

**REGULAR MEETING
JANUARY 23, 2024
AGENDA**

*A regular meeting of the Chester Board of Education will be held on
January 23, 2024 at 7:00 p.m. in the Chester Borough Courtroom
50 North Road, Chester, NJ 07930*

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

Erick Arostegui		Suzanne Dundon	
John Barounis		Melissa Mauro-Duffy	
Carolyn Byszewski		Sarah Schultz	
Adam Colicchio		Adam Sorchini	
Matthew Downs		Quorum	Y N

4. Pledge of Allegiance

5. Presentations

Comprehensive Annual Financial Report (CAFR) and Auditor's Management Report (AMR)- by Nisivoccia, LLP

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 December 12, 2023

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the Reorganization meeting held on December 12, 2023.

9b. Approves Executive Meeting Minutes from December 12, 2023

RESOLVED, that the Chester Board of Education approves the Executive meeting minutes of the meeting held on December 12, 2023.

9c. Approves Meeting Minutes from January 3, 2024

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the Reorganization meeting held on January 3, 2024.

9d. Approves Executive Meeting Minutes from January 3, 2024

RESOLVED, that the Chester Board of Education approves the Executive meeting minutes of the meeting held on January 3, 2024.

Motion by_____ Seconded by_____

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS

10. Committee of The Whole—All.

10a. Approves School Board Recognition Month

WHEREAS, the New Jersey State Board of Education, which adopts the administrative code to implement state education law, has established rigorous standards through its promulgation of the New Jersey Student Learning Standards, which set the expectations of academic achievement for nearly 1.4 million public schoolchildren; and

WHEREAS, New Jersey's locally elected and appointed boards of education play a vital role in ensuring that their local school districts meet state standards and adhere to all code

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provisions, with the goal of providing an outstanding education to prepare all students for college and the workplace and to enable them to compete in a global economy; and

WHEREAS, New Jersey's 5,000 non-partisan local board of education members and charter school trustees are public servants who dedicate their time, without pay or benefit, to the oversight of school district operations, sound financial practices, comprehensive policies, curriculum, staffing, and the well-being and academic achievement of all students in the district; and

WHEREAS, the efforts of local boards of education, in conjunction with state education officials and local educators, have built a foundation of success that has led to New Jersey's status as a leader in student achievement, as evidenced by the National Assessment of Educational Progress scores; and

WHEREAS, the National School Boards Association and the New Jersey School Boards Association have declared January 2024 to be School Board Recognition Month; now, therefore, be it

RESOLVED, that the New Jersey State Board of Education recognizes the contributions of our state's local boards of education to the academic success of its public-school students and expresses its sincere appreciation to local board of education members for their continued focus on the achievement of children throughout New Jersey; and be it further

RESOLVED, that the New Jersey State Board of Education encourages qualified New Jersey citizens to consider serving as members on their local school boards.

Motion by_____ Seconded by_____

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS

10b. Approves 2024-2025 Chester School District Calendar

RESOLVED, that the Chester Board of Education approves the 2024-2025 Chester School District calendar.

Motion by_____ Seconded by_____

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS

11. Buildings, Grounds, Transportation/Finance-Carolyn Byszewski (Chair), Adam Sorchini, Adam Colicchio and John Barounis

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.

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Bills List		Totals
Payroll	12/15/2023	\$682,197.00
Payroll	12/22/2023	\$665,761.99
Payroll	01/12/2024	\$679,435.12
Bills List	01/23/2024	\$1,467,895.34

11b. Approves Monthly Appropriation Transfers for November 2023

RESOLVED, that the Chester Board of Education approves the following transfers within the 2023-2024 budget for the month of November 2023 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 November 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 November 2023; a copy of which is available for public review in the Chester Board of Education Business Office.

11d. Approves Board Secretary Report for November 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 November 2023; a copy of which is available for public review in the Chester Board of Education Business Office.

11e. Approves Board Treasurer Report for November 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 November 2023; 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 November 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 November 2023 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	Employee Conference/Workshop	Registration- Tuition	Travel Misc.	Estimated Total Expense
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2/14/2024	Andrea Fabrizio NJSPSA-Section 504 Explained-Training Monroe, NJ	\$150.00	\$47.94	\$197.94
3/17-3/22 2024	Evan Morley NJ School Buildings & Grounds Expo 2024 Harrah's Atlantic City, NJ	\$325.00	\$541.50	\$866.50
02/27/2024	Melissa D'Auria Physical Edge Northern NJ PE & Health Summit Morristown Centercourt	\$125.00	\$0.00	\$125.00
2/22 – 2/24 2024	Pierre Lawrence 2024NJMA State Con- ference Atlantic City, NJ	\$195.00	\$408.00	\$603.00
3/23 – 3/25 2024	Brad Currie Assoc. for Supervision & Curriculum Develop- ment Conference Washington, DC	\$350.0	\$1146.70	\$1496.70
1/22 & 1/23 2024	Rebecca Gambuti IMSE Phonological Awareness Workshop Virtual	\$600.00	\$0.00	\$600.00
2/26-2/27 2024	Timothy Rain NJAPHERD Annual Conference Princeton, NJ	\$275.00	\$73.70	\$348.70
3/12-3/13 2024	Laura Garrison NJECC 38 th Annual Technology Conference 3/12-Montclair State University 3/13-Virtual	\$185.00	\$50.08	\$235.08
03/12-03/13 2024	Tricia Pohan NJECC 38 th Annual Technology Conference 3/12-Montclair State University 3/13-Virtual	\$185.00	\$50.08	\$235.08

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11h. Approves BCBA

RESOLVED, that the Chester Board of Education approves Caroline Linfante of Kit Consulting as a Board Certified Behavior Analyst (BCBA) for 10 hours a week at \$125 per hour for a total cost of \$28,750 for the remainder of the 2023-2024 school year.

11i. Accepts Comprehensive Annual Financial Report FY 2022-2023

Whereas, the Chester Board of Education in accordance with N.J.S.A. 18A:23-1 must have a certified External Audit of the district's accounts and financial transactions; and

Whereas, the Board of Education received the audit performed by Nisivoccia LLP, CPAs, and discussed said audit at its public meeting held on January 23, 2024; now

Be It Resolved, that the Chester Board of Education accepts the audit for the 2022-2023 school year, FY ended June 30, 2023.

11j. Approves MOA with Drew University

RESOLVED, that the Chester Board of Education approves Memorandum of Agreement with Drew University, Madison, NJ for the purpose of the District making its schools available for the clinical learning experience of the University's students commencing on June 3, 2024 and terminating on June 3, 2027.

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS

12. Curriculum/Governance/Personnel – Melissa Mauro Duffy (Chair), Erick Arostegui, Suzanne Dundon and Matthew Downs.

12a. Approves Substitute Teachers for 2023-2024 Project Literacy

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves all certified Chester school district teachers to be substitutes if needed for the 2023-2024 Project Literacy program to be paid the professional hourly rate of \$62 determined by Schedule "B" of the Agreement between The Chester Board of Education and The Chester Education Association.

12b. Approves Extra Hours for 8th Grade Transition Meeting

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members for extra hours to attend the 8th grade transition meeting to be paid the professional hourly rate of \$62 determined by Schedule "B" of the Agreement between The Chester Board of Education and The Chester Education Association.

Jennifer Christal for 2 hours
Amy Hayes for 4 hours
Erika Rosamilia for 2 hours

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12c. Approves Staff for Extra-Curricular Activity (Bragg Homework Club)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff to conduct a board approved extra-curricular activity (Bragg Homework Club) for the 2023-2024 school year with stipend as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association:

Allie Johnson
Maryanne Vindici

12d. Approves Revised Staff for Extra-Curricular Activity (Volley Ball Intramural Club)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves revising the coach for the BRMS Volley Ball Intramural Club from Dana Mazza to Lorri Willis for the 2023-2024 school year with stipend as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association.

12e. Approves 2024 Project Literacy Bus Drivers

RESOLVED, that the Chester Board of Education approve the following bus drivers for the 2024 Project Literacy Session for 10 weeks to be paid 2 hours per week at their hourly contracted rate.

Tracy Kometani
Holly Law
Emily Perez (substitute)

12f. Approves Statement of Assurance Professional Development/Mentoring Plan and Mentor

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the submission of the 2023-2024 Statement of Assurance Professional Development/Mentoring Plan and the following mentor for a new teacher:

New Employee <i>(New to profession must pay mentor \$550 or prorated amount)</i>	Mentor	School
Grace Cooper	Sean McQueeney	BRMS

12g. Approves Custodian (Morales)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Kyle Morales as a custodian for the Chester School District for the 2023-2024 school year effective February 7, 2024 at a salary of \$44,055 prorated with benefits pending approval of criminal history background check for school employees and compliance with NJ P.L.2018, c5.

12h. Approves Professional Work (2024 Science Fair Judges)

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the following staff members to be 2024 Science Judges to be paid the professional hourly rate of \$62 per hour for up to 4 hours each as determined by Schedule

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“B” of the Agreement between The Chester Board of Education and The Chester Education Association.

Kelli Dolan	Christina Sarlo
Micol Viscuso	Katherine Strauss
Brandon Kornbluh	Laura Allen
Lauren Freund	Anne McAvinn
Lauren Scarfo	Amy Schwartz
Dani Miller	Robert Miller
Christa Bedkowski	

12i. Approves Professional Work (2024 Science Fair Chaperones)

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the following staff members to be 2024 Science Fair Chaperones to be paid \$86 for the first two hours and \$43 per each additional hour for up to four hours total as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association.

Krista Maico	Cathleen Matthews
Millicent Roskie	Lori Mauger
Julia Dorward	Lorri Willis
Nicole Polkowski	Alison Pigot

12j. Approves Professional Work (2024 Science Fair Nurse)

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves Anne Pape, RN to be 2024 Science Fair Nurse to be paid the professional hourly rate of \$62 per hour for up to six hours total as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association.

12k. Approves Professional Work (Dougherty)

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves Michael Dougherty for 2024 Chester Science Fair technology work for up to 10 hours to be paid \$75 per hour.

12l. Approves Professional Work (Rain)

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves Dickerson School Physical Education teacher Timothy Rain for professional work to be paid the professional hourly rate of \$62 per hour for up to twenty hours total as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association.

12m. Approves Paraprofessional Workshop Attendance

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following paraprofessionals to attend professional development for 4 hours on January 15, 2024 and be compensated at their contracted rate.

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Mou Saha
Deb Korczukowski

12n. Approves Leave of Absence (Employee #1424)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following leave of absence for employee #1424:

FMLA (Start Date)	02/14/2024
Accumulated Sick Days (Applied)	6
Date of Return (Anticipated)	05/20/2024

12p. Approves Clerical Work (Capan)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Samantha Capan for up to 5 hours of clerical work to update Board policies to be paid \$18.00 per hour.

12q. Approves Extra Hours (Machusky)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves John Machusky for up to 10 hours of technology preparation for the 2024 Chester Science Fair to be paid \$50 per hour.

12r. Approves Professional Work (3rd Grade Assessment Review)

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the following teachers for professional work for 3rd Grade Assessment review for up to 10 hours each to be paid the professional hourly rate of \$62 per hour as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association:

Kelly Dolan
Ali Johnson

12s. Approves Professional Work (Technology)

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the following technology staff members to work for the 2024 Chester Science Fair up to 10 hours to be paid \$50 per hour:

John Machusky
Ryan Leone
Mark Altiero

12t. Accepts Resignation (Matos)

RESOLVED, that the Chester Board of Education accepts the resignation of custodian Hector Matos effective January 31, 2024

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12u. Approves Nurse for Out of District Student

RESOLVED, that the Chester Board of Education approves Kelly Strickland to provide nursing services to student # 20496, for up to five hours daily at the rate of \$62.00 an hour for the 2023-2024 school year.

12v. Approves Leave of Absence (Employee # 1021)

RESOLVED: that the Board of Education approves the following leave of absence for employee # 1021:

FMLA Start Date (with benefits)	02/05/2024
Return to Work Date	05/06/2024

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS

13. Policy-Adam Sorchini (Chair), Adam Colicchio, John Barounis and Melissa Mauro Duffy

13a. Approves Second Reading and Adoption of Policy 2530-Resource Materials and Displays

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the second reading and adoption of Policy 2530-Resource Materials and Displays.

13b. Approves First Reading of Policy 4151.1/4251.1-Sick Leave

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the first reading of Policy 4151.1/4251.1-Sick Leave.

13c. Approves First Reading of Policy 5141.8-Sports Related Concussion and Head Injury

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the first reading of Policy 5141.8-Sports Related Concussion and Head Injury.

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS

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 January 23, 2024 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_____

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Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS

15. Return to Public Session Time_____

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS

16. Committee of The Whole—All.

16a. Approves Superintendent’s Recommendation for HIB Case # 3

RESOLVED, that the Chester Board of Education approves the Superintendent’s recommendation for HIB Case # 3

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS

16b. Approves Superintendent’s Recommendation for HIB Case #4

RESOLVED, that the Chester Board of Education approves the Superintendent’s recommendation for HIB Case #4

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS

17. Unfinished Business

18. New Business

19. Adjournment

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS