

**REGULAR MEETING
APRIL 14, 2020
MINUTES**

A regular meeting of the Chester Board of Education will be held on, April 14, 2020 at 7:00 p.m. via Google Meet.

1. Call To Order

Mike Tomasco Board President called the meeting to order on April 14, 2020, at 7:10 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 (7:13)	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

None

8. Public Commentary on Agenda Items

There were no members of the public in attendance.

9. Superintendent's Report

- Update on the Chester School District Distance Learning Program
- Update from the Department of Education on Achieve NJ and Additional Regulations
- Current Legislative Activity

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10. Business Administrator's Report

- Tanya Dawson reported the Department of Education approval of Budget Hearing

11. Board Communication

None

12. Approval of Minutes

The Board took the following action:

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

12a. Approves Regular Meeting Minutes from March 16, 2020

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on March 16, 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.

None

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 03/27/2020	\$605,207.00
Bills List 03/27/2020	\$60,354.09
Bills List 04/14/2020	\$148,428.50

14b. Approves Monthly Appropriation Transfers for February 2020

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

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RESOLVED, that pursuant to N.J.A.C. 6A:23A-13.3, the Chester Board of Education approves the Monthly Report of Transfers for February 2020; a copy of which is available for public review in the Chester Board of Education Business Office.

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

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

14g. Approves Submission of 2020 Safety Grant Application

RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves the submission of the 2020 Safety Grant Application Program through the New Jersey Schools Insurance Group's ERIC WEST Sub-fund for the purpose of upgrading the district's security camera system in the amount of \$14,100 for the period of July 1, 2020 through June 30, 2021.

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. Awards Compensation for Merit Goals (Administrators)

WHEREAS, the contract between the Chester Board of Education and the Administrators' Union provides for merit salary bonuses for Administrators; and

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WHEREAS, Melissa Fair, Dr. Jeanette Krone, Michele Stanton, and Andrew White successfully attained criteria as outlined below.

THEREFORE BE IT RESOLVED, that the Chester Board of Education hereby awards compensation for the above criteria as outlined in the Administrators' contract and detailed below, payable in 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

15b. Approves Increase

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves for the 2019-2020 school year a 3.25% increase in salary which is to include retro pay from July 1, 2019 to present, for the following positions

Position	Account #
Administrative Assistant to the Superintendent of Schools	11-000-230-100-005-000
	11-000-251-100-001-000
	11-000-230-100-002-000
Administrative Assistant to the Business Administrator	11-000-251-100-001-000
	11-000-270-160-000-000
Payroll and Benefit Specialist	11-000-251-100-001-000
Technical Support Specialist (1)	11-000-252-100-000-000
Technical Support Specialist (2)	11-000-252-100-000-000

15c. Approves Professional Work (Capan)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Gretchen Capan for up to three hours of professional work of translating documents at the contracted hourly rate of \$62 for a total of up to \$186.

15d. Approves Professional Work (Mullen)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Cinthia Mullen for up to three hours of professional work of translating documents at the contracted hourly rate of \$62 for a total of up to \$186.

15e. Approves Professional Work (Werner)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Kathleen Werner for up to three hours of professional work of translating documents at the contracted hourly rate of \$62 for a total of up to \$186.

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15f. Approves Field Experience and Classroom Student Teaching Placement

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves field experience placement and classroom student teaching placement for Ricardo Duran from Drew University, Madison, NJ, under the guidance of ILA teacher Joseph Pizzo for the 2019-2020 school year.

15g. Approves Merit Goals

WHEREAS, the employment contract for Tanya Dawson, School Business Administrator, provides for merit goals pursuant to N.J.A.C. 6A:23A-3.1 (e) (10); and

WHEREAS, Tanya Dawson, School Business Administrator, successfully attained the Qualitative Goal as outlined below.

Qualitative Merit Goals	Percentage
Develop a 3 year financial forecast for the district to aid in the budget planning process. The financial forecast will summarize different results based on the factors identified. Meeting with the administration and the BOE Finance Committee will occur to analyze the needs and goals of the Board. A financial plan will be developed longitudinally to address all of the identified needs.	2.00% of salary

THEREFORE BE IT RESOLVED, that the Chester Board of Education hereby awards compensation for the above mentioned goal as outlined in the Business Administrator's contract and detailed below, payable in the 2019-2020 school year pending approval by the County Department of Education office.

15h. 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 formulate an educational plan for the future examining how we can continue our exceptional student programs while remaining cognizant of our fiduciary responsibility to the taxpayers – a type of contingency plan of sorts that allows the Board to consider all of these contextual elements fully when making long term decisions. The plan will be accompanied by a cost/benefits analysis of all choices.	3.3% of salary

Motion by Mike Tomasco

Seconded by Rajat Shah

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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

RESOLVED, that pursuant to NJS.A. 10:4-12 and 10:4-13 the Chester Board of Education holds a closed session on April 14, 2020 at 7:52 p.m. to discuss HIB cases #4 and #5. It is expected that the minutes will be made public as soon as official action is taken.

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

18. Return to Public Session

Upon the motion of Mike Tomasco and seconded by Rajat Shah, the Board returned to public session at 8:01 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

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

19a. Resolution Introduced (Approval of Superintendent's Recommendations on HIB cases #4 and #5)

Resolution, (19a), was introduced by Mike Tomasco and seconded by Rajat Shah to the Board regarding approval of Superintendent's recommendations of HIB cases #4 and #5.

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

19b. Approves Superintendent's Recommendations on HIB Cases #4 and #5.

RESOLVED, that the Chester Board of Education approves the Superintendent's recommendations of HIB cases #4 and #5.

20. Unfinished Business

None

21. New Business

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None

22. 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 8:04 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