

REGULAR MEETING
October 15, 2019
AGENDA

A regular meeting of the Chester Board of Education will be held on, October 15, 2019, at 7:00 p.m. in the Media Center of Black River Middle School, North Road, Chester, NJ

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

3. Roll Call

Amy Collins		Heather Ronco		
Rebekah Forlenza		Rajat Shah		
Sara Kalashian		Mike Tomasco		
Christopher Lowry		Kerri Wright		
Liz Madinabeitia		Quorum	Y	N

4. Pledge of Allegiance

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

6. President's Comments

7. Public Hearing//Presentation

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

CHESTER BOARD OF EDUCATION

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 September 10, 2019

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on September 10, 2019.

12b. Approves Executive Session Minutes from September 10, 2019

RESOLVED, that the Chester Board of Education approves the Executive Session minutes of the meeting held on September 10, 2019.

Motion by_____

Seconded by_____

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

13. Committee of The Whole—All.

None

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

14a. Approves Bills List

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

Bills List	Totals
Payroll 9/15/19	\$128,310.15
Payroll 9/30/19	\$599,492.42
Bills List 10/15/19	\$1,194,514.97
Bills List 10/15/19	\$215,529.83

14b. Approves Monthly Appropriation Transfers for August 2019

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

14d. Approves Board Secretary Report for August 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 August 2019; a copy of which is available for public review in the Chester Board of Education Business Office.

14e. Approves Board Treasurer Report for August 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 August 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 August 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 August 2019 and that no major account or fund has been over-expended.

14g. Approves Monthly Appropriation Transfers for September 2019

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

14h. Approves Monthly Transfer Report for September 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 September 2019; a copy of which is available for public review in the Chester Board of Education Business Office.

14i. Approves Board Secretary Report for September 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 September 2019; a copy of which is available for public review in the Chester Board of Education Business Office.

14j. Approves Board Treasurer Report for September 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 September 2019; a copy of which is available for public review in the Chester Board of Education Business Office.

14k. Approves Certification of Secretary and Treasurer Report for September 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 September 2019 and that no major account or fund has been over-expended.

14l. 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	<u>Employee</u> Conference/Workshop	Registration/ Tuition	<u>Travel</u> Misc.	Estimated Total Expense
10/17/19- 10/18/19	Jennifer Yeager NJ Autism Conference Atlantic City, NJ	\$550.00	\$94.50	\$644.50
10/17/19- 10/18/19	Dr. Melissa Scherzer NJ Annual Autism Conference Atlantic City, NJ	\$600.00	\$83.00	\$683.00
10/22/19	Amy Hayes NJ Assoc. of School Social Workers Fall Workshop Monroe Twp. , NJ	\$125.00	\$36.00	\$161.00
11/4/19	Michelle Lakefield Self-Regulation Interven- tions for Children and Ado- lescents workshop Fairfield, NJ	\$219.99	\$18.20	\$238.19
12/9/19	Sara Kozlowski NJASPERD Health Education Conference Edison, NJ	\$65.00	\$20.44	\$85.44
11/12/19	Jamie Norton Child Interviews: Under- standing the Ins and Outs workshop Parsippany, NJ	\$129.00	\$9.17	\$138.17

CHESTER BOARD OF EDUCATION

10/21/19- 10/24/19	Dr. Christina VanWoert Annual School Boards Convention Atlantic City , NJ	\$375.00	\$93.80	\$468.80
10/21/19- 10/24/19	Kerri Wright Annual School Boards Convention Atlantic City, NJ	\$375.00	\$0	\$375.00
2/20/20	Cynthia Weiss NJASBO Pension Seminar Rockaway, NJ	\$100.00	\$0	\$100.00
1/30/20- 1/31/20	Laura Garrison NJASA Techspo '20 Atlantic City, NJ	\$695.00	\$325.42	\$1,020.42
1/30/20- 1/31/20	Francesca Ragonese NJASA Techspo '20 Atlantic City, NJ	\$695.00	\$325.42	\$1,020.42
1/30/20- 1/31/20	Brad Currie NJASA Techspo '20 Atlantic City, NJ	\$695.00	\$325.42	\$1,020.42
1/30/20- 1/31/20	Jerry Castro NJASA Techspo '20 Atlantic City, NJ	\$695.00	\$325.42	\$1,020.42
1/30/20- 1/31/20	Patricia Pohan NJASA Techspo '20 Atlantic City, NJ	\$695.00	\$325.42	\$1,020.42
10/31/19 & 12/12/19	Danielle Meekings Live Webinar: Individualize Writing Instruction by Con- ferring with Student Writers	\$159.00	\$0	\$159.00
10/31/19 & 12/12/19	Gretchen Jacot Live Webinar: Individualize Writing Instruction by Con- ferring with Student Writers	\$159.00	\$0	\$159.00
10/31/19 & 12/12/19	Erica David Live Webinar: Individualize Writing Instruction by Con- ferring with Student Writers	\$159.00	\$0	\$159.00
10/20/19 & 10/21/19	Ron Fazekas The Lake Conference Johnsonburg, NJ	\$75.00	\$12.52	\$87.52
12/9/19 & 12/10/19	Janet Aaronson NJASL 2019 Fall Conference East Brunswick, NJ	\$240.00	\$21.42	\$261.42

CHESTER BOARD OF EDUCATION

12/18/19	Anne Pape Enhancing Your School Nurse Practice: Making Time for What Matters Most West Orange, NJ	\$279.00	\$11.90	\$290.90
11/13/19	Michelle Belfiore Educate 2B: Tools for En- gaged Learning & Living Park Ridge, NJ	\$219.00	\$35.00	\$254.00

14m. Approves Fall Bus Evacuation Drills

RESOLVED, that pursuant to N.J.A.C. 6A:27-11.2, the Chester Board of Education documents that the following bus evacuation drills were held:

1. At Black River Middle School, on September 25, 2019 at 2:25 p.m. in the bus pick up line at the front of the school for bus routes 1-11 and Chester BOE Vans 7 and 8 supervised by Principal Andrew White.
2. At Dickerson and Bragg Schools on September 13, 2019 at 3:25 p.m. in the bus pickup/drop-off loop behind the schools for bus routes 1-15 and Chester BOE Vans 5, 7 and 8 supervised by Principals Melissa Fair and Michele Stanton.

14n. Approves Change Order #2 (Dumont Mechanical)

WHEREAS, the Chester Board of Education previously approved a contract with Dumont Mechanical Inc., 2048 Route 31, Glen Gardner, NJ, 08826 for the air conditioning installation at Dickerson School; and

WHEREAS, the contractor has submitted the following change order:

Change Order No. 2:

Detail #	Description	Adjustments
COR-04	Install 4 UV's in 5 days, x 9	\$122,936.00
COR-05	Rear Corridor Piping Mains Credit	(\$2,200.00)
COR-07	Ramp Electrical Conduit Repair	\$2,526.00
COR-09	Outside Air Humidity Sensors, x34	\$3,819.62
COR-11	Storm Pipe Repair at new fence	\$4,000.00
COR-12	Negotiated Amount	(\$14,976.62)
	Total amount for this change order	\$116,105.00

THEREFORE, BE IT RESOLVED, that the Chester Board of Education approves Construction Change Order No.2 to the contract with Dumont Mechanical Inc.; and

BE IT FURTHER RESOLVED, that the Board Secretary is authorized to sign the necessary documents to effectuate this change order.

14o. Awards Snow Bid (Fairmount Services, LLC)

RESOLVED, that the Chester Board of Education award Snow Bid 20-02 for snow removal services to Fairmount Services, LLC (year 1) for the 2019-20 school year with the option for two 1-year renewals for a term not exceeding in aggregate, three years, pursuant to N.J.S.A.18A:18A-42.

14p. Reject Bids for Pole Barn at Black River Middle School

RESOLVED, that the Chester Board of Education rejects all bids for new Pole Barn at Black River Middle School pursuant to 18A:18A-22 (b).

14q. Approves Capital Improvement Plan

RESOLVED, that the Chester Board of Education approves Parette Somjen Architects LLC to assist in creating a Capital Improvement Plan for the district for an amount not to exceed \$12,000.

Motion by_____

Seconded by_____

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

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

15a. Amends Resolution: 15h (Bedkowski)

Resolved, that the Chester Board of Education amends Resolution (15h.) from the September 10, 2019 meeting to approves a maternity leave of absence for Christa Bedkowski pursuant to the FMLA, effective **August 29, 2019 through November 7, 2019, using up to 45 sick days**, and an unpaid child bonding leave effective November 11, 2019, through February 7, 2020.

15b. Amends Resolution: 15ff (Emp. #001129)

RESOLVED, that the Chester Board of Education amends Resolution 15ff from the September 10, 2019 meeting from an end date of September 30, 2019 to an end date of December 15, 2019 for a personal leave of absence for Employee #001129 pursuant to the FMLA and NJFLI

15c. Amends 2019-2020 School Calendar

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education amends the 2019-2020 school calendar to add June____2019 as the 8th grade graduation date.

15d. Adopts 2019-2020 School Calendar

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education adopts the 2019-2020 school calendar; a copy of which is available for public review on the Chester School District's website.

15e. Accepts Resignation (Peters)

RESOLVED, that the Chester Board of Education accepts the resignation of Michelle Peters, Paraprofessional, effective September 26, 2019.

15f. Accepts Resignation (Ruiz)

RESOLVED, that the Chester Board of Education accepts the resignation of Sharon Ruiz, Senior Accountant, effective October 31, 2019.

15g. Approves Revised Job Description and Job Title Change

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves a job title change from Senior Accountant to Purchasing/Accounts Payable Specialist and a revised job description.

15h. Approves Professional Work (Sullivan)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Cathleen Sullivan for up to 8 hours of professional work in the Dickerson School Nurse's Office at the contracted professional hourly rate of \$60 for a total of up to \$480.

15i. Approves Professional Work (Cahill)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Colleen Cahill for up to 4 hours of professional work on the Summer Scholars Program presentation at the contracted professional hourly rate of \$60 for a total of up to \$240.

15j. 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 2019-2020 school year with stipends as determined by Schedule "B" of the Agreement between The Chester Board of Education and The Chester Education Association prior to ratified contract:

Event/Sport Chaperone

David Leckie

15k. Approves After- school supervision (Lipnickey)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Jennifer Lipnickey to provide after school supervision for student # 19654 for 1.5 hours at her hourly rate for the remainder of the 2019-2020 school year.

15l. Approves After- school supervision (Yeager)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Jennifer Yeager to provide up to 30 hours of after school supervision for Washington School district student #19787 at the chaperone rate for the 2019-2020 school year.

15m. Approves Staff for Prep for Success Program (Fortunato)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the Michelle Fortunato for the Prep for Success program at the contracted rate of \$60 for 3 hours per week (31 weeks) effective October 17, 2019 through the remainder of the 2019-2020 school year paid by IDEA grant funds.

15n. Approves Home Instruction (Hamway)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Douglas Hamway to provide home instruction to student #19024 up to 10 hours weekly, effective September 20, 2019 through the remainder of the 2019-2020 school year at the home instruction hourly rate of \$38.

15o. Approves Substitutes

RESOLVED, that the Chester Board of Education approves the following substitutes for the 2019-2020 school year:

Liza Harris	Certified
Donna Valentine	School Nurse
Grace Watt	Substitute Custodian
Christie Yates	Certified

15p. 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 2019-2020 school year with the stipend as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association prior to ratified contract:

BRMS Club	Advisor
Makerspace Club	Janet Aaronson

15q. Establish Merit Salary Bonuses for Administrators/Directors

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education establishes the following criteria and merit salary bonuses for the Administrators for the 2019-2020 school year:

Merit Goals	Administrator	Bonus
By June 2020, the principal will have successfully implemented the new Social Emotional Learning Program and Curriculum.	Melissa Fair Michele Stanton Andrew White	1.5% of salary
By June 2020, Dr. Krone will successfully provide and implement interventions and programming for at-risk students to improve academic skills.	Jeanette Krone	1.5% of salary

15r. Approves BRMS Winter Sports Travel Schedule

RESOLVED, that the Chester Board of Education approves the Black River Middle School 2019-2020 Winter Sports travel schedule, a copy of which is available for public review in the Chester Board of Education Business Office.

15s. Amends 2019-20 School Trips (Dickerson School)

RESOLVED, that the Chester Board of Education amends the following Dickerson School field trips for the 2019-2020 school year **from:**

Field Trip	Location	Grade/Group
Sun High Farms	Randolph, NJ	Kindergarten

To:

Approves 2019-20 School Trips (Dickerson School)

RESOLVED, that the Chester Board of Education approves the following Dickerson School field trip for the 2019-2020 school year:

Field Trip	Location	Grade/Group
Alstede Farms	Chester, NJ	Kindergarten

15t. Approves 2019-20 Life Skills Trips

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Life Skills trip for the 2019-2020 school year:

Field Trip	Location	Date
Life town	Livingston, N.J.	12/12/19, 2/11/20, 4/21/20

15u. Approves 2019-20 Dickerson Preschool Field Trip

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following Dickerson Preschool field trip for the 2019-20 school year:

Field Trip	Location	Grade/Group
Alstede Farms	Chester, NJ	Preschool Classes

15v. Rescinds Resolution 15ii (Warren)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education rescinds Resolution 15ii from the September 10, 2019 meeting that approves Sarah Warren to provide up to three hours a week of supplemental instruction services at the contracted professional hourly rate of \$60 for the 2019-2020 school year.

15w. Approves Professional Work (Warren)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the Sarah Warren for the Prep for Success program at the contracted rate of \$60 for 3 hours per week (36 weeks) effective September 1, 2019 through the remainder of the 2019-2020 school year paid by IDEA grant funds not to exceed \$6,480.00

15x. Approves Bragg/Dickerson/BRMS School Volunteers

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approve the following Bragg/Dickerson/BRMS School Volunteers for the 2019-2020 school year:

Bono, Kimberly	Hatton, Kathleen
Coughlin, Daniela	Heard, Madeline
DeNicola, Kristen	Heinis, Janine
Ercole, Lauren	Macias, Katie
Ferrante, Catherine	Minchow, Randi
Fleres, Corinne	Missey Karen
Fusco, Jenna	Rao, Mini
Han, Jinah	

Motion by_____

Seconded by_____

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

16. Public Commentary

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 October 15, 2019 at ____ p.m. 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	SK	CL	LM	HR	RS	MT	KW

18. Return to Public Session

Motion by_____

Seconded by_____

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

19. Unfinished Business

20. New Business

21. Adjournment

Motion by_____

Seconded by_____

CHESTER BOARD OF EDUCATION

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