

**CHESTER BOARD OF EDUCATION
REGULAR MEETING
February 19, 2019
MINUTES**

1. Call To Order

Mike Tomasco, Board President, called the meeting to order on Tuesday, February 19, 2019 at 7:01 p.m. in the media center at Black River Middle School, 133 North Road, Chester, New Jersey.

2. Sunshine Announcement

Mike Tomasco, Board President, announced that this meeting was 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	Absent	Heather Ronco	Yes
Rebekah Forlenza (7:03)	Yes	Rajat Shah	Yes
Sara Kalashian	Yes	Mike Tomasco	Yes
Christopher Lowry	Yes	Kerri Wright	Yes
Liz Madinabeitia	Yes	Quorum	Yes

4. Administration—Tanya Dawson and Dr. Christina Van Woert

5. Pledge of Allegiance

Mike Tomasco, Board President, led the Board in the Pledge of Allegiance

6. President's Comments

None

7. Public Hearing/Celebration/Presentation

- Celebration of BRMS Girls' Soccer Team win of Morris County Championship
The team was congratulated by Dr. Van Woert and Principal Andrew White. Each team member was recognized by their coaches.
- Ethics Law Training-Jodi M. Howlet, Partner at Cleary, Giacobbe, Alfieri & Jacobs

8. Public Commentary on Agenda Items

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

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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 specific 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

- Differentiate Instructions-differentiate the teaching to suit the students.
- Explore the option to have an International Baccalaureate middle years program.

10. Business Administrator's Report

- 2019-20 Budget Considerations
- Transportation update
- SRO agreement program
- Board Retreat date & location
- Reminder to fill out the School Ethics Financial Disclosure

11. Board Communication

None

The Board took the following action:

12. Approval of Minutes

Upon the motion of Mike Tomasco and seconded by Chris Lowry, the Board approved the following resolutions:

12a. Approves Regular Meeting Minutes from January 21, 2019

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on January 21, 2019.

12b. Approves Executive Session Meeting Minutes from January 21, 2019

RESOLVED, that the Chester Board of Education approves the Executive Session meeting minutes of the meeting held on January 21, 2019.

Motion by Mike Tomasco

Seconded by Chris Lowry

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
8-0	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

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

WHEREAS, the National School Boards Association and the New Jersey School Boards Association have declared January 2019 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 Mike Tomasco

Seconded by Rebekah Forlenza

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
8-0	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

14. Buildings, Grounds, Transportation/Finance—Amy Collins, Rebekah Forlenza, Sara Kalashian and Chris Lowry

14a. Approves Bills List

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RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves payment of the February 19, 2019 bills list as approved by the Finance Committee.

Bills List	Totals
Payroll--1/30/2019	\$616,395.34
Payroll--2/15/19	\$628,403.44
Check Run--2/12/19	\$569,041.07
Check Run--2/19/19	\$1,059,971.91

14b. Approves Monthly Appropriation Transfers for January 2019

RESOLVED, that the Chester Board of Education approves the following transfers within the 2018-2019 budget for the month of January 2019 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.

14c. Approves Monthly Transfer Report for January 2019

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 2019; a copy of which is available for public review in the Chester Board of Education Business Office.

14d. Approves Board Secretary Report for January 2019

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 2019; a copy of which is available for public review in the Chester Board of Education Business Office.

14e. Approves Board Treasurer Report for January 2019

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 2019; a copy of which is available for public review in the Chester Board of Education Business Office.

14f. Approves Certification of Secretary and Treasurer Report for January 2019

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 2019 and that no major account or fund has been over-expended.

14g. 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:

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Date	<u>Employee</u> Conference/Workshop	Registration	<u>Travel</u> Misc.	Estimated Total Expense
3/11/19- 3/13/19	<u>Drew Vanderzee</u> 2019 NJSBGA Confer- ence/Expo <i>Atlantic City, NJ</i>	\$200.00	\$557.01	\$757.01
3/20/19	<u>Vivian Norman</u> What is a School District's Responsibility for Unilateral Placements Seminar <i>New Providence, NJ</i>	\$185.00	\$12.50	\$197.50
4/1/19	<u>Brad Currie</u> Making Literacy Visible Seminar <i>Monroe Twp., NJ</i>	\$165.00	\$31.66	\$196.66
4/1/19	<u>Taryn Mansolino</u> Making Literacy Visible Seminar <i>Monroe Twp., NJ</i>	\$165.00	\$31.66	\$196.66
4/1/19	<u>Chris Bedkowski</u> Making Literacy Visible Seminar <i>Monroe Twp., NJ</i>	\$165.00	\$31.66	\$196.66
4/1/19	<u>Rebecca Gambuti</u> Making Literacy Visible Seminar <i>Monroe Twp., NJ</i>	\$165.00	\$31.66	\$196.66
4/1/19	<u>Danielle Meekings</u> Making Literacy Visible Seminar <i>Monroe Twp., NJ</i>	\$165.00	\$31.66	\$196.66
4/1/19	<u>Andrew White</u> Making Literacy Visible Seminar <i>Monroe Twp., NJ</i>	\$165.00	\$31.66	\$196.66
4/1/19	<u>Dr. Chris Van Woert</u> Making Literacy Visible Seminar <i>Monroe Twp., NJ</i>	\$165.00	\$31.66	\$196.66
2/28/19	<u>Christine Donlon</u> Strategies and Structures for Teaching Reading & Writing Workshop <i>Livingston, NJ</i>	\$249.00	\$7.56	\$256.56

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2/28/19	<u>Anne Collins- McAvinn</u> <u>Strategies and Structures for</u> <u>Teaching Reading & Writing</u> <u>Workshop</u> <u>Livingston, NJ</u>	\$249.00	32.86	\$281.86
3/22/19	<u>Mary Beth Mueller</u> NJAGC Annual Conference <i>West Windsor, NJ</i>	\$159.00	\$13.33	\$172.33
5/17/19	<u>Susan Connelly</u> 35 th Annual Winner's Work- shop <i>Whippany, NJ</i>	\$209.00	\$11.66	\$220.66

14h. Accepts Donation

RESOLVED, that the Chester Board of Education, accepts with gratitude the donation of check #011235 in the amount of \$500.00 for the 2019 Chester School District Science Fair from County College of Morris.

14i. Accepts Comprehensive Annual Financial Report and Corrective Action Plan

WHEREAS, the Chester Board of Education's auditor has completed and submitted the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management Report (AMR) on Administrative findings-Financial, Compliance and Performance for the fiscal year ending June 30, 2018; and

WHEREAS, the Auditor conducted an exit conference with the administration and publicly presented the annual audit to the Chester Board of Education; and

WHEREAS, as part of the public presentation, the District made copies of the Audit Synopsis and Corrective Plan available to the public;

NOW, THEREFORE BE IT RESOLVED, that the Chester Board of Education accepts the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management Report (AMR) on Administrative Findings-Financial, Compliance, Performance and Synopsis for the fiscal year ending June 30, 2018 and submitted by the firm Nisivoccia LLP; and

BE IT FURTHER RESOLVED, that the Chester Board of Education accepts the recommendation of the Business Administrator and approves the Corrective Action Plan for the recommendation included in the aforementioned reports; a copy of which is available for public review in the Chester Board of Education Business Office.

14j. Approves Certification of Implementation of FY18 Corrective Action Plan

RESOLVED, that the Board of Education approves certification of implementation of FY18 corrective action plan; a copy of which is available for public review in the Chester Board of Education Business Office.

14k. Declares Equipment Obsolete

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RESOLVED, that the Chester Board of Education declares the following items obsolete and directs the School Business Administrator to remove the following items from the District's asset inventory if necessary; a copy of which is on file in the Business Office.

Quantity	Item	Department	District Id Serial Number
1	Smart Board	Dickerson	SB680-M2-E40581
1	Smart Board	Bragg	SB680-M2-071830
1	Smart Board	Bragg	SB680-M2-072013
1	Smart Board	BRMS	SB680-M2-C3502

14l. Approves Interlocal Government Services Agreement

RESOLVED, that the Board of Education approves the Interlocal Government Services Agreement for Police services between Chester Board of Education and Chester Township; a copy of which is available for public review in the Chester Board of Education Business Office.

Motion by Mike Tomasco

Seconded by Raj Shah

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
8-0	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

15. Curriculum/Governance/Personnel—*Liz Madinabeitia, Heather Ronco, Rajat Shah and Mike Tomasco*

15a. Approves SEMI Waiver

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2019-2020 school year; and

WHEREAS, the Chester Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students.

NOW THEREFORE BE IT RESOLVED that the Chester Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2019-2020 school year.

15b. Approves District-Wide Curriculum

RESOLVED, that the Chester Board of Education, in accordance with N.J.S.A. 18A:33-1 and Policy 6140 approves the following curriculum for the 2018-2019 school year:

Dance

15c. Approves Field Experience

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RESOLVED that the Chester Board of Education approves Maggie Williams a candidate in the Educational Leadership Program at William Paterson University to shadow Principal Melissa Fair of Dickerson School for six hours as part of her required training.

15d. Amends Resolution from June 11, 2018 Minutes (Miller)

RESOLVED, that the Chester Board of Education amends **Resolution (16p.)** from the June 11, 2018 meeting **from:** a child rearing leave effective August 29, 2018 through April 30, 2019 **to:** *a child rearing leave effective August 29, 2018 through June 30, 2019.*

15e. Amends Resolution from August 13, 2018 Minutes (Jacot-Guillarmod)

RESOLVED, the Chester Board of Education amends **Resolution (16j)** from the August 13, 2018 meeting that approves Gretchen Jacot-Guillarmod as a long term substitute teacher **from:** August 29, 2018 through April 30, 2019 **to:** *August 29, 2018 through June 30, 2019 with benefits.*

15f. Approves School Volunteers

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following School Volunteers for the 2018-2019 school year:

Susie Christensen
Cheryl Mikos

15g. Approves Leave of Absence (Roberts)

RESOLVED, that upon the recommendation of Superintendent, the Chester Board of Education approves an unpaid leave of absence for Pamela Roberts effective November 21, 2018 through March 29, 2019 under the guidelines of the FMLA.

15h. Approves Staff to Attend Evening Meetings

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff to attend evening parent meeting for two hours at the professional rate of \$60.00 hour.

Amy Hayes
Susan Beringer

15i. Approves Media Center Aide as Substitute

RESOLVED, that the Chester Board of Education approves Kelly Rice, the Media Center Aide at Dickerson and Bragg Schools to obtain her County Substitute Certificate for the 2018-2019 school year.

15j. 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, 2019:

Name	Current Step/Guide	Advance Step/Guide
German Castro	14 BA +15- \$60,986	14 BA+30 - \$64,386
Stamatia Westberg	15 BA +30 - \$67,295	15 MA+15 - \$68,095

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15k. Approves Spring Sports Travel Schedule

RESOLVED that the Chester Board of Education approves the Black River Middle School 2018-2019 Spring Sports trips; a copy of which is available for public review in the Chester Board of Education Business Office.

15l. Approves Summer Prep

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Colleen Cahill for summer prep work for the 2019 Summer Scholars program to be completed by June 30, 2019 at the professional rate of \$60 per hour for up to a total of 30 hours for up to a total of up to \$1,800.

15m. Approves Staff to Provide Training.

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Erika Rosamilia to provide after school parent training for two hours per week at the professional rate of \$60.00 an hour effective February 12, 2018 through the remainder of the 2018-2019 school year.

15n. Approves Contract with Limitless

RESOLVED, that the Chester Board of Education approves Limitless (Celebrate the Children) to provide social skills to student #19812 at the rate of \$70.00 per hour for one hour weekly effective January 2, 2019 through June 30, 2019

15o. Approves Long Term Substitute (Rounsaville)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Ashley Rounsaville as a long term substitute teacher for Stamatia Westberg, Second Grade Teacher effective February 26, 2019 through June 30, 2019, at Step 1BA, at an annual salary of \$50,599, prorated up to \$20,998.59 with benefits.

15p. Approves Long Term Substitute (Ward)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves David Ward as a long term substitute teacher for Francesca Ragonese, effective March 8, 2019 through June 30, 2019, at Step 1BA, at an annual salary of \$50,599, prorated up to \$20,746, with benefits.

15q. Awards Compensation

WHEREAS, the employment contract for Dr. Christina Van Woert, Superintendent of Schools, provides for merit goals pursuant to N.J.A.C. 6A:23A-3.1 (e) (10); and

WHEREAS, Dr. Christina Van Woert, Superintendent of Schools, successfully attained one of the Qualitative Goals as outlined below.

Qualitative Merit Goals	Percentage
The Superintendent will research, study and analyze strategies to increase the usage of differentiated instruction across the district including an examination of special education programs, Title One Programs, grade level programs and gifted education programs	2.5% of salary

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including the International Baccalaureate Middle Years Program.	
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THEREFORE BE IT RESOLVED, that the Chester Board of Education hereby awards compensation for the above mentioned goal as outlined in the Superintendent's contract and detailed below, payable in the 2018-2019 school year.

15r. Amends 2018-2019 School Calendar

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education amends the 2018-2019 school calendar changing April 18, 2019 from a full day to an early dismissal.

15s. Increase Substitute Teacher Pay Rate

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education increase substitute teacher pay rates effective March 1, 2019 from \$85.00 to \$95.00 daily for substitutes with county substitute certificate and from \$95.00 to \$105.00 daily for substitutes with a teaching certificate.

15t. Approves the Uniform State Memorandum of Agreement

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the 2018-2019 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.

15u. Accepts Resignation (Bellows)

RESOLVED, that the Chester Board of Education accepts the resignation of Scott Bellows, Bragg School Custodian, effective February 28, 2019.

15v. Approves Staff for Extra-Curricular Activities (BRMS)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff to conduct board approved extra-curricular activities for the 2018-2019 school year with stipends as determined by Schedule "B" of the Agreement between The Chester Board of Education and The Chester Education Association:

Sport	Coach
Softball	Taryn Mansolino

15w. Approves After School Supervision

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members to provide supervision at after school events for the 2018-2019 school year, at the chaperone rate of \$83.

Susan Beringer
Gina Lorusso

Motion by Mike Tomasco

Seconded by Raj Shah

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Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
8-0	Absent	Yes	Yes	Yes	Abstain 15i.	Yes	Abstain 15s.	Yes	Yes

16. Public Commentary

None

17. Executive Session

RESOLVED, that pursuant to NJS.A. 10:4-12 and 10:4-13 the Chester Board of Education holds a closed session on February 19, 2019 at 9:44 p.m. to discuss an HIB case. It is expected that the minutes will be made public as soon as official action is taken.

Motion by: Mike Tomasco

Seconded by: Kerri Wright

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
8-0	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

18. Return to Public Session

Upon the motion of Mike Tomasco and seconded by Raj Shah the Board returned to public session at 10:03 p.m.

Motion by Mike Tomasco

Seconded by Raj Shah

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
8-0	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

19. Unfinished Business

None

20. New Business

21. Adjournment

There being no further business to discuss, upon the motion of Mike Tomasco and seconded by Heather Ronco the Board considered a motion to adjourn at 10:04 p.m.

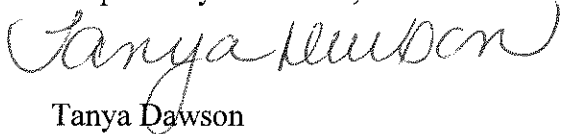
Motion by Mike Tomasco

Seconded by Heather Ronco

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
8-1	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

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Respectfully Submitted,

A handwritten signature in cursive script that reads "Tanya Dawson". The signature is written in dark ink and is positioned above the printed name and title.

Tanya Dawson
Board Secretary