

**REGULAR MEETING
BOARD OF EDUCATION, SCHOOL DISTRICT OF THE CHATHAMS
MONDAY, SEPTEMBER 25, 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 7:32 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, Michelle Clark, Richard Connors, Kim Cronin, Matthew Gilfillan, Lata Kenney, Michael Valenti, and Jill Critchley Weber

Absent: Ann Ciccarelli

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 seventeen (17) 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 had no comments this evening.

VI. ADMINISTRATIVE REPORTS

A. SUPERINTENDENT'S REPORT

Dr. LaSusa gave the following report:

- Suicide Walk – The Suicide Walk was very positive and well attended. There was positive feedback regarding the Cougar Field complex the hope is that this will remain an annual event.

- CHS Pulse – Dr. LaSusa noted that Connor Henderson does a great job with the program. Connor Henderson, CHS Video Production Teacher, provided an overview of the video production offerings and reported that approximately 150 students are enrolled in the program classes are offered to students in grades 10, 11 and 12. Chatham High School grade 12 students, Mike Beher, Ryan McCarty, Bill Gallagher, George Icart, Charlie Thompson, and James McCain, spoke about the video production and the details involved in creating a pulse episode. Ms. Weber asked Connor Henderson about Chatham Middle School having a video production class and the effect on his class offerings, the district's investment in the program and how well it has done. Connor Henderson and the students responded to questions from the board.

B. BUSINESS ADMINISTRATOR'S REPORT

Mr. Daquila gave the following report:

- **Cougar Field Phase 1 & 2**
- Contractor, Catcord, is scheduled to be completed by the end of this week. The concession stand should be completed as well. There is an issue with the serving window and it had to be sent to the vendor for adjustment. The new equipment for the stand is scheduled to be delivered on Thursday.
- **Roof Work – CHS, CMS and LAS**
- The contractor is behind schedule and the architect is working with the contractor to determine the schedule to complete all the work.
- **CMS Addition & Central Office Addition**
- The contracts are being awarded on tonight's agenda.
- **MAS Addition**
- The bid opening was opened September 22nd and the contract is being awarded on the addendum to tonight's agenda.
- **WAS Playground**
- The installation issued has been resolved and the contractor should begin installing the playground in the next 10 days.

Mr. Daquila responded to questions from Ms. Weber regarding Cougar Field and the bids.

VII. COMMITTEE REPORTS

- A. Personnel** – Ms. Weber reported that the committee will meet on November 1.
- B. Curriculum** – Ms. Clark reported that the committee met earlier this evening. Julie Patterson gave a presentation on health offerings. Karen Chase gave a presentation regarding the 2016/2017 testing results and Dr. LaSusa presented a draft of the 2017 Guiding Principals; he will give an update on November 6.
- C. Finance/Facilities** – Mr. Gilfillan reported that the committee met on September 20 and discussed the district construction projects and bids. They spoke about the district switch to School Health Insurance Fund (SHIF) to help control rising health care costs. They discussed the Cenergistic Energy program, which is guaranteed savings to the district to reduce energy costs.

D. Policy and Planning – Mr. Connors reported that the committee met on September 20 and discussed numerous topics including the distribution of the district directory to have fairness and eliminate misuse. They discussed the three policies and regulation up for 1st and 2nd reading and adoption on this evening’s agenda including Policy/Regulation 5533 Pupil Smoking (which includes vaping). Dr. LaSusa or Darren Groh will send the information regarding Policy/Regulation 5530 to the parents and students.

Liaisons

Chatham Borough – Mr. Connors had nothing to report.

Chatham Township – Ms. Clark reported that the September 23rd suicide prevention walk was well attended.

Athletic Boosters – Mr. Connors reported that the next meeting will be on October 3. He reminded the residents to support the booster organizations and Chatham Education Foundation, noting that the district’s success is attributable to the work of the support given by these organizations.

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

- The CHS marching band is off to a terrific start to their competitive season, with two second place finishes in competitions at Scotch Plains and Roxbury over the past two weekends. At the Roxbury competition Saturday night, our marching Cougars also placed first for Visual Effect. The band will compete again the evening of Saturday, October 7th in the annual “Under the Stars” marching band event at Randolph High School.
- The CHS fall production *A Midsummer Night’s Dream* is well into their rehearsal process, and the CMS production of *Willie Wonka Junior* has begun its auditions for the January 18-20 production on the CMS stage.
- The Chatham Performing Arts Boosters will be changing their fall donation drive to a postcard in place of the letter that has gone out in prior years.
- The CPAB will be having its second meeting of the year on Wednesday, October 4th at 7pm in the Lafayette Teacher’s room, and welcomes new members to join this hard-working, friendly group of SDOC Performing Arts supporters.

Chatham Education Foundation – Ms. Kenney reported that last year the gross receipts were over \$215,000, which is the most money collected to date. She reminded everyone that Trivia Night is on November 4; registration opens October 5.

Recreation – Mr. Gilfillan had nothing to report.

PTO District Cabinet – Ms. Cronin reported that the next meeting is on October 4.

VIII. MINUTES

Ms. Weber moved the following:

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

- September 11, 2017 – public and executive sessions

The motion was seconded by Ms. Kenney and approved 6-0-2 on a roll call vote (Mr. Connors and Ms. Cronin abstained).

IX. PUBLIC COMMENTARY

- Jane Devlin asked about the three policies being approved in addition to the Pupil Smoking policy.
- Mr. Connors commented about Policy 8805 – Local Wellness Policy/Nutrient Standards for Meals and Other Foods and Policy 5530 – Alcohol, Anabolic Steroids, Other Drugs and Tobacco (Substance Abuse).
- Darren Groh, Chatham High School Principal, thanked the Policy Committee and district for the enhancement of the pupil smoking policy to include vaping. This will help the high school face the new technology and will benefit the students. Mr. Groh thanked the district for its attention to this issue and noted that there is no stereotypical student vaping; he is concerned about this being a gateway to drug usage.
- Bill Heap commented about the Chatham High School video presentation and noted that the health care costs need to be addressed and controlled. The district needs to tackle rising costs.
- Ms. Weber noted that the district has and will continue to address health care costs.

X. ACTION ITEMS

A. PERSONNEL

On a motion by Ms. Weber, seconded by Mr. Connors, the consent agenda items A.1 – A.18 were approved by an 8-0 roll call vote.

1. (148-17/18) Acceptance: Resignation

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

Name	Location/Position	Effective Date
Steinmetz, Valentine	Maintainer	10/05/2017

2. (149-17/18) Approval: Superintendent’s Merit Goals

WHEREAS: NJAC 6A:23A-3.1 permits a board of education to include in its contract with the Superintendent of Schools, quantitative and qualitative criteria and associated merit salary bonuses in recognition of their achievement during the school year, and **WHEREAS:** the Board of Education has now developed a set of annual goals for the 2017/2018 school year that it wishes to include in its contract with the Superintendent; now **THEREFORE, BE IT RESOLVED:** the Board of Education establishes qualitative and quantitative criteria and merit salary bonuses for their achievement: and that these items have been approved by the Executive County Superintendent of Schools before adding them to the superintendent’s 2017/2018 contract. *(Goals are on file in the Department of Human Resources). This replaces the action of 07/24/2017.*

3. (150-17/18) Approval: Leave Replacement Teachers

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

Name	Position	Location	Column/ Step	Salary	Effective Date	Termination Date	Notes
Dilts, Sharon	Teacher of Elementary	LAF	BA/2	\$56,323.00 prorated at \$29,851.22	11/13/2017	04/19/2018	Includes up to 3 shadow days payable at \$100 per day
Aivars, Ilze	Teacher of Elementary	LAF	BA/2	\$56,323.00 prorated at \$28,724.72	10/17/2017	03/20/2018	Includes up to 3 shadow days payable at \$100 per day

4. (151-17/18) Approval: Maternity Leave of Absence

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

Employee #	Leave Start Date	Accumulated 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)	Notes
ID# 6002	01/22/2018	40	03/20/2018	03/20/2018	N/A	10/01/2018	

5. (152-17/18) Approval: Unpaid Absences

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

Name	Position	Location	Number of Requested Unpaid Days	Start Date	End Date	Notes
Keating, Susan	Teacher	SBS	3	10/16/2017	10/18/2017	

6. (153-17/18) Approval: Staff Transfer of Assignments

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

Name	Position	Location	Category/ Step	Salary	Effective Date	Termination Date	Notes
Freeman, Lamont	Maintainer	District	V/C	\$47,133.00 prorated at \$33,385.96	10/16/2017	06/30/2018	Supersedes action on 05/01 to amend assignment; voluntary transfer.

7. (154-17/18) 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
Perrone, Michael	Paraprofessional	CHS/Tech	\$17.47/hourly	TBD	06/30/2018	Hours not to exceed 19.5 per week
Silverstein, Theresa	Paraprofessional	CHS	\$17.47/hourly	TBD	06/30/2018	Hours not to exceed 19.5 per week
Wanniarachchi, Decika	Paraprofessional	CHS	\$17.47/hourly	09/01/2017	06/30/2018	Hours not to exceed 19.5 per week

8. (155-17/18) Approval: 2017 Spring Coaching Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the contracts for *Spring 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
McCutcheon, Helen	*	Spring 2017	Lacrosse	Head Coach, Girls	0.75	\$7,465.92

*Denotes District Employee

9. (156-17/18) Approval: District Substitutes

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

Teacher	Para	Clerical	Nurse	Last Name	First Name
X	X			Dougherty	Michael
			X	Shubeck	Adriana

10. (157-17/18) Rescission: Contractual Extra Duty Stipends

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

Staff Member	Activity	Ratio	Compensation
Beth Paulson	Play Area/Bus Supervisor	0.100	\$995.42
Joyce Luongo	Grade Level Leader 1	0.435	\$4,330.05
Nancy Volker	Grade Level Leader Kdg	0.435	\$4,330.05
Stephen Bontempo	Math Counts	0.100	\$995.42
Christopher Dalton	Play Area/Bus Supervisor	0.200	\$1,990.83

11. (158-17/18) Amendment: Contractual Extra Duty Stipends

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

Staff Member	Activity	Ratio	Compensation	Notes
Kenji Hasegawa	Play Area/Bus Supervisor 2 (2nd half)	0.1 (shared)	\$497.71	Supersedes action on 08/28/2017 to amend ratio and compensation.
Susan Milone	Play Area/Bus Supervisor 3 PM	0.1	\$995.42	Supersedes action on 08/28/2017 to amend activity, ratio and compensation.
Jacqueline Chirico	Battle of the Books (1st half)	0.1	\$995.42	Supersedes action on 08/28/17 to amend ratio and compensation.
Monica Chen	Chinese Club (shared)	0.1	\$995.42	Supersedes action on 08/28/17 to amend ratio and compensation.
Christopher Dalton	Play Area/Bus Supervisor	0.2	\$1,990.83	Supersedes action on 08/28/17 to amend duration; payable for 10 days of service.

12. (159-17/18) Approval: Contractual Extra Duty Stipends

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

Staff Member	Activity	Ratio	Compensation
Michelle Cervone	Play Area/Bus Supervisor 2 (1st half)	0.1 (shared)	\$497.71
Lisa Kressler	Grade Level Leader Kdg	0.435	\$4,330.05
Kelly Bissett	Play Area/Bus Supervisor 3 AM	0.1	\$995.42
Kelli Finn	Grade Level Leader 1	0.435	\$4,330.05
Allyson Getch	Math Counts	0.1	\$995.42
Elissa Cohen-Michel	Battle of the Books (2nd half)	0.1	\$995.42
Yanfei Li-McGurrin	Chinese Club (shared)	0.1	\$995.42
Sidney Leon	Auditorium Coordinator I	N/A (shared)	\$2,272.50
Gina Priano-Keyser	Auditorium Coordinator I	N/A (shared)	\$2,272.50
Daniel Graziano	Auditorium Coordinator II	N/A	\$4,545.00
Samantha Stojanov	Play Area/Bus Supervisor	0.2	\$1,990.83 - Prorated by reduction of 10 days.

13. (160-17/18) Approval: Mentors 2017/2018

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following staff members as Mentors for the 2017/2018 school year:

Mentor	Novice Teacher	School	Weeks
Bryan, Melissa	Crawley, Mary Lea	CHS	Not to exceed 30 weeks
Gall, Marianne	Johnson, Barbara	CHS	Not to exceed 30 weeks
Carroll, Christopher	Latham, Justin	CHS	Not to exceed 30 weeks
Kielblock, Carolyn	McLaughlin, Thomas	CHS	Not to exceed 30 weeks
Pravduik, Alexis	Silver, Jennifer	CHS	Not to exceed 30 weeks
Orsini, Natalie	Calabro, Danielle	CMS	Not to exceed 30 weeks
Nydegger, Kelly	Farley, James	CMS	Not to exceed 30 weeks
Fowler, David	Jakowski, Christine	CMS	Not to exceed 30 weeks
Weinshenker, Matthew	Williams, Shannon	CMS	Not to exceed 30 weeks
TBD	Aivars, Ilze	LAF	Not to exceed 30 weeks
Berger, Jacqueline	Tompkins, Megan	MAS	Not to exceed 30 weeks
Aquitato, Justine	LaBrutto, Jacqueline	SBS	Not to exceed 30 weeks
Gutierrez, Sarah	Verducci, Francesca	WAS	Not to exceed 30 weeks

14. (161-17/18) Approval: Additional Paraprofessional Hours

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Sue Triano, Paraprofessional at LAS, to provide support for one hour per week during extra-curricular activities as indicated by an IEP at the rate of \$21.72 per hour for 5 weeks, not to exceed \$108.60, for the 2017/2018 school year.

15. (162-17/18) Approval: Additional Paraprofessional Hours

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Catherine Marino, Paraprofessional at LAS, to provide support for one hour per week during extracurricular activities, as indicated by an IEP, at the rate of \$17.47 per hour for 5 weeks, not to exceed \$87.35, for the 2017/2018 school year.

16. (163-17/18) Approval: Athletic Trainer Stipend

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the addition of a supplemental athletic trainer stipend in the amount equal to a 1.0 coaching ratio (\$9,955.00) for the period September 1, 2017 through June 30, 2018.

17. (164-17/18) Amendment: 2017/2018 School Year Contract

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
Colavita, Michael	Athletic Trainer (CEA)	CHS	BA/14	\$73,737.00	09/01/2017	06/30/2018	Amends Board action of 05/01/2017 to rescind additional salary in the amount of \$7,373.70.
Steinmetz, Matthew	Custodian	WAS	IV/D	\$39,490.00 prorated at \$32,908.34	09/04/2017	06/30/2018	Salary includes \$2,000 prorated night differential; Supersedes action on 08/28/2017 to correct Step

18. (165-17/18) 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	13	2017	Melissa	Quiceno	LDTTC	NJ International Dyslexia Association	Annual Fall Conference	Somerset, NJ	\$245
Oct Apr	17 12	2017 2018	Gina	Priano-Keyser	Theatre Teacher - CMS	Speech & Theatre Assoc of NJ	Annual Fall and Spring Conference	Montclair, NJ	\$145
Oct Apr	17 12	2017 2018	Laura	Russo	Theatre Teacher - CHS	Speech & Theatre Assoc of NJ	Annual Fall and Spring Conference	Montclair, NJ	\$145
Oct	19 & 20	2017	Kristine	Dudlo	Principal - WAS	FEA	Fall Conference	Long Branch, NJ	\$285
Oct	24	2017	Kristen	Crawford	Supervisor of Science	NJ Science Conference	Annual Conference	Princeton, NJ	\$185
Oct	25	2017	Julie	Patterson	Supervisor of Health/PE	PESI	Yoga & Mindfulness for Kids	Parsippany, NJ	\$140
Jan	26-28	2018	Christina	McCabe	Teacher - ELA	EduCon	Annual Conference	Philadelphia, PA	\$330

B. FINANCE/FACILITIES

On a motion by Mr. Gilfillan, seconded by Mr. Arnuk, the consent agenda items B.1 – B.18 were approved by an 8-0 roll call vote.

1. (126-17/18) Approval: *Payments - Bills List*

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

Description	Totals
Bills List - September 25, 2017	\$823,388.87
TOTAL:	\$823,388.87

2. (127-17/18) Approval: *Preliminary Transfers - August 2017*

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

3. (128-17/18) Approval: *Preliminary Monthly Report of County Transfers - August 2017*

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

4. (129-17/18) Approval: *Preliminary Report of the Board Secretary - August 2017*

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

5. (130-17/18) Approval: *Preliminary Report of the Board Treasurer - August 2017*

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

6. (131-17/18) Approval: *Preliminary Finance Certification - August 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 preliminary monthly financial reports for August 2017 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.

7. (132-17/18) Approval: *MUJC Swimming Pool Use Agreement*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves a contract with the Morris-Union Jointure Commission allowing for swim team practices and competitions in their facility located in the DLC Warren School for a fee of \$5,904.00 for swimming pool use plus out of pocket costs incurred by the MUJC on account of the facilities use as outlined in the agreement on file in the Business Office for the 2017/2018 school year; and

BE IT FURTHER RESOLVED: That the Board of Education will indemnify the Morris-Union Jointure Commission for \$5,000,000.00 for personal injury and bodily injury and \$1,000,000.00 property damage, each occurrence.

8. *(133-17/18) Approval: Resolution to Join Schools Health Insurance Fund*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves a resolution as follows:

WHEREAS: A number of school boards in the State of New Jersey have joined together to form the **SCHOOLS HEALTH INSURANCE FUND** hereafter referred to as "SHIF", as permitted N.J.S.A. 18A:18B-1 et seq., and;

WHEREAS: The SHIF has received approval by the Commissioner of the Department of Banking and Insurance on August 10, 2015; and

WHEREAS: The statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a school board joint insurance fund; and

WHEREAS: The governing body of the School District of the Chathams, hereinafter referred to as "SCHOOL BOARD" has determined that membership in the SHIF is in the best interest of said SCHOOL BOARD;

NOW, THEREFORE, BE IT RESOLVED: That the governing body of the SCHOOL BOARD hereby agrees as follows:

- i. SCHOOL BOARD shall become a member of the SHIF for the period outlined in the SCHOOL BOARD's Indemnity and Trust Agreement.
- ii. SCHOOL BOARD will participate in the following type (s) of coverage (s):
 - a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the SHIF's Bylaws, and the SHIF's Plan of Risk Management.
- iii. SCHOOL BOARD accepts and approves the SHIF's Bylaws and agrees to be bound by the terms thereof.
- iv. SCHOOL BOARD shall execute an application for membership and any accompanying certifications.
- v. SCHOOL BOARD agrees to commit to the four principles of the SHIF which are:
 - a.) A long term philosophy on rates.
 - b.) A willingness to work with bargaining units to achieve plan design changes.
 - c.) Professional management with stability and commitment.
 - d.) Rating structure based on actuarial numbers.

BE IT FURTHER RESOLVED: That the District's rates and assessments shall develop in accordance with the current plan:

- i. The District shall enter the SHIF on January 1, 2018 using rates currently in existence.
- ii. On July 1, 2018 the District's rates will increase by 6.07%. In addition, on July 1, 2018 the District shall receive the average increase for medical coverage applicable generally to members of the SHIF.

- iii. The District shall also pay a total of \$307,230.00 to the SHIF in equal monthly payments of \$25,603.00 for the period of July 1, 2018 through June 30, 2019. These payments should not continue after June 30, 2019.

BE IT FURTHER RESOLVED: That the governing body of the SCHOOL BOARD is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the SHIF as required by the SHIF's Bylaws, and to deliver these documents to the SHIF's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the SCHOOL BOARD by the SHIF.
- ii. Receipt by the SHIF of a Resolution from the SCHOOL BOARD accepting SCHOOL BOARD's SHIF assessment.
- iii. Approval by the Commissioner of the New Jersey Department of Banking and Insurance of SCHOOL BOARD as a member of the SHIF.

9. *(134-17/18) Approval: Schools Health Insurance Fund Indemnity and Trust Agreement*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves a resolution by and between the SCHOOLS HEALTH INSURANCE FUND referred to as "SHIF" and the governing body of the School District of the Chathams a duly constituted Board of Education hereinafter referred to as "SCHOOL BOARD" as follows:

WHEREAS: The governing bodies of various school boards within the State of New Jersey, have elected to form a joint insurance fund as defined in N.J.A.C. 11:15-5.2, and as such an entity is authorized and described in N.J.S.A. N.J.S.A. 18A:18B-1 et. seq. and the administrative regulations promulgated pursuant thereto; and

WHEREAS: The SCHOOL BOARD has agreed to become a member of the SHIF in accordance with and to the extent provided for in the Bylaws of the SHIF and in consideration of such obligations and benefits to be shared by the membership of the SHIF;

NOW THEREFORE: It is agreed as follows:

1. The SCHOOL BOARD accepts the SHIF's Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of said Bylaws and the pertinent statutes and administrative regulations pertaining to same.
2. The SCHOOL BOARD agrees to participate in the SHIF with respect to health insurance, as defined in N.J.S.A. 17B:17-4, and as authorized in the SCHOOL BOARD's resolution to join.
3. The SCHOOL BOARD agrees to become a member of the SHIF and to participate in the health insurance coverages offered for an initial period, (subject to early release or termination pursuant to the Bylaws), such membership to commence on January 1, 2018 and ending on June 30, 2020 at 12:01 AM provided, however, that the SCHOOL BOARD may withdraw at any time subsequent to the delivery of ninety (90) day prior written notice of the intent to withdraw to the SHIF as provided in the Bylaws.

4. The SCHOOL BOARD certifies that it has never defaulted on payment of any claims if self-insured and has not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to the date of this Agreement.
5. In consideration of membership in the SHIF, the SCHOOL BOARD agrees (i) that it shall jointly and severally assume and discharge the liability of each and every member of the SHIF for the periods during which the SCHOOL BOARD is a member of the SHIF, (ii) acknowledges that the SCHOOL BOARD and all other members of the SHIF, as a condition of membership in the SHIF, have executed and delivered an Indemnity and Trust Agreement similar to this Agreement and (iii) by the execution of this Agreement the full faith and credit of the SCHOOL BOARD is pledged to the punctual payment of any sums which shall become due to the SHIF in accordance with the Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the SCHOOL BOARD for claims and expenses that are not covered by the SHIF, or for that portion of any claim or liability not within the SCHOOL BOARD's retained limit or in an amount which is in excess of the SHIF's limit of coverage.
6. If the SHIF in the enforcement of any part of this Agreement shall incur necessary expenses or become obligated to pay attorney's fees and/or court costs, the SCHOOL BOARD agrees to reimburse the SHIF for all such reasonable expenses, fees, and costs, inclusive of attorney fees, on demand.
7. The SCHOOL BOARD and the SHIF agree that the SHIF shall hold all moneys in excess of the SCHOOL BOARD's retained loss fund paid by the SCHOOL BOARD to the SHIF as fiduciaries for the benefit of SHIF claimants all in accordance with N.J.A.C. 11:15-5.1 et seq.
8. The SHIF shall establish and maintain Claims Trust Accounts for the payment of health insurance claims in accordance with N.J.S.A. N.J.S.A. 18A:18B-1 et seq., and N.J.A.C. 11:15-5.13 and such other statutes and regulations as may be applicable. More specifically, the aforementioned Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and stop loss insurance or reinsurance premiums for each risk or liability as follows:
 - a) Employer contributions to group health insurance
 - b) Employee contributions to contributory group health insurance
 - c) Employer contributions to contingency account
 - d) Employee contributions to contingency account
 - e) Other trust accounts as required by the Commissioner of Insurance
9. Notwithstanding the terms of paragraph 8, above, to the contrary, the SHIF shall not be required to establish separate trust accounts for employee contributions provided the SHIF provides a plan in its Bylaws or Risk Management Plan for the recording and accounting of employee contributions of each member.
10. Each SCHOOL BOARD who shall become a member of the SHIF shall be obligated to execute an Indemnity and Trust Agreement similar to this Agreement. Each SCHOOL BOARD, by the execution and delivery of an Indemnity and Trust Agreement agrees to be jointly and severally bound with each other member of the

SHIF who executes and delivers an Indemnity and Trust Agreement to the terms and conditions set forth in said Indemnity and Trust Agreement.

10. *(135-17/18) Approval: Designation of Benefit Risk Manager for Schools Health Insurance Fund*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves a resolution effective January 1, 2018 to designate James T. Finn, CLU, of Brown & Brown Benefit Advisors, Inc. as its Benefit Risk Manager for our Schools Health Insurance Fund (SHIF) medical and rx drug benefit plans; Brown & Brown Benefit Advisors, Inc. is authorized as follows:

- A. To facilitate the transition of eligible employees and their dependents to SHIF, administered by Aetna, ESI, and SHIF.
- B. To assist employees and dependents in the resolution of elevated service issues that cannot be resolved by Aetna, ESI, or SHIF.
- C. To advise the Board of Education relative to compliance with Federal and State regulations regarding medical benefit plans.
- D. To review periodic SHIF financial reports and advise the Board of Education on the financial status of the SHIF and how that relates to the forecasting of future medical plan assessment rates.
- E. To advise the Board of Education on the impact of current, proposed, and future changes to by-laws, procedures, or vendors associated with SHIF.
- F. To accept commission payments from SHIF or its designee equivalent to 3% of medical plan assessment rates.

and;

BE IT FURTHER RESOLVED: That all appropriate Board of Education staff members are authorized to take such action and affect such documentation as necessary to implement these changes.

11. *(136-17/18) Approval: Resolution Appointing Fund Commissioner to the Schools Health Insurance Fund*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education appoints Peter Daquila, Business Administrator, as Fund Commissioner to the Schools Health Insurance Fund, effective January 1, 2018 to represent the School District of the Chathams; and

BE IT FURTHER RESOLVED: That Tatiana Gilbert, Assistant Business Administrator, be appointed as Schools Health Insurance Fund Alternate Fund Commissioner effective January 1, 2018.

12. *(137-17/18) Approval: Award Contract Administration Office Building Addition*

WHEREAS: On September 13, 2017 the Board of Education received bids for the new Administration Office Building Addition at the Chatham High School Project that is funded in the 2017/2018 budget:

Contractor	Base Bid
CR Construction Company, North Bergen, NJ	\$2,523,000
GPC Inc., Millburn, NJ	\$2,525,000
ATG, Inc., Fairfield, NJ	\$2,541,000
Bernards Associates, Wayne, NJ	\$2,676,000
Fuscon Enterprises, Inc., Westfield, NJ	\$2,680,000
SLS Construction LLC, Elmwood, NJ	\$2,694,000
Dobtol Construction, LLC, Hackensack, NJ	\$2,749,000
Mark Construction Inc., Wallington, NJ	\$2,772,000
Brahma Construction, Wallington, NJ	\$2,797,000
Frankoski Construction, East Orange, NJ	\$2,848,000
Apex Enterprises, Neptune City, NJ	\$2,873,000
Precision, Building, Bound Brook, NJ	\$3,032,902
M&M Construction, Union, NJ	\$3,054,000
UniMak, LLC, Saddle Brook, NJ	\$3,078,000
Belmont, Maywood, NJ	\$3,452,000
Cypreco Industries, Neptune, NJ	\$3,963,113

Upon the Architect and Attorney's recommendation bid should be awarded to CR Construction of North Bergen, NJ, since it is the lowest responsible bidder.

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education awards the contract for the Administration Office Building Addition at the Chatham High School Project funded by the 2016 Referendum to CR Construction of North Bergen, NJ in the amount of \$2,523,000, which is the base bid.

13. (138-17/18) Approval: Award Contract CMS STEM Addition

WHEREAS: On September 13, 2017, the Board of Education received bids for the Chatham Middle School STEM Addition Project that is funded by the 2016 Referendum:

Contractor	Base Bid
Pharos Enterprises, LLC, South Amboy, NJ	\$2,776,000
Catcord Construction, Norwood, NJ	\$2,848,000
CR Construction Co, North Bergen, NJ	\$2,901,000
GPC Inc., Millburn, NJ	\$2,950,000
Bernards Associates, Wayne, NJ	\$2,969,000
Frankoski Construction, East Orange, NJ	\$3,107,000
ATG Inc., Fairfield, NJ	\$3,139,000
M&M Construction, Union, NJ	\$3,140,000
Apex Enterprises, Neptune City, NJ	\$3,163,000
Fuscon Enterprises, Inc., Westfield, NJ	\$3,200,000
UniMak, LLC, Saddle Brook, NJ	\$3,328,000
Belmont, Maywood, NJ	\$3,434,000
Cypreco Industries, Neptune, NJ	\$3,843,212
Niram Inc., Cedar Knolls, NJ	\$3,877,000

Upon the Architect and Attorney's recommendation bid should be awarded to Pharos Enterprises, LLC of South Amboy, NJ since it is the lowest responsible bidder.

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education awards the contract for the Chatham Middle School STEM Addition Project funded by the 2016 Referendum to Pharos Enterprises, LLC of South Amboy, NJ in the amount of \$2,776,000, which is the base bid.

14. (139-17/18) Approval: Participation with National Purchasing Cooperative

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Interlocal Participation Agreement with the National Purchasing Cooperative (Buy Board) effective September 25, 2017 through September 24, 2018. (Agreement is on file in the Business Office.)

15. (140-17/18) Approval: ESY Services

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the reimbursement for extended school year services to the parents of special education student #7409450433 in the amount of \$756.00.

16. (141-17/18) Approval: ESY Services

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the reimbursement for extended school year services to the parents of special education student #4272961703 in the amount of \$2,680.00

17. (142-17/18) Approval: ESY Services

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the reimbursement for extended school year services to the parents of special education student #9335487600 of \$350.00.

18. (143-17/18) Approval: Award Contract for MAS Addition

WHEREAS: On September 23, 2017 the Board of Education received bids for the New Addition at Milton Avenue School Project that is funded by the 2016 Referendum:

Contractor	Base Bid
<i>Emerald Contracting, Berkeley Heights, NJ</i>	<i>\$1,760,940</i>
KM Construction Corp., Irvington, NJ	\$1,763,000
Dubtol Construction, LLC, Hackensack, NJ	\$1,880,000
GPC Inc, Millburn, NJ	\$1,889,000
CR Construction Co. Inc., North Bergen, NJ	\$1,922,000
Bismark Construction Corp., Newark, NJ	\$1,958,000
M & M Construction, Union, NJ	\$1,960,000
UniMak, LLC, Saddlebrook, NJ	\$1,978,000
Catcord Construction, Norwood, NJ	\$1,984,300

ATG Inc., Fairfield, NJ	\$2,022,394
Vanas Construction Co., Inc., Bogota, NJ	\$2,037,400
Fuscon Enterprises, Inc., Westfield, NJ	\$2,044,000
Apex Enterprises, Neptune City, NJ	\$2,122,000
Northeastern Interior, Fairfield, NJ	\$2,129,000
Mark Construction, Wallington, NJ	\$2,131,000
Brahma Construction, Wallington, NJ	\$2,202,175
SLS Construction LLC, Elmwood Park, NJ	\$2,245,000
Wallkill Group, McAfee, NJ	\$2,248,000
Practical LLC, Ridgewood, NJ	\$2,300,000
Cypreco Industries, Neptune, NJ	\$2,403,823

Upon the Architect and Attorney's recommendation bid should be awarded to KM Construction of Irvington, NJ since it is the lowest responsible bidder. Emerald Contracting Corp., the lowest bidder has been disqualified based on the amount of uncompleted contracts for one of their sub-contractors;

NOW, THEREFORE, BE IT RESOLVED: Upon the recommendation of the Superintendent, the Board of Education awards the contract for the New Addition at Milton Avenue School Project funded by the 2016 Referendum to KM Construction of Irvington, NJ in the amount of \$1,763,000, which is the base bid.

C. CURRICULUM

On a motion by Ms. Clark, seconded by Mr. Gilfillan, the consent agenda item C.1 and C.2 were approved by an 8-0 roll call vote.

1. (023-17/18) *Acceptance: Harassment, Intimidation and Bullying (HIB) Investigative Report for the period from September 12, 2017 through September 25, 2017.*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education accepts the Harassment, Intimidation and Bullying (HIB) Investigative Report for the period of September 12, 2017 through September 25, 2017 pursuant to N.J.S.A. 18A:37-1 et seq.

2. (024-17/18) *Affirmation: Findings of Harassment, Intimidation and Bully Investigations*

RESOLVED: That the Board affirms the determination made by Superintendent regarding the HIB Investigations reported by the Superintendent at the Board's September 11, 2017 Meeting, which encompasses all HIB findings between August 28 and September 11, 2017.

D. POLICY

On a motion by Mr. Connors, seconded by Ms. Cronin, the consent agenda item D.1 was approved by an 8-0 roll call vote.

1. (005-17/18) Approval: First and Second Reading and Adoption of Policies/Regulations

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the first and second reading and adoption of the policies/regulations listed below:

- Policy 8505 - Local Wellness Policy/Nutrient Standards for Meals and Other Foods (M)
- Policy 5530 - Alcohol, Anabolic Steroids, Other Drugs and Tobacco (Substance Abuse) (M)
- Policy/Regulation 5533 - Pupil Smoking

IX. BOARD BUSINESS

- Ms. Weber asked for a copy of the Cougar Field punch list when it is available.
- Ms. Clark asked if an open house can be scheduled once the construction at the schools (CMS, SBS, etc.) has been completed.

X. PUBLIC COMMENTARY

- Lisa Cary, a Chatham Township resident, questioned why the Chatham Middle School students had to evacuate the building and the alarms did not go off.
- Dr. LaSusa and Mr. Daquila responded that the issue was on the border of the Chatham Borough Department of Public Works and a tree that had been removed, which affected the power lines.
- Bill Heap questioned the amount spent on health care
- Mr. Daquila responded that the cost is \$10 million, and the employees contribute \$2.5 million.
- Mary Chambers, a Chatham Township resident, announced that she is running for the Board and is excited to work with the district. She asked about vaping and if to and from school applies.
- Dr. LaSusa responded that to and from applies only if the district is transporting the students.
- Mary Chambers questioned SHIF and the Trust Fund account.
- Mr. Gilfillan responded that three funds hold the premium and the SHIF has a surplus of \$55 million.
- Dr. LaSusa reported that 43 districts (16 counties) are currently in the SHIF, mostly from the southern counties in New Jersey.
- Mr. Arnuk noted that Mr. Gilfillan and Mr. Daquila have been diligent in controlling costs and searching for options.

XI. EXECUTIVE SESSION

At 9:00PM 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 a student matter; 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.

XII. PUBLIC SESSION – The board reconvened in Public Session at 9:10 PM

XIII. ADJOURNMENT

On a motion by Mr. Connors, seconded by Mr. Arnuk, and as approved by unanimous voice vote, the meeting adjourned at 9:12 PM.

Minutes recorded by:

Peter Daquila
Business Administrator/Board Secretary