

**REGULAR MEETING  
AUGUST 18, 2020  
MINUTES**

**1. Call To Order**

Mike Tomasco, Board President, called the meeting to order on August 18, 2020 at 7:00 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	Liz Madinabeitia	Yes
Carolyn Kleppe-Collins	Absent	Heather Ronco	Yes
Rebekah Forlenza (7:04)	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**

- A report on the Road Back plan
- Celebrated Joe Pizzo-NJMLA 2020 Teacher of the Year
- Chester Chat series of interviews to answer questions

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

None

**6. President's Comments**

None

**7. Presentations-None**

**8. Public Commentary on Agenda Items**

None

*The Board took the following action:*

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**9. Approval of Minutes**

*Upon the motion of Mike Tomasco and seconded by Amy Collins the Board approved the following resolutions:*

**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 Mike Tomasco

Seconded by Amy Collins

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 Kerri Wright the Board approved the following resolution:*

**10a. Approves the Road Back to Chester Plan for Chester School District**

RESOLVED, that the Chester Board of Education approves the Road Back to Chester Plan for the 2020-2021 school year

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

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

*Upon the motion of Mike Tomasco and seconded by Rebekah Forlenza the Board approved the following resolution:*

**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:

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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:

<b>Date</b>	<b><u>Employee</u> Conference/Workshop</b>	<b>Registration- Tuition</b>	<b>Travel Misc.</b>	<b>Estimated Total Expense</b>
Virtual August- December 2020	Christine Donlon	\$0	\$0	\$2,250
Virtual August- December 2020	Jillian Soden	\$0	\$0	\$2,250



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**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.

**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.

**11j. Approves Bus/Van Routes for the 2020-2021 School Year**

RESOLVED, that the Chester Board of Education approves the following bus routes for the 2020-2021 school year, a copy of which is available for public review in the Chester Board of Education Business Office.

School	Contractor/BOE	Route Numbers
Black River Middle School	Roxbury BOE	BR01, BR02, BR03, BR05, BR08, BR10
Black River Middle School	Mendham BOE	BR04, BR06, BR07, BR09, BR11
Black River Middle School	Chester BOE	BRV7, BRV8
Bragg & Dickerson	Roxbury BOE	BD01, BD02, BD03, BD04, BD07, BD08
Bragg & Dickerson	Mendham BOE	BD05, BD06, BD09, BD10, BD11, BD12, BD13, BD14, BD15
Bragg & Dickerson	Chester BOE	BDV7, BDV8, BDV5
Dickerson Preschool	Chester BOE	BDV7, BDV8

**11k. Approves Out-of-District Services**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves providing the following out-of-district services for the 2020-2021 school year:

Student #	School Placement	Tuition Rate
20406	Hand over Hand, LLC.	\$33,630

**11l. Approves Agreement with Sound of Speech, LLC**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education the agreement with Sound of Speech, LLC for student #20496 for the 2020-2021 school year.

**11m. Approves Agreement with Bayada Home Health Care**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education the agreement with Bayada Home Health Care for student #20496 for the 2020-2021 school year.

**11n. Approves Agreement with Orientation and Mobility Services**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education the agreement with Orientation and Mobility Services at a rate of \$350 per month for student #20496 for the 2020-2021 school year.

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**11o. Approves Contract (Detore)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education the contract with Dr. Donna Detore for physical therapy services for the 2020-2021 school year not to exceed the amount of \$39,330.

**11p. Approves Contract (Jammin' Jen Music Therapy)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education the contract with Jamin Jen Music Therapy for the 2020-2021 school year.

**11q. 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
Bills List 08-18-2020	\$8,835.00

Motion by Mike Tomasco

Seconded by Rebekah Forlenza

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 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



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**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

**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.

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**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**

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



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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 <sup>st</sup> 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 <sup>nd</sup> Grade
Zachary Lipshitz	Cassandra Cangiano	5 <sup>th</sup> Grade
Caroline McKenna	Dorianne Taquinto	Kindergarten
Kylie Nugent	Alexandra Johnson	3 <sup>rd</sup> Grade



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**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**

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.

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**12cc. Approves Professional Work (Rosamilia)**

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Erika Rosamilia to provide supplemental services of 2 hours weekly to student #19812 at the contract professional rate of \$62 an hour for the 2020-2021 school

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

**14. Executive Session**

None

**16. Unfinished Business**

None

**17. New Business**

A motion was introduced that the vacant Board Vice President position be filled by Amy Collins.

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

**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 8:42 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