-FMLA) effective October 6, 2021 through November 29, 2021.

To: a medical leave of absence effective June 15, 2021 through September 7, 2021 utilizing accumulated sick days, vacation days, and personal days pursuant to the Family and Medical Leave Act (FMLA). She is also requesting a medical leave of absence (post-FMLA) effective September 8, 2021 through November 2, 2021 utilizing a personal day, family illness days, floating holidays, and sick days, and an unpaid medical leave of absence (post-FMLA) effective November 3, 2021 through November 29, 2021.

Employee #40388

From: a medical leave of absence effective September 1, 2021 through October 22, 2021 utilizing accumulated sick days.

To: a medical leave of absence effective September 1, 2021 through December 17, 2021 utilizing accumulated sick days.

Employee #49941

From: a medical leave of absence effective September 9, 2021 through September 24, 2021 utilizing accumulated sick leave and personal days.

To: a medical leave of absence effective September 9, 2021 through September 24, 2021 utilizing accumulated sick leave and personal days. She is also requesting an unpaid medical leave of absence from September 27, 2021 through October 22, 2021.

Lead Teachers

Parsippany High School

From: Science - Susan Muheisen

To: Science- Colleen Riley-Lazzari

Effective September 1, 2021 - November 3, 2021

From: Language Arts - Julianne Sanchez

To: Language Arts- Melanie Jensen

Effective September 1, 2021 - November 23, 2021

55. **Dual Use of Rooms for Educational Space**

DUAL USE

BE IT RESOLVED that the Parsippany-Troy Hills Township Board of Education approve the following Dual Use of Rooms for Educational Space for the 2021-2022 School Year:

Eastlake Elementary School

Rm 14: OT/PT and Speech