

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

MINUTES

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

OPEN CURRICULUM COMMITTEE MEETING

The meeting opened at 6:34 PM.

Present: Dr. Michael LaSusa, Superintendent of Schools, Mr. Peter Daquila, Business Administrator/Board Secretary, Ms. Karen Chase, Assistant Superintendent of Curriculum & Instruction, Ms. Beth Grant, Human Resources Manager, Board Members including Sal Arnuk, Ann Ciccarelli, and Jill Weber and ten (10) members of the public.

Dr. LaSusa welcomed everyone and noted that as stated at the open candidates' meeting, one of the biggest challenges for the district is locating and keeping quality teachers. He introduced Karen Chase, Kathleen O'Connor, and Sean Divine, who reported on the curriculum.

Ms. Chase, along with Ms. O'Connor and Mr. Divine provided the curriculum update presentation. All three responded to questions from the Board.

Megan Militello, Southern Boulevard School, and Matthew Weinshenker, Chatham Middle School, both spoke about the new teacher programs and classroom culture.

Shannon Falkner, Chatham High School, spoke about embracing new materials and methods to improve and enhance classroom instruction. Susan Keating, Southern Boulevard School, spoke about model conferencing into the writing practices.

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

REGULAR BUSINESS MEETING

A regular meeting of the Board of Education was held this day in the Chatham Township Municipal Building 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, Richard Connors, Kim Cronin, Matthew Gilfillan, Michael Valenti, and Jill Critchley Weber

Absent: Michelle Clark and Lata Kenney were absent.

Also Present: Dr. Michael LaSusa, Superintendent, Mr. Peter Daquila, Business Administrator/Board Secretary, Ms. Karen Chase, Assistant Superintendent of Curriculum and Instruction, Dr. Vincent D’Elia, Assistant Superintendent of Student Support Services, Ms. Beth Grant, Human Resources Manager, and approximately twenty-three (23) 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 thanked everyone for attending this evening.

VI. ADMINISTRATIVE REPORTS

Auditor’s Report on Fiscal Year 2016/2017

A. SUPERINTENDENT’S REPORT

- Tenure Recognition – Dr. LaSusa acknowledged the teachers who have obtained tenure and could not attend the meeting on October 16, 2017. Ms. Weber thanked all the teachers for their hard work.
- Audit Report – Scott Clelland, Partner of Wiss and Company, provided an overview of the 2016/2017 audit report. He thanked Dr. LaSusa, Peter Daquila, and Tatiana Gilbert and the staff for their assistance in getting the audit completed in a timely manner. There will be another “clean” opinion

on the 2016/2017 report. The district is in solid financial condition and there are no findings or suggestions for improvements.

- Report of Graduates – Dr. LaSusa introduced Doug Walker, Chatham High School AVP, who presented the report on the 2017 graduates. He responded to Board questions.

B. BUSINESS ADMINISTRATOR’S REPORT

- **Bus Evacuation Drills**

CHS: October 20, 2017 Routes H-1, H-2, H-3, H-4, H-5, and MU-979

CMS: October 13, 2017 Routes M-1, M-2, M-3, M-4, M-5, M-6, M-7, M-8, and MU-936

LAS: October 19, 2017 Routes L-1, L-2, L-3, S/L-4, S/L-5, L-6 and MU-959

MAS: September 22, 2017 Routes MU-926 and MU-936

SBS: October 17, 2017 Routes S-1, S-2, S-3, S/L-4, MU-905 and MU-936

WAS: October 11, 2017 Routes WA-1 and MU-979

- **Construction/Facility Update**

- Roof Work – CHS, CMS and LAS: The contractor is scheduled to complete the work on the CHS Auditorium roof during the teacher convention break. The punch list items at CHS, CMS and LAS need to be addressed.
- CHS Auditorium Renovation, CMS STEM Addition, MAS Addition & Central Office Addition: The contracts have been awarded and pre-construction meetings have been held. Each project should begin in mid-November to the mid-December and all the projects are scheduled to be completed by June 2018.

- WAS Playground: The installation is almost done. Two pieces of equipment need to be adjusted and I am waiting for the contractor to inform me of when the installation will be finished. When the contractor is completed the mulch can be installed and the playground can be opened.

- **Additional State Aid**

Mr. Daquila reported that additional funds are needed for the demolition of the red barn and the Special Services building and site work.

- **Election Day**

Mr. Daquila will send the Board Election results to Dr. LaSusa, the board members, and candidates when the results are reported by the Chatham Borough and Chatham Township clerks.

VII. COMMITTEE REPORTS

- Personnel** – Ms. Ciccarelli reported that the next meeting will be on December 6.
- Curriculum** – Ms. Ciccarelli reported that the committee met earlier this evening. Karen Chase and other district staff members presented an update on curriculum in the open meeting tonight.
- Finance/Facilities** – Mr. Gilfillan reported that the committee met on November 1 and discussed the audit and construction. Their next meeting will be on December 1.
- Policy and Planning** – Mr. Connors reported that the committee met on November 1 and discussed several policies that are up for 1st and 2nd reading and another policy for first reading tonight. Their next meeting is November 20.

Liaisons

Chatham Borough – Mr. Connors reminded everyone that tomorrow is Election Day. He thanked the five Board of Education candidates for offering their time to support the district.

Chatham Township – No report available.

Athletic Boosters – Mr. Connors reported that the committee will meet on November 7. He asked that the entire community support the booster organizations with time and/or money.

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

- The Marching Band concluded their competitive season at Rutgers' High Point Solutions Stadium on October 28th. The bands in their category finished within single-digit points of each other, with Chatham missing 3rd place by 7/10s of one point.
- In addition to football games, the band has also performed at the Lafayette Mini-Marathon and at last week's Halloween Parade. The parade was hosted by Washington Avenue School, and welcomed children from St. Patrick's School and the ECLC to join them. At the midway point of the parade, the band performed for residents, visitors, and staff of Garden Terrace Nursing Home. The band is led by CHS Band Director Brian Conti.
- CHS is proudly represented this year by 6 singers in the NJ All-State Chorus. Students will be traveling to Atlantic City Wednesday afternoon, where they will begin three days of intensive rehearsal leading up to their performance Friday evening at Boardwalk Hall's Ballroom. The singers will repeat their performance Sunday, November 19th at NJPAC. The students are sponsored by CHS Choral Director Ken Bryson.
- Our CHS Thespians will perform Shakespeare's *A Midsummer Night's Dream* in the CHS auditorium November 17th & 18th. Prior to opening night, an additional performance Thursday, November 16th will welcome senior citizens to a late matinee and dinner. The production is directed by CHS Theater teacher Laura Russo.
- The Chatham Performing Arts Boosters have created a beautiful postcard to advertise this year's fundraising drive. Please consider making a donation toward their supportive efforts for the district performing arts programs. The CPAB meet the first Wednesday of the month in the Lafayette Teacher's room, and their next meeting is Wednesday, January 3rd at 7:00 PM. CPAB will not be meeting in December due to the busy performance season. All are welcome to join this very hard-working and friendly group of performing arts supporters.
- The busy SDOC holiday concert season is just around the corner. Please visit the district Visual/Performing Arts calendar to view all events.

Chatham Education Foundation – Ms. Ciccarelli reported that the Trivia Night fundraiser raised over \$20,000.00.

Recreation – Mr. Gilfillan had nothing to report.

PTO District Cabinet – Dr. LaSusa presented a preview of the report of graduates and curriculum by grade.

VIII. MINUTES

Ms. Weber moved the following:

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

- October 16, 2017 – public and executive session

The motion was seconded by Mr. Connors, and approved 5-0-2 on a roll call vote (Mr. Arnuk and Ms. Cronin abstained).

IX. PUBLIC COMMENTARY

- Sally Allen, Chatham Township, spoke on behalf of the Chatham Education Foundation, reporting that the first series of grants have been approved in the amount of \$5,598.10 for Chatham High School and Milton Avenue School
- Gavin Maze, Chatham High School Senior Class President, requested to hold a high school class event of a bonfire in the Cougar Field parking lot. The Fire Department must be present, the fire will be contained to an area of 5 feet square; the Eagle Scouts will monitor the fire; the fire will not be accessed by students; and Chatham High School administration is still discussing the event and selecting a possible night. Gavin responded to questions from the Board.
- Bill Heap – is in support of the bonfire event. He feels that the parents trigger the students to apply to an excess number of schools and that the schools make selections based on parent financial means. He requested that the district pursue the ability for the Chatham High School students to earn college credits while attending the high school
- Dr. LaSusa reported that there is a dual enrollment status with Rutgers.
- Jane Devlin, Chatham Township, feels that the bonfire is a great reflection of student initiative but there does need to be thorough planning and support. She is advocating for homework-free Thanksgiving break. She feels a uniform break is beneficial to all students and requests the district to adopt a homework-free policy throughout the district. She thanked the board members for their time and efforts. She especially thanked Jill Weber for her perfect attendance record at the board meetings.

X. ACTION ITEMS

A. PERSONNEL

On a motion by Ms. Ciccarelli, seconded by Mr. Valenti, the consent agenda items A.1 and A.3 – A.13 were approved by a 7-0 roll call vote; consent agenda item A.2 was approved by a 6-0-1 roll call vote (Mr. Connors abstained).

1. (187-17/18) 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
Koenig, Alyssa	Central Office/Bookkeeper	12/31/2017
Tisi, Samantha	MAS/Paraprofessional	12/22/2017
Harazim, Michelle	CHS/Teacher	12/22/2017
Pecoraro, Janice	CMS/Teacher	12/22/2017

2. (188-17/18) 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
Dougherty, Michael	Paraprofessional	SBS	\$17.47/hourly	10/27/2017	06/30/2018	Hours not to exceed 29.5 per week
Cody, Suzanne	Paraprofessional	WAS	\$17.47/hourly	11/06/2017	06/30/2018	Hours not to exceed 29.5 per week

3. (189-17/18) Amendment: Paraprofessional Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education amends 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
Ames, Ellen	Paraprofessional	MAS	\$17.47/hour	01/01/2018	06/30/2018	To increase hours; Not to exceed 29.5 hours/week
Tisi, Samantha	Paraprofessional	MAS	\$17.47/hour	11/01/2017	12/23/2017	To reduce hours; Not to exceed 19.5 hours/week
Worrall, Emma	Paraprofessional	SBS	\$17.47/hour	10/25/2017	06/30/2018	To increase hours; Not to exceed 29.5 hours/week

4. (190-17/18) Amendment: Contract - Custodial Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education amends the following contracts for the 2017/2018 school year, as per the agreement between the School District of the Chathams and the Chatham Custodial Employees:

Name	Position	Location	FTE	Category/Step	Salary	Effective Date	Termination Date	Notes
Frieman, Daniel	Custodian	District Floater	1.00	IV/4	\$39,490.00 Prorated at \$26,328.32	11/01/2017	06/30/2018	Supersedes action on 10/16/2017 to amend start date. Salary includes night differential of \$2,000
Brooks, Dalbert	Custodian	MAS	1.00	IV/4	\$39,490.00	07/01/2017	06/30/2018	Supersedes action on 06/05/17 to amend assignment & location.

5. (191-17/18) Rescission: Contract - Custodial Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education rescinds the following contract for the 2017/2018 school year, as per the agreement between the School District of the Chathams and the Chatham Custodial Employees:

Name	Position	Location	FTE	Category/Step	Salary	Effective Date	Termination Date	Notes
Iglesias, Angel	Custodian	MAS	1.00	IV/4	\$39,490.00 Prorated \$26,326.72	11/01/2017	06/30/2018	Salary includes night differential of \$2,000

6. (192-17/18) Approval: Leave Replacement Teachers

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
McNany, Amy	School Counselor	CMS	BA/2	\$56,323.00 prorated at \$30,977.65	12/05/2017	05/15/2018	Includes 3 shadow days @ \$100 per day
Hirschey, Jessica	Library Media Specialist	CMS	BA/2	\$56,323.00 prorated at \$30,414.46	01/22/2018	06/30/2018	Includes 3 shadow days @ \$100 per day

7. (193-17/18) Amendment: Leave Replacement Teacher

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

Name	Position	Location	Column/Step	Salary	Effective Date	Termination Date	Notes
Kanter, Tara	Teacher	MAS	N/A	\$281.45 per diem	09/20/2017	10/31/2017	Supersedes action on 10/16/17 to amend salary and includes 3 shadow days @ \$100 per day.

8. (194-17/18) Amendment: 2017 Fall Coaching Staff

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

Name	Season	Sport	Assignment	Ratio	Salary	Notes
Stephanie Frost	Fall 2017	Cross Country Girls'	Head	.75	\$7,465.92	Supersedes action on 06/19/2017 to amend ratio & salary.

**Denotes District Employee*

9. (195-17/18) Approval: Contractual Extra Duty Stipend

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

Staff Member	Activity	Ratio	Compensation	Notes
Packie, Nina	CMS All School Production (makeup)	0.05	\$497.71	

10. (196-17/18) Amendment: Contractual Extra Duty Stipend

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

Staff Member	Activity	Ratio	Compensation	Notes
Soder, Carole	MAS Play Area/Bus Supervisor 4 (during construction months only)	0.2	\$1,990.83 Prorated \$1,592.64	Supersedes action on 08/28/17 to include amount. Assignment is 11/01/2017 - 06/30/2018.

11. (197-17/18) Approval: Late Bus Duty

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Alexandra Emr and Sara Todisco for late bus supervision at Chatham Middle School, at a rate of \$50.00 per hour, not to exceed \$4,500 per employee, for the 2017/2018 school year.

12. (198-17/18) 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	x		Coxson	Nicole
			x	Bringgaard	Lisbeth
x	x	x		Fakhoury	Debbie
x	x			Decker	Megan
x	x			Politano	Eric

13. (199-17/18) 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
Nov	14	2017	Brian	Taylor	Grade 5 Teacher	RVCC	Developing & Using Models to Represent Natural Phenomena	Branchburg NJ	\$140
Nov	14	2017	Leigh	O’Dell	Grade 4 Teacher	RVCC	Developing & Using Models to Represent Natural Phenomena	Branchburg NJ	\$140
Nov	15	2017	Mareen	Dangler	CMS Science Teacher	RVCC	Developing & Using Models to Represent Natural Phenomena	Branchburg NJ	\$140

Nov	15	2017	Jana	Derkowski	Social Worker	Rutgers	Child Interviews: Understanding the In's and Out's	Parsippany NJ	\$130
Nov	16	2017	Kristi	Froisland	Special Ed Teacher	Ramapo College	Mindful Yoga for the Classroom	Mahwah NJ	\$180
Dec	4	2017	Mike	LaSusa	Superintendent	MUJC	Bullying Law Update with David Nash, Esq	New Providence	\$150
Dec	4	2017	Anthony	Giaconia	Assistant Principal CMS	MUJC	Bullying Law Update with David Nash, Esq	New Providence	\$150
Dec	4	2017	Lori	Gironda	Assistant Principal CHS	MUJC	Bullying Law Update with David Nash, Esq	New Providence	\$150
Dec	7	2017	Jessica	Weston	Spanish Teacher	FLENJ	Assessments - Moving from Chapter tests to Authentic Assessments	Monroe NJ	\$175
Dec	12	2017	Vinnie	Palladino	Grade 5 Teacher	RVCC	Using Crosscutting Concepts to Investigate Natural Phenomena	Branchburg NJ	\$135
Jan	25 & 26	2018	John	Abdelmalak	Director of Technology	NJASA	Techspo 2018 Annual Conference	Atlantic City	\$700
March	13-16	2018	Bill	Librera	Assistant Principal CHS	Athletic Directors Assoc of NJ	Annual Conference for Athletic Directors	Atlantic City	\$975
March	6	2018	Kathleen	O'Connor	Director of Elementary Education	Raritan Valley Community College	Planning NGSS Aligned Lessons & Assessments	Branchburg NJ	\$135
March	6	2018	Brian	Taylor	Grade 5 Teacher	Raritan Valley Community College	Planning NGSS Aligned Lessons & Assessments	Branchburg NJ	\$140
March	6	2018	Leigh	O'Dell	Grade 4 Teacher	Raritan Valley Community College	Planning NGSS Aligned Lessons & Assessments	Branchburg NJ	\$140
March	23	2018	Karen	Chase	Assistant Superintendent	NJ Association of Gifted Children	27th Annual Conference	West Windsor NJ	\$240
March	23	2018	Kathleen	O'Connor	Director of Elementary Education	NJ Association of Gifted Children	27th Annual Conference	West Windsor NJ	\$185

ADDITIONAL BOARD MOTION (A.14) FOLLOWING EXECUTIVE SESSION

B. FINANCE/FACILITIES

On a motion by Mr. Gilfillan, seconded by Mr. Connors, the consent agenda items B.1 – B.27 were approved by a 7-0 roll call vote.

Mr. Gilfillan thanked the donors on this evening's agenda for board acceptance: Chatham Education Foundation, Preferred Freezer Services (CEO John Galiher of Chatham, NJ), Lafayette School PTO, and Washington Avenue School PTO.

1. (151-17/18) 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 - November 6, 2017	\$1,669,026.53
Payroll - September 2017	\$3,946,307.46
Payroll - October 2017	\$3,895,409.46
TOTAL:	\$9,510,743.45

2. (152-17/18) Approval: Final Transfers for June - August 2017

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Final June 2017 transfers within the 2016/2017 budget and July 2017 and August 2017 transfers within the 2017/2018 budget in compliance with N.J.A.C. 6A:23-2.11(A)2. (Transfers are on file in the Business Office)

3. (153-17/18) Approval: Final Monthly Reports of County Transfers for June - August 2017

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Final Monthly Reports of County Transfers for June 2017, July 2017 and August 2017. (Reports are on file in the Business Office)

4. (154-17/18) Approval: Final Reports of the Board Secretary for June - August 2017

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Final Reports of the Board Secretary for June 2017, July 2017 and August 2017. (Reports are on file in the Business Office)

5. (155-17/18) Approval: Final Report of the Board Treasurer for June - August 2017

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Final Reports of the Board Treasurer for June 2017, July 2017 and August 2017. (Reports are on file in the Business Office)

6. (156-17/18) Approval: Final Finance Certifications for June - 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 Final Board Secretary's and Treasurer's monthly financial reports for June 2017, July 2017 and August 2017 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.

7. (157-17/18) Approval: Transfers - September 2017

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the September 2017 transfers within the 2017/2018 budget in compliance with N.J.A.C. 6A:23-2.11(A)2. (Attachment B.7)

8. (158-17/18) Approval: *Monthly Report of County Transfers - September 2017*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Monthly Report of County Transfers for September 2017. (Attachment B.8)

9. (159-17/18) Approval: *Report of the Board Secretary - September 2017*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Report of the Board Secretary for September 2017. (Attachment B.9)

10. (160-17/18) Approval: *Report of the Board Treasurer - September 2017*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Report of the Board Treasurer for September 2017. (Attachment B.10)

11. (161-17/18) Approval: *Finance Certification - September 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 September 2017 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.

12. (162-17/18) Approval: *Recognize and Cancel Outstanding Checks*

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

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

FURTHER RESOLVED: That the Business Administrator/Board Secretary is authorized and directed to redeposit funds for general checking accounts outstanding checks after being canceled to the original general checking account with PNC Bank, and the principal will have the discretion to transfer to another activity if appropriate. (Attachment B-12)

13. (163-17/18) Approval: *Medical Insurance Program*

RESOLVED: Upon recommendation of the Superintendent, and per the recommendation of its group insurance broker-of-record, Brown & Brown Benefit Advisors, the Board of Education hereby resolves, effective January 1, 2018 as follows:

- a. To terminate our Aetna group medical program, group #285516;
- b. To accept a proposal from Schools Health Insurance Fund, referred to as "SHIF" for "equal to" group medical insurance, inclusive of the rates, provider network, benefits, and guarantees negotiated by Brown & Brown and featured in their presentation of September 7, 2017;
- c. Brown & Brown Benefit Advisors is designated the broker-of-record for our new SHIF programs. SHIF's proposed rates are inclusive of broker commissions;
- d. All appropriate Board of Education staff members are authorized to take such action and affect such documentation as necessary to implement this resolution.

14. (164-17/18) Approval: Submittal of Amended IDEA Application

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the submittal of an amended 2017/2018 Individuals with Disabilities Act (IDEA) Grant Application to the Department of Education with the following amounts for special education programs:

- IDEA Basic \$780,759.00
- IDEA Basic Nonpublic 39,756.00
- IDEA Pre-School 23,760.00
- TOTAL: \$844,275.00

15. (165-17/18) Acceptance: CEF Donations

RESOLVED: Upon the recommendation of the Superintendent, and as approved by the Chatham High School and Milton Avenue School principals, the Board of Education accepts a donation in the amount of \$5,598.10 from the Chatham Education Foundation as follows:

School	Purchase	Amount
CHS	Technology - CHS Pulse Lens and Lighting Kit	\$1,336.00
CHS	STEM - Using the Sphero Robot in the Geometry Classroom	\$3,898.50
MAS	Literacy - Book Clubs with Mr. Andreazza	\$ 363.60
	TOTAL:	\$5,598.10

16. (166-17/18) Acceptance: Donation for CHS Robotics Team

RESOLVED: Upon the recommendation of the Superintendent, and as approved by the Chatham High School Principal, the Board of Education accepts a donation in the amount of \$10,000.00 from Preferred Freezer Services (CEO John Galihier of Chatham, NJ) to the Chatham High School Robotics Team to be used towards the purchase of robot building materials, machines, uniforms, or transportation needs throughout the season.

17. (167-17/18) Acceptance: LAF PTO Donations

RESOLVED: Upon the recommendation of the Superintendent, and as approved by the Lafayette School Principal, the Board of Education accepts donations totaling \$1,991.19 from the Lafayette School PTO as outlined below:

Purpose	Amount
Remaining balance of the Lafayette School Signage Project	\$ 491.19
Backjack Chairs for Each English Language Arts Classroom (to support the reading workshop model)	1,500.00
TOTAL:	\$1,991.19

18. (168-17/18) Acceptance: WAS PTO Donation

RESOLVED: Upon the recommendation of the Superintendent, and as approved by the Washington Avenue School Principal, the Board of Education accepts a donation in the amount of \$2,800.00 from the Washington Avenue School PTO to pay for resealing the blacktop in the front area of the school with any funds remaining from these purchases to be utilized for additional student and staff needs at the discretion of the Washington Avenue School Principal.

19. (169-17/18) Approval: *Comprehensive Maintenance Plan and M-1*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the School District of the Chathams Comprehensive Maintenance Plan and Form M-1 for fiscal years 2017/2018 and 2018/2019. (*Reports are on file in the Business Office.*)
20. (170-17/18) Approval: *Emergency Contracts for Southern Boulevard School - Water Damage*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the district to award emergency contracts and mold remediation to Servpro of Morris County in the amount up to \$17,000.00 and RK Environmental in the amount of \$8,000 due to the September 27, 2017 water leak in the boiler room that affected multiple rooms in the lower level at Southern Boulevard School per 18A:18A-7.
21. (171-17/18) Approval: *Use of Additional State Aid in 2017/2018*
WHEREAS: the Board of Education received notification from the State of New Jersey, that it will receive \$168,310 in additional state aid funds; and
NOW THEREFORE BE IT RESOLVED: that upon the recommendation of the Superintendent, the Board of Education is allocating the \$168,310 of additional funds towards the construction of the New Central Office Building located on the Chatham High School Property in the 2017/2018 school year.
22. (172-17/18) Approval: *Neurological Evaluations*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves Advocare Pediatric Neurology to conduct neurological evaluations for 2017/2018 school year at the rate of \$500.00 per evaluation not to exceed \$1,500.00.
23. (173-17/18) Approval: *Independent Educational Evaluations*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves The Calais School Clinic and Agency to conduct independent educational evaluations for the 2017/2018 school year in an amount not to exceed \$1,950.00.
24. (174-17/18) Approval: *Supplemental Instruction*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Annemarie Steigerwald to provide supplemental instruction to special education students for the 2017/2018 school year as per the IEPs at a rate \$60.00 per hour not to exceed \$1,680.00.
25. (175-17/18) Approval: *Supplemental Instruction*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Gail Walsh to provide supplemental instruction to special education students for the 2017/2018 school year as per the IEPs at a rate \$60.00 per hour not to exceed \$1,680.00.
26. (176-17/18) Approval: *Supplemental Instruction*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Michael Raguseo to provide supplemental instruction to special education students for the 2017/2018 school year as per the IEPs at a rate \$60.00 per hour not to exceed \$1,680.00.

27. (177-17/18) *Approval: Creature Comfort Pet Therapy*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Creature Comfort Pet Therapy to provide therapeutic services to district students at the rate of \$20.00 per visit not to exceed \$400.00 for the 2017/2018 school year.

C. CURRICULUM

On a motion by Ms. Ciccarelli, seconded by Mr. Valenti, the consent agenda items C.1 – C.6 were approved by a 7-0 roll call vote.

1. (029-17/18) *Acceptance: Harassment, Intimidation and Bullying (HIB) Investigative Report for the period from October 16, 2017 through November 3, 2017.*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education accepts the Harassment, Intimidation and Bullying (HIB) Investigative Report for the period of October 16, 2017 through November 3, 2017 pursuant to N.J.S.A. 18A:37-1 et seq.

2. (130-17/18) *Affirmation: Findings of Harassment, Intimidation and Bully Investigations*

RESOLVED: That the Board affirms the determination made by the Superintendent regarding the HIB Investigations reported by the Superintendent at the Board's October 16, 2017 Meeting, which encompasses all HIB findings between September 26 and October 13, 2017.

3. (131-17/18) *Approval: Curriculum Revisions*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Curriculum revisions per *Attachment C-3*.

4. (132-17/18) *Approval: Doctoral Research Project - Fine Motor Olympics*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Marci Carovillano, Occupational Therapist - Child Study Team, and Ph.D candidate, Occupational Therapy - Misericordia University, to conduct a twelve week study, "Fine Motor Olympics". This study will assess the impact of developing stronger fine motor skills during the important window of the kindergarten school year to demonstrate the positive impact on the development of efficient pencil grasps, handwriting, and scissor skills for this age group.

5. (133-17/18) *Approval: 2017/2018 New Jersey Quality Single Accountability Continuum (NJQSAC) Statement of Assurance (SOA)*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education has reviewed and affirms the report submitted by the NJQSAC Committee and the scores attributed to: Instruction and Program, Fiscal Management, Governance, Operations and Personnel to be submitted to the NJ Department of Education by November 15, 2017; and

BE IT FURTHER RESOLVED: Upon recommendation of the Superintendent, the Board of Education affirms the Statement of Assurance (SOA) to be submitted to the NJ Department of Education by November 15, 2017. (*SOA on file in Superintendent's Office*)

6. (134-17/18) Rescission: Tuition Rate for Incoming Tuition Student

RESOLVED: Upon recommendation of the Superintendent, the Board of Education rescinds resolution C.4 from the October 16, 2017 BOE Agenda, which approved the tuition student outlined below, who has since decided not to attend CHS:

Student State ID#	School	Annual Tuition
TBD	CHS	\$1,000

D. POLICY

On a motion by Mr. Connors, seconded by Ms. Ciccarelli, the consent agenda items D.1 and D.2 were approved by a 7-0 roll call vote.

Ms. Weber noted that the district works on a committee system with four board members and district administrators. She thanked Mr. Connors for the efforts and the length of time that the Policy Committee has spent working on policies.

Mr. Connors spoke about the policies being approved this evening: Policy 9160 – Public Attendance at School Events; Policy 9162 – Athletic Code of Conduct, Parent Code of Conduct, highlighting key items of each of the policies.

1. (008-17/18) Approval: First and Second Reading and Adoption of Policies/Regulation

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

- Policy #9160 - Public Attendance at School Events
- Policy #9162 - Athletic Code of Conduct
- Chatham High School Parent Code of Conduct for Interscholastic Sports

2. (009-17/18) Approval: First Reading of Policy #5111

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the first reading of the policy listed below:

- Policy #5111 - Eligibility of Resident/Non-Resident Pupils

XI. BOARD BUSINESS

- Ms. Weber acknowledged that today is Richard Connors’ birthday. Mr. Connors acknowledged and wished Ms. Weber a happy birthday.

XII. PUBLIC COMMENTARY

- Ed Barmakian asked if the January 8th meeting could be changed to avoid a conflict with Chatham Borough. The district meeting will be January 8, 2018 and Mayor Harris responded that there is no conflict on January 8th.

- Kelly Loofbourrow complimented the Board and Chatham Middle School on the HIB policies and procedures put in place this year. She supports the no homework breaks and homework-free times. She asked if athletic practices can be scheduled to not interfere with homework breaks and holiday time.
- Jane Devlin agrees with Mr. Connors that policies are needed to set guidelines. She asked if Policy 9160 – Public Attendance at School Events can be posted at all of the district schools.
- Dr. LaSusa responded that all policies are adopted and posted on the website. Once the policies are approved they are enforceable to everyone.
- Jane Devlin asked how the open meetings are advertised.
- Dr. LaSusa reported that open meetings are advertised with the Board of Education notices; he noted that this evening’s Open Curriculum meeting was not advertised due to an oversight.
- Mr. Arnuk noted that his family has benefited from this “amazing district”. The Board of Education is a collaboration of diverse members that has checks and balances and performs at a very high level. He noted that the collaborative effort is a key part of the district.

XIII. EXECUTIVE SESSION

At 9:25 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 legal and personnel 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.

XIV. PUBLIC SESSION – The board reconvened in Public Session at 10:20 PM

XV. ADDITIONAL ACTION ITEM

A. PERSONNEL

On a motion by Ms. Ciccarelli, seconded by Mr. Valenti, the consent agenda item A.14 was approved by a 7-0 roll call vote.

14. (200-17/18) Approval: Fitness for Duty

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves J.G. Moreno, MD to perform a psychiatric evaluation on (ID 109518327) pursuant to N.J.S.A. 18A:16-2.

XVI. ADJOURNMENT

On a motion by Ms. Weber, seconded by Mr. Connors, and as approved by unanimous voice vote, the meeting adjourned at 10:28 PM.

Minutes recorded by:

Peter Daquila
Business Administrator/Board Secretary