

**REGULAR MEETING  
BOARD OF EDUCATION, SCHOOL DISTRICT OF THE CHATHAMS  
MONDAY, JUNE 11, 2018**

**MINUTES**

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

**I. CALL TO ORDER:** The meeting was called to order at 7:33 PM by the Board President, Jill Weber.

**II. OPEN PUBLIC MEETING STATEMENT:** Ms. Weber read the following statement:

In accordance with the requirements of the Open Public Meetings Act, I wish to announce that the New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice and to attend the meetings of the Public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act the School District of the Chathams Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Board Administrative Office, sent to the Clerks of Chatham Borough and Chatham Township, the Library of the Chathams, the Chatham Courier, the Daily Record, and the Star Ledger.

**III. ROLL CALL**

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

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

**Also Present:** Dr. Michael LaSusa, Superintendent; Mr. Peter Daquila, Business Administrator/Board Secretary; Ms. Karen Chase, Assistant Superintendent of Curriculum and Instruction; Dr. Vincent D'Elia, Assistant Superintendent of Student Support Services; Ms. Beth Grant, Human Resources Manager; and approximately twenty-nine (29) members of the public and press.

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

**V. BOARD PRESIDENT'S COMMENTS –** Ms. Weber had no comments at this time.

**VI. ADMINISTRATIVE REPORTS**

**A. SUPERINTENDENT'S REPORT**

- Academic Team – Dr. LaSusa noted that this is a busy time of year with awards ceremonies, senior prom and other activities. He welcomed the Chatham High School academics teams. Ms. Lynn and Mr. Cummings thanked the Board for the opportunity to compete and attend the finals. The students are very impressive and represented the district well.
- Open Campus – The Chatham High School 2018/2019 Senior Class Officers, Sean Lee, President, and Grace Wightman, Treasurer, asked for the privilege of Open Campus for 2018/2019. Mr. Groh supports Open Campus for the junior class for their senior year during 2018/2019.

- CHS/CMS Discipline Report – Ms. Gironda and Mr. Giaconia presented the Chatham High School and Chatham Middle School discipline reports to the Board.

## B. BUSINESS ADMINISTRATOR’S REPORT

- Construction Update - CHS Auditorium Renovation, CMS STEM Addition, MAS Addition & Central Office Addition
  - MAS – contractor is making steady progress and is nearing completion. The windows are being installed this week, the outside work has started and the interior is almost done.
  - CMS – contractor is making steady progress. The block work is done, the brick work will begin and the roof deck will be next.
  - CHS Auditorium – contractor is making steady progress on the project. Painting has started, the vinyl floor is being installed and ceiling is complete.
  - WAS Playground Black Top - the product used to re-seal the playground is made in New Jersey and the MSDS sheet indicates it is safe to use. It was upsetting that the parents and neighbors took to social media to comment and complain about the work. If was any issue the parents and public should have called the board office to talk me, called the school or called the Supervisor of Buildings and Grounds.
- Central Office Addition – contractor has started the block work. The contractor is behind schedule at the next meeting the revised timeline is still being discussed.
- Bus Evacuation Drills – Second half of the school year have been completed as follows:
  - CHS: May 23, 2018 Routes H-1, H-2, H-3, H-4, H-5, and MU 979
  - CMS: April 20, 2018 Routes M-1, M-2, M-3, M-4, M-5, M-6, M-7, M-8, MU-926, and MU-936
  - LAF: May 25, 2018 Routes L-1, L-2, L-3, L-4, L-5, L-6 and MU-959
  - MAS: May 15, 2018 Routes MU-926 and MU-936
  - SBS: May 21, 2018 Routes S-1, S-2, S-3, S-4, S-6, MU-905 and MU-936
  - WAS: May 1, 2018 Route WA-1 and April 25, 2017 Route MU-979

All required for the 2017/2018 bus evacuation drill have been completed.

## VII. COMMITTEE REPORTS

- A. **Personnel** – Ms. Kenney reported that the committee met on May 29 for an update on SHIF and out of network claims. They discussed the interview process for the two supervisor positions and implementing the “pass the trash” regulation.
- B. **Curriculum** – Ms. Ciccarelli reported the committee met on May 29 for a preview of the Chatham High School and Chatham Middle School incident reports given to the Board tonight.
- C. **Finance/Facilities** – Mr. Gilfillan reported that the next committee meeting will be on June 25.
- D. **Policy and Planning** – Mr. Arnuk reported that the committee met this evening and discussed various policies that will continue to be reviewed in July. They discussed school security as well.

### Liaisons

**Chatham Borough** – Ms. Weber had nothing to report.

**Chatham Township** – Ms. Clark had nothing to report.

**Chatham Athletic Boosters** – Ms. Ciccarelli/Ms. Weber had nothing to report.

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

- The CMS Theater class plays were presented to large, enthusiastic student/staff/parent audiences last week. Technically supported by the Stagecraft classes, four separate productions were presented that showcased both the technical and acting prowess of our CMS thespians.

- Fourteen CHS actors recently volunteered to participate in the annual Lafayette 4<sup>th</sup> grade ‘cemetery walk’ on May 30<sup>th</sup>. After students learn about deceased Chatham residents in class (i.e., John Day, Jan Westfall, Jimmy Littlejohn, etc.), CHS actors dress up as these residents and stand by their graves in Fairmount Cemetery, each performing a monologue in character. After each monologue, students ask questions and have a chance to learn about the history of their hometown.
- The district concert season will conclude this week, as Lafayette Band, Chorus, and Orchestra members present their spring performances on Wednesday and Thursday evenings. In the event of inclement weather, the performances will be moved to the CHS A/B gym.
- The second annual district Art show (held May 21-22) was a major success! Many thanks to the leadership of the teachers and community support for the show.
- The Lafayette spring art enrichment show will take place Tuesday, June 12<sup>th</sup> in the Lafayette Gym. In addition to individual works of art created in the after-school art enrichment classroom, students will present a “puppetry happening” under the direction of Janet Kraemer during the evening.
- The Chatham Performing Arts Boosters have had a terrific year, and thank the community for their support of the performing arts in the Chatham schools. The boosters welcome supporters of the performing arts to join them at their first meeting of the year on Wednesday, September 12<sup>th</sup> in the Lafayette teachers’ room. CPAB is looking forward to a terrific 2018-19 school year!

**Chatham Education Foundation** – Ms. Kenney reported that the Teacher Tribute fundraiser will end on June 12.

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

**PTO District Cabinet** – Ms. Ciccarelli reported that their last meeting was today.

## VIII. MINUTES

Ms. Weber moved the following:

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

- May 14, 2018 – public session and executive sessions

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

## IX. PUBLIC COMMENTARY

- Melissa Koscielniak, a Washington Avenue School parent, started the social media post regarding the black top resurfacing at Washington Avenue School. She is unhappy about the use of the cold tar product in New Jersey and at the school. She seeks New Jersey to become more educated on the use of cold tar products. She seeks the district to research other alternative products.
- Amy Coates spoke on behalf of the Chatham Education Foundation, presenting a check in the amount of \$9,388.44 for the Flexible Furniture” grant. This grant brings the foundation’s total donations to over \$100,000.00 for the 2017/2018 school year.

## X. ACTION ITEMS

### A. PERSONNEL

On a motion by Ms. Kenney, seconded by Ms. Clark, the consent agenda items A.1 – A.22 and A.24 – A.30 were approved by a 9-0 roll call vote; consent agenda item A.23 was approved by an 8-0-1 roll call vote (Mr. Valenti abstained).

1. (046-18/19) Acceptance: Resignation – **AMENDED PER ADDENDUM**

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

Name	Location/Position	Effective Date
Quinn, Kathleen	CHS/Teacher of Social Studies	06/30/2018
Melucci, Michelle	CHS/Teacher of Mathematics	06/30/2018
Sumowski, Jason	Custodian	05/30/2018
<b>Rodgers, Michelle</b>	<b>WAS/Teacher</b>	<b>06/30/2018</b>

2. (047-18/19) 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
Ryan, Rebecca	Teacher of Biology	CHS	1.00	BA/3	\$56,853.00	09/01/2018	06/30/2019	
Yeager, Elizabeth	Teacher of Special Education	CHS	1.00	MA/12	\$75,438.00	09/01/2018	06/30/2019	
McLaughlin, Thomas	Teacher of Social Studies	CHS	1.00	BA/3	\$56,853.00	09/01/2018	06/30/2019	
Crawley, MaryLea	Teacher of English	CHS	1.00	TBD	TBD	09/01/2018	06/30/2019	

3. (048-18/19) Approval: New Position

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the creation of a new Junior Network Administrator position, within the department of Technology, for the 2018-2019 school year and forward with a detailed job description on file in the office of Human Resources.

4. (049-18/19) Approval: Staff Transfer of Assignment

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following transfers of assignment for the 2018/2019 school year. This supersedes the action of May 14, 2018:

Name	Position	Location	Category/Step	Salary	Effective Date	Termination Date	Notes
Verducci, Francesca	Teacher of Elementary	MAS	BA/3	\$34,111.80	09/01/2018	06/30/2019	Assignment transferred to MAS from WAS; 0.60 FTE
Santangelo, Michael	Junior Network Administrator	District	N/A	\$80,000.00	07/01/2018	06/30/2019	Assignment transferred from Technology Specialist
Hill, Maria	Executive Secretary	WAS	12	\$51,177.00	07/01/2018	06/30/2019	Assignment transferred from 10 month to 12 month

5. (050-18/19) Approval: Central Office Confidential Support Staff

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the appointment of Central Office Confidential Support Staff for the 2018/2019 school year. (Attachment A.5 )

6. (051-18/19) Approval: Contract - 2018/2019 School Year

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the contract for the following individual for the 2018/2019 school year, as per the agreement between the School District of the Chathams and the Central Office Confidential Support Staff:

Name	Position	Location	FTE	Column/Step	Salary	Effective Date	Termination Date	Notes
Burns, Nicole	Transportation Coordinator	Central Office	1.00	N/A	\$46,000.00	07/01/2018	06/30/2019	

7. (052-18/19) Approval: Contract - Technology Staff

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the appointment of district technology staff for the 2018/2019 school year, as per the agreement between the Board of Education and the Technology Staff and as per the agreement between the Board of Education and the Chatham Education Association. (Attachment A.7)

8. (053-18/19) Approval: Contract - District Staff

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the appointment of district staff members for the 2018/2019 school year. (Attachment A.8)

9. (054-18/19) Approval: Contract - Paraprofessional

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the contracts for Paraprofessional Staff for the 2018/2019 school year as per the agreement between the School District of the Chathams and the Chatham Education Association (CEA). (Attachment A.9)

10. (055-18/19) Approval: District Videographer

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the appointment of Connor Henderson as district videographer for SY 2018/2019 at an annualized rate of \$15,000.00.

11. (056-18/19) 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# 7048	10/31/2018	30	12/18/2018	12/18/2018	03/18/2019	05/13/2019	

12. (057-18/19) 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# 7676	06/01/2018	13	N/A	N/A	N/A	N/A	

13. (058-18/19) 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# 5001	SBS	TBD	4	As needed during the 2017/2018 school year.

14. (059-18/19) 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
Tolkin, Sara	Paraprofessional	LAF	2	06/18/2018	06/19/2018	
Cody, Suzanne	Paraprofessional	WAS	1	05/22/2018	05/22/2018	
Kelly, Sally	Nurse	LAF	.5	06/01/2018	06/01/2018	
Tartaglia, Jacquelyn	Teacher	CMS	.5	06/08/2018	06/08/2018	
Caracciolo, Krista	Paraprofessional	MAS	1	05/25/2018	05/25/2018	
Perinotti, Justin	Teacher	LAF	1	05/29/2018	05/29/2018	

15. (060-18/19) Rescission: Unpaid Absence

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

Name	Position	Location	Number of Requested Unpaid Days	Start Date	End Date	Notes
Yelena Naumova	Teacher	CHS	.5	04/05/2018	04/05/2018	

16. (061-18/19) Approval: Mentoring Assignments

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves Mentoring for the 2017/2018 school year as listed below:

Mentor	Novice Teacher	School	Certificate	Weeks	Rate
Nancy Volker	Jaime Calabrese	WAS	CEAS	30	\$550.00
Pavdiuk, Alexis	Jennifer Silver	CHS	CEAS	8	\$146.64

17. (062-18/19) Approval: Extra Class - Certificated Staff – **AMENDED PER ADDENDUM**

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves an Extra Class for Certificated Staff, detailed as follows:

Name/Position	Location	Effective Date	End Date	Salary	Notes
Kristi Froisland/Biology	CHS	05/14/2018	06/19/2018	\$ 2,220.00	
Kathy Martin/Biology(2 classes)	CHS	05/14/2018	06/19/2018	\$ 4,440.00	

Cari Ollo/Biology	CHS	05/14/2018	06/19/2018	\$ 2,220.00	
Sally Simonfay/Spanish	CHS	05/14/2018	06/19/2018	<b>\$72,958.70</b>	Temporary increase to <b>0.67 FTE, salary includes \$2000 longevity.</b>

18. (063-18/19) 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		Riker	Joanna
x	x	x		Marum	Scott

19. (064-18/19) Approval: District Substitute

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves Ilse Aivars as a floating substitute teacher, effective May 3, 2018 through June 19, 2018, at the per diem rate of \$281.45, not to exceed \$9,287.85, for the 2017/2018 school year:

20. (065-18/19) Approval: District Substitutes for Security

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves Hugh Ames and Anthony Crowe to work as district security substitutes at the rate of \$25.00 per hour for the 2017/2018 and 2018/2019 school years.

21. (066-18/19) Approval: Coaching Staff

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following coaching personnel for the 2018/2019 school year:

Name	Season	Sport	Assignment	Ratio	Salary	Notes
Solomon, Greg	Fall	Football	Volunteer Coach	N/A	N/A	

22. (067-18/19) Approval: Summer Maintenance Support

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following *Summer Maintenance Support* at an hourly rate of \$11.00, pending clearance, effective May, 2018 through September, 2018:

Stephen Piccari	John (Jack) O’Neill
Connor Kressler	William Merrell

23. (068-18/19) Approval: Summer Custodial Support – **AMENDED PER ADDENDUM**

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following Summer Custodial Support at an hourly rate of \$10.00, pending clearance, effective June, 2018 through September, 2018:

John (Jack) Maguire	Thomas Lofaro
Sean Valenti	<b>Jake Almgren</b>

## 24. (069-18/19) Approval: Summer Painter

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves John DiNiro to provide Summer Maintenance Support at an hourly rate of \$17.00 effective June, 2018 through September, 2018:

## 25. (070-18/19) Approval: Contractual Extra Duty Stipends

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

Staff Member	Activity	Ratio	Compensation
Hrdina, Daniel	PRO 1	0.1 (2nd half)	\$248.86

26. (071-18/19) Approval: Contracts - Extra Duty Stipends – **AMENDED PER ADDENDUM**

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves Contracts for Extra Duty Stipends, for the 2018/2019 school year, as per the agreement between the School District of the Chathams and the Chatham Education Association (CEA):

<i>Staff Member</i>	<i>Activity</i>	<i>Ratio</i>	<i>Compensation</i>
TBD	District Leader Health/PE	0.6	\$6,032.46
TBD	District Leader Health/PE	0.6	\$6,032.46
Nancy Volker	District Leader Math	0.6	\$6,032.46
Laura Piccola	District Leader Math	0.6	\$6,032.46
Dawn Kurlak	District Leader Math	0.6	\$6,032.46
Jaime Trauger	District Leader ELA	0.6	\$6,032.46
Jacqueline Berger	District Leader ELA	0.6	\$6,032.46
Leigh Rockoff	District Leader ELA	0.6	\$6,032.46
Laura Noonan	District Leader Science	0.6	\$6,032.46
Caitlin Bareford	District Leader Social Studies	0.6	\$6,032.46
Leigh O'Dell	Team Leader Math/Science	0.6	\$6,032.46
Brian Taylor	Team Leader Math/Science	0.6	\$6,032.46
<b>Jeffrey Cleary</b>	Team Leader ELA	0.6	\$6,032.46
<b>Laura Brook Phillips</b>	Team Leader ELA	0.6	\$6,032.46
Kimberly Dellano	Team Leader Social Studies	0.6	\$6,032.46
Lauren LoPorto	Team Leader Science	0.6	\$6,032.46
Gina Bakaj	Team Leader ELA	0.6	\$6,032.46
Allison Getch	Team Leader Math	0.6	\$6,032.46
Stephanie Lukasiewicz	Team Leader Social Studies	0.6	\$6,032.46
<b>Bridget Zima</b>	Team Leader Special Education	0.6	\$6,032.46
<b>Michael Raguseo</b>	Team Leader Special Education	0.6	\$6,032.46
<b>Lisa Kool-Behr</b>	Team Leader School Counseling	0.6	\$6,032.46

## 27. (072-18/19) Rescission: Extended School Year Staff

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



POSITION	STAFF	HOURS/DAYS	TEACHER/PARA/ NURSE HOURLY RATE	DAYS NEEDED	TOTAL COST
Paraprofessional	Jeannette Leong	4.5 hours per day	\$21.72	20	\$1,954.80

28. (073-18/19) 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/ NURSE HOURLY RATE	DAYS NEEDED	TOTAL COST
Paraprofessional	Danielle Boyland	4.5 hours per day	\$17.47	20	\$1,572.30
Paraprofessional	Sulakshana Chackrabarty	4.5 hours per day	\$17.47	20	\$1,572.30
Paraprofessional	Kristen Hague	4.5 hours per day	\$17.47	20	\$1,572.30
Paraprofessional	Althea Nava	4.5 hours per day	\$21.72	20	\$1,954.80
Paraprofessional	Jade Schaalj	4.5 hours per day	\$17.47	20	\$1,572.30

29. (074-18/19) Approval: *Additional Hours*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves Francesca Verducci for eight additional hours of compensation to perform Kindergarten assessments at an hourly rate of \$24.37, not to exceed \$194.96 during the month of September, 2018.

30. (075-18/19) Approval: *Travel – AMENDED PER ADDENDUM*

**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
June	11	2018	William	Librera	Assistant Principal Athletics	DAANJ./ NIAAA	Effects of Alcohol, Chemicals & Nutrition on Body Performance	TBD	\$135
June	15-17	2018	Mallory	Lynn	Teacher/ Academic Team Advisor	National Academic Team	Championship Tournament	Orlando Florida	\$1,490
June	25-28	2018	Meredith	Kempson	CHS Math Teacher	AP Summer Institute	AP Statistics Teacher Training	Farmingdale NY	\$1,440
June	25-27	2018	Kristen	Crawford	Science Supervisor	Montclair State Univ	NGSS Assessment Design Institute	Montclair NJ	\$150
June	25-27	2018	Laura	Noonan	Science Teacher	Montclair State Univ	NGSS Assessment Design Institute	Montclair NJ	\$150
June	25-27	2018	Brian	Taylor	Science Teacher	Montclair State Univ	NGSS Assessment Design Institute	Montclair NJ	\$170
June	25-27	2018	Lauren	Lo Porto	Science Teacher	Montclair State Univ	NGSS Assessment Design Institute	Montclair NJ	\$150

June	28	2018	Jacqueline	Calle-Andrade	School Psychologist	Rutgers University	Biopsychosocial Approach to Dysfunctional Families	Piscataway, NJ	\$130
August	8-10	2018	Danielle	Calabro	Special Ed Teacher	Wilson Learning	Wilson Reading System Training Workshop	New York NY	\$750
August	14-16	2018	Samantha	Suckno	LLD Teacher	Wilson Learning	Wilson Reading System Training Workshop	Saddle Brook NJ	\$720
August	27-29	2018	Martina	McElroy	LLD Teacher	Wilson Learning	Wilson Reading System Training Workshop	Conshohocken PA	\$920
<b>June</b>	<b>26-29</b>	<b>2018</b>	<b>Nelson</b>	<b>Montoya</b>	<b>Spanish Teacher CHS</b>	<b>Hofstra University</b>	<b>AP Summer Institute</b>	<b>Hempstead, NY</b>	<b>\$900</b>

**B. FINANCE/FACILITIES**

On a motion by Mr. Gilfillan, seconded by Ms. Ciccarelli, the consent agenda items B.1 – B.15, B.17 – B.23, and B.26 – B. 28 were approved by a 9-0 roll call vote. Consent agenda item B.16 was approved by a 7-0-2 roll call vote (Mary Chambers and Michael Ryan abstained). Consent agenda items B.24 and B.25 were approved by an 8-0-1 roll call vote (Mary Chambers abstained).

Mr. Gilfillan thanked the donors listed on this evening’s agenda including Morris County MUA, Chatham Middle School PTO, Wendy Chan, Ahold DelHaize USA A+ Rewards 2018 (Stop & Shop), Mr. and Mrs. Thomas Cashin, and the Washington Avenue School PTO.

Mr. Ryan questioned Item B.16 and the broker’s commission.

*1. (023-18/19) Approval: Payments - Bills Lists & Payroll*

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

Description	Totals
Bills List - June 11, 2018	\$3,254,269.23
Payroll - April 2018	\$3,862,380.08
<b>TOTAL:</b>	<b>\$7,116,649.31</b>

*2. (024-18/19) Approval: Transfers - April 2018*

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

*3. (025-18/19) Approval: Monthly Report of County Transfers - April 2018*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the Monthly Report of County Transfers for April 2018. *(Attachment B.3)*

*4. (026-18/19) Approval: Report of the Board Secretary - April 2018*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the Report of the Board Secretary for April 2018. *(Attachment B.4)*

5. (027-18/19) Approval: Report of the Board Treasurer - April 2018  
**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the Report of the Board Treasurer for April 2018. (*Attachment B.5*)
6. (028-18/19) Approval: Finance Certification - April 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 April 2018 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.
7. (029-18/19) Approval: Anticipated Contracts for 2018/2019 to be Renewed, Awarded or Expire During the School Year - NJSA 18A:18A-42.2  
Pursuant to NJSA 18A:18A-42.2, the School District of the Chathams Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education in 2017/2018. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations. (*List of contracts on file in the Business Office*)
8. (030-18/19) Approval: 2018/2019 Food Service Management Company Addendum  
**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the food service contract addendum with Chartwell's School Dining Services of West Long Branch, NJ (hereinafter referred to as the Food Service Management Company or FSMC) for the 2018/2019 school year as follows: and  
**BE IT FURTHER RESOLVED:** that the FSMC shall receive, in addition to the costs of operation, a management fee of **\$88,200.00 (\$8,820.00 per month for 10 months; 3.0% increase)** to compensate the Food Service Management Company for management costs. These fees shall be billed monthly as a cost of the operation. The LEA guarantees the payment of such costs and fees to the FSMC; and  
**BE IT FURTHER RESOLVED:** that grades 1 through 8 will remain in the National School Lunch Program and that grades 9 through 12 will not participate in the National School Lunch Program; and  
**BE IT FURTHER RESOLVED:** that the FSMC guarantees the LEA a minimum profit return on **\$85,000.00** for the school year 2018/2019. If the annual operating statement shows a return less than **\$85,000.00**, Chartwells will pay the difference between the actual and the guaranteed amount. The Guaranteed Return is based on the following conditions and assumptions remaining in effect for the school year;

Conditions and Qualifiers to Include:

- Cash and/or reimbursement levels from State and Federal sponsors do not fall below the levels estimated in FSMC proposed budget
- USDA Commodity levels no lower than prior agreement year
- USDA commodities compatible with menus outline in writing by Chartwells
- Number of feeding days as stated in RFP and the renewal agreement
- Changes in district policies, practices and serving requirements may result in an adjustment
- Student enrollment and ADA as stated in RFP and the renewal agreement
- Wages, salaries and benefits as stated in RFP and the renewal agreement

- No limitations on the sale of menu items and a la carte items, except that they conform with State and District Nutrition Policies
- No interruption of service as outlined in RFP and the renewal agreement
- Document submission of all documentation as outlined in RFP and the renewal agreement
- Pricing schedule as per RFP Response and the renewal agreement
- Staffing schedule as attached to reflect Director on District Payroll without cost to FSMC
- Equipment and repairs will be paid by the District
- Mutual agreement on FSMC’s capital investment

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

9. (031-18/19) Approval: 2018/2019 School Lunch Prices

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the 2018/2019 school lunch prices for the high school, middle school and elementary schools as follows:

	2016/2017	2017/2018	2018/2019
High School	\$4.00	\$4.00	\$4.25
Middle School	\$3.85	\$3.85	\$4.00
Elementary Schools	\$3.35	\$3.35	\$3.50
Reduced Price	\$0.40	\$0.40	\$0.40
Adult	\$4.50	\$4.50	\$4.75

10. (032-18/19) Approval: Submittal of Elementary & Secondary Education Act (ESEA) Grant Application

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the submittal of the 2018/2019 ESEA Grant Application to the Department of Education with the following amounts:

Title IIA	\$41,782.00
Title III	\$ 4,568.00
Title III Immigrant	\$ 8,932.00

11. (033-18/19) Approval: Award Contract for LAS Kitchen Renovation

**WHEREAS:** On June 5, 2018 the Board of Education received bids for the Lafayette Avenue School Kitchen Renovation Project that is being funded by the Enterprise Fund:

Contractor	Base Bid
Alltec, Inc. Whippany, NJ	\$242,570.00
GL Group, Inc., Bloomingdale, NJ	\$344,000.00
Singer Equipment (Bid disqualified - Equipment Only)	\$ 76,915.00

Upon the Architect and Attorney’s recommendation bid should be awarded to Alltec, Inc. of Whippany, NJ since they are the lowest responsible bidder.

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education awards the contract for the Lafayette Avenue School Kitchen Renovation Project funded by the Enterprise Fund to Alltec, Inc. of Whippany, NJ in the amount of \$242,570.00, which is the base bid.

12. (034-18/19) Approval: Award Contract – SBS Partial Roof and CHS Partial Roof Replacement

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education awards the contracts for the Partial Roof Replacement at Southern Boulevard Elementary School and the Partial Roof Replacement at Chatham High School to Weatherproofing Technologies, Inc., Beachwood, Ohio via the Educational Services Commission of NJ, ESCNJ/AEPA IFB #017-F. These projects were included in the 2018/2019 budget.

**BE IT FURTHER RESOLVED:** That in accordance with the ESC, Weatherproofing Technologies will utilize and oversee Arco Construction, Inc. to perform the roofing work. The contract amounts are as follows:

- Partial Roof Replacement at Southern Boulevard ES - \$396,984.34
- Partial Roof Replacement at Chatham High School - \$302,765.36

13. (035-18/19) Approval: NJSIG - Safety Grant Program Application for 2018

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the submission of a safety grant application for the 2018 Safety Grant Program through the New Jersey Schools Insurance Group for the qualified purposes installing card access and an intercom on the entry door to maintenance and to replace 3 IP cameras n the amount of \$9,500.00 for the period of July 1, 2018 to June 30, 2019.

14. (036-18/19) Approval: Dual Use of Educational Space/Toilet Room Compliance

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the dual use of classrooms during the 2018/2019 school year:

School	Dual Use of Classroom	Alternate Method of Toilet Room Compliance
Lafayette Avenue School	15 & 22A	n/a
Milton Avenue School	105 & 106	n/a
Southern Boulevard School	103, 104 & 202	n/a
Washington Avenue School	7	n/a

15. (037-18/19) Approval: Work Family Connection Agreement

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the agreement between the School District of the Chathams and Work Family Connection for the 2018/2019 school year. (*Agreement on file in the Business Office*)

16. (038-18/19) Approval: Schools Health Insurance Fund (SHIF)

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following relative to its group medical and prescription drug benefits, administered by the Schools Health Insurance Fund (SHIF):

1. SHIF is authorized for dates of service 1/1/18 through 6/30/18 to process employee requests for out-of-network, non-hospital (OON-NH) claims to be re-adjudicated by Aetna (the claim payer for SHIF) at the reimbursement level indicated by the FAIR Health database at the 80<sup>th</sup> percentile. The Board hereby indemnifies SHIF for the claim costs associated with these requests and will reimburse SHIF within 60 days of being invoiced for such re-adjudicated claims.
2. Procedures for these employee requests have been proposed by the Board’s SHIF Benefit Risk Manager (BRM), Brown & Brown Benefit Advisors, and are hereby accepted by the Board. A copy of such procedures is attached and are hereby approved.

3. The Board authorizes SHIF to implement the offer from Brown & Brown Benefit Advisors, Inc. to reduce its compensation that is part of our SHIF monthly assessment rates from 3% to 2%, effective 7/1/2018 and thereafter.
4. SHIF is authorized effective 7/1/18 to increase the Board's monthly assessment rates by approximately +1.3%, per the rate report submitted by Brown & Brown Benefit Advisors, Inc. to the Board's Business Administrator via electronic report on 5/10/18.
5. SHIF is also authorized to modify the existing assessment rate adjustment deferral arrangement for the period 1/1/18 to 6/30/18. This arrangement was approved in consent agenda item B8 at the Board's meeting of 9/25/17. The arrangement was in consideration of SHIF deferring what would otherwise have been a 1/1/18 rate increase commensurate with joining SHIF of +6.1%. The six-month dollar value of this deferral is \$307,230. Repayment in 1/12 installments is currently scheduled to begin on or about 7/1/18. In consideration of item 4, above, the amount due in 2018/2019 will instead be \$191,230, in 1/12 monthly installments. The balance of \$116,000 will be payable in 1/12 installments in the 2019/2020 fiscal year.

17. (039-18/19) Approval: Substitute School Nursing Services

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves a contract with Bayada Pediatrics of Morris Plains, NJ for substitute school nursing services at a rate of \$60.00/hour for RN Services or \$50.00/hour for LPN services effective July 1, 2018 through June 30, 2019. (Contract on file in Business Office)

18. (040-18/19) Acceptance: Morris County MUA Donation to CHS

**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 the Morris County MUA for successful participation in the Slam Dunk the Junk 2018 program by the members of the CHS Environmental Club. The funds will be used to purchase outdoor receptacles for trash and recyclables or indoor receptacles for recyclables at Chatham High School.

19. (041-18/19) Acceptance: PTO Donation to CMS

**RESOLVED:** Upon recommendation of the Superintendent, and as approved by the Chatham Middle School Principal, the Board of Education accepts a donation from the Chatham Middle School PTO in the amount of \$13,485.00 for the purchase and installation of three (3) Water Bottle Filling Stations at the school.

20. (042-18/19) Acceptance: Chan Donation to CMS

**RESOLVED:** Upon recommendation of the Superintendent, and as approved by the Chatham Middle School Principal, the Board of Education accepts a donation from Wendy Chan through the JP Morgan Chase & Company Good Works Employee Giving Campaign to the Chatham Middle School in the amount of \$48.00 to be used at the discretion of the principal.

21. (043-18/19) Acceptance: AHold DelHaize USA Donation to CMS

**RESOLVED:** Upon recommendation of the Superintendent, and as approved by the Chatham Middle School Principal, the Board of Education accepts a donation from AHold DelHaize USA A+ Rewards 2018 (Stop n Shop) in the amount of \$234.91 to the Chatham Middle School to be used at the discretion of the principal.

22. (044-18/19) *Acceptance: Donation to MAS*

**RESOLVED:** Upon recommendation of the Superintendent, and as approved by the Milton Avenue School Principal, the Board of Education accepts a donation from Mr. and Mrs. Thomas Cashin of Chatham, NJ of a “Little Tikes Barn” valued at \$350.00 to the school.

23. (045-18/19) *Acceptance: WAS PTO Donation*

**RESOLVED:** Upon recommendation of the Superintendent, and as approved by the Washington Avenue School Principal, the Board of Education accepts a donation from the Washington Avenue School PTO in the amount of \$4,124.00 to be used for the purchase and installation of a new basketball hoop to replace the current one on the front blacktop of the school.

24. (046-18/19) *Approval: Settlement Agreement*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the Settlement Agreement between the district and the parents of special education student #5764070648.

25. (047-18/19) *Approval: Settlement Agreement*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the Settlement Agreement between the district and the parents of special education student #9077295680.

26. (048-18/19) *Updated Approval: Architectural Services: Parette Somjen Architects – Department of Education Filing – ADDED PER ADDENDUM*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves a contract with Parette Somjen Architects of Rockaway, NJ to submit all necessary plans and paperwork to the Department of Education concerning the Southern Boulevard School - Partial Roof Replacement Project which will also serve as an application to the Office of School Facilities and an amendment to the District’s Long Range Facility Plan.

**THEREFORE, BE IT RESOLVED:** That the School District of the Chathams is not seeking Debt Service Funding nor any other funding from the State of New Jersey for this project. The Southern Boulevard School - Partial Roof Replacement Project is being funded by capital reserve funds in the 2018/2019 budget.

27. (049-18/19) *Updated Approval: Architectural Services: Parette Somjen Architects – Department of Education Filing – ADDED PER ADDENDUM*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves a contract with Parette Somjen Architects of Rockaway, NJ to submit all necessary plans and paperwork to the Department of Education concerning the Chatham High School - Partial Roof Replacement Project which will also serve as an application to the Office of School Facilities and an amendment to the District’s Long Range Facility Plan.

**THEREFORE, BE IT RESOLVED:** That the School District of the Chathams is not seeking “Debt Service Funding” nor any other funding from the State of New Jersey for this project. The Chatham High School - Partial Roof Replacement Project is being funded by capital reserve funds in the 2018/2019 budget.

28. (050-18/19) *Updated Approval: Architectural Services: Parette Somjen Architects – Department of Education Filing – ADDED PER ADDENDUM*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves a contract with Parette Somjen Architects of Rockaway, NJ to submit all necessary plans and paperwork to the Department of Education concerning the Lafayette Avenue School - Kitchen Renovation Project which will also serve as an application to the Office of School Facilities and an amendment to the District's Long Range Facility Plan.

**THEREFORE, BE IT RESOLVED:** That the School District of the Chathams is not seeking "Debt Service Funding" nor any other funding from the State of New Jersey for this project. The Lafayette Avenue School - Kitchen Renovation Project is being funded from the district's enterprise fund.

### C. CURRICULUM

On a motion by Ms. Ciccarelli, seconded by Ms. Clark, the consent agenda items C.1 – C.4 were approved by a 9-0 roll call vote.

1. (007-18/19) *Acceptance: Harassment, Intimidation and Bullying (HIB) Investigative Report for the period from May 14, 2018 through June 8, 2018.*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education accepts the Harassment, Intimidation and Bullying (HIB) Investigative Report for the period of May 14, 2018 through June 8, 2018 pursuant to N.J.S.A. 18A:37-1 et seq.

2. (008-18/19) *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 May 14 2018 Meeting, which encompasses all HIB findings between April 30, 2018 through May 11, 2018.

3. (009-18/19) *Approval: Overnight Field Trip*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the overnight field trip of the CHS Academic Team.

4. (010-18/19) *Approval: Science Study*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves Dr. Meghan Marrero, Professor of Science, Mercy College, and Scientist in Residence at Southern Boulevard School, together with Kristen Crawford, District Supervisor of Science, to conduct a year end questionnaire study, "Promoting Responsible Ocean Behaviors," with Grade three students at Southern Boulevard School.

### D. POLICY - None

## XI. BOARD BUSINESS

- Ms. Chambers thanked Dr. LaSusa and Mr. Daquila for taking the time to provide a one-on-one tour of all the district schools. This was a huge help and learning experience for her to become acclimated to the Board.
- Ms. Weber asked about the potential state aid funding.
- Dr. LaSusa stated that the funding formula is part of the state budget due on June 30, 2018.
- Dr. LaSusa reminded everyone that graduation is on June 19 at Mennen Arena.



**XII. PUBLIC COMMENTARY**

- Bill Heap asked about the protocol for hiring Class III officers.
- Mr. Valenti responded that the process is being discussed and information and input will be gathered. He asked the Board to consider a security fee to fund the Class III officers.
- Mr. Heap asked if allowing the Chatham High School senior Open Campus affects the security and safety of the students.
- Mr. Valenti responded that school is a relatively safe place for the students.

**XIII. EXECUTIVE SESSION**

At 9:08 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 a legal matter; and be it

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

The motion was seconded by Ms. Ciccarelli and approved by unanimous voice vote.

**XIV. PUBLIC SESSION – The board reconvened in Public Session at 9:30 PM****XV. ADJOURNMENT**

On a motion by Ms. Weber, seconded by Ms. Ciccarelli, and as approved by unanimous voice vote, the meeting adjourned at 9:32 PM.

**Minutes recorded by:**

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