

**SCHOOL DISTRICT OF THE CHATHAMS BOARD OF EDUCATION
REORGANIZATION / BUSINESS MEETING
MINUTES
April 30, 2018**

REORGANIZATION MEETING

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

The Chatham High School Jazz Band played from 7:15 PM until 7:40 PM.

I. CALL TO ORDER: The meeting was called to order at 7:42 PM by the Board Vice-president, Matthew Gilfillan.

II. OPEN PUBLIC MEETING STATEMENT: Mr. Gilfillan 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, Mary Chambers, Ann Ciccarelli, Michelle Clark, Matthew Gilfillan, Lata Kenney, Michael Ryan, Michael Valenti, and Jill Critchley Weber (arrived at 8:05 PM)

Absent: There were no absent board members.

Also Present: Dr. Michael LaSusa, Superintendent; Mr. Peter Daquila, Business Administrator/Board Secretary; Ms. Karen Chase, Assistant Superintendent of Curriculum and Instruction; Dr. Vincent D'Elia, Assistant Superintendent of Student Support Services; Ms. Beth Grant, Human Resources Manager; and approximately 22 members of the public and press.

IV. PLEDGE OF ALLEGIANCE – Mr. Gilfillan led the assembly in the Pledge of Allegiance.

V. REORGANIZATION ACTION ITEMS

A. Annual Appointments

On a motion by Mr. Gilfillan, seconded by Mr. Arnuk, consent agenda items A.1 – A.17 were approved by a 9-0 roll call vote.

- Ms. Chambers asked numerous questions about the section A and B resolutions. Mr. Daquila, Dr. D'Elia, and Dr. LaSusa responded to all of her questions.

- Mr. Ryan asked several questions regarding insurance, architect and medical vendors, and services. Mr. Daquila and Dr. LaSusa responded to these questions..
 - Ms. Clark asked about the \$100 activity fee and asked how it can be changed. Dr. LaSusa responded that any item can be changed in the future by board resolution.
1. *(001 – 18/19) Appointment: Board Secretary and Assistant Board Secretary*
RESOLVED: That the Board of Education appoints Peter Daquila as Board Secretary for the 2018/2019 school year; and
BE IT FURTHER RESOLVED: That the Board of Education appoints Tatiana Gilbert as Assistant Board Secretary to function in the absence of the Board Secretary for the 2018/2019 school year.
 2. *(002 – 18/19) Appointment: Board Treasurer*
RESOLVED: That the Board of Education appoints Annette M. Wells as Treasurer of School Monies for the 2018/2019 school year at an annual salary of \$7,500.00.
 3. *(003 – 18/19) Appointment: Purchasing Agent*
RESOLVED: That the Board of Education approves the appointment of the School Business Administrator as the Purchasing Agent for the district; and
BE IT FURTHER RESOLVED: That the Purchasing Agent is authorized to award contracts up to his bid threshold of \$40,000.00 and establish the quote threshold at \$6,000.00. (These are the amounts for a Qualified Purchasing Agent.)
 4. *(004 – 18/19) Appointment: Insurance Brokers of Record*
RESOLVED: That the Board of Education designates the following as Insurance Agents for the district for the 2018/2019 school year:
Commercial Insurance: Arthur J. Gallagher & Co.
Workers' Compensation: Arthur J. Gallagher & Co.
Health Benefits: Brown & Brown
BE IT FURTHER RESOLVED: That the insurance brokers are covered under Extraordinary Unspecifiable Services (EUS); and
BE IT FURTHER RESOLVED: That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
 5. *(005 – 18/19) Appointment: Board Attorney*
RESOLVED: Upon recommendation of the Superintendent, that the Board of Education appoints the firm of Cleary, Giacobbe, Alfieri, Jacobs, LLC, Oakland, New Jersey to provide legal services to the district for the 2018/2019 school year, with the understanding that:
 - a. Cleary, Giacobbe, Alfieri, Jacobs, LLC will charge a General Retainer of forty-eight thousand dollars (\$48,000.00) per year, which will include, by way of illustration, but not limitation, the following legal services: telephone calls, attendance at board meetings, attendance at board committee meetings, attendance at central office administrative meetings, review of contracts, board-authorized legal research and board-authorized legal opinions and other terms as outlined in the agreement.; and
 - b. Cleary, Giacobbe, Alfieri, Jacobs, LLC at an annual expense not to exceed \$150,000.00 based on an hourly rate of \$150.00 for any services not covered by the general retainer fee; and**BE IT FURTHER RESOLVED:** That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.

6. *(006 – 18/19) Approval: Auditing Firm*
RESOLVED: That the Board of Education appoints Wiss & Company, LLP as public school accountant, for the 2018/2019 school year at an annual fee of \$59,590.00 plus out-of-pocket costs for report production not to exceed \$900.00; and
BE IT FURTHER RESOLVED: That the district has obtained and reviewed a copy of the audit firm's most recent peer review and letter of comment; and
BE IT FURTHER RESOLVED: That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
7. *(007 – 18/19) Approval: Architect of Record*
RESOLVED: That the Board of Education appoints Parette Somjen Architects, of Rockaway, New Jersey, as architect of record, for the 2018/2019 school year at an annual expense not to exceed \$50,000.00 based on a principal fee of \$164.00 per hour ; and
BE IT FURTHER RESOLVED: That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
8. *(008 – 18/19) Approval: Investment Management Company*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the continuation of Investors Bank of Jackson, New Jersey as the investment manager to the district for the 2018/2019 school year (to manage the proceeds of the 2016 referendum funds); and
BE IT FURTHER RESOLVED: That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
9. *(009 – 18/19) Approval: Banking Services*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the continuation of PNC Bank to provide banking services for the 2018/2019 school year; and
BE IT FURTHER RESOLVED: That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
10. *(010 – 18/19) Approval: Financial Advisor*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the appointment of Phoenix Advisors, LLC of Bordentown, New Jersey as financial advisor to the district as needed for the 2018/2019 school year at an annual expense not to exceed \$1,000.00; and
BE IT FURTHER RESOLVED: That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.
11. *(011 – 18/19) Approval: Bond Counsel*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the appointment of McManimon, Scotland and Baumann, LLC of Roseland, New Jersey to provide specialized legal services necessary in conjunction with the capital program and as bond counsel to the district as needed for the 2018/2019 school year at an annual expense not to exceed \$10,000.00; and
BE IT FURTHER RESOLVED: That a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration service and amount, and that this resolution and contract are on file in the office of the Board of Education.

- 12. (012 – 18/19) *Approval: Participation in Project Community Pride*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the district’s participation in Southeast Project Community Pride, Inc., known as “Project Community Pride “ at a cost of \$21,650.00 for the period of July 1, 2018 through June 30, 2019.

- 13. (013 – 18/19) *Appointment: Medical Director*
RESOLVED: That the Board of Education appoints Dr. Amy Gruber of the Chatham Family Practice, 396 Main Street, Chatham, New Jersey (AHS Hospital Corp./Overlook Medical Center, Overlook Family Practice Associates) as Medical Director to provide school physician services for the 2018/2019 school year at an annual cost of \$20,000.00 for school physician and \$6,300.00 for sports physician.

- 14. (014 – 18/19) *Appointment: Drug Screening Vendor*
RESOLVED: That the Board of Education appoints Morris Omni Med of Florham Park, NJ, to perform the district’s drug screening as required for the 2018/2019 school year; the costs for each assessment are \$85.00 for the physician’s evaluation and \$30.00 for collecting the sample.

- 15. (015 – 18/19) *Appointment: Drug and Alcohol Treatment Agency*
RESOLVED: That the Board of Education appoints Summit at Florham Park (formerly Treatment Dynamics, Inc.), Florham Park, New Jersey to provide substance abuse evaluations as required at a cost of \$150.00 each for the 2018/2019 school year.

- 16. (016 – 18/19) *Appointment: Drug and Alcohol Treatment Counselor*
RESOLVED: That the Board of Education appoints Paul Lavella, LPC, LCADC, of Florham Park, NJ to provide substance abuse evaluations as required at a cost of \$200.00 each for the 2018/2019 school year.

- 17. (017 – 18/19) *Approval: Annual District Appointments*
RESOLVED: That the Board of Education approves the following appointments for the 2018/2019 school year:

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

CHS Principal and Assistant Principals CMS Principal and Assistant Principals LAS Principal and Assistant Principal MAS Principal SBS Principal WAS Principal
District School Safety Specialist LAS Assistant Principal

BE IT FURTHER RESOLVED: That the Business Administrator/Board Secretary is directed to advertise the name, office address and telephone numbers for each appointment; and

BE IT FURTHER RESOLVED: That the Superintendent or his designee is directed to develop and distribute the grievance procedure as per 28 CFR 35.107(a) for the American Disability Act; and

BE IT FURTHER RESOLVED: That the Board of Education indemnifies the Custodian of Records for all legal costs which might arise from this position.

B. Annual Motions and Designations

On a motion by Mr. Gilfillan, seconded by Mr. Arnuk, consent agenda items B.1 – B.32 were approved by a 9-0 roll call vote.

1. *(018 – 17/18) Approval: Board Policies and Bylaws*

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

2. *(019 – 18/19) Approval: Parliamentary Procedures*

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

3. *(020 – 18/19) Approval: Standard Operating Procedures*

RESOLVED: That the Board of Education approves the district’s Standard Operating Procedures for the 2018/2019 school year.

4. *(021 – 18/19) Approval: Purchasing Manual*

RESOLVED: That the Board of Education approves the district’s Purchasing Manual for the 2018/2019 school year.

5. *(022 – 18/19) Approval: School Depositories and Signatures*

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

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

Insurance Trust		1 of Treas., Asst. Bd. Secy.		
Payroll Agency Account	2	1 of Bd. Secy., Supt. 1 of Treas., Asst. Bd. Secy.	PNC	8040488473
Payroll Account	1	1 of Treas., President	PNC	8040488481
CHS Petty Cash	2	CHS Principal CHS Principal's Secretary Bd. Secy.	PNC	8040488502
CMS Petty Cash	2	CMS Principal CMS Asst. Principal Bd. Secy.	PNC	8040488537
LAS Petty Cash	2	LAS Principal LAS Asst. Principal Bd. Secy.	PNC	8040488545
MAS Petty Cash	2	MAS Principal MAS School Secretary Bd. Secy.	PNC	8040488553
SBS Petty Cash	2	SBS Principal SBS School Secretary Bd. Secy.	PNC	8040488561
WAS Petty Cash	2	WAS Principal WAS School Secretary Bd. Secy.	PNC	8040488588
Special Services Petty Cash	2	Asst. Supt. of Student Support Svcs. Student Support Svcs. Secretary Bd. Secy.	PNC	8040488596
Maintenance Dept. Petty Cash	2	Supervisor Secretary Bd. Secy.	PNC	8040488617
Board Office Petty Cash	2	Bd. Secy. Superintendent Asst. Bd. Secy.	PNC	8040488609

CHS Student Activity Account	2	CHS Principal CHS Principal's Secretary Bd. Secy.	PNC	8040488705
CHS Athletic Activities Account	2	CHS Principal CHS Principal's Secretary Bd. Secy.	PNC	8040488713
CMS Student Activity Account	2	CMS Principal CMS Asst. Principal Bd. Secy.	PNC	8040488692
LAS Student Activity Account	2	LAS Principal LAS Asst. Principal Bd. Secy.	PNC	8040488641
MAS Student Activity Account	2	MAS Principal MAS School Secretary Bd. Secy.	PNC	8040488668
SBS Student Activity Account	2	SBS Principal SBS School Secretary Bd. Secy.	PNC	8040488676
WAS Student Activity Account	2	WAS Principal WAS School Secretary Bd. Secy.	PNC	8040488684
Other Scholarship	2	Bd. Secy. Asst. Bd. Secy. Superintendent Treasurer	PNC	8037820658
SDOC Bond Proceeds Account	2	Bd. Secy.	Investors	1000485252

(2016 Referendum)		Asst. Bd. Secy. Superintendent	Bank	
SDOC Bond Proceeds Account (2016 Referendum)	2	Bd. Secy. Asst. Bd. Secy. Superintendent	Investors Bank	1000502054

6. (023 – 18/19) Approval: *Designation of Official of Investments and Wires*
RESOLVED: That Board of Education designates the Business Administrator/ Board Secretary as the person responsible for any and all Board of Education investments; and
BE IT FURTHER RESOLVED: That the Business Administrator/Board Secretary or Assistant Business Administrator/Assistant Board Secretary be authorized to make wire transfers amongst the board accounts as may be necessary.

7. (024 – 18/19) Approval: *Designation of Official Newspaper for Legal Notices*
RESOLVED: That the Board of Education designates the Daily Record as the official newspaper for legal notices and the Star Ledger, TAP (news online), or the Chatham Courier be so designated should it be impossible to advertise in the Daily Record for reasons of timely notice, emergency, or other reasons; and
BE IT FURTHER RESOLVED: That personnel postings will be placed on the district website, NJhire.com, and NJschooljobs.com,
BE IT FURTHER RESOLVED: That the Board Secretary send all notices of any regular, special, or rescheduled meeting to any individual requesting to be placed on a mailing list as provided by N.J.S.A. 10:4-19 and Policy 0162 and upon the prepayment of a fee of \$50.00 per year. Such requests for notices under this resolution shall terminate at midnight on June 30th of each school year.

8. (025 – 18/19) Approval: *Designation of Meetings*
WHEREAS: The Board of Education is directed to meet at least once every two months during the period in which the schools in the district are in session (N.J.S.A 18A:10-6), and
WHEREAS: The Open Public Meetings Act requires notice of regularly scheduled meetings within seven days following the Annual Reorganization Meeting of the Board; now
THEREFORE BE IT RESOLVED: By the Board of Education, that the following notice of regularly scheduled meetings be adopted in accordance with N.J.S.A. 18A:22-11:

Monday	April 30, 2018	Regular Meeting – Board Reorg	7:30 PM
Monday	May 14, 2018	Regular Meeting	7:30 PM
Monday	June 11, 2018	Regular Meeting	7:30 PM
Monday	June 25, 2018	Regular Meeting	7:30 PM
Monday	July 16, 2018	Regular Meeting	7:30 PM
Monday	August 27, 2018	Regular Meeting	7:30 PM
Monday	September 17, 2018	Regular Meeting	7:30 PM
Monday	October 1, 2018	Regular Meeting	7:30 PM
Monday	October 15, 2018	Regular Meeting	7:30 PM
Monday	November 5, 2018	Regular Meeting	7:30 PM
Monday	November 19, 2018	Regular Meeting	7:30 PM
Monday	December 3, 2018	Regular Meeting	7:30 PM
Monday	December 17, 2018	Regular Meeting	7:30 PM
Monday	January 7, 2019	Regular Meeting	7:30 PM
Monday	February 4, 2019	Regular Meeting	7:30 PM
Monday	March 4, 2019	Regular Meeting	7:30 PM
Monday	March 18, 2019	Regular Meeting– Tent. Preliminary Budget	7:30 PM
Monday	April 8, 2019	Regular Meeting	7:30 PM
Monday	April 29, 2019	Regular Meeting – Tent. Board Reorg/Budget Public Hearing	7:30 PM
Monday	May 20, 2019	Regular Meeting	7:30 PM
Monday	June 3, 2019	Regular Meeting	7:30 PM

Monday	June 17, 2019	Regular Meeting	7:30 PM
Monday	July 15, 2019	Regular Meeting	7:30 PM
Monday	August 26, 2019	Regular Meeting	7:30 PM
NOTES:	a. Special Public Meetings where official action is taken will be scheduled as needed with proper notice. b. Closed Executive Sessions with the public excluded for discussion of personnel, legal matters, will be authorized as needed by resolution during public meetings or by special notice.		

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

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

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

9. (026 – 18/19) Approval: Enrollment of Chatham High School as a Member of the NJ State Interscholastic Athletic Association

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

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

10. (027 – 18/19) Approval: Petty Cash Reorganization Accounts

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

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

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

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

Each primary signatory shall insure that:

- a. Petty cash funds are spent for budgeted items only.
- b. No single purchase for petty cash may exceed \$150 (Board Office reimbursement: \$500).
- c. Funds are not used to subvert the regular purchasing procedures

- d. The checking accounts are to be reconciled on a monthly basis and reported to the board.
- e. Petty cash is distributed in check form on the two signatures indicated above.
- f. All disbursements for petty cash shall be reported at the next regular meeting of the Board as it is reimbursed. All petty cash funds shall be established by board approved voucher and all unused cash is to be returned to the depository at the close of each fiscal year.

11. (028 – 18/19) Approval: Authorization of the Use of State Contracts

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

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

WHEREAS: The Board of Education desires to authorize its purchasing agent for the 2018/2019 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year; and therefore be it

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

12. (029 – 18/19) Approval: Payment of Bills Between Meetings

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

13. (030 – 18/19) Approval: Tax Shelter Annuity Companies

RESOLVED: That the Board of Education designates the current Tax Sheltered Annuity Companies, open for enrollment to any School District of the Chathams Board of Education, in the County of Morris, New Jersey, Employee for the 2018/2019 school year as per N.J.S.A. 18A:66-127 and Policy 6520:

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

14. (031 – 18/19) Approval: Chart of Accounts

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

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

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

15. (032 – 18/19) Approval: Tax Payment Schedules

RESOLVED: That the Board of Education approves the schedule of tax payments from the Borough and Township of Chatham for the 2018/2019 school year as follows in accordance with N.J.S.A. 18A:13-23 and Policy 6141:

**School District of the Chathams
Tax Payment Schedule
CHATHAM BOROUGH
2018/2019**

	GCE	Debt Service	Total
July 2018	\$2,198,745.00	\$660,939.00	\$2,859,684.00
August 2018	\$2,198,746.00	\$0.00	\$2,198,746.00
September 2018	\$2,198,746.00	\$0.00	\$2,198,746.00
October 2018	\$2,198,746.00	\$0.00	\$2,198,746.00
November 2018	\$2,198,747.00	\$0.00	\$2,198,747.00
December 2018	\$2,198,747.00	\$660,938.00	\$2,859,685.00
subtotal	\$13,192,477.00	\$1,321,877.00	\$14,514,354.00
January 2019	\$2,198,746.00	\$0.00	\$2,198,746.00
February 2019	\$2,198,746.00	\$0.00	\$2,198,746.00
March 2019	\$2,198,746.00	\$0.00	\$2,198,746.00
April 2019	\$2,198,746.00	\$0.00	\$2,198,746.00
May 2019	\$2,198,746.00	\$0.00	\$2,198,746.00
June 2019	\$2,198,747.00	\$0.00	\$2,198,747.00
subtotal	\$13,192,477.00	\$0.00	\$13,192,477.00
TOTAL	\$26,384,954.00	\$1,321,877.00	\$27,706,831.00
Borough	41.1758%		

**School District of the Chathams
Tax Payment Schedule
CHATHAM TOWNSHIP
2018/2019**

	GCE	Debt Service	Total
July 2018	\$3,141,155.00	\$944,224.00	\$4,085,379.00
August 2018	\$3,141,155.00	\$0.00	\$3,141,155.00
September 2018	\$3,141,155.00	\$0.00	\$3,141,155.00
October 2018	\$3,141,155.00	\$0.00	\$3,141,155.00
November 2018	\$3,141,155.00	\$0.00	\$3,141,155.00
December 2018	\$3,141,155.00	\$944,224.00	\$4,085,379.00
subtotal	\$18,846,930.00	\$1,888,448.00	\$20,735,378.00
January 2019	\$3,141,151.00	\$0.00	\$3,141,151.00

February 2019	\$3,141,151.00	\$0.00	\$3,141,151.00
March 2019	\$3,141,151.00	\$0.00	\$3,141,151.00
April 2019	\$3,141,151.00	\$0.00	\$3,141,151.00
May 2019	\$3,141,150.00	\$0.00	\$3,141,150.00
June 2019	\$3,141,150.00	\$0.00	\$3,141,150.00
subtotal	\$18,846,904.00	\$0.00	\$18,846,904.00
TOTAL	\$37,693,834.00	\$1,888,448.00	\$39,582,282.00

Township 58.8242%

16. (033 – 18/19) Approval: Annual Tuition Rate for 2018/2019

RESOLVED: That the Board of Education approves the following annual tuition rates for non-resident pupils for the 2018/2019 school year:

Grade	Annual Tuition Amount
K – 5	\$14,000
6 – 8	\$15,000
9 – 12	\$17,000

17. (034 – 18/19) Approval: Annual CHIPs Rate for 2018/2019

RESOLVED: That the Board of Education approves the Chatham Inclusion Preschool (CHIP) 10 month program tuition rate of \$2,800.00 for the 2018/2019 school year.

18. (035 – 18/19) Approval: Musical Instrument Maintenance Fees

RESOLVED: The Board of Education approves musical instrument maintenance fee per student of \$80.00 (no increase) for the 2018/2019 school year; and

BE IT FURTHER RESOLVED: That the Board of Education approves the Lafayette School grades 4 and 5 drummers’ maintenance fee of \$40.00 per student for the 2018/2019 school year.

19. (036 – 18/19) Approval: Activity Participation Fee

RESOLVED: Upon recommendation of the Superintendent, the Board of Education, in accordance with Board of Education Policy No. 2436, approves an activity participation fee of \$100.00 for the 2018/2019 school year.

20. (037 – 18/19) Approval: Use of Facilities Schedule of Fees

RESOLVED: That the Board of Education approves the schedule of fees for the use of school facilities for the 2018/2019 school year as per Regulation No. 7510:

Rental Fees – Indoor Facilities

	Elementary Schools		Middle School		High School	
	Day	Weekend/ Night	Day	Weekend/ Night	Day	Weekend/ Night
Auditorium**	N/A	N/A	\$600	\$600	\$800	\$800
Gymnasium **	\$100	\$125	\$150	\$175	\$200	\$225
Cafeteria without Kitchen	\$75	\$100	\$75	\$100	\$100	\$125
Cafeteria with Kitchen**	\$100	\$125	\$100	\$125	\$200	\$225
Media Center	\$75	\$100	\$75	\$100	\$100	\$125
Use of	\$30/	\$30/	\$30/	\$30/	\$30/	\$30/

Classrooms	Room	Room	Room	Room	Room	Room
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Individual rates are based on a maximum of four hours use; each additional hour will be assessed at \$30 per hour in the day and \$35 per hour at night, except for use of the High School auditorium which will be assessed at \$75 per hour day and night. A surcharge for air conditioning, if requested, will be assessed at \$50 per hour of usage.

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

Rental Fees – Outdoor Facilities

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

Additional Charges for all Groups Using School Facilities

Custodial	Charges after 10:00 p.m. on school days, Saturdays, and when custodians are not normally on duty other days.	\$56/hr Per Custodian
	Charges on Sundays or Holidays	\$76/hr Per Custodian
Maintenance Person	Charges for groups using Cougar or Haas fields on school days and Saturdays	\$66/hr Per Person
	Charges for groups using Cougar or Haas Fields on Sundays and Holidays	\$86/hr Per Person
Stage Crew (Pupils)	Charges for groups using the high school auditorium	\$20/hr Per Person
Stage Crew (Professional)	Charges for groups using the high school auditorium	\$64/hr Per Person
Cafeteria Worker Charges		\$44/hr Per Person
Security Guards		\$55/hr Per Person

21. (038 – 18/19) Approval: Bid/Purchasing Contract Services

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

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

- RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves jointure agreements for the 2018/2019 school year with the above named lead agencies for bid/purchasing contract services as outlined above, and
- BE IT FURTHER RESOLVED:** That the Board of Education authorizes the above named lead agencies to receive bids, if necessary, on behalf of the board for these services.
22. *(039 – 18/19) Approval: Joint Goods and Services Agreements*
WHEREAS: In accordance with the N.J.S.A. 18A: 18A-11 et seq. the School District of the Chathams Board of Education may jointly, by agreement, provide for goods and services with other boards of education including transportation services; and
WHEREAS: Educational Services Commission of Morris County, Educational Services Commission of New Jersey (formerly known as Middlesex Regional Educational Services Commission), Essex Regional Educational Services Commission, Florham Park Board of Education, Madison Board of Education, Morris Union Jointure Commission, Somerset County Educational Services Commission, Sussex County Regional Cooperative, Union County Educational Services Commission, Union Jointure Commission, Camden County Educational Services Commission (hereinafter referred to as “Lead Agencies”) are able to provide transportation services to children who are residents of the School District of the Chathams;
BE IT RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves jointure agreements for the 2018/2019 school year with the above named lead agencies to provide goods and services where the cost of services will be prorated based on the contractual requirements and actual costs in accordance with the rules, regulations, and policies established by State law; and
BE IT FURTHER RESOLVED: That the School District of the Chathams Board of Education approves the above named lead agencies to receive bids, if necessary, on behalf of the board for these goods and services.
23. *(040 – 18/19) Approval: Related Services – County Commission Providers*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the purchase of related services from the Educational Services Commission of Morris County, Essex Regional Educational Services Commission, and the Morris-Union Jointure Commission as required by individual student IEPs for the 2018/2019 school year. *(Rate schedules on file in the Business Office)*
24. *(041 – 18/19) Approval: Disposal of Equipment*
RESOLVED: That the Board of Education approves the Business Administrator to dispose of or sell any district equipment that has exceeded its useful life, is no longer needed and no longer provides any value to the district during the 2018/2019 school year.
25. *(042 – 18/19) Approval: TDS as 403(b) Third Party Administrator*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves The TDS Group as the district 403(b) TPA Third Party Administrator/ Common Remitter, effective July 1, 2018 through June 30, 2019.
26. *(043 – 18/19) Approval: TDS as 457(b) Third Party Administrator*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves The TDS Group as the district 457(b) TPA Third Party Administrator/ Common Remitter, effective July 1, 2018 through June 30, 2019.
27. *(044 – 18/19) Approval: Related (Administrative) Services - Ameriflex*

- RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the purchase of administrative services from Ameriflex, that relate to COBRA and billing services for retirees, at an estimated cost of \$3,000.00 annually, effective July 1, 2018 through June 30, 2019.
28. (045 – 18/19) *Approval: Right to Know Survey*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves RK Environmental to complete the New Jersey Department of Health and Senior Services Right to Know Survey Update and to provide Right-To-Know Compliance Services during the 2018/2019 school year for the district at an approximate cost of \$2,895.00 (no increase) which includes labeling.
29. (046 – 18/19) *Approval: Collection and Maintenance of Pupil Records*
RESOLVED: That the Board of Education authorizes certified school personnel to collect and maintain the following mandated pupil records as per N.J.A.C. 6A:32-7.3 and Policy 8330:
- a. The student’s name, address, telephone number, date of birth, name of parent(s), gender, citizenship, standardized assessment and test answer sheets (protocol), grades, attendance, classes attended, grade level completed, and year completed.
 - b. Record of daily attendance;
 - c. Descriptions of student progress according to the system of student evaluation used in the school district;
 - d. History and status of physical health compiled in accordance with State regulations, including results of any physical examinations given by qualified school district employees;
 - e. Records pursuant to rules and regulations regarding education of students with disabilities; and
 - f. All other records required by State Board of Education.
30. (047 – 18/19) *Approval: PTO Events*
RESOLVED: That the Board of Education approves all PTO sponsored events and activities at the School District of the Chathams facilities throughout the 2018/2019 school year.
31. (048 – 18/19) *Approval: Doctrine of Necessity*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the School Ethics Commission Doctrine of Necessity as follows:
WHEREAS: The School Ethics Act, N.J.S.A. 18AA:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to provide specific ethical standards to guide their conduct; and
WHEREAS: Questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and
WHEREAS: The School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and
WHEREAS: The opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and
WHEREAS: The opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, then the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so as set forth above; and

WHEREAS: In keeping with the Legislative purpose as set forth in N.J.S.A. 18A:12-22(a) the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity;

NOW THEREFORE BE IT RESOLVED: That the School Ethics Commission hereby requires that Boards of Education and Charter School Boards of Trustees must invoke the Doctrine of Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED: That Boards of Education and Charter School Boards of Trustees that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts public notices for 30 days and provide the Commission with a copy;

BE IT FURTHER RESOLVED: That the Commission shall distribute this Resolution to the county superintendents for distribution to the school districts and charter schools, the New Jersey School Boards Association, the New Jersey Principals and Supervisors Association, the New Jersey Associate of School Administrators, the New Jersey Association of School Business Officials and the New Jersey Education Association.

32. (049 – 18/19) Approval: Adoption of Code of Ethics

RESOLVED: That the Board of Education Members had the required Board of Ethics Training session as required under N.J.A.C. 6:3-1.3 and N.J.A.C. 6A:30; and

BE IT FURTHER RESOLVED: That the New Jersey School Boards Association “Code of Ethics” shall be considered the official Code of Ethics of the School District of the Chathams Board of Education; and

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

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

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.

j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution. The board shall see that all members of the board receive training in understanding and adhering to this code of ethics and shall discuss it annually at a regularly scheduled public meeting. Each member shall sign documentation that he/she has received a copy of it and has read and understood it.

C. Appoint Standing Committees

On a motion by Mr. Gilfillan, seconded by Mr. Arnuk, consent agenda item C.1 was approved by a 9-0 roll call vote.

1. (050 – 18/19) Approval: Committees, Committee Members, Liaisons, and Delegates

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

<u>Curriculum</u>	<u>Finance/Facilities</u>
Ann Ciccarelli, Chair	Matthew Gilfillan, Chair
Mary Chambers	Sal Arnuk
Michelle Clark	Lata Kenney
Michael Valenti	Michael Ryan
Alternate: Matt Gilfillan	Alternate: Jill Weber
<u>Personnel</u>	<u>Policy/Planning</u>
Lata Kenney, Chair	Sal Arnuk, Chair
Ann Ciccarelli	Mary Chambers
Michelle Clark	Michael Ryan
Jill Weber	Michael Valenti
Alternate: Michael Valenti	Alternate: Jill Weber
<u>Negotiations</u>	
Sal Arnuk	
Matthew Gilfillan	
Alternate: Michael Valenti	
<u>Liaisons</u>	
Chatham Borough: Jill Weber	
Chatham Township: Michelle Clark	
Chatham Education Foundation: Lata Kenney	
Chatham Recreation: Matthew Gilfillan	
PTO District Cabinet: Ann Ciccarelli	
Chatham Athletic Boosters: Ann Ciccarelli/Jill Weber	
Chatham Performing Arts Boosters: Sal Arnuk	
<u>Delegates</u>	
NJSBA: Delegate: Lata Kenney	
MCSBA: Delegate: Jill Weber	
MCESC: Delegate: Sal Arnuk	

BUSINESS MEETING

I. BOARD PRESIDENT’S COMMENTS - None

II. ADMINISTRATIVE REPORTS

A. SUPERINTENDENT'S REPORT

- Dr. LaSusa thanked the Chatham High School Jazz Band for their wonderful performance this evening.
- Dr. LaSusa thanked Reverend Kevin Markay for the Interfaith Luncheon and all he does in the community.
- Dr. LaSusa thanked the Chatham Education Foundation for the Casino Royale event and all they do the district.
- Dr. LaSusa thanked the Chatham High School staff for Nerd Camp, which was a great day.
- Ms. Weber noted that the Nerd Camp was well organized and outstanding.

B. BUSINESS ADMINISTRATOR'S REPORT

Mr. Daquila gave the following Construction Update:

- **CHS Auditorium Renovation, CMS STEM Addition, MAS Addition & Central Office Addition**

MAS – contractor is making steady progress. The brick work is being done and the windows will be installed next.

CMS – contractor is making steady progress. The block work will continue and the roof deck will be next.

CHS Auditorium – contractor is making steady progress on the project. The new HVAC units were installed on 4/28/2018

Central Office Addition – contractor has completed the footings and has started the block work. The contractor is behind schedule at the next meeting the revised timeline will be discussed.

- **Roof Projects**

LAS – Tremco will issue the warranty for this roof.

CMS – Punch list items need to be corrected before the warranty can be issued by Tremco.

CHS - The HVAC units (part of the auditorium renovation) were replaced on 4/28 and this should eliminate one of the ongoing leak issues.

If the roofer doesn't send a plumber to fix the roof drain at the back of the stage by Wednesday a third party will be hired to fix the drain pipe by Friday.

A Tremco rep will inspect the "old" section of the roof near the girls' bathroom in the lobby to determine if leak is from the old section.

III. COMMITTEE REPORTS

- A. Personnel** – Ms. Kenney reported that the committee met at 6:30 this evening. They reviewed SHIF insurance and benefits costs. They received staff list and supervisor responsibilities. The next meeting date is to be determined.
- B. Curriculum** – Ms. Ciccarelli reported that the committee has not met. Their next meeting is on May 9.
- C. Finance/Facilities** – Mr. Gilfillan reported that the committee met multiple times to discuss the 2018/2019 school budget. The tax increase will be 3.48% which is lower than the possible 3.62%. Dr. LaSusa noted that there are no separate proposals (questions) with the 3.48% budget. The committee, the Board, Dr. LaSusa and Mr. Daquila created a budget to address all student needs and staffing issues. He is not a supporter of "Max the Tax" which a resident created at the April 16 Board meeting. Dr. LaSusa spoke about staffing for 2018/2019. Dr. LaSusa responded to questions from the Board members. The board discussed mental health provider options. Dr. LaSusa noted that the Finance Committee has continually done more with less dollars.

D. Policy and Planning – Mr. Arnuk reported that the committee has not met. Their next meeting is on May 9.

Liaisons

Chatham Borough – Ms. Weber had nothing to report.

Chatham Township – Ms. Clark had nothing to report.

Chatham Athletic Boosters – Ms. Ciccarelli reported that the committee is scheduled to meet on May 1.

Chatham Performing Arts Boosters – Mr. Arnuk thanked the Chatham High School Jazz Band for their wonderful performance this evening. He gave the following report:

- Congratulations to the CHS singers accepted for the 2018/2019 All-State Chorus! These students will begin the rehearsal process for their two November concerts in mid-June, and are sponsored by Choral director Ken Bryson: Layla Clarke, Liam Driscoll, Ronan Green, Matt Markay, Taryn Roffina, and Adi Roy
- The CHS music department enjoyed a day in New York City last Friday. After visiting the Metropolitan Museum of Art, the students and chaperones had dinner at the Hard Rock Café, then attended a performance of their choice, including Jazz at Lincoln Center, the LA Philharmonic at Lincoln Center, Carousel, and Sponge Bob –the Musical, before returning home late Friday evening. Directors Brian Conti, Ken Bryson, and Krystle Graser arranged the trip for the students.
- On the evening of May 1st, the CHS Directors’ Showcase of student-directed one-act plays will take place at CMS. This event provides students a chance to experience the direction process for all details associated with the production of a play. CHS Theater teacher, Laura Russo, has provided this unique opportunity for her students for the past three years.
- Spring concert season is well underway, and our district performers from grades 3 through 12 continue to present outstanding performances. Please visit the arts calendar on the district website for details regarding upcoming events.
- The Chatham Performing Arts Boosters will have its final meeting of the 2017/2018 year Wednesday, May 2nd at 7:00 PM in the Lafayette Lounge. All are welcome to join the efforts of this passionate group of SDOC performing arts supporters, who are now planning for an exciting 2018/2019 year.

Chatham Education Foundation – Ms. Kenney reported that Casino Royale on April 21 was successful and well attended. She thanked everyone for their support.

Chatham Recreation – Mr. Gilfillan had nothing to report.

PTO District Cabinet – Ms. Ciccarelli reported that the committee is scheduled to meet on May 2.

IV. MINUTES

Mr. Gilfillan moved the following:

RESOLVED: That the Board of Education approves the minutes from the following meetings:

- April 16, 2018 - public session and executive session

The motion was seconded by Ms. Ciccarelli and approved 8-0-1 on a roll call vote (Ms. Clark abstained).

V. PUBLIC COMMENTARY

- Alan Routh thanked the Board for all their efforts. He also thanked Ms. Chambers and Mr. Ryan for joining the Board. He stated that after being on the Board, the district is very well run. He reported that the Casino Royal project should generate approximately \$80,000.00. He commented that Chatham has one of the lowest costs per pupil and requests the Board to increase the budget to 3.62%. The town supports education and the board of education.
- Amanda Feeman feels that the Board is cutting costs on critical items and that the Board should increase the budget to 3.62%. The Chatham Education Foundation works hard, but needs the district to support the basic needs of the district. She went on to say that CEF is growing and raising funds, but the district must not cut corners on basic needs.

- Jane Devlin asked the Board to not skimp on the budget. The 3.62% supports basic needs and is 100% warranted. She feels emergent mental health issues must be addressed now.
- Jill Stricker urged the Board to maximize the budget increase. The district is branded as a high performing district and this must be maintained.
- Stewart Carr appreciates the Board discussion at tonight’s meeting. He asked about the Board’s progress on public questions to use capital reserve. Mr. Gilfillan will defer answering that until the May or June meeting.
- Stewart Carr feels the maximum tax is a marketing slogan. He feels that if items are needed the information should be presented to the voters and the resident should be allowed to decide the tax increase.
- Dan Marino supports the ideas to see extra revenue and asking more from the families that are using the services to pay more. He feels the extra services fees should be spread among the students who are using the activities.

VI. ACTION ITEMS

A. PERSONNEL

On a motion by Ms. Kenney, seconded by Mr. Valenti, the consent agenda items A.1 – A.20 were approved by a 9-0 roll call vote.

Dr. LaSusa congratulated Ramon Villamarin on his retirement. He added that Ramon is a valued member of the maintenance staff.

1. (001 – 18/19) Acceptance: Retirement

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

Name	Location/Position	Effective Date
Villamarin, Ramon	Buildings/Grounds/Maintainer	07/01/2018

2. (002 – 18/19) 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
Verducci, Francesca	WAS/Teacher	06/30/2018
Valverde, Ariel	CHS/Teacher	06/30/2018
Rowe, Nicole	SBS/Teacher	06/30/2018
Calabrese, Jaime	WAS/Teacher	06/30/2018
Nolan, Tara	Assistant Coach Girls’ Lacrosse	04/15/2018

3. (003 – 18/19) Approval: Contracts - 2018/2019 School Year

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves contracts for the following individuals for the 2018/2019 school year, as per the agreement between the School District of the Chathams and the Chatham Education Association (CEA):

Name	Position	Location	FTE	Column/Step	Salary	Effective Date	Termination Date	Notes
Easterbrook, Alina	Teacher of Spanish	CMS/LAF	1.00	BA/3	\$56,853.00	09/01/2018	06/30/2019	
Czepiga, Daniel	Teacher of Biology	CHS	1.00	MA/3	\$60,248.00	09/01/2018	06/30/2019	
Spano, Catherine	Teacher of Mathematics	CHS	1.00	BA/2	\$56,353.00	09/01/2018	06/30/2019	

4. (004 – 18/19) Approval: Paraprofessional Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the contract 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
Badal, Brittany	Paraprofessional	MAS	\$17.47/hr.	05/01/2018	06/30/2018	

5. (005 – 18/19) Approval: Maternity Leave of Absence

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

Employee #	Leave Start Date	Accumulated Sick Days Applied	FMLA Start Date (unpaid with benefits)	NJFLA Start Date (unpaid with benefits)	Extended Leave Start Date (unpaid without benefits)	Date of Return (Anticipated)	Notes
ID# 7050	04/16/2018	22	05/29/2018	N/A	N/A	09/01/2018	
ID# 7262	10/08/2018	31	11/22/2018	11/22/2018	N/A	02/25/2019	

6. (006 – 18/19) Amendment: Maternity Leave of Absence

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education amends the following *Maternity Leave of Absence*:

Employee #	Leave Start Date	Accumulated Sick Days Applied	FMLA Start Date (unpaid with benefits)	NJFLA Start Date (unpaid with benefits)	Extended Leave Start Date (unpaid without benefits)	Date of Return (Anticipated)	Notes
ID# 6328	10/17/2017	40	12/18/2017	12/18/2017	N/A	05/03/2018	Supersedes action on July 24, 2017 to amend return date.

7. (007 – 18/19) Amendment: Medical Leave of Absence

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

Employee #	Leave Start Date	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# 7170	01/10/2018	N/A	01/10/2018	01/10/2018	N/A	04/16/2018	Supersedes action on 04/16/2018 to amend dates.

8. (008 – 18/19) Approval: Use of Accumulated Family Illness Days

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

Employee #	Location	Dates	Total Number of Days	Notes
ID# 3114	LAF	TBD	5	As needed during the 2017/2018 school year.
ID# 3047	LAF	TBD	7	As needed during the 2017/2018 school year

9. (009 – 18/19) Approval: Other Leave of Absence

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following leave of absence:

Name	Leave Start Date	Accumulated Family Illness Days Applied	FMLA Start Date (unpaid with benefits)	NJFLA Start Date (unpaid with benefits)	Extended Leave Start Date (unpaid without benefits)	Date of Return (Anticipated)	Notes
ID# 6017	09/01/2018	N/A	N/A	N/A	N/A	09/01/2019	

10. (010 – 18/19) 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
Russell, Christina	Teacher	LAF	0.5	04/27/2018	04/27/2018	
Critelli, Lauren	Teacher	LAF	6	06/01/2018	06/08/2018	
Nava, Althea	Teacher	CHS	0.5	05/15/2018	05/15/2018	

11. (011 – 18/19) Amendment: Unpaid Absences

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

Name	Position	Location	Number of Requested Unpaid Days	Start Date	End Date	Notes
Lasaracino, Laura	Paraprofessional	CHS	1	04/04/2018	04/04/2018	Supersedes action on 04/16/2018 to amend number of days.

12. (012 – 18/19) 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		Iorillo	Sara
x				Aivars	Ilze
x	x	x		Tortorella	Jennifer

13. (013 – 18/19) Approval: Coaching Staff

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

Name		Season	Sport	Assignment	Ratio	Salary	Notes
Cavallo, Christine	*	Spring	Lacrosse	Assistant Coach Girls'	0.30	\$2,986.37	

14. (014 – 18/19) Approval: Compensation Rates

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves *Compensation Rates*, for the 2018/2019 school year, as per agreement between the Board of Education and the Chatham Education Association (CEA), as listed below:

Position	Notes	Rates Per Day	Rate per Hour
Long Term Substitute Teachers	(after 10 or more consecutive days in one position)	\$281.45 (1/200 th of BA/2)	
Short Term Substitute Teachers		\$100.00	
Short Term Substitute Teachers		\$50.00 per half day	
Saturday School Supervisor		\$150.00	
Central Detention		\$30.00	
Bedside Instruction			\$60.00
Substitute School Nurse		\$ 200.00/diem	
Long Term Substitute School Nurse	(after 10 or more consecutive days in one position)	\$281.45 (1/200 th of BA/2)	
Long Term Substitute School Nurse	(after 10 or more consecutive days in one position)	\$281.45 (1/200 th of BA/2)	
Substitute School Nurse Clerical	Clerical Nurse Rate		\$25.00
Nurses State Required Records Work			\$30.00
Secretarial/Clerical	All Secretarial Substitutes		\$16.00
Custodial/Maintenance	Substitute		\$15.00
Paraprofessional			\$17.00
Applied Behavioral Analysis-Paraprofessional			\$40.00
Home Behavioral Analysis-Professional			\$60.00
Substitute Athletic Trainer			\$40.00
Stage Crew Professional	(for external facilities use)		\$50.00
Substitute Athletic Trainer			\$40.00

15. (015 – 18/19) Approval: ABA Home Program

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves staff members to provide ABA services for the 2018/2019 school year, effective July 1, 2018 through June 20, 2019 as listed below:

Name	Service	Not to exceed per hour	Total
Elizabeth Woods	ABA Services	\$40.00	\$10,000.00
Amy Zinser	ABA Services	\$40.00	\$8,000.00
Jennifer Friedrich	ABA Coordination	\$65.00	\$3,000.00

16. (016 – 18/19) Approval: 2018 Summer Enrichment Program

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following staff members for payment associated with the Summer Enrichment Program, for Summer 2018, as detailed below:

Staff Member	Course	Dates	Payment
Liatys, Jessica	3D Design Studio	06/25/18 - 07/12/2018	\$1,600.00
Vogel, Ryan	Stay Cool with Coding	08/15/2018 - 08/31/2018	\$1,600.00

17. (017 – 18/19) Approval: Summer CST Work

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Child Study Team (CST) Members to perform mandated evaluations at \$400.00 per case and to include meetings not related to evaluations at a rate of \$50.00 per hour, not to exceed a total of \$80,000.00 during summer 2018 recess.

18. (018 – 18/19) Approval: Extended School Year Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves *Extended School Year Program Staff Members*, to provide services during Summer 2018, as listed below:

POSITION	STAFF	HOURS/DAYS	TEACHER/PARA HOURLY RATE	DAYS NEEDED	TOTAL COST
Speech Therapist	Jackie Behrens	45 hours	\$80.00	N/A	\$3,600.00
Speech Therapist	Colleen Mullen	45 hours	\$80.00	N/A	\$3,600.00
Occupational Therapy	Marci Carovillano	45 hours	\$80.00	N/A	\$3,600.00
Occupational Therapy	Bina Patel	45 hours	\$80.00	N/A	\$3,600.00
Physical Therapy	Gail Hatch	60 hours	\$80.00	N/A	\$4,800.00
School Nurse	Sue Butler	4.5 hours per day	\$52.00	6	\$1,404.00
School Nurse	Christina Sachs	4.5 hours per day	\$52.00	10	\$2,340.00
School Nurse	Karen Leister	4.5 hours per day	\$52.00	5	\$1,170.00
Teacher	Catherine Bruner	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Michelle Cervone	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Melissa Curcio	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Jen Fernandez	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Lauren Flood	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Tiffany Hau	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Katharine Jackameit	4.5 hours per day	\$52.00	21	\$4,914.00

Teacher	Jacqueline LaBrutto	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Sue McCarthy	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Martina McElroy	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Brooke Phillips	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Rebecca Sheasley	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Jessica Taylor	4.5 hours per day	\$52.00	21	\$4,914.00
Paraprofessional	Ellen Ames	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	Kelly Bissett	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	Grace Conti	4.5 hours per day	\$17.47	20	\$1,572.30
Paraprofessional	Raquel DiSessa	4.5 hours per day	\$17.47	20	\$1,572.30
Paraprofessional	Alex Emr	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	Lisa Genovese	4.5 hours per day	\$17.47	20	\$1,572.30
Paraprofessional	Ceara Cleaves	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	Lori Jeremias	4.5 hours per day	\$17.47	20	\$1,572.30
Paraprofessional	Johanna Leister	4.5 hours per day	\$17.47	20	\$1,572.30
Paraprofessional	Jeannette Leong	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	Arleen Matyas	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	MaryAnn McCabe	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	Karen Nelson	4.5 hours per day	\$17.47	20	\$1,572.30
Paraprofessional	Minati O'Connell	4.5 hours per day	\$17.47	20	\$1,572.30
Paraprofessional	Jen Racine	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	Lisa Reina	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	Carole Roche	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	Kelly Savarese	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	Amy Skrobacz	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	Sylvona Jones	4.5 hours per day	\$17.47	20	\$1,572.30
Paraprofessional	Sara Todisco	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	Debra Torrioni	4.5 hours per day	\$17.47	20	\$1,572.30
Paraprofessional	Amanda Turton	4.5 hours per day	\$21.72	20	\$1,954.80

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

19. (019 – 18/19) Approval: Brain Camp

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the staff for the Brain Camp Program, for Summer 2018, pending negotiations, as listed below:

Teacher	Days	Hours/Day	Hourly	Total Amount
Nancy Volker (Kindergarten)	21	4.5	\$52.00	\$4,914.00
Peggy Herr (Grade1)	21	4.5	\$52.00	\$4,914.00
Paraprofessional	Days	Hours/Day	Hourly Rate	Total Amount
Lisa Heap (Kindergarten)	20	4.5	\$21.72	\$1,954.80
Kelli Finn	20	4.5	\$21.72	\$1,954.80

(Grade 1)			
Substitutes			
Paraprofessional & Teacher	Daily Para Sub Rate	Daily Sub Teacher Rate	
Susan Bryans-Brask	\$76.50	\$100.00	
ESY Paraprofessional Staff	\$76.50	\$100.00	

20. (020 – 18/19) Approval: Travel

WHEREAS: In accordance with the State of New Jersey School District Accountability Act (A-5) and the School District of the Chatham’s *Policy 6471 - School District Travel*, travel by school district employees and Board of Education members must be approved in advance; now **THEREFORE, BE IT RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following expenses for faculty, staff, administrators, and board members for seminars, conferences and workshops. The expense includes travel costs, if applicable:

Month	Day	Year	First	Last	Position	Vendor	Purpose	Location	Cost
May June	30 1	2018	Debra	Keeley	ESL Teacher	NJTESOL	Annual Conference	New Brunswick	\$350
May	30 & 31	2018	Lisa	Forte	ESL Teacher	NJTESOL	Annual Conference	New Brunswick	\$350

B. FINANCE/FACILITIES

On a motion by Mr. Gilfillan, seconded by Mr. Arnuk, the consent agenda items B.1 – B.15 were approved by a 9-0 roll call vote.

Mr. Gilfillan thanked the donors listed on this evening’s agenda including the Chatham High School PTO, Chatham Athletic Boosters, and the Shipler Family.

Ms. Weber asked the Finance Committee if there is interest to increase the budget to 3.62%.

Mr. Gilfillan noted that 3.48% maintains the excellence in the district. He added that the fees will be adjusted to generate additional revenue.

Ms. Clark thanked Mr. Gilfillan and the Finance Committee for all their efforts.

1. (001 – 18/19) 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 - April 30, 2018	\$1,344,199.54
TOTAL:	\$1,344,199.54

2. (002 – 18/19) Approval: FINAL Budget 2018/2019 School District of the Chathams

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the FINAL 2018/2019 school district budget using the 2018/2019 state aid figures in accordance with N.J.S.A. 18A:7F-5 and 18A:7F-6 as follows:

General Fund Current Expenses \$ 67,156,636

Capital Expenditures	\$	141,610
Assessment for SDA Debt Service	\$	112,459
Withdrawal from Capital Reserve	\$	1,400,000
Summer Instruction	\$	190,700
Grants and Entitlements	\$	871,000
Debt Service Fund	\$	<u>3,481,180</u>
Total	\$	<u>73,353,585</u>

The final budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards and is in compliance with N.J.S.A. 18A and N.J.A.C Title 6 and 6A:

The Anticipated Enrollment for the school year 2018/2019 is 4,191 students.

WHEREAS: The district has a taxing authority of the 2% cap increase over the prior year tax levy which totals \$1,238,440 and which can be used in the 2018/2019 budget;

WHEREAS: In addition to the 2% cap increase, the district is using the Health Benefit Waiver of \$854,888 that was generated in the 2018/2019 budget process and part of the Banked Cap in the amount of \$63,500 that was generated in the 2015/2016 budget process (\$86,500 of banked cap expires in the 2018/2019 budget process);

BE IT RESOLVED: The Board approves that there should be raised for the General Fund a tax levy of \$64,078,788, which is a 3.48% tax levy increase for the ensuing 2018/2019 school year;

BE IT RESOLVED: The Board approves a Withdrawal from Capital Reserve to be used for Restroom Upgrades, Repaving Parking Lots and Roof Replacements;

WHEREAS: School district policy and N.J.A.C. 6A:23A-7.1 et seq. provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement and the 2018/2019 budget includes a maximum travel appropriation of \$125,000; now, therefore,

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

WHEREAS: NJAC 6A:23A-5.2(1), the 2018/2019 budget provides for a maximum expenditure amount that is annually established for each type of professional service including public relations, with appropriate notification to the board of education if it becomes necessary to exceed the maximum; now, therefore

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

BE IT FURTHER RESOLVED: That a public hearing will be held at the Chatham Township Courtroom on April 30, 2018, at 7:30 PM for the purpose of conducting a public hearing on the budget and the board of education approving the 2018/2019 budget.

3. (003 – 18/19) Approval: Transfers - March 2018

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the March 2018 transfers within the 2017/2018 budget in compliance with N.J.A.C. 6A:23-2.11(A)2. (Attachment B.3)

4. (004 – 18/19) Approval: Monthly Report of County Transfers - March 2018

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Monthly Report of County Transfers for March 2018. (Attachment B.4)

5. *(005 – 18/19) Approval: Report of the Board Secretary - March 2018*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Report of the Board Secretary for March 2018. *(Attachment B.5)*

6. *(006 – 18/19) Approval: Report of the Board Treasurer - March 2018*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Report of the Board Treasurer for March 2018. *(Attachment B.6)*

7. *(007 – 18/19) Approval: Finance Certification - March 2018*
RESOLVED: Pursuant to N.J.A.S. 18A:17-9, the Board Secretary does certify that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.S. 18A:17-9. Pursuant to N.J.A.S. 18A:17-36, the School District of the Chathams Board of Education has reviewed for the minutes of this meeting the Board Secretary’s and Treasurer’s monthly financial reports for March 2018 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.

8. *(008 – 18/19) Acceptance: Chatham High School PTO Donation*
RESOLVED: Upon recommendation of the Superintendent, and as approved by the Chatham High School Principal, the Board of Education accepts a donation from the Chatham High School PTO in the amount of \$10,685.26 for the purchase of a Life Fitness Integrity Powermill for the weight room, 8 art stools, one art portfolio cabinet and one 4-station art workbench table.

9. *(009 – 18/19) Acceptance: Chatham Athletic Booster Donation*
RESOLVED: Upon recommendation of the Superintendent, and as approved by the Chatham High School Athletic Director, the Board of Education accepts a donation from the Chatham Athletic Booster Club in the amount of \$3,225.00 to the high school Fencing Club for fencing strip and incidentals.

10. *(010 – 18/19) Acceptance: Shipler Family Fund Scholarship Donation*
RESOLVED: Upon recommendation of the Superintendent, and as approved by the Chatham High School Principal, the Board of Education accepts a donation in the amount of \$500.00 from Fidelity Charitable through the Shipler Family Fund to be used for the Chatham High School’s Eleanor Shipler Award Scholarship.

11. *(011 – 18/19) 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 2018/2019 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 2018/2019	1:1 Aide	Total Tuition 2018/2019
DLC - Warren	1291268199	\$15,117.00	\$92,222.00		\$107,339.00

12. *(012 – 18/19) Approval: Evaluation Services*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves Marilyn A. Kubichek, MD, FAAP to conduct neurological evaluations for the district at the rate of \$575.00 per evaluation not to exceed \$2,300.00.

13. (013 – 18/19) Approval: Consultants

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following Consultants to provide evaluations to students during the 2018/2019 school year:

Name	Title	Price per Evaluation	Not to Exceed
Dr. Jose Moreno	Psychiatrist	\$600.00	\$4,200.00
Dr. Isabel Carotenuto (GingerBredKidz, LLC)	Neurodevelopmental Pediatrician	\$450.00	\$11,250.00

14. (014 – 18/19) Approval: Outside Vendors to Provide Services for 2018/2019

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following outside vendors to provide services for the 2018/2019 school year, effective July 1, 2018 through June 20, 2019 as listed below:

Name	Service	Not to exceed per hour	Total
Creature Comfort	Pet Therapy	\$20.00	\$400.00
Morris Union Jointure Commission	OT/PT/Speech Services	\$250.00	\$8,250.00
Pediatric Therapeutics - Terri Jones	Speech/Language Services	\$168.00	\$20,160.00
Program for Little Learners	ABA Services	\$110.00	\$29,040.00
Solomon Therapeutics (STARs)	Speech/Language Services	\$150.00	\$7,500.00
Summit Speech School	Consult & Inservices	\$155.00	\$775.00

15. (015 – 18/19) Approval: Home Instruction

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Professional Education Services, Inc. to provide home instruction at the rate of \$60.00/hour not to exceed \$4,800.00 for the 2017/2018 school year.

C. CURRICULUM

On a motion by Ms. Ciccarelli, seconded by Mr. Gilfillan, the consent agenda items C.1 – C.3 were approved by a 9-0 roll call vote.

Ms. Kenny asked about item C.3.

Dr. LaSusa noted that this supports doctorate work for staff members.

Dr. D’Elia stated that he supports management issues in the classrooms.

1. (001 – 18/19) Acceptance: Harassment, Intimidation and Bullying (HIB) Investigative Report for the period from April 16, 2018 through April 27, 2018.

RESOLVED: Upon recommendation of the Superintendent, the Board of Education accepts the Harassment, Intimidation and Bullying (HIB) Investigative Report for the period of April 16, 2018 through April 27, 2018 pursuant to N.J.S.A. 18A:37-1 et seq.

2. (002 – 18/19) 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 April 16, 2018 Meeting, which encompasses all HIB findings from March 19, 2018 through April 13, 2018.

3. (003 – 18/19) Approval: *Doctoral Research Project - Behavior Management Systems*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Allison Moore, LDTC, Child Study Team, and Ed.D candidate, Education, Northcentral University, to conduct a case study on class-wide behavior management systems. The study will take place in the 2018/2019 school year at Milton Avenue School, and will include 10 to 15 teachers of various grade levels, preschool through third grade. The purpose of the study will be to understand the types of group contingencies and behavior management systems used in various classrooms, as well to explore teachers' perceptions regarding the components of group contingencies that perceive to be effective in reducing disruptive behavior in said classrooms.

D. POLICY - None

VII. BOARD BUSINESS – None

VIII. PUBLIC COMMENTARY

- Maureen Kelly thanked the Finance Committee for being prudent. She feels that it is a good thing to operate efficiently. If additional funds are needed, she asked the Board to present a second question on the election ballot.
- Stewart Carr offered kudos to the Board for an efficient budget. He feels that the first referendum defeat was the use of funds that were in question. He is concerned about readdressing the return to the April vote and if a public questions can be asked to return to an April vote. He has further concerns about best practices and utilizing a second question.
- Bill Heap asked about the status of guns in the schools.
- Dr. LaSusa responded that teachers and current staff will not be armed. The police are always welcome and occasionally tour the schools.
- Mr. Valenti and Dr. LaSusa said that best practices are being discussed to determine the need and potential funding for class III officers.

IX. ADJOURNMENT

On a motion by Mr. Gilfillan, seconded by Ms. Clark, the meeting adjourned at 9:27 PM.

Minutes recorded by:

Peter Daquila
Business Administrator/Board Secretary