

**REGULAR MEETING
BOARD OF EDUCATION, SCHOOL DISTRICT OF THE CHATHAMS
MONDAY, SEPTEMBER 11, 2017**

MINUTES

A regular 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 7:33 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, and the Star Ledger.

III. ROLL CALL

Present: Sal Arnuk, Ann Ciccarelli, Michelle Clark, Matthew Gilfillan, Lata Kenney, Michael Valenti, and Jill Critchley Weber

Absent: Richard Connors and Kim Cronin

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 nine (9) 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 acknowledged the 13 residents of Chatham that were lost 16 years ago and all those that were impacted by the events of September 11, 2001.

VI. ADMINISTRATIVE REPORTS

A. SUPERINTENDENT'S REPORT

- Dr. LaSusa reported that enrollment has stabilized at 4,187 and is anticipated to remain stable.
- Dr. LaSusa informed everyone that all instruction spaces were available at the start of school.

- Dr. LaSusa announced that the “Out of Darkness” suicide walk will be on September 23 in conjunction with both Chatham Borough and Chatham Township.

B. BUSINESS ADMINISTRATOR’S REPORT

- Mr. Daquila reminded the Board that he needs to know which board members will be attending the NJSBA Convention in Atlantic City in October.
- Mr. Daquila gave the following construction update:
 - **Cougar Field Phase 1 & 2** – Contractor, Catcord, is nearing completion. The electricity to the press box, score board and concession stand will be completed this week. The paving should be done this week. The concession stand should be completed by the end of September. The work on the parking lot will be finished this week as well.
 - **Roof Work at CHS, CMS, and LAF** – The contractor is behind schedule and the architect is working with the contractor to determine the schedule to complete all the work.
 - **CHS Auditorium** – As a result of the negotiation the contract will be awarded to John O’Hara Construction. The work will tentatively start the first week of January 2018.
 - **CMS Addition** – The bid opening is September 13 with the target to award contracts in September.
 - **MAS Addition** – The bid opening is September 22 with the target to award the contracts in September.
 - **Central Office Addition** – The bid opening is September 13 with the target to award the contracts in September.
 - **WAS Playground** – The site work will be done this week and the installation of the new equipment should start next week.
- Mr. Daquila responded to questions from Ms. Weber, Mr. Gilfillan, and Ms. Ciccarelli regarding the construction at Cougar Field.

VII. COMMITTEE REPORTS

- A. Personnel** – Ms. Ciccarelli reported that the committee met this evening and discussed changes to the district’s mission statement, sick day banks and wellness initiatives.
- B. Curriculum** – Ms. Clark reported that the committee has not met.
- C. Finance/Facilities** – Mr. Gilfillan reported that the next meeting will be on September 20.
- D. Policy and Planning** – No report available. Ms. Weber reported that the next meeting is on September 20, 2017.

Liaisons

Chatham Borough – No report available.

Chatham Township – Ms. Clark reminded everyone that the suicide prevention walk is on September 23.

Athletic Boosters – Ms. Weber encouraged all the parents and residents to support the athletic boosters and all the booster clubs since they support numerous district activities that benefit the students.

Chatham Performing Arts Boosters – Mr. Arnuk gave the following report:

- Following a successful band camp with terrific weather, the CHS Marching Band debuted their fall 2017 show - *The Land of the Free* – at Saturday’s football game at Cougar Field. The band will perform at the game Friday evening in Parsippany, then on Saturday in their first competition of the season in Scotch Plains. The marching Cougars are scheduled to take the field at 6:53 PM sharp.
- The CHS Theater department is holding auditions for their fall production, Shakespeare’s *A Midsummer Night’s Dream*, this week. Please mark your calendars for the November 17 and 18 performances in the CHS auditorium.
- The NJ All-State Chorus will resume rehearsals this Saturday in preparation for their November performances in Atlantic City and NJPAC. Six students will represent CHS in the ensemble comprised of talented singers from NJ high schools who auditioned for membership last spring.
- The Chatham Performing Arts Boosters will have their first meeting of the 2017/2018 school year Tuesday, September 12 at 7:00 PM in the Lafayette teachers’ room across from the cafeteria. Monthly meetings will take place on Wednesdays moving forward; this one has been moved to Tuesday to accommodate the Lafayette back to school night. The CPAB welcomes new members and anyone interested in volunteering their time and interest to support the performing arts in the School District of the Chathams. Please visit their webpage for more information.

Chatham Education Foundation – Ms. Kenney announced that the 5th Annual Trivia Night will be November 4, 2017.

Recreation – Mr. Gilfillan had nothing to report.

PTO District Cabinet – Dr. LaSusa reported that the committee met last week and discussed the opening of school, the construction status and an annual fund raising drive.

VIII. MINUTES

Ms. Weber moved the following:

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

- August 28, 2017 – public and executive sessions

The motion was seconded by Ms. Clark and approved 5-0-2 on a roll call vote (Ms. Ciccarelli and Mr. Gilfillan abstained).

IX. PUBLIC COMMENTARY

- Jane Devlin, a Chatham Township resident, commented that her niece is a college freshman and feels very well prepared for her first year at college. Ms. Devlin went on to say that the Chatham High School teachers are promoting wellness to the students regarding not becoming overwhelmed with homework. She feels that mindfulness is being stressed. She asked why Thanksgiving and Christmas are not listed as homework blackout periods on the school calendar.
- Dr. LaSusa noted that this is not a district policy and each school adopts the homework blackout individually.

X. ACTION ITEMS

A. PERSONNEL

On a motion by Ms. Ciccarelli, seconded by Mr. Valenti, the consent agenda items A.1 – A.12 were approved by a 7-0 roll call vote.

1. (136-17/18) Approval: Leave Replacement Teacher - **(AS CORRECTED)**

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following Leave Replacement Teacher for the 2017/2018 school year:

Name	Position	Location	Column/Step	Salary	Effective Date	Termination Date	Notes
Cullinan, Jennifer	Teacher of Elementary	WAS	BA/2	\$56,323.00 prorated at \$29,851.22	11/30/2017	05/07/2017	Includes up to 3 shadow days payable at \$100 per day

2. (137-17/18) Approval: Unpaid Absences

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following unpaid absences during the 2017/2018 school year:

Name	Position	Location	Number of Requested Unpaid Days	Start Date	End Date	Notes
Minsky, Jennifer	Teacher	WAS	3	10/12/2017 10/13/2017 05/21/2018	N/A	

3. (138-17/18) Amendment: Contracts - 2017/2018 School Year

RESOLVED: Upon recommendation of the Superintendent, the Board of Education amends the following staff contracts for the 2017/2018 school year:

Name	Position	Location	Column/Step	Salary	Effective Date	Termination Date	Notes
Marshall, Renee	Teacher of French	CMS	BA/6	\$58,768.00 .prorated at \$52,597.36	10/02/2017	06/30/2017	Supersedes action on 08/28/2017 to amend start date.
Mullen, Colleen	TOSD	WAS/ MAS	MA 45/9	\$73,829.00	09/01/2017	06/30/2018	Supersedes action on 05/01/2017 to amend location.

4. (139-17/18) Approval: Paraprofessional Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the contracts for Paraprofessional Staff 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	Salary	Effective Date	Termination Date	Notes
Lauderdale, Sally	Paraprofessional	LAF	\$17.47	09/01/2017	06/30/2018	Not to exceed 19.5 hours/week
Pollack, Kathryn	Paraprofessional	LAF	\$17.47	09/01/2017	06/30/2018	Not to exceed 10 hours/week
Cooper Chakira	Paraprofessional	CMS	\$17.47	09/01/2017	06/30/2018	Not to exceed 19.5 hours/week
Aivars, Ilze	Paraprofessional	MAS	\$17.47	09/01/2017	06/30/2018	Not to exceed 19.5 hours/week

5. (140-17/18) Approval: Technology Support

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Manuel Vargas, III as Technology Support for the 2017/2018 school year for up to 25 hours per week at the rate of \$12.00 hourly, not to exceed \$15,000, effective September 1, 2017 through June 30, 2018.

6. (141-17/18) Rescission: Contractual Extra Duty Stipends

RESOLVED: Upon recommendation of the Superintendent, the Board of Education rescinds staff members to hold various contractual stipends for the 2017/2018 school year:

Staff Member	Activity	Ratio	Compensation
Kirstyn Connors	Ski Club	0.1	\$995.50
Kiera Spadaro	Yearbook 1	0.5	\$4,977.50

7. (142-17/18) Approval: Contractual Extra Duty Stipends

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves staff members to hold various contractual stipends for the 2017/2018 school year:

Staff Member	Activity	Ratio	Compensation
Melissa Bryan	Philosophy Club	0.1	\$995.50
Kristen Fallon	Inkblot Writer’s Club	0.15	\$1,493.25
Ariel Valverde	Ski Club	0.1	\$995.50
Kirstyn Connors	Yearbook 1	0.5	\$4,977.50
Alexis Pravdiuk	All School Production Choreographer	0.2	\$1,990.83

8. (143-17/18) Approval: Extra Class - Certificated Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves an *Extra Class Leave Replacement Assignment* for Certificated Staff for the 2017/2018 school year:

Name / Position	Location	Effective Date	End Date	Salary	Notes
Stephen Bontempo Teacher of Mathematics	CMS	09/01/2017	06/30/2018	\$12,000.00	

9. (144-17/18) Rescission: 2017 Fall Coaching Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education rescinds the contracts for *Fall Coaches*, for the 2017/2018 school year as per agreement between School District of the Chathams and CEA, as listed below:

Name	Season	Sport	Assignment	Ratio	Salary
Beattie, Robert	Fall 2017	Football	Assistant	0.3	\$2,986.37
Sullivan, Joe	Fall, 2017	Football	Assistant	0.6	\$5,972.74

**Denotes District Employee*

10. (145-17/18) Approval: 2017 Fall Coaching Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the contracts for *Fall Coaches*, for the 2017/2018 school year as per agreement between School District of the Chathams and CEA, as listed below:

Name	Season	Sport	Assignment	Ratio	Salary
Moskowitz, Dan	Fall 2017	Football	Assistant	0.6	\$5,972.74
Agree, Adam	*	Fall 2017	Assistant	0.3	\$2,986.37
Lawshe, Chris	Fall 2017	Football	Volunteer	N/A	N/A

**Denotes District Employee*

11. (146-17/18) 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		Strong	Susan
x	x	x		McKee	Kim
x	x	x		Kanter	Tara

12. (147-17/18) 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
Oct	6	2017	Danielle	Dagounis	Supervisor, Design & Technology	TCNJ	Safety Considerations in a STEM Environment	Ewing NJ	\$130
Oct	6	2017	Simone	Gaunt	Technology Teacher	TCNJ	Safety Considerations in a STEM Environment	Ewing NJ	\$100
Oct	6	2017	James	Hitchings	Technology Teacher	TCNJ	Safety Considerations in a STEM Environment	Ewing NJ	\$100
Oct	6	2017	Jessica	Liatys	Technology Teacher	TCNJ	Safety Considerations in a STEM Environment	Ewing NJ	\$130
Oct	6	2017	Jason	Mariano	Technology Teacher	TCNJ	Safety Considerations in a STEM Environment	Ewing NJ	\$100
Oct	6	2017	Julianna	Ryan	Technology Teacher	TCNJ	Safety Considerations in a STEM Environment	Ewing NJ	\$130
Oct	16	2017	Karen	Chase	Assistant Superintendent	West Morris High School	Evaluating Principals and District Leaders training	Chester NJ	\$155
Oct	19 & 20	2017	Kathleen	O'Connor	Director of Elementary Ed	Foundation for Educational Administration	Fall Conference	Long Branch NJ	\$310
Oct	20	2017	Jen	Cifrodella	Library/Media Specialist	Tech & Learning Live	Annual Conference	Princeton NJ	\$225
Oct	20	2017	Mike	Curran	Library/Media Specialist	Tech & Learning Live	Annual Conference	Princeton NJ	\$225
Oct	20	2017	Mike	D'Aloia	Library/Media Specialist	Tech & Learning Live	Annual Conference	Princeton NJ	\$225
Oct	20	2017	Jill	Mills	Library/Media Specialist	Tech & Learning Live	Annual Conference	Princeton NJ	\$225
Oct	20	2017	Mary	Szoke	Library/Media Specialist	Tech & Learning Live	Annual Conference	Princeton NJ	\$225
Oct	20	2017	Jackie	Chirico	Library/Media Specialist	Tech & Learning Live	Annual Conference	Princeton NJ	\$250
Nov	1	2017	Danielle	Dagounis	Supervisor of Design & Technology	MUJC	Danielson Framework for Teaching with Educational Technology	New Providence NJ	\$110

Nov	3	2017	Laura	Scerbo	Mathematics Teacher	Stevens Institute	Reimagining Calculus Education	Hoboken NJ	\$120
Nov	16 & 17	2017	Jill	Mills	Library/Media Specialist	NJ Assoc of School Librarians	State Conference	Long Branch NJ	\$125
Feb	13	2018	Anthony	Giaconia	Assistant Principal CMS	Foundation for Educational Administration	Section 504 Explained	Monroe NJ	\$150

B. FINANCE/FACILITIES

On a motion by Mr. Gilfillan, seconded by Mr. Arnuk, the consent agenda items B.1 – B.10 were approved by a 7-0 roll call vote.

- Mr. Gilfillan noted the approval of the Chatham High School auditorium contract. He thanked Ms. Weber for her Bank of America Matching Gift donation. Ms. Weber did a special “shout out” to the maintenance and custodial staff for all their efforts this summer.
- Mr. Arnuk asked about the auditorium contract award and quality of the contractor.
- Mr. Daquila noted that two of the last bidders met to negotiate the contract price. The contractor, John O’Hara, appeared reasonable and eager to do the project.

1. (116-17/18) Approval: Payments - Bills List & Payroll

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

Description	Totals
Bills List - September 11, 2017	\$3,296,145.59
Payroll - August, 2017	\$ 783,073.87
TOTAL:	\$4,079,219.46

2. (117-17/18) Approval: Transfers - Preliminary July 2017

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the preliminary July 2017 transfers within the 2017/2018 budget in compliance with N.J.A.C. 6A:23-2.11(A)2. (Attachment B.2)

3. (118-17/18) Approval: Monthly Report of County Transfers - Preliminary July 2017

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the preliminary Monthly Report of County Transfers for July 2017. (Attachment B.3)

4. (119-17/18) Approval: Report of the Board Secretary - Preliminary July 2017

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the preliminary Report of the Board Secretary for July 2017. (Attachment B.4)

5. (120-17/18) Approval: Report of the Board Treasurer - Preliminary July 2017
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the preliminary Report of the Board Treasurer for July 2017. (Attachment B.5)

6. (121-17/18) Approval: Finance Certification - Preliminary July 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 preliminary Board Secretary’s and Treasurer’s monthly financial reports for July 2017 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.

7. (122-17/18) Acceptance: IDEA Consolidated Grant Award
RESOLVED: Upon recommendation of the Superintendent, the Board of Education accepts the approved FY 2018 IDEA Consolidated Grant Award with the following amounts:

Basic	\$820,515.00
Preschool	\$ 23,760.00
TOTAL:	\$844,275.00

8. (123-17/18) Acceptance: Bank of America Matching Gift Donation
RESOLVED: Upon recommendation of the Superintendent and as approved by the Business Administrator, the Board of Education accepts a donation from the Bank of America Matching Gift Program on behalf of Jill Weber, in the amount of \$250.00 to be used at the Supervisor of Buildings and Grounds discretion.

9. (124-17/18) 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
Regional Day School	6367013963		\$64,250.00	\$27,990.00	\$92,240.00
ECLC	9723306089		\$49,993.20		\$49,993.20

10. (125-17/18) Approval: Award Contract for Auditorium Renovations
WHEREAS: The School District of the Chathams Board of Education (the “Board”), pursuant to N.J.S.A. 18A:18A-1 et seq., advertised for bids for auditorium renovations at Chatham High School on two (2) separate occasions; and
WHEREAS: On each occasion the bids were rejected, as the base bids received were above the amount of funds budgeted for the project; and

WHEREAS: Pursuant to N.J.S.A. 18A:18A-5(c), the Board afforded each responsible bidder who submitted bids on the second occasion the opportunity to enter into negotiations for the project; and

WHEREAS: The Board received the following prices as a result of negotiations:

Contractor	Base Bid	Alt #1	Alt #2
John O’Hara Company, Inc. East Orange, NJ	\$2,756,400.00	\$113,715.00	\$156,488.00
Bismark Construction Corp. Newark, NJ	\$2,722,000.00	\$115,000.00	\$160,000.00

WHEREAS: The Board rejects the proposal of Bismark Construction Corp. since changes made to lower the price are not appropriate substitutions and will alter the original scope of the project; and

WHEREAS: John O’Hara Company, Inc. has provided the Board with a price of \$2,756,400.00 as a result of negotiations and such price is lower than the lowest rejected bid price submitted by the responsible bidders on the second occasion;

NOW, THEREFORE, BE IT RESOLVED: That the Board awards the contract to John O’Hara Company, Inc. East Orange, NJ in the amount of \$2,756,400 for the base bid, \$113,715.00 for alternate #1 and \$156,488.00 for alternate #2 for a total of \$3,026,603.00.

C. CURRICULUM

On a motion by Ms. Clark, seconded by Ms. Ciccarelli, the consent agenda item C.1 was approved by a 7-0 roll call vote.

1. *(022-17/18) Acceptance: Harassment, Intimidation and Bullying (HIB) Investigative Report for the period from August 29, 2017 through September 11, 2017.*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education accepts the Harassment, Intimidation and Bullying (HIB) Investigative Report for the period of August 29, 2017 through September 11, 2017 pursuant to N.J.S.A. 18A:37-1 et seq.

D. POLICY - None

- The policies for parent conduct and athletic code of conducts discussed at the August 28 Policy Committee meeting. They will be discussed at the next committee meeting and up for approval at the September 28 Board of Education meeting.

XI. BOARD BUSINESS

- Ms. Kenney asked if the Board was going to field a table for the Annual Trivia Night on November 4.

XII. PUBLIC COMMENTARY

- Ron Epstein, a Chatham Township resident, stated that he is running for the Board and had positive feedback regarding the schools.

XIII. EXECUTIVE SESSION

At 8:05 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 and legal 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. Gilfillan and approved by unanimous voice vote.

XIV. PUBLIC SESSION – The board reconvened in Public Session at 10:04 PM

XV. ADJOURNMENT

On a motion by Ms. Weber, seconded by Mr. Gilfillan, and as approved by unanimous voice vote, the meeting adjourned at 10:07 PM.

Minutes recorded by:

Peter Daquila
Business Administrator/Board Secretary