

**REGULAR MEETING
AUGUST 18, 2020
AGENDA**

A regular meeting of the Chester Board of Education will be held on August 18, 2020 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		Liz Madinabeitia	
Carolyn Kleppe-Collins		Heather Ronco	
Rebekah Forlenza		Mike Tomasco	
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

8. Public Commentary on Agenda Items

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 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 chan-*

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nels 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 July 28, 2020

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on July 28, 2020.

Motion by _____

Seconded by _____

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

10. Committee of The Whole—All.

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 07-30-2020	\$137,760.37
Payroll 08-14-2020	\$139,841.83
Bills List 08-18-2020	\$1,043,201.29

11b. Approves Monthly Appropriation Transfers for June 2020

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

11c. Approves Monthly Transfer Report for June 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 June 2020; a copy of which is available for public review in the Chester Board of Education Business Office.

11d. Approves Board Secretary Report for June 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 June 2020; a copy of which is available for public review in the Chester Board of Education Business Office.

11e. Approves Board Treasurer Report for June 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 June 2020; 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 June 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 June 2020 and that no major account or fund has been over-expended.

11g. 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
Virtual August- December 2020	Christine Donlon	\$0	\$0	\$2,250
Virtual August- December 2020	Jillian Soden	\$0	\$0	\$2,250

11h. Approves Out of District Tuition Student

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves out of district tuition student #20403 for the 2020-2021 school year.

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11i. Approves 2020-21 Revised State Aid

RESOLVED that the Chester Board of Education will utilize unassigned general fund surplus to maintain budgeted appropriations in the amount of \$62,132 which reflects the loss in 2020-21 State Aid.

Motion by_____

Seconded by_____

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

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

12a. Approves Maternity Leave (#1380)

RESOLVED, that the Chester Board of Education approves the following maternity leave of absence for employee #1380:

	Dates
Leave (Start Date)	10/19/2020
Accumulated Sick Days (Applied)	0
FMLA/NJFLA Start Date (unpaid with benefits)	12/10/2020
Extended Leave Start Date (unpaid without benefits)	N/A
Date of Return (Anticipated)	3/11/2021

12b. Approves Maternity Leave (#1232)

RESOLVED, that the Chester Board of Education approves the following maternity leave of absence for employee # 1232:

	Dates
Leave (Start Date)	10/19/2020
Accumulated Sick Days (Applied)	33
FMLA/NJFLA Start Date (unpaid with benefits)	12/9/2020
Extended Leave Start Date (unpaid without benefits)	6/30/2021
Date of Return (Anticipated)	8/2021

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- 12c. Accepts Retirement (Spurr)**
RESOLVED, that the Chester Board of Education accepts the retirement of Jacqueline Spurr, Second Grade Teacher at Dickerson School with much gratitude for 16 years of service, effective June 30, 2020.
- 12d. Approves Professional Work (Basanese)**
RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Diane Basanese for up to 4 hours to research and to create a Chester Chat video on K-5 literacy and math instruction at the contracted professional hourly rate of \$62 for a total of up to \$248.
- 12e. Approves Professional Work (Meekings)**
RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Danielle Meekings for up to 4 hours to research and to create a Chester Chat video on K-5 literacy and math instruction at the contracted professional hourly rate of \$62 for a total of up to \$248.
- 12f. Approves Professional Work (Thieringer)**
RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Cynthia Thieringer for up to 4 hours to research and to create a Chester Chat video on K-5 literacy and math instruction at the contracted professional hourly rate of \$62 for a total of up to \$248.
- 12g. Approves Teacher for Curriculum Writing (Thieringer)**
RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Cynthia Thieringer for up to 23 hours of summer curriculum writing for the 2020-2021 school year at the contracted professional hourly rate of \$62 for a total of up to \$1,426.
- 12h. Rescinds Leave Replacement (Gonzalez)**
RESOLVED, that the Chester Board of Education rescinds Christine Gonzalez as leave replacement school guidance counselor for employees #1009 and #1239 at Bragg school effective August 24, 2020 through December 1, 2020 at Step 1 MA \$57,410, prorated up to \$17,510.05 with benefits.
- 12i. Approves Custodian (MacKenzie)**
RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Jared MacKenzie as a Custodian for Bragg School for the 2020-2021 school year effective September 1, 2020, at an annual salary of \$36,500 with benefits.
- 12j. Approves Custodian (Michael Hosterman)**
RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Michael Hosterman as a Custodian for Dickerson School for the 2020-2021 school year effective September 1, 2020, at an annual salary of \$34,000 with benefits.
- 12k. Approves Substitute Nurses**

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RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves the following substitute nurses for the 2020-2021 school year:

Nurse Substitutes		
Maaike Haight	Samantha Golden	Jennifer Rosario

12l. Creates Position (Nurses’ Assistant)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves to create three (3) Nurses’ Assistant positions:

UPC #
NRS ASST BRMS 01
NRS ASST BRAGG 02
NRS ASST DICKER 03

12m. Approves Job Description (Nurse’s Assistant)

RESOLVED, that the Chester Board of Education approves the job description for Nurse’s Assistant.

12n. Approves District-Wide Curriculum

RESOLVED, upon the recommendation of the Superintendent, the Chester Board of Education approves the following curriculum for the 2020-2021 school year:

English Language Arts	NJ Student Learning Standards	August 2020
Math	NJ Student Learning Standards	August 2020
Social Studies	NJ Student Learning Standards	August 2020
Visual and Performing Arts	NJ Student Learning Standards	August 2020
Comprehensive Health and Physical Education	NJ Student Learning Standards	August 2020
Technology	NJ Student Learning Standards	August 2020
21 st Century Life and Careers	NJ Student Learning Standards	August 2020
World Languages	NJ Student Learning Standards	August 2020
Science	NJ Student Learning Standards	August 2020
Visual and Performing Arts: Dance, Music, Theatre and Visual	NJ Student Learning Standards	August 2020

- 12o. Approves Adoption of Danielson Model of Effective Training**
RESOLVED, that pursuant to N.J.A.C. 6A:10, Educator Effectiveness, the Chester Board of Education approves the adoption of the Danielson Model of Effective Teaching as an evaluation tool in 2020-2021 for the Chester School District’s faculty.
- 12p. Approves NJPEPL Process and Observation Instrument**
RESOLVED, that the Chester Board of Education approves the New Jersey Principal Evaluation for Professional Learning (NJPEPL) Process and Observation Instrument as the Principal Evaluation Tool for the Chester School District for the 2020-2021 school year.
- 12q. Accepts Resignation (Beyer)**
RESOLVED, that the Chester Board of Education accepts the resignation of Catherine Beyer, cafeteria aide at Black River Middle School effective August 11, 2020.
- 12r. 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 the following students from Drew University, Madison, NJ under the guidance of the following teachers

Student	Teacher	Classroom Placement
Hanna Ahlert	Jennifer Christal	K-2 Special Education
Emily Inclendon	Samantha Westberg	2 nd Grade
Zachary Lipshitz	Cassandra Cangiano	5 th Grade
Caroline McKenna	Dorianne Taquinto	Kindergarten
Kylie Nugent	Alexandra Johnson	3 rd Grade

- 12s. Approves Educational Research Project**
RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves an educational research project with Dr. Kristen Hawley Turner of Drew University on digital professional development from August 2020 through December 2020.
- 12t. Approves Library/Media Specialist (Tasker)**
RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Jacquelyn Tasker as Library/Media Specialist at Black River Middle School for the 2020-2021 school year, Step 8 MA at an annual salary of \$60,010, with benefits.
- 12u. Approves Second Grade Teacher (Yates)**
RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Christie Yates as a Second Grade Teacher at Dickerson School for the 2020-2021 school year, Step 15 MA +30 at an annual salary of \$73,280 with benefits.
- 12v. Approves for First Reading Policy and Adoption Policy 1250**

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RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 1250—*Visitors*.

12w. Approves for First Reading Policy and Adoption Policy 3510

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 3510—*Operation and Maintenance of Plant*.

12x. Approves for First Reading Policy and Adoption Policy 3541.33

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 3541.33—*Transportation Safety*.

12y. Approves for First Reading Policy and Adoption Policy 5141.2

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 5141.2—*Illness*.

12z. Approves for First Reading Policy and Adoption Policy 5141.3

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 5141.3—*Health Examinations and Immunizations*.

12aa. Approves Tuition Student

RESOLVED that the Chester Board of Education accepts a tuition student of a staff member from Hackettstown, New Jersey for the 2020-2021 school year at a cost of \$8,776 for the full year.

12bb. Approves Long Term Substitute

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Kristi Becker as a long term maternity leave replacement for employee #1380 effective 08/24/2020 through 03/19/2021 at Step 1MA at an annual salary of \$57,410 prorated up to \$37,603.55 with benefits.

Motion by_____

Seconded by_____

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

13. Public Commentary

14. 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 August 18, 2020 at ____ p.m. to discuss _____. 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	LM	HR	MT	KW

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15. Return to Public Session

Motion by _____

Seconded by _____

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

16. Unfinished Business

17. New Business

18. Adjournment

Motion by _____

Seconded by _____

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