

**REGULAR MEETING
BOARD OF EDUCATION, SCHOOL DISTRICT OF THE CHATHAMS
MONDAY, June 22, 2020**

7:30 PM REGULAR BUSINESS MEETING

**CHATHAM HIGH SCHOOL - CAFETERIA
255 LAFAYETTE AVENUE, CHATHAM, NEW JERSEY**

**BOARD AND DISTRICT STAFF - IN PERSON
PUBLIC - VIRTUAL ATTENDANCE ONLY**

MINUTES

- I. CALL TO ORDER: 7:31 PM** – Jill Critchley Weber, President
- II. OPEN PUBLIC MEETING STATEMENT:** In accordance with the requirements of the Open Public Meetings Act, Chapter 231, P.L. 1975 Announcement, 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: : Ann Ciccarelli, Michelle Clark, Matthew Gilfillan, Lata Kenney, Bradley Smith, Michael Ryan, Michael Valenti, and Jill Critchley Weber

Absent: Sal Arnuk,

Also present: Dr. Michael LaSusa, Superintendent; Mr. Peter Daquila, Business Administrator/Board Secretary; Dr. Vincent D’Elia, Assistant Superintendent of Student Support Services; Ms. Karen Chase; Assistant Superintendent of Curriculum and Instruction; and 1 member of the press and 0 members of the public.

- IV. PLEDGE OF ALLEGIANCE** - Jill Critchley Weber led the assembly in the Pledge of Allegiance.
- V. BOARD PRESIDENT’S COMMENTS** – Jill Critchley Weber wishes a belated Happy Father’s Day to all of the Dads. Commented that she is very happy to see the board members in person at a “live” meeting.
- VI. ADMINISTRATIVE REPORTS**

A. SUPERINTENDENT'S REPORT – Dr. LaSusa stated that he is very happy to be working the way back to in person meetings.

- **School Reopening Update**

Dr. LaSusa reported that the state guidance regarding schools reopening should be issued this week. He anticipates some type of health screening will be in effect. He is evaluating health protocols. Hopes to be able to provide the information regarding reopening to parents by the end of July.

- **Annual Discipline Report**

Ms. Girona and Mr. Giaconia presented the Annual Discipline Report and responded to questions from the board.

- **Open Campus 2020/2021**

Dr. LaSusa noted that the rising seniors have requested open campus in the 2020/2021 school year. Ms. Critchley Weber invited the class officers to a meeting in the fall. The board approved the open campus request.

B. BUSINESS ADMINISTRATOR'S REPORT

- **Construction Update**

Mr. Daquila reported that we are still waiting on final inspections for the CMS Auditorium and that the work on the CMS Nurse's Restroom will start soon. The abatement is scheduled to begin on July 8, 2020. The project should be completed by mid-August.

- **District Providing Meals During the School Closure**

Mr. Daquila reported that the district provided meals to the free and reduced students up to Friday June 12th. Many thanks goes to all of the organization's in Chatham that are still offering food to those in need. A special thanks goes to Joann Carrol and Beth Paulson for all of their efforts in helping the Chatham residents.

VII. COMMITTEE REPORTS

A. Personnel

Ms. Ciccarelli, the committee met virtually on May 27th, and discussed openings for 2020/2021 and with the exception of the leave replacements teachers all staff are in place.

B. Curriculum

Ms. Kenney, the committee met virtually on June 24th, and discussed the virtual instruction for this school year and potential methods of instruction for the 2020/2021 school year.

C. Finance/Facilities

Mr. Gilfillan, the committee met on June 10th and discussed transfers at year end for capital reserve and emergency reserve, tuition for district staff members that will be reverted back to the policy committee and CHS graduation. Also discussed the looming state aid reductions and reopening of school in September.

D. Policy and Planning

Mr. Ryan, the committee met on June 3rd and discussed district staff tuition rates. They also discussed summer programs, camps and ESY. The summer preschool and Work Family Connection are licensed providers and will operate. ESY will be virtual. He noted that the lights at cougar field will be discussed in the future.

The board discussed how to deal with the upcoming health protocols.

Liaisons

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

Chatham Township – Ms. Clark had nothing to report

Chatham Athletic Boosters – Ms. Ciccarelli and Ms. Critchley Weber had nothing to report.

Chatham Performing Arts Boosters - Ms. Critchley Weber had nothing to report.

Chatham Education Foundation – Ms. Kenney thanked all of the donors to the CEF and that they are still accepting donations.

Chatham Recreation – Mr. Gilfillan had nothing to report.

PTO District Cabinet – Ms. Ciccarelli had nothing to report.

VIII. MINUTES

Motion by Trustee Ms. Critchley Weber Seconded by Ms. Clark; Roll call vote: 7-0-1

Mr. Ryan abstained.

Approval: Minutes

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

- May 11, 2020 - Public and Executive Sessions

IX. PUBLIC COMMENTARY***NOTICE OF PUBLIC COMMENT TIME LIMIT***

Hearing of citizens during the Public Commentary section of the Agenda is an opportunity for any member of the public to be heard about issues which are/are not topics scheduled for the current meeting. To help facilitate an orderly meeting, and to permit all to be heard, speakers will be asked to limit their comments to a reasonable length of time.

- Dr. LaSusa noted that some staff members that have students in the district did not receive the survey that he distributed last week. The survey will be re-issued.
- Amy Reali remarked that there are many challenges being faced with education and instruction. She suggests that a data consultant be hired to determine the student's needs and learning levels.
- The Board of Education discussed the budget for 2020/2021 and the anticipated transfers to capital reserve and emergency reserve at 6/30/2020.
- Dr. LaSusa noted that the funds in the capital reserve are used to benefit the students.

X. ACTION ITEMS**A. PERSONNEL**

Agenda items A.1 to A.24, Motion by Trustee Ms. Ciccarelli, seconded by Trustee Mr. Gilfillan, including the amendment to A-2 and A-13 and A-24 on the Addendum.

Roll call vote: 8-0 A.1 to A.21 and A24,

Roll call vote: 7-0-1 on A.22 and A.23, (Mr. Ryan abstained)

1. (0322-19/20) *Acceptance: Resignation*

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

Name	Location/Position	Effective Date
Luczaj, Paulina	SBS/ School Psychologist	06/30/2020
Badal, Brittany	MAS/Paraprofessional	06/30/2020

2. (0323-19/20) *Approval: Contracts - 2020/2021 School Year – as Amended*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves contracts for the following individuals for the 2020/2021 school year, as per the agreement between the School District of the Chathams and the Chatham Education Association (CEA):

Name	Position	Location	Column /Step	Salary	Effective Date	Termination Date	Notes
Parlavecchio, Gianna	Teacher of Health/Physical Education	CHS	MA/3	\$61,560	08/25/2020	06/30/2021	
Cafaro, Emily	Teacher of Environmental Science	CHS	BA/6	\$59,975	08/25/2020	06/30/2021	
Schmid, Sienna	Teacher of Mathematics	CHS	MA/4	\$62,090	08/25/2020	06/30/2021	
Franz, Christine	Secretary	CHS	12MO/9	\$43,025	07/01/2020	06/30/2021	
Hegarty, Brooke	Teacher of Special Education	SBS	MA/6	\$63,910	08/25/2020	06/30/2021	
Emrich, Caitlyn	Teacher of Elementary	LAF	BA/6	\$59,975	08/25/2020	06/30/2021	
Beier, Alyssa	School Psychologist	DISTRICT	MA30/3	\$63,885	08/25/2020	06/30/2021	
Cimei, Katherine	School Psychologist	DISTRICT	MA30/3	\$63,885	08/25/2020	06/30/2021	
Fuchs, Jonathan	Teacher of Health/Physical Education	LAF	MA/5	\$62,620	08/25/2020	06/30/2021	

3. (0324-19/20) *Amendment: Contracts - 2020/2021 School Year*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education amends contracts for the following individuals for the 2020/2021 school year, as per the agreement between the School District of the Chathams and the Chatham Education Association (CEA):

Name	Position	Location	Column / Step	Salary	Effective Date	Termination Date	Notes
Moran, Shannon	Teacher of Kindergarten	SBS	MA/11	\$73,900	08/25/2020	06/30/2021	Supersedes action on 4/27/2020 to amend FTE and salary.

Whitehead, Christine	Secretary	CMS	10MO/8	\$37,955	08/25/2020	06/30/2021	Supersedes action on 05/11/2020 to amend step, salary and dates
Irene, Alexis	School Counselor	CHS	MA/8	\$66,500	08/25/2020	06/30/2021	Supersedes action on 04/27/2020 to amend Position Column/Step and salary.
Camp, Julie	Teacher of Social Studies	CHS	MA30/15	\$74,772 FTE .80	08/25/2020	06/30/2021	Supersedes action on 04/27/2020 to amend FTE

4. (0325-19/20) Approval: Contracts - Leave Replacement Assignments

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the contracts for the following Leave Replacement assignments for the 2020/2021 school year:

Name	Position	Location	Column / Step	Salary	Effective Date	Termination Date	Notes
Cannon, Steven	Teacher of Spanish	CHS	BA/3	\$58,075.00	08/25/2020	06/30/2021	
Falk, Hannah	Teacher of Elementary	WAS	BA/3	\$58,075.00 Prorated \$23,520.37	08/25/2020	12/23/2020	
Lentine, Stephanie	Teacher of Preschool	MAS	BA/3	\$290.38 per diem	08/25/2020	11/17/2020	

5. (0326-19/20) Approval: Maternity Leave of Absence

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

Employee #	Leave Start Date	Sick & 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# 7618	10/08/2020	40	N/A	N/A	12/10/20	03/15/2021	
ID # 8148	07/01/2020	N/A	07/01/2020	07/01/2020	N/A	09/24/2020	

6. (0327-19/20) 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 (unpaid with benefits)	NJFLA Start Date (unpaid with benefits)	Extended Leave Start Date (unpaid without benefits)	Date of Return (Anticipated)	Notes
ID# 8148	02/13/2020	45	N/A	N/A	04/27/2020	07/01/2020	Supersedes action on 11/04/19 to amend dates.
ID# 8147	08/03/2020	38	09/25/2020	09/25/2020	12/19/2020	02/01/2021	Supersedes action on 03/16/20 to amend dates.

7. (0328-19/20) Approval: Staff Transfers

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the following staff transfers:

Name	Position	Location	Column/Step	Salary	Effective Date	Termination Date	Notes
Kenny, Samantha	Teacher of Health/PE	CMS	N/A	N/A	08/25/2020	06/30/2021	Transfer from CHS
Quintero, Kristine	Teacher of ELA	CMS	N/A	N/A	08/25/2020	06/30/2021	Transfer from LAF

8. (0329-19/20) Approval: Temporary Administrative Transfer

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the temporary transfer of Lafayette Assistant Principal, Marco Freyre to the position of Acting Principal of Washington Avenue School for the period July 16, 2020 through January 29, 2021 at a total salary of \$152,519.89 for the period July 1, 2020 through June 30, 2021 in accordance with the agreement between the Board of Education and the Chatham Administrators' Association. This supersedes the Board action of May 11, 2020 to amend positions and salary.

9. (0330-19/20) Rescission: Unpaid Absences

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education rescinds the following unpaid absences during the 2019/2020 school year:

Name	Position	Location	Number of Requested Unpaid Days	Start Date	End Date	Notes
Ferrone, Diane	Teacher	LAF	2	05/15/2020	05/18/2020	
Kempson, Meredith	Teacher	CHS	1	06/08/2020	06/08/2020	

10. (0331-19/20) Approval: Paraprofessional Compensation

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the payment of an additional \$600 above their contractual pay for the 2019/2020 school year in accordance with the agreement between the Board and the Chatham Education Association. (List on file in the Office of Human Resources.)

11. (0332-19/20) Approval: Summer Painters

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the following *Summer Maintenance/Custodial Support* at an hourly rate of \$17.25 effective June, 2020 through August 2020:

Colavita, Michael	Craig Swartz	Brian Conti
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12. (0333-19/20) Approval: Contracts - Extra Duty Stipends 2019/2020

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Contracts for Extra Duty Stipends, for the 2019/2020 school year, as per the agreement between the School District of the Chathams and the Chatham Education Association (CEA):

Staff Member	Activity	Ratio	Compensation
Brandt, Jillian	Graduation III	0.05	\$502.68

13. (0334-19/20) Approval: Contracts - Extra Duty Stipends 2020/2021- *as Amended*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Contracts for Extra Duty Stipends, for the 2020/2021 school year, as per the agreement between the School District of the Chathams and the Chatham Education Association (CEA):

Staff Member	Activity	Ratio	Compensation
Laura Noonan	District Leader Science	0.6	\$6,033.00
Justin Perinotti	District Leader Science	0.6	\$6,033.00
Lauren LoPorto	District Leader Science	0.6	\$6,033.00
Nancy Volker	District Leader Math	0.6	\$6,033.00
Laura Piccola	District Leader Math	0.6	\$6,033.00
Dawn Kurlak	District Leader Math	0.6	\$6,033.00
Katherine Hadley	District Leader Math	0.6	\$6,033.00
Vincent Palladino	District Leader Math	0.6	\$6,033.00
TBD	District Leader Math	0.6	\$6,033.00
Jessica Vega	District Leader ELA	0.6	\$6,033.00
Jacqueline Berger	District Leader ELA	0.6	\$6,033.00
Leigh Rockoff	District Leader ELA	0.6	\$6,033.00
Laura Condon (until 10/27)	District Leader ELA	N/A	\$2,011.00
Chris Nigro (10/28 - 06/30)	District Leader ELA	N/A	\$4,022.00
Kimberly Dellano	District Leader ELA	0.6	\$6,033.00
Gina Bakaj	District Leader ELA	0.6	\$6,033.00
Matthew Weinshenker	District Leader Social Studies	0.6	\$6,033.00
Adriane Collett	District Leader Social Studies	0.6	\$6,033.00
Caitlin Bareford	District Leader Social Studies	0.3	\$3,016.50
Stephanie Lukasiewicz	District Leader Social Studies	0.3	\$3,016.50
Michael Gagliano	District Leader Special Education	0.6	\$6,033.00
Bridget Zima	District Leader Special Education	0.6	\$6,033.00

Nicholas Ciccarelli	District Leader HPE	0.6	\$6,033.00
Gary Adair	District Leader HPE	0.6	\$6,033.00

14. (0335-19/20) Approval: Summer Hours

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the Summer, 2020 hours and rates 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/Hours	Per Diem/ Hourly Rate	Notes
Pace, Carol	Nurse	CHS	4 days	\$442.75/\$63.25	Not to exceed 4 days
Maka, Mark	Counselor	CHS	8 days	\$356.00/\$50.86	Not to exceed 8 days
Murphy, Andrea	Counselor	CHS	8 days	\$445.25/\$63.61	Not to exceed 8 days
Tully-Cano, Elizabeth	Counselor	CHS	8 days	\$411.30/\$58.76	Not to exceed 8 days
Kool-Behr, Lisa	Counselor	CHS	8 days	\$556.42/\$79.49	Not to exceed 8 days
Newcombe, Sean	Counselor	CHS	8 days	\$540.43/\$77.20	Not to exceed 8 days
Barbato, Joseph	Counselor	CHS	8 days	\$444.85/\$63.55	Not to exceed 8 days
Irene, Alexis	Counselor	CHS	10 hours	\$47.50/hr	Not to exceed 10 hours
Sleight, Kaitlin	Counselor	CHS	10 hours	\$43.35/hr	Not to exceed 10 hours
Benimeo, Frank	Counselor	CMS	10 days	\$337.50/\$48.21	Not to exceed 10 days
Butler, Susan	Nurse	CMS	4 days	\$451.25/\$64.46	Not to exceed 4 days
Montefinese, Stephanie	Counselor	CMS	10 days	\$390.35/\$55.76	Not to exceed 10 days
Whitehead, Christine	Secretary	CMS	15 days	\$201.89/\$28.84	Not to exceed 15 days
Weinroth, Gail	Counselor	CMS	10 days	\$337.50/\$48.21	Not to exceed 10 days
Kelly, Sally	Nurse	LAF	4 days	\$380.80/\$54.40	Not to exceed 4 days
Zotti, Erin	Nurse	MAS	3 days	\$413.03/\$59.00	Not to exceed 3 days.
Hollingsworth, Melanie	Secretary	MAS	15 days	\$219.15/\$31.31	Not to exceed 15 days
Sachs, Christina	Nurse	WAS	5 days	\$325.33/\$46.48	Not to exceed 5 days
Eigen, Betsy	Secretary	WAS	20 days	\$219.15/\$31.31	Not to exceed 20 days
Auer, Kimberly	Nurse	SBS	5 days	\$427.68/\$61.10	Not to exceed 5 days
Bischoff, Jennifer	Secretary	SBS	10 days	\$212.37/\$30.34	Not to exceed 10 days

15. (0336-19/20) Approval: *Extended School Year Staff*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the *Extended School Year Program Staff Members*, to provide services during the Summer 2020, as listed below:

POSITION	STAFF	HOURS/DAYS	TEACHER/PARA HOURLY RATE	DAYS NEEDED	TOTAL COST
Speech Therapist	Caryn Badian	72 hours	\$80.00	N/A	\$5,760.00
Speech Therapist	Colleen Mullen	90 hours	\$80.00	N/A	\$7,200.00
Speech Therapist	Liz Walker	27hours	\$80.00	N/A	\$2,160.00
Physical Therapy	Gail Hatch	54 hours	\$80.00	N/A	\$4,320.00
Occupational Therapy	Bina Patel	36 hours	\$80.00	N/A	\$2,880.00
Occupational Therapy	Marci Carovillano	45 hours	\$80.00	N/A	\$3,60.000
Counseling	Liz Gaynor	45 hours	\$80.00	N/A	\$3,600.00
Counseling	Jen Manger	45 hours	\$80.00	N/A	\$3,600.00
Teacher	Amanda Shelffo	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Stephine Lentine	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Laura Sivori	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Michelle Cervone	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Rebecca Sheasley	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Ray McKenna	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Kristen Hague	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Christina Cisko	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Martina McElroy	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Lauren Flood	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Lauren Sabawa	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Jacqueline LaBrutto	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Loreal Zarza DeGuzman	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Bridget McGowan	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Sarah Vaughan	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Jen Fernandez	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Tiffany Luong	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Melissa Tom	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Lynne Ann Collier	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Catherine Landeka	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Pamela Wichot	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Liz Yeager	4.5 hours per day	\$52.00	21	\$4,914.00

16. (0337-19/20) Approval: Brain Camp

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the staff for the Brain Camp Program, for the Summer 2020 as listed below:

Teacher	Days	Hours/Day	Hourly	Total Amount
Nancy Volker (Kindergarten)	21	4.5	\$52.00	\$4,914.00
Peggy Herr (Grade1)	21	4.5	\$52.00	\$4,914.00
Kimberly McMurray (Grade 1)	21	4.5	\$52.00	\$4,914.00
Paraprofessional	Days	Hours/Day	Hourly Rate	Total Amount
Lisa Heap (Kindergarten)	20	4.5	\$23.85	\$2,146.50
Megan Tompkins (Grade 1)	20	4.5	\$23.85	\$2,146.50
Cathy Gomber (Grade 1)	20	4.5	\$23.85	\$2,146.50

17. (0338-19/20) Approval: Speech and Language - Colleen Mullen

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Colleen Mullen to provide Speech and Language to special education student #5627271586 during ESY 2020 as per the IEPs at a rate \$80.00 per hour not to exceed \$320.00.

18. (0339-19/20) 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 2020 recess.

19. (0340-19/20) Approval: Supplemental Instruction - Sarah Vaughan

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Sarah Vaughan to provide supplemental instruction to special education student #5627271586 during ESY 2020 as per the IEPs at a rate \$60.00 per hour not to exceed \$600.00.

20. (0341-19/20) Approval: Supplemental Instruction - Samantha Suckno

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Samantha Suckno to provide supplemental instruction to special education student #6279317903 for 2 hours per week at \$60.00 per hour beginning July 6 and ending August 28 not to exceed \$960.00.

21. (0342-19/20) Approval: Supplemental Instruction - Karen Rutkowski

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Karen Rutkowski to provide supplemental instruction to special education student #4272961703 for 2 hours per week at \$60.00 per hour beginning August 3 and ending August 28 not to exceed \$480.00.

22. (0343-19/20) Approval: Supplemental Instruction - Carmela Zack

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Carmela Zack to provide supplemental instruction to special education student #4272961703 for 2 hours per week at \$60.00 per hour beginning August 3 and ending August 28 not to exceed \$480.00.

23. (0344-19/20) Approval: Travel - None

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 the 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

ADDENDUM

24. Approval: Contracts – Paraprofessionals- per the Addendum

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the contracts for Paraprofessional Staff for the 2020/2021 school year as per the agreement between the School District of the Chathams and the Chatham Education Association (CEA). (Attachment #A.24)

B. FINANCE/FACILITIES

Agenda items B.1 to B.29, Motion by Trustee: Mr. Gilfillan, seconded by Trustee: Ms. Critchley Weber; Roll call vote: B.1 to B.24 and B.27 to B. 29, 7-0-1 (Ms. Clark abstained)
Roll call vote: B.25 to B.26, 6-0-2 (Ms. Clark and Mr. Smith abstained)

Mr. Gilfillan thanked Mr. and Mrs. David Shipler for their generous donation through the Shipler Scholarship Foundation.

Mr. Daquila noted that on B.29 the nonpublic funds are allocated by the state to Chatham Day School and St. Patrick's School.

1. (0288-19/20) Approval: Payments - Bills List & Payroll

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

Description	Total
Bills List - 05-20-2020	\$575,700.78
Bills List - 06-08-2020	\$1,342,865.84
Bills List - 06-22-2020	\$340,524.73
Payroll - 05-15-2020	\$2,040,235.06
Payroll - 05-29-2020	\$2,033,786.30
Total	\$6,333,112.71

2. *(0289-19/20) Approval: Transfers - March 2020*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Report of March 2020 Transfers within the 2019/2020 budget in compliance with N.J.A.C. 6A:23-2.11(A) 2. *(Attachment B-2)*
3. *(0290-19/20) Approval: Monthly Report of County Transfers - March 2020*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Monthly Report of County Transfers for March 2020. *(Attachment B-3)*
4. *(0291-19/20) Approval: Report of the Board Secretary - March 2020*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Report of the Board Secretary for March 2020. *(Attachment B-4)*
5. *(0292-19/20) Approval: Report of the Board Treasurer - March 2020*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Report of the Board Treasurer for March 2020. *(Attachment B-5)*
6. *(0293-19/20) Approval: Finance Certification - March 2020*
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 2020 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.
7. *(0294-19/20) Approval: Transfers - April 2020*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Report of April 2020 Transfers within the 2019/2020 budget in compliance with N.J.A.C. 6A:23-2.11(A) 2. *(Attachment B-7)*
8. *(0295-19/20) Approval: Monthly Report of County Transfers - April 2020*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Monthly Report of County Transfers for April 2020. *(Attachment B-8)*
9. *(0296-19/20) Approval: Report of the Board Secretary - April 2020*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Report of the Board Secretary for April 2020. *(Attachment B-9)*
10. *(0297-19/20) Approval: Report of the Board Treasurer - April 2020*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Report of the Board Treasurer for April 2020. *(Attachment B-10)*
11. *(0298-19/20) Approval: Finance Certification - April 2020*
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 2020 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.

12. *(0299-19/20) Approval: Transfer Current Year Surplus into Capital Reserve Account*

WHEREAS: N.J.S.A. 18A:21-2 & 3, N.J.S.A. 18A:7G-31, N.J.S.A. 18A:7F-41, and N.J.A.C. 6A:23A-14.1 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end; and

WHEREAS: The aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution; and

WHEREAS: The Board of Education wishes to transfer unanticipated excess current year revenue and/or unexpended appropriations from the General Fund into the Capital Reserve Account at year end; and

WHEREAS: The Board of Education has determined that an amount not to exceed \$2,000,000.00 is available for such purpose of transfer;

NOW, THEREFORE, BE IT RESOLVED: By the Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

13. *(0300-19/20) Approval: Transfer Current Year Surplus into the Emergency Reserve Account*

WHEREAS: N.J.A.C. 6A:23A-14.4 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end; and

WHEREAS: The aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution; and

WHEREAS: The Board of Education wishes to transfer unanticipated excess current year revenue and/or unexpended appropriations from the General Fund into the Emergency Reserve Account at year end; and

WHEREAS: The Board of Education has determined that an amount not to exceed \$250,000.00 is available for such purpose of transfer;

NOW, THEREFORE, BE IT RESOLVED: By the Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

14. *(0301-19/20) Acceptance: NJSIG - Safety Grant Program Application for 2020/2021*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the acceptance of the safety grant application for the 2020/2021 Safety Grant Program through the New Jersey Schools Insurance Group for the qualified purposes of installing 10 bollards at the Chatham Middle School. The bollards will be installed in the circular driveway in front of the main entrance to the school for the amount of \$9,500 for the period of July 1, 2020 to June 30, 2021.

15. *(0302-19/20) Acceptance: Donation to CHS Shipler Scholarship Fund*

RESOLVED: Upon the recommendation of the Superintendent, and as approved by the Chatham High School Principal, the Board of Education accepts a donation from Fidelity Charitable on behalf of Mr. and Mrs. David Shipler in the amount of \$500.00 towards the Shipler Scholarship Fund.

16. (0303-19/20) Approval: Food Service Management Services for 2020/2021

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 2020/2021 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 \$93,126.00 (\$9,312.60 per month for 10 months; 2.0% 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 total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snack meals) served and meal equivalents. The number of School Breakfast Program, After School Snack Program, and National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program and School Breakfast Program meals and After School Snack program meals served to the children, shall be divided by \$3.66 to arrive at an equivalent meal count; and

BE IT FURTHER RESOLVED: that the FSMC guarantees the LEA a minimum profit return on \$100,000.00 for the school year 2020/2021. If the annual operating statement shows a return less than \$100,000.00, Chartwells will pay the difference between the actual and the guaranteed amount. The FSMC includes a full time Food Service Director with a degree in Culinary Arts to oversee the district's program and the profit is after the cost of the district's Food Service Supervisor. 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.

17. (0304-19/20) Approval: 2020/2021 School Lunch Prices

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the 2020/2021 school lunch prices for the high school, middle school and elementary schools as follows:

	2018/2019	2019/2020	2020/2021
High School	\$4.25	\$4.25	\$4.25
Middle School	\$4.00	\$4.00	\$4.00
Elementary Schools	\$3.50	\$3.50	\$3.50
Reduced Price	\$0.40	\$0.40	\$0.40
Adult	\$4.75	\$4.75	\$5.00

18. (0305-19/20) Approval: Membership in SHIF (Schools Health Insurance Fund) for Medical Coverage 2020/2021

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the membership in the SHIF (Schools Health Insurance Fund) for the 2020/2021 school year. (*Agreement of file in the Business Office*)

19. (0306-19/20) Approval: Increasing Bid Threshold for QPA (Qualified Purchasing Agent)

WHEREAS: Peter Daquila, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS: the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$40,000 to **\$44,000**, effective July 1, 2020;

NOW, THEREFORE BE IT RESOLVED that the School District of the Chathams, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of **\$44,000** for the Board of Education, and further authorizes Peter Daquila, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

20. (0307-19/20) Approval: NJSIG Renewal Membership

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the New Jersey Schools Insurance Group Educational Risk & Insurance Consortium-West Indemnity and Trust Agreement to renew the district's membership with NJSIG effective July 1, 2020 through July 1, 2023. (*Resolution to Renew Membership/Agreement is on file in the Business Office.*)

21. (0308-19/20) Approval: Home Instruction

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves Stepping Forward Counseling Center to provide home instruction at the rate of \$75.00/hour not to exceed \$4,650.00 for the 2019/2020 school year.

22. (0309-19/20) Approval: Home Instruction

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves Silvergate Prep to provide home instruction at the rate of \$60.00/hour not to exceed \$2,340.00 for the 2019/2020 school year.

23. (0310-19/20) Approval: Home Instruction

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves E. I. US, LLC dba LearnWell to provide home instruction at the rate of \$45.00/hour not to exceed \$1,238.00 for the 2019/2020 school year.

24. (0311-19/20) 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 #4115913979.

25. (0312-19/20) Approval: Settlement Agreement Addendum

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Settlement Agreement Addendum between the district and the parents of special education student #1195219915.

26. (0313-19/20) 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 2020/2021 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 2020/2021	1:1 Aide	Total Tuition 2020/2021
Banyan School	4198290762	\$6,913.50	\$56,565.00		\$63,478.50
Calais School	3828370337	\$11,850.00	\$71,100.00		\$82,950.00
CPNJ - Pillar High School	2536385124	\$11,834.70	\$71,008.20	\$41,790.00	\$124,632.90
Developmental Learning Center (Warren)	1291268199		\$95,947.00		\$95,947.00
Institute for Educational Achievement	2207445100	\$17,274.00	\$103,644.00		\$120,918.00
Lakeview School	8730702700	\$15,293.40	\$91,760.40		\$107,053.80
Newmark School (K-8)	9269134824	\$5,612.21	\$59,423.40		\$65,035.61
Newmark High School	6339477030		\$58,674.60		\$58,674.60
Reed Academy	9335487600	\$16,712.50	\$100,269.00		\$116,980.50
Reed Academy	5346681098	\$16,712.50	\$100,269.00		\$116,980.50
Sage Day	5150518377		\$64,620.00		\$64,620.00
St. Joseph's School for the Blind	2540849959	\$13,272.60	\$79,635.60		\$92,908.20

27. (0314-19/20) Approval: Occupational Therapy Services

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves Sensory Garden Occupational Therapy to provide services to special education students #4272961703 and #8945127194 for 2 hours/week not to exceed \$1,840.00 for the 2020 ESY program.

28. (0315-19/20) Approval: Submission of 2020/2021 Elementary & Secondary Education Act Grant (ESEA) Application

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approved the submission of the 2010/2021 ESEA Grant Application to the Department of Education with the following amounts:

- Title IIA - \$ 37,593.00
- Title III - \$ 4,819.00

The School District of the Chathams will participate in a consortium for \$4, 8 19 of Title III funds with the Westfield Board of Education.

29. *(0316-19/20) Approval: Acceptance of Funds for the 2020/2021 IDEA Consolidated Grant Award*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the acceptance of funds for the 2020/2021 IDEA Consolidated Grant Award for the following amounts for special education programs:

- IDEA Basic \$876,908.00
- IDEA Preschool \$25,080.00

The IDEA Basic amount includes \$33,683.00 of Non-Public Funds. The district's spending amount for IDEA Basic is \$843,225.00.

C. CURRICULUM

Agenda items C.1 to C.3, Motion by Trustee Ms. Kenney, seconded by Trustee Ms. Ciccarelli;
Roll call vote: 8-0

1. *(0131-19/20) Acceptance: Harassment, Intimidation and Bullying (HIB) Investigative Report for the period from May 11, 2020 through June 19, 2020.*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education accepts the Harassment, Intimidation and Bullying (HIB) Investigative Report for the period of May 11, 2020 through June 19, 2020 pursuant to N.J.S.A. 18A:37-1 et seq.

Nothing to Report

2. *(0132-19/10) 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 11, 2020 Meeting, which encompasses all HIB findings from April 27, 2020 through May 8, 2020. ***Nothing to Report.***

3. *(0133-19/20) Approval: District Remote Learning Plan*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the District Remote Learning Plan for Home Instruction and the School Health Related Closure Plan that has been submitted to the County Office.

D. POLICY- None

XI. BOARD BUSINESS

CHS Graduation is scheduled for July 8, 2020 at Cougar Field. There will be two ceremonies to accommodate all of the seniors in a responsible COVID gathering.

XII. PUBLIC COMMENTARY

No Commentary

XIII. EXECUTIVE SESSION

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: (select one or more)

1. A matter rendered confidential by federal or state law;
2. A matter in which release of information would impair the right to receive government funds;
3. Material the disclosure of which constitutes an unwarranted invasion of individual privacy;
4. A collective bargaining agreement and/or negotiations related to it;
5. A matter involving the purchase, lease, or acquisition of real property with public funds;
6. Protection of public safety and property and/or investigations of possible violations or violations of law;
7. Pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege;
8. Specific prospective or current employees unless all who could be adversely affected request an open session;
9. Deliberation after a public hearing that could result in a civil penalty or other loss; and be it further

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

XIV. PUBLIC SESSION**XV. ADJOURNMENT**

On a motion by Ms. Critchley Weber, seconded by Mr. Valenti, and as approved by unanimous voice vote, the meeting adjourned at 8:53 PM.

Minutes recorded by:

Peter Daquila
Business Administrator/Board Secretary