

**REGULAR MEETING  
MARCH 14, 2023  
AGENDA**

*A regular meeting of the Chester Board of Education will be held on  
March 14, 2023 at 7:00 p.m. Chester Borough Courtroom.  
50 North Road, Chester, NJ*

**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**

John Barounis		Rebekah Forlenza	
Carolyn Byszewski		Christopher Lowry	
Adam Colicchio		Sarah Schultz	
Matthew Downs		Adam Sorchini	
Melissa Mauro-Duffy		Quorum	Y N

**4. Pledge of Allegiance**

**5. Presentations:**

- Celebration of BRMS Boys' Basketball Championship Win
- Eagle Scout Presentation – Jeevan Shah
- Teacher Observation & Evaluation Module presented by Brad Currie

**6. Administration**-Dr. Christina VanWoert and  
Peter Frascella Business Administrator/Board Secretary

**6a. Superintendent's Report**

**6b. Business Administrator's Report**

**7. President's Comments**

**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.*

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*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 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 Meeting Minutes from February 7, 2023**

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the Reorganization meeting held on February 7, 2023

**9b. Approves Executive Meeting Minutes from February 7, 2023**

RESOLVED, that the Chester Board of Education approves the Executive meeting minutes of the meeting held on February 7, 2023.

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

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

**10. Committee of The Whole—All.**

**10a. Approves Superintendent's Recommendation for HIB Case # 6**

RESOLVED, that the Chester Board of Education approves the Superintendent's recommendation for HIB Case #6.

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

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

**10b. Approves Superintendent's Recommendation for HIB Case # 7**

RESOLVED, that the Chester Board of Education approves the Superintendent's recommendation for HIB Case#7.

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

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

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- 11. Buildings, Grounds, Transportation/Finance—** Carolyn Byszewski (chair)  
Christopher Lowry, Adam Colicchio & Adam Sorchini

**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	2/15/2023	\$670,701.23
Payroll	2/28/2023	\$640,156.76
Payroll	3/15/2023	\$668,955.00
Bills List	2/28/2023	\$210,966.27
Bills List	3/14/2023	\$1,391,887.03

**11b. Approves Monthly Transfer Report for January 2023**

RESOLVED, that pursuant to N.J.A.C. 6A:23A-13.3, the Chester Board of Education approves the Monthly Report of Transfers for January 2023; a copy of which is available for public review in the Chester Board of Education Business Office.

**11c. Approves Board Secretary Report for January 2023**

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 January 2023; a copy of which is available for public review in the Chester Board of Education Business Office.

**11d. Approves Board Treasurer Report for January 2023**

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 January 2023; a copy of which is available for public review in the Chester Board of Education Business Office.

**11e. Approves Certification of Secretary and Treasurer Report for January 2023**

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 January 2023 and that no major account or fund has been over-expended.

**11f. Approves Recycling/Disposal of Obsolete Security Equipment**

RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves Recycling/Disposal of obsolete security equipment; a list of which can be viewed at the Board of Education Business office.

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**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-	Travel Misc.	Estimated Total Expense
March 24, 25,31 and April 1, 2023	Evan Morley NJ Electrical Contractor Continuing Education Program	\$270.00	Virtual	\$270.00
June 21-24, 2023	Dr. Kenneth Piascik National Schools to Watch Conference	\$429.00	\$1,655.22	\$2,084.22
June 21-24, 2023	Joe Pizzo National Schools to Watch Conference	\$429.00	\$1,133.38	\$1,562.38

**11h. Approves 2022-2023 Author Visit to Bragg School (Parry)**

RESOLVED, that the Chester Board of Education approves the following Author to visit Bragg School for the 2022-2023 school year.

Date	Visitor	School	Total Expense
04/19/2023	Rosanne Parry	Bragg Elementary	\$1,000.00

**11i. Approves (Occupational Therapist) Morris County Educational Services**

RESOLVED, that the Chester Board of Education approves Morris County Educational Services to provide occupational therapy services for the Camp Achieve Summer program from July 10, 2023, through August 10, 2023, at an hourly rate of \$107 for 9 hours weekly for a total cost of up to \$4,815.

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

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

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

**12. Curriculum/Governance/Personnel—John Barounis (chair), Matthew Downs, Rebekah Forlenza & Melissa Mauro-Duffy.**

**12a. Approves 2022-2023 School Trips (District)**

RESOLVED, that the Chester Board of Education approves the following Chester School District field trips for the 2022-2023 school year:

Field Trip	Location	Grade/Group
05/02/2023	Liberty Hall Museum, Union	4 <sup>th</sup> Grade

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03/08/2023-03/09/2023	Morris County Court House	5 <sup>th</sup> grade students
05/04/2023	Ort Farm, Long Valley	Kindergarten Students

**12b. Accepts Resignation (Amaya)**

RESOLVED, that the Chester Board of Education accepts the resignation of BRMS custodian Iris Amaya effective February 24, 2023.

**12c. Approves Horizontal Advancement on Guide**

RESOLVED, that the Chester Board of Education approves advancement on the salary guide for the following staff members effective March 1, 2023.

Name	Current Step/Guide	Advance Step/Guide
D'Auria, Melissa	Step 5 BA \$55,070.00	Step 5 BA +15 \$56,570.00
Vilagos, Lori	Step 18 BA +30 \$80,200.00	Step 18 MA \$80,950.00

**12d. Approves SEMI Waiver**

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2023-2024 school year; and

WHEREAS, the Chester Board of Education desires to apply for this waiver due to the fact that it projects having 40 or fewer Medicaid eligible Special Education Students.

NOW THEREFORE BE IT RESOLVED that the Chester Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2023-24 school year.

**12e. Approves Leave of Absence Employee #1152**

RESOLVED: that the Board of Education approves the following leave of absence for employee # 1152:

Leave (Start Date)	02/01/2023
FMLA Start Date (unpaid with benefits)	02/01/2023
Date of Return (Anticipated)	03/02/2023

**12f. Approves BRMS After School Duty (Boy's Locker Room/Gym Hallway Monitor)**

RESOLVED: that upon the recommendation of the Superintendent, the Board of Education approves the following staff members as Boy's Locker room/Gym hallway monitors for afterschool sports activities from 2:30-4:30 to be paid the contracted professional hourly rate of \$62.00 for the 2022-2023 school year:

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Christopher Duffy  
David Leckie  
Sean McQueeney

**12g. Approves Staff for Extra-Curricular Activities (Bragg)**

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 2022-2023 school year with stipends as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association:

BRMS Club	Advisor
Homework Club	Allie Johnson
Homework Club	Maryanne Vindici

**12h. Approves Nurse for 2023 Chester Science Fair**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Anne Pape, RN to work at the 2023 Chester Science Fair to be paid \$62.00 per hour for up to 6 hours.

**12i. Approves Revised (2/7/23 Agenda) Summer Scholars Program Secretary (Scarfo)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff member for the **2023 Summer Scholars program**, from July 10, 2023 through August 10, 2023 at an hourly rate of \$26.00 for 4 days a week (20 days):

Teacher	Total
Lauren Scarfo—Secretary (30 hours advance prep)	\$780
Lauren Scarfo-Secretary (4 hours daily)	\$2,080

**12j. Approves Home Instruction (Capan)**

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Gretchen Capan to provide home instruction to student # 20005 up to 10 hours per week to be paid \$50.00 per hour effective February 20, 2023 through the remainder of the 2023-2024 school year.

**12k. Approves Revised (2/7/23 Agenda) Professional Work (2023 Science Fair Chaperones)**

RESOLVED: that upon the recommendation of the Superintendent, the Board of Education approves the following staff members for up to 4 hours each to be 2023 Science Fair Chaperones at the contracted professional hourly rate of \$43.00.

Bridge, Sarah	Mauger, Lori
D’Auria, Melissa	Roskie, Millicent
Maico, Krista	Willis, Lorri
Matthews, Cathleen	Yankowitz, James

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**12l. Approves Professional Work (2023 Science Fair Chaperones)**

RESOLVED: that upon the recommendation of the Superintendent, the Board of Education approves the following staff members for up to 4 hours each to be 2023 Science Fair Chaperones at the contracted professional hourly rate of \$43.00.

Madinabeita, Liz
Nealon, Courtney
Polkowski, Nicole

**12m. Approves Professional Work (2023 Science Fair Judge)**

RESOLVED: that upon the recommendation of the Superintendent, the Board of Education approves the following staff members for up to 4 hours each to be 2023 Science Fair Judges at the contracted professional hourly rate of \$62.00.

Capan, Gretchen	Miller, Dani
Casperson, Evelyn	Viscuso, Micol
Gambuti, Rebecca	

**12n. Approves Custodian Shift Change (Brady)**

RESOLVED: that upon the recommendation of the Superintendent, the Board of Education approves a shift change for Thomas Brady from night custodian to day custodian effective February 27, 2023 at his contracted annual salary plus an annual Day Stipend of \$1,750.00.

**12o. Approves Substitute Nurse (Stringham)**

RESOLVED: that upon the recommendation of the Superintendent, the Board of Education approves substitute nurse Susan Stringham for the 2022-2023 school year effective March 1, 2023 at a daily rate of \$250.00 pending approval of criminal history background check for school employees and compliance with NJ P.L.2018, c5.

**12p. Approves Custodian (Brocklehurst)**

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Lara Brocklehurst as Custodian at Dickerson School, with an annual salary of \$36,500 (pro-rated) and a night stipend of \$880.00 effective March 15, 2023 through June 30, 2023.

**12q. Approves Custodian Transfer (Ronkowitz)**

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves the transfer of custodian Thomas Ronkowitz from Dickerson to Bragg School effective March 15, 2023.

**12r. Approves Practicum Student (Cohen)**

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Centenary University student Amanda Cohen to obtain practicum experience with the Chester School District under the supervision of the district Guidance Counselors for the 2023-2024 school year.

**12s. Approves Camp Achieve Nurse (Pape)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Anne Pape as School Nurse for the Camp Achieve summer program from July 10, 2023, through August 10, 2023, at the professional hourly rate of \$62 (includes one prep day) for up to 5.5 hours daily at a cost of up to \$7,161.

**12t. Approves Camp Achieve/Camp Success Teachers**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following teacher for the Camp Achieve/Camp Success summer program from July 10, 2023 through August 10, 2023, at \$62 (includes one prep day) for up to 4.5 hours daily for a total of \$5,859.00 each.

Christie, John	Saucedo, Denielle
Dolan, Kelli	Vindici, Maryanne
Pela, Lisa	Warren, Sarah
Rodriguez, Cinthia	Werner, Kathleen

**12u. Approves Camp Achieve/Camp Success Related Services Personnel**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following Related Services Employees for the Camp Achieve/Camp Success summer program from July 10, 2023 through August 10, 2023, at \$62 (includes one prep day) for up to 4.5 hours daily for a total of \$5,859.00 each.

Brandon Kornbluh, School Social Worker  
Sara Skrabal, Speech Specialist

**12v. Approves Camp Achieve/Camp Success Teacher (Oakes)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Kelly Oakes as a teacher for the Camp Achieve/Camp Success summer program from July 10, 2023, through August 10, 2023, at an hourly rate of \$62 (includes one prep day) for up to 4.5 hours daily at a total cost of up to \$5,859.

**12w. Approves Camp Achieve/Camp Success Lead Teacher (Christal)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Jennifer Christal as Lead Teacher for the 2023 Camp Achieve/Camp 10, 2023, through August 10, 2023 (20 days) for up to 5.5 hours daily at a cost of up to \$6820.

**12x. Approves Camp Achieve/Camp Success Related Arts Teachers**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following Related Arts teachers for the Camp Achieve/Camp Success summer program from July 10, 2023, through August 10, 2023, at \$62 (includes one prep day) for up to 4.5 hours (2 days a week).

Capan, Gretchen  
Rain, Timothy



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Stachura, Alyssa

**12y. Approves Camp Achieve/Camp Success Substitute Teachers**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Chester district teachers as needed to serve as substitute teachers for the 2023 Camp Achieve/Camp Success summer program and/or to attend Child Study Team meetings at the professional hourly rate of \$62.

**12z. Approves Camp Achieve/Camp Success Substitute Paraprofessionals**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Chester district paraprofessionals as needed to serve as substitute paraprofessionals for the 2023 Camp Achieve/Camp Success summer program at their contracted hourly rate.

**12aa. Approves Teachers for Professional Work**

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves the following teachers for professional work for the summer at the contracted professional hourly rate of \$62 for up to 30 hours for a total of up to \$1860 each.

Debra Androvette  
Jennifer Christal

**12bb. Approves Camp Achieve Junior Aides**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following aides for the Camp Achieve summer program from July 10, 2023, through August 10, 2023, at an hourly rate of \$15 for up to 4.5 hours daily for up to a total of \$1,350 pending any working papers requirements and the approval of the criminal history background check for school employees and compliance with NJ P.L.2018,

Hector Carrera  
Aimee Koby

**12cc. Approves Camp Achieve Aide (Mancuso)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Olivia Mancuso as an aide for the Camp Achieve summer program from July 10, 2023, through August 10, 2023, at \$15 an hour for up to 6.5 hours daily for up to a total of \$1,950.00.

**12dd. Approves Physical Therapy (Detore)**

RESOLVED, that the Chester Board of Education approves Dr. Donna Detore to provide physical therapy services for the Camp Achieve summer program from July 10, 2023 through August 10, 2023 at an hourly rate of \$95 for 9 hours weekly for a total cost of up to \$4225.

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**12ee. Approves Camp Achieve/Camp Success Bus Drivers**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following bus drivers for Camp Achieve and Camp Success programs for the 2023-2024 ESY from July 10, 2023 through August 10, 2023 (20 days) at their contracted hourly rate:

Driver	Hourly Rate
Tracy Kometani	\$28.64
Holly Law	\$32.00
Yoslin Lopez	\$29.44
Emily Perez	\$29.44
Pamela Roberts	\$31.51

**12ff. Approves Camp Achieve Classroom/Bus Paraprofessionals**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following paraprofessionals for the 2023 Camp Achieve summer program from July 10, 2023, through August 10, 2023, at \$17.00 an hour for up to 6.5 hours daily for up to a total of \$2,210 each.

Samantha Capan  
Victoria Alban

**12gg. Approves Camp Achieve Classroom/Bus Paraprofessional (Shira)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Paula Shira as a classroom/bus paraprofessional for the 2023 Camp Achieve summer program from July 10, 2023, through August 10, 2023, her contracted hourly rate of \$20.17 per hour for up to 6.5 hours daily.

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

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

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

**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 March 14, 2023 at \_\_\_\_ p.m. to discuss HIB and Personnel. It is expected that the minutes will be made public as soon as official action is taken.

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

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

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

**14. Return to Public Session Time\_\_\_\_\_**

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

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

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Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

**15. Unfinished Business**

**16. New Business**

**17. Adjournment**

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

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

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS