

**REGULAR MEETING
APRIL 28, 2020
MINUTES**

A regular meeting of the Chester Board of Education was held on, April 28, 2020 at 7:00 p.m. via Google Meet.

1. Call To Order

Mike Tomasco, Board President, called the meeting to order (remotely) on April 28, 2020 at 7:03 p.m. via Google Meet.

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	Yes
Liz Madinabeitia	Yes	Quorum	Yes

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

7. Presentations

School Business Administrator, Tanya Dawson presented the 2020-2021 Budget Hearing Presentation

8. Public Commentary on Agenda Items

None

9. Superintendent's Report

- Update on the Chester School District Distance Learning Program
- Goals for 2020-21
- Current Legislative Activity

CHESTER BOARD OF EDUCATION

10. Business Administrator's Report

None

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 April 14, 2020

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on April 14, 2020.

12b. Approves Regular Meeting Executive Minutes from April 14, 2020

RESOLVED, that the Chester Board of Education approves the Regular Executive meeting minutes of the meeting held on April 14, 2020.

Motion by Mike Tomasco

Seconded by Rajat Shah

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

13. Committee of The Whole—All.

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

13a. Approves 2021-2021 School Budget

WHEREAS, on March 16, 2020, the Chester Board of Education approved a tentative budget to be submitted to the Executive County Superintendent of Schools for approval; and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on March 25, 2020; and

WHEREAS, the budget was presented to the public during a public hearing on April 28, 2020; and

WHEREAS, the total amount of the budget for General Fund expenses shall be \$23,229,841 of which \$20,857,026 shall be raised by tax levy, which represents a 1.0% increase over the prior year for the 2020-2021 school year; and

CHESTER BOARD OF EDUCATION

WHEREAS, \$175,900 shall be withdrawn from Capital Reserve; and

BE IT RESOLVED that the Chester Board of Education hereby adopts the 2020-2021 School Year budget that includes \$20,857,026 that shall be raised by tax levy; and

BE IT FURTHER RESOLVED that \$175,900 shall be withdrawn from Capital Reserve for the 2020-2021 School Year towards the following approved capital projects:

Project	Cost
BRMS Replacement of Gym Padding	\$32,000
All Schools-Roof Safety Equipment installation	\$68,900
Dickerson & BRMS Site Improvements	\$75,000

Motion by Mike Tomasco

Seconded by Rajat Shah

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

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 04/15/2020	\$591,290.79
Retro Payroll 04/24/2020	\$208,783.18

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

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

14c. **Approves Monthly Transfer Report for March 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 March 2020; a copy of which is available for public review in the Chester Board of Education Business Office.

CHESTER BOARD OF EDUCATION

14d. Approves Board Secretary Report for March 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 March 2020; a copy of which is available for public review in the Chester Board of Education Business Office.

14e. Approves Board Treasurer Report for March 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 March 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 March 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 March 2020 and that no major account or fund has been over-expended

14g. Approves Renewal of Food Services Management for 2020-21 (Pomptonian, Inc.)

RESOLVED, that the Chester Board of Education "SFA" approves the renewal of the Food Service Management contract with The Pomptonian, Inc. "FSMC" for the food service operation for 2020-2021.

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$17,436.00 to compensate the FSMC for administrative and management costs. This fee shall be billed in 10 monthly installments of \$1,743.60 per month as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

The FSMC guarantees the SFA a minimum return of \$12,500.00 for school year 2020-2021.

14h. Amends Travel Requests from January 21, 2020 Agenda

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:

From:

Date	Employee Conference/Workshop	Registration- Tuition	Travel Misc.	Estimated Total Expense
02/24/2020- 02/25/2020	Tara Bagnole <i>NJ Conference for Pre- Kindergarten Teachers</i> Atlantic City, NJ	\$419.00	\$114.80	\$533.80

CHESTER BOARD OF EDUCATION

02/24/2020- 02/25/2020	Kathryn Corcoran <i>NJ Conference for Pre-Kindergarten Teachers</i> Atlantic City, NJ	\$419.00	\$0	\$419.00
---------------------------	---	----------	-----	----------

To:

Date	Employee Conference/Workshop	Registration- Tuition	Travel Misc.	Estimated Total Expense
02/24/2020- 02/25/2020	Tara Bagnole <i>NJ Conference for Pre-Kindergarten Teachers</i> Atlantic City, NJ	\$419.00	\$278.36	\$697.36
02/24/2020- 02/25/2020	Kathryn Corcoran <i>NJ Conference for Pre-Kindergarten Teachers</i> Atlantic City, NJ	\$419.00	\$72.85	\$491.85

Motion by Mike Tomasco

Seconded by Rajat Shah

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

- 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. Approves Chester School District's Distant Learning Plan**

WHEREAS, Governor Phil Murphy of the State of New Jersey closed schools on March 18, 2020 due to the declared public health emergency of COVID-19 pandemic; and

WHEREAS, Governor Phil Murphy signed into law on April 14, 2020, A-3904 which permits use of virtual or remote instruction to meet minimum 180-day school year requirement under certain circumstances with board of education approval.

THEREFORE BE IT RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves the Chester School District Distant Learning Plan.

- 15b. Approves Adjustment to the Chester School District's Grading Policy**

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves the adjustment to the Chester School District grading system to include the option of Complete/Incomplete as a final grade.

CHESTER BOARD OF EDUCATION

15c. Accepts Retirement (Mueller)

RESOLVED, that the Chester Board of Education accepts the retirement of Mary Beth Mueller, Gifted and Talented Teacher at Bragg School with much gratitude for 14 years of service, effective June 30, 2020.

Motion by Mike Tomasco

Seconded by Rajat Shah

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

16. Public Commentary

There were no members of the Public in attendance.

17. Executive Session

There was no Executive Session.

18. Unfinished Business

None

19. New Business

None

20. Adjournment

There being no further business to discuss, upon the motion of Mike Tomasco and Seconded by Rajat Shah the Board considered a motion to adjourn at 8:09 p.m.

Motion by Mike Tomasco

Seconded by Rajat Shah

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Respectfully Submitted,



Tanya Dawson
Board Secretary