

**CHESTER BOARD OF EDUCATION
REGULAR MEETING
February 12, 2018
AGENDA**

A regular meeting of the Chester Board of Education will be held on Monday, February 12, 2018, at 6:00 p.m. at the Chester Board of Education 50 North Road, Chester, Building 4, New Jersey 07930.

1. Call To Order

2. Sunshine Announcement

Be advised that this meeting is being held in accordance with the Open Public Meetings Act, Chapter 231 P.L. 1975 (Sunshine Law) and that adequate notice of the date, time and location has been sent to the Daily Record and the Observer Tribune, and has been posted and filed with the Chester Township and Chester Borough Clerks. The annual meeting calendar has also been sent to each District school and the Chester Post Office. Additionally, the agenda will be posted on the District website prior to the Board meeting.

3. Roll Call

Amy Collins		Heather Ronco	
Rebekah Forlenza		Rajat Shah	
Carolyn Kleppe-Collins		Mike Tomasco	
Christopher Lowry		Kerri Wright	
Liz Madinabeitia		Quorum	Y N

4. Administration—Rhonda Curry and Dr. Christina Van Woert

5. Pledge of Allegiance

6. President's Comments

7. Presentation

1. Presentation of 2017-2018 School Budget—Melissa Simmons 6:00-7:00 p.m.
2. John P. McGowan—McGowan Well Water Compliance Mgt. LLC

8. Public Commentary on Agenda Items

When permitted, public participation shall be governed by the following rules under Policy 9325.2:

1. *Anyone wishing to speak before the Board shall indicate so during the Public Commentary portion of the agenda. The presenter shall give his/her name and address and make the presentation as brief as possible. Unless an extension of time is granted, each speaker should be limited to 3 minutes.*
2. *Speakers may offer such objective criticisms of school operations and programs as concern them. But in public session, the Board will not hear concerns about the spe-*

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cific school personnel or any person connected with the school system. Other channels provide the Board consideration and disposition of such matters involving individuals.

3. *The Board vests in its President or other presiding officer authority to terminate the remarks of any individual when they do not adhere to the rules established above.*

9. Superintendent's Report

10. Business Administrator's Report

11. Board Communication

12. Approval of Minutes

12a. Approves Regular Meeting Minutes from January 23, 2018

RESOLVED, that the Chester Board of Education approves the regular meeting minutes of the meeting held on January 23, 2018.

12b. Approves Executive Session Minutes from January 23, 2018

RESOLVED, that the Chester Board of Education approves the executive session meeting minutes of the meeting held on January 23, 2018.

Motion by_____

Seconded by_____

Roll Call Vote	AC	RF	CKC	CL	LM	HR	RS	MT	KW

13. Committee of The Whole—All.

13a. Approves School Board Recognition Month

WHEREAS, the New Jersey State Board of Education, which adopts the administrative code to implement state education law, has established rigorous standards through its promulgation of the New Jersey Student Learning Standards, which set the expectations of academic achievement for nearly 1.4 million public schoolchildren; and

WHEREAS, New Jersey's locally elected and appointed boards of education play a vital role in ensuring that their local school districts meet state standards and adhere to all code provisions, with the goal of providing an outstanding education to prepare all students for college and the workplace and to enable them to compete in a global economy; and

WHEREAS, New Jersey's 5,000 non-partisan local board of education members and charter school trustees are public servants who dedicate their time, without pay or benefit, to the oversight of school district operations, sound financial practices, comprehensive policies, curriculum, staffing, and the well-being and academic achievement of all students in the district; and

WHEREAS, the efforts of local boards of education, in conjunction with state education officials and local educators, have built a foundation of success that has led to New Jersey's status as a leader in student achievement, as evidenced by the National Assessment of Educational Progress scores; and

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WHEREAS, the National School Boards Association and the New Jersey School Boards Association have declared January 2018 to be School Board Recognition Month; now, therefore, be it

RESOLVED, that the New Jersey State Board of Education recognizes the contributions of our state's local boards of education to the academic success of its public school students and expresses its sincere appreciation to local board of education members for their continued focus on the achievement of children throughout New Jersey; and be it further

RESOLVED, that the New Jersey State Board of Education encourages qualified New Jersey citizens to consider serving as members on their local school boards.

Motion by _____

Seconded by _____

Roll Call Vote	AC	RF	CKC	CL	LM	HR	RS	MT	KW

14. Committee Reports

15. Buildings, Grounds, Transportation/Finance—*Amy Collins, Rebekah Forlenza, Chris Lowry, and Mike Tomasco.*

15a. Approves Bills List

RESOLVED, that upon the recommendation of the Business Administrator, the Chester Board of Education approves payment of the January 23, 2018 bills list as approved by the Finance Committee.

Bills List	Totals
Payroll—01/30/18	\$631,066.46
Check Run—02/12/18	1,320,840.08

15b. Approves Monthly Appropriation Transfers for January 2018

RESOLVED, that the Chester Board of Education approves the following transfers within the 2017-2018 budget for the month of January 2018 in compliance with N.J.A.C. 6A:23A-16.10 (c) 1.; a copy of which is available for public review in the Chester Board of Education Business Office.

15c. Approves Monthly Transfer Report for January 2018

RESOLVED, that pursuant to N.J.A.C. 6A:23A-13.3, the Chester Board of Education approves the Monthly Report of Transfers for January 2018.

15d. Approves Board Secretary Report for January 2018

RESOLVED, that pursuant to N.J.S.A. 18A:17-9 and N.J.A.C. 6A:23A-16.2(h), the Chester Board of Education approves the Report of the Board Secretary for January 2018; a copy of which is available for public review in the Chester Board of Education Business Office.

15e. Approves Board Treasurer Report for January 2018

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RESOLVED, that pursuant to N.J.S.A. 18A:17-36, the Chester Board of Education approves the Report of the Treasurer of School Monies for January 2018; a copy of which is available for public review in the Chester Board of Education Business Office.

15f. Approves Certification of Secretary and Treasurer Report for January 2018

RESOLVED, that pursuant to N.J.A.C. 6A:23-16.10 (c) 3, the Board Secretary does certify that no line item account has encumbrances and expenditures which in total exceed the line item appropriation; and

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Chester Board of Education has reviewed for the minutes of this meeting the Board Secretary and Treasurer's monthly financial report for January 2018 and that no major account or fund has been over-expended.

15g. Approves Travel Requests

RESOLVED, that pursuant to N.J.S.A. 18A:11-1 and N.J.A.C.6A:23A and Board Policy 9250 and upon the recommendation of the Superintendent, the Chester Board of Education approves the following travel requests:

Date	Employee	<u>Program</u> <u>Location</u>	Registration	Travel/ Misc	Estimated Total Expense
No Date	Tara Bagnole	<i>WRS Intensive Instruction Online Course</i>	\$1,950.00	No Cost	\$1,950.00
02/13/18	Danielle Meekings	<i>Kate Roberts- Literacy Teaching, New Bruns- wick, NJ</i>	\$150.00	\$17.11	\$167.11
02/13/18	Jacqueline Epler	<i>Kate Roberts- Literacy Teaching, New Bruns- wick, NJ</i>	\$150.00	\$17.30	\$167.30
03/16/18	Danielle Meekings	<i>Teaching the Holocaust, Montclair, NJ</i>	No Cost	\$21.14	\$21.14
03/23/18	Mary Beth Mueller	<i>NJAGC An- nual Confer- ence, West Windsor, NJ</i>	\$144.00	\$27.22	\$171.22
03/24/18	Joseph Pizzo	<i>2018 NJCTR Conference, Montclair, NJ</i>	\$64.00	\$43.01	\$107.01
04/25/18	Lisa Campbell	<i>School Law for Admin.</i>	\$100.00	\$25.54	\$125.54

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		<i>Asst., Montclair, NJ</i>			
04/25/18	Lora Orchard	<i>School Law for Admin. Asst., Montclair, NJ</i>	\$100.00	\$25.54	\$125.54

15h. Accepts Donation for Science Fair

RESOLVED, that the Chester Board of Education accepts with gratitude the following donation for the 2018 Chester School District Science Fair:

Sponsor	Amount
Alstede Farms	\$250.00

15i. Amends Resolution 15s: School Depositories and Signatures

RESOLVED, that the Chester Board of Education amends **Resolution 15s** from the **January 23, 2018 Minutes** to add Accounts Payable as an additional signature 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 19-1):

Account	Signature	Bank	Account#
Flex Spending (2 Signatures)	Business Administrator or Superintendent Payroll Administrator or Accounts Payable	Valley National Bank	041614690

15j. Accepts Donation

RESOLVED, that the Chester Board of Education, accepts with gratitude the following donations from the PTO:

Donation Towards	Donation Amount
Drama Club	\$500.00

15k. Accepts Check

RESOLVED, that the Chester Board of Education accepts check 120639 from GovDeals in the amount of \$95.00 for the sale of Cisco Ethernet and fiber modules.

15l. Approve Architect to Submit Plans

RESOLVED, upon the recommendation of the Superintendent, that the Chester Township School District, in the County of Morris, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the District Wide Restroom Renovations at the Bragg Intermediate School, Dickerson Elementary School, and Black River Middle School, to serve as an application to the Office of School Facilities and an amendment to the District's Long Range Facility Plan; and

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BE IT FURTHER RESOLVED, this project shall be an “Other Capital” project and the Board of Education is NOT seeking State funding but will fund the Project through the District’s Capital Reserve Account.

15m. Approves Revised Board Secretary Report for December 2017

RESOLVED, that the Chester Board of Education approves the revised Report of the Board Secretary for December 2017; a copy of which is available for public review in the Chester Board of Education Business Office.

Motion by_____

Seconded by_____

Roll Call Vote	AC	RF	CKC	CL	LM	HR	RS	MT	KW

16. Curriculum/Governance/Personnel—*Heather Ronco, Carolyn Kleppe-Collins, Liz Madinabeitia, and Rajat Shah*

16a. Approves Spring Sports Travel Schedule

RESOLVED that the Chester Board of Education approves the Black River Middle School 2017-2018 Spring Sports trips; a copy of which is available for public review in the Chester Board of Education Business Office.

16b. Approves Mentor

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education the following mentor for new teacher:

New Employee (New to profession must pay mentor \$550 or prorated amount)	Mentor	School
Sarah Warren	Jennifer Yeager	BRMS

16c. Approves Substitutes

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following substitutes for the 2017-2018 school year:

Samantha Barbella	County Substitute
Hannah Schroeder	County Substitute.

16d. Approves Home Instruction

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Francesca Ragonese to provide up to 5 hours per week of home instruction to student #18458 from January 8, 2018 for the remainder of the 2017-2018 school year.

16e. Approves Bragg/Dickerson/BRMS School Volunteers

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RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following Bragg/Dickerson/BRMS School Volunteer for the 2017-2018 school year:

Ivy Antonio
Heather Swartz.

16f. Accepts Resignation (Hantis)

RESOLVED, that the Chester Board of Education accepts the resignation of Mariah Hantis, Payroll/Benefits Assistant, effective March 1, 2018.

16g. Approves Summer Scholars Program Teacher/Staff

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following teachers/staff for the **2018 Summer Scholars program**, at the contracted rate per hour from July 9, 2018 through August 9, 2018 for **4** days a week (20 days):

Teacher	Total
Colleen Cahill - Lead Teacher (30 hour advance prep)	\$1,800
Rosemary Haynes–Secretary (30 hour advance prep)	\$405
Colleen Cahill - Lead Teacher (4 hour/day)	\$4,800
Rosemary Haynes – Secretary (4 hour/day)	\$1,080

16h. Approves Advancement on Guide

RESOLVED, that the Chester Board of Education approves advancement on the salary guide for the following staff members effective March 1, 2018:

Debra Borchert	Step 15a MA \$72,055 to	Step 15a MA+15 \$72,755
Alexandra Johnson	Step 3-4 BA \$49,855 to	Step 3-4 BA+15 \$51,305.

16i. Approves the Uniform State Memorandum of Agreement

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the 2017-2018 Uniform State Memorandum of Agreement between Education and Law Enforcement Officials as approved by the New Jersey Department of Law and Public Safety and the New Jersey Department of Education.

16j. Approves Special Education Paraprofessional (Gallagher)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Julie Gallagher to be a special education paraprofessional aide, 35 hours per week effective February 13, 2018 for the remainder of the 2017-2018 school year at an annual salary of \$17,422.70, with benefits.

16k. Approves Bus Paraprofessional (Gallagher)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Julie Gallagher as a bus paraprofessional for two runs daily, at her contracted rate, effective February 13, 2018 for the remainder of the 2017-2018 school year.

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16l. Approves Destination Imagination Judge Training

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves David Leckie and MaryRose Walsh to be trained as, and then to serve as, Destination Imagination judges for the New Jersey State Destination Imagination Tournament. The training will occur on February 24, 2018, for three and one half hours each at the hourly rate for a total of up to \$203.00 each, and the judging will be on March 24, 2018, for 10 hours each at the chaperone rate for a total cost of up to \$405.00 each.

16m. Approves for Second Reading and Adoption Policy 1330 – Use of School Facilities

RESOLVED, that the Chester Board of Education approves for second reading and adoption Policy 1330- Use of School Facilities.

Motion by_____

Seconded by_____

Roll Call Vote	AC	RF	CKC	CL	LM	HR	RS	MT	KW

17. Public Commentary

18. Executive Session

RESOLVED, that pursuant to N.J.S.A. 10:4-12 and 10:4-13 the Chester Board of Education holds a closed session on January 23, 2018 at ____ p.m. to discuss personnel and an HIB issue. It is expected that the minutes will be made public as soon as official action is taken.

Motion by_____

Seconded by_____

Roll Call Vote	AC	RF	CKC	CL	LM	HR	RS	MT	KW

19. Return to Public Session

Motion by_____

Seconded by_____

Roll Call Vote	AC	RF	CKC	CL	LM	HR	RS	MT	KW

20. Unfinished Business

21. New Business

22. Adjournment

Motion by_____

Seconded by_____

Roll Call Vote	AC	RF	CKC	CL	LM	HR	RS	MT	KW

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