

**SCHOOL DISTRICT OF THE CHATHAMS BOARD OF EDUCATION
REGULAR MEETING
MINUTES
December 12, 2011**

A regular business meeting of the Board of Education was held this day in the courtroom located in the Chatham Township Municipal Building, 58 Meyersville Road, Chatham, New Jersey.

I. CALL TO ORDER: The meeting was called to order at 7:34 PM by the Board President, Tom Belding.

II. OPEN PUBLIC MEETING STATEMENT: Mr. Belding read the following statement:

In accordance with the requirements of the Open Public Meetings Act, Mr. Belding announced that: The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice and to attend the meetings of the Public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act the School District of the Chathams Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Board Administrative Office, sent to the Clerks of Chatham Borough and Chatham Township, the Library of the Chathams, the Chatham Courier, the Daily Record, the Star Ledger, and the Independent Press.

III. ROLL CALL

Present: Stephen Barna, Tom Belding, Al Burgunder (arrived at 7:50 PM), Kim Cronin, Richard Connors, Matthew Gilfillan, Lata Kenney, John Nonnenmacher and Jill Critchley Weber.

Absent: None

Also Present: Dennis Fyffe, Interim Superintendent, Peter Daquila, Business Administrator / Board Secretary, Dr. Michael LaSusa, Assistant Superintendent of Schools, Debra Becker, Director of Human Resources, Dr. Vincent D'Elia, Special Services Director, and approximately 20 members of the public and press were in attendance at the start of the public session.

IV. PLEDGE OF ALLEGIANCE: Mr. Belding led the assembly in the Pledge of Allegiance.

Mr. Belding noted that there will be a special recognition for Miranda Cogswell this evening.

V. A. INTERIM SUPERINTENDENT'S REPORT

- Evacuation of High School and Lafayette – Mr. Fyffe reported on the December 8th evacuation of Chatham High School and Lafayette Avenue School due to the contractor hitting a gas pipe at the high school. He also spoke about the use of the Honeywell Instant Alert System during the evacuation.
- Recognition of Miranda Cogswell – Mr. Fyffe read a letter of acknowledgement to Miranda Cogswell for her work in welcoming new parents and families to the district.

B. BUSINESS ADMINISTRATOR’S REPORT

- Audit Presentation - Scott Clelland of Wiss and Company presented a review of the annual audit for the 2010/2011 school year. He noted that this is the fourth year in a row that the district earned the award in excellence. He also indicated that the district is in a good financial position. Mr. Clelland responded to board members’ questions regarding the audit and financial controls of the district.
- Construction Update – Mr. Daquila gave the following update:

Chatham High School Parking Lot and Addition Project

Addition – The contractor has completed the roof decking, the exterior concrete block walls and is working on the interior walls. The exterior brick work, the roof and the drainage work are in progress. A detailed work schedule has been submitted and the contractor is currently on target to be substantially complete by January 20, 2012.

Unfortunately, the contractor punctured a gas line on Thursday, December 8, 2011, which resulted in both CHS and LAS being evacuated until the gas was turned off. Everyone was safe and school did resume the same day. There are complications in getting the gas pipe repaired.

Parking Lot – The parking lot is complete and all the parking spaces are available for the schools to use.

VI. COMMITTEE REPORTS:

Personnel – Nothing to report. Next meeting is scheduled for January 20, 2012.

Curriculum – Mr. Barna reported the committee met last week and discussed curriculum issues regarding test data at Lafayette Avenue School. Additional discussions on this topic will occur in February.

Finance/Facilities – Mr. Gilfillan reported that the committee met this evening to discuss the audit with Scott Clelland. They also talked about School Dude, the Budget Advisory Committee, backup generators, and use of the \$250,000 additional state aid for lockers at the Lafayette Avenue School.

Policy – Nothing to report.

Strategic Planning – Nothing to report.

Liaisons:

Chatham Borough – Nothing to report.

Chatham Township – Mr. Burgunder reported about a survey on Safe Routes to Schools. There is concern about the sidewalks around Washington Avenue School. The committee feels that the fields at the elementary schools need some work to upgrade their condition.

Athletic Boosters – Mr. Connors reported that the committee met on December 6 with Harvey Cohen, who is retiring on December 31, 2011. The Boosters thank Mr. Cohen for all he has done for the athletic program. Mr. Connors introduced Alexis Korsak, the new Athletic Director. The Boosters are looking to start an intramural basketball program in January. Mr. Connors noted that the score cart canopies are missing from Cougar and Haas field. Mr. Daquila will report back to Mr. Connors on this issue.

Music/Theater Boosters – Ms. Weber gave an update on the K-5 holiday concert season. The Boosters fundraiser for the VH1 Save the Music Program to save music last weekend was a successful event.

Chatham Education Foundation – Nothing to report.

Recreation – Nothing to report.

VII. CORRESPONDENCE – Nothing to report.**VIII. MINUTES**

Mr. Connors moved the following:

RESOLVED: That the School District of the Chathams Board of Education, in the County of Morris, New Jersey approves the minutes as amended from the following meeting:
November 21, 2011 – public and executive sessions

The motion was seconded by Mr. Nonnenmacher and approved by an 8-0-1 roll call vote (Mr. Gilfillan abstained).

IX. PUBLIC COMMENTARY

- Lisa Kaplan, a resident of Chatham Borough, thanked the Board for their volunteering and their efforts. She noted her dissatisfaction with the Board for having school on Martin Luther King Day and went on to say that the majority of the neighboring districts are not having school on that day. Mr. Belding responded that the Board had multiple discussions on this topic and there were unique circumstances leading to the decision. He also said that each school will honor Dr. King during the school day.

X. ACTION ITEMS**A. PERSONNEL**

On motion by Mr. Connors, seconded by Mr. Nonnenmacher, the consent agenda items A.1 – A.13, and A.16-A.22 were approved by a 9-0 roll call vote. On motion by Mr. Connors, seconded by Mr. Nonnenmacher, the consent agenda items A.14 and A.15 were approved by an 8-0-1 roll call vote (Mr. Connors abstained).

Ms. Kenney raised a question concerning Item A.11 and asked for clarification of the work being done. Dr. D'Elia reported that this is an extension of Ms. Woods' work.

Ms. Weber asked for clarification on Item A.15. Ms. Becker responded and clarified that the term "previously approved" is during this current school year.

1. *(286 – 11/12) Approval Resignation Certificated Staff*

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves resignation from the School District of the Chathams, for Eva Lee, CMS, Chinese Teacher, effective January 5, 2012.

2. *(287 – 11/12) Rescission/Approval – Contracts – Non-Tenured Certificated Staff*

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education, rescinds the contract for *Michelle DelPezzo*, WAS, Kindergarten part time, for the 2011-2012 school year.

BE IT FURTHER RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education, approves contracts for *Non-Tenured Certificated Staff*, for the 2011-2012 school year, as per agreement between the School District of the Chathams and ACTS (*Attachment A-2*)

3. (288 – 11/12) Approval-Leave Replacement Teachers

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves *Leave Replacement Teachers* as listed below:

FTE	Name	Location/Grade	Degree/Step	Salary 2011-2012/Prorated	Effective Dates
1.0	Justin Levinski	WAS/Gr. 1 (Megan Calveley)	BA/2	\$53,730.00 prorated to \$29,820.00	Effective 1/17/2012 through 6/21/2012 plus 3 days shadowing at \$100.00 sub rate
1.0	Nicole Alexander	SBS/Gr. 2 (Jennifer Broyer)	BA/2	\$53,730.00 prorated to \$29,014.00	Effective 1/20/2012 through 6/21/2012 plus 3 days shadowing at \$100.00 sub rate
1.0	Katie O'Neill	SBS/Gr. 3 (Melissa Scrittorale)	BA/2	\$53,730.00 prorated to \$26,865.00	Effective 12/15/2011 through 5/14/2012 plus 3 days shadowing at \$100.00 sub rate
1.0	Alyssa Guider	CMS/MathGr. 6 (Amanda Seibert)	BA/2	\$53,730.00 prorated to \$28,208.00	Effective 1/25/2012 through 6/21/2012 plus 3 days shadowing at \$100.00 sub rate
.5	Lauren Hurely-Scaramella	Speech	N/A	\$300.00 per day, \$200.00 per half day not to exceed \$20,400.00 including 5 paid sick days.	Effective 1/3/2012 through 6/30/2012
1.0	Margaret Callahan	LDTC	N/A	\$350.00 per day not to exceed \$40,200.00	Effective 1/6/2012 through 6/30/2012

4. (289 – 11/12) Approval –Maternity Leave

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves *Maternity Leaves* as listed below:

Name	Location	Paid Sick Leave	FMLA leave/no pay w/benefits	NJFLA (unpaid leave w/benefits)	Unpaid Leave/no pay /no benefits	Return Date
Laura Cook	MAS/Gr.3	March 5, 2012 through May 7, 2012.	May 8, 2012 through June 30, 2012	N/A	N/A	September 1, 2012

5. (290 – 11/12)Approval- Unpaid Leave

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves *Unpaid Leave*, for staff members, as listed below:

Last Name	First Name	Location	Dates	Total Days
Finelli	Lina	WAS	12/1/2011 through 12/09/2011	7 Days
Kopacz	Marybeth	SBS	Within the week of 3/12/2012 through 3/16/ 2012	2 Days

6. (291 – 11/12) Approval- Use of Accumulated Family Illness

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves *Use of Accumulated Family Illness*, for staff members, as listed below:

Last Name	First Name	Location	Dates	Total Days
Kelly	Sandra	WAS	As needed 2011-2012 school year	10 Days

7. (292 – 11/12) Approval-Mentors 2011-2012

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves the following Staff Members as mentors the year 2011-2012 school year:

Mentor	Novice Teacher	School	Certificate	Program	Time/Weeks	Rate
Allyson Goodstadt	Nicole Alexander	SBS	CEAS	Traditional	23	\$422.00
Grace Mueller	Alyssa Guider	CMS	CEAS	Traditional	22	\$403.00
Jessica Wood	Hongbin Cecilia Yu	CMS	CE	Alternate Route	36 weeks and 20 days intensive	\$733.00

8. (293 – 11/12) Rescission/Approval – Extra Duty Stipends

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education rescinds *Extra Duty Stipends*, for the 2011-2012 school year, as listed below:

School	Position	First Name	Last Name
MAS	Grade Level/Team Leader 1	Donna	Callanan
MAS	Grade Level/Team Leader 3	Laura	Cook
MAS	Play Area/Bus	Laura	Cook

BE IT FURTHER RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves *Extra Duty Stipends*, for the 2011-2012 school year, as listed below:

School	Position	First Name	Last Name	Amount	FTE
MAS	Grade Level/Team Leader 3	Laura	Cook	\$4,162.00 Prorated \$2,601.00 effective 9/1/2011 through 3/5/2012	0.435 FTE
MAS	Grade Level/Team Leader 3	Judy	Casey	\$4,162.00 Prorated to \$1,561.00 effective 3/6/2011 through 6/30/2012	0.435 FTE
MAS	Play Area/Bus	Laura	Cook	\$1,913.00 Prorated to \$1,195.00 effective 9/1/2011 through 3/5/2012	0.20 FTE
MAS	Play Area/Bus	Sue	Pinto	\$ 1,913.00 Prorated to \$718.00 effective 3/6/2012 through 6/30/2012	0.20 FTE
MAS	Grade Level/Team Leader 1	Donna	Callanan	\$4,162.00 prorated to \$1,665.00 effective 9/1/2011 through 12/31/2011	FTE 0.435
MAS	Grade Level/Team Leader 1	Amy	Kerr	\$4,162.00 prorated to \$2,497.00 effective 01/02/2012 through 6/21/2012	FTE 0.435

9. (294 – 11/12) Approval – Resignation – Paraprofessional Staff

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves resignation of *Paraprofessionals*, for the 2011-2012 school year, as listed below.

Name	Location	Type	Effective
Alyssa Guider	CMS	Special Education	01/20/2012
Katie O’Neill	SBS	Special Education	12/12/2011
Juliette Breshnahan	WAS	Special Education –PREP	12/01/2011

10. (295 – 11/12) Approval – Contracts – Paraprofessional Staff

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves *Paraprofessionals*, for the 2011-2012 school year, as per agreement between the School District of the Chathams and ACTS. (Attachment A-10)

11. (296 – 11/12) Approval of Applied Behavioral Analysis Home Instructor

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education approves *Elizabeth Woods*, Applied Behavioral Analysis Home Instructor, for Student No. 8834548866, as per IEP, at the rate of \$40.00 per hour, 5 hours per week, total amount not to exceed \$6,400.00 effective December 1, 2011 through June 30, 2012.

12. (297 – 11/12) Approval – Contracts –Custodial Staff

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves *Custodians*, for 2012, as per agreement between the School District of the Chathams and Chatham Custodial Employees. (Attachment A-12)

13. (298 – 11/12) Approval – Black Seal Stipends 2011-2012

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves *Black Seal Stipends* for Custodial Employees, to be paid as per the Agreement between the School District of the Chathams and Chatham Custodial Employees, as listed for the 2011-2012 school year:

Last Name	First	Black Seal	Expiry
Marsigliano	Joseph	750.00	11/30/2012

14. (299 – 11/12) Approval – Winter Coaches

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves *Coaches* as listed for the 2011-2012 school year:

First Name	Last Name	Sport	FTE	Salary
Kelly	Bray	Winter Track-V	N/A	N/A
Anna	Chesnakova	Women’s Basketball-V	N/A	N/A
Sue	Connors	Fencing-V	N/A	N/A

15. (300 – 11/12) Approval – Spring Coach

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves *Coaches* as listed for the 2011-2012 school year:

- * denotes teacher in the district
- ** previously board approved
- *** parent paid

First Name	Last Name	Sport	FTE	Salary
Ed	Collins**	Baseball-H	0.75	\$7,175.00
TBD	TBD	Baseball-A	0.60	\$5,740.00
James	Ascolese*	Baseball-A	0.60	\$5,740.00
Todd	Ervin*	Golf (Men)-H	0.65	\$6,219.00
Joe	Gaba*	Golf (Women)-H ***	0.65	\$6,219.00
Anthony	Calandra	Lacrosse (Men)-H	0.75	\$7,175.00
Robert	Glander	Lacrosse (Men)-A	0.60	\$5,740.00
Sean	Peterson	Lacrosse (Men)-A	0.60	\$5,740.00
Deb	Marriott	Lacrosse (Women)-H	0.75	\$7,175.00
Hilary	Renna	Lacrosse (Women)-A	0.60	\$5,740.00
TBD	TBD	Lacrosse (Women)-A	0.60	\$5,740.00
Alexis	Davies	Softball-H	0.75	\$7,175.00
Dave	Shellenhamer*	Softball-A	0.60	\$5,740.00
Chris	Mazurkiewicz*	Softball (Frosh)-A	0.60	\$5,740.00
Bruce	Humphreys*	Tennis-H	0.65	\$6,219.00
Jim	Urbelis	Tennis-A	0.40	\$3,827.00
Patrick	Barry	Track (Men)-H	0.75	\$7,175.00
TBD	TBD	Track (Men)-A	0.60	\$5,740.00
Julie	Ullmeyer*	Track (Women)-H	0.75	\$7,175.00
Kelly	Bray*	Track (Women)-A	0.60	\$5,740.00
Jeremy	Heinze	Golf-V	N/A	N/A
Paul	Garavante	Lacrosse-V	N/A	N/A
Melissa	Montefusco	Lacrosse-V	N/A	N/A
Sue	Connors	Lacrosse-V	N/A	N/A

16. (301 – 11/12) Approval – Student Teacher/Intern

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves the following *Student Teachers/Interns* for the spring semester of the 2011- 2012 school year:

Name	College/University	School/Grade	Term
Dana Vecchione	Kean University	MAS Speech Therapist Intern	January through June 2012
Aileen Carr	College of St. Elizabeth	SBS Grade 1	January through June 2012
Jennifer Da Silva	Seton Hall University	School Counseling Internship High School	January through June 2012

17. (302 – 11/12) Approval – Substitutes

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves *Substitutes* as listed for the 2011-2012 school year:

Teacher	Para	Clerical	Nurse	Last	First	Residence	Certificate
X	X	X		Bartolomeo	Jennifer	New Providence	CEAS
X	X	X		Ruggeri	Allison	Chatham	CEAS
X	X	X		Kowalski	Kathleen	Somerville	CEAS
X	X	X		Sainto	Jessica	Whippany	CEAS
X	X	X		Keplar	Margaret	Chatham	CEAS
X	X	X		Collins	Ed	Morris Twp.	1/2/2017
X	X	X		Piccola	Laura	Morristown	CE
X	X	X		Bruner	Debra	Florham Park	STAND
X	X	X		Trimble	Darrell	Madison	STAND
X	X	X		Yu	Hongbin Cecilia	New Providence	CE

18. (303 – 11/12) Approval – Emergent Hiring

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves the submission of applications to the County Superintendent for the emergent hiring, and the applicants’ attestations that they have not been convicted of any disqualifying crime pursuant to the provision of N.J.S.A. 18A:6-7, 1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6- 4.13 et seq. for the individual’s listed:

LAST NAME	FIRST NAME
Villamarin	Oliver
Yu	Hongbin Cecilia
Eiland	Lori
Hurley-Scaramello	Lauren

19. (304 – 11/12) Approval – Travel

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 School District of the Chathams 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

WHEREAS: the Board has concluded that the travel and expense reimbursement 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 reimbursement 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 Interim Superintendent, the Board of Education approves travel requests as listed:

Month	Day	Year	First	Last	Vendor	Purpose	Location	Cost
Dec.	9	2011	Andrea	Murphy	Marymount Manhattan College	Overview of campus, admissions, etc.	Manhattan	\$28.00
Dec	9	2011	Joseph	Barbato	MC School of Technology	Vo-Tech opportunities	Denville	-0-
Dec	9	2011	Sean	Newcombe	MC School of Technology	Vo-Tech opportunities	Denville	-0-
Dec.	15	2011	Melisa	DiCarlo	YSAC	Psychotropic adolescent treatment	Parsippany	-0-
Jan.	9	2012	Jaclyn	Brief	Kean University	Best Kdg. Practices	Union, NJ	\$125.00
Jan.	9	2012	LeeAnn	Renwanz	Kean University	Best Kdg. Practices	Union, NJ	\$125.00
Jan.	9	2012	Peggy	Melvin	Kean University	Best Kdg. Practices	Union, NJ	\$125.00
Jan.	12	2012	Brianne	Marshall	Kean University	Present curriculum	Union NJ	-0-
Jan.	13	2012	Brian	Conti	North Jersey Area Band	Annual Director's Mtg.	Mt. Olive HS	-0-
Jan.	26-27	2012	John	Abdelmalak	NJASA	Techspo	Atlantic City	\$554.00
Feb.	2,9,16 23 & March 1	2012	Kristin	Kosky	Rutgers	Review of Local Public Contracts Law	Wyckoff	\$907
Feb.	2-3	2012	Lisa	Lattarulo	ASAP	Conference for Student Assistance Professionals	Atlantic City, NJ	\$304.99
Feb.	10	2012	Jennifer	Friedrich	Autism NJ	Bullying & ASD	Monroe	\$90.00
Feb.	14	2012	Donna	Monica	NA	G&T Liaison	Long Hill Chapel	-0-
Apr.	17	2012	Jennifer	Friedrich	Autism NJ	Comorbidity with ASD	Edison	\$90.00
Apr.	20	2012	Donna	Monica	NA	Math Mania Workshop	Long Hill Chapel	-0-

20. (305 – 11/12) Approval – Substitutes

RESOLVED: Upon recommendation of the Interim Superintendent, the Board of Education approves *Substitutes* as listed for the 2011-2012 school year:

Teacher	Para	Clerical	Nurse	Last	First	Residence	Certificate
X	X	X		Caruso	Laura	Morris Plains	STD

21. (306 – 11/12) Approval – Travel

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 School District of the Chathams 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

WHEREAS: the Board has concluded that the travel and expense reimbursement 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 reimbursement 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 Interim Superintendent, the Board of Education approves travel requests as listed:

Month	Day	Year	First	Last	Vendor	Purpose	Location	Cost
Jan.	19	2012	Julie	Patterson	Morris County Naviance Group	Forum	Morris Knolls HS	-0-

B. FINANCE

On motion by Mr. Gilfillan, seconded by Ms. Cronin, the consent agenda items B.1 – B.14 were approved by a 9-0 roll call vote.

Mr. Gilfillan thanked Mr. and Mrs. Donald Gibson for their donation of musical instruments to the Lafayette Avenue School.

Mr. Gilfillan questioned Item B.13 and asked for clarification on “physical restraint.” Mr. Fyffe and Dr. D’Elia responded that training is required per Policy 5561.

1. (209 – 11/12) Acceptance of Audit and CAFR for 2010/2011

RESOLVED: Upon the recommendation of the Interim Superintendent, that the Board of Education, accepts the audit, Comprehensive Annual Report of Finances and Management (CAFR) report for the district accounts for fiscal year 2010/2011 (summary attached); and **BE IT FURTHER RESOLVED:** That the School Business Administrator is directed to file copies of this audit with the New Jersey Department of Education via the County Office and the offices for the Nationally Recognized Municipal Securities Information Repository as required by the Municipal Securities Rulemaking Board (since the district has outstanding debt service bonds). (Attachment B-1)

2. (210 – 11/12) Approves Corrective Action Plan for CAFR

RESOLVED: Upon the recommendation of the Interim Superintendent, that the Board of Education, directs the School Business Administrator and other appropriate administrators to implement the corrective actions for the recommendation noted by the district auditors as per attached. (Attachment B-2)

3. (211 – 11/12) Approval – Bills List

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education approves payment of bills list as reviewed by the Finance Committee. (Attachment B-3)

Bills Description	Totals
December 12, 2011 Bills List	\$1,212,969.58
Payroll – November, 2011:	\$3,601,588.04
TOTAL:	\$4,814,557.62

4. (212 – 11/12) Approval of TDS as Third Party Administrator

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education approves The TDS Group as the district 457(b) TPA Third Party Administrator/ Common Remitter, effective July 1, 2011.

5. (213 – 11/12) Approval of Third Party Administrator Plan

WHEREAS: The Board of Education, designated as a governmental employer as defined in Section 457(b) of the Internal Revenue Code as amended (the “Code”), desires to implement the TDS 457(b) Compliance Program;

WHEREAS: The Board of Education (the “Board”) has been made aware that the Internal Revenue Service has amended the 457(b) Tax Code to include requirements to engage in the audit of 457(b) Plans, the Board authorizes the Superintendent or designee to develop appropriate procedures to conduct a compliance review, followed by an ongoing compliance initiative, and to install necessary controls to insure that the 457(b) Plan is operated in conformance with the Code and related regulations as currently stated, and as amended in the future; and is further authorized to act on the Board’s behalf with respect to the Plan; now therefore,

BE IT RESOLVED: That this Resolution is hereby adopted, approved, and supersedes and replaces any and all prior resolutions and plans of the District, authorizing the implementation of a 457(b) compliance provider for the organization.

6. (214 – 11/12) Acceptance of Donation of Musical Instruments to LAS

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education accepts the donation of musical instruments from Mr. and Mrs. Donald Gibson to the Lafayette Avenue School as listed below:

Instrument	Serial Number	Value
Armstrong Flute	6045534	\$300.00
Guitar	N/A	50.00
William Lewis & Son Viola	F14707	400.00

7. (215 – 11/12) *Approval of Submission of IDEA Final Expenditure Report*

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education approves the submission of the Individuals with Disabilities Education Act (IDEA) American Recovery and Reinvestment Act of 20098 (ARRA) Final Expenditure Report for Fiscal Year 2009-2011.

Basic: \$849,420.00
 Pre-School: \$ 30,744.00

8. (216 – 11/12) *Approval of Workshops Under IDEA Grant*

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education approves workshops at St. Patrick’s School under the IDEA grant (non-public portion) during the 2011-2012 school year as listed below:

Presenter	Cost
Therese Farid Guidance Teacher	\$1,000.00
Madeline Paske Baulig Psychologist	\$1,000.00
Dr. Michelle McCoy Barrett Social Worker	\$1,000.00

9. (217 – 11/12) *Approval of Bedside Instructors*

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education approves St. Clare’s Hospital to provide bedside instructors for the 2011-2012 school year for hospitalized students at the rate of \$54.00 per hour.

10. (218 – 11/12) *Approval of Applied Behavioral Analysis Therapy*

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education approves a contract with Stepping Forward Counseling Center to provide applied behavioral analysis therapy for preschool student #9335487600 for five (5) hours per week effective December 5, 2011 through February 24, 2012 for an amount not to exceed \$4,500.00.

11. (219 – 11/12) *Approval of Increased Rate for Pediatric Therapeutic Services*

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education approves continuation of services with Pediatric Therapeutics allowing an hourly increase of \$5.00 (from \$140.00 to \$145.00 per hour) effective September 1, 2011 through June 30, 2012.

12. (220 – 11/12) *Approval of Bedside Instruction Services*

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education approves Essex Regional Educational Services Commission of Fairfield, NJ to provide bedside instruction services for a student with disabilities (Student No. 1588309776) at the rate of \$40.00 per hour for a total amount not to exceed \$5,720.00 effective September 26, 2011 through June 30, 2012.

13. (221 – 11/12) *Approval of Training for Restraint Techniques*

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education approves a contract with Louis A. Daly to provide training in restraint techniques to select staff members on January 13, 2012 at a cost of \$500.00.

14. (222 – 11/12) Use of Additional State Aid

WHEREAS, the Board of Education received notification from the State of New Jersey, that it will receive \$517,006 in additional state aid funds; and

WHEREAS, the Board of Education was provided four options on the use of these funds, including the appropriation of funds for effective and efficient expenditures in their 2011/2012 budget; and

WHEREAS, the Board of Education is in need of \$250,000 of capital funds to replace the boiler at the Lafayette School;

WHEREAS, the remaining \$267,006 can be reserved for other uses as allowed by the State of New Jersey;

NOW THEREFORE BE IT RESOLVED, that the Board of Education has decided in the best interest of the students and community to make this improvement by revising their 2011/2012 budget to incorporate the \$250,000 of additional state aid as revenue with a corresponding increase in appropriation lines as detailed below:

<u>Source Revenue</u>	<u>Description</u>	<u>Amount</u>
10-3xxx	Other State Aid	<u>\$250,000</u>
Total		<u>\$250,000</u>

<u>Use of Funds</u>		
<u>Account #</u>	<u>Description</u>	<u>Amount</u>
12-000-400-450	Construction Costs - Boiler	<u>\$250,000</u>
Total		<u>\$250,000</u>

The use of additional state aid will be sent to the Executive County Superintendent for approval.

C. CURRICULUM

On motion by Mr. Barna, seconded by Mr. Nonnenmacher, the consent agenda item C.1 was approved by a 9-0 roll call vote

Mr. Gilfillan asked about the Chatham Middle School 6th grade trip. Dr. LaSusa responded that the trip to the Chinese restaurant coincides with the Chinese New Year and is a hands-on experience for the students.

Mr. Barna asked about the Cape Cod overnight trip. Dr. LaSusa will report information on the overnight trip to the Board.

1. (045 – 11/12) Approval – Field Trip Destinations for 2011-12

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education approves field trip destinations as listed:

SCHOOL	DESTINATION	CLASS
CHS	Cape Cod (overnight trip)	Science
CHS	Millburn High School	NJ Science League
CHS	Washington Avenue School	Select Choir
CHS	Great Adventure, Jackson, NJ	Concert Choir, Orchestra, Symphony Band
CMS	King Village Chinese Restaurant – Edison, NJ	6 th Grade Chinese Class

D. FACILITIES - None

E. POLICY

On motion by Ms. Kenney, seconded by Mr. Nonnenmacher, the consent agenda items E.1 and E.2 were approved by a 9-0 roll call vote.

- 1. (008 – 11/12) Approval of Second Reading and Adoption of the following Policies and/or Regulations:

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education approves the second reading and adoption of the following Policies and/or Regulations:

Policy 5561	Use of Physical Restraint
Regulation 5561	Use of Physical Restraint
Policy 8600	Transportation
Policy 8601	Pupil Supervision After School Dismissal
Policy 8611	Subscription Busing
Policy 8630	Bus Driver Responsibility
Policy 8670	Transportation of Disabled Pupils
Policy 8690	Monitoring Devices on School Vehicles

- 2. (009 – 11/12) Approval of NJ Quality Single Accountability Continuum (QSAC) Statement of Assurance – School Year 2011-12

RESOLVED: Upon the recommendation of the Interim Superintendent, the Board of Education approves the QSAC Statement of Assurance for the 2011-12 School Year (which is on file in the Central Office) and attests to its accuracy. A copy of this resolution is to be submitted to the State of New Jersey.

F. REORGANIZATION - None

XI. BOARD BUSINESS

- Board Committees Responsibility for Minutes – The Board discussed the taking of minutes at the committee meetings. The Board decided that district staff member will take and report minutes at committee meetings.

XII. PUBLIC COMMENTARY

- Tracey Ness of Chatham Township, thanked the Board for allowing the use of the PA system at the Super Bowl function. However, the PA system could not be used until after 11:00 am due to religious services which affected a few football games. She noted that the Madison residents do not complain about sound or lighting at any of the Madison fields. Mr. Belding and Mr. Fyffe responded indicating regret that the PA was not available until after 11:00 AM, since the original plan was to have reduced volume on the PA from 9:30 AM to 11:00 AM.

XIII. EXECUTIVE SESSION

At 8:42 PM Mr. Connors moved the following:

WHEREAS: The Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED: The Board of Education adjourns to closed session to discuss legal and personnel matters; and be it

FURTHER RESOLVED: The minutes of this closed session be made public when the need for confidentiality no longer exists; and be it

FURTHER RESOLVED: No action will be taken.

The motion was seconded by Mr. Nonnenmacher and approved by unanimous voice vote.

XIV. PUBLIC SESSION – The board reconvened in Public Session at 9:30 PM

XV. ADJOURNMENT: On motion by Mr. Burgunder, seconded by Mr. Nonnenmacher, the meeting adjourned at 9:32 PM.

Minutes recorded by:

Peter Daquila
Business Administrator/Board Secretary