

**REGULAR MEETING
DECEMBER 8, 2020
MINUTES**

*A regular meeting of the Chester Board of Education will be held on
December 8, 2020 at 7:00 p.m. via Google Meet*

1. Call To Order

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	Liz Madinabeitia	Yes
Carolyn Kleppe-Collins	Absent	Heather Ronco	Yes
Rebekah Forlenza	Yes	Mike Tomasco	Yes
Sara Kalashian	Yes	Kerri Wright	Yes
Christopher Lowry	Yes	Quorum	Yes

4. Pledge of Allegiance

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

5. Administration- Dr. Christina VanWoert and Tanya Dawson

5a. Superintendent's Report

5b. Business Administrator's Report

- USDA Grant for food service equipment

6. President's Comments

7. Presentations

- **Public Hearing on HIB:** Pursuant to N.J.S.A. 18A:17-46, the Superintendent will reported to the Board of Education all acts of Harassment, Intimidation, or Bullying (HIB) which occurred during the previous reporting period, July 2020 through December 2020. There were no cases to report.

CHESTER BOARD OF EDUCATION

- **Chester CEA and Chester Board of Education Virtual Celebration of Retirements:**
Jean Gilbert (BRMS), Jackie Spurr (Dickerson) Cynthia Thieringer (Bragg)

8. Public Commentary on Agenda Items
None

The Board took the following action:

9. Approval of Minutes

Upon the motion of Mike Tomasco and seconded by Kerri Wright, the Board approved the following resolutions:

9a. Approves Regular Meeting Minutes from November 17, 2020

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on November 17, 2020.

9b. Approves Regular Meeting Executive Minutes from November 17, 2020

RESOLVED, that the Chester Board of Education approves the Regular meeting Executive minutes of the meeting held on November 17, 2020.

Motion by Mike Tomasco

Seconded by Kerri Wright

Roll Call Vote	AC	CKC	RF	SK	CL	LM	HR	MT	KW
8-0	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes

10. Committee of The Whole—All.

Upon the motion of Mike Tomasco and seconded by Heather Ronco, the Board approved the following resolution:

10a. Approves Reorganization Meeting Date

RESOLVED, that the Chester Board of Education approves the Reorganization Meeting for January 4, 2021 at 7:00 p.m. virtually via Google Meet.

Motion by Mike Tomasco

Seconded by Heather Ronco

Roll Call Vote	AC	CKC	RF	SK	CL	LM	HR	MT	KW
8-0	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes

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

Upon the motion of Mike Tomasco and seconded by Kerri Wright, the Board approved the following resolutions:

CHESTER BOARD OF EDUCATION

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 11-20-2020	
Custodian Retro Payroll	\$10,456.79
Payroll 11-30-2020	\$614,759.62
Bills List 11-30-2020	\$603,690.86

11b. Accepts the ESEA

RESOLVED, that the Chester Board of Education accepts the ESEA Grant Award amounts for fiscal year 2021.

Title I-A	\$8,525
Title II-A	\$14,963

11c. 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	Employee Conference/Workshop	Registration- Tuition	Travel Misc.	Estimated Total Expense
December 2020	Tanya Dawson NJASBO-6 Part Excel Series	\$150	Virtual	\$150

11d. Approves Increasing the Bid Threshold—Qualified Purchasing Agent

WHEREAS, Chester School District, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent , from \$40,000 to **\$44,000**, effective July 1, 2020;

NOW, THEREFORE BE IT RESOLVED that the Chester Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of **\$44,000** for the Board of Education, and further authorizes Tanya Dawson, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

- 11e. Approves Home Instruction Services Contract (Hanes)**
RESOLVED, that the Chester Board of Education approve the contract with Dr. L. Hanes & Associates, Pompton Plains, NJ for home instruction services on an as needed basis for the 2020-2021 school year.
- 11f. Approves Health and Safety Evaluation of School Buildings**
RESOLVED that the Chester Board of Education approves the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for the 2020-2021 school year.
- 11g. Approves Submission of USDA Equipment Assistance Grant**
RESOLVED that the Chester Board of Education approves submission of the USDA Equipment Assistance Grant in the amount of \$24,150.
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- 11. Buildings, Grounds, Transportation/Finance—*Amy Collins, Rebekah Forlenza, Sara Kalashian and Chris Lowry***
- 11h. Approves Monthly Appropriation Transfers for November 2020**
RESOLVED, that the Chester Board of Education approves the following transfers within the 2019-2020 budget for the month of November 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.
- 11i. Approves Monthly Transfer Report for November 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 November 2020; a copy of which is available for public review in the Chester Board of Education Business Office.
- 11j. Approves Board Secretary Report for November 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 November 2020; a copy of which is available for public review in the Chester Board of Education Business Office.
- 11k. Approves Board Treasurer Report for November 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 November 2020; a copy of which is available for public review in the Chester Board of Education Business Office.
- 11l. Approves Certification of Secretary and Treasurer Report for November 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

CHESTER BOARD OF EDUCATION

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 November 2020 and that no major account or fund has been over-expended.

Motion by Mike Tomasco

Seconded by Kerri Wright

Roll Call Vote	AC	CKC	RF	SK	CL	LM	HR	MT	KW
8-0	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes

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

Upon the motion of Mike Tomasco and seconded by Heather Ronco, the Board approved the following resolutions:

12a. Approves Leave of Absence (Employee #1132)

RESOLVED: that the Board of Education approves the following personal leave of absence for employee # 1132:

Leave (Start Date)	11/18/2020
Accumulated Sick Days (Applied)	16
FMLA/NJFLA Start Date (unpaid with benefits)	12/14/2020
Date of Return (Anticipated)	01/04/2021

12b. Amends Leave of Absence (Employee #1380)

Resolved: that the Board of Education amends the following maternity leave of absence for employee # 1380:

	From	To
Leave (Start Date)	10/19/2020	10/19/2020
Accumulated Sick Days (Applied)	0	0
FMLA/NJFLI Start Date (unpaid with benefits)	12/10/2020	12/03/2020
Extended Leave Start Date (unpaid without benefits)	N/A	3/3/2021
Date of Return (Anticipated)	3/11/2021	3/11/2021

12c. Approves Field Experience and Classroom Student Teaching Placement

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves a transition for Elizabeth Skrinski from Drew University, Madison, NJ to continue her field experience placement and classroom student teaching placement from under the guidance of Patricia Fisher, 6th grade Math Teacher to under the guidance of Dana Militante, 3rd grade Teacher effective January 4, 2021 through the remainder of the 2020-2021 school year.

12d. Approves Office Aide (Hoffman)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Heather Hoffman as an Office Aide assigned to Bragg School, at a salary of \$11,928 prorated to \$8,409.24, no health benefits, effective November 30, 2020 through June 30, 2021.

12e. Approves Long Term Substitute (Kalacheva)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Eugenia Kalacheva as a long term leave replacement for Andrea Varughese assigned to Dickerson School, at a salary of \$57,410.00, Step 1 MA prorated to \$41,668.56 with benefits effective December 3, 2020 through June 30, 2021 pending the approval of the criminal history background check for school employees and compliance with NJ P.L.2018, c 5.

12f. Amends Resolution (12m.)

RESOLVED, that the Chester Board of Education amends Resolution (12m.) from the November 17, 2020 to add Taryn Mansolino as an advisor for the BRMS Student Government club with the stipend to be split with Sean McQueeney for the 2020-2021 school year with stipends as determined by Schedule "B" of the Agreement between The Chester Board of Education and The Chester Education Association.

12g. Rescinds Resolution 12e. (Kalacheva)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education as of December 8, 2020 rescinds Resolution (12e.) from the December 8, 2020 Meeting that approves Eugenia Kalacheva as a long term leave replacement assigned to Dickerson School.

12h. Amends 2020-2021 School Calendar

RESOLVED that the Chester Board of Education amends the 2020-2021 school calendar to include the dates of December 21, 22 and 23 as part of the Chester School District's Winter Break.

Motion by Mike Tomasco

Seconded by Heather Ronco

Roll Call Vote	AC	CKC	RF	SK	CL	LM	HR	MT	KW
8-0	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes

13. Public Commentary

None

CHESTER BOARD OF EDUCATION

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 December 8, 2020 at 8:02 p.m. to discuss Administrator's contract and updated Public Notice for Board meeting schedule. It is expected that the minutes will be made public as soon as official action is taken.

Motion by Mike Tomasco

Seconded by Kerri Wright

Roll Call Vote	AC	CKC	RF	SK	CL	LM	HR	MT	KW
8-0	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes

15. Return to Public Session

Upon the motion of Mike Tomasco and seconded by Kerri Wright the Board considered a motion to return to public session at 8:14p.m.

Motion by Mike Tomasco

Seconded by Kerri Wright

Roll Call Vote	AC	CKC	RF	SK	CL	LM	HR	MT	KW
8-0	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes

16. Unfinished Business

None

17. New Business

Research new ways to listen to public commentary.

18. 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 8:15 p.m.

Motion by Mike Tomasco

Seconded by Heather Ronco

Roll Call Vote	AC	CKC	RF	SK	CL	LM	HR	MT	KW
8-0	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Respectfully Submitted,



Tanya Dawson
Board Secretary