

**REGULAR MEETING  
APRIL 28, 2021  
AGENDA**

*A regular meeting of the Chester Board of Education will be held on  
April 28, 2021 at 7:00 p.m. via Google Meet*

**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 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	
Carolyn Kleppe-Collins		Mike Tomasco	
Rebekah Forlenza		Billy Webster	
Sara Kalashian		Kerri Wright	
Christopher Lowry		Quorum	Y N

**4. Pledge of Allegiance**

**5. Administration- Dr. Christina VanWoert and Tanya Dawson**

**5a. Superintendent's Report**

**5b. Business Administrator's Report**

**6. President's Comments**

**7. Presentations**

2021-2022 Budget Presentation

**8. Public Commentary**

Please be aware that this portion is your opportunity to comment, and is not a forum for the Board to respond to your comments. However, the Board will certainly give all comments appropriate consideration.

*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*

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*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.*
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. Approval of Minutes**

**9a. Approves Regular Meeting Minutes from April 13, 2021**

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on April 13, 2021.

**9b. Approves Regular Meeting Minutes from April 13, 2021**

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on April 13, 2021.

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Roll Call Vote	AC	CKC	RF	SK	CL	HR	MT	BW	KW

**10. Committee of The Whole—All.**

*None*

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

**11a. 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	04-15-2021	\$622,622.08
Bills List	04-26-2021	\$90,476.52

**11b. Approves Monthly Appropriation Transfers for March 2021**

RESOLVED, that the Chester Board of Education approves the following transfers within the 2020-2021 budget for the month of March 2021 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.

**11c. Approves Monthly Transfer Report for March 2021**

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 2021; a copy of which is available for public review in the Chester Board of Education Business Office.

**11d. Approves Board Secretary Report for March 2021**

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 2021; a copy of which is available for public review in the Chester Board of Education Business Office.

**11e. Approves Board Treasurer Report for March 2021**

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 2021; a copy of which is available for public review in the Chester Board of Education Business Office.

**11f. Approves Certification of Secretary and Treasurer Report for March 2021**

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 2021 and that no major account or fund has been over-expended

**11g. Approves 2021-2022 School Budget**

WHEREAS, on March 15, 2021, 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 04/15/2021; and

WHEREAS, the budget was presented to the public during a public hearing on April 28, 2021; and

WHEREAS, the total amount of the budget for General Fund expenses shall be \$23,781,297 of which \$21,263,738 shall be raised by tax levy, which represents a 1.95% increase over the prior year for the 2021-2022 school year; and

WHEREAS, \$350,000 shall be withdrawn from Capital Reserve; and

BE IT RESOLVED that the Chester Board of Education hereby adopts the 2021-2022 School Year budget that includes \$21,263,738 that shall be raised by tax levy; and

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BE IT FURTHER RESOLVED that \$350,000 shall be withdrawn from Capital Reserve for the 2021-2022 School Year towards the following approved capital projects:

Project	Cost
BRMS Partial Ceiling Replacement	\$250,000
Bragg & BRMS Water Fountain Replacement	\$30,000
Bragg Partial Ceiling Replacement Insulation	\$15,000
Dickerson Floor Replacement near Gym	\$55,000

**11h. Approves Renewal of Food Services Management for 2021-22 (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 2021-2022.

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$17,599.00 to compensate the FSMC for administrative and management costs. This fee shall be billed in 10 monthly installments of \$1,759.00 per month as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

As a result of the uncertainties during the public health emergency there are no guaranteed operating results for the 2021-2022 school year.

**11i. Approves Chester Eagle Scout Project**

RESOLVED, that the Chester Board of Education approve proposed Eagle Scout (Chester BSA 139) project from West Morris Mendham High School student Jack Lia. Project entails replacement and/or repair of dugout and bleachers at Black River Middle School Baseball/Softball field.

**11j. 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
May 12-14, 2021	Kathryn Corcoran and Tara Bagole High Scope International Conference	\$275	Virtual	\$275

Motion by\_\_\_\_\_

Seconded by\_\_\_\_\_

Roll Call Vote	AC	CKC	RF	SK	CL	HR	MT	BW	KW

**12. Curriculum/Governance/Personnel— Heather Ronco and Mike Tomasco**

**12a. Awards Compensation**

WHEREAS, the employment contracts for Dr. Christina Van Woert, Superintendent of Schools, and Tanya Dawson, School Business Administrator 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 and Tanya Dawson, School Business Administrator successfully attained the following Quantitative Goals as outlined below.

THEREFORE BE IT RESOLVED, that the Chester Board of Education hereby awards compensation for the above mentioned goals as outlined in the contracts of the Superintendent of Schools and the School Business Administrator and detailed below, payable in the 2020-2021 school year.

Quantitative Merit Goals	Percentage
Strategically manage the loss of state aid and the increased costs associated with returning to school during this unprecedented pandemic period for PPE, additional personnel and equipment while maintaining a balanced budget by reallocating resources and utilizing our capital and maintenance reserved for these purposes.	3.3% of salary for Van Woert
Strategically manage the loss of state aid and the increased costs associated with returning to school during this unprecedented pandemic period for PPE, additional personnel and equipment while maintaining a balanced budget by reallocating resources and utilizing our capital and maintenance reserved for these purposes.	2% of salary for Dawson

**12b. Approves Spring Sports Travel Schedule (BRMS Lacrosse)**

RESOLVED, that the Chester Board of Education approves the following Black River Middle School 2020-2021 Spring Sports trips; a copy of which is available for public review in the Chester Board of Education Business Office.

**12c. Approves Bus Drivers for Camp Achieve/Camp Success 2021-2022**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following bus drivers for the 2020-2021 ESY from July 6 through August 9, 2021:

Holly Law  
Pamela Roberts

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**12d. Approves Personal Leave of Absence (Emp. #1206)**

RESOLVED, that the Board of Education approves the following personal leave of absence for employee # 1206:

Leave (Start Date)	5/6/2021
Accumulated Sick Days (Applied)	10
FMLA/NJFLA Start Date (unpaid with benefits)	5/24/2021
Date of Return (Anticipated)	7/01/2021

**12e. Approves Maternity Leave of Absence (Emp. #1013)**

RESOLVED: that the Board of Education approves the following maternity leave of absence for employee # 1013:

Leave (Start Date)	08/23/2021
Accumulated Sick Days (Applied)	46
FMLA/NJFLA Start Date (unpaid with benefits)	11/1/2021
Date of Return (Anticipated)	01/31/2022

**12f. Approves Job Description (Technical Support Specialist-Summer Assistant)**

RESOLVED, that the Chester Board of Education approves the job description of Technical Support Specialist-Summer Assistant.

**12g. Creates Position (Technical Support Specialist-Summer Assistant)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the creation of a new 1 FTE Technical Support Specialist-Summer Assistant position.

**12h. 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 € (10); and

WHEREAS, Dr. Christina Van Woert, Superintendent of Schools, successfully attained the following Quantitative Goals as outlined below.

Quantitative Merit Goals	
Research and update the Chester School District Policy Manual ac-	3.3% of salary

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cordingly to ensure that all Chester School District policies currently reflect the educational regulations and code of New Jersey in this current COVID-19 public health crisis.	
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THEREFORE BE IT RESOLVED, that the Chester Board of Education hereby awards compensation for the above mentioned goal as outlined in the Superintendent's contract and detailed below, payable in the 2020-2021 school year.

Motion by\_\_\_\_\_

Seconded by\_\_\_\_\_

Roll Call Vote	AC	CKC	RF	SK	CL	HR	MT	BW	KW

**13. 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 28, 2021 at \_\_\_\_ p.m. to discuss HIB #5 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	CKC	RF	SK	CL	HR	MT	BW	KW

**14. Return to Public Session**

Motion by\_\_\_\_\_

Seconded by\_\_\_\_\_

Roll Call Vote	AC	CKC	RF	SK	CL	HR	MT	BW	KW

**15. Unfinished Business**

**16. New Business**

**17. Adjournment**

Motion by\_\_\_\_\_

Seconded by\_\_\_\_\_

Roll Call Vote	AC	CKC	RF	SK	CL	HR	MT	BW	KW

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