

**SCHOOL DISTRICT OF THE CHATHAMS BOARD OF EDUCATION
REORGANIZATION / BUSINESS MEETING
MINUTES
April 29, 2019**

REORGANIZATION MEETING

A reorganization/regular business meeting of the Board of Education was held this day in the Chatham High School Media Center located at 255 Lafayette Avenue, Chatham, NJ.

I. CALL TO ORDER: The meeting was called to order at 6:30 PM by Jill Critchley Weber, President

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 ensure the right of the public to have advance notice of and to attend the meetings of 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 Offices, sent to the Clerks of Chatham Borough and Chatham Township, the Library of the Chathams, the Chatham Courier, the Daily Record, the Star Ledger and TAP (news online).

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; and Ms. Karen Chase, Assistant Superintendent of Curriculum and Instruction.

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

V. EXECUTIVE SESSION

At 6:35 PM Ms. Chambers moved the following:

WHEREAS: The Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED: The Board of Education adjourns to closed session to discuss a student matter; and be it

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

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

(At this point the Board adjourned to Room A-109 for the Executive Session.)

VI. PUBLIC SESSION – The board reconvened in Public Session at 7:30 PM in the Chatham High School Media Center.

Also Present: At this time Dr. Vincent D’Elia, Assistant Superintendent of Student Support Services; Ms. Beth Grant, Human Resources Manager, and approximately twenty-five (25) members of the public were in attendance when the board reconvened into the regular public session.

VII. REORGANIZATION ACTION ITEMS

A. Annual Appointments

On a motion by Ms. Weber, seconded by Ms. Ciccarelli, consent agenda items A.1 – A.17 were approved by a 9-0 roll call vote.

1. *(001-19/20) Appointment: Board Secretary and Assistant Board Secretary*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education appoints Peter Daquila as Board Secretary for the 2019/2020 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 2019/2020 school year.

2. *(002-19/20) Appointment: Board Treasurer*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education appoints John Csatlos as Treasurer of School Monies for the 2019/2020 school year at an annual salary of \$5,000.00.

3. *(003-19/20) Appointment: Purchasing Agent*

RESOLVED: Upon recommendation of the Superintendent, 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. *(004-19/20) Appointment: Insurance Brokers of Record*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education designates the following as Insurance Agents for the district for the 2019/2020 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. *(005-19/20) Appointment: Board Attorney*

RESOLVED: Upon recommendation of the Superintendent, 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 2019/2020 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. *(006-19/20) Approval: Auditing Firm*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education appoints Wiss & Company, LLP as public school accountant, for the 2019/2020 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. *(007-19/20) Approval: Architect of Record*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education appoints Parette Somjen Architects, of Rockaway, New Jersey, as architect of record, for the 2019/2020 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. *(008-19/20) 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 2019/2020 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. *(009-19/20) 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 2019/2020 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. *(010-19/20) 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 2019/2020 school year at an annual base fee of \$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. *(011-19/20) 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 2019/2020 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. *(012-19/20) 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, 2019 through June 30, 2020.

13. (013-19/20) *Appointment: Medical Director*

RESOLVED: Upon recommendation of the Superintendent, 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 2019/2020 school year at an annual cost of \$20,400.00 for school physician and \$6,425.00 for sports physician.

14. (014-19/20) *Appointment: Drug Screening Vendor*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education appoints Morris Omni Med of Florham Park, NJ, to perform the district’s drug screening as required for the 2019/2020 school year; the costs for each assessment are \$85.00 for the physician’s evaluation and \$30.00 for collecting the sample.

15. (015-19/20) *Appointment: Drug and Alcohol Treatment Agency*

RESOLVED: Upon recommendation of the Superintendent, 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 2019/2020 school year.

16. (016-19/20) *Appointment: Drug and Alcohol Treatment Counselor*

RESOLVED: Upon recommendation of the Superintendent, 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 2019/2020 school year.

17. (017-19/20) *Approval: Annual District Appointments*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following appointments for the 2019/2020 school year:

<p>Business Administrator/Board Secretary Public Agency Compliance Officer (P.A.C.O.) Custodian of Records</p>
<p>Assistant Superintendent of Curriculum & Instruction Affirmative Action Officer</p>
<p>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</p>
<p>Supervisor of Buildings and Grounds Indoor Air Quality Coordinator Right to Know Contact Person Asbestos/AHERA Coordinator Integrated Pest Management (IPM) Coordinator</p>

<p>CHS & CMS Student Assistance Coordinators Substance Awareness Coordinators</p>
<p>Attendance Officers CHS Principal and Assistant Principals CMS Principal and Assistant Principals LAS Principal and Assistant Principal MAS Principal SBS Principal WAS Principal</p>
<p>District School Safety Specialist LAS Assistant Principal / Superintendent of Schools</p>
<p>Chemical Hygiene Officer Director of Secondary Education / Supervisor of Science K-12</p>

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 Ms. Weber, seconded by Mr. Gilfillan, consent agenda items B.1 – B.31 were approved by a 9-0 roll call vote.

1. *(018-19/20) Approval: Board Policies and Bylaws*

RESOLVED: Upon recommendation of the Superintendent, 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. *(019-19/20) Approval: Parliamentary Procedures*

RESOLVED: Upon recommendation of the Superintendent, 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. *(020-19/20) Approval: Standard Operating Procedures*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the district’s Standard Operating Procedures for the 2019/2020 school year.

4. *(021-19/20) Approval: Purchasing Manual*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the district’s Purchasing Manual for the 2019/2020 school year.

5. (022-19/20) Approval: School Depositories and Signatures

RESOLVED: Upon recommendation of the Superintendent, 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 Signatures	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 Insurance Trust	2	1 of Bd. Secy., Supt. 1 of Treas., Asst. Bd. Secy.	PNC	8040488465
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
Maintenance Dept. Petty Cash	2	Supervisor Secretary Bd. Secy.	PNC	8040488617
Board Office Petty Cash	2	Bd. Secy., Asst. Bd. Secy. Superintendent Asst. Supt. of Student Support Svcs.	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 (2016 Referendum)	2	Bd. Secy. Asst. Bd. Secy. Superintendent	Investors Bank	1000485525
SDOC Bond Proceeds Account (2016 Referendum)	2	Bd. Secy. Asst. Bd. Secy. Superintendent	Investors Bank	1000502054

6. (023-19/20) Approval: Designation of Official of Investments and Wires

RESOLVED: Upon recommendation of the Superintendent, the 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. (024-19/20) Approval: Designation of Official Newspaper for Legal Notices

RESOLVED: Upon recommendation of the Superintendent, 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, NJSchooljobs.com, and LinkedIn,

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. (025-19/20) Approval: Designation of Meetings

RESOLVED: that the School District of the Chathams Board of Education, pursuant to Chapter 231, PAL. (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education will be held in the School District of the Chathams High School Media Center, located at 255 Lafayette Avenue, Chatham, NJ, at 7:30 PM, as set forth below unless indicated otherwise:

BE IT FURTHER RESOLVED: That the purpose of the regular meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board’s attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary;

BE IT FURTHER RESOLVED: That the aforesaid notice of regularly scheduled meetings will be posted in the Board of Education Administrative Office, 259 Lafayette Avenue, Chatham, New Jersey and on the district website; and

BE IT FURTHER RESOLVED: That the aforesaid notice be sent to the Daily Record and Chatham Courier, and TAP (news online), 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.

BE IT FURTHER RESOLVED: That the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED: That in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- The Board vests in its president, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

BE IT FURTHER RESOLVED: That the Board of Education will meet on the following dates:

Monday	April 29, 2019	Regular Meeting – Board Reorg	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
Monday	September 16, 2019	Regular Meeting	7:30 PM
Monday	October 14, 2019	Regular Meeting	7:30 PM
Monday	November 4, 2019	Regular Meeting	7:30 PM
Monday	November 18, 2019	Regular Meeting	7:30 PM
Monday	December 16, 2019	Regular Meeting	7:30 PM
Monday	January 13, 2020	Regular Meeting	7:30 PM
Monday	February 3, 2020	Regular Meeting	7:30 PM
Monday	March 2, 2020	Regular Meeting	7:30 PM
Monday	March 16, 2020	Regular Meeting– Tent. Preliminary Budget	7:30 PM
Monday	March 30, 2020	Regular Meeting– Tent. Preliminary Budget	7:30 PM
Monday	April 27, 2020	Regular Meeting – Tent. Board Reorg/Budget Public Hearing	7:30 PM
Monday	May 11, 2020	Regular Meeting	7:30 PM
Monday	June 15, 2020	Regular Meeting	7:30 PM
Monday	July 13, 2020	Regular Meeting	7:30 PM
Monday	August 24, 2020	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.		

9. (026-19/20) Approval: Enrollment of Chatham High School as a Member of the NJ State Interscholastic Athletic Association

RESOLVED: Upon recommendation of the Superintendent, 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. (027-19/20) 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: Upon recommendation of the Superintendent, the Board authorizes the establishment of the following petty cash funds in the amounts indicated below:

Location	Account Amount	Single Expenditure
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
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. (028-19/20) 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 2019/2020 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: Upon recommendation of the Superintendent, 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. (029-19/20) Approval: Payment of Bills Between Meetings

RESOLVED: Upon recommendation of the Superintendent, 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. (030-19/20) Approval: Tax Shelter Annuity Companies

RESOLVED: Upon recommendation of the Superintendent, 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 2019/2020 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. FRJ Fund Choice	X	X
Matrix Financial Group, Inc.	X	X
MetLife	X	X
Prudential Annuities	X	
The Vanguard Group	X	

14. (031-19/20) Approval: Admin Partners, LLC - Third Party Administrator

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Admin Partner, LLC as the Third party Administrator for the district’s 403(b) plan and the district’s 457(b) plan.; and

BE IT FURTHER RESOLVED: that the board authorizes Admin Partners to act on the district’s behalf with respect to these plans, and to take any and all actions necessary or desirable to implement, maintain and administer the District’s 403(b) Plan and the District’s 457(b) plan in accordance with the Board’s intentions, and with all applicable state and federal laws.

15. (032-19/20) 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, 2019 through June 30, 2020.

16. (033-19/20) Approval: Chart of Accounts

RESOLVED: Upon recommendation of the Superintendent, 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.

17. (034-19/20) Approval: Tax Payment Schedules

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the schedule of tax payments from the Borough and Township of Chatham for the 2019/2020 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
2019/2020**

	GCE	Debt Service	Total
July 2019	\$2,246,490.00	\$651,052.00	\$2,897,542.00
August 2019	\$2,246,490.00	\$0.00	\$2,246,490.00
September 2019	\$2,246,490.00	\$0.00	\$2,246,490.00
October 2019	\$2,246,490.00	\$0.00	\$2,246,490.00
November 2019	\$2,246,490.00	\$0.00	\$2,246,490.00
December 2019	\$2,246,490.00	\$651,051.00	\$2,897,541.00
subtotal	\$13,478,940.00	\$1,302,103.00	\$14,781,043.00
January 2020	\$2,246,490.00	\$0.00	\$2,246,490.00
February 2020	\$2,246,490.00	\$0.00	\$2,246,490.00
March 2020	\$2,246,490.00	\$0.00	\$2,246,490.00
April 2020	\$2,246,490.00	\$0.00	\$2,246,490.00
May 2020	\$2,246,491.00	\$0.00	\$2,246,491.00
June 2020	\$2,246,491.00	\$0.00	\$2,246,491.00
subtotal	\$13,478,942.00	\$0.00	\$13,478,942.00
TOTAL	\$26,957,882.00	\$1,302,103.00	\$28,259,985.00
Borough	41.2450%		

**School District of the Chathams
Tax Payment Schedule
CHATHAM TOWNSHIP
2019/2020**

	GCE	Debt Service	Total
July 2019	\$3,200,207.00	\$927,446.00	\$4,127,653.00
August 2019	\$3,200,207.00	\$0.00	\$3,200,207.00
September 2019	\$3,200,207.00	\$0.00	\$3,200,207.00
October 2019	\$3,200,207.00	\$0.00	\$3,200,207.00
November 2019	\$3,200,207.00	\$0.00	\$3,200,207.00
December 2019	\$3,200,207.00	\$927,446.00	\$4,127,653.00
subtotal	\$19,201,242.00	\$1,854,892.00	\$21,056,134.00
January 2020	\$3,200,207.00	\$0.00	\$3,200,207.00
February 2020	\$3,200,207.00	\$0.00	\$3,200,207.00
March 2020	\$3,200,207.00	\$0.00	\$3,200,207.00
April 2020	\$3,200,207.00	\$0.00	\$3,200,207.00
May 2020	\$3,200,206.00	\$0.00	\$3,200,206.00
June 2020	\$3,200,206.00	\$0.00	\$3,200,206.00
subtotal	\$19,201,240.00	\$0.00	\$19,201,240.00
TOTAL	\$38,402,482.00	\$1,854,892.00	\$40,257,374.00
Township	58.7550%		

18. (035-19/20) Approval: Annual Tuition Rate for 2019/2020

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following annual tuition rates for non-resident pupils for the 2019/2020 school year:

Grade	Annual Tuition Amount
K – 5	\$14,500
6 – 8	\$15,500
9 – 12	\$17,500

19. (036-19/20) Approval: Annual CHIPs Rate for 2019/2020

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Chatham Inclusion Preschool (CHIP) 10 month program tuition rate of \$2,900.00 for the 2019/2020 school year.

20. (037-19/20) Approval: Musical Instrument Maintenance Fees

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves musical instrument maintenance fee per student of \$80.00 (no increase) for the 2019/2020 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 2019/2020 school year.

21. (038-19/20) 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 \$150.00 for the 2019/2020 school year.

22. (039-19/20) Approval: Bid/Purchasing Contract Services for Goods & 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: the agencies listed below (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:

Camden County ESC	National Purchasing Cooperative
Central Susquehanna Intermediate Unit d/b/a The Keystone Purchasing Network	New Jersey State Cooperative
Ed Data Services, Inc.	PEPPM National Cooperative Contract
ESCMC (ESC of Morris County)	SJTP (Sterling High School - “Sterling and South Jersey Technology Partnership)
ESC of New Jersey (formerly Middlesex Regional ESC - Environmental & mold coverage)	Somerset County ESC
Hunterdon County ESC	Somerset County Pricing System
Hunterdon County Purchasing Co-op	Sourcewell National Cooperative
Middlesex ESC	Sussex County Regional Cooperative
Morris County Cooperative Pricing Council	Union County ESC
MUJC (Morris Union Jointure Commission	Union Jointure Commission
NJEdge, .Net., Inc. - Edge Market Cooperative Pricing System	U.S. Communities Government Purchasing Alliance National Cooperative
National IPA	

NOW, THEREFORE, BE IT RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves jointure agreements for the 2019/2020 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.

23. (040-19/20) Approval: Joint Goods and Services Agreements Including Transportation

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: the agencies listed below (hereinafter referred to as “Lead Agencies”) are able to provide transportation services to children who are residents of the School District of the Chathams;

Camden County ESC	MUJC (Morris Union Jointure Commission)
ESCMC (ESC of Morris County)	Somerset County ESC
ESC of New Jersey (formerly Middlesex Regional ESC - environmental & mold coverage)	Sussex County Regional Cooperative
ERESC (Essex Regional ESC)	Union County ESC
Florham Park BOE	Union Jointure Commission
Madison BOE (for bowling & athletic programs transportation)	

NOW, THEREFORE, BE IT RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves jointure agreements for the 2019/2020 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.

24. (041-19/20) 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 2019/2020 school year. (Rate schedules on file in the Business Office)

25. (042-19/20) Approval: Disposal of Equipment

RESOLVED: Upon recommendation of the Superintendent, 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 2019/2020 school year.

26. (043-19/20) 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 2019/2020 school year for the district at an approximate cost of \$2,895.00 (no increase) which includes labeling.

27. (044-19/20) Approval: Collection and Maintenance of Pupil Records

RESOLVED: Upon recommendation of the Superintendent, 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.

28. *(045-19/20) Approval: PTO Events*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves all PTO sponsored events and activities at the School District of the Chathams facilities throughout the 2019/2020 school year.

29. *(046-19/20) 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.

30. *(047-19/20) Approval: Travel and Related Expense Reimbursement*

WHEREAS: The School District of the Chathams Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS: N.J.A.C. 6A:23A-7.1 et seq. Requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS: A Board of Education may establish, for regular district business travel only, an annual school year threshold of \$2,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS: Travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED: That the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23-7.1 et seq. As being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED: That the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$150,000 for all staff and board members.

31. *(048-19/20) Approval: Adoption of Code of Ethics*

RESOLVED: Upon recommendation of the Superintendent, 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, state board rules and regulations, 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 which 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. But 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 schools.
- 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 such 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 Ms. Weber, seconded by Ms. Clark, consent agenda item C.1 was approved by a 9-0 roll call vote.

1. (049-19/20) Approval: Committees, Committee Members, Liaisons, and Delegates

RESOLVED: Upon recommendation of the Superintendent, 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>
Michelle Clark, Chair	Matthew Gilfillan, Chair
Mary Chambers	Sal Arnuk
Lata Kenney	Ann Ciccarelli
Jill Weber	Michael Ryan
Alternate: Matt Gilfillan	Alternate: Lata Kenney

<u>Personnel</u>	<u>Policy/Planning</u>
Ann Ciccarelli Chair	Sal Arnuk, Chair
Mary Chambers	Michelle Clark
Michael Valenti	Lata Kenney
Jill Weber	Michael Ryan
Alternate: Michelle Clark	Alternate: Michael Valenti
<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: Matthew Gilfillan	
MCESC: Delegate: Michael Valenti	

REGULAR BUSINESS MEETING**I. BOARD PRESIDENT'S COMMENTS:**

- Ms. Weber noted the ethics checklist and that running the school is the responsibility of Dr. Michael LaSusa, that certain matters must remain confidential and that the ethics are extremely important.

II. ADMINISTRATIVE REPORTS**A. SUPERINTENDENT'S REPORT**

- Dr. LaSusa noted that the final 2019/2020 Budget is being approved this evening. The budget remains at a 2% tax increase. Dr. LaSusa noted there are significant capital improvements that need to be discussed and planned. The Finance Committee has begun discussing a small referendum to accomplish: replacing the track at Cougar, security entrance enhancements at all six schools, roof replacements, and CMS interior improvements. The Finance Committee will continue to discuss the issue. Dr. LaSusa went onto say a plus of doing a referendum is receiving approximately 30% funding from the State in debt service aid.
- The Board discussed the pending projects under consideration and their importance.

B. BUSINESS ADMINISTRATOR'S REPORT

- Mr. Daquila gave the following update:
CMS Auditorium Renovations – The seats were removed and the abatement of the floor tiles was fully completed on Thursday, April 11, 2019. The contractor can now start the work once all the final permits are issued.
Cougar Field Sidewalk – The sidewalk at Cougar Field on Shunpike Road was replaced. The trees were removed by Morris County. The County stated that the trees needed to be removed for safety reasons.

III. COMMITTEE REPORTS

- A. Personnel** – Ms. Ciccarelli reported that the committee is scheduled to meet again on May 13.
- B. Curriculum** – Ms. Clark reported that the committee met on April 24 where James Lawrence gave a presentation on all the programs offered at Chatham Middle School and Chatham High School. They discussed overnight field trip procedures.
- C. Finance/Facilities** – Mr. Gilfillan reported that the committee met on April 24 and discussed budget, panic alarms, capital project plans, the demographer report and redistricting, the effect of new housing and the Chatham Great Reunion.
- D. Policy and Planning** – Mr. Arnuk reported that the committee has not met.

Liaisons

Chatham Borough – Ms. Weber thanked the Borough and Carolyn Dempsey for her assistance with the Shared Services Agreement for the SLEO III.

Chatham Township – Ms. Clark reminded everyone that the Walk With Heart John Babbit event is on May 19.

Chatham Athletic Boosters – Ms. Ciccarelli reported the committee has not met.

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

- Congratulations to the following Chatham nominees for Foxy Awards for their performances in our fall production, *Radium Girls*: Laney Andreychuk- Leading Actress in a Drama; James Maltby- Supporting Actor in a Drama; Cast- Ensemble of a Drama; Scenic Design; Outstanding Production of a Drama
- Last week, Milton Ave, Southern Blvd, and Washington Ave schools had their 3rd grade concerts. Congratulations to the students and their teachers, Ms. Roskam and Mrs. Maldonado on their amazing performances.
- Also last week, the CHS Band presented their Spring concert. Bravo to Mr. Conti and the CHS Band on an incredible performance.
- From now until May 17th, the Performing Arts department has 10 performances scheduled, including 2 high school concerts, our theatre studio production, our Stringfest, and all our Middle School Concerts. Please visit the Performing Arts Department website to see the calendar of all the amazing upcoming events, and we hope to see you at a few of them!

Chatham Education Foundation – Ms. Kenney reported that Casino Royale was held on April 26 and noted that she appreciates the community support for this event.

Chatham Recreation –Mr. Gilfillan had nothing to report.

PTO District Cabinet – Ms. Ciccarelli reported that the committee will meet on May 1.

IV. MINUTES

Ms. Weber moved the following:

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

- April 8, 2019 Public Session

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

Ms. Weber moved the following:

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

- April 8, 2019 Executive Session

The motion was seconded by Ms. Ciccarelli and approved 6-0-3 on a roll call vote (Ms. Clark, Mr. Gilfillan, and Ms. Weber abstained).

V. PUBLIC COMMENTARY

- Dr. Bonnie Prest, President of SEPAG, noted that SEPAG is as good as its distribution of information to the parents. She requested that a board liaison be appointed to SEPAG to report back to the board.
- Amy Really, a representative of Dyslexia Task Force requested partnering for the October event and the Wilson Certification., She requested that teachers be certified in the Wilson process and also requested a Wilson certified teacher be employed in every school.
- Sally Allen spoke on behalf of the Chatham Education Foundation, noted the CEF grants being accepted by the Board at this meeting. She is very excited about the future of Ted Talks and the grants at the schools.

- Fran Drew noted that Morris County cut down evergreen trees at Cougar Field on Shunpike Road due to the sidewalk. She stated that the County cut the trees down because a school employee requested the trees to be cut down. Ms. Drew is upset that the trees were cut down and requested that the district plant nine green giant “aborvitae” trees at Cougar Field.
- The Board requested a summary of the events regarding the sidewalk and the tree removal.
- Carolyn Dempsey expressed thanks to Dr. LaSusa and the Board for the Washington Avenue School students participating in the April 12, 2019 Borough event. All Borough employees were very impressed with the WAS students. She thanked SEPAG for their efforts.
- Bill Heap announced that the Jaycees will be happy to assist in the cost of replanting of trees if the County will not plant the trees. He commented that there was an article in the Wall Street Journal regarding the rise of food deliveries to the schools for the students and went on to say he hopes this is not the case for Chatham.
- Mr. Arnuk suggested that Mr. Daquila determine an appropriate location and appropriate trees to be planted at Cougar.

VI. ACTION ITEMS

A. PERSONNEL

On a motion by Ms. Ciccarelli, seconded by Mr. Arnuk, consent agenda items A.1 – A.18 and A.20 – A.25 were approved by a 9-0 roll call vote. Consent agenda item A.19 was approved by an 8-0-1 roll call vote (Ms. Kenney abstained).

- Dr. LaSusa wished all the best to the retirees listed on this evening’s agenda.

1. (001-19/20) 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
Joyce, Marian	CMS/Paraprofessional	05/01/2019
McCullough, Victoria	LAF/Teacher	07/01/2019
Merlino, Janet	LAF/Paraprofessional	07/01/2019

2. (002-19/20) 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
Petersen, David	CMS/Teacher	06/30/2019
Graser, Krystle	LAF/Teacher	06/30/2019
Farrell, Hannah	MAS/Teacher	06/30/2019
Tompkins, Megan	WAS/Teacher	06/30/2019
Wojak, Jacquelyn	Paraprofessional/CMS	05/10/2019

3. (003-19/20) Approval: Contracts - Certificated Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the appointment of the district certificated staff members for the 2019/2020 school year, pending negotiations, as per the agreement between the Board of Education and the Chatham Education Association. (Attachment A.3)

4. (004-19/20) Approval: Contracts - Secretarial Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the appointment of the district certificated staff members for the 2019/2020 school year, pending negotiations, as per the agreement between the Board of Education and the Chatham Education Association. (Attachment A.4)

5. (005-19/20) Approval: Contracts - Custodial Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the appointment of the district certificated staff members for the 2019/2020 school year, pending negotiations, as per the agreement between the Board of Education and the Chatham Education Association. (Attachment A.5)

6. (006-19/20) Approval: Contracts - Maintenance Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the appointment of the district certificated staff members for the 2019/2020 school year, pending negotiations, as per the agreement between the Board of Education and the Chatham Education Association. (Attachment A.6)

7. (007-19/20) Approval: Contracts - Administrative Staff (CAA)

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the appointment of administrative staff for the 2019/2020 school year, as per the agreement between the Board of Education and the Chatham Administrator’s Association (CAA). (Attachment A.7)

8. (008-19/20) Approval: Contract - 2019/2020 School Year

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves a contract for the following individual for the 2019/2020 school year, pending negotiations, 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
Casais, Marisol	Teacher of Spanish	LAF	1.00	BA15/14	\$75,297	08/27/2019	06/30/2020	

9. (009-19/20) Approval: Paraprofessional Staff

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the contract 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):

Name	Position	Location	Salary	Effective Date	Termination Date	Notes
Van Orden, Miranda	Paraprofessional	SBS	\$17.47	04/29/2019	06/30/2019	

10. (010-19/20) Approval: Staff Transfer

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following building transfers for the 2018/2019 school year:

Name	Position	Location	Category/Step	Salary	Effective Date	Termination Date	Notes
Blackwood, Basile	Custodian	SBS	N/A	N/A	05/01/2019	06/30/2019	Transferred from District Floater to SBS.
Ardolino, Joseph	Floating Custodian	District	IV/8	\$41,469 Prorated \$6,911.52	05/01/2019	06/30/2019	Transferred from SBS to District Floater. Salary includes night differential.

11. (011-19/20) Amendment: Contracts - Leave Replacement Teacher

RESOLVED: Upon recommendation of the Superintendent, the Board of Education amends the contract for the following Leave Replacement Teacher for the 2018/2019 school year:

Name	Position	Location	Column/Step	Salary	Effective Date	Termination Date	Notes
Petrullo, Darryl	Teacher of Special Education	CMS	BA/2 FTE: 1.0	\$56,353 Prorated \$38,883.63	10/05/2018	04/26/2019	Supersedes action on 03/18/2019 to amend termination date and salary.
McCarthy, Susan	Teacher of BSI	WAS	BA/2 FTE: 1.0	\$56,353.00 Prorated \$37,756.51	12/11/2018	06/30/2019	Supersedes action on 12/03/2018 to amend termination date and salary.

12. (012-19/20) 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 <i>(unpaid with benefits)</i>	NJFLA Start Date <i>(unpaid with benefits)</i>	Extended Leave Start Date <i>(unpaid without benefits)</i>	Date of Return <i>(Anticipated)</i>	Notes
ID# 2169	08/27/2019	26	10/08/2019	10/08/2019	01/15/2020	09/01/2020	

13. (013-19/20) Amendment: Maternity Leave of Absence

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

Employee #	Leave Start Date	Accumulated Sick Days Applied	FMLA Start Date <i>(unpaid with benefits)</i>	NJFLA Start Date <i>(unpaid with benefits)</i>	Extended Leave Start Date <i>(unpaid without benefits)</i>	Date of Return <i>(Anticipated)</i>	Notes
ID# 5020	12/11/2018	120	N/A	N/A	N/A	08/27/2019	Supersedes action on 08/27/2018 to amend accumulated sick days applied and date of return.
ID# 8611	04/01/2019	10.5	04/22/2019 (half day)	06/11/2019	N/A	N/A	Supersedes action on 04/08/2019 to amend leave dates

14. (014-19/20) Approval: Medical Leave of Absence

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

Employee #	Leave Start Date	Accumulated Sick Days Applied	FMLA Start Date <i>(unpaid with benefits)</i>	NJFLA Start Date <i>(unpaid with benefits)</i>	Extended Leave Start Date <i>(unpaid without benefits)</i>	Date of Return <i>(Anticipated)</i>	Notes
ID# 2006	04/22/2019	6	04/30/2019 (half day)	N/A	N/A	05/06/2019	

15. (015-19/20) Amendment: Medical Leave of Absence

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

Employee #	Leave Start Date	Accumulated Sick Days Applied	FMLA Start Date <i>(unpaid with benefits)</i>	NJFLA Start Date <i>(unpaid with benefits)</i>	Extended Leave Start Date <i>(unpaid without benefits)</i>	Date of Return <i>(Anticipated)</i>	Notes
ID# 2191	03/01/2019	27	04/09/2019	N/A	N/A	04/22/2019	Supersedes action on 03/18/2019 to amend leave dates

16. (016-19/20) Approval: Unpaid Absences

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the following unpaid absences during the 2018/2019 school year, as listed below:

Name	Position	Location	Number of Requested Unpaid Days	Start Date	End Date	Notes
Tafro, Lisa	Paraprofessional	MAS	2	05/02 & 05/23/2019	N/A	
Srygley, Bonnie	Paraprofessional	WAS	2	05/22/2019	05/23/2019	
Policelli, Amy	Teacher	CHS	5	N/A 05/15/2019	N/A	As needed during the 2018/2019 school year.
Szajowski, Elizabeth	Paraprofessional	CMS	1	04/10/2019	04/10/2019	
Hyde, Anne	Paraprofessional	CHS	3	06/18/2019	06/20/2019	
Milone, Susan	Paraprofessional	WAS	10	N/A	N/A	As needed during the 2018/2019 school year.
Silverman, Abigail	School Counselor	WAS	.5	04/24/2019	04/24/2019	
Badal, Brittany	Paraprofessional	MAS	1	05/20/2019	05/20/2019	
Joyce, Marian	Paraprofessional	CMS	5	04/24/2019	04/30/2019	
Fechtner, Sarah	Paraprofessional	SBS	3.5	06/17/2019	06/20/2019	
Ballard, Terice	Paraprofessional	WAS	5	N/A	N/A	As needed during the 2018/2019 school year.

17. (017-19/20) Approval: District Substitutes

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

Last Name	First Name	Teacher	Para	Clerical	Nurse
Rivers	Jane				x

18. (018-19/20) Approval: Compensation Rates

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves *Compensation Rates* for the 2019/2020 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
Custodian	Substitute		\$18.00
Maintenance	Substitute		\$24.00
Paraprofessional			\$17.00
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

19. (019-19/20) 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 \$11.25, pending clearance, effective May, 2019 through September, 2019:

William Merrill	Anand Kenny
Jack (John) McGuire	Alec John Napa
Declan Maroney	Connor Kressler

20. (020-19/20) Approval: Summer Custodial Support

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following *Summer Custodial Support* at an hourly rate of \$10.25, pending clearance, effective June, 2019 through September, 2019:

Stephen Piccari	Michael Immerman
Thomas Lofaro	Sean Roche
Paul Coyne	

21. (021-19/20) Approval: Summer Painters

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following *Summer Custodial Support* at an hourly rate of \$17.25 effective June, 2019 through September 2019:

Conti, Brian	Taylor, Brian
John Clark	Swartz, Craig

22. (022-19/20) 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 2019 recess.

23. (023-19/20) 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, 2019, as listed below:

POSITION	STAFF	HOURS/ DAYS	TEACHER/PAR A HOURLY RATE	DAYS NEEDED	TOTAL COST
Occupational Therapy	Marci Carovillano	70 hours	\$80.00	N/A	\$5,600.00
Counseling	Melisa Varcadiponi	63 hours	\$80.00	N/A	\$5,040.00
Counseling	Elizabeth Gaynor	27 hours	\$80.00	N/A	\$2,160.00
Teacher	Bridget McGowan	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Karen Rutkowski	4.5 hours per day	\$52.00	21	\$4,914.00
Paraprofessional	Kristen Hague	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

24. (024-19/20) Approval: Summer Hours

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Summer 2019 hours and rates, pending negotiations, for the following individuals, as per the agreement between the School District of the Chathams and the Chatham Education Association (CEA),

Name	Position	Location	Number of Days	Per Diem/ Hourly Rate	Notes
Pace, Carol	Nurse	CHS	4 days	\$435.25/\$62.18	Not to exceed 4 days
Maka, Mark	Counselor	CHS	10 days	\$326.54/\$46.65	Not to exceed 10 days
Murphy, Andrea	Counselor	CHS	10 days	\$426.24/\$60.89	Not to exceed 10 days
Tully-Cano, Elizabeth	Counselor	CHS	10 days	\$377.19/\$53.88	Not to exceed 10 days
Kool-Behr, Lisa	Counselor	CHS	10 days	\$540.43/\$77.20	Not to exceed 10 days
Newcombe, Sean	Counselor	CHS	10 days	\$490.09/\$70/01	Not to exceed 10 days
Barbato, Joseph	Counselor	CHS	10 days	\$408.31/\$58.33	Not to exceed 10 days
Lanzilotta, Cristina	Counselor	CHS	10 days	\$301.24/\$43.03	Not to exceed 10 days

Sleight, Kaitlin	Counselor	CHS	10 days	\$298.59/\$42.66	Not to exceed 10 days
Benimeo, Frank	Counselor	CMS	10 days	\$306.64/\$43.81	Not to exceed 10 days
Butler, Susan	Nurse	CMS	4 days	\$435.25/\$62.18	Not to exceed 4 days
Montefinese, Stephanie	Counselor	CMS	10 days	\$338.97/\$48.42	Not to exceed 10 days
Ryden, Connie	Secretary	CMS	15 days	\$253.32/\$36.19	Not to exceed 15 days
Rubin, Lindsay	Counselor	CMS	10 days	\$435.14/\$62.16	Not to exceed 10 days
Kelly, Sally	Nurse	LAF	4 days	\$351.27/\$50.18	Not to exceed 4 days
Zotti, Erin	Nurse	MAS	3 days	\$378.84/\$54.12	Not to exceed 3 days.
Hollingsworth, Melanie	Secretary	MAS	15 days	\$200.18/\$28.60	Not to exceed 15 days
Sachs, Christina	Nurse	WAS	5 days	\$304.92/\$43.56	Not to exceed 5 days
Eigen, Betsy	Secretary	WAS	20 days	\$200.18/\$28.60	Not to exceed 20 days
Leister, Karen	Nurse	SBS	5 days	\$497.98/\$71.14	Not to exceed 5 days
Bischoff, Jennifer	Secretary	SBS	10 days	\$194.97/\$27.85	Not to exceed 10 days

25. (025-19/20) 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	1	2019	Alex	Mandala	SAC	FEA	Debunking the Youth Rite of Passage Mentality	Monroe, NJ	\$150
May	17	2019	Michael	D’Aloia	Media Specialist	Judy Freeman	35th Annual Winner’s Workshop	Whippany, NJ	\$215
May	17	2019	Mary	Szoke	Media Specialist	Judy Freeman	35th Annual Winner’s Workshop	Whippany, NJ	\$215
May	17	2019	Jennifer	Manger	Psychologist	Albert Ellis Institute	Exploring Suicide from a RE & CBT perspective	New York City, NJ	\$150
May	20 & 21	2019	Kaitlin	Sleight	College/Career Counselor	NJACAC	Annual Conference	Atlantic City NJ	\$275
May	29 & 30	2019	Kim	Lanza	Supervisor Student Support Services	Wilson Reading	WRS 4th Edition Institute	Mount Laurel, NJ	\$500
June	13	2019	Susan	MacDonald	LDT-C	PESI	Dyslexia, Dyscalculia & Dysgraphia	Parsippany, NJ	\$210

B. FINANCE/FACILITIES

On a motion by Mr. Gilfillan, seconded by Mr. Ryan, consent agenda items B.1 – B.21 were approved by a 9-0 roll call vote.

- Mr. Gilfillan thanked the Chatham Education Foundation, Mr. & Mrs. Brower, the O’Connell family and the Washington Avenue School PTO for their donations as listed on this evening’s agenda for Board acceptance.

1. (001-19/20) Approval: Payments - Bills List

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

Description	Totals
Bills List - April 29, 2019	\$1,577,859.79
TOTAL:	\$1,577,859.79

2. (002-19/20) Approval: FINAL Budget 2019/2020 School District of the Chathams

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the FINAL 2019/2020 school district budget using the 2019/2020 state aid figures and for submission to the Executive County Superintendent for review and approval in accordance with N.J.S.A. 18A:7F-5 and 18A:7F-6 as follows:

General Fund Current Expenses	\$ 69,349,747
Capital Expenditures	\$ 190,110
Assessment for SDA Debt Service	\$ 112,459
Withdrawal from Capital Reserve	\$ 1,000,000
Summer Instruction	\$ 194,460
Charter School Expense	\$ 34,295
Grants and Entitlements	\$ 920,065
Debt Service Fund	<u>\$ 3,501,855</u>
Total	<u>\$ 75,302,991</u>

The proposed 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 2019/2020 is 4,197 students.

WHEREAS: The district has a taxing authority of the 2% cap increase over the prior year tax levy which totals \$1,281,576 and which can be used in the 2019/2020 budget;

BE IT RESOLVED: The Board approves that there should be raised for the General Fund a tax levy the amount of \$65,360,364, which is a 2.00% tax levy increase for the ensuing 2019/2020 school year;

BE IT RESOLVED: The Board requests the approval of a Withdrawal from Capital Reserve in the amount of \$1,000,000 for the local share of the following projects: Roof Replacements and the Demolition of the former Special Services Building;

WHEREAS: School district policy and N.J.A.C. 6A:23A-7.3 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 2019/2020 budget includes a maximum travel appropriation of \$130,000. The travel expenses in the amount of \$55,000, have been incurred through February 28, 2019; 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 proposed 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 after the public hearing held in the Chatham High School Media Center at the Board of Education meeting on April 29, 2019, at 7:30 PM the User Friendly Budget for 2019/2020 will be posted on the district website.

3. *(003-19/20) Approval: Transfers - March 2019*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Report of March 2019 Transfers within the 2018/2019 budget in compliance with N.J.A.C. 6A:23-2.11(A)2. *(Attachment B.3)*

4. *(004-19/20) Approval: Monthly Report of County Transfers - March 2019*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Monthly Report of County Transfers for March 2019. *(Attachment B.4)*

5. *(005-19/20) Approval: Report of the Board Secretary - March 2019*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Report of the Board Secretary for March 2019. *(Attachment B.5)*

6. *(006-19/20) Approval: Report of the Board Treasurer - March 2019*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Report of the Board Treasurer for March 2019. *(Attachment B.6)*

7. *(007-19/20) Approval: Finance Certification - March 2019*

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 2019 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.

8. (008-19/20) Approval: Parette Somjen Architects - Department of Education Filing
RESOLVED: Upon 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 Middle School Partial Roof Replacement Project to serve as an application to the Office of School Facilities and an amendment to the District’s Long Range Facility Plan.
9. (009-19/20) Approval: Parette Somjen Architects - Department of Education Filing
RESOLVED: Upon 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 Partial Roof Replacement Project to serve as an application to the Office of School Facilities and an amendment to the District’s Long Range Facility Plan.
10. (010-19/20) Approval: Revised Shared Services Agreement with Chatham Borough for SLEO III
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the terms and conditions as outlined in the revised Shared Services Agreement with Chatham Borough for a Special Law Enforcement Officer III (SLEO III), thereby rescinding previous motion (260-18/19) approved by the Board on April 8, 2019. (Agreement on file in the Business Office).
11. (011-19/20) Acceptance: CEF Donations
RESOLVED: Upon recommendation of the Superintendent, and as approved by the district principals, the Board accepts donations totaling \$20,008.96 as outline below:

School/Level	Purpose	Amount
District	Building Voices: A Summer Experience for Chatham Educators	\$ 7,675.00
CHS	Digital Pen Tablets for Graphic Design & Visual Art	5,175.00
CHS	See the World with Virtual Reality	5,992.50
K	Differentiated Mini Math Activities	466.31
K & 1	Non-Fiction How to Books	700.15
	TOTAL:	\$20,008.96

12. (012-19/20) Acceptance: Donation to CHS
RESOLVED: Upon recommendation of the Superintendent, and as approved by the Chatham High School Principal, the Board accepts a donation from Mr. and Mrs. Brower in the amount of \$1,047.00 to Chatham High School for a replacement crystal trophy bowl which was accidentally broken last year (including the costs of the annual award crystal plates from 2019 through 2027).
13. (013-19/20) Acceptance: Donation to CMS
RESOLVED: Upon recommendation of the Superintendent, and as approved by the Chatham Middle School Principal, the Board accepts a donation from Minati O’Connell’s family of an EV3 robot along with all the field kit accessories (5 years of FLL field kits, books, and Lego pieces), valued at \$700.00 to Chatham Middle School’s STEM program and FLL Robotics team.

14. (014-19/20) *Acceptance: WAS PTO Donation*

RESOLVED: Upon recommendation of the Superintendent, and as approved by the Washington Avenue School Principal, the Board accepts a donation from the Washington Avenue School PTO in the amount of \$1,182.60 to be used for the purchase of oversized stuffed bean bag chairs for the school’s library.

15. (015-19/20) *Approval: Translation Services*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Anna Georgiou to provide translation services for Child Study Team evaluations for the 2018/2019 school year for an amount not to exceed \$1,150.00.

16. (016-19/20) *Approval: Home Instruction*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Learn Well to provide home instruction at the rate of \$50.00/hour not to exceed \$700.00 for the 2018/2019 school year.

17. (017-19/20) *Approval: Transportation Services*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves A&S Invalid Coach Inc. to provide lift van transportation services at the rate of \$300.00/day not to exceed \$11,700.00 for the 2018/2019 school year.

18. (018-19/20) *Rescission: Transportation Services*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education rescinds Education Services of Morris County to provide transportation services at the rate of \$244.40/day not to exceed \$9,531.60 for the 2018/2019 school year.

19. (019-19/20) *Approval: Consultants*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following Consultants to provide evaluations to students during the 2019/2020 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	\$9,000.00
Dr. Marilyn Kubichek	Neurologist	\$575.00	\$6,900.00

20. (020-19/20) *Approval: Outside Vendors to Provide Services*

RESOLVED: Upon recommendation of the Superintendent , the Board of Education approves outside vendors to provide services for the 2019/2020 school year, 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	\$8,000.00
Pediatric Therapeutics - Terri Jones	Speech/Language Services	\$170.00	\$20,000.00
Program for Little Learners	ABA Services	\$110.00	\$29,000.00
Solomon Therapeutics (STARs)	Speech/Language Services	\$150.00	\$7,500.00
Summit Speech School	Consult & Inservices	\$150.00	\$1,000.00

21. (021-19/20) 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 2019/2020 Extended School Year (ESY) and Regular

School Year out-of-district placements for special education students as listed below:

Primary Location	State ID	ESY	Regular Tuition 2019/2020	1:1 Aide	Total Tuition 2019/2020
DCCF, LLC/Limitless	3838358274	\$5,535		\$2,295	\$7,830
Developmental Learning Center - Warren	1291268199	\$15,419	\$94,066		\$109,485

C. CURRICULUM

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

- Dr. LaSusa noted at consent item C.3 includes affirmation of the HIG appeal the Board heard during the executive session prior to the public session earlier this evening.

1. (001-19/20) Acceptance: *Harassment, Intimidation and Bullying (HIB) Investigative Report for the period from April 8, 2019 through April 26, 2019.*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education accepts the Harassment, Intimidation and Bullying (HIB) Investigative Report for the period of April 8, 2019 through April 26, 2019 pursuant to N.J.S.A. 18A:37-1 et seq.

2. (002-19/20) 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 8, 2019 Meeting, which encompasses all HIB findings from March 18, through April 5, 2019.

3. (003-19/20) Approval: *Overnight Field Trip*

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

D. POLICY - None

VII. BOARD BUSINESS

- Dr. LaSusa discussed the four options for the 2020/2021 school calendar. He noted that typically three calendar options are presented to the parents for input.
- The Board decided to use calendar options 1, 2, and 4 for parent input.
- Mr. Gilfillan thanked the Board for their efforts in refurbishing the Chatham High School auditorium.

- Ms. Chambers noted that there is an intersection at Fairmount Avenue where she has seen cars pass school buses when their red lights are flashing. She requested that all residents please use care while driving.

VIII. PUBLIC COMMENTARY

- Amy Really noted that her daughter uses the Lafayette Avenue School bus and that the driver was diligent in honking and recording the license plate of a driver who passed the bus when the lights were flashing.
- Carolyn Dempsey noted that her nephew in Pennsylvania helped to create an app for a camera that goes on the bus and takes a picture of cars when they pass the stopped school bus.

V. EXECUTIVE SESSION

At 8:56PM Ms. Weber moved the following:

WHEREAS: The Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED: The Board of Education adjourns to closed session to discuss a student matter; and be it

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

The motion was seconded by Mr. Gilfillan and approved by unanimous voice vote.

VI. PUBLIC SESSION – The board reconvened in Public Session at 10:00 PM

VII. ADDITIONAL ACTION ITEM

C. CURRICULUM

On a motion by M. Weber, seconded by Mr. Gilfillan, consent agenda item C.4 was approved by a 9-0 roll call vote.

1. (004-19/20) Confirmation of HIB Ruling

RESOLVED: The Board of Education affirms the disciplinary action for the HIB incident CHS 2018/2019 – 4.

VIII. ADJOURNMENT

On a motion by Ms. Weber, seconded by Mr. Gilfillan, and as approved by unanimous voice vote, the meeting adjourned at 10:05 PM.

Minutes recorded by:

Peter Daquila
Business Administrator/Board Secretary