

## REGULAR MEETING

January 21, 2020

### MINUTES

**1. Call To Order**

Mike Tomasco, Board President, called the meeting to order on Tuesday, January 21, 2020 at 7:00 p.m. in the courtroom of the media center of the Black River Middle School, 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	Absent	Heather Ronco	Yes
Rebekah Forlenza	Yes	Rajat Shah	Yes
Sara Kalashian	Yes	Mike Tomasco	Yes
Christopher Lowry (7:10)	Yes	Kerri Wright	Absent
Liz Madinabeitia	Yes	Quorum	Yes

**4. Pledge of Allegiance**

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

**5. Administration-Dr. Christina Van Woert**

**6. President's Comments**

None

**7. Presentation**

Summer Scholars-Colleen Cahill, Bragg Teacher spoke about:

- Enrollment
- How the program has evolved in the past 5 year, future plans

Cyber security-Michael Dougherty, Director of Technology, presented on the topics:

- The past of Cyber Security
- Where is the Chester School District Now
- What will the Chester School District do Moving Forward

**8. Public Commentary on Agenda Items**

None

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**9. Superintendent's Report**

- NJSBA Code of Ethics

**10. Business Administrator's Report**

None

**11. Board Communication**

None

**12. Approval of Minutes**

*The Board took the following action:*

**12a. Approves Regular Meeting Minutes from December 10, 2019**

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

**12b. Approves Executive Session Minutes from December 10, 2019**

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

**12c. Approves Regular Meeting Minutes from January 7, 2020**

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on January 7, 2020.

**12d. Approves Annual Reorganization Meeting Minutes from January 7, 2020**

RESOLVED, that the Chester Board of Education approves the Annual Reorganization Minutes from January 7, 2020.

Motion by Mike Tomasco

Seconded by Rajat Shah

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

**13. Committee of The Whole—All.**

*The Board took the following action:*

**13a. Approves the Superintendent's Recommendation for Bullying Case #1**

RESOLVED, that the Chester Board of Education approves the Superintendent's recommendation for Bullying Case #1.

**13b. Approves School Board Recognition Month**

WHEREAS, the New Jersey State Board of Education, which adopts the administrative code to implement state education law, has established rigorous standards through its promulgation of the New Jersey Student Learning Standards, which set the expectations of academic achievement for nearly 1.4 million public schoolchildren; and



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WHEREAS, New Jersey's locally elected and appointed boards of education play a vital role in ensuring that their local school districts meet state standards and adhere to all code provisions, with the goal of providing an outstanding education to prepare all students for college and the workplace and to enable them to compete in a global economy; and

WHEREAS, New Jersey's 5,000 non-partisan local board of education members and charter school trustees are public servants who dedicate their time, without pay or benefit, to the oversight of school district operations, sound financial practices, comprehensive policies, curriculum, staffing, and the well-being and academic achievement of all students in the district; and

WHEREAS, the efforts of local boards of education, in conjunction with state education officials and local educators, have built a foundation of success that has led to New Jersey's status as a leader in student achievement, as evidenced by the National Assessment of Educational Progress scores; and

WHEREAS, the National School Boards Association and the New Jersey School Boards Association have declared January 2020 to be School Board Recognition Month; now, therefore, be it

RESOLVED, that the New Jersey State Board of Education recognizes the contributions of our state's local boards of education to the academic success of its public school students and expresses its sincere appreciation to local board of education members for their continued focus on the achievement of children throughout New Jersey; and be it further

RESOLVED, that the New Jersey State Board of Education encourages qualified New Jersey citizens to consider serving as members on their local school boards.

Motion by Mike Tomasco

Seconded by Rajat Shah

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

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

*The Board took the following action:*

**14a. Approves Bills List**

RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves payment of the December 2019 and January 2020 bills list as approved by the Finance Committee.

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<b>Bills List</b>	<b>Totals</b>
Payroll 12.13.19	\$603,025.32
Payroll 12.20.19	\$598,877.45
Payroll 01.15.20	\$588,391.96
Bills List 12.20.19	\$57,050.03
Bills List 12.27.19	\$24,712.81
Bills List 1.21.20	\$771,731.35

**14b. Approves Monthly Appropriation Transfers for December 2019**

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

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

**14e. Approves Board Treasurer Report for December 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 December 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 December 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 December 2019 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:



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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
02/24/2020- 02/25/2020	Kathryn Corcoran <i>NJ Conference for Pre- Kindergarten Teachers</i> Atlantic City, NJ	\$419.00	\$0	\$419.00
01/30/2020	Cynthia Thieringer <i>Maximizing the Power of Guided Math to Increase Student Math Learning</i> West Orange, NJ	\$259.00	\$21.28	\$280.28
04/08/2020	Tanya Dawson <i>Public School Bidding</i> New Brunswick, NJ	\$253.00	\$32.00	\$285.00
02/24/2020- 02/25/2020	Sara Kozlowski <i>NJAHPERD Annual Convention</i> Long Branch, NJ	\$0	421.46	\$421.46
02/24/2020- 02/26/2020	Ronald Fazekas <i>NJAHPERD Annual Convention</i> Long Branch, NJ	\$200.00	\$143.56	\$343.56
03/23/2020	Cassandra Cangiano <i>Guided Math Conference</i> New Brunswick, NJ	\$289.00	\$20.30	\$309.30
03/23/2020- 03/25/2020	Drew Vanderzee <i>Annual NJSBGA Convention</i> Atlantic City, NJ	\$200.00	\$250.21	\$450.21
03/04/2020 and 04/29/2020	Cynthia Weiss <i>System 3000 Training</i> Eatontown, NJ	\$0	\$40.74	\$40.74
03/30/2020- 04/03/2020	Kathryn Maxton <i>PowerSchool Edge University</i> Orlando, FL	\$2,200	\$1,537	\$4,037
02/24/2020	Katie Strauss <i>Preventing Misguided Guided Reading</i> Fairfield, NJ	\$279.00	\$17.50	\$296.50

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**14h. Declares Equipment Obsolete (Smartboards)**

RESOLVED, that the Chester Board of Education declares 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 attached.

**14i. Declares Books Obsolete (BRMS Media Center)**

RESOLVED, that the Chester Board of Education declares books from Black River Middle School Media Center obsolete and directs the School Business Administrator to remove the following items for the District's asset inventory if necessary; copy of which is attached

**14j. Approves Therapy Dogs International (Dickerson School)**

RESOLVED, that the Chester Board of Education approves visits to Dickerson School from Therapy Dogs International free of charge to benefit students in the CAAP program for the 2019-20 school year.

**14k. Approves Plan Connect**

RESOLVED, that the Chester Board of Education approves Plan Connect as the third party administrator of the district's 403B and 457 plans effective March 2020.

**14l. Approves Carbon Monoxide Evacuation Plan**

RESOLVED, that the Chester Board of Education approves the Chester School District Carbon Monoxide Evacuation Plan, copy of which is attached.

**14m. Accepts Annual Audit**

RESOLVED, that the Chester Board of Education accepts the Chester School District 2019-2020 annual school audit conducted by Nisivoccia, LLP.

**14n. Approves Learning Distinctions, Inc.**

RESOLVED, that the Chester Board of Education approves Learning Distinctions, Inc. to provide LDTC services 3 days per week at a per diem rate of \$375 per day effective January 22, 2020 through June 30, 2020 to cover a maternity leave pending submission of all required paperwork.

Motion by Mike Tomasco      Seconded by Rajat Shah

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW
6-0	Absent	Yes	Yes	Absent	Yes	Yes	Yes	Yes	Absent

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

*The Board took the following action:*

**15a. Amends Maternity Leave of Absence (Employee #1060)**

RESOLVED: that the Board of Education amends the following maternity leave of absence for employee #1060:



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	From	To
Leave (Start Date)	01/23/2020	01/24/2020
Accumulated Sick Days (Applied)	40	40
FMLA/NJFLI Start Date (unpaid with benefits)	03/23/2020	03/24/2020
Date of Return (Anticipated)	08/24/2020	08/24/2020

**15b. Approves Staff for Extra-Curricular Activities**

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:      Doreen Aiello  
   Joseph Pizzo

**15c. 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:

Sport	Assistant Coach
Track and Field	Michelle Belfiore

**15d. Approves Substitute**

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

Olivia Del Guidice	County Substitute
Kevin Malinak	County Substitute
Stacey Puzino	County Substitute

**15e. Approves for First Reading and Adoption Policy 5118**

RESOLVED that the Chester Board of Education approves for first reading and adoption

Policy 5118--Nonresidents.

**15f. Approves Professional Work**

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RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following for up to 4 hours of preparation work for In-service day presentation at the professional rate of \$60.

Diane Basanese  
 Jerry Castro  
 Nicole Hey  
 Danielle Meekings  
 Patricia Pohan  
 Francesca Ragonese  
 Sarah Smith  
 Michael Stagg  
 Stacey Thompson  
 Cynthia Thieringer

Motion by Mike Tomasco      Seconded by Heather Ronco

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

**16. Public Commentary**

Ms. Pezzano expressed concerns about the impact of stress on High School students.

**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 January 21, 2020 at 8:55 p.m. to discuss an HIB case. It is expected that the minutes will be made public as soon as official action is taken.

Motion by Mike Tomasco

Seconded by Rebekah Forlenza

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

**18. Return to Public Session**

*Upon the motion of Mike Tomasco and seconded by Rebekah Forlenza, the Board returned to public session at 8:58 p.m.*

Motion by Mike Tomasco

Seconded by Kerri Wright

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



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19. **Unfinished Business**

None

20. **New Business**

None

21. **Adjournment**

*There being no further business to discuss, upon the motion of Mike Tomasco and  
Seconded by Heather Ronco the Board considered a motion to adjourn at 9:00 p.m.*

Motion by Mike Tomasco

Seconded by Heather Ronco

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

Respectfully Submitted,

*Christina Van Woert*

Dr. Christina VanWoert  
Superintendent