

**REGULAR MEETING
BOARD OF EDUCATION, SCHOOL DISTRICT OF THE CHATHAMS
MONDAY, FEBRUARY 6, 2017**

MINUTES

An open curriculum meeting of the Board of Education was held this day in the Chatham Township Municipal Building Courtroom, located at 58 Meyersville Road, Chatham, NJ. The regular business session followed.

OPEN CURRICULUM COMMITTEE MEETING

The meeting opened at 6:30 PM.

Present: Dr. Michael LaSusa, Superintendent of Schools, Mr. Peter Daquila, Business Administrator/Board Secretary, Ms. Karen Chase, Assistant Superintendent of Curriculum & Instruction, Board Members including Sal Arnuk, Michelle Clark, Michael Valenti, and Jill Weber and zero (0) members of the public.

Karen Chase introduced Heather Rocco, Supervisor of English Language Arts.

Ms. Rocco gave the English Language Arts presentation and answered questions from the board members.

The Open Curriculum Committee Meeting closed at 7:25 PM.

REGULAR BUSINESS MEETING

A regular meeting of the Board of Education was held this day in the Chatham Township Municipal Building located at 58 Meyersville Road, Chatham, NJ.

I. CALL TO ORDER: The meeting was called to order at 7:33 PM by the Board President, Jill Weber.

II. OPEN PUBLIC MEETING STATEMENT: Ms. Weber 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, the Star Ledger, and TAP (news online).

III. ROLL CALL

Present: Sal Arnuk, Ann Ciccarelli, Michelle Clark, Richard Connors (arrived at 7:40 PM), Kim Cronin, Lata Kenney, Michael Valenti, and Jill Critchley Weber

Absent: Matthew Gilfillan was 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 thirteen (13) members of the public and press.

IV. PLEDGE OF ALLEGIANCE: Ms. Weber led the assembly in the Pledge of Allegiance.

V. BOARD PRESIDENT'S COMMENTS

- Ms. Weber deferred her comments to the Finance section of the meeting.

VI. ADMINISTRATIVE REPORTS

A. SUPERINTENDENT'S REPORT

- Dr. LaSusa congratulated all the athletes and performers for a busy weekend.
- Dr. LaSusa gave an enrollment update, indicating that our total enrollment is now 4,233 and continues to rise slightly. Kindergarten enrollment for 2017/2018 is currently at 159, which is lower than usual. The current first grade class is also smaller than normal. He noted that it appears more students are moving in the later years of their education.

B. BUSINESS ADMINISTRATOR'S REPORT

- Mr. Daquila gave the following referendum update:
 - The \$15,864,000 bonds were sold at the end of January to UBS Financial Services at 2.952545% interest rate for the 20 year bonds. The projected interest rate was 3.25%. The reduced interest rate will decrease the tax impact for the average valued house by approximately \$3.00 per year. But approximately \$590,000 will be saved in total interest expense.
 - Cougar Field phase 1 for the bleachers is out to bid.
 - The project design continues on all projects. The architect has generated a timeline for the Chatham Middle School interior work around the auditorium.
 - The timelines for the Chatham High School auditorium, Chatham Middle School auditorium and the roof work should be completed soon. Per the architect all projects are on schedule for bidding in the spring.
- Mr. Daquila gave the following 2017/2018 budget update:
 - The Preliminary Budget needs to be approved by the Board at the March 6th board meeting and needs to be sent to the Morris County Office of Education by March 20.

VII. COMMITTEE REPORTS

- A. Personnel** – Ms. Ciccarelli reported that the committee met on January 19 and discussed CAA negotiations, benefits and the special services staff move.
- B. Curriculum** – Ms. Clark reported that the committee met on February 1 and there was an Open Curriculum Meeting prior to tonight’s board meeting. On February 1 Ms. Chase presented information by grade level.
- C. Finance/Facilities** – Ms. Weber gave the following report:
- Need for Professional space:
 - There has been a severe shortage of professional space for years With 40% increased enrollment over the last 10-15 years the staff has grown proportionally
 - There is insufficient space at the Township building for our current staffing needs.
 - The need for additional professional space has been discussed many times and publicly for years
 - The immediate need to move 4 FTE and 1 PTE has made the space issue even worse.
 - Township offered what space they had (two small offices behind court room) but it is still insufficient.
 - We will convert the existing conference room into work space and put three staff members and the most critical CST filing cabinets in there as well
 - The space available to the district in the Township building no longer meets the needs of the district
 - Borough 2006 and Space at TOWNSHIP Building
 - This is the same situation the district was in when it out grew the space it occupied in the Borough municipal building.
 - Even with the rent being \$0 annually, the increased enrollment then, just like now, required the district to move out of the Borough municipal building, where the district was paying \$0 for rent.
 - Moved to the TOWNSHIP building in 2006 and have been paying \$50,000 in rent and \$35,000 in fiber optics and utilities annually for almost 10 years
 - The Township has been a gracious landlord and has rented us the space they have but, just like in the Borough in 2006 and even if the rent were \$0 the district has an immediate need for more professional space. (Counselors in closets, supervisors working in a converted bathroom with urinal at CMS, Tech staff in garages behind CMS)
 - The need for professional space has been amplified by the recent findings by experts that the Special Services Building can no longer be used.
 - Special Services Building:
 - About 3 months ago, in late October and early November, it was brought to our attention that the condition of the Special Services building had deteriorated to the point where we were told by engineers and other experts to move personnel out of the building.
 - The staff member who worked upstairs moved out immediately and the others will move out with the next few weeks.
 - We will convert the conference room and use all the space the Township was able to allocate to the district but this is not a long term solution.
 - The Child Study Teams handle the most sensitive cases in our district and they need suitable space.
 - The unfortunate condition of the Special Services Building, and the space available in the Township building being at capacity, has forced the district to look more closely at long term solutions.
 - Capital Reserve Funds:

- The Executive County Superintendent informed us that we could use Capital Reserve to address the immediate need to replace the Special Services Building and build the space to meet the needs of the district.
 - The use of Capital Reserve funds has no impact on taxes.
 - It is the responsibility of the district (or any entity) to set aside funds for capital expenditures that are not part of the operating budget.
 - Capital Reserve funds CANNOT be used for any operating expenses.
 - More specifically, Capital Reserve CANNOT be used to hire additional teachers, counselors, special education, maintenance staff, health care expenses, books, or curricular program needs.
 - Capital Reserve can only be used for Capital Expenses
 - Conversely, the \$85,000 currently being spent on rent, fiber optics, and utilities CAN be placed back into the operating budget and can be used to hire additional teachers, counselors, maintenance staff, health care expenses, books, or curricular program needs.
 - Referendum and Survey Questions:
 - The referendum question that was defeated in 2015 asked voters to increase taxes to support a number of capital projects.
 - The voters did not support the increase of taxes to support the projects bundled in that referendum in 2015.
 - Based on the defeated referendum the board spent 18 months holding meetings, soliciting feedback, and putting out a survey to all residents asking for feedback on which projects they would support a TAX INCREASE to pay for.
 - Next to each question in the survey was the approximate dollar amount the TAX INCREASE / impact would be for each project or option.
 - The results of the survey sent a clear message and identified for the board exactly which projects the residents supported a TAX INCREASE to pay for.
 - Only items that received 50% support, or higher, were placed on the 2016 referendum as individual questions so voters could vote to increase taxes to pay for them or not.
 - All questions passed and the voters approved the increase in taxes to pay for those projects.
 - The 2 referendums and survey questions only related to projects that would increase taxes. The use of capital reserve funds does not increase taxes.
 - The passing of the 2016 referendum addressed the most critical infrastructure needs in the district (Auditoriums, classroom space at the elementary level, STEAM classrooms/labs at the middle school level, roofs on several buildings, and cougar field complex improvements – bleachers, parking configuration, fencing, and concession stand).
 - The use of capital reserve funds does not increase taxes.
 - The unfortunate condition of the Special Services Building, and the limited space available to the district in the Township building being at capacity, has forced the district to look for long term solutions.
 - The use of capital reserve funds has no impact on taxes and is the most cost effective way to address the immediate needs of the district, with no increase in taxes.
- D. Policy and Planning** – Mr. Connors reported that the next committee meeting is scheduled for February 8.

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 met on January 10, 2017. The Boosters have raised \$7,200.00 from their annual Christmas Basketball Tournament. The proceeds were given to the Green Village, Chatham Borough, and Chatham Township fire departments. (Everyone applauded the efforts of the booster organizations.)

Music & Theatre Boosters – Mr. Arnuk gave the following report:

- Congratulations to the CHS Theater Department, which competed at the NJ Governor's Awards on January 28th at Rutgers University. In a day of competitive performances,
 - The CHS production of *You Can't Take it With You* received a fourth place finish.
 - Lilly McGrath was awarded best actress in a scene.
 - Elizabeth Stuart and Mikey Behr, 1st place improvisational pairs.
 - Charlie Thomson and Colin Walsh, 1st place comedic pairs.
 - Natalie Miggins, finalist in dramatic monologue.
 - Eithan Miller and Adi Roy, 6th place dramatic pairs.
- Congratulations to the cast, crew, and production staff of *The Sound of Music*, which was presented at CMS over the February 2-4 weekend! Large, enthusiastic audiences were in attendance for all performances. Special thanks to CMS staff members Christie Spriggs, Gina Priano-Keyser, Sidney Leon, Stephanie Cooperman, and Suzanne Bass for all of their hard work over the past months in making this year's production a success!
- Music & Breakfast....perfect together! The Chatham Performing Arts Boosters will present their annual fundraiser *Breakfast with the Musicians* on Saturday, March 4th in the CHS Cafeteria. Between 8:30 and 11:30am, instrumental ensembles from grades 5-8 and the CHS *Addams Family* Cast will entertain the crowds. Tickets to the event will be available at the door.
- At the Saturday, February 4th auditions for Junior Region Band, Chorus, and Orchestra, 8th grade oboe player Evelyn Tomaro was named to the Junior Region Band, and 7th grade cellist Stephen Andrews to the Junior Region Orchestra. The students will perform in March concerts.
- Please mark your calendars for the CHS production of *The Addams Family*, which will be the final production on the existing CHS stage Thursday, March 23rd at 6pm, and Friday/Saturday March 24th & 25th at 7:30pm. Tickets will become available through brownpaperbagtickets.com in March, and will also be available at the door prior to each performance.
- The Chatham Performing Arts Boosters invites new members to support the Performing Arts throughout our district schools. Their next meeting will be Wednesday, March 1st at 7pm in the Lafayette Faculty room.

Chatham Education Foundation – Ms. Kenney had nothing to report.

Recreation – No report available.

PTO District Cabinet – Ms. Cronin reported that Ms. Chase met with the committee on February 1. Ms. Chase spoke about technology integration in the district.

VIII. MINUTES

Ms. Weber moved the following:

RESOLVED: That the Board of Education approves the minutes from the following meeting(s):

- January 9, 2017 - public session

The motion was seconded by Ms. Ciccarelli and approved 9-0 on a roll call vote.

The December 19, 2016, minutes for both the public and the private sessions were not moved. There was not a quorum of board members at the meeting to approve these minutes.

IX. PUBLIC COMMENTARY

- Jane Devlin noted that both Chatham High School robotics teams have now qualified for awards and were excellent in their recent competition. Both teams will be advancing to state competitions with Ms. Ryan, the teaching advisor.
- Nancy Geyer commented on a school video from three years ago regarding a collection of hats and gloves for the poor. The teacher didn't show the video due to a reference to religion. The current 7th grade class teaches about various items of the Islamic religion. She is concerned that this is an attempt to convert and promote religion and violates the district policy. She suggested eliminating teaching about Islam and all religion.
- Dr. LaSusa responded that the issue will be discussed at the next Policy Committee meeting. He noted that teaching Islam is part of New Jersey's Core Curriculum. It is intended to broaden all students' learning.
- Ms. Geyer asked for advanced notice of when items about different religions will be taught.
- Libby Hilsenrath commented on the 7th grade class content and the study of Islam religion. She suggested that Christianity and Judaism be taught in the same depth that Islam is being taught. She also suggested that this be discussed at the Curriculum and Policy Committee meetings.
- Amy Coates spoke on behalf of Chatham Education Foundation, noting that the grants approved in January totaled \$14,714.82. These grants are on this evening's agenda for acceptance by the Board.

X. ACTION ITEMS

A. PERSONNEL

On a motion by Ms. Ciccarelli, seconded by Mr. Connors, the consent agenda items A.1 – A.17 were approved by an 8-0 roll call vote.

1. (259-16/17) *Acceptance: Resignations*

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

Name	Location/Position	Effective Date
Davidowitch, Darcy	Paraprofessional/SBS	01/13/2017
Bassolino, Carmine	Custodian/SBS	02/20/2017
Rosenau, Brenda	Teacher/CHS	03/31/2017

2. (260-16/17) *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
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Halliburton, Cary	Teacher of Spanish	CHS	BA/2	\$56,289.00 Prorated \$20,545.50	03/13/2017	06/30/2017	Approval includes up to three transition days payable at \$100 per diem.
Tompkins, Megan	Teacher of Elementary	MAS	BA/2	\$56,289.00 Prorated \$21,952.75	03/06/2017	06/30/2017	Approval includes up to three transition days payable at \$100 per diem.

3. (261-16/17) Amendment: Contract - Leave Replacement Teacher

RESOLVED: Upon recommendation of the Superintendent, the Board of Education amends the contract for the following Leave Replacement Teacher 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	01/11/2017	04/02/2017	Supersedes action on 01/09/2017 to amend start date.

4. (262-16/17) Approval: Contract - Custodial Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following contract as per the agreement between the School District of the Chathams and the Chatham Custodial Employee:

Name	Position	Location	FTE	Category/Step	Salary	Effective Dates	Notes
Paul, Joel	Custodian	LAF	1	C	\$38,558.00 Prorated \$16,065.90	2/15/2017	Salary includes \$2,000 night differential

5. (263-16/17) Approval: Maternity Leave of Absence

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

Employee #	Leave Start Date	Accumulated Family Illness Days Applied	FMLA Start Date (unpaid with benefits)	NJFLA Start Date (unpaid with benefits)	Extended Leave Start Date (unpaid without benefits)	Date of Return (Anticipated)	Notes
ID# 5908	04/03/2017	40	06/06/2017	06/06/2017	N/A	11/06/2017	

6. (264-16/17) Amendment: Maternity Leaves of Absence

RESOLVED: Upon recommendation of the Superintendent, the Board of Education amends the following maternity leaves of absence:

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# 10273	03/13/17	30	05/01/17	05/01/17	N/A	09/01/2017	Supersedes action on 11/07/16 to amend return date.
ID# 5614	10/13/2016	48	01/03/2017	01/03/2017	N/A	02/13/2017	Supersedes action on 12/05/2016 to amend FMLA/NJFLA start date.

7. (265-16/17) Approval: Medical Leave of Absence

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

Employee #	Leave Start Date	Sick 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# 10793	12/16/2016	15	01/16/2017	01/16/2017	N/A	02/06/2017	

8. (266-16/17) Amendment: Medical Leave of Absence

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

Employee #	Leave Start Date	Sick 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# 10035	09/01/2016	45	11/07/2016	11/07/2016	N/A	09/01/2017	Supersedes action of 08/28/2016 to amend leave dates.

9. (267-16/17) Amendment: Leave of Absence

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

Employee #	Leave Start Date	Accumulated Family Illness Days Applied	FMLA Start Date (unpaid with benefits)	NJFLA Start Date (unpaid with benefits)	Extended Leave Start Date (unpaid without benefits)	Date of Return (Anticipated)	Notes
ID# 6385	11/28/2016	17	12/21/2016	12/21/2016	N/A	01/19/2017	Supersedes action on 12/05/2016 to amend return date.

10. (268-16/17) Approval: Use of Accumulated Family Illness Days

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the use of accumulated family illness days, as listed below:

Employee #	Location	Dates	Total Number of Days	Notes
ID # 8249	LAF	Pending	5	
ID # 11002	CHS	01/18 - 01/20 01/24 - 01/27	7	

11. (269-16/17) 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
Campbell, Donna	Paraprofessional	SBS	\$17.47/hourly	01/17/2017	06/30/2017	
Mariani, Kerry	Paraprofessional	SBS	\$17.47/hourly	02/15/2017	06/30/2017	
Van Vliet, Jean	Paraprofessional	SBS	\$17.47/hourly	02/06/2017	06/30/2017	
Hyde, Anne	Paraprofessional	CMS	\$17.47/hourly	02/01/2017	06/30/2017	
Fuhrmann, Perri	Paraprofessional	CMS	\$17.47/hourly	02/01/2017	06/30/2017	

12. (270-16/17) Amendment: Contract - Paraprofessional

RESOLVED: Upon recommendation of the Superintendent, the Board of Education amends the contract 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
O'Connor, Noreen	Paraprofessional	LAF	\$17.47/hourly	12/08/2016	02/17/2017	Supersedes action on 01/09/2017 to amend termination date.

13. (271-16/17) Approval: Coaching Staff

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

Name		Season	Sport	Assignment	Ratio	Salary	Notes
Barry, Pat		Spring	Track	Head Coach, Boys'	0.75	\$7,391.68	
Frost, Stephanie	*	Spring	Track	Head Coach, Girls'	0.75	\$7,391.68	
Mariano, Jason	*	Spring	Track	Assistant Girls' Coach	0.60	\$5,913.35	
DeSantis, Nicholas	*	Spring	Track	Assistant Boys' Coach	0.60	\$5,913.35	
Bray, Kelly	*	Spring	Track	Adjunct Coach	0.30	\$2,956.67	
Frost, Collin		Spring	Track	Adjunct Coach	0.30	\$2,956.67	
Ervin, Todd	*	Spring	Golf	Head Coach, Boys'	0.65	\$6,406.13	
Kmiec, Stephen	*	Spring	Golf	Head Coach, Girls'	0.65	\$6,406.13	
Leathers, Todd		Spring	Baseball	Head Coach	0.75	\$7,391.68	
Izsa, Jason		Spring	Baseball	Assistant Coach	0.60	\$5,913.35	
Carroll, Christopher	*	Spring	Baseball	Assistant Coach	0.60	\$5,913.35	
Henderson, Connor	*	Spring	Baseball	Volunteer	N/A	N/A	
Renna, Hilary		Spring	Lacrosse	Head Coach, Girls'	0.75	\$7,391.68	
TBD		Spring	Lacrosse	Assistant Coach, Girls'	0.60	\$5,913.35	
Austin, Norah		Spring	Lacrosse	Assistant Coach, Girls'	0.60	\$5,913.35	
Holmes, April-Chrysal	*	Spring	Lacrosse	Adjunct, Girls'	0.30	\$2,956.67	
Calandra, Anthony		Spring	Lacrosse	Head Coach, Boys'	0.75	\$7,391.68	
Rinaldi, David		Spring	Lacrosse	Assistant Coach, Boys'	0.60	\$5,913.35	
Tripp, Eric		Spring	Lacrosse	Assistant Coach, Boys'	0.60	\$5,913.35	
Raymond, Shane		Spring	Lacrosse	Adjunct Boys'	0.30	\$2956.67	
Mangold, Ryan		Spring	Lacrosse	Volunteer	N/A	N/A	
Figueirido, Brian		Spring	Softball	Head Coach	0.75	\$7,391.68	
Shellenhamer, David	*	Spring	Softball	Assistant Coach	0.60	\$5,913.35	
Ryan, Julliana	*	Spring	Softball	Volunteer	N/A	N/A	
Cai, James	*	Spring	Tennis	Head Coach, Boys'	0.65	\$6406.13	
Beebe, Brenda		Spring	Tennis	Assistant Coach, Boys'	0.60	\$5,913.35	
TBD		Spring	Tennis	Adjunct, Boys'	0.30	\$2,956.67	
Agree, Adam	*	Spring	N/A	Weight Room Supervisor	0.30	\$2,956.67	
TBD		Spring	Intramurals	N/A	0.10	\$985.56	

*Denotes district employee.

14. (272-16/17) Approval: Unpaid Absences

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

Name	Position	Location	Number of Requested Unpaid Days	Start Date	End Date	Notes
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Worden, Ann	Teacher	LAS	2	02/17/2017 & 04/07/2017	N/A	
Jobanputra, Avni	Paraprofessional	LAS	9	01/24/2017	02/03/2017	
Fakhoury, Debbie	Paraprofessional	CMS	1	01/25/2017	01/25/2017	
Simoni, Meghan	Teaching Staff	CHS	0.50	01/17/2017	01/17/2017	

15. (273-16/17) 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				Quigley	Mary
x				Buckley	Taylor
x	x	x		Shull	Tara
x				Chung	Tiffany
x				Demuth	Inge

16. (274-16/17) Approval: District Security Substitute

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Hugh Ames to work as a district security substitute at the rate of \$25.00 per hour for the 2016/2017 school year.

17. (275-16/17) 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
Feb	15	2017	Lindsay	Rubin	School Counselor	Foundation for Educational Administration	Section 504 Explained	Monroe	\$170
March	17	2017	Kathleen	O’Connor	Director of Ed.	NJAGC	Annual Conference	West Windsor	\$235
March	24	2017	Karen	Chase	Assistant Superintendent	Rutgers University	Workplace Investigations & Interviews	New Brunswick	\$270

March	24	2017	Beth	Grant	Manager HR	Rutgers University	Workplace Investigations & Interviews	New Brunswick	\$270
March	24	2017	Kim	McMurry	Basic Skills Teacher	International Dyslexia Association	Matching Interventions to Reasons for Reading Difficulties	Garwood	\$205

March	24	2017	Peggy	Herr	Basic Skills Teacher	International Dyslexia Association	Matching Interventions to Reasons for Reading Difficulties	Garwood	\$205
April	20	2017	Karen	Chase	Assistant Superintendent	Rutgers University	Conflict Resolution	New Brunswick	\$270
April	20	2017	Beth	Grant	Manager HR	Rutgers University	Conflict Resolution	New Brunswick	\$270
April	27 & 28	2017	Jaclyn	Behrens	Speech / Language Pathologist	NJ Speech/ Language Hearing Assoc	2017 Annual Convention	Long Branch NJ	\$250
June July	30 -3	2017	Karen	Leister	School Nurse	National Association of School Nurses	Annual Conference/ Award Recipient	San Diego	\$350

B. FINANCE/FACILITIES

On a motion by Ms. Weber, seconded by Ms. Cronin, the consent agenda items B.1 – B.22 were approved by an 8-0 roll call vote.

Ms. Weber acknowledged the donations on this evening’s agenda for board acceptance and thanked the donors: Chatham Athletic Boosters, Chatham Education Foundation, Lafayette School PTO, Milton Avenue School PTO, Washington Avenue School PTO, Mr. Jonathan Thomas (through Chubb) and the Rasmuson family.

1. (217-16/17) 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 - January 20, 2017	\$2,278,379.66
Bills List - February 6, 2017	\$1,669,426.61
Payroll - January 2017	\$3,791,432.70
TOTAL:	\$7,739,238.97

2. (218-16/17) Approval: Transfers - December 2016

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

3. (219-16/17) Approval: Monthly Report of County Transfers - December 2016

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

4. (220-16/17) Approval: Report of the Board Secretary - December 2016

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

5. *(221-16/17) Approval: Report of the Board Treasurer - December 2016*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Report of the Board Treasurer for December 2016. *(Attachment B.5)*
6. *(222-16/17) Approval: Finance Certification - December 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 December 2016 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.
7. *(223-16/17) Approval: 2017/2018 Budget Guidelines*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the School District of the Chathams Board of Education Budget Guidelines for the 2017/2018 School Year as follows:
 - Continue to provide funding for programs and services as the district strives for educational excellence.
 - Provide funding for all programs required by state and federal mandates and Board policy.
 - Provide funds necessary for the maintenance of district facilities.
 - Continue to be prudent in the expenditure of district funds, respecting its impact on local taxpayers.
 - Build the budget from a zero base, requiring justification for all line items, including contingencies for unanticipated needs.
 - Maintain free balance to maximum level of 2 percent.
8. *(224-16/17) Approval: 2017/2018 Budget Development Calendar*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the tentative School District of the Chathams Board of Education Budget Development Calendar for 2017/2018 per attached. *(Attachment B.8)*
9. *(225-16/17) Approval: Application for SEMI Program Waiver*
WHEREAS: N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2017/2018 school year; and
WHEREAS: The Board of Education desires to apply for this waiver due to the fact that it projects having fewer than forty Medicaid eligible classified students;
NOW, THEREFORE, BE IT RESOLVED: That the Board of Education hereby authorizes the Business Administrator to submit to the Executive County Superintendent of Schools an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2017/2018 school year.
10. *(226-16/17) Approval: Non-Public Security Aid Requests for Purchases*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Non-Public Security Aid requests from Montessori Children’s Academy, St. Patrick School, and Chatham Day School for security equipment, supplies and materials for the 2016/2017 school year for a combined total not to exceed \$21,200.00.

11. (227-16/17) Approval: Acceptance of Funds

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the acceptance of additional funds from the New Jersey Department of Education for the Nonpublic Auxiliary and Handicapped Services Aid (Chapter 192/193) for the 2016/2017 school year as follows:

- Chapter 193 - Corrective Speech \$1,590.00

12. (228-16/17) Acceptance: Chatham Athletic Booster Club Donation to CHS

RESOLVED: Upon recommendation of the Superintendent, and as approved by the Chatham High School Principal and Athletic Director, the Board of Education accepts a donation from the Chatham Athletic Boosters in the amount of \$2,084.00 to be used as follows:

Purpose	Amount
Football Clinic Reimbursement	\$ 459.00
Tennis Clinic Reimbursement	\$ 125.00
Girls Ice Hockey Ice Usage	\$1,500.00
TOTAL:	\$2,084.00

13. (229-16/17) Acceptance: CEF Grants

RESOLVED: Upon recommendation of the Superintendent, and as approved by the district principals, the Board of Education accepts the grants from the Chatham Education Foundation as listed below:

School	Project	Amount
CHS	Fidget Cubes in the Classroom	\$ 484.00
SBS	Elephant and Piggie Book Challenge	390.27
WAS	WAS-ECLC Friendship Grant	496.25
WAS	Kinesthetic Classroom Pedal Desk	1,122.50
LA LAF, MAS, SBS, WAS	GoZen Anxiety Busting Program	297.00
All District Schools	SDOC Collaborative K-12 District Art Show	11,924.80
	TOTAL:	\$14,714.82

14. (230-16/17) Acceptance: LAF PTO Donation

RESOLVED: Upon recommendation of the Superintendent, and as approved by the Lafayette School Principal, the Board of Education accepts a donation in the amount of \$15,000.00 from the Lafayette School PTO to be used for the purchase of Chromebooks to support the school’s students and teachers.

15. (231-16/17) Acceptance: Chubb Matching Gift Donation to LAF

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

16. (232-16/17) *Acceptance: MAS PTO Donation*

RESOLVED: Upon recommendation of the Superintendent, and as approved by the Milton Avenue School Principal, the Board of Education accepts a donation in the amount of \$4,900.00 from the Milton Avenue School PTO to be used for the purchase of twenty Chromebooks to support the school's students and teachers.

17. (233-16/17) *Acceptance: WAS PTO Donation*

RESOLVED: Upon recommendation of the Superintendent, and as approved by the Washington Avenue School Principal, the Board of Education accepts the donation from the Washington Avenue School PTO of a projector screen valued at \$199.00 for the school's multipurpose room.

18. (234-16/17) *Acceptance: Rasmuson Family Donation*

RESOLVED: Upon recommendation of the Superintendent, and as approved by the Washington Avenue School Principal, the Board of Education accepts a donation from the Rasmuson family of wooden letters valued at approximately \$300.00 to be displayed in the school's front hallway.

19. (235-16/17) *Approval: Creature Comfort Pet Therapy*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Creature Comfort Pet Therapy to provide therapeutic services to district students at the rate of \$20.00 per visit not to exceed \$520.00 for the 2016/2017 school year.

20. (236-16/17) *Approval: Settlement Agreement*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the settlement agreement between the district and the parents of special education student (#7265766056).

21. (237-16/17) *Approval: Settlement Agreement*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the settlement agreement between the district and the parents of special education student (#1458698595).

22. (238-16/17) *Approval: Evaluation Services*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves Dr. Paul Yampolsky, Psy.D. to conduct five additional psychological evaluations for the district at the rate of \$450.00 per evaluation not to exceed \$2,250.00.

C. CURRICULUM

On a motion by Ms. Clark, seconded by Ms. Ciccarelli, the consent agenda items C.1 – C.2 were approved by an 8-0 roll call vote.

1. *(042-16/17) Acceptance: Harassment, Intimidation and Bullying (HIB) Investigative Report for the period from January 10, 2017 through February 6, 2017*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education accepts the Harassment, Intimidation and Bullying (HIB) Investigative Report for the period of *January 10, 2017 through February 6, 2017*, pursuant to N.J.S.A. 18A:37-1 et seq.

2. *(043-16/17) Approval: Three Year Classroom Research Project*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Margaret Holzer, Science Teacher, Chatham High School and PhD Candidate, Rutgers Graduate School of Education, to serve as a Master Teacher on a three year science classroom project, *“Understanding and Promoting Spatial Learning Processes in the Geosciences”*, together with Dr. Doug Lombardi, Assistant Professor, Science Education, Temple University, to conduct research and collect data.

D. POLICY - None

XI. BOARD BUSINESS

- Dr. LaSusa noted there will need to be an executive meeting; hopefully Thursday, February 16 if it will work for everyone. He will contact the board members.

At this point, Richard Connors departed the meeting (8:40 PM).

XII. PUBLIC COMMENTARY

- Jane Devlin noted that with the upcoming February break the teachers should be reminded of the “no homework assignments” over the break. She commented that she is a person of faith and is open to the study of religion and culture. She asked the Board and committees to discuss the issue and report back to the public.
- Bill Heap noted that he is, at this time, not in favor of the Board building its own building. He doesn’t think the payback warrants the spending. He doesn’t think that \$2.1 million should be spent on administration and can be better spent in the existing buildings.
- Libby Hilsenrath questioned the last bulleted item on the 2017/2018 budget guidelines that reads “Build free balance to maximum level of 2 percent.”
- Mr. Daquila responded that the statement has been corrected to be “Maintain free balance to maximum level of 2 percent.” He also explained that the State permits the district to retain up to 2 percent of the general fund balance as an excess surplus. The excess surplus can only be used with County approval if there are no funds available in the budget for an unanticipated expense.

XIII. ADJOURNMENT

On a motion by Ms. Weber, seconded by Mr. Arnuk, the meeting adjourned at 8:51 PM.

Minutes recorded by:

Peter Daquila
Business Administrator/Board Secretary