

**REORGANIZATION & REGULAR MEETING
BOARD OF EDUCATION, SCHOOL DISTRICT OF THE CHATHAMS
MONDAY, APRIL 25, 2022**

7:30 PM REORGANIZATION / REGULAR BUSINESS MEETING

**CHATHAM HIGH SCHOOL AUDITORIUM
255 LAFAYETTE AVENUE, CHATHAM, NEW JERSEY**

REORGANIZATION MEETING MINUTES

- I. CALL TO ORDER:** Jill Critchley Weber, President – called to order at 7:31 PM
- 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, Matthew Gilfillan, Lata Kenney, Susan Ross, Bradley Smith and Jill Critchley Weber.

Absent: Michael Ryan

Also Present: Dr. Michael LaSusa, Superintendent, Mr. Peter Daquila, Business Administrator/Board Secretary; Dr. Karen Chase, Assistant Superintendent of Curriculum and Instruction; Dr. Emily Sortino, Assistant Superintendent of Student Services; Ms. Beth; Grant, Human Resources Manager and 24 members of the public and press.

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

V. REORGANIZATION ACTION ITEMS

A. Annual Appointments

Agenda items A.1 to A.15, Motion by Trustee: Ms. Critchley Weber, seconded by Trustee: Ms. Ciccarelli
Roll call vote: 8-0-0

1. (001-21/22) 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 2022/2023 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 2022/2023 school year.

2. *(002-21/22) 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 2022/2023 school year at an annual salary of \$5,000.00.

3. *(003-21/22) 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 2022/2023 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. *(004-21/22) 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 2022/2023 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 of service and the amount, and that this resolution and contract are on file in the office of the Board of Education.

5. *(005-21/22) 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 2022/2023 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 \$160.00 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 of service and amount, and that this resolution and contract are on file in the office of the Board of Education.

6. *(006-21/22) 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 2022/2023 school year at an annual fee of \$62,000.00 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 of service and amount, and that this resolution and contract are on file in the office of the Board of Education.

7. *(007-21/22) 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 2022/2023 school year at an annual expense not to exceed \$50,000.00 based on a principal fee of \$170.00 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 of service and amount, and that this resolution and contract are on file in the office of the Board of Education.

8. *(008-21/22) 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 2022/2023 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 of service and amount, and that this resolution and contract are on file in the office of the Board of Education.

9. *(009-21/22) 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 2022/2023 school year at an annual base fee of \$1,100.00; 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 of service and amount, and that this resolution and contract are on file in the office of the Board of Education.

10. *(010-21/22) 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 2022/2023 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 of service and amount, and that this resolution and contract are on file in the office of the Board of Education.

11. (011-21/22) *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 \$23,433.48 for the period of July 1, 2022 through June 30, 2023.

12. (012-21/22) *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 2022/2023 school year; the costs for each assessment are \$85.00 for the physician’s evaluation and \$30.00 for collecting the sample.

13. (013-21/22) *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 2022/2023 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.

14. (014-21/22) *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 2022/2023 school year.

15. (015-21/22) *Approval: Annual District Appointments*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the following appointments for the 2022/2023 school year:

<p>Business Administrator/Board Secretary Public Agency Compliance Officer (P.A.C.O.) Custodian of Records</p>
<p>Manager of Human Resources Affirmative Action Officer</p>
<p>Assistant Superintendent of Student Support Services Section 504 Officer American Disability Act (ADA) Coordinator DNJ Division of Child Protection and Permanency (DCPP) Liaison District Homeless Liaison District Anti Bullying Coordinator Title IX Coordinator</p>
<p>Supervisor of Buildings and Grounds Indoor Air Quality Coordinator Right to Know Contact Person</p>

Asbestos/AHERA Coordinator Integrated Pest Management (IPM) Coordinator
CHS & CMS Student Assistance Coordinators Substance Awareness Coordinators
Attendance Officers CHS Principal and Assistant Principals CMS Principal and Assistant Principals LAS Principal and Assistant Principal MAS Principal SBS Principal WAS Principal
District School Safety Specialist SBS Principal / Superintendent of Schools
Chemical Hygiene Officer Director of Secondary Education / Supervisor of Science K-12

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.38, (B-9 Adjusted). Motion by Trustee: Ms. Critchley Weber, seconded by Trustee: Ms. Clark
 Roll call vote: 8-0-0

1. (016-21/22) 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. (017-21/22) 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. (018-21/22) Approval: Standard Operating Procedures

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the district’s Standard Operating Procedures for the 2022/2023 school year.

4. (019-21/22) Approval: Purchasing Manual

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the district's Purchasing Manual for the 2022/2023 school year.

5. (020-21/22) 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 Sves.	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. (021-21/22) 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:

- a. Petty cash funds are spent for budgeted items only.
- b. No single purchase for petty cash may exceed \$150 (Board Office reimbursement: \$500).
- c. Funds are not used to subvert the regular purchasing procedures
- d. The checking accounts are to be reconciled on a monthly basis and reported to the board.
- e. Petty cash is distributed in check form on the two signatures indicated above.
- f. All disbursements for petty cash shall be reported at the next regular meeting of the Board as it is reimbursed. All petty cash funds shall be established by board approved voucher and all unused cash is to be returned to the depository at the close of each fiscal year.

7. (022-21/22) 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. (023-21/22) 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 30th of each school year.

9. (024-21/22) Approval: Designation of Meetings & Meeting Schedule - **Adjusted**

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 25, 2022	Regular Meeting – Board Reorg/Budget Hearing	7:30 PM
Monday	May 16, 2022	Regular Meeting	7:30 PM
Monday	June 13, 2022	Regular Meeting - Changed from June 20, 2022	7:30 PM
Monday	July 11, 2022	Regular Meeting	7:30 PM
Monday	August 22 2022	Regular Meeting	7:30 PM
Monday	September 19, 2022	Regular Meeting	7:30 PM
Monday	October 17, 2022	Regular Meeting	7:30 PM
Monday	November 7, 2022	Regular Meeting	7:30 PM
Monday	November 21, 2022	Regular Meeting	7:30 PM
Monday	December 12, 2022	Regular Meeting	7:30 PM
Monday	January 9, 2023	Regular Meeting	7:30 PM
Monday	February 6, 2023	Regular Meeting	7:30 PM
Monday	February 27, 2023	Regular Meeting	7:30 PM
Monday	March 20, 2023	Regular Meeting– Tent. Preliminary Budget Discussion	7:30 PM
Monday	April 24, 2023	Regular Meeting – Tent.Budget Public Hearing & Board Reorg	7:30 PM
Monday	May 15, 2023	Regular Meeting	7:30 PM

Monday	June 5, 2023	Regular Meeting	7:30 PM
Monday	July 10, 2023	Regular Meeting	7:30 PM
Monday	August 21, 2023	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. (025-21/22) 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. (026-21/22) 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 2022/2023 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. (027-21/22) 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. (028-21/22) 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. (029-21/22) 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 2022/2023 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. (030-21/22) 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. (031-21/22) Approval: Related (Administrative) Services - Benefit Express

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the purchase of administrative services from Benefit Express, that relate to COBRA and billing services for retirees at an estimated cost of \$5,000.00 annually, effective July 1, 2022 through June 30, 2023.

17. (032-21/22) Approval: Related (Administrative) Services - WageWorks (Health Equity)

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the purchase of administrative services from WageWorks that relate to flexible spending accounts at an estimated cost of \$5,000.00 annually, effective July 1, 2022 through June 30, 2023.

18. (033-21/22) 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.

19. (034-21/22) 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 2022/2023 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
2022/2023**

	GCE	Debt Service	Total
July 2022	\$2,358,134.00	\$683,648.00	\$3,041,782.00
August 2022	\$2,358,134.00	\$0.00	\$2,358,134.00
September 2022	\$2,358,134.00	\$0.00	\$2,358,134.00
October 2022	\$2,358,134.00	\$0.00	\$2,358,134.00
November 2022	\$2,358,134.00	\$0.00	\$2,358,134.00
December 2022	\$2,358,135.00	\$683,647.00	\$3,041,782.00
Subtotal	\$14,148,805.00	\$1,367,295.00	\$15,516,100.00
January 2023	\$2,358,135.00	\$0.00	\$2,358,135.00
February 2023	\$2,358,134.00	\$0.00	\$2,358,134.00
March 2023	\$2,358,134.00	\$0.00	\$2,358,134.00
April 2023	\$2,358,134.00	\$0.00	\$2,358,134.00
May 2023	\$2,358,134.00	\$0.00	\$2,358,134.00
June 2023	\$2,358,134.00	\$0.00	\$2,358,134.00
Subtotal	\$14,148,805.00	\$0.00	\$14,148,805.00
TOTAL	\$28,297,610.00	\$1,367,295.00	\$29,664,905.00
Borough	40.85%		

**School District of the Chathams
Tax Payment Schedule
CHATHAM TOWNSHIP
2022/2023**

	GCE	Debt Service	Total
July 2022	\$3,414,532.00	\$989,908.00	\$4,404,440.00
August 2022	\$3,414,532.00	\$0.00	\$3,414,532.00
September 2022	\$3,414,532.00	\$0.00	\$3,414,532.00
October 2022	\$3,414,532.00	\$0.00	\$3,414,532.00
November 2022	\$3,414,532.00	\$0.00	\$3,414,532.00
December 2022	\$3,414,533.00	\$989,909.00	\$4,404,442.00
Subtotal	\$20,487,193.00	\$1,978,817.00	\$22,467,010.00

January 2023	\$3,414,533.00	\$0.00	\$3,414,533.00
February 2023	\$3,414,532.00	\$0.00	\$3,414,532.00
March 2023	\$3,414,532.00	\$0.00	\$3,414,532.00
April 2023	\$3,414,532.00	\$0.00	\$3,414,532.00
May 2023	\$3,414,532.00	\$0.00	\$3,414,532.00
June 2023	\$3,414,532.00	\$0.00	\$3,414,532.00
Subtotal	\$20,487,193.00	\$0.00	\$20,487,193.00
TOTAL	\$40,974,386.00	\$1,979,817.00	\$42,954,203.00
Township	59.15%		

20. (035-21/22) Approval: Annual Tuition Rate for 2022/2023

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the following annual tuition rates for non-resident pupils for the 2022/2023 school year:

Grades	Annual Tuition Amount
K – 5	\$16,000
6 – 8	\$17,000
9 – 12	\$19,000

21. (036-21/22) Approval: Annual CHIPs Rate for 2022/2023

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Chatham Inclusion Preschool (CHIP) 10 month program tuition rate of \$3,100.00 for the 2022/2023 school year.

22. (037-21/22) Approval: Musical Instrument Maintenance Fees

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves musical instrument maintenance fee per student of \$100.00 for the 2022/2023 school year; and **BE IT FURTHER RESOLVED:** That the Board of Education approves the Lafayette School grades 4 and 5 drummers’ maintenance fee of \$50.00 per student for the 2022/2023 school year.

23. (038-21/22) 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 2022/2023 school year.

24. (039-21/22) Approval: Anticipated Contracts for 2022/2023 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)

25. (040-21/22) 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 2022/2023 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.

26. (041-21/22) 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)	Sussex County Regional Cooperative
ERESC (Essex Regional ESC)	Union County ESC
Florham Park BOE	Union Jointure Commission
Madison BOE (for athletic programs transportation)	Hanover Park Regional HS District

NOW, THEREFORE, BE IT RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves jointure agreements for the 2022/2023 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.

27. (042-21/22) 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, for Professional Support / Non-Public Services Agreements with Non-Public Chapters 192-193 and the Non-Public Security Aid for 2022/2023 the school year. *(Rate schedules on file in the Business Office)*

28. (043-21/22) 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 2022/2023 the school year. *(Rate schedules on file in the Business Office)*

29. (044-21/22) Approval: Vendors to Provide Services for 2022/2023

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves outside vendors to provide services for the 2022/2023 school year, effective July 1, 2022 through June 30, 2023 as listed below:

Name	Service
Creature Comfort	Pet Therapy
Homecare Therapies dba Horizon Healthcare	1:1 Nursing Services
Kids Together NJ, LLC	Social Skills
Language Line	Interpreter Services
Morris Union Jointure Commission	OT/PT/Speech Services
Mountain Lakes School District	Itinerant Services
Oxford Consulting Services, Inc.	OT/PT/Speech Services
P.G. Chambers	OT/PT/Speech Services
Pediatric Therapeutics - Terri Jones	Speech/Language Services
Solomon Therapeutics (STARS)	Speech/Language Services
Summit Speech School	Itinerant Services
Sensory Garden/Julie Guzman	OT Services
Team Behavior Consultants/Melissa Valent	ABA Services
Vistas	Vision Therapy
Elizabeth Woods	ABA Services

30. (045-21/22) Approval: Home Instruction Services

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves outside vendors to provide home instruction services to children who are residents of the School District of the Chathams for the 2022/2023 school year, effective July 1, 2022 through June 30, 2023 as listed below:

ASPIRE Counseling Center	Princeton Healthcare System
E.I. dba LearnWell	St. Clare's Behavioral Health
Dr. Lori Hanes & Associates	Silvergate Prep
High Focus	Stepping Forward Counseling Center
New Hope Integrated Behavioral Health Care	Turning Point

31. (046-21/22) Approval: Outside Evaluation Services

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves outside vendors to provide Outside Evaluation Services to children who are residents of the School District of the Chathams for the 2022/2023 school year, effective July 1, 2022 through June 30, 2022.

Name	Evaluation Service
Summit Speech School	Audiological, Speech & Language Evaluations
Brittany Arrington, SLP	Augmentative & Alternate Communications Evaluations
Bergen County Special Services - Educational Enterprises	Assistive Technology, Augmentative & Alternate Communications Evaluations
Joseph Route, LDTC	Educational Evaluations
Terry Wisolmerski, LDTC	Educational Evaluations
Dr. Isabel Carotenuto/Gingerbread Kidz	Neurodevelopmental Evaluations
Dr. Marilyn A. Kubichek	Neurodevelopmental Evaluations
Dr. Romana Kulikova	Neurodevelopmental Evaluations
P.G. Chambers	OT/PT/Assistive Technology Evaluations
AJL Therapy for Kids, LLC	OT Evaluations
Dr. Steven Dyckman	Psychiatric Evaluations
Dr. Jose Moreno, LLC	Psychiatric Evaluations
Dr. Lori Hanes & Associates	Psychiatric Evaluations

Platt Psychiatric Associates, LLC	Psychiatric Evaluations
St. Clare’s Behavioral Health	Risk Assessments
Tri-County Behavioral Care	Risk Assessments
Barrie Satin, MSW	Social Evaluations
Jewish Vocational Service of Metrowest Inc.	Vocational Evaluations

32. (047-21/22) 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 2022/2023 school year.

33. (048-21/22) 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 2022/2023 school year for the district at an approximate cost of \$4,038.75 which includes labeling and training.

34. (049-21/22) 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.

35. (050-21/22) 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 2022/2023 school year.

36. (051-21/22) 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.

37. *(052-21/22) 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.

38. *(053-21/22) 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: Ms. Clark
Roll call vote: 8-0-0.

1. (054-21/22) 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:

<u>Curriculum</u>	<u>Finance/Facilities</u>
Michelle Clark, Chair	Matthew Gilfillan, Chair
Lata Kenney	Lata Kenney
Susan Ross	Michael Ryan
Jill Weber	Bradley Smith
Alternate: Ann Ciccarelli	Alternate: Susan Ross
<u>Personnel</u>	<u>Policy/Planning</u>
Ann Ciccarelli, Chair	Michael Ryan, Chair
Michele Clark	Chris Delsandro
Chris Delsandro	Susan Ross
Jill Weber	Bradley Smith
Alternate: Matthew Gilfillan	Alternate: Jill Weber
<u>Negotiations</u>	
Matthew Gilfillan	
<u>Liaisons</u>	
Chatham Borough: Ann Ciccarelli	
Chatham Township: Bradley Smith	
Chatham Education Foundation: Susan Ross	
Chatham Recreation: Matthew Gilfillan	
Chatham Performing Arts Boosters: Jill Weber	
<u>Delegates</u>	
NJSBA: Delegate: Lata Kenney	

MCSBA: Delegate: Matthew Gilfillan
MCESC: Delegate: Bradley Smith

REGULAR MEETING AGENDA

VI. BOARD PRESIDENT’S COMMENTS – Jill Critchley Weber: No comments

VII. ADMINISTRATIVE REPORTS

A. SUPERINTENDENT’S REPORT

- Finalization of Budget and Administrative Changes
 - Dr. Michael LaSusa – Provided an update on the final budget and the administrative changes and appointments on this evening’s agenda.
 - Jill Weber & Michelle Clark – Commented on the process of interviews that occurred for each of the administrative position.
 - Dr. Mary Donohue – Thanked the board and Dr. LaSusa for the opportunity.
 - Doug Walker – Excited to take on the leadership role.
 - Marco Fryer – Thanked the district for the opportunity and next step in his career.
 - Connor Henderson – It is a pleasure to be in Chatham and happy for the opportunity.
 - Jill Weber – Thanked Darren Groh for the 16 years as CHS Principal. He has done an amazing job and has supported every CHS activity.

B. BUSINESS ADMINISTRATOR’S REPORT

- Construction Update

PD reported that the projects being approved in the 2022/2023 budget are all in the planning phase and will begin once school is completed in June,

 - Jill Weber – Asked about the track.
 - Peter Daquila – Noted that a Co-op vendor has been selected and the contractor can start on June 6th. The entire track and turf complex will be closed until mid-August.

VIII. COMMITTEE REPORTS

- A. Personnel** (A. Ciccarelli): The committee met on April 13th. They discussed vacancies and interviewing processes for all of the open positions.
- B. Curriculum** (M. Clark): The committee met on April 20th. They discussed the new Health and Physical Education standards. The district will follow the state guidelines.
- C. Finance/Facilities** (M. Gilfillan): The committee met on March 28th. They discussed a skate park and potential liability to the district. Also discussed the 2022/2023 budget. Commented that districts have fixed revenue and that expenses are subject to inflation and increasing costs. The credit goes to Michael LaSusa, Peter Daquila and the administration to continually maintain the budget and all curriculum programs.
- D. Policy and Planning** (B. Smith): The committee met on March 28th. They discussed the 2023/2024 school calendar, the policies on tonight’s agenda for approval and out of district tuition requests for 2022/2023.

Liaisons

Chatham Borough (A. Ciccarelli): Jill Weber – The Borough’s 2nd meeting regarding the development is currently happening at CMS. The borough is required to redevelop the Post Office plaza. This is a time consuming process.

Chatham Township (B. Smith): Had nothing to report.

Chatham Athletic Boosters (A. Ciccarelli/J. Weber): Ann Ciccarelli – Booster Bash was Saturday April 23rd.

Chatham Performing Arts Boosters (J. Weber): Had nothing to report.

Chatham Education Foundation (S. Ross): The CEF Spring Fling has started. Teacher Tributes start on May 3rd.

Chatham Recreation (M. Gilfillan): Had nothing to report.

IX. MINUTES

Motion by Trustee: Ms. Critchley Weber, seconded by: Mr. Smith, Abstained: Mr. Gilfillan. Roll call vote: 7-0-1

Approval: Minutes

RESOLVED: That the Board of Education approves the regular and executive minutes from the following meeting:

- March 21, 2022 - Public Session and Executive Session

X. 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.

- George Iannuzzi, CMS teacher – Congratulations to Dr. Donohue. As we approach the end of the year, please note how hard the staff works. A large percentage of teachers have over 10 years of teaching experience in Chatham.
- MaryAnn Massumi, CMS – Noted that the CMS and entire district staff continually go above and beyond for the students.
Over 100 meals were distributed on the 1st afternoon of the CHS play.
- James Hitchings, CMS, Design and Tech – CMS is continuing with monthly workout Wednesdays to raise funds that have been donated to the Ukraine. He thanked the community for their continued support.
- Bill Heap – Wishes all that are moving on and those moving up all the best. All of you are the reason everyone wants to move to Chatham.
Asked Michelle Clark for 1 curriculum issue that the state is looking to change.
Requested additional details on the comparison of per pupil costs.
- Dr. LaSusa – Commented that the state per pupil costs attempts to eliminate certain costs that each district may not have, for example, transportation and debt.
The state has commented that certain curriculum standards on health and nutrition will be reviewed.
The state also clarified certain standards and clearly documents which specific lessons a student can opt out of.
- Jill Weber - Noted that the district supports and appreciates the CEA. It will continue to negotiate with good faith.

XI. ACTION ITEMS

A. PERSONNEL

Agenda items A.1 to A.31, A.18 adjusted, Addendum A.1, A.32 to A.41. Motion by Trustee: Ms. Ciccarelli, seconded by Trustee: Ms. Kenney,

Roll call vote: A.1 – A.41: 8-0-0, A.32 7-0-1, Ms. Clark Abstained.

1. (0229-21/22) *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	Notes
Groh, Darren	CHS/Principal	06/30/2022	
Lawrence, James	CHS/Supervisor of Performing Arts, K-12	06/30/2022	
Pasterczyk, Amy	CHS/CMS / Teacher of French	06/30/2022	
Schmid, Sienna	CHS / Teacher of Mathematics	06/30/2022	
Yeager, Elizabeth	CHS/Teacher of Special Education	06/30/2022	
Medvin, Kelly	LAF/School Counselor	06/30/2022	
Policelli, Amy	CMS/Teacher of ASL	06/30/2022	
Sokolowski, Katerina	LAF/Teacher of Special Education	06/30/2022	
Voight, Jane	LAF/Teacher of Elementary	06/30/2022	
Johnson, Leonard-James	MAS/Paraprofessional	04/01/2022	
Campbell, Donna	SBS/Paraprofessional	04/29/2022	
Connolly, Amy	Business Office/Payroll Accountant	05/05/2022	
Gossett, Alyssa	MAS/Elementary School Teacher	06/30/2022	

2. (0230-21/22) *Approval: Contracts - 2021/2022 School Year*

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
Hinman, Lori	Paraprofessional	MAS	N/A	N/A	\$19.22/Hr.	04/05/2022	06/30/2022	
Collins, Heather	Paraprofessional	MAS	N/A	N/A	\$19.22/Hr. +\$600	04/18/2022	06/30/2022	
Geraci, Laurie	Paraprofessional	MAS	N/A	N/A	\$19.22/Hr. +\$600	04/26/2022	06/30/2022	

3. (0231-21/22) *Approval: Contracts - Custodian 2021/20221 School Year*

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	FTE	Salary	Night Differential	Total Prorated Salary	Effective Date	Termination Date
Conant, Christopher	Floating Custodian	District	IV / 7	1.0	\$42,065.00 Prorated at \$3,505.42	\$2,000.00	\$3,672.08	06/01/2022	06/30/2022

4. (0232-21/22) Approval Contracts - Leave Replacement Assignment

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the following Leave Replacement assignments for the 2021/2022 school year:

Name	Position	Location	Column / Step	FTE	Salary	Effective Date	Termination Date	Notes
Sullivan, Daniel	Teacher of Elementary	LAF	N/A	N/A	\$295.93 / diem	04/18/2022	06/02/2022	Salary includes up to 3 shadow days @ \$100/day.
Bonder, Stephanie	Teacher of Elementary	SBS	N/A	N/A	\$295.93 / diem	05/16/2022	06/17/2022	Salary includes up to 3 shadow days @ \$100/day.
Tolkin, Sara	Secretary	SBS	10 mo./5	1.0	\$34,170.00 Prorated at \$17,085.00	02/01/2022	06/30/2022	

5. (0233-21/22) Approval: Contracts - 2022/2023 School Year

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves contracts for the following individuals for the 2022/2023 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
Rooney, Kaitlyn	Teacher of ASL	CMS	MA30	5	\$63,455.00	08/22/2022	06/30/2023	
Finnegan, Lucille	Teacher of Social Studies	CHS	MA	6	\$65,450.00	08/22/2022	06/30/2023	
Byrnes, Susan	Teacher of Math	CHS	MA30	10	\$76,975.00	08/22/2022	06/30/2023	
Coleman, Ashlee	Teacher of Special Education	CHS	BA	3	\$60,015.00	08/22/2022	06/30/2023	
Curcio, Julie	Teacher of Special Education BSI	CMS	MA	8	\$67,600.00	08/22/2022	06/30/2023	

Specian, Allyson	Teacher of Biology	CHS	BA	11	\$68,615.00	08/22/2022	06/30/2023	
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6. (0234-21/22) Approval: Contracts - Certificated Staff

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the appointment of the district certificated staff members for the 2022/2023 school year as per the agreement between the Board of Education and the Chatham Education Association. (Attachment A.6)

7. (0235-21/22) Approval: Contracts - Secretarial Staff

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the appointment of the district secretarial staff members for the 2022/2023 school year as per the agreement between the Board of Education and the Chatham Education Association. (Attachment A.7)

8. (0236-21/22) Approval: Contracts - Custodial Staff

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the appointment of the district custodial staff members for the 2022/2023 school year as per the agreement between the Board of Education and the Chatham Education Association. (Attachment A.8)

9. (0237-21/22) Approval: Contracts - Maintenance Staff

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the appointment of the district maintenance staff members for the 2022/2023 school year as per the agreement between the Board of Education and the Chatham Education Association. (Attachment A.9)

10. (0238-21/22) Approval: Contract - Technology Staff

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the appointment of district technology staff for the 2022/2023 school year, as per the agreement between the Board of Education and the Technology Staff and as per the agreement between the Board of Education and the Chatham Education Association. (Attachment A.10)

11. (0239-21/22) Approval: Contract - District Staff

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the appointment of district staff members for the 2022/2023 school year. (Attachment A.11)

12. (0240-21/22) Approval: Contract - Security Personnel

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the appointment of district security personnel for the 2022/2023 school year. (Attachment A.12)

13. (0241-21/22) Approval: Central Office Confidential Support Staff

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the appointment of Central Office Confidential Support Staff for the 2022/2023 school year. (Attachment A.13)

14. (0242-21/22) Approval: Payroll Support

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves Amy Connolly to provide payroll support at a rate of \$35.00 per hour for the period of May 6, 2022 to June 30, 2022, as deemed required by the Business Administrator.

15. (0243-21/22) Approval: Unpaid Absences

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the following unpaid absences during the 2021/2022 school year:

Name	Position	Location	Number of Requested Unpaid Days	Start Date	End Date	Notes
Popova, Itzel	Teacher	LAF	7	05/05/2022	05/13/2022	
Rosenblatt, Deborah	Paraprofessional	CMS	1	05/23/2022	N/A	
Nardi, Gianna	Paraprofessional	CMS	0.5	04/06/2022	N/A	
Forehan-Kelly, Melanie	Paraprofessional	CMS	1	04/18/2022	N/A	
Sorensen, Tereza	Paraprofessional	WAS	3	03/08/2022, 03/10/2022, 04/06/2022	N/A	
Zaki, Noah	Teacher	CMS	1	04/21/2022	N/A	
Carles, Julie	Paraprofessional	WAS	2	04/25/2022	4/26/2022	
Spadaro, Kiera	Teacher	CHS	1	05/19/2022	N/A	
Bissett, Kelly	Paraprofessional	WAS	2	05/02/2022	05/03/2022	
Cyganovich, Nicole	Paraprofessional	WAS	9	04/20/2022	06/15/2022	

16. (0244-21/22) 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
ID# 8690	6
ID# 7398	8
ID# 2126	10
ID# 7044	5
ID# 3066	3
To be used as needed during the 2021/2022 school year.	

17. (0245-21/22) Amendment: Maternity Leaves of Absence

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

Employee #	Leave Start Date	Sick & Accumulated Sick Days Applied	FMLA Start Date <i>(unpaid with benefits)</i>	NJFLA Start Date <i>(unpaid with benefits)</i>	Extended Leave Start Date <i>(unpaid without benefits)</i>	Date of Return <i>(Anticipated)</i>
ID# 8643	05/09/2022	25	06/16/2022	08/22/2022	11/15/2022	08/22/2023
Supersedes action on 02/28/2022 to amend accumulated days and FMLA start date.						

18. (0246-21/22) Approval: Maternity Leaves of Absence - Adjusted

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

Employee #	Leave Start Date	Sick & Accumulated Sick Days Applied	FMLA Start Date <i>(unpaid with benefits)</i>	NJFLA Start Date <i>(unpaid with benefits)</i>	Extended Leave Start Date <i>(unpaid without benefits)</i>	Date of Return <i>(Anticipated)</i>
ID# 7819	08/22/2022	N/A	08/22/2022	08/22/2022	11/15/2022	04/03/2023
ID# 7325	08/22/2022	40	10/21/2022	10/21/2022	01/23/2023	08/2023

19. (0247-21/22) Approval: District Substitutes

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

Teacher	Para	Clerical	Nurse	Last Name	First Name
x	x	x		Shi	Elizabeth
x	x	x		Antenen	Cristine
x	x			Hague	Nicholas
x	x	x		LaParle	Kathleen
x	x	x		Yared	Tatiana
x	x	x		Lepore May	Mary

20. (0248-21/22) Approval: Extra Class - Certificated Staff

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves an Extra Class Stipend for the following staff members, for instruction provided during the 2021/2022 school year, detailed as follows:

Name/Position	Location	Effective Date	End Date	Salary	Notes
Ferguson, Terrence, Teacher of English	CHS	01/24/2022	04/21/2022	\$3,600	
Green, Julie, Teacher of Math	CHS	01/24/2021	03/02/2022	\$1,680	

21. (0249-21/22) Amendment: Start Strong After School Program

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education amends the payment listed below, which are funded by the ARP ESSER Grant, to support the Start Strong After School Program:

Staff Member	Total Payment not to Exceed	Notes
Emily Pfister	\$1,500.00	Supersedes action on 03/21/2022 to amend total payment.

22. (0250-21/22) Approval: *Advanced Placement Testing Coordination*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves Kaitlin Sleight and Sean Newcombe to serve as College Board site managers at CHS at a rate of \$60.00 per hour, not to exceed 20 hours in total. *The District will be reimbursed up to \$1,500.00 by The College Board.*

23. (0251-21/22) Approval: *Spring Coaching Staff*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves *Spring Coach*, for the 2021/2022 school year as per agreement between School District of the Chathams and CEA, as listed below:

Name	Season	Sport	Assignment	Ratio	Salary	Notes
Taskin, Allen	Spring 2021	Track/Field	Volunteer	N/A	N/A	

24. (0252-21/22) 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 \$18.25 effective June, 2022 through August 2022:

Brian Conti	Brian Taylor	Brian Nagy
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25. (0253-21/22) 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 \$15.00 for the 2022/2023 school year.

26. (0254-21/22) Approval: *Supplemental Instruction: Ashlee Coleman*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Ashlee Coleman to provide supplemental instruction to student #4641451139 at the rate of \$60.00 per hour.

27. (0255-21/22) Approval: *Supplemental Instruction: Julie Camp*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Julie Camp to provide supplemental instruction to student #7824842332 at the rate of \$60.00 per hour.

28. (0256-21/22) Approval: *2021/2022 Telehealth*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Kristen Kandel to provide telehealth counseling to students after school hours at the rate of \$60.00 per hour.

29. (0257-21/22) 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 2022, as listed below:

POSITION	STAFF	HOURS/DAYS	TEACHER/PARA HOURLY RATE	DAYS NEEDED	TOTAL COST
Behaviorist	Jessica Cohen	4.5 hours per day	\$80.00	20	\$7,200.00
School Nurse	Susan Butler	4.5 hours per day	\$52.00	5	\$1,170.00
School Nurse	Kate McRoberts	4.5 hours per day	\$52.00	8	\$1,872.00
School Nurse	Christina Sachs	4.5 hours per day	\$52.00	8	\$1,872.00
Teacher	Michelle Cervone	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Christina Cisko	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Lynne Ann Collier	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Ashlee Coleman	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Julie Curcio	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Jennifer Duran	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Katelyn Gallagher	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Hannah Grieco	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Kristen Hague	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Ryan Harte	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Jenna Helmes	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Sylvona Jones	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Kiersten Kowalski	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Melissa Maney	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Martina McElroy	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Nicole Moschella	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Cassandra Pane	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Emily Pfister	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Kristin Procanik	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Karen Rutkowski	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Melissa Tom	4.5 hours per day	\$52.00	21	\$4,914.00
Teacher	Pamela Wichot	4.5 hours per day	\$52.00	21	\$4,914.00
Paraprofessional	Laura Coates	4.5 hours per day	\$19.80	20	\$1,782.00
Paraprofessional	James J. Cronin	4.5 hours per day	\$25.25	20	\$2,272.50
Paraprofessional	Danielle Doria	4.5 hours per day	\$22.03	20	\$1,982.70
Paraprofessional	Víctor Hernandez Ramirez	4.5 hours per day	\$19.80	20	\$1,782.00
Paraprofessional	Margaret Hoban	4.5 hours per day	\$19.80	20	\$1,782.00
Paraprofessional	Anthony Paul Galenas	4.5 hours per day	\$19.80	20	\$1,782.00
Paraprofessional	Colette Gruppuso	4.5 hours per day	\$25.25	20	\$2,272.50
Paraprofessional	Joan Guerriero	4.5 hours per day	\$25.25	20	\$2,272.50
Paraprofessional	Christine Jakowski	4.5 hours per day	\$25.25	20	\$2,272.50
Paraprofessional	Cecilia Kim	4.5 hours per day	\$19.80	20	\$1,782.00
Paraprofessional	Meghan Ledebuhr	4.5 hours per day	\$19.80	20	\$1,782.00
Paraprofessional	Melissa Lukis	4.5 hours per day	\$22.03	20	\$1,982.70
Paraprofessional	Helen Marqueen	4.5 hours per day	\$25.25	20	\$2,272.50
Paraprofessional	MaryAnn Massumi	4.5 hours per day	\$25.25	20	\$2,272.50
Paraprofessional	Arleen R. Matyas	4.5 hours per day	\$25.25	20	\$2,272.50
Paraprofessional	Maryann McCabe	4.5 hours per day	\$25.25	20	\$2,272.50
Paraprofessional	Megan Mulvihill LePore	4.5 hours per day	\$19.80	20	\$1,782.00
Paraprofessional	Karen Nelson	4.5 hours per day	\$19.80	20	\$1,782.00
Paraprofessional	Shtasia Parnell-Zigler	4.5 hours per day	\$19.80	20	\$1,782.00
Paraprofessional	Doreen Patrone	4.5 hours per day	\$19.80	20	\$1,782.00

Paraprofessional	Cecilia S Peters	4.5 hours per day	\$25.25	20	\$2,272.50
Paraprofessional	Lisa Beth Reina	4.5 hours per day	\$25.25	20	\$2,272.50
Paraprofessional	Carine Natalie Rubinetti	4.5 hours per day	\$19.80	20	\$1,782.00
Paraprofessional	Steven Schein	4.5 hours per day	\$22.03	20	\$1,982.70
Paraprofessional	Amy Skrobacz	4.5 hours per day	\$25.25	20	\$2,272.50
Paraprofessional	Sara Todisco	4.5 hours per day	\$25.25	20	\$2,272.50
Paraprofessional	Amanda Turton	4.5 hours per day	\$25.25	20	\$2,272.50
Paraprofessional	Nancy Winard	4.5 hours per day	\$19.80	20	\$1,782.00

Substitutes		
Paraprofessional & Teacher	Daily Para Sub Rate	Daily Sub Teacher Rate
Deborah Knerr	\$76.50	\$100.00
Jacqueline Maroney	\$76.50	\$100.00
ESY Paraprofessional Staff	\$76.50	\$100.00

30. (0258-21/22) Approval: Brain Camp

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the staff for the Brain Camp Program, for Summer 2022, pending negotiations, as listed below:

Teacher	Days	Hours/Day	Hourly	Total Amount
Nancy Volker (Kindergarten)	21	4.5	\$52.00	\$4,914.00
Peggy Herr (Grade 1)	21	4.5	\$52.00	\$4,914.00
Paraprofessional	Days	Hours/Day	Hourly Rate	Total Amount
Lisa Black Heap (Kindergarten)	20	4.5	\$25.25	\$2,272.50
Megan Tompkins (Grade 1)	20	4.5	\$25.25	\$2,272.50

Substitutes		
Paraprofessional & Teacher	Daily Para Sub Rate	Daily Sub Teacher Rate
ESY Paraprofessional Staff	\$76.50	\$100.00

31. (0259-21/22) 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 employee 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.

Month	Day	Year	First	Last	Position	Vendor	Purpose	Location	Cost
May	19-20	2022	Samantha	Stojanov	STEM Teacher	MUJC	Google Educator Level I Certification	New Providence NJ	\$325
May	19-20	2022	Christina	Lesnewich	ELA Teacher	MUJC	Google Educator	New Providence	\$325

							Level I Certification	NJ	
May	25	2022	Elizabeth	Tully-Cano	School Counselor	NJACAC	Spring Conference	Atlantic City	\$285
June	1-2	2022	Lisa	Forte	ELL Teacher	NJTESOL/NJBE	Spring Conference	New Brunswick	\$355
June July	27 - 1	2022	Carolyn	Kielblock	Social Studies Teacher	AP Institute By the Sea	Training to teach AP Economics & Macro Economics	Virtual	\$650
June July	27 - 1	2022	Katherine	Lyness	Social Studies Teacher	AP Institute By the Sea	Training to teach AP European History	Virtual	\$595

32. (0260-21/22) Approval: Contract - **Addendum**

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the contract for the following individual for the 2022/2023 school year with employment contract on file in the department of Human Resources and pending approval by the Executive County Superintendent in accordance with 6A:23A-3.1:

Name	Position	Location	Column	Salary	Effective Date	Termination Date	Notes
Donohue, Dr. Mary	Assistant Superintendent for Curriculum and Instruction	District	N/A	\$170,000.00	07/01/2022	06/30/2023	

33. (0261-21/22) Approval: Administrative Restructure - Abolishment of Positions – **Addendum**

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the abolishment of the following positions within the agreement between the School District of the Chathams and the Chatham Administrator Association (CAA). :

- *Dean of Students*
- *Supervisor of Performing Arts, K-12*
- *Supervisor of World Languages and ESL, K-12*

34. (0262-21/22) Approval: Administrative Restructure - Creation of Position - **Addendum**

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the following new position for the 2022/2023 school year within the agreement between the School District of the Chathams and the Chatham Administrator Association (CAA).

- *Director of Arts and Languages*

35. (0263-21/22) Approval: Job Description - **Addendum**

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the following job description:

- *Director of Arts and Languages*

36. (0264-21/22) Approval: Contracts - 2022/2023 School Year - **Addendum**

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the contracts for the following individuals for the 2022/2023 school year, as per the agreement between the School District of the Chathams and the Chatham Administrators Association (CAA).

Name	Position	Location	Column	Step	Salary	Effective Date	Termination Date	Notes
Walker, Douglas	Principal	CHS	HS Prin	2	\$170,607.00	07/01/2022	06/30/2023	Salary includes \$1,000 doctorate & \$1,200 longevity.
Henderson, Connor	Assistant Principal	CHS	AP	1	\$141,000.00	07/01/2022	06/30/2023	
Freyre, Marco	Principal	SBS	Elem Prin	5	\$156,325.00	07/01/2022	06/30/2023	Salary includes \$1,200 longevity.
Crawford, Kristen	Acting Principal	WAS	Elem Prin	1	\$147,000.00 prorated at \$91,875.00	07/01/2022	02/15/2023	
Crawford, Kristen	Acting Assistant Principal	District	Elem AP	4	\$138,246.00 prorated at \$51,842.25	02/16/2023	06/30/2023	

37. (0265-21/22) Approval: Contract - Addendum

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the contract for the following individuals for the 2021/2022 school year, as per the agreement between the School District of the Chathams and the Chatham Administrators Association (CAA).

Name	Position	Location	Column / Step	Salary	Effective Date	Termination Date	Notes
Crawford, Kristen	Acting Principal	WAS	Elem Prin / 1	\$12,728.21	05/31/2022	06/30/2022	Supersedes the action on 04/26/2021 to amend position and salary.

38. (0266-21/22) Approval: Administrators/Supervisors - Addendum

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the appointment of Administrators and Supervisors for the 2022/2023 school year as per the agreement between the Board of Education and the Chatham Administrators Association (CAA). (Attachment A.38)

39. (0267-21/22) Approval: Contract - 2021/2022 School Year - Addendum

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the contract for the following individual for the 2021/2022 school year, as per the agreement between the School District of the Chathams and the District Confidential Staff:

Name	Position	Location	Category / Step	FTE	Salary	Effective Date	Termination Date
McGreal, Victoria	Payroll Coordinator	Business Office	N/A	N/A	\$68,000.00 prorated at \$5,666.67	06/01/2022	06/30/2022

Time worked prior to May 31, 2022 payable by timesheet at hourly rate.

40. (0268-21/22) Approval: Contract - 2022/2023 School Year - Addendum

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the contract for the following individual for the 2022/2023 school year, as per the agreement between the School District of the Chathams and the District Confidential Staff:

Name	Position	Location	Category / Step	FTE	Salary	Effective Date	Termination Date	Notes
McGreal, Victoria	Payroll Coordinator	Business Office	N/A	N/A	\$68,000.00	07/01/2022	06/30/2023	

41. (0269-21/22) Approval: Withholding of Increment - Addendum

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves withholding the salary and employment increment of Employee ID #2121 for the 2022/2023 academic 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.

This supersedes the action on A.6 for employee #2121.

B. FINANCE/FACILITIES

Agenda items B.1 to B.20, Addendum B.21. Motion by Trustee: Matthew Gilfillan, seconded by Trustee: Ms. Ciccarelli,

Roll call vote: 8-0-0

Matthew Gilfillan thanked the following for their donations:

- Municipal Alliance Committee of the Chathams, B.7
- Chatham Athletic Boosters, B.8
- Jill Weber for the Bank of America Volunteer Grant, B.9
- Ms. Susan Podiak for her donation of pads and easels, B.10
- New Jersey Chinese Teachers Association, B.11

1. (0193-21/22) Approval: Payments - Bills List & Payroll

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

Description	Total
Bills List - 04/06/2022	\$1,741,354.29
Bills List - 04/26/2022	\$2,042,901.07
Payroll - 03/15/2022	\$2,172,844.76
Payroll - 03/30/2022	\$2,208,165.98
Total	\$8,165,266.10

2. *(0194-21/22) Approval: Monthly Report of County Transfers - March 2022*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Monthly Report of County Transfers for March 2022 *(Attachment B-2)*

3. *(0195-21/22) Approval: Report of the Board Secretary - March 2022*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Report of the Board Secretary for March 2022. *(Attachment B-3)*

4. *(0196-21/22) Approval: Report of the Board Treasurer - March 2022*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Report of the Board Treasurer for March 2022. *(Attachment B-4)*

5. *(0197-21/22) Approval: Finance Certification - March 2022*
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 2022 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.

6. *(0198-21/22) Approval: School District of the Chathams FINAL Budget 2022/2023*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the **FINAL 2022/2023** school district budget as approved by the Executive County Superintendent. The budget was submitted to the Executive county Superintendent for review and approval in accordance with N.J.S.A. 18A:7F-5 and 18A:7F-6 as follows:

General Fund Current Expenses	\$ 75,679,130
Capital Expenditures	\$ 2,114,069
Summer Instruction	\$ 224,150
Charter School Tuition	\$ 34,868
Grants and Entitlements	\$ 930,470
Debt Service Fund	<u>\$ 3,580,625</u>
Total	<u>\$ 82,563,312</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 2022/2023 is 3,710 students.

WHEREAS: The district has a taxing authority of the 2% cap increase over the prior year tax levy which totals \$1,358,274 and which can be used in the 2022/2023 budget;

BE IT RESOLVED: The Board approves that there should be raised for the General Fund a tax levy the amount of \$69,271,996 for 2022/2023, which is a 2.00% tax levy increase or an increase of \$1,358,274 from the 2021/2022 for the ensuing 2022/2023 school year;

BE IT RESOLVED: The Board requests the approval of a Withdrawal from Capital Reserve in the amount of \$2,000,000 towards the local share of the following projects:

CHS - Nurse’s Restroom Renovation for ADA Compliance	\$181,600
CMS -Partial Roof Replacement	\$660,000
LAS - Partial Roof Replacement	\$400,000
Cougar Field - Replace Track	\$610,000

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 \$101,095 for the 2022/2023 school year. The maximum travel expenditure amount for the current school year is \$110,795, of which, \$24,475 has been spent and \$5,769 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 2022/2023 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 25, 2022, at 7:30 PM for the purpose of conducting a public hearing on the budget and the board approving the FINAL 2022/2023 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. *(0199-21/22) Acceptance: Donation - Municipal Alliance Committee of the Chathams (macc)*
RESOLVED: Upon recommendation of the Superintendent and as approved by the Director of Education, the Board of Education approves the donation from the Municipal Alliance Committee of the Chathams (macc) of over 100 books valued at approximately \$1,4000 to be used in the libraries of the four district K to 5 schools
8. *(0200-21/22) Acceptance: Donation - Chatham Athletic Boosters*
RESOLVED: Upon recommendation of the Superintendent and as approved by the Director of Athletics, the Board of Education approves the donation valued at \$500.00 from the Chatham Athletic Booster to have the CHS Varsity Baseball Dugouts painted.
9. *(0201-21/22) Acceptance: Donation - Bank of America Volunteer Grant*
RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves the donation of \$500.00 from the Bank of America Volunteer Grant Program via Ms. Jill Weber to be used at the superintendent's discretion.
10. *(0202-21/22) Acceptance: Donation - Pads and Easels*
RESOLVED: Upon recommendation of the Superintendent and as approved by the Assistant Curriculum of Instruction, the Board of Education accepts the donation of pads and easels valued at \$500.00 from Ms Susan Podiak.
11. *(0203-21/22) Acceptance: Donation - New Jersey Chinese Teachers Association*
RESOLVED: Upon recommendation of the Superintendent and as approved by the CHS Principal, the Board of Education approves the donation from the New Jersey Chinese Teachers Association in the amount of \$50.00. The donation will be used towards the CHS Chinese program and other cultural related activities.
12. *(0204-21/22) Acceptance: **Additional** funds for Nonpublic Auxiliary and Handicapped Aid (Chapter 192/193)*
RESOLVED: Upon 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 2021/2022 school year as follows:
 - Chapter 193 - Examination & Classification - Annual - \$380.00
 - Chapter 193 - Supplementary Instruction - \$496.00
13. *(0205-21/22) Submission and Acceptance: NJSIG - Safety Grant Program Application for 2022/2023*
RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the submission and acceptance of the safety grant application for the 2022/2023 Safety Grant Program through the New Jersey Schools Insurance Group for the qualified purposes of installing bollards at the entrance to

Chatham High School, Lafayette Avenue School and Southern Boulevard School the amount of \$9,800 for the period of July 1, 2022 to June 30, 2023.

14. (0206-21/22) Approval: *Vision Services*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Vistas Education Partners Inc. to provide vision services at the rate of \$165.00/hour for the 2021/2022 school year in an amount not to exceed \$2,310.00.

15. (0207-21/22) Approval: *Audiology Services*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Summit Speech School to provide audiology services in an amount not to exceed \$225.00 for the 2021/2022 school year.

16. (0208-21/22) Approval: *Psychiatric Evaluation*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Steven Dyckman, M.D. to provide a psychiatric evaluation for student #7355939712 in an amount not to exceed \$1,000.00 for the 2021/2022 school year.

17. (0209-21/22) Approval: *Itinerant Teacher Services*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Summit Speech School to provide itinerant teacher of the deaf services for student #1692277117 for 1 session per week, at the rate of \$165.00 per hour in an amount not to exceed the amount of \$1,650.00 from April 2022 to June 2022.

18. (0210-21/22) Approval: *Itinerant Teacher Services*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Mountain Lakes Board of Education/Lake Drive School to provide itinerant teacher of the deaf services for student #1692277117 for three 50-minute sessions per week not to exceed the amount of \$5,445.00 for the 2021/2022 school year.

19. (0211-21/22) Approval: *Home Instruction*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Stepping Forward Counseling Center to provide home instruction at the rate of \$75.00/hour not to exceed \$12,500.00 for the 2021/2022 school year.

20. (0212-21/22) Approval: *ESY Transportation Services*

RESOLVED: Upon recommendation of the Superintendent, the Board of Education approves Omdurman Transit to provide transportation services at the rate of \$447.00/day not to exceed \$13,410.00 for the 2021/2022 School Year.

21. (0213-21/22) Approval: *Settlement Agreement - Addendum*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the Settlement Agreement between the district and the parents of special education student #2925749316.

C. CURRICULUM

Agenda items C.1 to C3. Motion by Trustee: Ms. Clark, seconded by Trustee: Ms. Kenney, Roll call vote: 8-0-0

1. *(0051-21/22) Acceptance: Harassment, Intimidation and Bullying (HIB) Investigative Report for the period from March 21, 2022 through April 22, 2022.*

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 21, 2022 through April 22, 2022, pursuant to N.J.S.A. 18A:37-1 et seq.

2. *(0052-21/22) 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 21, 2022 Meeting, which encompasses all HIB findings from February 28, 2022 through March 18, 2022.

3. *(0053-21/22) Approval: Addition of Delayed Opening Dates to the 2021/2022 school calendar*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the addition of delayed opening dates on May 16th, 17th, 18th and 19th for **Chatham High School only**, to accommodate the NJSLA testing schedule.

D. POLICY

Agenda items D.1. Motion by Trustee: Mr. Smith, seconded by Trustee: Mr. Delsandro, Roll call vote: 8-0-0

1. *(018-21/22) Approval: First, Second Reading and Adoption of Policy*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the First, Second Reading and Adoption of *(Attachment D.1)*

- Policy 0143 - Board Member Election and Appointment

2. *(019-21/22) Approval: First Reading of Policies and Regulations*

RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approves the First Reading of *(Attachment D.2)*

- Policy 2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment (Mandatory, Revised)
- Policy 2431.4 Additional/Compensatory Special Education and Related Services (Mandatory, New)
- Policy 2460.30 Additional/Compensatory Special Education and Related Services (Mandatory, New)
- Policy 2622 Student Assessment (Mandatory, Revised)
- Policy 3233 Political Activities (Mandatory, Revised)
- Policy 5460 High School Graduation (Mandatory, Revised)
- Policy 5541 Anti-Hazing (Mandatory, New)
- Policy 7540 Joint Use of Facilities (Mandatory, Revised)
- Policy 9560 Administration of School Surveys (Mandatory, Revised)
- Regulation 5751 Sexual Harassment of Students (Mandatory, Revised)

XII. BOARD BUSINESS

Matthew Gilfillan read the following statement regarding his resignation from the Board of Education:
To my fellow board members and administration,

I have been serving the Chatham community on the Board of Education going into my 13th year. It is something that I have enjoyed, respected and feel blessed to have been able to give back to the community my family calls home.

These last 2 years have been draining for every BOE member and the administration, as we have dealt with this health crisis. I must commend and give my thanks to the administration who live this day in and day out.

A person in life sometimes gets that feeling when you know it is time. For me, I realized recently, its time. I have decided to resign from the Chatham Board of Education and tonight is my last meeting. My original term would have ended now but that was extended to November when we changed our general voting policy on budgets. So April 2022 should have been the end of my fourth term. Four terms is enough and I leave the board is in great hands.

Before I leave I need to say thank you to a folks. To every administration member I have ever worked with, thank you as you always had our children in your heart. To all of the teachers, aides, workers, custodians and maintainers, I have met, I always so proud of your passion and love for the district. To so many board members with a special shout out to Rich Connors who asked me to look into joining the board so many years ago, you made so many late nights so much fun. My favorite times were the private chats we had after our meetings were done.

Pete, I remember when you came on and we had our first meeting. You said you were a bit taken back by how we looked at finances and the trust we give our BA. I said we allow you to do your job until you lose our trust. You never lost our trust. You have been a joy to work with.

Karen, I remember how nervous you were when you first started and how excited you were for this role. My view was always how long were we going to be able to keep you before we lost you to a superintendent role. I of course wrote this prior to your new opportunity but it's our loss and their gain.

Beth, what else can I say but you deserve a really long vacation. Always spot on with your recommendations and ability to find the best candidates, thank you for making our lives easier.

Emily, what an amazing start in the district. You have an amazingly supportive board and administration. In a short time you have been great.

Susan, sorry, I didn't get to know you for a longer time but your interview and your commitment to the Board of Education is part of the reason I feel it's OK to step down.

Chris, interesting is you came onto the board as your children were leaving the district. You did what your heart told you to do which is give back and I thank you for that.

Brad, the epitome of a hard worker, being in the city and making sure your schedule works to make the BOE meetings. You are a role model for what so many other young people should be doing.

Mike, you will always stand out to me as someone who is committed to what you feel is right. You always ask the tough questions and I will always miss our chats after committee meetings. When you do things because you think they are right, it is an admittance that you put others before yourself.

Lata, while I always thought I was the senior member, it is in fact you. What is so great about you is you care about our kids in so many ways. Not only on the Board of Ed but also your countless hours with the CEF. You are truly someone to be admired.

Michelle, your experience as a teacher is always so valuable to the board by giving us a real life opinion. Your sense of humor combined with your passion always brought a smile to my face and made so much about the Board of Ed special.

Anne, another one who is the epitome and selflessness and commitment. I am going to miss or time on the dais.

Now the two hardest:

Jill, what can I say? IS there a human more dedicated and passionate about a public service role that you? None that I have ever come across. You are easily one of the smartest persons I have ever met. Your memory shocks me every day. This school district and the community owes you so much as very few know just how much time you dedicate to this role. You have been a great leader and a true friend through these years. Others feed off of your passion and dedication. Thank you for everything.

Mike, wow, it is pretty amazing I have been able to serve under the greatest superintendent in America. Your intelligence and work ethic would have made you a multi-millionaire in other jobs but you followed your heart into education. Your commitment to the children of Chatham is awe inspiring. I always loved our conversations after board issues were complete, while we disagreed on many things the chats were the epitome of what conversations should be today. Full of debate but plenty of laughs. Personally I would sign you to a life time deal to keep you in Chatham as we can ill afford to ever lose you.

Finally, I must thank my wife and children for never once questioning why I committed so much time to the Board of Education and the School District. Thank you for always supporting me.

Again, I want to thank all of you. It is I who leaver here a better person for having known all of you.

Jill Weber – Noted that Matt has helped and guided three different superintendents and has done a great job for the district.

Mike LaSusa – Noted that Matt is a role model for a civil servant.

Michelle Clark – Requested that Peter Daquila post the BOE opening and the committee will be Lata Kenney, Bradley Smith, Susan Ross and Michelle Clark.

Please send requests to join the Board by May 11th.
Hope to approve a new board member at the June 13th BOE meeting.

XIII. PUBLIC COMMENTARY - None

XIV. EXECUTIVE SESSION

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

RESOLVED: The Board of Education adjourns to closed session to discuss: (select one or more)

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

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

XV. PUBLIC SESSION

XVI. ADJOURNMENT

On a motion by Ms. Weber, seconded by Ms. Clark, and as approved by unanimous voice vote, the meeting adjourned at 8:46 PM.

Minutes recorded by:

Peter Daquila
Business Administrator/Board Secretary