

**REORGANIZATION MEETING  
BOARD OF EDUCATION, SCHOOL DISTRICT OF THE CHATHAMS  
MONDAY, JANUARY 9, 2017**

**MINUTES**

A reorganization meeting of the Board of Education was held this day in the Chatham Middle School located at 480 Main Street, Chatham, NJ.

**I. CALL TO ORDER:** The meeting was called to order at 7:36 PM by the Board Secretary, Peter Daquila.

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

In accordance with the requirements of the Open Public Meetings Act, I wish to announce 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, and the Star Ledger.

**III. ROLL CALL**

**Present:** Sal Arnuk, Ann Ciccarelli, Michelle Clark, Richard Connors, Matthew Gilfillan, and Jill Critchley Weber

**Absent:** Kim Cronin and Lata Kenney were absent.

**Also Present:** Dr. Michael LaSusa, Superintendent, Mr. Peter Daquila, Business Administrator/ Board Secretary, Ms. Karen Chase, Assistant Superintendent of Curriculum & Instruction, Ms. Beth Grant, Human Resources Manager, and approximately sixteen (16) members of the public and press.

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

**V. ELECTION RESULTS and INDUCTION OF NEW BOARD MEMBERS (Board Secretary)**

- Annual election results held on November 8, 2016 – Mr. Daquila announced that the three board members listed on this evening’s agenda for induction to the Board, ran unopposed and were voted in on the November 8, 2016 General Election.
  
- Induction of recently elected Board Members:  
Chatham Borough – Michael Valenti  
Chatham Township – Sal Arnuk  
Chatham Township – Matthew Gilfillan

## VI. ORGANIZATION MEETING ACTION ITEMS

### 1. (054 – 16/17) Elects Board President

Mr. Daquila opened the floor for nominations for President of the Board of Education. Trustee Gilfillan, seconded by Trustee Ciccarelli, nominated Jill Critchley Weber as Board President. There were no further nominations.

**RESOLVED:** That the Board of Education elects Jill Critchley Weber as President of the Board of Education effective immediately until the next reorganization meeting as prescribed by law.

Motion carried by a 7-0 roll call vote.

Ms. Weber the newly elected President, now presided over the meeting.

### 2. (055 – 16/17) Elects Vice President

Ms. Weber opened the floor for nominations for Vice-president of the Board of Education. Trustee Weber, seconded by Trustee Connors, nominated Matthew Gilfillan as Board Vice-President. There were no further nominations.

**RESOLVED:** That the Board of Education elects Matthew Gilfillan as Vice President of the Board of Education effective immediately until the next reorganization meeting as prescribed by law.

Motion carried by a 7-0 roll call vote.

On a motion by Mr. Gilfillan, seconded by Mr. Arnuk, the organization consent agenda items 3 and 4 were approved 7-0 on a roll call vote.

### 3. (056-16/17) Approval: Organization Meeting Actions

**RESOLVED,** that the Board confirms all organization meeting actions taken at the May 2, 2016 Reorganization Meeting.

### 4. (057-16/17) Approval: Board Standing Committees

**RESOLVED,** that the Board approves the 2017 Board of Education Standing Committees. (*Listing on file in Superintendent's office.*)

## VII. BOARD PRESIDENT'S COMMENTS

- Ms. Weber welcomed Michael Valenti to the Board and thanked him in advance for his time to the district.

## VIII. ADMINISTRATIVE REPORTS

### A. SUPERINTENDENT'S REPORT

- Canine Sweep at CHS – Dr. LaSusa reported that a canine sweep was held again last week with no discoveries. Four classrooms and a large bank of lockers were checked.
- Enrollment Update – Dr. LaSusa reported that the district's enrollment is still growing and we are currently at 4,230 students. This week is Kindergarten enrollment. Updates will be provided in the near future.

- Teacher Recognition: Superintendent LaSusa provided recognition to Janet Kraemer for her dedication of 50 years of service to Chatham.
- Ms. Kraemer noted that the district has always been warm, friendly and a great place to work and has enjoyed every year of teaching in Chatham.
- Ms. Russo, Lafayette School Principal, also acknowledged Ms. Kraemer as a tireless worker and noted that she still creates new programs for the students.
- Ms. Klemp noted that Ms. Kraemer came when she was in first grade and that she is a tireless and remarkable teacher.

#### **B. BUSINESS ADMINISTRATOR'S REPORT**

- Mr. Daquila reported that the district's credit rating from Standard and Poor's is "AAA" for the upcoming referendum bond sale.

### **IX. COMMITTEE REPORTS**

- A. Personnel** – Ms. Clark reported that the committee met on December 7 and discussed CAA negotiations and New Jersey State student teacher regulations and the current opening in central office.
- B. Curriculum** – Ms. Clark had nothing to report. The next scheduled meeting is on February 1, 2017.
- C. Finance/Facilities** – Mr. Gilfillan reported that the next meeting is scheduled for January 18, 2017.
- D. Policy and Planning** – Mr. Connors reported that the committee met earlier this evening and discussed the school calendar for 2017/2018 which is up for approval tonight, six delayed openings at Chatham High School for PARRC testing in 2016/2017, the new bill for security officers and policy for school visitors that still needs to be adjusted.

#### **Liaisons**

**Chatham Borough** – Mr. Connors had nothing to report.

**Chatham Township** – Ms. Clark had nothing to report.

**Athletic Boosters** – Mr. Connors reported that the committee will meet tomorrow (January 10). He noted that the boosters donate approximately \$54,000.00 per year to the district. They are always seeking donations of time in addition to donations of money.

**Music & Theatre Boosters** – Ms. Weber gave the following report:

- Congratulations to our district Band, Chorus, and Orchestra students, who gave outstanding performances during the month of December to large, enthusiastic audiences across the district. The CHS Bands and Orchestras are presenting their winter concerts tonight and Wednesday of this week.
- Several of our district ensembles had the opportunity to share their talent outside of school concerts. On December 13<sup>th</sup>, CHS Choral director Ken Bryson brought the Concert Choir for a concert/sing-along for the ECLC student/staff community, followed by a program for Washington Avenue School. Bryson's *Voices* Choir performed a Holiday program for the Kinder Cubs on December 19th. On December 22<sup>nd</sup>, CMS Orchestra director Suzanne Bass brought her Pops Orchestra to Victorian Gardens Senior Day Center for a concert.
- The Lafayette fall Art Enrichment students presented the original Head Show *I Don't Really Know You* on Thursday, January 5<sup>th</sup> to a large audience of enthusiastic Head Show fans. Congratulations to Director Janet Kraemer for another inspiring production!
- Congratulations to the CHS Musicians who successfully auditioned for the Region I Band, Chorus, and Orchestra last weekend. The students will rehearse 4 times over the next month and perform full concert programs with the top high school musicians in northern NJ. For concert details, please visit [www.njsma.com](http://www.njsma.com)

- Accepted to the ensembles were the following CHS musicians:
- Band: Bass Trombonist Sean McCarty (first chair, Wind Ensemble and Orchestra)
- Chorus: Kate Evans, Peter Hoefler, Matthew Markay, Zoe Horowitz, Taryn Roffina, and Calvin Torkelson
- Orchestra: Violinists Sophie Andrews and Eric Tonno
- The students are sponsored throughout the audition/rehearsal processes by their CHS directors, Brian Conti, Ken Bryson, and Krystle Graser.
- Our CMS Theater/Stagecraft classes will be presenting their class plays during the week of January 17<sup>th</sup>. The plays are performed by the CMS theater classes, with lighting, sound, and stage crew support by the CMS Stagecraft classes. During their semester together, the class plays/stagecraft support are the culminating events as students take what they have learned in class and apply it to their production of an actual performance. The CMS Theater and Stagecraft programs are under the direction of Gina Priano-Keyser.
- The Chatham Performing Arts Boosters presented their annual fundraiser *Broadway Under the Stars* on the evening of January 6<sup>th</sup>. CHS students performed scenes, dances, and vocal/instrumental renditions of classic Broadway repertoire in a lovely evening of cabaret performances.
- Congratulations to CMS 8<sup>th</sup> grade Band member Evelyn Tomaro, who was accepted as first chair oboe in the North Jersey Area Junior Band. CHS flautist Julia Raskin was also accepted to the North Jersey Area HS Symphonic Band. These students will proudly represent the SDOC in a performance on Sunday, January 15<sup>th</sup> at Mt. Olive High School.
- With concert season behind us, we now move into musical theater season! Please mark your calendars for the CMS production of *The Sound of Music, Jr.*, under the direction of Christie Spriggs. The show will be staged Thursday, February 2<sup>nd</sup> at 6pm, and Friday/Saturday February 3 & 4 at 7pm. Tickets are available through the CMS office, and will also be available at the door the nights of the show.

**Chatham Education Foundation** – No report available.

**Recreation** – Mr. Gilfillan had nothing to report.

**PTO District Cabinet** – No report available.

## X. MINUTES

Ms. Weber moved the following:

**RESOLVED:** That the Board of Education approves the minutes from the following meeting:

- December 5, 2016 - public and private sessions

The motion was seconded by Mr. Connors and approved 6-0-1 on a roll call vote (Mr. Valenti abstained.)

Ms. Weber moved the following:

**RESOLVED:** That the Board of Education approves the minutes from the following meeting:

- December 19, 2016 - public and private sessions

The motion was seconded by Mr. Connors and failed due to lack of a quorum.

## XI. PUBLIC COMMENTARY

- Libby Hilsenrath congratulated the three newly elected board members. She asked why the Policy and Planning committee is reviewing the school visitors' policy. Ms. Weber and Mr. Connors responded that policy is being reviewed in an effort to be proactive to protect the students and staff.
- Ms. Hilsenrath then asked if all Chatham Middle School students have Chromebooks and how was this funded. Dr. LaSusa responded that Chromebooks were funded through the annual budget as part of the

technology budget and reallocation of resources. The access to Google Education for classrooms has been in use for a few years.

- Paul Ivans spoke for the Paddle Club and provided an update on the sport. He presented the status of membership and noted that participation has grown. The National Champion Paddle Pro, Patty Hogan, runs weekly instructional clinics. Paul spoke about the club, student involvement and upcoming tournaments.

Ms. Clark departed the meeting at this time (8:25 PM).

**XII. ACTION ITEMS**

**A. PERSONNEL**

On a motion by Ms. Ciccarelli, seconded by Mr. Connors, the consent agenda items A.1 – A.19 were approved by a 6-0 roll call vote.

1. (240-16/17) Acknowledgement: **Janet Kraemer - Chatham 50 Year Anniversary**

**RESOLVED:** By recommendation of the Superintendent of Schools, the Board of Education wishes to honor Ms. Janet Kraemer for her 50 years of service to the School District of the Chathams.

**BE IT FURTHER RESOLVED:** on this 50th anniversary of her employment, effective January 3, 2017, we wish to collectively thank Ms. Kraemer for her years of creative and reliable service, her dedication to the children of Chatham through her many contributions, and the valuable lessons that she infuses into her craft. Congratulations!

2. (241-16/17) Acceptance: Retirement

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education accepts the retirement of the following staff member:

Name	Location/Position	Effective Date
Riva, Kathleen	CMS/Teacher of Spanish	03/01/2017

3. (242-16/17) Acceptance: Resignations

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education accepts the resignations of the following staff members:

Name	Location/Position	Effective Date
Murphy, Elizabeth	SBS/Paraprofessional	01/05/2017
Ethridge, Carole	WAS/Paraprofessional	01/12/2017
Caufield, Julie	MAS/Paraprofessional	02/01/2017

4. (243-16/17) Amendment: Contract - 2016/2017 School Year

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education amends the contract for the following individual for the 2016/2017 school year, as per the agreement between the School District of the Chathams and the Chatham Education Association (CEA):

Name	Position	Location	Column/Step	Salary	Effective Date	Termination Date	Notes
Gagliano, Michael	Teacher ELA/Cycles	CMS	MA/8	\$65,244.00 Prorated \$25,884.20	01/17/2017	06/30/2017	Supersedes action on 11/21/16 to amend start date

5. (244-16/17) Amend: Contracts - Leave Replacement Teachers

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education amends the contracts for the following Leave Replacement Teachers for the 2016/2017 school year:

Name	Position	Location	Column/Step	Salary	Effective Date	Termination Date	Notes
Davidowitch, Darcy	Teacher of Elementary	SBS	BA/2	\$56,289.00 Prorated \$23,359.95	09/01/2016	01/04/2017	Supersedes action on 08/29/2016 to amend end date
McCarthy, Susan	Teacher of BSI	WAS	BA/2	\$56,289.00 Prorated \$23,359.95	09/01/2016	01/04/2017	Supersedes action on 06/06/16 to amend end date.

6. (245-16/17) Approval: Leave Replacement Teachers

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following Leave Replacement Teachers for the 2016/2017 school year:

Name	Position	Location	Column/Step	Salary	Effective Date	Termination Date	Notes
Murphy, Alyssa	Teacher of Special Education	CMS	N/A	\$281.45/ diem	01/10/2017	04/02/2017	Action includes approval of up to three shadow days, payable via timesheet at \$100 per diem.
McCarthy, Susan	Part-time Teacher of BSI	WAS	BA/2	\$56,289.00 (0.50 FTE) Prorated \$13,087.20	02/13/2017	06/30/2017	Action includes approval of up to three shadow days, payable via timesheet at \$100 per diem.
Kolshorn, Patricia	Teacher of Spanish	CHS	N/A	\$281.45/ diem	03/13/2017	05/21/2017	Action includes approval of up to three shadow days, payable via timesheet at \$100 per diem.

7. (246-16/17) Rescission: Contract - Leave Replacement School Nurse

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education rescinds the contract for the following Leave Replacement for the 2016/2017 school year:

Name	Position	Location	Column/Step	Salary	Effective Date	Termination Date	Notes
Giordano, Kathleen	School Nurse	WAS	BA/2	\$56,289.00 Prorated \$27,581.61	02/02/2017	06/30/2017	Supersedes action on 12/05/2016 to rescind Board action.

8. (247-16/17) Approval: Contract - Leave Replacement School Nurse

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the contract for the following Leave Replacement for the 2016/2017 school year:

Name	Position	Location	Column/Step	Salary	Effective Date	Termination Date	Notes
Zotti, Erin	School Nurse	WAS	BA/2	\$56,289 Prorated \$27,581.61	02/02/2017	06/30/2017	Action includes approval of up to three shadow days, payable via timesheet at \$100 per diem.

9. (248-16/17) Approval: Leave of Absence

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves a leave of absence for the following staff member, detailed as follows:

Employee #	Leave Start Date	Accumulated Family Illness Days Applied	FMLA Start Date <i>(unpaid with benefits)</i>	NJFLA Start Date <i>(unpaid with benefits)</i>	Extended Leave Start Date <i>(unpaid without benefits)</i>	Date of Return <i>(Anticipated)</i>	Notes
ID# 906	01/02/2017	22	TBD	TBD	TBD	TBD	Dates subject to change.

10. (249-16/17) Approval: Contracts - Paraprofessionals

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the contracts for Paraprofessional Staff for the 2016/2017 school year as per the agreement between the School District of the Chathams and the Chatham Education Association (CEA).

Name	Position	Location	Salary	Effective Date	Termination Date	Notes
Kane, John	Paraprofessional	SBS	\$17.47/hourly	12/19/2016	06/30/2017	
O'Connor, Noreen	Paraprofessional	LAF	\$17.47/hourly	12/08/2016	01/31/2017	
Davidowitch, Darcy	Paraprofessional	SBS	\$17.47/hourly	01/05/2017	06/30/2017	

11. (250-16/17) Amendment: Contracts - Winter Coaching Staff

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education amends the following coaching personnel for the Winter season of the 2016/2017 school year:

Name	Season	Sport	Assignment	Ratio	Salary	Notes
Barry, Patrick	Winter	Cross Country	Boys' Head Coach	0.75	\$7,391.68	Supersedes action on 10/10/16 to amend ratio/salary
Frost, Stephanie	Winter	Cross Country	Girls' Head Coach	0.75	\$7,391.68	Supersedes action on 10/10/16 to amend ratio/salary

12. (251-16/17) Approval: Unpaid Absences

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following unpaid absence during the 2016/2017 school year:

Name	Position	Location	Number of Requested Unpaid Days	Start Date	End Date	Notes
Keating, Susan	Teacher	SBS	0.5	02/27/2017	02/27/2017	

13. (252-16/17) Approval: District Substitutes

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following substitutes for the 2016/2017 school year:

Teacher	Para	Clerical	Nurse	Last Name	First Name
x	x	x		Santos	Lauren
x	x			Trama	Kyle
x	x	x		Borowicz	Greta
x	x			DiMaggio	Edward
x	x	x		Herman	Judy

14. (253-16/17) Approval: Mentor 2016/2017

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following staff member as Mentor for the 2016/2017 school year:

Mentor	Novice Teacher	School	Certificate	Weeks
Cervone, Michelle	Kerr, Amy	MAS	CE	30

15. (254-16/17) Approval: Maintenance Support

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves Matthew Grilli as *Maintenance Support* at a rate of \$10.50 hourly, effective December 15, 2016 through December 30, 2016.

16. (255-16/17) Amendment: Extra Class: Certificated Staff

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education amends an *Extra Class* for Certificated Staff, detailed as follows:



Name	Position	Location	Effective Date	End Date	Salary	Notes
Scerbo, Laura	Teacher of Math	CHS	11/30/2016	12/23/2016	\$1,080.00	Supersedes action on 12/05/2016 to amend end date/salary.
Lee, Yungjoo (Rachel)	Teacher of Math	CHS	11/30/2016	12/23/2016	\$1,080.00	Supersedes action on 12/05/2016 to amend end date/salary.
Cummins, Thomas	Teacher of Math	CHS	11/30/2016	12/23/2016	\$1,080.00	Supersedes action on 12/05/2016 to amend end date/salary.
Jones, Mark	Teacher of Math	CHS	11/30/2016	12/23/2016	\$1,080.00	Supersedes action on 12/05/2016 to amend end date/salary.

17. (256-16/17) Approval: Student Teacher

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following student teacher for the spring, 2017 semester:

Student	University	School	Subject	Semester
Francesca Verducci	College of Education and Human Services Seton Hall University	WAS	Elementary	Spring, 2017

18. (257-16/17) Approval: Additional Paraprofessional Hours

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves Susan Triano, Paraprofessional at LAS, to provide paraprofessional support during extracurricular activities as indicated by an IEP for special education student # 20264241, for one hour a week at the rate of \$17.47 per hour for 7 weeks, not to exceed \$122.29.

19. (258-16/17) Approval: Travel

**WHEREAS:** In accordance with the State of New Jersey School District Accountability Act (A-5) and the School District of the Chatham’s *Policy 6471 - School District Travel*, travel by school district employees and Board of Education members must be approved in advance; now **THEREFORE, BE IT RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following expenses for faculty, staff, administrators, and board members for seminars, conferences and workshops. The expense includes travel costs, if applicable:

Month	Day	Year	First	Last	Position	Vendor	Purpose	Location	Cost
Jan	9	2017	Bina	Patel	Occupational Therapist	Professional Education System, Inc.	Workshop - High Functioning Autism	Parsippany	\$200
Feb	9	2017	Lisa	Lattarulo	Student Assistant Counselor	Association of Student Assistance Professionals	Annual Conference	Long Branch	\$195

Feb	9-11	2017	Josephine	Serrano	Supervisor of World Languages and ESL	NECTFL	Annual Conference	NYC	\$324
Feb	9 & 10	2017	Alexandra	Emr	Student Assistant Counselor	Association of Student Assistance Professionals	Annual Conference	Long Branch	\$300
Feb	25	2017	Natalija	Tesla	French Teacher	FLENJ	Authentic Resources, Audiences & Purpose	Monroe	\$175
March	2	2017	Katrina	Keeshen	Art Teacher	National Art Educators Assoc	Annual Convention	NYC	\$225
March	13-17	2017	Bill	Librera	Assistant Principal	Director of Athletic Assoc of NJ	State Conference	Atlantic City	\$1,130
March	17	2017	Karen	Chase	Assistant Superintendent	NJAGC	Gifted Education: Defining & Refining Success	West Windsor	\$159
March	17	2017	Monica	Guinan	G&T Coordinator	NJAGC	Gifted Education: Defining & Redefining Success	West Windsor	\$184
March	31	2017	Christine	Leonardis	Spanish Teacher	FLENJ	Annual Conference	Iselin	\$163
March	31	2017	Melissa	Noble	Spanish Teacher	FLENJ	Annual Conference	Iselin	\$150
March	31	2017	Lis	Negron	Spanish Teacher	FLENJ	Annual Conference	Iselin	\$158
March	31	2017	Hongbin	Yu	Chinese Teacher	FLENJ	Annual Conference	Iselin	\$159
March	31	2017	Lisa	Koellmann	German Teacher	FLENJ	Annual Conference	Iselin	\$165
April	5-8	2017	Barbara	Klemp	Supervisor of Performing Arts	NAFME	All Eastern Annual Conference	Atlantic City	\$302
April	23-26	2017	Elizabeth	Tully-Cano	Counselor	LeHigh Valley	Tour of Universities in LeHigh Valley	Bethlehem PA	\$312
May	18	2017	Maria	Doyle	Spanish Teacher	FLENJ	Global Possibilities for Students	Monroe Township	\$175

## B. FINANCE/FACILITIES

On a motion by Mr. Gilfillan, seconded by Ms. Ciccarelli, the consent agenda items B.1 – B.17 were approved by a 6-0 roll call vote.

Mr. Gilfillan thanked Jancarm, Benevity, Heidi Decesare, Jonathan Thomas, and the General Mills Box ops for Education Program for their donations listed on this evening's agenda for acceptance by the Board.

1. (200-16/17) Approval: Payments - Bills Lists & Payroll

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following payments: (Attachment B.1)

Description	Totals
Bills List -December 16, 2016	\$1,111,263.02
Bills List - January 9, 2017	\$1,010,075.14
December 2016 Payroll	\$4,234,685.00
<b>TOTAL:</b>	<b>\$6,356,023.16</b>

2. (201-16/17) Approval: Transfers - November 2016

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the November 2016 transfers within the 2016/2017 budget in compliance with N.J.A.C. 6A:23-2.11(A)2. (Attachment B.2)

3. (202-16/17) Approval: Monthly Report of County Transfers - November 2016

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the Monthly Report of County Transfers for November 2016. (Attachment B.3)

4. (203-16/17) Approval: Report of the Board Secretary - November 2016

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the Report of the Board Secretary for November 2016. (Attachment B.4)

5. (204-16/17) Approval: Report of the Board Treasurer - November 2016

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the Report of the Board Treasurer for November 2016. (Attachment B.5)

6. (205-16/17) Approval: Finance Certification - November 2016

**RESOLVED:** Pursuant to N.J.A.S. 18A:17-9, the Board Secretary does certify that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.S. 18A:17-9. Pursuant to N.J.A.S. 18A:17-36, the School District of the Chathams Board of Education has reviewed for the minutes of this meeting the Board Secretary’s and Treasurer’s monthly financial reports for November 2016 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.

7. (206-16/17) Approval: Appropriation of Capital Reserve Funds

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves that \$2,100,000 of the capital reserve balance is hereby appropriated to be used towards the emergent construction of a new central office building to replace the existing obsolete special services building located at 233 Lafayette Avenue, Chatham NJ. The funding includes the demolition of the existing building and related costs, together with other funds to become available.

8. *(207-16/17) Recognizes and Cancels Outstanding Checks*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education recognizes and cancels all obligations associated with the outstanding checks as per the attached list for the general checking accounts; and

**WHEREAS:** The general account checks that are being canceled remain outstanding for a period that exceeds six months; now be it

**FURTHER RESOLVED:** That the Business Administrator/Board Secretary is authorized and directed to redeposit funds for general checking accounts outstanding checks after being canceled to the original general checking account with PNC Bank, and the principal will have the discretion to transfer to another activity if appropriate. *(Attachment B-8)*

9. *(208-16/17) Acceptance: IDEA Amended Grant Application Award*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the acceptance of the 2016/2017 amended IDEA (Individuals with Disabilities Education act) Grant Award from the New Jersey Department of Education with the following amounts for special education programs:

- IDEA Basic \$868,799.00
- IDEA Pre-School \$ 23,701.00

The IDEA Basic amount includes \$71,271.00 of Non-Public Funds. The district's spending amount for IDEA Basic is \$797,528.00 and IDEA Pre-School is \$23,701.00

10. *(209-16/17) Acceptance: Behind the Wheel With Carmen Donation*

**RESOLVED:** Upon recommendation of the Superintendent, and as approved by the Chatham High School Principal, the Board of Education accepts a donation from Jancarm, LLC (Behind the Wheel With Carmen) in the amount of \$500.00 to be used for the Chatham High School Lip Dub Club's startup costs.

11. *(210-16/17) Acceptance: Benevity Community Impact Fund Grant*

**RESOLVED:** Upon recommendation of the Superintendent, and as approved by the Lafayette School Principal, the Board of Education accepts a Benevity Community Impact Fund grant from Heidi Decesare through the Time Warner Corporate Matching Gift Program in the amount of \$187.70 to be used at the discretion of the Lafayette School Principal.

12. *(211-16/17) Acceptance: Chubb Matching Gift Donation*

**RESOLVED:** Upon recommendation of the Superintendent, and as approved by the Lafayette School Principal, the Board of Education accepts a donation from Jonathan Thomas through the Chubb Matching Gift Program in the amount of \$50.00 to be used at the discretion of the Lafayette School principal.

13. *(212-16/17) Acceptance: General Mills Box Top Donation*

**RESOLVED:** Upon recommendation of the Superintendent, and as approved by the Milton Avenue School Principal, the Board of Education accepts a donation from General Mills Box Tops for Education Program in the amount of \$195.00 to be used at the discretion of the Milton Avenue School principal.

14. (213-16/17) *Approval: Home Instruction*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves Brookfield Schools to provide home instruction for district students at the rate of \$60.00 per hour not to exceed \$180.00 for the 2016/2017 school year.

15. (214-16/17) *Approval: Commission For The Blind and Visually Impaired*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves a contract with The Commission For The Blind and Visually Impaired to provide Level 1 services for visually impaired student (#7109899252) at a cost of \$263.00 in addition to the contract previously approved on July 20, 2016.

16. (215-16/17) *Rescission: Temporary OT Services*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education rescinds Cumberland Therapy Services, LLC to provide occupational therapy to the students of the School District of the Chathams at the rate of \$85.00 per hour not to exceed \$22,100.00 for the 2016/2017 school year.

17. (216-16/17) *Approval: Sensory Garden Occupational Therapy Services*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the contract with Sensory Garden Occupational Therapy Services to provide services as per the IEPs of students not to exceed \$23,000.00 for the 2016/2017 School Year.

### C. CURRICULUM

On a motion by Ms. Weber, seconded by Ms. Ciccarelli, the consent agenda items C.1 – C.4 were approved by a 6-0 roll call vote.

Ms. Weber asked Ms. Chase about item C-2 ESEA Plan.

1. (038-16/17) *Acceptance: Harassment, Intimidation and Bullying (HIB) Investigative Report for the period from December 6, 2016 through January 9, 2017*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education accepts the Harassment, Intimidation and Bullying (HIB) Investigative Report for the period of *December 6, 2016, through January 9, 2017* pursuant to N.J.S.A. 18A:37-1 et seq.

2. (039-16/17) *Approval: ESEA Accountability Action Plan*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the ESEA Accountability Action Plan Assurances - 2016 Participation Rate. (*Action Plan on file in the Superintendent's office*).

3. (040-16/17) *Approval: Adoption of 2017/2018 School Calendar*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the adoption of the 2017/2018 school calendar. (*Attachment C.3*)

4. (041-16/17) Approval: Amendment of the 2016/2017 School Calendar

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves amending the 2016/2017 school calendar to include delayed openings at Chatham High School, for the purpose of administering the PARCC assessments, on March 27, March 28, March 29, May 15, May 16, and May 17.

**D. POLICY**

On a motion by Mr. Connors, seconded by Ms. Weber, the consent agenda items D.1 was approved by a 6-0 roll call vote.

1. (011-16/17) Approval: First & Second Reading and Adoption of Policies

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the first and second reading and adoption of the following policies:

- Policy 2425 - Physical Education
- Policy 2436 - Activity Participation Fee Program

**XIII. BOARD BUSINESS**

- Ms. Weber asked if the architects will get the bids and plans ready according to schedule. Dr. LaSusa responded that everything appears to be on schedule. Mr. Daquila and Dr. LaSusa have a conference call scheduled this week with the architect.

**XIV. PUBLIC COMMENTARY**

- Libby Hilsenrath asked about Item B.7 regarding capital reserve for replacement of the Special Services building. Ms. Weber commented on the condition of the building and explained that it needs to be vacated. She went on to say that ideal conditions would have the central office and special education staff to be located in the same location.

**XV. ADJOURNMENT**

On a motion by Ms. Weber, seconded by Mr. Connors, the meeting adjourned at 8:47 PM.

**Minutes recorded by:**

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**Peter Daquila**  
**Business Administrator/Board Secretary**