

**REORGANIZATION & REGULAR MEETING  
BOARD OF EDUCATION, SCHOOL DISTRICT OF THE CHATHAMS  
MONDAY, APRIL 26, 2021**

**7:30 PM REORGANIZATION/REGULAR BUSINESS MEETING**

**BOARD AND DISTRICT STAFF - IN PERSON  
PUBLIC (Face masks are required and must maintain a six (6) foot distance)**

**REORGANIZATION MEETING MINUTES**

**I. CALL TO ORDER:** 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, Chris Delsandro, Lata Kenney, Michael Ryan, Bradley Smith and Jill Critchley Weber

**Absent:** Sal Arnuk and Matthew Gilfillan

**Also Present:** Dr. Michael LaSusa, Superintendent; Mr. Peter Daquila, Business Administrator/Board Secretary; Ms. Karen Chase, Assistant Superintendent of Curriculum and Instruction; Ms. Beth; Grant, Human Resources Manager; and 114 members of the public and press.

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

**V. REORGANIZATION ACTION ITEMS**

**A. Annual Appointments**

Agenda items A.1 to A.17, Motion by Trustee Ms. Critchley Weber, seconded by Trustee Mr. Smith  
Roll call vote: 7-0

*1. (001-20/21) Appointment: Board Secretary and Assistant Board Secretary*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education appoints Peter Daquila as the Board Secretary for the 2021/2022 school year; and

**BE IT FURTHER RESOLVED:** That the Board of Education appoints Tatiana Gilbert as the Assistant Board Secretary to function in the absence of the Board Secretary for the 2021/2022 school year.

2. *(002-20/21) Appointment: Board Treasurer*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education appoints John Csatlos as the Treasurer of School Monies for the 2021/2022 school year at an annual salary of \$5,000.00.

3. *(003-20/21) Appointment: Purchasing Agent*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the appointment of the School Business Administrator as the Purchasing Agent for the district for the 2021/2022 school year; and

**BE IT FURTHER RESOLVED:** That the Purchasing Agent is authorized to award contracts up to his bid threshold of \$44,000.00 and establishes the quote threshold at \$6,600.00. (These are the amounts for a Qualified Purchasing Agent)

4. *(004-20/21) Appointment: Insurance Brokers of Record*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education designates the following as Insurance Agents for the district for the 2021/2022 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. *(005-20/21) Appointment: Board Attorney*

**RESOLVED:** Upon the 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 2021/2022 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. *(006-20/21) Approval: Auditing Firm*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education appoints Wiss & Company, LLP of Florham Park, New Jersey, as public school accountant, for the 2021/2022 school year at an annual fee of \$60,785.00 plus out-of-pocket costs for report production and other items 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. *(007-20/21) Approval: Architect of Record*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education appoints Parette Somjen Architects, of Rockaway, New Jersey, as architect of record, for the 2021/2022 school year at an annual expense not to exceed \$50,000.00 based on a principal fee of \$167.00 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. *(008-20/21) Approval: Banking Services*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the continuation of Investors Bank of Short Hills, New Jersey, to provide banking services for the 2021/2022 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.

9. *(009-20/21) Approval: Financial Advisor*

**RESOLVED:** Upon the 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 2021/2022 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.

10. *(010-20/21) Approval: Bond Counsel*

**RESOLVED:** Upon the 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 2021/2022 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.

11. *(011-20/21) Approval: Participation in Project Community Pride*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the district's participation in Southeast Project Community Pride, Inc., of Madison, New Jersey, known as "Project Community Pride " at a cost of \$22,974.00 for the period of July 1, 2021 through June 30, 2022.

12. *(012-20/21) Appointment: Medical Director*

**RESOLVED:** Upon the 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 2021/2022 school year at an annual cost of \$21,100.00 for school physician and \$6,650.00 for sports physician.

13. *(013-20/21) Appointment: Drug Screening Vendor*

**RESOLVED:** Upon the 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 2021/2022 school year; the costs for each assessment are \$85.00 for the physician's evaluation and \$30.00 for collecting the sample.

14. *(014-20/21) Appointment: Drug Testing Vendor*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education appoints Aegis Science Corporation, of Nashville, TN, to perform the district's drug testing as required for the 2021/2022 school year; the costs for screenings are \$35.00 for a 6 panel test; and additional screenings are \$10.00 for each test which is based on student symptoms.

15. *(015-20/21) Appointment: Drug and Alcohol Treatment Agency*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education appoints Summit Behavioral Health, of Florham Park, New Jersey to provide substance abuse evaluations as required at a cost of \$150.00 each for the 2021/2022 school year.

16. *(016-20/21) Appointment: Drug and Alcohol Treatment Counselor*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education appoints Paul Lavella, LPC, LCADC, of Florham Park, New Jersey to provide substance abuse evaluations as required at a cost of \$250.00 each for the 2021/2022 school year.

17. *(017-20/21) Approval: Annual District Appointments*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following appointments for the 2021/2022 school year:

<p align="center"><b>Business Administrator/Board Secretary</b> Public Agency Compliance Officer (P.A.C.O.) Custodian of Records</p>
<p align="center"><b>Assistant Superintendent of Curriculum &amp; Instruction</b> Affirmative Action Officer</p>
<p align="center"><b>Assistant Superintendent of Student Support Services</b> 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 align="center"><b>Supervisor of Buildings and Grounds</b> Indoor Air Quality Coordinator Right to Know Contact Person Asbestos/AHERA Coordinator Integrated Pest Management (IPM) Coordinator</p>
<p align="center"><b>CHS &amp; CMS Student Assistance Coordinators</b> Substance Awareness Coordinators</p>
<p align="center"><b>Attendance Officers</b> CHS Principal and Assistant Principals CMS Principal and Assistant Principals LAS Principal and Assistant Principal MAS Principal SBS Principal WAS Principal</p>
<p align="center"><b>District School Safety Specialist</b> LAS Assistant Principal / Superintendent of Schools</p>
<p align="center"><b>Chemical Hygiene Officer</b> 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**

Agenda items B.1 to B.33, Motion by Trustee: Mr. Smith, seconded by Trustee: Ms. Ciccarelli  
Roll call vote: 7-0

### *1. (018-20/21) Approval: Board Policies and Bylaws*

**RESOLVED:** Upon the 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. (019-20/21) Approval: Parliamentary Procedures

**RESOLVED:** Upon the 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. (020-20/21) Approval: Standard Operating Procedures

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the district’s Standard Operating Procedures for the 2021/2022 school year.

4. (021-20/21) Approval: Purchasing Manual

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the district’s Purchasing Manual for the 2021/2022 school year.

5. (022-20/21) Approval: School Depositories and Signatures

**RESOLVED:** Upon the 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.	Investors Bank	xxxx0799
Cafeteria Account	3	1 of President, Vice-President 1 of Bd. Secy., Supt. 1 of Treas., Asst. Bd. Secy.	Investors Bank	xxxx1402
Unemployment Insurance Trust	2	1 of Bd. Secy., Supt. 1 of Treas., Asst. Bd. Secy.	Investors Bank	xxxx1440
Payroll Agency Account	2	1 of Bd. Secy., Supt. 1 of Treas., Asst. Bd. Secy.	Investors Bank	xxxx0836
Payroll Account	1	1 of Treas., Asst. Bd. Secy.	Investors Bank	xxxx1341
CHS Petty Cash	2	CHS Principal CHS Principal’s Secretary Bd. Secy.	Investors Bank	xxxx1497
CMS Petty Cash	2	CMS Principal CMS Asst. Principal Bd. Secy.	Investors Bank	xxxx1567
Maintenance Dept. Petty Cash	2	Supervisor Secretary Bd. Secy.	Investors Bank	xxxx1831
Board Office Petty Cash	2	Bd. Secy., Asst. Bd. Secy. Superintendent Asst. Supt. for Student Support Svcs.	Investors Bank	xxxx1770
CHS Student Activity Account	2	CHS Principal CHS Principal’s Secretary Bd. Secy.	Investors Bank	xxxx1510
CHS Athletic Activities Account	2	CHS Principal CHS Principal’s Secretary, Bd. Secy.	Investors Bank	xxxx1529

CMS Student Activity Account	2	CMS Principal CMS Asst. Principal Bd. Secy.	Investors Bank	xxxx1572
LAS Student Activity Account	2	LAS Principal LAS Asst. Principal Bd. Secy.	Investors Bank	xxxx1614
MAS Student Activity Account	2	MAS Principal MAS School Secretary Bd. Secy.	Investors Bank	xxxx1652
SBS Student Activity Account	2	SBS Principal SBS School Secretary Bd. Secy.	Investors Bank	xxxx1765
Other Scholarship	2	Bd. Secy. Asst. Bd. Secy. Superintendent Treasurer	Investors Bank	xxxx1459
CHS Sports Official Account	2	Bd. Secy. Asst. Bd. Secy. Superintendent	Investors Bank	xxxx9254

6. (023-20/21) 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 the 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
Maintenance Dept.	\$1,000	\$150
Board Office	\$4,000	\$500

Each primary signatory shall insure that:

- Petty cash funds are spent for budgeted items only.
- No single purchase for petty cash may exceed \$150 (Board Office reimbursement: \$500).
- Funds are not used to subvert the regular purchasing procedures
- The checking accounts are to be reconciled on a monthly basis and reported to the board.
- Petty cash is distributed in check form on the two signatures indicated above.
- 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.

7. (024-20/21) Approval: Designation of Official of Investments and Wires

**RESOLVED:** Upon the 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.

8. *(025-20/21) Approval: Designation of Official Newspaper for Legal Notices*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education designates the Daily Record as the official newspaper for legal notices and the TAP (news online), Star Ledger, 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 30<sup>th</sup> of each school year.

9. *(026-20/21) Approval: Designation of Meetings & Meeting Schedule*

**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 Auditorium, 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 both the Clerk of Chatham Borough and the Clerk of 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 26, 2021	Regular Meeting – Board Reorg/Budget Hearing	7:30 PM
Monday	May 17, 2021	Regular Meeting	7:30 PM
Monday	June 21, 2021	Regular Meeting	7:30 PM
Monday	July 12, 2021	Regular Meeting	7:30 PM
Monday	August 23 2021	Regular Meeting	7:30 PM
Monday	September 20, 2021	Regular Meeting	7:30 PM
Monday	October 11, 2021	Regular Meeting	7:30 PM
Monday	November 1, 2021	Regular Meeting	7:30 PM
Monday	November 15, 2021	Regular Meeting	7:30 PM
Monday	December 13, 2021	Regular Meeting	7:30 PM
Monday	January 10, 2022	Regular Meeting	7:30 PM
Monday	February 7, 2022	Regular Meeting	7:30 PM
Monday	February 28, 2022	Regular Meeting	7:30 PM
Monday	March 21, 2022	Regular Meeting– Tent. Preliminary Budget Discussion	7:30 PM
Monday	April 25, 2022	Regular Meeting – Tent.Budget Public Hearing & Board Reorg	7:30 PM
Monday	May 16, 2022	Regular Meeting	7:30 PM
Monday	June 20, 2022	Regular Meeting	7:30 PM
Monday	July 11, 2022	Regular Meeting	7:30 PM
Monday	August 22, 2022	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.		

10. (027-20/21) Approval: Enrollment of Chatham High School as a Member of the NJ State Interscholastic Athletic Association

**RESOLVED:** Upon the 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.

11. (028-20/21) 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 2021/2022 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 the 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. *(029-20/21) Approval: Payment of Bills Between Meetings*

**RESOLVED:** Upon the 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. *(030-20/21) Approval: Hiring Authorization of the Superintendent*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education authorizes the Superintendent to extend offers of employment after consulting with the Board of Education regarding budgeted positions for which there may be a vacancy during the school year.

14. *(031-20/21) Approval: Tax Shelter Annuity Companies*

**RESOLVED:** Upon the 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 2021/2022 school year as per N.J.S.A. 18A:66-127 and Policy 6520:

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

15. *(032-20/21) Approval: Admin Partners, LLC - Third Party Administrator*

**RESOLVED:** Upon the 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.

16. (033-20/21) Approval: Related (Administrative) Services - Ameriflex

**RESOLVED:** Upon the 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 \$4,500.00 annually, effective July 1, 2021 through June 30, 2022.

17. (034-20/21) Approval: Chart of Accounts

**RESOLVED:** Upon the 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.

18. (035-20/21) Approval: Tax Payment Schedules

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the schedule of tax payments from the Borough and Township of Chatham for the 2021/2022 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  
2021/2022**

	GCE	Debt Service	Total
July 2021	\$2,324,051.00	\$682,567.00	\$3,006,618.00
August 2021	\$2,324,051.00	\$0.00	\$2,324,051.00
September 2021	\$2,324,052.00	\$0.00	\$2,324,052.00
October 2021	\$2,324,052.00	\$0.00	\$2,324,052.00
November 2021	\$2,324,052.00	\$0.00	\$2,324,052.00
December 2021	\$2,324,052.00	\$682,568.00	\$3,006,620.00
Subtotal	\$13,944,310.00	\$1,365,135.00	\$15,309,445.00
January 2022	\$2,322,719.00	\$0.00	\$2,322,719.00
February 2022	\$2,322,719.00	\$0.00	\$2,322,719.00
March 2022	\$2,322,718.00	\$0.00	\$2,322,718.00
April 2022	\$2,322,718.00	\$0.00	\$2,322,718.00
May 2022	\$2,322,718.00	\$0.00	\$2,322,718.00
June 2022	\$2,322,718.00	\$0.00	\$2,322,718.00
Subtotal	\$13,936,310.00	\$0.00	\$13,936,310.00
<b>TOTAL</b>	<b>\$27,880,620.00</b>	<b>\$1,365,135.00</b>	<b>\$29,245,755.00</b>
<b>Borough</b>	41.0530%		

**School District of the Chathams  
Tax Payment Schedule  
CHATHAM TOWNSHIP  
2021/2022**

	<b>GCE</b>	<b>Debt Service</b>	<b>Total</b>
July 2021	\$3,336,094.00	\$980,082.00	\$4,316,176.00
August 2021	\$3,336,094.00	\$0.00	\$3,336,094.00
September 2021	\$3,336,094.00	\$0.00	\$3,336,094.00
October 2021	\$3,336,093.00	\$0.00	\$3,336,093.00
November 2021	\$3,336,093.00	\$0.00	\$3,336,093.00
December 2021	\$3,336,093.00	\$980,082.00	\$4,316,175.00
Subtotal	\$20,016,561.00	\$1,960,164.00	\$21,976,725.00
January 2022	\$3,336,091.00	\$0.00	\$3,336,091.00
February 2022	\$3,336,090.00	\$0.00	\$3,336,090.00
March 2022	\$3,336,090.00	\$0.00	\$3,336,090.00
April 2022	\$3,336,090.00	\$0.00	\$3,336,090.00
May 2022	\$3,336,090.00	\$0.00	\$3,336,090.00
June 2022	\$3,336,090.00	\$0.00	\$3,336,090.00
Subtotal	\$20,016,541.00	\$0.00	\$20,016,541.00
<b>TOTAL</b>	<b>\$40,033,102.00</b>	<b>\$1,960,164.00</b>	<b>\$41,993,266.00</b>
<b>Township</b>	58.9470%		

19. (036-20/21) Approval: Annual Tuition Rate for 2021/2022

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the following annual tuition rates for non-resident pupils for the 2021/2022 school year:

<b>Grades</b>	<b>Annual Tuition Amount</b>
K – 5	\$15,500
6 – 8	\$16,500
9 – 12	\$18,500

20. (037-20/21) Approval: Annual CHIPs Rate for 2021/2022

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the Chatham Inclusion Preschool (CHIP) 10 month program tuition rate of \$3,000.00 for the 2021/2022 school year.

21. (038-20/21) Approval: Musical Instrument Maintenance Fees

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves musical instrument maintenance fee per student of \$80.00 (no increase) for the 2021/2022 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 2021/2022 school year.

22. (039-20/21) Approval: Activity Participation Fee

**RESOLVED:** Upon the 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 2021/2022 school year.

23. (040-20/21) Approval: Anticipated Contracts for 2021/2022 to be Renewed, Awarded or Expire During the School Year - Per PL 2015 Chapter 47

Pursuant to PL 2015, Chapter 47, the School District of the Chathams Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education in 2021/2022. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. *et seq.*, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 *et seq.* (List of contracts on file in the Business Office)

24. (041-20/21) 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 2021/2022 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.

25. *(042-20/21) 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 athletic programs transportation)	

**NOW, THEREFORE, BE IT RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves jointure agreements for the 2021/2022 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.

26. *(043-20/21) Approval: Related Services – County Commission Providers*

**RESOLVED:** Upon the 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 2021/2022 the school year. *(Rate schedules on file in the Business Office)*

27. *(044-20/21) Approval: Disposal of Equipment*

**RESOLVED:** Upon the 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 2021/2022 school year.

28. *(045-20/21) Approval: Right to Know Survey*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves RK Environmental of Phillipsburg, New Jersey, 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 2021/2022 school year for the district at an approximate cost of \$4,038.75 which includes labeling and training.

29. (046-20/21) Approval: *Collection and Maintenance of Pupil Records*

**RESOLVED:** Upon the 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 the State Board of Education.

30. (047-20/21) Approval: *PTO Events*

**RESOLVED:** Upon the 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 2021/2022 school year.

31. (048-20/21) Approval: *Doctrine of Necessity*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the School Ethics Commission Doctrine of Necessity as follows:

**WHEREAS:** The School Ethics Act, N.J.S.A. 18AA:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to provide specific ethical standards to guide their conduct; and

**WHEREAS:** Questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and

**WHEREAS:** The School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

**WHEREAS:** The opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

**WHEREAS:** The opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, then the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so as set forth above; and

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

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

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

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

32. *(049-20/21) 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 \$125,000 for all staff and board members.

33. *(050-20/21) Approval: Adoption of Code of Ethics*

**RESOLVED:** Upon the 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**

Agenda item C.1, Motion by Trustee: Ms. Critchley Weber, seconded by Trustee: Mr. Ryan  
Roll call vote: 7-0

1. (051-2021) Approval: Committees, Committee Members, Liaisons, and Delegates

**RESOLVED:** Upon the 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:

<b><u>Curriculum</u></b>	<b><u>Finance/Facilities</u></b>
Lata Kenney, Chair	Matthew Gilfillan, Chair
Michelle Clark	Lata Kenney
Ann Ciccarelli	Michael Ryan
Jill Weber	Chris Delsandro
Alternate: Matt Gilfillan	Alternate: Sal Arnuk
<b><u>Personnel</u></b>	<b><u>Policy/Planning</u></b>
Ann Ciccarelli, Chair	Michael Ryan, Chair
Michele Clark	Sal Arnuk
Bradley Smith	Chris Delsandro
Jill Weber	Bradley Smith
Alternate: Lata Kenney	Alternate: Jill Weber
<b><u>Negotiations</u></b>	
Sal Arnuk	Matthew Gilfillan
<b><u>Liaisons</u></b>	
Chatham Borough: Ann Ciccarelli	
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: Jill Weber	
<b><u>Delegates</u></b>	
NJSBA: Delegate: Lata Kenney	
MCSBA: Delegate: Matthew Gilfillan	
MCESC: Delegate: Bradley Smith	

**REGULAR BUSINESS MEETING**

**I. BOARD PRESIDENT’S COMMENTS** – Ms. Jill Critchley Weber has no comments.

**II. ADMINISTRATIVE REPORTS**

**A. SUPERINTENDENT’S REPORT**

- Update on Status of Schools
- Update on Budget and Staffing

Dr. Michael LaSusa gave his presentations and responded to questions from the board.

#### **B. BUSINESS ADMINISTRATOR'S REPORT –**

- Construction Update

Mr. Peter Daquila reported that planning continues for the summer projects

#### **III. COMMITTEE REPORTS**

- A. Personnel** (A. Ciccarelli): Ms. Ciccarelli reported that she met with the committee on 4/12/21 and discussed curriculum adjustments.
- B. Curriculum** (L. Kenney): Ms. Kenney reported that she met with the committee on 4/12/21 and discussed statewide testing and the calendar for 2022/2023.
- C. Finance/Facilities** (M. Gilfillan): Mr. Ryan reported that he met with the committee on 4/19/21 to discuss the final 2021/2022 budget, capital work for 2022/2023, COVID planning, summer projects and ventilation work. They also discussed equipment that will be needed for 2021/2022 school year.
- D. Policy and Planning** (M. Ryan): Mr. Ryan met with the committee on 4/19/21 and discussed update from SEPAG and policies on tonight's agenda. They also discussed nonresident tuition students, school planning and LMC staffing.

#### **Liaisons**

Chatham Borough (A. Ciccarelli): Ms. Ciccarelli announced that there was a meeting with the Borough Council on 4/5/21 to continue discussion on the River Road project.

Chatham Township (M. Clark): Ms. Clark had nothing to report.

Chatham Athletic Boosters (A. Ciccarelli/J. Weber): Ms. Ciccarelli and Ms. Critchley Weber had nothing to report.

Chatham Performing Arts Boosters (J. Weber): Ms. Critchley Weber had nothing to report.

Chatham Education Foundation (L. Kenney): Ms. Kenney reported that on 4/27/21 the Town Hall was sponsored by the CEF and is on the CEF will also sponsor the TedX event on 6/11/21 and that the spring appeal is in process.

Chatham Recreation (M. Gilfillan): Mr. Gilfillan had nothing to report.

PTO District Cabinet (A. Ciccarelli): Ms. Ciccarelli had nothing to report.

#### **IV. MINUTES**

Motion by Trustee: Ms. Critchley Weber, seconded by: Ms. Ciccarelli, Roll call vote: 7-0

*Approval: Minutes*

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

- March 22, 2021 - Public Session Meeting

#### **V. 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.*

- Jane Devlin (Mendham): LMC is to promote reading and learning. Reading is a foundation skill. Please do not reduce the LMC staff so the excellence can be provided to the future students.
- Middle School Staff: Expresses disappointment in the reduction of the CMS LMC specialist. They rely heavily on her assists to promote leading interest to the students, co-teach lessons and help to students. This is dis-service to the staff and students.
- Amy Reali (SEPAG update): Thanks Bradley Smith and Dr. LaSusa for attending the last meeting. Open house is Friday between 9:00 AM – 10:00 AM. There will be a speaker on May 27<sup>th</sup> from 7:00 PM – 8:00 PM.
- Karen Doherty (Madison): Ms. Doherty read a letter from the National Library Association regarding LMC reduction. Librarians are a key and valued resource to the students.
- Cindy Gagliardi (CHS English teacher): States that the librarian is a key element to the CHS students. Less than 1 FTE librarians would be a dis-service to the students.
- Judy Shue (342 Green Village Road): Stated that she has been a librarian for 19 years in both a middle school and a high school. The service the LMC provides is a key resource to research instruction that is needed in high school, college and life. How will one person be assigned to CMS & CHS?
- Jennifer Kaplan: Concerned about the reduction in the LMC staff. They provide an invaluable service to the students. Please reconsider this decision.
- Carole Truit – CHS graduate and LMC in a neighboring district: Thanks Dr. LaSusa and the board for their service. She Read a letter regarding the reduction of LMC staff and that the action should be reconsidered.
- Laura Friedenfeld: Feels the reduction in LMC staff is premature. Compared the SDOC LMC to comparable districts and we are in the middle. If there are only 4 LMC, SDOC will have the lowest number of staff among the comparable districts.
- Gayle Shepardson (CHS S.S. teacher): Comments from Social Students staff. Library is a key gathering space for students that provides assistance and guidance to the students.
- Mary Szoke (WAS Librarian): Eleven years ago there were only 2 librarians for the 3 elementary schools. When the district went to a librarian for each school the use expanded and the students benefited.
- Beth Thomas: President of the National Association of School Librarians, spoke about Jill Mills and all she offers to the students at CMS. She is extremely committed to numerous library associations.
- Mr. Thomas: Jill Mills is a dedicated staff member to the students and the profession. She assists each staff member and all the students in the building.
- Marty Visitacion (MAS teacher): Spoke against the reduction of the LMC staff. Noted the importance of the school librarian and their direct impact on the reading and reading scores. Noted that Chatham sets the standard.
- Bonnie Lafazan (President of the Librarian Association in Bergen County): Urges SDOC to employ a full time LMC in each school. The LMC teaches lifelong learning skills.
- Leigh Rockoff (MAS teacher Pre-school): On behalf of the Pre-school staff, the LMC meets with each class and is invaluable to the students' progress. She provides books that are appropriate for each student and promotes learning.
- Michael D'Aloia (SBS LMS): the district has an outstanding LMC staff. SDOC is a leader in the quality of each library. The LMC services to the needs of all the students. The district has invested funds in the libraries. Please do not let the libraries be under staffed.

- Nancy Fanning (MAS kindergarten teacher): The MAS LMC is invaluable. She provides assistance to each teacher and impacts and interacts with each MAS student.
- Joe Basralian: Very proud of the gathering of support for the LMC staff members. There is great fiscal prudence in the district but feels that reducing the LMC staff is a disservice and could be an ineffective cost reduction. Feels the LMC cut is over aggressive in saving money.
- Amy Kerr (MAS – SE): The LMC dedicated staff is invaluable to the school and the students. The fulltime LMC is available and provides guidance throughout the day to the staff.
- Lisa Kressler: Teachers must foster the interest in books and reading to the students. Without the LMC staff the students will not receive the guidance and instruction they need to excel. LMC impacts each student and staff member every school day. She constantly suggests numerous books that will be of interest to the staff and students. She is dedicated to the students and knows every student's reading interest.
- Betsy Yates Long (CHS – CEA): Requests to know how the reduced staff will balance the work load between schools. Requests full reasoning and logistics for the reduction.
- Bob Dessechia (Volunteer Fireman): Discussed threats to black America and the impact on family life. He commented on violent inter racial attacks. Commented that the district does not properly address racial issues in the curriculum.
- Laura Noonan: the 2300 CMS & CHS students will not have access to a fulltime LMC. The libraries should be fully staffed. Sharing 1 staff member is a disservice to the students and will create a learning gap.
- Jill Mills: Humbled by the outpouring of the support. Her position is the only position being eliminated. Feels the position is being cut because her value is misunderstood and not valued. Thanks everyone for the support over the last 10 years.
- Dr. LaSusa: Commented on all the changes over the last 11 years and all the dedicated staff that has been added.  
Feels the enrollment decline at K – 5 justifies the reduction. He understands the ratios at the 6 – 12 levels and feels the plan of action is correct. He notes that there will be adjustments but is confident that this is the correct course of action. He feels the action is not overly aggressive. It will require more planning and scheduling.
- Jill Critchley Weber: The board is following the recommendation of the administration, this is not an easy decision.
- Michael Ryan: Feels the goal is achieving efficiency and wants the service to improve not just remain at status quo. He feels now isn't the time to make the change.
- Dr. LaSusa: This has been discussed with the principals and will require planning.
- Ms. Clark: Questioned about shared staff that currently exist in the district. At K-3 there are 2 Art teachers and 2 Music teachers that are shared between the 3 schools. The sharing depends on the Master Schedule.
- Dr. LaSusa: Responded to questions from the board about shared schedules and coordination that will be needed between the staff and the LMC.  
Commented that a teaching staff member or a Paraprofessional will be in the LMC when the librarian is not in the building.

## VI. ACTION ITEMS

**A. PERSONNEL**

Agenda items A.1 to A.22, Addendum items, A2, A.5, A.10 and A.23. Motion by Trustee: Ms. Ciccarelli, seconded by Trustee: Mr. Ryan, Roll call vote: 7-0

## 1. (0242-20/21) Amendment: Retirement

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education amends the retirement of the following staff member:

Name	Location/Position	Effective Date	Notes
D'Elia, Vincent	Central Office/Assistant Superintendent for Student Support Services	06/01/2021	Supersedes action on 01/11/2021 to amend retirement date.

## 2. (0243-20/21) Acceptance: Resignation - Addendum

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

Name	Location/Position	Effective Date
Mahoney, Christine	CHS/Student Assistance Counselor	06/30/2021
Racine, Jennifer	LAF/Teacher of Elementary	06/30/2021
Lauderdale, Sally	LAF/Paraprofessional	06/30/2021
Calabro, Danielle	CMS/Teacher of Special Education	06/30/2021
<b>Carter, Zachery</b>	<b>CMS/Custodian</b>	<b>04/30/2021</b>

## 3. (0244-20/21) Amendment: Custodial Contracts - 2020/2021 School Year

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education amends the 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	FTE	Salary	Night Differential	Other Salary	Effective Date	Termination Date
Taylor, Kenneth	Custodian	CHS	C/10	1.0	\$42,683.00 prorated at \$10,670.75	N/A	N/A	04/01/2021	06/30/2021
<b>NOTE:</b> Supersedes action on 04/27/2020 to rescind night differential and amend salary due to change in shift									
Ardolino, Joseph	Custodian	CHS	C/10	1.0	Total Salary \$42,933.00 prorated at \$10,733.25	\$250.00	N/A	04/01/2021	06/30/2021
<b>NOTE:</b> Supersedes action on 04/27/2020 to amend night differential & salary due to change in shift.									
Behre, Kevin	Lead Custodian	LAF	IV/20	1.0	Total Salary \$52,683.00 Prorated \$8,780.50	N/A	\$5,000	05/01/2021	06/30/2021
<b>NOTE:</b> Supersedes action on 04/27/2020 to amend salary & total salary due to change in position.									

Matias, Ramon	Custodian	CHS	IV/6	1.0	Total Salary \$40,933.00 Prorated \$6,822.17	\$250	N/A	05/01/2021	06/30/2021
<b>NOTE:</b> Supersedes action on 04/27/2020 to amend salary & total salary due to change in position & hours									
Fauzia, Noori	Custodian	CHS	IV/5	1.0	\$42,183	N/A	N/A	05/01/2021	06/30/2021
<b>NOTE:</b> Supersedes action on 04/27/2020 to change position from floater to permanent.									

4. (0245-20/21) 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	Category/Step	FTE	Salary	Effective Date	Termination Date	Notes
Coleman, Ashlee	Paraprofessional	LAF	N/A	N/A	\$18.67/hrly	04/19/2021	06/30/2021	Supersedes action on 03/22/21 to amend effective date.

5. (0246-20/21) Approval: Contracts - 2021/2022 School Year - *Addendum*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves contracts for the following individuals for the 2021/2022 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
Marsh, Heather	SAC	CHS	MA	3	\$62,735.00	08/24/2021	06/30/2022	
Contreras-Jose, Lizbeth	Teacher of Biology	CHS	MA	3	\$62,735.00	08/24/2021	06/30/2022	
Mantone, Thomas	Teacher of HPE	CHS	MA	6	\$64,620.00	08/24/2021	06/30/2022	
Tatarka, Ryan	Teacher of Biological Science	CMS	BA	8	\$62,535.00	08/24/2021	06/30/2022	
Moschella, Nicole	Teacher of Special Education	CMS	MA15	11	\$76,970.00	08/24/2021	06/30/2022	
Gentiluomo, Ross	Maintainer	District	R	18	\$62,040.00	07/01/2021	06/30/2022	
<b>O'Reilly, Grayson</b>	<b>Teacher of Special Education</b>	<b>CHS</b>	<b>MA</b>	<b>12</b>	<b>\$76,490.00</b>	<b>08/24/2021</b>	<b>06/30/2022</b>	

## 6. (0247-20/21) Approval: Administrator Contracts

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves contracts for the following individuals for the 2021/2022 school year, as per the agreement between the School District of the Chathams and the Chatham Administrator's Association (CAA): (*Attachment A.6*)

## 7. (0248-20/21) Approval: Maternity Leaves of Absence

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the following *Maternity Leave 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# 8973	08/24/2021	33	10/15/2021	10/15/2021	N/A	01/10/2022	
ID# 8847	09/08/2021	35	10/28/2021	10/28/2021	N/A	01/28/2022	

## 8. (0249-20/21) Amendment: Maternity Leaves of Absence

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education amends 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# 7048	2/23/2021	40	04/28/2021	04/28/2021	09/29/2021	12/01/2021	Supersedes action on 03/01/2021 to amend dates.
ID# 8017	01/04/2021	31	02/18/2021	02/18/2021	05/21/2021	08/2022	Supersedes action on 12/07/2020 to amend dates.
ID# 7021	02/05/2021	40	04/13/2021	04/13/2021	09/21/2021	01/03//2022	Supersedes action on 11/02/2021 to extend and amend dates.

## 9. (0250-20/21) Rescind: Unpaid Absences

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education rescinds the following unpaid absences during the 2020/2021 school year:

Name	Position	Location	Number of Requested Unpaid Days	Start Date	End Date	Notes
Zigon, Wendy	Paraprofessional	MAS	5	04/12/2021	04/16/2021	



10. (0251-20/21) Approval: Unpaid Absences - **Addendum**

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the following unpaid absences during the 2020/2021 school year:

Name	Position	Location	Number of Requested Unpaid Days	Start Date	End Date	Notes
Spinner, Jennifer	Teacher	SBS	2	04/29 & 5/04/2021	N/A	
Druhot, Dawn	Paraprofessional	WAS	1	05/03/2021	05/03/2021	
Ferrone, Diane	Teacher	LAF	2	05/20/2021	05/21/2021	
Malatesta, Lucy	Paraprofessional	CMS	1	05/24/2021	N/A	
Cook, Laura	Teacher	MAS	1	05/27/2021	N/A	
<b>Calvert, Lexie</b>	<b>Paraprofessional</b>	<b>MAS</b>	<b>0.5</b>	<b>05/07/2021</b>	<b>N/A</b>	

## 11. (0252-20/21) Approval: Use of Accumulated Family Illness Days

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the Use of Accumulated Family Illness Days, as listed below:

Employee #	Total Number of Days	Notes
ID# 6024	3	
ID# 7045	10	
ID#7383	1	
ID# 6293	3	

## 12. (0253-20/21) Approval: District Substitutes

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the following substitutes for the 2020/2021 school year:

Teacher	Para	Clerical	Nurse	Last Name	First Name
x	x			James	Renae
x	x	x		Connolly-Tencic	Lisa
x	x	x		Hyde	Anne
x	x	x		Newman	Kathleen

## 13. (0254-20/21) Rescind: Contracts - Extra Duty Stipends 2020/2021

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education rescinds a contract for an Extra Duty Stipend, 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	Notes
Fallon, Kristen	National Honor Society	0.125	\$1,256.88	

## 14. (0255-20/21) Approval: Spring Coaching Staff

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the contract for *Spring Coach*, for the 2020/2021 school year as per agreement between School District of the Chathams and CEA, as listed below:

Name	Season	Sport	Assignment	Ratio	Salary	Notes
Farmakis (Britt), Paige	Spring	Lacrosse	Volunteer Girls	N/A	N/A	

## 15. (0256-20/21) Amendment: Mentoring

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education amends Mentoring for the 2020/2021 school year, as listed below:

Mentor	Novice Teacher	School	Certificate	Weeks	Rate	Notes
Erin Killea	Alexandria Zeim	LAF	CEAS	30	\$550.00	Supersedes action on 09/21/2021 to amend weeks and rate.
Michelle Cervone	Julie Scales	SBS	CEAS	30	\$550.00	Supersedes action on 09/21/2021 to amend weeks and rate.

## 16. (0257-20/21) Approval: District Student Videographer

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves Ryan McWalters as student videographer for Board Meetings at the hourly rate of \$20.00 effective July 1, 2021 through June 30, 2022.

## 17. (0258-20/21) Approval: Extracurricular Support

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves Jenine Karras to provide extracurricular support to student #4272961703 for the 2020/2021 school year for one (1) hour per week at the rate of \$18.67/hour not to exceed \$300.00.

## 18. (2059-20/21) 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 \$17.75 effective June, 2021 through August 2021:

Brian Conti	Brian Taylor	Craig Swartz	Mike Colavita
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## 19. (0260-20/21) Approval: Maintenance Support

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves Alec Nappa to provide Maintenance Support at an hourly rate of \$13.00 for the 2021/2022 school year.

## 20. (0261-20/21) 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 2021, as listed below:

<b>POSITION</b>	<b>STAFF</b>	<b>HOURS/DAY</b>	<b>TEACHER/PARA HOURLY RATE</b>	<b>DAYS NEEDED</b>	<b>TOTAL COST</b>
Counselor	Alyssa Beier	4.5	\$80.00	5	\$1,800.00
Counselor	Katherine Cimei	4.5	\$80.00	5	\$1,800.00
Counselor	Elizabeth Gaynor	4.5	\$80.00	5	\$1,800.00
Counselor	Jennifer Manger	4.5	\$80.00	5	\$1,800.00
Counselor	Melisa Varcadiponi	4.5	\$80.00	5	\$1,800.00
School Nurse	Susan Butler	4.5	\$52.00	3	\$702.00
School Nurse	Sally W Kelly	4.5	\$52.00	4	\$936.00
School Nurse	Christina Sachs	4.5	\$52.00	5	\$1,170.00
School Nurse	Erin Zotti	4.5	\$52.00	9	\$2,106.00
Teacher	Michelle Cervone	4.5	\$52.00	26	\$6,084.00
Teacher	Lynne Ann Collier	4.5	\$52.00	26	\$6,084.00
Teacher	Jennifer Fernandez	4.5	\$52.00	26	\$6,084.00
Teacher	Nicole Fitzgerald	4.5	\$52.00	26	\$6,084.00
Teacher	Lauren M Flood	4.5	\$52.00	26	\$6,084.00
Teacher	Kristen Hague	4.5	\$52.00	26	\$6,084.00
Teacher	Ryan Harte	4.5	\$52.00	26	\$6,084.00
Teacher	Daniel H. Hrdina	4.5	\$52.00	26	\$6,084.00
Teacher	Sylvona Jones	4.5	\$52.00	26	\$6,084.00
Teacher	Amy Kerr	4.5	\$52.00	26	\$6,084.00
Teacher	Catherine Landeka	4.5	\$52.00	26	\$6,084.00
Teacher	Grace Malanga	4.5	\$52.00	26	\$6,084.00
Teacher	Nicole Moschella	4.5	\$52.00	26	\$6,084.00
Teacher	Cassandra Pane	4.5	\$52.00	26	\$6,084.00
Teacher	Emily Pfister	4.5	\$52.00	26	\$6,084.00
Teacher	Kristin Procanik	4.5	\$52.00	26	\$6,084.00
Teacher	Annemarie Steigerwald	4.5	\$52.00	26	\$6,084.00
Teacher	Melissa Tom	4.5	\$52.00	26	\$6,084.00
Teacher	Pamela Wichot	4.5	\$52.00	26	\$6,084.00
Teacher	Elizabeth Yeager	4.5	\$52.00	26	\$6,084.00
Paraprofessional	Whitney Failla	4.5	\$24.54	25	\$2,765.25
Paraprofessional	Joan E. Guerriero	4.5	\$24.54	25	\$2,765.25
Paraprofessional	Donna Marie Hillin-Campbell	4.5	\$24.54	25	\$2,765.25
Paraprofessional	Avni Jobanputra	4.5	\$19.22	25	\$2,164.50

Paraprofessional	Cecilia U. Kim	4.5	\$19.22	25	\$2,164.50
Paraprofessional	MaryAnn Massumi	4.5	\$24.54	25	\$2,765.25
Paraprofessional	Arleen R. Matyas	4.5	\$24.54	25	\$2,765.25
Paraprofessional	Maryann McCabe	4.5	\$24.54	25	\$2,765.25
Paraprofessional	Karen Nelson	4.5	\$21.39	25	\$2,408.62
Paraprofessional	Kathryn S. Pollack	4.5	\$21.39	25	\$2,408.62
Paraprofessional	Jennifer Racine	4.5	\$24.54	25	\$2,765.25
Paraprofessional	Lisa Beth Reina	4.5	\$24.54	6	\$663.66
Paraprofessional	Amy Skrobacz	4.5	\$24.54	25	\$2,765.25
Paraprofessional	Sara Todisco	4.5	\$24.54	25	\$2,765.25
Paraprofessional	Decika Wanniarachchi	4.5	\$19.22	25	\$2,164.50
Paraprofessional	Nancy Winard	4.5	\$19.22	25	\$2,164.50

21. (0262-20/21) Approval: Brain Camp, K-1 Program

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the staff for the Brain Camp, K-1 Program, for Summer 2021 as listed below:

Teacher	Hours/Day	Hourly	Days	Total Amount
Nancy Volker	4.5	\$52.00	20	\$4,680.00
Peggy Herr	4.5	\$52.00	20	\$4,680.00
Paraprofessional	Hours/Day	Hourly Rate	Days	Total Amount
Lisa Heap	4.5	\$24.54	19	\$2,098.17
Alison I. Mackessy	4.5	\$19.22	19	\$1,643.31

22. (0263-20/21) 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 employe 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.

\*\*\* NOTHING TO REPORT \*\*\*

Month	Day	Year	First	Last	Position	Vendor	Purpose	Location	Cost

23. (0264-20/21) Approval: Unpaid Leave – Addendum

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the following unpaid leave during the 2020/2021 school year:

Employee #	Leave Start Date	Accumulated Sick Days Applied	MLOA Start Date	MLOA Start Date	Extended Leave Start Date (unpaid without benefits)	Date of Return

			<i>(unpaid without benefits)</i>	<i>(unpaid without benefits)</i>		
<b>ID# 5025</b>	<b>08/24/2021</b>	N/A	N/A	N/A	N/A	<b>08/2022</b>

After the public executive session:

Agenda item A.24 from Addendum #2. Motion by Trustee: Ms. Ciccarelli, seconded by Trustee: Ms. Critchley Weber, Roll call vote: 6-1. Mr Ryan voted no

24. *(0265-20/21) Abolishment of Position - Addendum*

**WHEREAS, N.J.S.A. 18A:28-9 provides that a board of education may “reduce the number of staff members employed in the district whenever in the judgment of the board it is advisable to abolish any such positions for reasons of economy or because of reduction in the number of pupils or of change in the administrative or supervisory organization of the district or for other good cause;” and WHEREAS, based on the forgoing and information provided by the Superintendent, the School District of the Chathams Board of Education finds it advisable to reduce the total number of staff in the District for the 2021/2022 school year through a reduction in force; and WHEREAS, for reasons of economy and staffing needs in light of student enrollment and scheduling, certain full time equivalent (FTE) positions are recommended for abolishment.**

**NOW THEREFORE BE IT RESOLVED by the School District of the Chathams Board of Education as follows:**

**1. Effective July 1, 2021, the following educational services staff positions are hereby eliminated as a result of a reduction in force:**

**a. One (1) full-time Elementary Library Media Specialist**

After the private executive session:

Agenda item A.25 to A.28 from Addendum #3. Motion by Trustee: Ms. Ciccarelli, seconded by Trustee: Ms. Critchley Weber, Roll call vote: 7-0.

25. *(0266-20/21) Approval: Withholding of Increment - Addendum*

**RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves withholding the advancement of salary and the employment increment of Employee ID # 7544 for the 2021/2022 school year, for the reasons provided by the Superintendent and on record with the members of the Board of Education and in the office of Human Resources.**

**NOW THEREFORE BE IT RESOLVED by the School District of the Chathams Board of Education that Employee ID #7544 will begin a two-week suspension with pay.**

26. *(0267-20/21) Abolishment of Position - Addendum*

**WHEREAS, N.J.S.A. 18A:28-9 provides that a board of education may “reduce the number of staff members employed in the district whenever in the judgment of the board it is advisable to abolish any such positions for reasons of economy or because of reduction in the number of pupils or of change in the administrative or supervisory organization of the district or for other good cause;” and WHEREAS, based on the forgoing and information provided by the Superintendent, the School District of the Chathams Board of Education finds it advisable to reduce the total number of staff in the District for the 2021/2022 school year through a reduction in force; and WHEREAS, for reasons of economy and staffing needs in light of student enrollment and scheduling, certain full time equivalent (FTE) positions are recommended for abolishment.**

**NOW THEREFORE BE IT RESOLVED** by the School District of the Chathams Board of Education as follows:

1. Effective July 1, 2021, the following educational services staff positions are hereby eliminated as a result of a reduction in force:

b. One (1) full-time Secondary Library Media Specialist.

27. *(0267A-20/21) Approval: Contracts - Chatham Education Association - Addendum*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the appointment of the following district staff members for the 2021/2022 school year as per the agreement between the Board of Education and the Chatham Education Association. *(Attachment A.27)*

27.1: Certificated Staff

27.2: Secretarial Staff

27.3: Custodial Staff

27.4: Maintenance Staff

28. *(0268-20/21) Amend: Job Descriptions - Addendum*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the following amended job descriptions as listed below:

Library/Media Specialist (K-5)

Library/Media Specialist (6-12)

**B. FINANCE/FACILITIES**

Agenda items B.1 to B.21, Motion by Trustee: Mr. Ryan, seconded by Trustee: Ms. Ciccarelli, Roll call vote: 7-0

1. *(0176-20/21) 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
Bill List - 04-26-2021	\$2,426,162.62
Payroll - 03-15-2021	\$2,128,639.73
Payroll - 03-30-2021 (Winter Coaches)	\$144,719.05
Payroll - 03-30-2021	\$2,207,449.71
<b>Total</b>	<b>\$6,906,971.11</b>

2. *(0177-20/21) Approval: Monthly Report of County Transfers - March 2021*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the Monthly Report of County Transfers for March 2021. *(Attachment B-2)*

3. *(0178-20/21) Approval: Report of the Board Secretary - March 2021*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the Report of the Board Secretary for March 2021. *(Attachment B-3)*

4. *(0179-20/21) Approval: Report of the Board Treasurer - March 2021*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the Report of the Board Treasurer for March 2021. (*Attachment B-4*)

5. (0180-20/21) Approval: Finance Certification - March 2021

**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 2021 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.

6. (0181-20/21) Approval and Adoption: School District of the Chathams **Final Budget 2021/2022**

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the FINAL 2021/2022 school district budget as approved by the Executive County Superintendent. The budget submitted to the Executive County Superintendent for review and approval in accordance with N.J.S.A. 18A:7F-5 and 18A:7F-6 is as follows:

General Fund Current Expenses	\$ 72,968,149
Capital Expenditures	\$ 3,287,469
Summer Instruction	\$ 201,650
Charter School Tuition	\$ 31,574
Grants and Entitlements	\$ 846,330
Debt Service Fund	<u>\$ 3,576,275</u>
Total	<u>\$ 80,911,447</u>

The 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 2021/2022 is 3,936 students.

**WHEREAS:** The district has a taxing authority of the 2% cap increase over the prior year tax levy which totals \$1,333,151 and which can be used in the 2021/2022 budget;

**BE IT RESOLVED:** The Board approves that there should be raised for the General Fund a tax levy the amount of \$67,913,722 for 2021/2022, which is a 1.88% tax levy increase or an increase of \$1,256,151 from the 2020/2021 for the ensuing 2021/2022 school year;

**BE IT RESOLVED:** The Board requests the approval of a Withdrawal from Capital Reserve in the amount of \$1,900,000 for the local share of the following projects:

CHS/LAS - HVAC Replacement Band Room	\$230,000
CMS - Roof Around the Main Gym	\$510,000
CHS - Roof Replacement Cafeteria	\$215,000
CHS - Roof Replacement Admin Area	\$685,000

CHS - Roof Replacement Lower Level	\$410,000
CHS - Roof Replacement Media Center	\$325,000
CHS/LAS - Roof Replacement Copy Hall & Teachers' Lounge	\$ 60,000
WAS - Roof Replacement	\$390,000

**WHEREAS:** School district policy and pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditures, as defined in N.J.A.C. 6A:23A-1.7 et seq.,

**BE IT RESOLVED:** That the Board includes in the budget a maximum travel expenditure in the amount of \$110,000 for the 2021/2022 school year. The maximum travel expenditure amount for the current school is \$125,000, of which, \$4,200 has been spent and \$4,100 is encumbered to date,

**BE IT RESOLVED:** The Board 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,** N.J.A.C. 6A:23A subchapter 7 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 and a majority of the full voting membership of the Board;

**AND,** the Board may establish, for regular business travel only, an annual school year threshold of \$150 per staff member where prior board approval shall not be required unless this annual amount is exceeded in the school year of July 1 through June 30;

**AND,** travel and related expenses not in compliance with N.J.A.C. 6A:23A subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Out of District Travel and Reimbursement Forms;

**BE IT RESOLVED:** the Board approves all travel not in compliance with N.J.A.C 6A:23A subchapter 7 as being necessary and unavoidable as noted on the approved Board Out of District Travel and Reimbursement Forms; and

**BE IT FURTHER RESOLVED:** the Board includes in the budget travel and related expense reimbursements in accordance with N.J.A.J. 6A:23A subchapter 7, to a maximum expenditure of \$2,500 for all staff and board members for the 2021/2022 school year.

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

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

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

**BE IT FURTHER RESOLVED:** That a public hearing will be held in the Chatham High School Auditorium at the Board of Education meeting on April 26, 2021, at 7:30 PM for the purpose of conducting a public hearing on the budget and the board approving the FINAL 2021/2022 budget.

**BE IT FURTHER RESOLVED:** That the final approved budget will be posted on the district website in accordance with the form suggested by the New Jersey Department of Education and according to the law.



7. *(0182-20/21) Approval: Submission of 2020/2021 Coronavirus Response and Relief Supplemental Appropriations (CRRSA) - Elementary and Secondary School Emergency Relief Fund II (ESSER II) Grant Application*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the submission of the 2020/21 CRRSA ESSER II Grant Application for the following amounts for support in the wake of the public health crisis brought about by the COVID-19:

- CRRSA ESSER II Mental Health - \$45,000

8. *(0183-20/21) Approval: Acceptance of Funds from the 2020/2021 Coronavirus Response and Relief Supplemental Appropriations (CRRSA) - Elementary and Secondary School Emergency Relief Fund II (ESSER II) Grant*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the acceptance of funds from the 2020/21 CRRSA ESSER II Grant Application for the following amounts for support in the wake of the public health crisis brought about by the COVID-19:

- CRRSA ESSER II Supplemental Non-Title I - \$401,209
- CRRSA ESSER II Learning Acceleration - \$25,000
- CRRSA ESSER II Mental Health - \$45,000

9. *(0184-20/21) Approval: Acceptance of Elementary & Secondary Education Act Grant (ESEA) Funds*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the acceptance of the 2020/2021 ESEA Grant Funds that have been substantially approved by the Department of Education with the following amounts:

- Title II-A \$37,593
- Title III \$4,819

The School District of the Chathams will participate in a consortium for \$4,819 of Title III funds with the Westfield Board of Education.

10. *(0185-20/21) Amendment: 2020/2021 ESEA Funds - Title IIA Salaries*

**RESOLVED:** Upon the recommendation of the Superintendent, and as approved by the Board of Education, the district amends the use of the \$25,652.00 ESEA funds for Title IIA for salaries in the 2020/2021 school year as follows: Jennifer Broyer in the amount of \$12,358.07, Daniel Sullivan in the amount of \$5,438.08, and Julie Scales in the amount of \$7,855.85.

11. *(0186-20/21) Acceptance: Additional Funds for Non Public Auxiliary and Handicapped Aid (Chapter 192/193)*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the acceptance of **additional** funds from the New Jersey Department of Education for the Nonpublic Auxiliary and Handicapped Services Aid (Chapter 192/193) for the 2020/2021 school year as follows:

- Chapter 193 - Supplemental Instruction - \$729.00

12. (0187-20/21) *Submission and Acceptance: NJSIG - Safety Grant Program Application for 2021/2022*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the submission and acceptance of the safety grant application for the 2021/2022 Safety Grant Program through the New Jersey Schools Insurance Group for the qualified purposes of installing bollards at the Chatham High School Auditorium. The bollards will be installed in the circular driveway in front of the entrance to the auditorium for the amount of \$9,800 for the period of July 1, 2021 to June 30, 2022.

13. (0188-20/21) *Approval: Consultants*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following Consultants to provide evaluations to students during the 2021/2022 school year:

Name	Title	Price per Evaluation	Not to Exceed
Dr. Jose Moreno	Psychiatrist	\$600.00	\$5,000.00
Dr. Isabel Carotenuto (GingerBredKidz, LLC)	Neurodevelopmental Pediatrician	\$490.00	\$10,000.00

14. (0189-20/21) *Approval: Vendors to Provide Services for 2021/2022*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves the following vendors to provide services for the 2021/2022 school year, effective July 1, 2021 through June 20, 2022 as listed below:

Name	Service	Not to exceed per hour	Total
Creature Comfort	Pet Therapy	\$25.00	\$400.00
Melissa Valent (Team Behavior Consultants)	ABA Services	\$100.00	\$29,000.00
Julie Guzman (Sensory Garden)	OT Service	\$115.00	\$9,000.00
Solomon Therapeutics (STARs)	Speech/Language Services	\$150.00	\$7,500.00
Summit Speech School	Consult & Inservices	\$150.00	\$725.00
Terri Jones (Pediatric Therapy of NJ)	Speech/Language Services	\$168.00	\$20,000.00

15. (0190-20/21) *Approval: Amended Settlement Agreement*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the Amended Settlement Agreement between the district and the parents of special education student #8834548866.

16. (0191-20/21) *Approval: Occupational Therapy Evaluation Services*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves AJL Therapy for Kids, LLC to provide occupational therapy evaluation services for special education student #3991923834 in the amount of \$250.00.

17. (0192-20/21) *Approval: Occupational Therapy Services*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves Sensory Garden Occupational Therapy to provide services to special education students at a rate of \$80.00/hour not to exceed \$6,960.00 for the 2021 ESY program.

18. (0193-20/21) *Approval: Evaluation Services*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves Dr. L. Hanes & Associates to provide evaluation services for special education student #8406254503 in the amount of \$900.00.

19. (0194-20/21) *Approval: Interpreter Services*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves Language Line to provide interpretation services for the 2020/2021 school year in an amount not to exceed \$540.00.

20. (0195-20/21) *Approval: Home Instruction*

**RESOLVED:** Upon 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 \$1,680.00 for the 2020/2021 school year.

21. (0196-20/21) *Approval: Home Instruction*

**RESOLVED:** Upon recommendation of the Superintendent, the Board of Education approves E.I. US, LLC dba LearnWell to provide home instruction at the rate of \$61.00/hour not to exceed \$1,830.00 for the 2020/2021 school year.

## C. CURRICULUM

Agenda items C.1 to C.3, Motion by Trustee: Ms. Kenney, seconded by Trustee: Mr. Smith, Roll call vote: 7-0

Jill Critchley Weber noted that the calendar reflects the concerns of the CEA.

1. (0045-20/21) *Acceptance: Harassment, Intimidation and Bullying (HIB) Investigative Report for the period from March 22, 2021 through April 23, 2021.*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education accepts the Harassment, Intimidation and Bullying (HIB) Investigative Report for the period of March 22, 2021 through April 23, 2021, pursuant to N.J.S.A. 18A:37-1 et seq.

2. (0046-20/21) *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 March 22, 2021 Meeting, which encompasses all HIB findings from March 1, 2021 through March 19, 2021.

*Nothing to Report*

3. (0047-20/21) *Approval: 2022/2023 School Calendar*

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the 2022/2023 School Calendar. (*Attachment C.3*)

#### **D. POLICY -**

Agenda items D.1. Motion by Trustee: Mr. Ryan, seconded by Trustee: Ms. Critchley Weber, Roll call vote: 7-0

1. (*016-20/21*) Approval: Second Reading and Adoption of Policies and Regulations

**RESOLVED:** Upon the recommendation of the Superintendent, the Board of Education approves the second reading and adoption of the Policies and Regulations listed below: (*Attachment D.2*)

- Policy 0145 - Board Member Resignation and Removal (Mandatory, Revised)
- Policy 0164.6 - Remote Public Board Meetings (Mandatory, New)
- Regulation 1642 - Earned Sick Leave Law (Mandatory, Revised)
- Policy 1643 - Family Leave (Mandatory, New)
- Policy 2415 - Every Student Succeeds Act (Mandatory, Revised)
- Policy 2415.05 - Student Surveys, Analysis, and/or Evaluations (Mandatory, Revised)
- Policy /Regulation 2415.20 - Every Student Succeeds Act Complaints (Mandatory, Revised)
- Policy 4125 - Employment of Support Staff Members (Mandatory, Revised)
- Policy/Regulation 5200 - Attendance (Mandatory, Revised)
- Policy/Regulation 5330.01 - Administration of Medical Cannabis (Mandatory, Revised)
- Regulation 5331A - Anaphylaxis to Food and Other Substances K-5
- Policy 6360 - Political Contributions (Mandatory, Revised)
- Policy 7425/Regulation - Lead Testing of Water in Schools (Mandatory, Revised)
- Policy 8330/Regulation - Student Records (Mandatory, Revised)
- Policy 9713 - Recruitment by Special Interest Groups (Mandatory, Revised)

#### **VII. BOARD BUSINESS - None**

#### **VIII. PUBLIC COMMENTARY**

- Jane Devlin: Urges the administration and board to listen to all the comments and hopefully reconsider the cuts to the LMC positions. There are over 600 signatures on a petition against the LMC cuts.
- Bill Heap: Noted that reducing any staff member is a gut wrenching decision that is never easy. The enrollment has been declining as predicted by the demographer. He has trust in the administration and its decisions.
- Jill Critchley Weber: The district received 20 emails on the LMC issue.

#### **IX. EXECUTIVE SESSION (public executive session discussion per employee request)**

At 10:23 PM Ms. Critchley Weber moved and Ms. Clark seconded 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: (select one or more)

1. A personnel matter;
2. A collective bargaining agreement and/or negotiations related to it;

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

Discussion of elimination of 1 Elementary LMC.

- Mr. Smith noted that the board has a fiduciary responsibility to all the residents and guides the district but doesn't run the district. He asked for clarification of the K-3 Library schedule.
- Dr. LaSusa explained the scheduling required without a fulltime LMC at each school. There will always be a staff member in the LMC. He also explained that the limited/reduced class sections at K-3 justifies the reduction. The LMC with the least tenured/seniority is the person being reduced.

## X. PUBLIC SESSION

On motion by Ms. Critchley Weber, seconded by Ms. Ciccarelli the board reconvened in public session at 10:35 PM

Agenda item A.24 from Addendum #2. Motion by Trustee: Ms. Ciccarelli, seconded by Trustee: Ms. Critchley Weber, Roll call vote: 6-1. Mr Ryan voted no

## XI. EXECUTIVE SESSION

At 10:35 PM Ms. Crithchely Weber moved and Ms. Ciccarelli seconded 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: (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.

**XII. PUBLIC SESSION**

On motion by Ms. Critchley Weber, seconded by Ms. Ciccarelli the board reconvened in public session at 10:58 PM

Agenda item A.25 to A.28 from Addendum #3. Motion by Trustee: Ms. Ciccarelli, seconded by Trustee: Ms. Critchley Weber, Roll call vote: 7-0.

**XIII. ADJOURNMENT**

On motion by Ms. Critchley Weber, seconded by Ms. Ciccarelli and as approved by unanimous vote the meeting adjourned at 11:08 PM

**Minutes recorded by:**

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