

**SCHOOL DISTRICT OF THE CHATHAMS BOARD OF EDUCATION  
REORGANIZATION / BUSINESS MEETING  
MINUTES  
May 1, 2017**

**REORGANIZATION MEETING**

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

**I. CALL TO ORDER:** The meeting was called to order at 7:35 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, and the Star Ledger.

**III. ROLL CALL**

**Present:** Sal Arnuk, Ann Ciccarelli, Michelle Clark, Richard Connors, Kim Cronin, Matthew Gilfillan, Lata Kenney, Michael Valenti, and Jill Critchley Weber

**Absent:** There were no absent board members.

**Also Present:** Dr. Michael LaSusa, Superintendent; Mr. Peter Daquila, Business Administrator/Board Secretary; Ms. Karen Chase, Assistant Superintendent of Curriculum and Instruction; Ms. Beth Grant, Human Resources Manager; and approximately 12 members of the public and press.

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

**V. REORGANIZATION ACTION ITEMS**

**A. Annual Appointments**

On a motion by Ms. Weber, seconded by Ms. Ciccarelli, consent agenda items A.1 – A.19 were approved by a 9-0 roll call vote.

1. *(001 – 17/18) Appointment: Board Secretary and Assistant Board Secretary*

**RESOLVED:** That the Board of Education appoints Peter Daquila as Board Secretary for the 2017/2018 school year; and

**BE IT FURTHER RESOLVED:** That the Board of Education appoints Tatiana Gilbert as Assistant Board Secretary to function in the absence of the Board Secretary for the 2017/2018 school year.

2. *(002 – 17/18) Appointment: Board Treasurer*  
**RESOLVED:** That the Board of Education appoints Annette M. Wells as Treasurer of School Monies for the 2017/2018 school year at an annual salary of \$7,500.00.
3. *(003 – 17/18) Appointment: Purchasing Agent*  
**RESOLVED:** That the Board of Education approves the appointment of the School Business Administrator as the Purchasing Agent for the district; and  
**BE IT FURTHER RESOLVED:** That the Purchasing Agent is authorized to award contracts up to his bid threshold of \$40,000.00 and establish the quote threshold at \$6,000.00.
4. *(004 – 17/18) Appointment: Insurance Brokers of Record*  
**RESOLVED:** That the Board of Education designates the following as Insurance Agents for the district for the 2017/2018 school year:  
Commercial Insurance: Arthur J. Gallagher & Co.  
Workers' Compensation: Arthur J. Gallagher & Co.  
Health Benefits: Brown & Brown  
**BE IT FURTHER RESOLVED:** That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
5. *(005 – 17/18) Appointment: Board Attorney*  
**RESOLVED:** Upon recommendation of the Superintendent, that the Board of Education appoints the firm of Cleary, Giacobbe, Alfieri, Jacobs, LLC, Oakland, New Jersey to provide legal services to the district for the 2017/2018 school year, with the understanding that:
  - a. Cleary, Giacobbe, Alfieri, Jacobs, LLC will charge a General Retainer of forty-eight thousand dollars (\$48,000.00) per year, which will include, by way of illustration, but not limitation, the following legal services: telephone calls, attendance at board meetings, attendance at board committee meetings, attendance at central office administrative meetings, review of contracts, board-authorized legal research and board-authorized legal opinions and other terms as outlined in the agreement.; and
  - b. Cleary, Giacobbe, Alfieri, Jacobs, LLC at an annual expense not to exceed \$150,000.00 based on an hourly rate of \$150.00 for any services not covered by the general retainer fee; and**BE IT FURTHER RESOLVED:** That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
6. *(006 – 17/18) Appointment: Land Use Attorney*  
**RESOLVED:** That the Board of Education appoints Brian M. Chewcaskie of Gittleman, Muhlstock & Chewcaskie, LLP of Fort Lee, NJ as the district land use attorney at an annual expense not to exceed \$50,000.00 based on an hourly rate of \$150.00 for the 2017/2018 school year; and  
**BE IT FURTHER RESOLVED:** That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
7. *(007 – 17/18) Approval: Auditing Firm*  
**RESOLVED:** That the Board of Education appoints Wiss & Company, LLP as public school accountant, for the 2017/2018 school year at an annual fee of \$52,520.00 plus out-of-pocket costs for report production not to exceed \$900.00. In addition, they will assist in the preparation of the CAFR for a fee not to exceed \$7,000 if necessary; and  
**BE IT FURTHER RESOLVED:** That the district has obtained and reviewed a copy of the audit firm's most recent peer review and letter of comment; and

- BE IT FURTHER RESOLVED:** That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
8. *(008 – 17/18) Approval: Architect of Record*  
**RESOLVED:** That the Board of Education appoints Parette Somjen Architects, of Rockaway, New Jersey, as architect of record, for the 2017/2018 school year at an annual expense not to exceed \$50,000.00 based on a principal fee of \$164.00 per hour ; and  
**BE IT FURTHER RESOLVED:** That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
9. *(009 – 17/18) Approval: Investment Management Company*  
**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the continuation of Investors Bank of Jackson, New Jersey as the investment manager to the district for the 2017/2018 school year (to manage the proceeds of the 2016 referendum funds); and  
**BE IT FURTHER RESOLVED:** That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
10. *(010 – 17/18) Approval: Banking Services*  
**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the continuation of PNC Bank to provide banking services for the 2017/2018 school year; and  
**BE IT FURTHER RESOLVED:** That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
11. *(011 – 17/18) Approval: Financial Advisor*  
**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the appointment of Phoenix Advisors, LLC of Bordentown, New Jersey as financial advisor to the district as needed for the 2017/2018 school year at an annual expense not to exceed \$1,000.00; and  
**BE IT FURTHER RESOLVED:** That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
12. *(012 – 17/18) Approval: Bond Counsel*  
**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the appointment of McManimon, Scotland and Baumann, LLC of Roseland, New Jersey to provide specialized legal services necessary in conjunction with the capital program and as bond counsel to the district as needed for the 2017/2018 school year at an annual expense not to exceed \$10,000.00; and  
**BE IT FURTHER RESOLVED:** That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
13. *(013 – 17/18) Approval: Participation in Project Community Pride*  
**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the district's participation in Southeast Project Community Pride, Inc., known as "Project Community Pride " at a cost of \$20,604.00 for the period of July 1, 2017 through June 30, 2018.

14. (014 – 17/18) *Appointment: Medical Director*

**RESOLVED:** That the Board of Education appoints Dr. Amy Gruber of the Chatham Family Practice, 396 Main Street, Chatham, New Jersey (AHS Hospital Corp./Overlook Medical Center, Overlook Family Practice Associates) as Medical Director to provide school physician services for the 2017/2018 school year at an annual cost of \$19,663.00.

15. (015 – 17/18) *Appointment: Drug Screening Vendor*

**RESOLVED:** That the Board of Education appoints Morris Omni Med of Florham Park, NJ, to perform the district’s drug screening as required for the 2017/2018 school year; the costs for each assessment are \$85.00 for the physician’s evaluation and \$30.00 for collecting the sample.

16. (016 – 17/18) *Appointment: Drug and Alcohol Treatment Agency*

**RESOLVED:** That the Board of Education appoints Treatment Dynamics, Inc., Florham Park, New Jersey to provide substance abuse evaluations as required at a cost of \$150.00 each for the 2017/2018 school year.

17. (017 – 17/18) *Appointment: Drug and Alcohol Treatment Counselor*

**RESOLVED:** That the Board of Education appoints Paul Lavella, LPC, LCADC, of Florham Park, NJ to provide substance abuse evaluations as required at a cost of \$200.00 each for the 2017/2018 school year.

18. (018 – 17/18) *Approval: Annual District Appointments*

**RESOLVED:** That the Board of Education approves the following appointments for the 2016/2017 school year:

<p><b>Business Administrator/Board Secretary</b> Public Agency Compliance Officer (P.A.C.O.)</p>
<p><b>Assistant Superintendent of Curriculum &amp; Instruction</b> Affirmative Action Officer</p>
<p><b>Assistant Superintendent of Student Support Services</b> Section 504 Officer American Disability Act (ADA) Coordinator DNJ Division of Child Protection and Permanency (DCPP) Liaison District Homeless Liaison District Anti Bullying Coordinator Title IX Coordinator</p>
<p><b>Supervisor of Buildings and Grounds</b> Indoor Air Quality Coordinator Right to Know Contact Person Asbestos/AHERA Coordinator Integrated Pest Management (IPM) Coordinator Chemical Hygiene Officer</p>
<p><b>CHS &amp; CMS Student Assistance Coordinators</b> Substance Awareness Coordinators</p>
<p><b>Attendance Officers</b> CHS Principal and Assistant Principals CMS Principal and Assistant Principals LAS Principal and Assistant Principal MAS Principal SBS Principal WAS Principal</p>

**BE IT FURTHER RESOLVED:** That the Business Administrator/Board Secretary is directed to advertise the name, office address and telephone numbers for each appointment; and  
**BE IT FURTHER RESOLVED:** That the Superintendent or his designee is directed to develop and distribute the grievance procedure as per 28 CFR 35.107(a) for the American Disability Act.

19. (019 – 17/18) *Appointment: Custodian of Records*

**RESOLVED:** That the Board of Education appoints the Business Administrator/ Board Secretary as Custodian of Records for the 2017/2018 school year; and  
**BE IT FURTHER RESOLVED:** That the Board of Education indemnifies the Business Administrator/Board Secretary for all legal costs, which might arise from this position.

**B. Annual Motions and Designations**

On a motion by Ms. Weber, seconded by Ms. Ciccarelli, consent agenda items B.1 – B.33 were approved by a 9-0 roll call vote.

1. (020 – 17/18) *Approval: Board Policies and Bylaws*

**RESOLVED:** That the Board of Education adopts and shall be governed in all actions and business to come before this Board by the written Board Policies, Regulations, and Job Descriptions previously duly adopted and contained in the Board of Education Policy Book as per Policy 0131.

2. (021 – 17/18) *Approval: Parliamentary Procedures*

**RESOLVED:** That the Board of Education to the extent consistent with State Law, Policies and By-Laws of the Board will be guided by “Robert’s Rules of Order” as per Policy 0164.

3. (022 – 17/18) *Approval: Standard Operating Procedures*

**RESOLVED:** That the Board of Education approves the district’s Standard Operating Procedures for the 2017/2018 school year.

4. (023 – 17/18) *Approval: Purchasing Manual*

**RESOLVED:** That the Board of Education approves the district’s Purchasing Manual for the 2017/2018 school year.

5. (024 – 17/18) *Approval: School Depositories and Signatures*

**RESOLVED:** That the Board of Education approves that all checks, drafts or other orders for payment or withdrawal of money from said account be signed by the person holding the appropriate title as listed below (N.J.S.A 18A:19-1):

Account Name	No. of Signatures	Authorized Signature	Bank	Account #
General Account	3	1 of President, Vice-President 1 of Bd. Secy., Supt. 1 of Treas., Asst. Bd. Secy.	PNC	8040488449
Cafeteria Account	3	1 of President, Vice-President 1 of Bd. Secy., Supt. 1 of Treas., Asst. Bd. Secy.	PNC	8040488457
Unemployment Insurance Trust	2	1 of Bd. Secy., Supt. 1 of Treas., Asst. Bd. Secy.	PNC	8040488465
Payroll Agency Account	2	1 of Bd. Secy., Supt. 1 of Treas., Asst. Bd. Secy.	PNC	8040488473
Payroll Account	1	1 of Treas., President	PNC	8040488481

CHS Petty Cash	2	CHS Principal CHS Principal's Secretary Bd. Secy.	PNC	8040488502
CMS Petty Cash	2	CMS Principal CMS Asst. Principal Bd. Secy.	PNC	8040488537
LAS Petty Cash	2	LAS Principal LAS Asst. Principal Bd. Secy.	PNC	8040488545
MAS Petty Cash	2	MAS Principal MAS School Secretary Bd. Secy.	PNC	8040488553
SBS Petty Cash	2	SBS Principal SBS School Secretary Bd. Secy.	PNC	8040488561
WAS Petty Cash	2	WAS Principal WAS School Secretary Bd. Secy.	PNC	8040488588
Special Services Petty Cash	2	Asst. Supt. of Student Support Svcs. Student Support Svcs. Secretary Bd. Secy.	PNC	8040488596
Maintenance Dept. Petty Cash	2	Supervisor Secretary Bd. Secy.	PNC	8040488617
Board Office Petty Cash	2	Bd. Secy. Superintendent Asst. Bd. Secy.	PNC	8040488609
CHS Student Activity Account	2	CHS Principal CHS Principal's Secretary Bd. Secy.	PNC	8040488705
CHS Athletic Activities Account	2	CHS Principal CHS Principal's Secretary Bd. Secy.	PNC	8040488713
CMS Student Activity Account	2	CMS Principal CMS Asst. Principal Bd. Secy.	PNC	8040488692
LAS Student Activity Account	2	LAS Principal LAS Asst. Principal Bd. Secy.	PNC	8040488641
MAS Student Activity Account	2	MAS Principal MAS School Secretary Bd. Secy.	PNC	8040488668
SBS Student Activity Account	2	SBS Principal SBS School Secretary Bd. Secy.	PNC	8040488676
WAS Student Activity Account	2	WAS Principal WAS School Secretary Bd. Secy.	PNC	8040488684
Other Scholarship	2	Bd. Secy. Asst. Bd. Secy. Superintendent Treasurer	PNC	8037820658
SDOC Bond Proceeds Account (2016 Referendum)	2	Bd. Secy. Asst. Bd. Secy. Superintendent	Investors Bank	1000485525

6. (025 – 17/18) Approval: Designation of Official of Investments and Wires

**RESOLVED:** That Board of Education designates the Business Administrator/ Board Secretary as the person responsible for any and all Board of Education investments; and

**BE IT FURTHER RESOLVED:** That the Business Administrator/Board Secretary or Assistant Business Administrator/Assistant Board Secretary be authorized to make wire transfers amongst the board accounts as may be necessary.

7. (026 – 17/18) Approval: Designation of Official Newspaper for Legal Notices

**RESOLVED:** That the Board of Education designates the Daily Record as the official newspaper for legal notices and the Star Ledger, TAP (news online), or the Chatham Courier be so designated should it be impossible to advertise in the Daily Record for reasons of timely notice, emergency, or other reasons; and

**BE IT FURTHER RESOLVED:** That personnel postings will be placed on the district website, NJhire.com, and NJschooljobs.com,

**BE IT FURTHER RESOLVED:** That the Board Secretary send all notices of any regular, special, or rescheduled meeting to any individual requesting to be placed on a mailing list as provided by N.J.S.A. 10:4-19 and Policy 0162 and upon the prepayment of a fee of \$50.00 per year. Such requests for notices under this resolution shall terminate at midnight on June 30<sup>th</sup> of each school year.

8. (027 – 17/18) Approval: Designation of Meetings

**WHEREAS:** The Board of Education is directed to meet at least once every two months during the period in which the schools in the district are in session (N.J.S.A 18A:10-6), and

**WHEREAS:** The Open Public Meetings Act requires notice of regularly scheduled meetings within seven days following the Annual Reorganization Meeting of the Board; now

**THEREFORE BE IT RESOLVED:** By the Board of Education, that the following notice of regularly scheduled meetings be adopted in accordance with N.J.S.A. 18A:22-11:

Monday	May 1, 2017	Regular Meeting – Board Reorg	7:30 PM
Monday	May 15, 2017	Regular Meeting	7:30 PM
Monday	June 5, 2017	Regular Meeting	7:30 PM
Monday	June 19, 2017	Regular Meeting	7:30 PM
Monday	July 24, 2017	Regular Meeting	7:30 PM
Monday	August 28, 2017	Regular Meeting	7:30 PM
Monday	September 11, 2017	Regular Meeting	7:30 PM
Monday	September 25, 2017	Regular Meeting	7:30 PM
Monday	October 16, 2017	Regular Meeting	7:30 PM
Monday	November 6, 2017	Regular Meeting	7:30 PM
Monday	November 20, 2017	Regular Meeting	7:30 PM
Monday	December 11, 2017	Regular Meeting	7:30 PM
Monday	January 8, 2018	Regular Meeting	7:30 PM
Monday	February 12, 2018	Regular Meeting	7:30 PM
Monday	March 5, 2018	Regular Meeting – Tent. Preliminary Budget	7:30 PM
Monday	March 19, 2018	Regular Meeting	7:30 PM
Monday	April 16, 2018	Regular Meeting	7:30 PM
Monday	April 30, 2018	Regular Meeting – Tent. Board Reorg/Budget Public Hearing	7:30 PM
Monday	May 14, 2018	Regular Meeting	7:30 PM
Monday	June 11, 2018	Regular Meeting	7:30 PM
Monday	June 25, 2018	Regular Meeting	7:30 PM
NOTES:	a. Special Public Meetings where official action is taken will be scheduled as needed with proper notice. b. Closed Executive Sessions with the public excluded for discussion of personnel, legal matters, will be authorized as needed by resolution during public meetings or by special notice.		

**BE IT FURTHER RESOLVED:** That the aforesaid notice of regularly scheduled meetings will be posted in the Board of Education Administrative Office, 58 Meyersville Road, Chatham, New Jersey; and

**BE IT FURTHER RESOLVED:** That the aforesaid notice be mailed to the Daily Record and Chatham Courier, the newspapers designated by this Board to receive the notice required by the provisions of the Open Public Meetings Act; and

**BE IT FURTHER RESOLVED:** That the aforesaid notice be filed with the Clerks of Chatham Borough and Chatham Township.

9. (028 – 17/18) Approval: Enrollment of Chatham High School as a Member of the NJ State Interscholastic Athletic Association

**RESOLVED:** That the Board of Education as provided for in Chapter 172 Laws 1979 (N.J.S.A. 18A:11-3 et seq. and Policy 2431) herewith enrolls Chatham High School as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA; and

**BE IT FURTHER RESOLVED:** That this resolution will continue to be in effect until or unless rescinded by the Board of Education and shall be included among those policies adopted by the Board. Pursuant to N.J.S.A. 18A:11-3, in adopting this resolution the Board of Education adopts as its own policy and agrees to be governed by the constitution By-Laws and Rules and Regulations of the NJSIAA.

10. (029 – 17/18) Approval: Petty Cash Reorganization Accounts

**WHEREAS:** There has been a need to reestablish a petty cash fund for the purpose of making immediate payments of comparatively small amounts as per board policy; and

**WHEREAS:** The State Board of Education has amended N.J.A.C. 6A:23-2.9, N.J.S.A. 18A:19-13, and Policy 6620 to establish requirements which strengthen the fiscal controls and accountability for petty cash funds; and therefore be it

**RESOLVED:** That the Board authorizes the establishment of the following petty cash funds in the amounts indicated below:

<u>Location</u>	<u>Acct. Amount</u>	<u>Single Expenditure</u>
Chatham High School	\$1,000	\$150
Chatham Middle School	1,000	150
Lafayette Avenue School	500	150
Milton Avenue School	500	150
Southern Boulevard School	500	150
Washington Avenue School	500	150
Special Services	500	150
Board Office	4,000	500
Maintenance Dept.	1,000	150

Each primary signatory shall insure that:

- a. Petty cash funds are spent for budgeted items only.
- b. No single purchase for petty cash may exceed \$150 (Board Office reimbursement: \$500).
- c. Funds are not used to subvert the regular purchasing procedures
- d. The checking accounts are to be reconciled on a monthly basis and reported to the board.
- e. Petty cash is distributed in check form on the two signatures indicated above.
- f. All disbursements for petty cash shall be reported at the next regular meeting of the Board as it is reimbursed. All petty cash funds shall be established by board approved voucher and all unused cash is to be returned to the depository at the close of each fiscal year.



11. (030 – 17/18) Approval: Authorization of the Use of State Contracts

**WHEREAS:** Title 18A:18A-10 provides that, “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property”; and

**WHEREAS:** The Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts; and

**WHEREAS:** The Board of Education desires to authorize its purchasing agent for the 2017/2018 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year; and therefore be it

**RESOLVED:** That the Board of Education does hereby authorize the District Purchasing Agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property.

12. (031 – 17/18) Approval: Payment of Bills Between Meetings

**RESOLVED:** That the Board of Education appoints the Business Administrator as Claims Auditor to verify and pay bills as needed to protect the interests of the board between meetings with the advice and consent of the Chairperson of the Finance Committee and/or the Board President which will be listed as paid at the next regular board meeting.

13. (032 – 17/18) Approval: Tax Shelter Annuity Companies

**RESOLVED:** That the Board of Education designates the current Tax Sheltered Annuity Companies, open for enrollment to any School District of the Chathams Board of Education, in the County of Morris, New Jersey, Employee for the 2017/2018 school year as per N.J.S.A. 18A:66-127 and Policy 6520:

Name	403(b)	457(b)
AIG Valic	X	X
AXA Equitable	X	X
Citistreet (MetLife) Metro TSA	X	
Financial Resources & Retire. FTJ Fund Choice	X	X
Matrix Financial Group, Inc.	X	X
MetLife	X	X
Prudential Annuities	X	
The Vanguard Group	X	

14. (033 – 17/18) Approval: Chart of Accounts

**RESOLVED:** That the Board of Education designates the NJDOE Chart of Accounts as the minimum Chart of Accounts for use in the district; and

**BE IT FURTHER RESOLVED:** That the business office is authorized to add additional sub account designation (both within the existing sub accounts as well as additional sub positions), as the School Business Administrator may deem necessary; and

**BE IT FURTHER RESOLVED:** That the Superintendent or his designee is authorized to make any necessary transfer below the level of the NJDOE Chart of Accounts.

15. (034 – 17/18) Approval: Tax Payment Schedules

**RESOLVED:** That the Board of Education approves the schedule of tax payments from the Borough and Township of Chatham for the 2017/2018 school year as follows in accordance with N.J.S.A. 18A:13-23 and Policy 6141:

<b>School District of the Chathams</b>			
<b>Tax Payment Schedule</b>			
<b>CHATHAM BOROUGH</b>			
<b>2017/2018</b>			
	<b>GCE</b>	<b>Debt Service</b>	<b>Total</b>
July 2017	\$2,123,196.00	\$555,675.00	\$2,678,871.00
August 2017	\$2,123,196.00	\$0.00	\$2,123,196.00
September 2017	\$2,123,196.00	\$0.00	\$2,123,196.00
October 2017	\$2,123,196.00	\$0.00	\$2,123,196.00
November 2017	\$2,123,195.00	\$0.00	\$2,123,195.00
December 2017	\$2,123,195.00	\$555,675.00	\$2,678,870.00
subtotal	\$12,739,174.00	\$1,111,350.00	\$13,850,524.00
January 2018	\$2,123,196.00	\$0.00	\$2,123,196.00
February 2018	\$2,123,196.00	\$0.00	\$2,123,196.00
March 2018	\$2,123,196.00	\$0.00	\$2,123,196.00
April 2018	\$2,123,196.00	\$0.00	\$2,123,196.00
May 2018	\$2,123,195.00	\$0.00	\$2,123,195.00
June 2018	\$2,123,195.00	\$0.00	\$2,123,195.00
subtotal	\$12,739,174.00	\$0.00	\$12,739,174.00
<b>TOTAL</b>	<b>\$25,478,348.00</b>	<b>\$1,111,350.00</b>	<b>\$26,589,698.00</b>
Borough	41.1459000%		

<b>School District of the Chathams</b>			
<b>Tax Payment Schedule</b>			
<b>CHATHAM TOWNSHIP</b>			
<b>2017/2018</b>			
	<b>GCE</b>	<b>Debt Service</b>	<b>Total</b>
July 2017	\$3,036,968.00	\$794,825.00	\$3,831,793.00
August 2017	\$3,036,968.00	\$0.00	\$3,036,968.00
September 2017	\$3,036,968.00	\$0.00	\$3,036,968.00
October 2017	\$3,036,968.00	\$0.00	\$3,036,968.00
November 2017	\$3,036,967.00	\$0.00	\$3,036,967.00
December 2017	\$3,036,967.00	\$794,824.00	\$3,831,791.00
subtotal	\$18,221,806.00	\$1,589,649.00	\$19,811,455.00
January 2018	\$3,036,968.00	\$0.00	\$3,036,968.00
February 2018	\$3,036,968.00	\$0.00	\$3,036,968.00
March 2018	\$3,036,968.00	\$0.00	\$3,036,968.00
April 2018	\$3,036,968.00	\$0.00	\$3,036,968.00
May 2018	\$3,036,967.00	\$0.00	\$3,036,967.00
June 2018	\$3,036,967.00	\$0.00	\$3,036,967.00
subtotal	\$18,221,806.00	\$0.00	\$18,221,806.00

<b>TOTAL</b>	<b>\$36,443,612.00</b>	<b>\$1,589,649.00</b>	<b>\$38,033,261.00</b>
	\$36,443,612.00	\$1,589,649.00	\$38,033,261.00
Township	58.854100%		

16. (035 – 17/18) Approval: Annual Tuition Rate for 2017/2018

**RESOLVED:** That the Board of Education approves the following annual tuition rates for non-resident pupils for the 2017/2018 school year:

Grade	Annual Tuition Amount
K – 5	\$13,000
6 – 8	\$14,000
9 – 12	\$16,000

17. (036 – 17/18) Approval: Annual CHIPs Rate for 2017/2018

**RESOLVED:** That the Board of Education approves the Chatham Inclusion Preschool (CHIP) 10 month program tuition rate of \$2,700.00 for the 2017/2018 school year.

18. (037 – 17/18) Approval: Musical Instrument Maintenance Fees

**RESOLVED:** The Board of Education approves musical instrument maintenance fee per student of \$80.00 (no increase) for the 2017/2018 school year; and

**BE IT FURTHER RESOLVED:** That the Board of Education approves the Lafayette School grades 4 and 5 drummers’ maintenance fee of \$40.00 per student for the 2017/2018 school year.

19. (038 – 17/18) Approval: Activity Participation Fee

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education, in accordance with Board of Education Policy No. 2436, approves an activity participation fee of \$100.00 for the 2017/2018 school year.

20. (039 – 17/18) Approval: Use of Facilities Schedule of Fees

**RESOLVED:** That the Board of Education approves the schedule of fees for the use of school facilities for the 2017/2018 school year as per Regulation No. 7510:

Rental Fees – Indoor Facilities

	Elementary Schools		Middle School		High School	
	Day	Weekend/ Night	Day	Weekend/ Night	Day	Weekend/ Night
Auditorium**	N/A	N/A	\$500	\$500	\$700	\$700
Gymnasium **	\$100	\$125	\$150	\$175	\$200	\$225
Cafeteria without Kitchen	\$75	\$100	\$75	\$100	\$100	\$125
Cafeteria with Kitchen**	\$100	\$125	\$100	\$125	\$200	\$225
Media Center	\$75	\$100	\$75	\$100	\$100	\$125
Use of Classrooms	\$30/ Room	\$30/ Room	\$30/ Room	\$30/ Room	\$30/ Room	\$30/ Room

Individual rates are based on a maximum of four hours use; each additional hour will be assessed at \$30 per hour in the day and \$35 per hour at night, except for use of the High School auditorium which will be

assessed at \$75 per hour day and night. A surcharge for air conditioning, if requested, will be assessed at \$50 per hour of usage.

\*\*Plus services of a stage manager or cafeteria worker as stated below:

Rental Fees – Outdoor Facilities

Cougar Turf or Haas Turf fields	\$1,000
Cougar, Middle School and High School fields	\$250
All other fields	\$100

Additional Charges for all Groups Using School Facilities

Custodial	Charges after 10:00 p.m. on school days, Saturdays, and when custodians are not normally on duty other days.	\$54/hr Per Custodian
	Charges on Sundays or Holidays	\$74/hr Per Custodian
Maintenance Person	Charges for groups using Cougar or Haas fields on school days and Saturdays	\$64/hr Per Person
	Charges for groups using Cougar or Haas Fields on Sundays and Holidays	\$84/hr Per Person
Stage Crew (Pupils)	Charges for groups using the high school auditorium	\$17/hr Per Person
Stage Crew (Professional)	Charges for groups using the high school auditorium	\$62/hr Per Person
Cafeteria Worker Charges		\$42/hr Per Person
Security Guards		\$52/hr Per Person

21. (040 – 17/18) Approval: Bid/Purchasing Contract Services

**WHEREAS:** In accordance with the N.J.S.A. 18A: 18A-11 et seq. the School District of the Chathams Board of Education may jointly, by agreement, provide for goods and services with other boards of education; and

**WHEREAS:** Educational Data Services, Inc., Education Services Commission of Morris County, Educational Services Commission of New Jersey (formerly known as Middlesex Regional Educational Services Commission), Hunterdon County Educational Services Commission, Hunterdon County Purchasing Co-op, Middlesex Educational Services Commission, Morris County Cooperative Pricing Council, Morris-Union Jointure Commission, New Jersey State Cooperative, Sterling and South Jersey Technology Partnership, Somerset County Educational Services Commission, Somerset County Pricing System, Sussex County Regional Cooperative, Central Susquehanna Intermediate Unit d/b/a The Keystone Purchasing Network, and the PEPPM National Cooperative Contract (hereinafter referred to as “lead agencies”), are able to provide bid/purchasing contract services for cooperative skilled trades, provision of school supplies in various categories, including but not limited to general supplies, fine art, technology education, physical education, health, science, home economics, library, plumbing, electrical, hardware and custodial supplies, paper, lumber, computer supplies and audio visual supplies and equipment and time and materials for building maintenance; now, therefore be it

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves jointure agreements for the 2017/2018 school year with the above named lead agencies for bid/purchasing contract services as outlined above, and

**BE IT FURTHER RESOLVED:** That the Board of Education authorizes the above named lead agencies to receive bids, if necessary, on behalf of the board for these services.

22. (041 – 17/18) Approval: Joint Goods and Services Agreements

**WHEREAS:** In accordance with the N.J.S.A. 18A: 18A-11 et seq. the School District of the Chathams Board of Education may jointly, by agreement, provide for goods and services with other boards of education including transportation services; and

**WHEREAS:** Educational Services Commission of Morris County, Educational Services Commission of New Jersey (formerly known as Middlesex Regional Educational Services Commission), Florham Park Board of Education, Madison Board of Education, Morris Union Jointure Commission, Somerset County Educational Services Commission, Sussex County Regional Cooperative, Union County Educational Services Commission, and Union Jointure Commission (hereinafter referred to as “Lead Agencies”) are able to provide transportation services to children who are residents of the School District of the Chathams;

**BE IT RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves jointure agreements for the 2017/2018 school year with the above named lead agencies to provide goods and services where the cost of services will be prorated based on the contractual requirements and actual costs in accordance with the rules, regulations, and policies established by State law; and

**BE IT FURTHER RESOLVED:** That the School District of the Chathams Board of Education approves the above named lead agencies to receive bids, if necessary, on behalf of the board for these goods and services.

23. (042 – 17/18) Approval: Related Services - ESCMC

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the purchase of related services from the Educational Services Commission of Morris County, as required by individual student IEPs for the 2017/2018 school year, per the attached rate schedule. (Attachment B-23)

24. (043 – 17/18) Approval: Related Services - ERESC

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the purchase of related services from the Essex Regional Educational Services Commission, as required by individual student IEPs for the 2017/2018 school year. (Attachment B-24)

25. (044 – 17/18) Approval: Related Services - MUJC

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the purchase of related services from the Morris Union Jointure Commission, as required by individual student IEPs for the 2017/2018 school year. (Attachment B-25)

26. (045 – 17/18) Approval: Disposal of Equipment

**RESOLVED:** That the Board of Education approves the Business Administrator to dispose of or sell any district equipment that has exceeded its useful life, is no longer needed and no longer provides any value to the district during the 2017/2018 school year.

27. (046 – 17/18) Approval: TDS as 403(b) Third Party Administrator

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves The TDS Group as the district 403(b) TPA Third Party Administrator/ Common Remitter, effective July 1, 2017.

28. (047 – 17/18) Approval: TDS as 457(b) Third Party Administrator

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves The TDS Group as the district 457(b) TPA Third Party Administrator/ Common Remitter, effective July 1, 2017.

29. (048 – 17/18) Approval: *Related (Administrative) Services - Ameriflex*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the purchase of administrative services from Ameriflex, that relate to COBRA and billing services for retirees, at an estimated cost of \$3,000.00 annually, effective July 1, 2017 through June 30, 2018.

30. (049 – 17/18) Approval: *Right to Know Survey*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves RK Environmental to complete the New Jersey Department of Health and Senior Services Right to Know Survey Update and to provide Right-To-Know Compliance Services during the 2017/2018 school year for the district at an approximate cost of \$2,895.00 (no increase) which includes labeling.

31. (050 – 17/18) Approval: *Collection and Maintenance of Pupil Records*

**RESOLVED:** That the Board of Education authorizes certified school personnel to collect and maintain the following mandated pupil records as per N.J.A.C. 6A:32-7.3 and Policy 8330:

- a. The student's name, address, telephone number, date of birth, name of parent(s), gender, citizenship, standardized assessment and test answer sheets (protocol), grades, attendance, classes attended, grade level completed, and year completed.
- b. Record of daily attendance;
- c. Descriptions of student progress according to the system of student evaluation used in the school district;
- d. History and status of physical health compiled in accordance with State regulations, including results of any physical examinations given by qualified school district employees;
- e. Records pursuant to rules and regulations regarding education of students with disabilities; and
- f. All other records required by State Board of Education.

32. (051 – 17/18) Approval: *PTO Events*

**RESOLVED:** That the Board of Education approves all PTO sponsored events and activities at the School District of the Chathams facilities throughout the 2017/2018 school year.

33. (052 – 17/18) Approval: *Adoption of Code of Ethics*

**RESOLVED:** That the Board of Education adopts the following Code of Ethics as per N.J.S.A. 18A:12-24.1 and Policy 0142:

The members of the board of education recognize that they hold authority not as individuals but as members of the board. In order to make a clear public statement of its philosophy of service to the pupils of the district, the board adopts this code of ethics:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.

- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

The board shall see that all members of the board receive training in understanding and adhering to this code of ethics and shall discuss it annually at a regularly scheduled public meeting. Each member shall sign documentation that he/she has received a copy of it and has read and understood it.

**C. Appoint Standing Committees**

On a motion by Ms. Weber, seconded by Ms. Ciccarelli, consent agenda item C.1 was approved by a 9-0 roll call vote.

1. (053 – 17/18) Approval: Committees, Committee Members, Liaisons, and Delegates

**RESOLVED:** That the President shall appoint Board members to serve a one-year term on the following board standing committees and to serve as liaisons and delegates which are deemed appropriate for the upcoming year:

<b><u>Curriculum</u></b>	<b><u>Finance/Facilities</u></b>
Michelle Clark, Chair	Matthew Gilfillan, Chair
Matt Gilfillan	Sal Arnuk
Lata Kenney	Ann Ciccarelli
Jill Weber	Jill Weber
Alternate: Richard Connors	Alternate: Kim Cronin
<b><u>Personnel</u></b>	<b><u>Policy/Planning</u></b>
Ann Ciccarelli, Chair	Richard Connors, Chair
Sal Arnuk	Michelle Clark
Lata Kenney	Kim Cronin
Michael Valenti	Michael Valenti
Alternate: Michelle Clark	Alternate: Lata Kenney
<b><u>Negotiations</u></b>	
Richard Connors, Chair	
Sal Arnuk	
Matthew Gilfillan	
<b><u>Liaisons</u></b>	
<b>Chatham Borough: Richard Connors</b>	
<b>Chatham Township: Michelle Clark</b>	
<b>Chatham Athletic Boosters: Richard Connors</b>	
<b>Chatham Music/Theatre Boosters: Sal Arnuk</b>	
<b>Chatham Education Foundation: Lata Kenney</b>	

<b>Chatham Recreation: Matthew Gilfillan</b>
<b>PTO District Cabinet: Kim Cronin</b>
<u><b>Delegates</b></u>
<b>NJSBA: Delegate: Lata Kenney</b>
<b>MCSBA: Delegate: Jill Weber</b>
<b>MCESC: Delegate: Richard Connors</b>

## BUSINESS MEETING

### I. ADMINISTRATIVE REPORTS

#### A. BOARD PRESIDENT’S COMMENTS

- Ms. Weber had no comments at this time.

#### B. SUPERINTENDENT’S REPORT

- Dr. LaSusa reported that PARCC testing is in process and there are no issues. Participation is higher than past years. AP testing at Chatham High School is next week.
- Dr. LaSusa reported that enrollment is being tracked. Southern Boulevard School is the area that is being closely monitored and most likely an additional section of third grade will need to be added.
- Superintendent LaSusa responded to enrollment questions from the Board.

#### C. BUSINESS ADMINISTRATOR’S REPORT

- Mr. Daquila gave the following construction update:
  - Roof replacement bids are being awarded tonight.
  - Cougar Phase 2 – a bid opening is scheduled for May 12, 2017
  - Chatham High School Auditorium Renovation – a bid opening will be advertised by May 5 to take place on June 1 (awarded at the June 5 Board of Education meeting)
  - The plans for the CMS STEM Addition and the Milton Avenue School Addition are being finalized
  - Southern Boulevard School front office project approved in 2016/2017 budget is being awarded tonight and the project will be completed this summer.
  - Mr. Daquila responded to questions from the Board

### II. COMMITTEE REPORTS

- A. Personnel** – Ms. Ciccarelli reported that the next meeting is scheduled for June 5, 2017.
- B. Curriculum** – Ms. Clark reported that the committee has not met.
- C. Finance/Facilities** – Mr. Gilfillan reported that the committee is scheduled to meet on May 17, 2017.
- D. Policy and Planning** – Mr. Connors reported that the committee met earlier this evening. They discussed the Paddle Club’s request to be a varsity sport; more information is needed on the number of matches, who they will compete against, and number of participants. They also discussed Policy/Regulation #2460 which is on the agenda for approval by the Board this evening. The next meeting is scheduled for 6:30 PM on Monday, May 15.



**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 on May 2 and he is looking for someone to attend the meeting. He noted the hard work and all the contributions the boosters provide to the district. He asked everyone to please support the boosters.

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

- On Sunday, April 30th, 42 musicians in grades 4-8 participated in the Morris-Union Jointure Commission Music Festival. This annual event gives band, orchestra and choral students from the upper elementary and middle school levels from twelve Morris and Union County School districts a chance to perform a concert together. This year, CHS/LAF Orchestra Director Krystle Graser conducted the 6-8 Orchestra, and Lafayette Band Director Laurie DeBiasse conducted the 5-6 band.
- Congratulations to the CHS Theater Department, which received six Montclair State Foxy award nominations for their fall production of *You Can't Take it With You*. The awards ceremony will take place May 15th. CHS is proud to be nominated in the following categories:
  - Outstanding Achievement by an Acting Ensemble in a Comedy
  - Outstanding Choreography/Movement
  - Outstanding Achievement in Scenic Design
  - Outstanding Achievement in Prop Design
  - Outstanding Performance by a Leading Actress in a Comedy – Elizabeth Stuart
  - Outstanding Performance by a Supporting Actor in a Comedy – Charlie Thomson
- The CHS Student Director's Showcase will be held Tuesday, May 2nd at 7pm in the CHS auditorium. This event allows students to take a portion of a production from casting to performance over a period of 5 weeks.
- Congratulations to CHS singers who earned a spot in the 2017-18 NJ All-State Chorus following auditions on April 29<sup>th</sup>: Liam Driscoll, Ronan Green, Peter Hoefler, Adi Roy, Elizabeth Stuart, and Camryn Puccio
- Spring concert season is in full bloom! Please visit the district website to mark your favorites on your calendar of events.
- The Chatham Performing Arts Boosters are meeting Wednesday, May 5th at 7pm in the Lafayette lounge. Supporters of the performing arts are most welcome to attend.

**Chatham Education Foundation** – Ms. Kenney reported that the CEF Casino Royale fundraiser was on April 2 and was well attended. A great time was had by all!

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

**PTO District Cabinet** – Ms. Cronin had nothing to report.

**III. MINUTES**

Ms. Weber moved the following:

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

- December 19, 2016 - public and private sessions

The motion was seconded by Mr. Connors and approved 5-0-4 on a roll call vote (Ms. Ciccarelli, Ms. Clark, Ms. Cronin, and Mr. Valenti abstained.)

Ms. Weber moved the following:

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

- April 3, 2017 - public and private sessions

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

Ms. Weber moved the following:

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

- April 5, 2017 - public and private sessions

The motion was seconded by Mr. Connors and approved 6-0-3 on a roll call vote (Ms. Clark, Ms. Cronin, and Mr. Gilfillan abstained).

#### IV. PUBLIC COMMENTARY

- Paul Ivans spoke on behalf of the Paddle Club. The Paddle season aligns with the winter sport season. A Mid-Atlantic league has been created with teams in Philadelphia and Connecticut. Unfortunately, matches couldn't be arranged, but the members participated in various local matches. They are dealing with local schools to create a paddle team so the activity will be 4-5 days a week. He is hoping to start the league against other high schools during the 2017/2018 winter season. Oak Knoll has a paddle team and Madison currently has a club team. The boosters and Athletic foundation have donated funds to the paddle club. They are seeking varsity status so the participants can get the physical education exemption.
- Lynn Ivans spoke, adding that Oak Knoll, Madison, and Delbarton have a large number of incoming freshmen interested in paddle.
- Mr. Connors asked if there is a timeline to declare Paddle a varsity sport prior to the 2017/2018 season.
- There are approximately 20 Chatham High School students playing paddle every week.
- Bob Higgins, a Chatham Township resident, stated that at the March 6 meeting he requested the costs of the additional security due to the curriculum questions. He is disappointed that the district has spent approximately \$9,600.00 on extra security due to curriculum. He noted that Thomas Moore Law Center has submitted an OPRA request of 53 items to the district that are each massive (requesting lesson plans and correspondence). He feels the wonderful presentation on curriculum has been ignored and the effort by the district to gather the information is a waste of resources. He doesn't feel the district assets are being use responsibly in gathering this information.
- Ms. Weber responded that the district is working with our attorneys on the response. Many different staff members will spend countless hours gathering the responses. The district must comply with the law to respond and the funds will come from the operating budget.
- Mr. Connors added that the public has a right to ask questions. Under legal advice the district will respond to the OPRA request. We will attempt to minimize the effect on education.
- Ms. Clark noted that the current curriculum will remain unchanged.
- Ms. Cronin asked that the employees track their time spent on gathering information.
- Ms. Amanda Feeman, Chatham Education Foundation President, reported that over \$90,000 was raised at the Casino Royale event and the community made the event a huge success. There were 23 event sponsors and over 90 items donated for the silent auction.
- Amy Coates noted that the Chatham Education Foundation Grants Committee presented a donation of \$18,000 that is being approved tonight for Lafayette School and Southern Boulevard School.
- Bill Heap reported that the 10<sup>th</sup> Annual Chatham Fishawack race will be on June 10. There are online signups and sign ups on the day of the race. June 13 is the recognition of the annual scholarship winner. This is a challenge since each applicant is highly qualified. He also said he thought the Addams Family play was fantastic and he thoroughly enjoyed it. He stated again that he is not in favor of a "new" central office building and that he feels there is ample office space available in town.

- Nicole DiMaggio expressed full support for the new central office building. She feels a secured non-public building is warranted. She appreciates the foresight of a potential second floor for Chatham High School classroom space.
- Mike Ryan asked that if and when possible surplus money should be put into the operating budgets. Potential enrollment increases will bring an increase in special education costs.

**V. BUSINESS MEETING ACTION ITEMS**

**A. PERSONNEL**

On a motion by Ms. Ciccarelli, seconded by Ms. Cronin, the consent agenda items A.1 – A.12 were approved by a 9-0 roll call vote.

Dr. LaSusa congratulated Josephine Serrano, Katherine Leonard, and Margaret Driscoll on their retirements and thanked all of them for their service to the district.

1. (001 – 17/18) *Acceptance: Retirement*

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

Name	Location/Position	Effective Date
Serrano, Josephine	Supervisor of World Languages & ESL K-12	09/01/2017
Leonard, Katherine	MAS/Teacher of Elementary	07/01/2017
Driscoll, Margaret	Executive Secretary/CMS	07/01/2017

2. (002 – 17/18) *Acceptance: Resignation*

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

Name	Location/Position	Effective Date
Comtois, Maryanne	SBS/Paraprofessional	04/20/2017
Dahdah, Lyndsay	LAF/Teacher	06/30/2017
Toto, Erica	CMS/Teacher, Design & Technology	06/30/2017

3. (003 – 17/18) *Approval: Contracts - 2017/2018 School Year*

**RESOLVED:** Upon *recommendation* of the Superintendent, the Board of Education approves the contract for the following individual for the 2017/2018 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
Friedman, Julie	Teacher of French/Spanish	CMS	BA/8	\$60,753	09/01/2017	06/30/2018	

4. (004 – 17/18) *Approval: Contract - Administrative Staff (CAA)*

**RESOLVED:** Upon *recommendation* of the Superintendent, the Board of Education approves the appointment of administrative staff for the 2017/2018 school year, as per the agreement between the Board of Education and the Chatham Administrator’s Association. (*Attachment A.4.1*)

*Approval: Contract - Certificated Staff*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the appointment of the district certificated staff members for the 2017/2018 school year, as per the agreement between the Board of Education and the Chatham Education Association. (*Attachment A.4.2*)

*Approval: Contract - Secretarial Staff*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the appointment of the district secretarial staff for the 2017/2018 school year, as per the agreement between the Board of Education and the Chatham Education Association. (*Attachment A.4.3*)

*Approval: Contract - Custodial Staff*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the appointment of district custodial staff for the 2017/2018 school year, as per the agreement between the Board of Education and the Chatham Custodial Employees. (*Attachment A.4.4*)

*Approval: Contract - Maintenance Staff*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the appointment of district maintenance staff for the 2017/2018 school year, as per the agreement between the Board of Education and the Chatham Maintenance Employees (*Attachment A.4.5*)

*Approval: Contract - Security Personnel*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the appointment of security personnel for the 2017/2018 school year, (*Attachment A.4.6* ).

5. (005 – 17/18) *Approval: Maternity Leaves of Absence*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the following Maternity Leaves of Absence:

Employee #	Leave Start Date	Accumulated Sick 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)
ID # 5533	09/01/2017	8	09/14/2017	09/14/2017	12/08/2017	09/01/2018
ID # 6213	09/01/2017	N/A	09/01/2017	09/01/2017	12/01/2017	09/01/2018

6. (006 – 17/18) *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
Taylor, Leslie	Paraprofessional	MAS	4	04/20/2017	04/25/2017	
Baines, Courtney	Paraprofessional	CHS	1	04/28/2017	04/28/2017	
Cronin, James	Teacher	LAF	1	05/19/2017	05/19/2017	
McHugh, Pam	Teacher	CMS	1	05/25/2017	05/25/2017	
Lowe, Patricia	Paraprofessional	SBS	5	N/A	N/A	As needed during the 2016/2017 school year
Keating, Sue	Teacher	SBS	1	05/25/2017	5/25/2017	
Leong, Jeannette	Paraprofessional	CMS	5	06/19/2017	06/23/2017	

7. (007 – 17/18) *Rescission: Unpaid Absences*

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

Name	Position	Location	Number of Requested Unpaid Days	Start Date	End Date
Timpanaro, Margaret	Secretary	LAF	0.5	06/23/2017	06/23/2017

8. (008 – 17/18) *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
LaBrutto, Jacqueline	Paraprofessional	SBS	\$17.47	05/10/2017	6/30/2017
Neuner, Sharon	Paraprofessional	LAF	\$17.47	04/25/2017	6/30/2017
Vaughan, Sarah	Paraprofessional	SBS	\$17.47	05/02/2017	6/30/2017

9. (009 – 17/18) *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		Kasarda	Jayne
x	x	x		Murphy	Alyssa
x	x	x		Stanley	Brynn
x	x	x		Comtois	Maryanne
x	x			Ciabaton	Mark
			x	Grundy	Pamela
x	x	x		Stevenson	Fumi
x	x			Stevenson	Andra
x	x	x		Barry	Kathryn
x	x			Nelson	Richard

10. (010 – 17/18) *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
DiSturco, Tara	Winter	Cheerleading	Head	.60	\$5,913.35

11. (011 – 17/18) *Approval: Extended School Year Staff*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves *Extended School Year Program Staff Members*, to provide services during Summer 2017, as listed below:

POSITION	STAFF	HOURS/DAYS	TEACHER/PARA HOURLY RATE	DAYS NEEDED	TOTAL COST
Speech Therapist	Colleen Mullen	45 hours	\$80.00	N/A	\$3,600.00
Speech Therapist	Jackie Behrens	45 hours	\$80.00	N/A	\$3,600.00
Occupational Therapy	Bina Patel	45 hours	\$80.00	N/A	\$3,600.00
Occupational Therapy	Marci Carovillano	45 hours	\$80.00	N/A	\$3,600.00
Physical Therapy	Gail Hatch	60 hours	\$80.00	N/A	\$4,800.00
Teacher	Brooke Phillips	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Daniel Hrdina	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Martina McElroy	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Erica Lapchak	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Annemarie Steigerwald	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Michelle Cervone	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Beth Paulson	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Sue McCarthy	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Tiffany Hau	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Catherine Bruner	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Melissa Curcio	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Lauren Flood	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Laura Sivori	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Rebecca Sheasley	4.5 hours per day	\$52.00	21	\$4,914.00
Paraprofessional	Lisa Reina	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Jamie Alpert	4.5 hours per day	\$17.47	20	\$1,572.40
Paraprofessional	Nancy Fetter	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Suzanne Boutilier	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Ellen Ames	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Terri Fallon	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Carole Roche	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Keith Hellhake	4.5 hours per day	\$17.47	20	\$1,572.40
Paraprofessional	Carole Sodor	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Alex Emr	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Lisa Genovese	4.5 hours per day	\$17.47	20	\$1,572.40
Paraprofessional	Ceara Heft	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Arleen Matyas	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Lori Jeremias	4.5 hours per day	\$17.47	20	\$1,572.40
Paraprofessional	Maryann McCabe	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Amy Skrobacz	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Kelly Bissett	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Dorothy Chin	4.5 hours per day	\$21.14	20	\$4,914.00
Paraprofessional	Jacqueline LaBrutto	4.5 hours per day	\$17.47	20	\$1,572.40
Paraprofessional	Julie Curcio	4.5 hours per day	\$17.47	20	\$1,572.40

Substitutes		
Paraprofessional & Teacher	Daily Para Sub Rate	Daily Sub Teacher Rate
Susan Bryans-Brask	\$76.50	\$100.00

12. (012 – 17/18) 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
May	4	2017	Elizabeth	Gaynor	School Psychologist	Social Thinking, Inc.	Teaching Social Thinking to Early Learners	Brooklyn, NY	\$196
May	6	2017	Paul	Cress	Head Custodian	Fred Pryor Seminars	Workplace Safety & OSHA Compliance	Parsippany, NJ	\$226
June	26-29	2017	Nicholas	DeVenezia	Science Teacher	Climate Science Academy	Obtain "Sustainable Jersey for Schools" certification	Hillsborough, NJ	\$220
June	26-29	2017	Marianne	Gall	Health/Physical Education Teacher	Yoga & Mindfulness for Children Training	Yoga & Mindfulness for Children	Bethlehem, PA	\$850

**B. FINANCE/FACILITIES**

On a motion by Mr. Gilfillan, seconded by Mr. Connors, the consent agenda items B.1 – B.19 were approved by a 9-0 roll call vote.

Dr. LaSusa announced that the budget is approved with a 2.95% tax increase.

Mr. Gilfillan thanked the Chatham Education Foundation, Chatham Middle School PTO, and Moody’s Matching Gift program (on behalf of Nancy Chang-Clark) for their donations to the district which are on the agenda for board acceptance this evening.

1. (001 – 17/18) Approval: Payments - Bills Lists & Payrolls

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

Description	Totals
Bills List - April 13, 2017	\$1,544,057.25
Bills List - May 1, 2017	\$1,293,322.62
Payroll - March 15, 2017	\$1,884,795.95
Payroll - March 30, 2017	\$1,902,425.76
<b>TOTAL:</b>	<b>\$6,624,601.58</b>

2. (002 – 17/18) Approval: FINAL Budget 2017/2018 School District of the Chathams

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the FINAL 2017/2018 school district budget using the 2017/2018 state aid figures and for submission to the Executive County Superintendent for review and approval in accordance with N.J.S.A. 18A:7F-5 and 18A:7F-6 as follows:

General Fund Current Expenses	\$ 64,966,266
Capital Expenditures	\$ 140,000
Assessment for SDA Debt Service	\$ 112,459
Withdrawal from Capital Reserve	\$ 2,100,000
Appropriation of Excess Surplus	\$ 500,000
Summer Instruction	\$ 184,700
Grants and Entitlements	\$ 871,000
Debt Service Fund	<u>\$ 2,863,958</u>
Total	<u>\$ 71,738,393</u>

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards and is in compliance with N.J.S.A. 18A and N.J.A.C Title 6 and 6A:

The Anticipated Enrollment for the school year 2017/2018 is 4,230 students.

**WHEREAS:** The district has a taxing authority of the 2% cap increase over the prior year tax levy which totals \$1,202,943 and which can be used in the 2017/2018 budget;

**WHEREAS:** In addition to the 2% cap increase the district is using the Health Benefit Waiver of \$444,617 and the Enrollment Waiver of \$56,989 both generated in the 2017/2018 budget process and is using Banked Cap of \$70,273 that was generated in 2016/2017 budget process;

**BE IT RESOLVED:** The Board approves that there should be raised for the General Fund a tax levy of \$61,921,960, which is a 2.95% tax levy increase for the ensuing 2017/2018 school year;

**BE IT RESOLVED:** The Board approves a Withdrawal from Capital Reserve and an Appropriation of Excess Surplus to be used for Construction of a New Central Office Building;

**WHEREAS:** School district policy and N.J.A.C. 6A:23A-7.1 et seq. provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement and the 2017/2018 budget includes a maximum travel appropriation of \$120,000; now, therefore,

**BE IT RESOLVED:** The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded; and

**WHEREAS:** NJAC 6A:23A-5.2(1), the proposed budget provides for a maximum expenditure amount that is annually established for each type of professional service including public relations, with appropriate notification to the board of education if it becomes necessary to exceed the maximum; now, therefore

**BE IT RESOLVED:** Upon such notification, the board of education may adopt a dollar increase to the maximum amount through board action.

**BE IT FURTHER RESOLVED:** That a public hearing will be held at the Chatham Township Courtroom on May 1, 2017, at 7:30 PM for the purpose of conducting a public hearing on the budget and the board approving the 2017/2018 budget.

3. *(003 – 17/18) Approval: Transfers - March 2017*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the March 2017 transfers within the 2016/2017 budget in compliance with N.J.A.C. 6A:23-2.11(A)2. *(Attachment B.3)*

4. *(004 – 17/18) Approval: Monthly Report of County Transfers - March 2017*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the Monthly Report of County Transfers for March 2017. *(Attachment B.4)*

5. *(005 – 17/18) Approval: Report of the Board Secretary - March 2017*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the Report of the Board Secretary for March 2017. *(Attachment B.5)*

6. *(006 – 17/18) Approval: Report of the Board Treasurer - March 2017*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the Report of the Board Treasurer for March 2017. *(Attachment B.6)*



7. (007 – 17/18) Approval: Finance Certification - March 2017

**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 March 2017 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.

8. (008 – 17/18) Approval: 2017/2018 Food Service Management Company Addendum

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the food service contract addendum with Chartwell's School Dining Services of West Long Branch, NJ (hereinafter referred to as the Food Service Management Company or FSMC) for the 2017/2018 school year as follows; and

**BE IT FURTHER RESOLVED:** that the FSMC shall receive, in addition to the costs of operation, a management fee of **\$85,680.00 (\$8,568.00 per month for 10 months; 1.5% increase)** to compensate the Food Service Management Company for management costs. These fees shall be billed monthly as a cost of the operation. The LEA guarantees the payment of such costs and fee to the FSMC; and

**BE IT FURTHER RESOLVED:** that grades 1 through 8 will remain in the National School Lunch Program and that grades 9 through 12 will not participate in the National School Lunch Program; and

**BE IT FURTHER RESOLVED:** that the FSMC guarantees the LEA a minimum profit return of \$120,000.00 for the school year 2017/2018. If the annual operating statement shows a return less than \$120,000.00, Chartwells will pay the difference between the actual and the guaranteed amount. The Guaranteed Return is based on the following conditions and assumptions remaining effect for the school year.

Conditions and Qualifiers to Include:

- Cash and/or reimbursement levels from State and Federal sponsors do not fall below the levels estimated in FSMC proposed budget
- USDA Commodity levels no lower than prior agreement year
- USDA commodities compatible with menus outlined in writing by Chartwells
- Number of feeding days as stated in RFP and the renewal agreement
- Changes in district policies, practices and serving requirements may result in an adjustment
- Student enrollment and ADA as stated in RFP and the renewal agreement
- Wages, salaries and benefits as stated in RFP and the renewal agreement
- No limitations on the sale of menu items and a la carte items, except that they conform with State and District Nutrition Policies
- No interruption of service as outlined in RFP and the renewal agreement
- Document submission of all documentation as outlined in RFP and the renewal agreement
- Pricing schedule as per RFP Response and the renewal agreement
- Staffing schedule as attached to reflect Director on District Payroll without cost to FSMC
- Equipment and repairs will be paid by the District
- Mutual agreement on FSMC's capital investment

**BE IT FURTHER RESOLVED:** That the Board hereby directs the Board President, Board Secretary, and Board Attorney to prepare the necessary contracts in order to effectuate the purpose of this resolution.

9. (009 – 17/18) Approval: Award Contract Partial Roof Replacements at Chatham High School, Chatham Middle School and Lafayette Avenue School

**WHEREAS:** On March 29, 2017, the Board of Education received bids for the Partial Roof Replacements at Chatham High School, Chatham Middle School and Lafayette Avenue School Project that is funded by the 2016 Referendum:

Contractor	Base Bid	Alt #1	Alt #2
Laumar Roofing Co., Passaic, NJ	\$1,970,000.00	-0-	-0-
M.T.B. LLC, Neptune City, NJ	\$2,065,000.00	\$14,000.00	\$17,000.00
Barrett Roofs, South Hackensack, NJ	\$2,422,000.00	\$25,000.00	\$25,000.00
Roof Management, Wall, NJ	\$2,825,000.00	\$40,000.00	\$30,000.00
Integrity Roofing, Inc., Rahway, NJ	\$2,837,340.00	\$48,000.00	\$55,000.00
E.R. Barrett, Inc., Newark, NJ	\$2,869,850.00	\$24,875.00	\$17,375.00
D.A. Nolt, Inc., Berlin, NJ	\$2,945,352.00	\$18,000.00	\$12,000.00
Safeway Contracting, Kenilworth,, NJ	\$2,993,000.00	\$38,000.00	\$18,000.00
Mak Group, LLC, Clifton, NJ	\$3,267,000.00	\$45,000.00	\$38,000.00

Upon the Architect and Attorney’s recommendation bid should be awarded to Laumar Roofing Company since it is the lowest responsible bidder.

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education awards the contract for the Partial Roof Replacements at Chatham High School, Chatham Middle School and Lafayette Avenue School Project funded by the 2016 Referendum to Laumar Roofing Company of Passaic, NJ in the amount of \$1,970,000, which is the base bid and alternate 1, and 2.

10. (010 – 17/18) Approval: Award of Southern Boulevard School Front Office Relocation Project

**WHEREAS:** On April 25, 2017, the Board of Education received bids for the Southern Boulevard School Front Office Relocation Project that is funded in the 2016/2017 budget:

Company	Base Bid
TriForm Construction, Metuchen, NJ	\$125,100.00
GL Group, Bloomingdale, NJ	\$138,000.00
Catcord Construction, Norwood, NJ	\$138,000.00
Falak Construction, North Brunswick, NJ	\$146,600.00
Construction Contractors, Hackensack, NJ	\$157,000.00
WALLKILL Group, Hamburg, NJ	\$158,000.00
GPC, Inc., Millburn, NJ	\$164,500.00
Salazar & Associates, Inc., Union, NJ	\$190,000.00
Accurate Construction, Inc., Wayne, NJ	\$202,900.00
Practical LLC, Ridgewood, NJ	\$223,000.00
Arista Builders, Jackson, NJ	\$298,000.00

Upon the Architect and Attorney’s recommendation bid should be awarded to TriForm Construction since it is the lowest responsible bidder.

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education awards the contract for the Southern Boulevard School Front Office Relocation Project to TriForm Construction of Metuchen, NJ in the amount of \$125,100.

11. (011 – 17/18) 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 - Initial Exam & Class \$2,520

Chapter 193 - Corrective Speech \$265

12. (012 – 17/18) Approval: Acceptance of CEF Grants

**RESOLVED:** Upon recommendation of the Superintendent, and as approved by the Lafayette School and Southern Boulevard School Principals, the Board of Education accepts grants from the Chatham Education Foundation as listed below:

School	Project	Amount
LAF	Classrooms of the Future(Grades 4 & 5)	\$10,180.41
SBS	Classrooms of the Future (Special Education)	\$ 1,429.18
SBS	Classrooms of the Future (Grade 1)	\$ 2,381.15
	<b>TOTAL:</b>	<b>\$13,990.74</b>

13. (013 – 17/18) Approval: Acceptance of CMS PTO Donation

**RESOLVED:** Upon recommendation of the Superintendent, and as approved by the Chatham Middle School Principal, the Board of Education accepts a donation from the CMS PTO in the amount of \$5,078.70 to be used for the 8th Grade Washington, D.C. field trip.

14. (014 – 17/18) Approval: Moody’s Matching Gift 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 Moody’s Matching Gift program on behalf of Nancy Chang-Clark in the amount of \$50.00 to be used at the principal’s discretion.

15. (015 – 17/18) Approval: Home Instruction

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves Educational Services Commission of New Jersey to provide home instruction for student #9301712825 at the rate of \$67.00 per hour not to exceed \$67.00 in 2016/2017.

16. (016 – 17/18) Approval: ESY & Regular Year Out-of-District Students

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the tuition and transportation costs for the 2017/2018 Extended School Year (ESY) and Regular School Year out-of-district placements for special education students as listed below:

Primary Location	State ID	ESY	Annual Tuition 2017/2018	1:1 Aide	Total Tuition 2017/2018
The Craig School	2480058798		\$12,500.00		\$12,500.00
DCCF/Limitless	3838358274	\$5,425.00		\$2,250.00	\$7,675.00
DLC - NP/Warren	2415981355	\$14,820.00	\$90,414.00		\$105,234.00
DLC - NP	8295207980	\$14,820.00	\$90,414.00		\$105,234.00
DLC - Warren	1291268199	\$14,820.00	\$90,414.00		\$105,234.00
DLC - Warren	7369290149	\$14,820.00	\$90,414.00		\$105,234.00

17. (017 – 17/18) Approval: Evaluation Services

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves Terry Wisolmerski to conduct seven additional educational evaluations for the district at the rate of \$300.00 per evaluation not to exceed \$2,100.00.

18. (018 – 17/18) Approval: Assessment Services

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the payment of \$1,550.00 to Revolution New Jersey, Inc. for the vocational assessment of student (#3667313281).

19. (019 – 17/18) Approval: Related Services

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the payment of \$1,059.50 to P.G. Chambers for the assistive technology evaluation for student (#4014013669).

**C. CURRICULUM**

On a motion by Ms. Clark, seconded by Mr. Connors, the consent agenda items C.1 – C.2 were approved by a 9-0 roll call vote.

1. (001 – 17/18) Acceptance: Harassment, Intimidation and Bullying (HIB) Investigative Report for the period from April 4, 2017 through May 1, 2017.

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education accepts the Harassment, Intimidation and Bullying (HIB) Investigative Report for the period of April 4, 2017 through May 1, 2017 pursuant to N.J.S.A. 18A:37-1 et seq.

2. (002 – 17/18) Approval - Bilingual/ESL Three-Year Program Plan

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the Bilingual/ESL Three Year Program Plan for the years 2017 to 2020.

**D. POLICY**

On a motion by Mr. Connors, seconded by Ms. Cronin, the consent agenda item D.1 was approved by a 9-0 roll call vote.

1. (001 – 17/18) Approval: First and Second Reading and Adoption of Policy/Regulation

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

- Policy #2460 - Special Education
- Regulation #2460.8 - Special Education - Free and Appropriate Public Education

**VI. BOARD BUSINESS**

- Ms. Weber noted that during the board reorganization session, the role of the Board is to verify that the district is run well and not to run the district; standards are high and the costs are low. She noted that the board members do not have offices in the district.
- Dr. LaSusa reminded everyone that the District Art Show is on May 31 and June 1 at the Chatham Middle School.

**VII. PUBLIC COMMENTARY**

- Amy Coates noted that the District Art Show is from 6:30 PM until 8:30 PM on both evenings (May 31 and June 1).

**VIII. EXECUTIVE SESSION**

At 8:48 PM Ms. Weber 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 student matters; and be it

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

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

**IX. PUBLIC SESSION** – The board reconvened in Public Session at 9:29 PM

**X. ADJOURNMENT**

On a motion by Ms. Weber, seconded by Mr. Arnuk, the meeting adjourned at 9:32 PM.

**Minutes recorded by:**

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