

**CHESTER BOARD OF EDUCATION  
REGULAR MEETING  
September 17, 2018  
MINUTES**

**1. Call To Order**

Mike Tomasco, Board President, called the meeting to order on Monday, September 17, at 7:01 p.m. in the courtroom of the Chester Borough Municipal Building, 50 North Road, Building 4, Chester, NJ 07930.

**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 has been posted on the District website prior to the Board meeting.

**3. Roll Call**

|                        |        |                        |            |
|------------------------|--------|------------------------|------------|
| Amy Collins            | Yes    | Heather Ronco          | Yes        |
| Rebekah Forlenza       | Yes    | Rajat Shah (7:19 p.m.) | Yes        |
| Carolyn Kleppe-Collins | Yes    | Mike Tomasco           | Yes        |
| Christopher Lowry      | Yes    | Kerri Wright           | Absent     |
| Liz Madinabeitia       | Absent | Quorum                 | <b>Yes</b> |

**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. Presentation**

Curriculum Presentation

Dr. Christina Van Woert, Superintendent of Schools and Brad Currie, Director of Planning, Research and Evaluation gave a presentation on Math and the Rubicon Atlas. Danielle Meekings, Literacy Coach gave a presentation on the literacy program.

HIB Grades Presentation

Dr. Christina Van Woert, Superintendent of Schools presented the Harassment, Intimidation and Bullying (HIB) Report and the HIB school grades. The District received a 78 average. Black River Middle School scored a 77; Bragg School scored a 78; and Dickerson School scored a 76.

**8. Public Commentary on Agenda Items**

There were 5 members of the public present. Natasha Chandler and Diana Phillips requested a bus stop in their cul-de-sac. They also asked if extensive background checks had been completed on each driver. Vijaya Kesanakurthy requested a bus stop in her cul-de-sac. Srividya Ramamurthy asked if the District was still committed to a good teacher to student ratio. Danielle Casillo asked how to get the District's tweets. Board President, Mike Tomasco thanked everyone for coming out and for providing feedback.

**9. Superintendent's Report**

- Chief School Administrator Professional Development Plan
- QSAC Governance Committee
- CSD Mentoring Plan and Professional Development Plan
- Virtual Committee Dates
- Policy Update

**10. Business Administrator's Report**

- Discussed HVAC options at Dickerson School and BRMS wing
- Transportation

**11. Board Communication**

None.

The Board took the following action:

**12. Approval of Minutes**

*Upon the motion of Mike Tomasco and seconded by Heather Ronco, the Board approved the following resolutions:*

**12a. Approves Regular Meeting Minutes from August 13, 2018**

RESOLVED, that the Chester Board of Education approves the regular meeting minutes of the meeting held on August 13, 2018.

**12b. Approves Executive Session Meeting Minutes from August 13, 2018**

RESOLVED, that the Chester Board of Education approves the executive session regular meeting minutes of the meeting held on August 13, 2018.

**12c. Approves Special Meeting Minutes from September 11, 2018**

RESOLVED, that the Chester Board of Education approves the special meeting minutes of the meeting held on September 11, 2018.

Motion by: **Mike Tomasco**

Seconded by: **Heather Ronco**

| <b>Roll Call Vote</b> | <b>AC</b> | <b>RF</b> | <b>CKC</b> | <b>CL</b> | <b>LM</b> | <b>HR</b> | <b>RS</b> | <b>MT</b> | <b>KW</b> |
|-----------------------|-----------|-----------|------------|-----------|-----------|-----------|-----------|-----------|-----------|
| 7-0                   | Yes       | Yes       | Yes        | Yes       | Absent    | Yes       | Yes       | Yes       | Absent    |

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**13. Committee of The Whole—All.**

*Upon the motion of Mike Tomasco and seconded by Amy Collins, the Board approved the following resolutions:*

**13a. Appoints QSAC Committee**

RESOLVED, that pursuant to N.J.A.C. 6A:30-3.2, the Chester Board of Education approves the following to serve on the QSAC Committee:

Dr. Christina Van Woert, Superintendent  
 Tanya Dawson, Business Administrator/Board Secretary  
 Brad Currie, Director of Planning, Research & Evaluation  
 Melissa Fair, Dickerson School Principal  
 Michele Stanton, Bragg School Principal  
 Andrew White, BRMS Principal  
 Dr. Jeanette Krone, Director of Student Services  
 Colleen Cahill, Bragg School, 5<sup>th</sup> Grade Teacher  
 Nichole Healy, Dickerson School, Basic Skills Teacher  
 Dana Mazza, BRMS, Gifted and Talented  
 Vivian Norman, LDTC Teacher  
 Danielle Meekings, Instruction Coach  
 Patricia Pohan, Technology Instruction Coach  
 Cynthia Thieringer, Instruction Coach  
 Rajat Shah, Vice President, Chester BOE  
 Sara Kozlowski, CEA President  
 Tonja Danowski, PTO President  
 Namrta Shah, Educational Foundation of the Chesters  
 Michael Dougherty, Director of Technology  
 Drew Vanderzee, Buildings and Grounds, Director

**13b. Approves the Organizational Chart for the 2018-2019 School Year**

RESOLVED, that the Chester Board of Education approves the Organizational Chart for the 2018-2019 school year; a copy of which is available for public review in the Chester Board of Education Business Office.

Motion by: **Mike Tomasco**

Seconded by: **Amy Collins**

| Roll Call Vote | AC  | RF  | CKC | CL  | LM     | HR  | RS  | MT  | KW     |
|----------------|-----|-----|-----|-----|--------|-----|-----|-----|--------|
| 7-0            | Yes | Yes | Yes | Yes | Absent | Yes | Yes | Yes | Absent |

**14. Committee Reports**

Each committee gave a report.

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

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*Upon the motion of Mike Tomasco and seconded by Rajat Shah, the Board approved the following resolutions:*

**15a. Approves Bills List**

RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves payment of the September 17, 2018 bills list as approved by the Finance Committee.

| <b>Bills List</b>  | <b>Totals</b>  |
|--------------------|----------------|
| Payroll—08/15/18   | \$176,367.47   |
| Payroll—08/30/18   | \$142,047.32   |
| Payroll—09/15/18   | \$600,002.77   |
| Check Run—08/31/18 | \$1,412,180.86 |
| Check Run—09/17/18 | \$966,478.32   |

**15b. Approves Monthly Appropriation Transfers for August 2018**

RESOLVED, that the Chester Board of Education approves the following transfers within the 2018-2019 budget for the month of August 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 August 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 August 2018; a copy of which is available for public review in the Chester Board of Education Business Office.

**15d. Approves Board Secretary Report for August 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 August 2018; a copy of which is available for public review in the Chester Board of Education Business Office.

**15e. Approves Board Treasurer Report for August 2018**

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 August 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 August 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 August 2018 and that no major account or fund has been over-expended.

**15g. Approves Travel Requests**

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RESOLVED, that pursuant to NJS.A. 18A:11-1 and NJA.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     | <u>Employee</u><br>Conference/Workshop | Registration | <u>Travel</u><br>Misc | Estimated<br>Total Expense |
|----------|----------------------------------------|--------------|-----------------------|----------------------------|
| 11/13/18 | Joseph Pizzo                           | \$270.00     | \$670.00              | \$940.00                   |
| 11/14/18 | 2018 NCTE Annual Conven-               |              |                       |                            |
| 11/15/18 | tion                                   |              |                       |                            |
| 11/16/18 | Houston, Texas                         |              |                       |                            |
| 10/12/18 | Tanya Dawson                           | No Cost      | \$816.00              | \$816.00                   |
| 10/13/18 | Coach Diversity Institute              |              |                       |                            |
| 10/14/18 | Washington D.C.                        |              |                       |                            |

**15h. Declares Equipment Obsolete**

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

| Quantity | Item                 | <u>District Id</u><br>Serial Number                                  |
|----------|----------------------|----------------------------------------------------------------------|
| 1        | Smartboard BRMS      | SB680-M2-067187                                                      |
| 1        | Smart Board BRMS     | BMRS SB680-R2-820518                                                 |
| 1        | Faxmachine Dickerson | Laser Fax Super G3                                                   |
| 1        | 3-D Printer          | Flashforge                                                           |
| 5        | Tube TV's BRMS       | Tag 1841, Tag 00224, CT-2789VYD and MA30840038, C27A25, 421-35160984 |
| 1        | Printer BMRS         | Brother                                                              |
| 2        | Computer Carts       | Datamation                                                           |
| 1        | Smartboard BRMS      | SB680-M2-067187                                                      |
| 1        | Smart Board BRMS     | BMRS SB680-R2-820518                                                 |
| 1        | Faxmachine Dickerson | Laser Fax Super G3                                                   |

**15i. Approves Signatures on Account**

RESOLVED, that the Chester 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 (NJS.A 19-1):

| Account                             | Signature                                                                                                  | Bank                 | Account#  |
|-------------------------------------|------------------------------------------------------------------------------------------------------------|----------------------|-----------|
| BOE Miscellaneous<br>(2 Signatures) | Business Administrator<br>or<br>Superintendent<br>and<br>Payroll Specialist or<br>Superintendent Assistant | Valley National Bank | 041087674 |

**15j. Approve Referee Payment Structure**

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RESOLVED that the Chester Board of Education approves the following payment structure for referees refereeing Black River Middle School athletic games: 2 referees present: each referee is paid \$65.00 1 referee present: referee is paid \$130.00.

**15k. Approves Hospital Instruction**

RESOLVED, that the Chester Board of Education, approves a contract with Learnwell/EI US, LLC to provide hospital instruction to student #18511 effective September 6, 2018 through October 6, 2018 at the rate of \$46.50 an hour for up to ten hours weekly.

**15l. Accepts Donation**

RESOLVED, that the Chester Board of Education accepts the following donation from the Children's Donations Department of Simon & Schuster with much gratitude.

| Donation                                  | Amount     |
|-------------------------------------------|------------|
| 462 hardcover children's literature books | \$5,199.02 |

**15m. Accepts Donation**

RESOLVED, that the Chester Board of Education accepts a check in the amount of \$642 from Nicole Renzetti and Isabella Bosrock, who through their Service Learning Project held a fundraiser to purchase a new piece of preschool playground equipment for Dickerson School.

**15n. Approves Contract with ACES (Electric)**

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the "Public School Contracts Law", NJS.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, NJS.A. 48:3-49 *et seq.* ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, the Chester School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023 hereinafter referred to as "Effective Period") issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

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WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, THEREFORE, BE IT RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws

(NJS.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (NJA.C. 5:34-7.1 *et seq.*) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

**15o. Approves Contract with ACES (Gas)**

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, NJS.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, NJS.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Chester School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023, hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and



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WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids. NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (NJS.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (NJA.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

**15p. Approves Security Purchase for Non-public Schools**

RESOLVED, that upon the recommendation of the Business Administrator, the Chester Board of Education approves the requested purchases of the non-public schools as per the goods and services listed below; and

BE IT FURTHER RESOLVED, that the Chester Board of Education acknowledge that the Administration has reviewed the purchases for compliance with the guidelines of the State's Nonpublic School Security Initiative.

| Non-public School | Amount | Purchased |
|-------------------|--------|-----------|
|-------------------|--------|-----------|

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|                            |             |                                              |
|----------------------------|-------------|----------------------------------------------|
| Gill St. Bernard's School  | \$48,900.00 | <i>Access Controls for buildings</i>         |
| Westmont Montessori School | \$1,500.00  | <i>Security Monitor<br/>Scan Access Card</i> |

**15q. Approves Technology Purchase for Non-public Schools**

RESOLVED, that upon the recommendation of the Business Administrator, the Chester Board of Education approves the requested purchases of the non-public schools as per the goods and services listed below; and

BE IT FURTHER RESOLVED, that the Chester Board of Education acknowledge that the Administration has reviewed the purchases for compliance with the guidelines of the State's Nonpublic School Technology Initiative.

| <b>Non-public School</b>   | <b>Amount</b> | <b>Purchased</b>                     |
|----------------------------|---------------|--------------------------------------|
| Gill St. Bernard's School  | \$10,548.00   | <i>Dell Computers<br/>Ipod Touch</i> |
| Westmont Montessori School | \$720.00      | <i>Ipads</i>                         |

**15r. Accepts Donation**

RESOLVED, that the Chester Board of Education accepts the following donation from the Educational Foundation of the Chesters with much gratitude:

| <b>Grant</b>                      | <b>Amount</b> |
|-----------------------------------|---------------|
| Google Expeditions (BRMS)         | \$9,472.19    |
| Google Expeditions (Bragg School) | \$9,472.19    |

**15s. Approves Change Order 01**

RESOLVED that the Chester Board of Education approves Change Order Number 01 from Goksu Construction LLC, PO Box 1533, Sparta, NJ 07871 for the amount \$25,878.97 which is part of the approved \$30,000 allowance which brings the new contract sum to \$353,878.97.

**15t. Approves Shared Services Agreement (Class III Officer)**

WHEREAS, the Chester Board of Education ("Board") advised the Borough of Chester ("Borough") that the Board is in need of security services on school premises within the Chester School District ("District"); and

WHEREAS, the Borough can assist the Board with security services by assigning a Borough Class III officer to perform security services within the District; and

WHEREAS, the Board and the Borough desire to formalize a relationship through a shared services agreement for such security services; and

WHEREAS, NJS.A. 40A:65-1, et seq., the Uniform Shared Services and Consolidation Act authorizes the municipalities to enter into shared services agreements to accomplish any function which either unit could perform on its own in an effort to reduce local expenses funded by property taxpayers and ratepayers; and

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WHEREAS, the Borough and the Board have negotiated the terms and conditions of shared services agreement pursuant to which the Borough will provide the services of a Class III officer to be assigned to perform security services for the Board, the form of which is attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Chester Board of Education, that Dr. Christina Van Woert, Superintendent is hereby authorized to enter into and execute a shared services agreement with the Borough of Chester, pursuant to which the Borough of Chester shall provide a Class III officer to perform security services within the Chester School District, in the form substantially as attached hereto and made a part thereof.

Motion by: **Mike Tomasco**

Seconded by: **Rajat Shah**

| Roll Call Vote | AC  | RF  | CKC | CL  | LM     | HR  | RS  | MT  | KW     |
|----------------|-----|-----|-----|-----|--------|-----|-----|-----|--------|
| 7-0            | Yes | Yes | Yes | Yes | Absent | Yes | Yes | Yes | Absent |

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

*Upon the motion of Mike Tomasco and seconded by Rajat Shah, the Board approved the following resolutions:*

- 16a. **Approves Life Skill Trips**

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

| Field Trip             | Location         | Grade/Group | # Trips |
|------------------------|------------------|-------------|---------|
| Chester Library        | Chester, NJ      | Life Skills | 5 Trips |
| Chester ShopRite       | Chester, NJ      | Life Skills | 5 Trips |
| Rockaway Lanes         | Rockaway, NJ     | Life Skills | 2 Trips |
| Domo Hibachi           | Chester, NJ      | Life Skills | 1 Trip  |
| Fuddruckers            | Succasunna, NJ   | Life Skills | 3 Trips |
| FunPlex                | East Hanover, NJ | Life Skills | 1 Trip  |
| Golden Burrito         | Flanders, NJ     | Life Skills | 2 Trips |
| Grove Street Park      | Chester, NJ      | Life Skills | 1 Trip  |
| Liberty Science Center | Jersey City, NJ  | Life Skills | 1 Trip  |
| Mayo Theater           | Morristown, NJ   | Life Skills | 5 Trips |
| Rockaway Lanes         | Rockaway, NJ     | Life Skills | 2 Trips |
| Rockaway Mall          | Rockaway, NJ     | Life Skills | 3 Trips |
| Sun High Orchard       | Randolph, NJ     | Life Skills | 1 Trip  |
| Turtle Back Zoo        | West Orange, NJ  | Life Skills | 1 Trip  |

- 16b. **Approves School Trips (Dickerson School)**

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RESOLVED, that the Chester Board of Education approves the following Dickerson School field trips for the 2018-2019 school year:

| <b>Field Trip</b> | <b>Location</b> | <b>Grade/Group</b>    |
|-------------------|-----------------|-----------------------|
| Grove Street Park | Chester, NJ     | Kindergarten          |
| Sun High Farms    | Randolph, NJ    | Kindergarten          |
| Cooper Mill       | Chester, NJ     | 1 <sup>st</sup> Grade |
| Morris Museum     | Morristown, NJ  | 1 <sup>st</sup> Grade |
| Great Swamp       | Chatham, NJ     | 2 <sup>nd</sup> Grade |

**16c. Approves School Trips (Bragg School)**

RESOLVED, that the Chester Board of Education approves the following Bragg School field trips for the 2018-2019 school year:

| <b>Field Trip</b>        | <b>Location</b>   | <b>Grade/Group</b>    |
|--------------------------|-------------------|-----------------------|
| Frelinghuysen Arboretum  | Morristown, NJ    | 3 <sup>rd</sup> Grade |
| Edison National Park     | West Orange, NJ   | 3 <sup>rd</sup> Grade |
| MPAC-Theatre             | Morristown, NJ    | 3 <sup>rd</sup> Grade |
| Newark Museum            | Jersey City, NJ   | 4 <sup>th</sup> Grade |
| Liberty Science Center   | Jersey City, NJ   | 4 <sup>th</sup> Grade |
| Morris County Courthouse | Morristown, NJ    | 5 <sup>th</sup> Grade |
| MPAC-Theatre             | Morristown, NJ    | 5 <sup>th</sup> Grade |
| Band/Select Chorus       | Rockaway Mall, NJ | Related Arts          |
| Select Chorus            | Morristown, NJ    | 5 <sup>th</sup> Grade |

**16d. Approves School Trips (BRMS)**

RESOLVED, that the Chester Board of Education approves the following BRMS field trips for the 2018-2019 school year:

| <b>Field Trip</b>                  | <b>Location</b>  | <b>Grade/Group</b>    |
|------------------------------------|------------------|-----------------------|
| LEAD Baseball Game                 | Somerset, NJ     | 6 <sup>th</sup> Grade |
| LEAD Pool Party                    | Chester, NJ      | 6 <sup>th</sup> Grade |
| Bronx Zoo                          | Bronx, NY        | 7 <sup>th</sup> Grade |
| Radio Station                      | Hackettstown, NJ | 7 <sup>th</sup> Grade |
| Mock Trial                         | Mendham, NJ      | 7 <sup>th</sup> Grade |
| Washington D.C.                    | Washington D.C.  | 8 <sup>th</sup> Grade |
| BT4G (Girls Stem Program)          | Peapack, NJ      | 8 <sup>th</sup> Grade |
| Camp Bernie                        | Port Murray, NJ  | Peer Leaders          |
| Cash Building (visit with Seniors) | Chester, NJ      | Peer Leaders          |
| WMRHS District Vocal Concert       | Mendham, NJ      | Chorus                |
| District Strings Rehearsal         | Mendham, NJ      | Band                  |
| District Honors Band               | Mendham, NJ      | Chorus                |
| 50+ Club                           | Chester, NJ      | Chorus                |
| Dorney Park                        | Allentown, PA    | Band/Chorus           |
| Junior Model UN                    | Madison, NJ      | GIST-8 <sup>th</sup>  |
| Workshop on the Arts               | Morristown, NJ   | GIST-8 <sup>th</sup>  |

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|                    |                  |      |
|--------------------|------------------|------|
| Solar Sprints Race | Great Meadow, NJ | Club |
| Tech Expo          | TBD              | STEM |

**16e. Approves Statement of Assurance Professional Development/Mentoring Plan and Mentors**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the submission of the 2018-2019 Statement of Assurance Professional Development/Mentoring Plan and the following mentors for new teachers:

| <b>New Employee</b><br><i>(Experienced with Standard Cert. no payment fee)</i>             | <b>Mentor</b>      | <b>School</b> |
|--------------------------------------------------------------------------------------------|--------------------|---------------|
| Kimberly Burke                                                                             | Amy Hayes          | Bragg         |
| Michelle Elberty                                                                           | Amal Azzara        | BRMS          |
| Gretchen Jacot-Guilliarod (long term sub)                                                  | Rebecca Gambuti    | Dickerson     |
| Patricia Lewis                                                                             | Cynthia Thieringer | Bragg         |
| Lisa Scarpa                                                                                | Stephanie Schultz  | Bragg         |
| Alexis Sevecke                                                                             | Melissa Bene       | Bragg         |
| <b>New Employee</b><br><i>(New to profession must pay mentor \$550 or prorated amount)</i> | <b>Mentor</b>      | <b>School</b> |
| Lauren Marianino                                                                           | Debra Androvette   | BRMS          |
| Sarah Warren                                                                               | Jennifer Yeager    | BRMS          |

**16f. Approves Advancement on Guide**

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

| Name                 | Current Step/Guide   | Advance Step/Guide      |
|----------------------|----------------------|-------------------------|
| Kathryn Corcoran     | 4-5 BA - \$51,799    | 4-5 BA+30 - \$56,649    |
| Erica David (.5 FTE) | 15A MA - \$36,027.50 | 15A MA+15 - \$36,377.50 |
| Kelli Dolan          | 17A MA - \$84,715    | 17A MA+15 - \$85,415    |
| Michelle Fortunato   | 7-8 BA - \$52,699    | 7-8 MA - \$58,349       |
| Alexandra Johnson    | 4-5 BA+15 - \$53,249 | 4-5 MA - \$57,449       |
| Kerri Mottola        | 7-8 BA+15 - \$54,149 | 7-8 BA+30 - \$57,549    |
| Francesca Ragonese   | 6 BA - \$52,199      | BA+15 - \$53,649        |
| Millicent Roskie     | 7-8 BA+15 \$54,149   | 7-8 BA+30 \$57,549      |
| Sarah Warren         | 2 BA+30 \$55,849     | 2 MA - \$56,649         |

**16g. Approves Classroom Observation**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the clinical field experience classroom observation for Nicole Karas from Rutgers University under the guidance of Joseph Pizzo, in September-October 2018.

**16h. Approves Substitute Technology**

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RESOLVED, that upon the recommendation of the Superintendent, that the Chester Board of Education approves Kyle Papili as summer/substitute technology support help for the 2018-2019 school year at a rate of \$12.00 per hour.

**16i. Approves Substitute Custodian**

RESOLVED, that upon the recommendation of the Superintendent, that the Chester Board of Education approves John Ficula as substitute custodian for the 2018-2019 school year at a rate of \$11.00 per hour.

**16j. Approves Substitutes**

RESOLVED, that the Chester Board of Education approves the following substitutes for the 2018-2019 school year:

|                       |                   |
|-----------------------|-------------------|
| Nicole Stanton        | County Substitute |
| Donna Marie Valentine | Substitute Nurse. |

**16k. Approves Bragg/Dickerson/BRMS School Volunteers**

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

|                      |                        |                           |
|----------------------|------------------------|---------------------------|
| Melissa Altieri      | Amanda Greiner         | Karen Missey              |
| Ivy Antonio          | Maaike Haight          | Tony Pajunas              |
| Kimberly Bono        | Madeline Heard (Fagan) | Heather Praml (Tressault) |
| Jessica Bourgeois    | Lauren Inganamort      | Mini Rao                  |
| Simone Campbell      | Allison Kendall        | Marilyn Robinson          |
| Sarah Cho            | Nancy Kofford          | Victoria Rose             |
| Amy Collins          | Sarah Kukan            | Kelly Ross                |
| Lindsay Cossman      | Kristen Laracca        | Breanne Sanders           |
| Kristen DeNicola     | Toni Mari Lesh         | Danielle Shesky           |
| Michelle Dragg       | Kim Lustig             | Eda Sweetman              |
| Jacqueline Englese   | Katie Macias           | Laura Thrun               |
| Michelle Ernder      | Shelani Madawala       | Allen Tresselt            |
| Rachel Fedorov       | Jessica McConnel       | Kim Vartan                |
| Corinne Fleres       | Aga McFeely            | Wyatt Vince               |
| Amanda Forte         | Lauren McLaughlin      | Cassandra Vince           |
| Fiona Frascella      | Natalia McTighe        | Erin Visicaro             |
| Denise Galea         | Carly Melton           | Vimala Wensuslaus         |
| Joe Galea            | Emily Meseck           |                           |
| Jennifer Goldschmidt | Randi Minkow           |                           |

**16l. Approves Superintendent's Professional Development Plan**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the Superintendent's Professional Development Plan.

**16m. Amends Resolution from August 13, 2018 Minutes (Rice)**

CHESTER BOARD OF EDUCATION

RESOLVED, that the Chester Board of Education amends **Resolution (16p.)** from the August 13, 2018 meeting **from:** at an annual salary of \$17,081.00 **to:** *at an annual salary of \$17,181.00*

**16n. Approves for First Reading and Adoption Policy 2224**

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 2224- Nondiscrimination/Affirmative Action.

**16o. Approves for First Reading and Adoption Policy 3516**

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 3516-Safety.

**16p. Approves for First Reading and Adoption Policy 3542.31**

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 3542.31-Free and Reduced Rate Meals.

**16q. Approves for First Reading and Adoption Policy 5125 Pupil Records**

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 5125-Pupil Records.

**16r. Approves for First Reading and Adoption Policy 5131.6**

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 5131.6-Substance Abuse.

**16s. Approves for First Reading and Adoption Policy 5131**

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 5131- Harassment, Intimidation and Bullying..

**16t. Approves for First Reading and Adoption Policy 5141.23**

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 5141.23-Food Allergies.

**16u. Approves for First Reading and Adoption Policy 5142**

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 5142-Pupil Safety.

**16v. Approves for First Reading and Adoption Policy 6142.10**

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 6142.10-Technology Acceptable Use Policy and Forms.

**16w. Approves for First Reading and Adoption Policy 6154**

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 6154-Homework.

**16x. Approves for First Reading and Adoption Policy 6162.5**

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 6162.5-Research and Student Surveys.

**16y. Approves for First Reading and Adoption Policy 6171.3**

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 6171.3-Title I.

**16z. Approves Master Payroll**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the Master Payroll for the 2018-2019 school year; a copy of which is available in the Chester Board of Education Business Office.

**16aa. Designates School Violence Awareness Week**

WHEREAS, NJS.A. 18A:36-5.1. establishes the third Monday in October to be School Violence Awareness Week; and

WHEREAS, the Board of Education has provided certified specialists to develop age appropriate opportunities for student discussion on conflict resolution, issues of student diversity, and tolerance; and

WHEREAS, the law identifies this week as a Week of School Violence Awareness.

BE IT RESOLVED that the Chester Board of Education designates October 15-19, 2018 as a "School Violence Awareness Week."

**16bb. Approves Submission of Self-Assessments of HIB Grades Statement of Assurance**

RESOLVED, that upon the recommendation of the Superintendent that the Chester Board of Education approves submission of the 2018-2019 Statement of Assurance for self-assessments for determining HIB grades under the Anti-Bullying Bill of Rights Act.

**16cc. Approves the new NJSBA CSA Evaluation Model.**

RESOLVED, that upon the recommendation of the Superintendent that the Chester Board of Education approves the NJSBA CSA evaluation model.

**16dd. Approves Adoption of NJSBA Policy Manual**

RESOLVED, that the Chester Board of Education approves the adoption of the New Jersey School Board Association Policy Manual as a whole and to make and approve modifications to individual policies as they pertain to the Chester School District.

**16ee. Approves Advancement on Guide**

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

| Name         | Current Step/Guide   | Advance Step/Guide  |
|--------------|----------------------|---------------------|
| Robin Kaufer | 18 MA +15 - \$88,483 | 18 BA+30 - \$91,683 |

Motion by: **Mike Tomasco**

Seconded by: **Rajat Shah**

|                  |    |    |     |    |    |    |    |    |    |
|------------------|----|----|-----|----|----|----|----|----|----|
| <b>Roll Call</b> | AC | RF | CKC | CL | LM | HR | RS | MT | KW |
|------------------|----|----|-----|----|----|----|----|----|----|



CHESTER BOARD OF EDUCATION

| Vote                                |                |                |     |     |        |     |     |     |        |
|-------------------------------------|----------------|----------------|-----|-----|--------|-----|-----|-----|--------|
| 7-0<br><b>Except</b><br>16h. & 16k. | Yes            | Yes            | Yes | Yes | Absent | Yes | Yes | Yes | Absent |
| 6-1<br><b>16h.</b>                  | Yes            | <b>Abstain</b> | Yes | Yes | Absent | Yes | Yes | Yes | Absent |
| 6-1<br><b>16k.</b>                  | <b>Abstain</b> | Yes            | Yes | Yes | Absent | Yes | Yes | Yes | Absent |

17. **Public Commentary**  
None.

18. **Executive Session**

*Upon the motion of Mike Tomasco and seconded by Amy Collins, the Board approved the following resolution:*

RESOLVED, that pursuant to NJS.A. 10:4-12 and 10:4-13 the Chester Board of Education holds a closed session on September 17, 2018 at 9:01 p.m. to discuss a legal matter. It is expected that the minutes will be made public as soon as official action is taken.

Motion by: **Mike Tomasco**

Seconded by: **Amy Collins**

| Roll Call Vote | AC  | RF  | CKC | CL  | LM     | HR  | RS  | MT  | KW     |
|----------------|-----|-----|-----|-----|--------|-----|-----|-----|--------|
| 7-0            | Yes | Yes | Yes | Yes | Absent | Yes | Yes | Yes | Absent |

19. **Return to Public Session**

*Upon the motion of Mike Tomasco and seconded by Rajat Shah the Board returned to public session at 9:43 p.m.*

Motion by: **Mike Tomasco**

Seconded by: **Rajat Shah**

| Roll Call Vote | AC  | RF  | CKC | CL  | LM     | HR  | RS  | MT  | KW     |
|----------------|-----|-----|-----|-----|--------|-----|-----|-----|--------|
| 7-0            | Yes | Yes | Yes | Yes | Absent | Yes | Yes | Yes | Absent |

20. **Unfinished Business**  
None.

21. **New Business**  
None.

22. **Adjournment**  
*There being no further business to discuss, upon motion of Mike Tomasco and seconded by Rajat Shah the Board considered a motion to adjourn at 9:44 p.m.*

Motion by: **Mike Tomasco**

Seconded by: **Rajat Shah**

CHESTER BOARD OF EDUCATION

| Roll Call Vote | AC  | RF  | CKC | CL  | LM     | HR  | RS  | MT  | KW     |
|----------------|-----|-----|-----|-----|--------|-----|-----|-----|--------|
| 7-0            | Yes | Yes | Yes | Yes | Absent | Yes | Yes | Yes | Absent |

Respectfully Submitted,



Tanya Dawson  
Board Secretary