

**REGULAR MEETING  
MARCH 2, 2020  
MINUTES**

*A regular meeting of the Chester Board of Education will be held on, March 2, 2020, at 7:00 p.m. in the Courtroom of the Chester Borough Hall, 50 North Road, Chester, NJ*

**1. Call To Order**

Mike Tomasco Board President, called the meeting to order on, March 2, 2020, at 7:02 p.m. in the Courtroom of the Chester Borough Hall, 50 North Road, Chester, NJ

**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 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	Yes
Sara Kalashian	Yes	Mike Tomasco	Yes
Christopher Lowry	Yes	Kerri Wright	Absent
Liz Madinabeitia	Yes	<b>Quorum</b>	<b>Yes</b>

**4. Pledge of Allegiance**

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

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

**6. President's Comments**

None

**6. President's Comments**

**7. Executive Session**

**7a. Executive Session #1**

RESOLVED, that pursuant to NJS.A. 10:4-12 and 10:4-13 the Chester Board of Education holds a closed session on March 2, 2020 at 7:04 p.m. to discuss Personnel. It is expected that the minutes will be made public as soon as official action is taken.

Motion by Mike Tomasco

Seconded by Heather Ronco

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

**7b. Return to Public Session**

*Upon the motion of Mike Tomasco and seconded by Chris Lowry, the Board returned to public session at 7:18 p.m.*

Motion by Mike Tomasco

Seconded by Chris Lowry

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

**8. Public Commentary on Agenda Items**

*There were no members of the public at the meeting. There were no comments.*

**9. Superintendent's Report**

- Director of Buildings & Grounds Interview-Evan Morley
- Coronavirus Update
- Merit Goals for Superintendent

**10. Business Administrator's Report**

- Review Preliminary Budget

**11. Board Communication**

None

*The Board took the following action:*

**12. Approval of Minutes**

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

**12a. Approves Regular Meeting Minutes from February 11, 2020**

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on February 11, 2020.

**12b. Approves Executive Session Minutes from February 11, 2020**

RESOLVED, that the Chester Board of Education approves the Executive Session minutes of the meeting held on February 11, 2020.

Motion by Mike Tomasco

Seconded by Rajat Shah

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
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8-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Absent
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**13. Committee of The Whole—All.**

*Upon the motion of Chris Lowry and seconded by Heather Ronco the Board approved the following resolutions:*

**13a. Approves the Superintendent's Recommendations for Bullying Case #2**

RESOLVED, that the Chester Board of Education approves the Superintendent's recommendations for Bullying Case #2.

**13b. Approves the Superintendent's Recommendations for Bullying Case #3**

RESOLVED, that the Chester Board of Education approves the Superintendent's recommendations for Bullying Case #3.

Motion by Chris Lowry

Seconded by Heather Ronco

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

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

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

**14a. Approves Bills List**

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

Bills List	Totals
Payroll 02/14/2020	\$650,938.26
Payroll 02/28/2020	\$614,474.27
Bills List 02/25/2020	\$1,204,333.70
Bills List 03/02/2020	\$45,959.37

**14b. Approves Monthly Appropriation Transfers for January 2020**

RESOLVED, that the Chester Board of Education approves the following transfers within the 2019-2020 budget for the month of January 2020 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.



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**14c. Approves Monthly Transfer Report for January 2020**

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 2020; a copy of which is available for public review in the Chester Board of Education Business Office.

**14d. Approves Board Secretary Report for January 2020**

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 2020; a copy of which is available for public review in the Chester Board of Education Business Office.

**14e. Approves Board Treasurer Report for January 2020**

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 2020; 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 2020**

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 2020 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:

Date	<u>Employee</u> Conference/Workshop	Registration- Tuition	Travel Misc.	Estimated Total Expense
05/29/2020	Francesca Ragonese NJASECD Conference Rider University, NJ	\$149	\$51.34	\$200.34
05/12/2020	Jamie Norton Cutting, Self-Mutilation and Suicide Seminar Parsippany, NJ	\$129	\$11.48	\$140.48
03/11/2020	Vanessa Sturtevant Systems 3000 Training Eatontown, NJ	\$0	\$44.09	\$44.09

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04/22/2020	Vanessa Sturtevant Systems 3000 Training Eatontown, NJ	\$0	\$44.09	\$44.09
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**14h. Accepts Donation**

RESOLVED, that the Chester Board of Education, accepts with gratitude the donation of check #113501 in the amount of \$500 for the 2020 Chester School District Science Fair from Urgent Care, Chester, NJ.

**14i. Accepts Donation**

RESOLVED, that the Chester Board of Education, accepts with gratitude the donation of check #101140 in the amount of \$250 for the 2020 Chester School District Science Fair from Alstede Farms, LLC, Chester, NJ

Motion by Mike Tomasco

Seconded by Rajat Shah

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

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

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

**15a. Accepts Retirement (Aaronson)**

RESOLVED, that the Chester Board of Education accepts the retirement of Janet Aaronson with much gratitude for 9 years of service, effective June 30, 2020.

**15b. Approves Horizontal Advancement on Guide**

RESOLVED, that the Chester Board of Education approves horizontal advancement on the salary guide for the following staff member effective March 1, 2020 prior to ratified contract:

Name	Current Step/Guide	Advance Step/Guide
Kelly Tompkins	4-5 MA	4-5 MA+30

**15c. Approves Increase in Pay Rate (Substitute Nurse)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves an increase of the substitute nurse's pay rate from \$150 to \$200.

**15d. Approves Summer Scholars Program Secretary (Roskie)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following teachers/staff for the 2020 Summer Scholars program, from July 6, 2020 through August 6, 2020 for four days a week (20 days):



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Secretary	Total
Millicent Roskie—Secretary (30 hour advance prep)	\$405
Millicent Roskie—Secretary (4 hour/day)	\$1,080

**15e. 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 the following of the Quantitative and Qualitative Goals as outlined below.

Quantitative Merit Goals	Percentage
The Superintendent will research and study the problem of our substitute teacher shortage and potentially offer three solutions.	3.3% of salary
Qualitative Merit Goals	Percentage
The Superintendent will implement a plan for our new Health and Wellness/Social Emotional Learning Curriculum and Program.	2.5% of salary

**15f. Appoints Director of Buildings/Grounds (Morley)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education appoints Evan Morley as Director of Buildings and Grounds for the 2019-2020 school year, effective May 1, 2020, at an annual salary of \$95,000 prorated to \$15,833, with other benefits as identified in his job description.

**15g. Approves Custodian (Lucas)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Chris Lucas as Custodian for the 2019-2020 school year, effective March 9, 2020, at an annual salary of \$33,000 with benefits.

**15h. Resolution Introduced (Salary Increase)**

Resolution, (15h), was introduced by Heather Ronco and seconded by Chris Lowry to the Board regarding a salary increase of \$10,000 prorated for Director of Technology, Mike Dougherty, effective March 1, 2020.

Motion by Heather Ronco

Seconded by Chris Lowry

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

**15i. Approves Salary Increase (Dougherty)**

RESOLVED, upon the recommendation of the Superintendent, the Chester Board of Education approves a salary increase of \$10,000 prorated for Director of Technology, Mike Dougherty, effective March 1, 2020.

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Motion by Rajat Shah

Seconded by Heather Ronco

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

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

Motion by Mike Tomasco

Seconded by Rajat Shah

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
8-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Absent
15a. through 15g. Except 15e.									
8-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Absent
15e.									

**16. Public Commentary**

There were no members of the public in attendance. There were no comments.

**17. Executive Session**

*There was not a second executive session. No action was taken.*

**18. Return to Public Session**

None

**19. Unfinished Business**

None

**20. New Business**

None

**21. Adjournment**

*There being no further business to discuss, upon the motion of Rajat Shah and seconded by Chris Lowry, the Board considered a motion to adjourn at 8:59 p.m.*

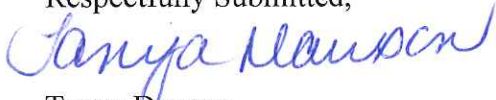
Motion by Rajat Shah

Seconded by Chris Lowry

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

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Respectfully Submitted,



Tanya Dawson  
Board Secretary