

**REGULAR MEETING
SEPTEMBER 12, 2023
AGENDA**

*A regular meeting of the Chester Board of Education will be held on
September 12, 2023 at 7:00 p.m. in the 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

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.

When permitted, public participation shall be governed by the following rules under Policy 9325.2:

CHESTER BOARD OF EDUCATION

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 August 15, 2023

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on August 15, 2023.

9b. Approves Executive Meeting Minutes from August 15, 2023

RESOLVED, that the Chester Board of Education approves the Executive meeting minutes of the meeting held on, August 15, 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 # 15 (2022-2023)

RESOLVED, that the Chester Board of Education approves the Superintendent’s recommendation for HIB Case #15 (2022-2023).

Motion by_____ Seconded by_____

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

10b. Approves Superintendent’s Recommendation for HIB Case #1 (2023-2024)

RESOLVED, that the Chester Board of Education approves the Superintendent’s recommendation for Case#1 (2023-2024).

Motion by_____ Seconded by_____

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

CHESTER BOARD OF EDUCATION

- 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/Payroll | | Totals |
|--------------------|------------|--------------|
| Payroll | 08/30/2023 | \$149,769.91 |
| Payroll | 09/08/2023 | \$520,128.02 |
| Bills List | 09/12/2023 | \$712,197.72 |

11b. Approves Monthly Transfer Report for July 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 July 2023; a copy of which is available for public review in the Chester Board of Education Business Office.

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

11d. Approves Board Treasurer Report for July 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 July 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 July 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 July 2023 and that no major account or fund has been over-expended

11f. 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:

CHESTER BOARD OF EDUCATION

11g.

| Date | <u>Employee</u> Conference/Workshop | Registration- Tuition | Travel Misc. | Estimated Total Expense |
|---------------------------|---|---|-------------------------|------------------------------------|
| 10/23/2023- 10/26/2023 | John Barounis NJSBA Fall Conference | Included in Group Registration \$2,200.00 | \$650.00. | \$965.00 |
| 10/19/2023- 10/20/2023 | Melissa Scherzer 41 st Annual Autism Conference Atlantic City, NJ | \$500.00 | \$148.01 | \$648.01 |

11h. Approves Music Therapy

RESOLVED, that the Chester Board of Education approves Jammin Jen to provide music therapy for the preschool program at a rate of 4 visits (\$70.00 a session) for a total of \$12,600 for the 2023-2024 school year.

11i. Approves School Trips (Dickerson)

RESOLVED, that the Chester Board of Education approves the following school trips for the 2023-2024 school year for Dickerson:

| Field Trip | Location | Grade/Group |
|-----------------------------|-----------------|--------------------|
| Ort Farm | Long Valley | Kindergarten |
| Grove Street | Chester | Kindergarten |
| Chester Library | Chester | Grade 1 |
| Chester Post Office | Chester | Grade 1 |
| Frelinghuysen Arboretum | Morristown | Grade 1 |
| Mayo Performing Arts Center | Morristown | Grade 2 |
| Great Swamp | Sterling | Grade 2 |

11j. Approves School Trips (Bragg)

RESOLVED, that the Chester Board of Education approves the following school trips for the 2023-2024 school year for Bragg:

| Field Trip | Location | Grade/Group |
|--|-----------------|--------------------|
| Raritan County Community College-Planetarium | Branchburg | Grade 3 |
| Waterloo Village | Byram | Grade 3 |
| Thomas Edison Historical Park | Orange | Grade 3 |
| Liberty Hall Museum | Union | Grade 4 |
| Sterling Mineral Museum | Franklin | Grade 4 |
| Morris County Courthouse | Morristown | Grade 5 |
| BRMS-One School One Book | Chester | Grade 5 |
| BRMS-Concert | Chester | Grade 5 - Band |

CHESTER BOARD OF EDUCATION

| | | |
|------------------------|------------|---------|
| BRMS-Orientation | Chester | Grade 5 |
| Liberty Science Center | Morristown | Grade 5 |
| Jockey Hollow | Morristown | Grade 5 |

11k. Approves School Trips (BRMS)

RESOLVED, that the Chester Board of Education approves the following school trips for the 2023-2024 school year for Black River Middle School:

| Field Trip | Location | Grade/Group |
|---------------------------------|----------------|---|
| Jewish Heritage Museum | New York City | 8 th Grade |
| West Morris Central HS | Chester | District Chorus |
| Mendham HS | Mendham | Articulation Concert |
| Morristown Unitarian Fellowship | Morristown | Spelling Bee |
| Drew University | Madison | Jr. Model UN |
| Long Valley Middle School | Long Valley | STEM Showcase |
| Mendham HS | Mendham | District Honors Band Concert |
| Morristown Unitarian Fellowship | Morristown | Workshop on the Arts |
| Camp Bernie | Port Murray | PEER Leaders |
| Mendham HS | Mendham | District Strings |
| TD Ballpark | Bridgewater | 6 th Grade LEAD |
| Dorney Park | Allentown, PA | Band/Chorus Competition |
| Bronx Zoo | Bronx, NY | 7 th Grade |
| Washington, DC | Washington, DC | 8 th Grade |
| Dickerson Elementary | Chester | 8 th Grade Graduation Practice |
| Dickerson Elementary | Chester | Band-8th Grade Graduation Practice |

11l. Approves Amendment to Lease Agreement with Borough of Chester - Pole Barn

Resolved, that the Chester Board of Education approves the amended lease agreement authorizing the Borough and the Board of Education to perform limited scope of work set forth in the agreement

11m. Approves Prior Year Voided Check

Resolved, that the Chester Board of Education void and reissue the following prior year check:

| Check Date | Payee | Check # | Amount | Reason for Void |
|------------|------------------------|---------|-----------|-----------------|
| 6/30/23 | NJSB Construction LLC. | 231559 | \$119,555 | Wrong Address |

11n. Approves Nurses for out of district student

RESOLVED, that the Chester Board of Education approves Maaiké Haight 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.

CHESTER BOARD OF EDUCATION

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 REVISED BRMS Special Education Teacher (Rittenhouse)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Nicole Rittenhouse as Black River Middle School Special Education Teacher at Step 14 BA+30 with a **revised salary from \$71,945 to \$71,935** effective August 30, 2023 through June 30, 2024 pending approval of criminal history background check for school employees and compliance with NJ P.L.2018, c5.

12b. Accepts Resignation (Soden)

RESOLVED, that the Chester Board of Education accepts the resignation of Dickerson First Grade Teacher Jillian Soden effective July 1, 2023.

12c. Approves First Grade Teacher (Pepe)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Samantha Pepe as Dickerson School First Grade Teacher at Step 5 BA with a salary of \$56,600 effective August 30, 2023 through June 30, 2024 pending approval of criminal history background check for school employees and compliance with NJ P.L.2018, c5.

12d. Approves Dickerson Music Teacher (Lawrence)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Pierre Lawrence as Dickerson Music Teacher at Step 9 BA+30 with a salary of \$64,060 effective November 1, 2023 through June 30, 2024 pending approval of criminal history background check for school employees and compliance with NJ P.L.2018, c5.

12e. Approves Sidebar Agreement between the CEA and the Chester BOE

WHEREAS, the Chester Board of Education (“Board”) and the Chester Education Association (“Union”) are parties to a collectively negotiated agreement in effect from 2022 to 2026; and

WHEREAS, the Board has a need for a member of the middle school teaching staff to teach an extra class period of 37 minutes, totaling seven (7) periods of instructional time per day five days per week; and

WHEREAS, Kathleen Vespignani, has expressed an interest in teaching an additional period; and

WHEREAS, the Board and the Union are desirous of entering into this Sidebar Agreement to permit Kathleen Vespignani, or other individual as assigned by the district, to teach an additional period.

CHESTER BOARD OF EDUCATION

NOW, THEREFORE the parties agree as follows:

1. Kathleen Vespignani, or other individual assigned by the District, shall be permitted to teach an additional period five days per week. For the extra period of instructional time, the employee so assigned shall receive a stipend of \$9,428.29
2. The Parties recognize that this Agreement is temporary in nature and shall expire when the Board provides notice to the Union that it no longer desires to have Kathleen Vespignani teach an additional class period.
3. This agreement is subject to ratification by the Board of Education and the Union.
4. This agreement shall not be precedent setting in any way nor shall it be used in any other matter, grievance, or proceeding of any kind. This agreement is intended to apply only to the factual circumstances from which it arose and shall not have any precedential value.

12f. Approves Horizontal Advancement on Guide

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

| Name | Current Step/Guide | Advance Step/Guide |
|--------------------|--------------------|--------------------|
| Evelyn Casperson | Step 7 BA+15 | Step 7 BA+30 |
| Taryn Mansolino | Step 19 BA | Step 19 BA+15 |
| Elizabeth McGookin | Step 4 BA+30 | Step 4 MA+15 |
| Amanda McGrane | Step 9-10 BA | Step 9-10 BA+15 |
| Michael Stagg | Step 21 BA+15 | Step 21 BA+30 |

12g. Approves Team Leaders (BRMS)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following BRMS team leaders for the 2023-2024 school year with stipends as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association:

| Team Leaders | Grade |
|--|-----------------------|
| Catherine McPherson/Sean McQueeney (Split) | 6 th Grade |
| Theresa Meierhofer | 7 th Grade |
| Krista Maico | 8 th Grade |
| Erica Rosamilia/Sarah Warren (Split) | Special Education |
| Kathleen Vespignani | Related Arts |

12h. Approves Team Leaders (Bragg)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following Bragg team leaders for the 2023-2024 school year with

CHESTER BOARD OF EDUCATION

stipends as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association:

| Team Leaders | Grade |
|---|-------------------|
| Kelli Dolan, Lauren Scarfo (Split) | 3rd Grade |
| Brian Seeley, Katherine Strauss (Split) | 4th Grade |
| Nicole Hey, Amanda McGrane (Split) | 5th Grade |
| Maryanne Vindici | Special Education |
| Debra Androvette | ESL |
| Christa Bedkowski, Kelly Tompkins (Split) | Related Arts |

12i. Designates School Violence Awareness Week

WHEREAS, NJS.A. 18A:36-5.1 establishes the third Monday in October to be School+ Violence Awareness Week; and

WHEREAS, the Board of Education has provided certified specialists to develop age appropriate opportunities for student discussion on conflict resolution, issues of student diversity, and tolerance; and

WHEREAS, the law identifies this week as a Week of School Violence Awareness.

BE IT RESOLVED that the Chester Board of Education designates October 16-20, 2023 as a “School Violence Awareness Week.”

12j. Designates Week of Respect

WHEREAS, N.J.S.A. 18A:37-29 establishes the first Monday in October to be Week of Respect; and

WHEREAS, the Chester Board of Education recognizes the importance of character education, shall observe the week by developing age appropriate instruction focusing on preventing harassment, intimidation or bullying as defined in section 2 of P.L.2002, c.83; and

WHEREAS, the law also directs throughout the school year that a school district shall provide ongoing age appropriate instruction on preventing harassment, intimidation, bullying in accordance with core curriculum content standards.

RESOLVED that the Chester Board of Education designates October 2-6, 2023 as “Week of Respect.”

12k. Designates School Red Ribbon Week

WHEREAS, alcohol and drug abuse affect individuals, families and communities across the nation; and

WHEREAS, it is imperative that visible, unified prevention education efforts by community members be launched to prevent drug abuse; and

CHESTER BOARD OF EDUCATION

WHEREAS, Red Ribbon Week offers citizens the opportunity to demonstrate their commitment to drug-free lifestyles; and

WHEREAS, Red Ribbon Week will be celebrated in communities across the nation on October 23-31; and

WHEREAS, business, government, law enforcement, media, health care providers, religious institutions, schools, and other community-based organizations will demonstrate their commitment to healthy, drug-free lifestyles by wearing red ribbons and participating in drug prevention activities; and

WHEREAS, the community of the Chester School District further commits its resources to ensure the success of the Red Ribbon Campaign;

NOW, THEREFORE, BE IT RESOLVED the Chester Board of Education does hereby proclaim October 23-31, 2023, as RED RIBBON WEEK, and encourages all to participate in drug prevention education activities, not only during Red Ribbon Week, but all year long, making a visible statement that we are strongly committed to a drug-free community.

12l. Approves Teachers as Substitute Bus Paraprofessionals

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves teachers as substitute bus paraprofessionals for the 2023-2024 school year at the contracted rate.

12m. Approves Staff for Sports (BRMS)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff for the following coaching positions for the 2023-2024 school year with stipends as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association:

| Fall Sport | Head Coach/Assistant Coach |
|---------------------|---|
| Athletic Director | Kevin Cullen & Andy Gray (split) |
| Cross Country | James Yankowicz, (Head), Krista Maico (Assistant) |
| Field Hockey | Melissa D’Auria (Head), Millie Roskie (Assistant) |
| Soccer-Girls | Terri Meierhofer (Head), TBD (Assistant) |
| Soccer-Boys | Kevin Cullen (Head), Taryn Mansolino (Assistant) |
| Unified Soccer | Chris Duffy (Head) |
| Winter Sport | Head Coach/Assistant Coach |
| Athletic Director | Kevin Cullen & Andy Gray (split) |
| Wrestling | Sean McQueeney (Head), Brett Leister (Assistant) |
| Cheerleading | Sarah Warren (Head), TBD (Assistant) |
| Basketball-Girls | Catherine McPherson (Head), Melissa D’Auria (Assistant) |
| Basketball-Boys | Jim Yankowicz (Head), Andy Gray (Assistant) |
| Unified Basketball | Chris Duffy (Head) |

12n. Approves District-Wide Curriculum

RESOLVED, upon the recommendation of the Superintendent, the Chester Board of Education approves the following curriculum for the 2023-2024 school year:

| | | |
|--|-------------------------------|-------------|
| Technology | NJ Student Learning Standards | August 2023 |
| 21 st Century Life and Careers | NJ Student Learning Standards | August 2023 |
| World Languages | NJ Student Learning Standards | August 2023 |
| Visual and Performing Arts: Dance, Music, Theatre and Visual | NJ Student Learning Standards | August 2023 |

12o. Approves Policy 4151.2

RESOLVED, that the Chester Board of Education approves Policy 4151.2 -Sick Leave Bank for Illness or Accident.

12p. Approves Policy 6171.3

RESOLVED, that the Chester Board of Education approves Policy 6171.3-Title One Policy and Regulations.

12q. Approves Policy 5131.1

RESOLVED, that the Chester Board of Education approves Policy 5131.1-HIB Policy and Regulations

12r. Approves Dickerson Preschool Teacher (Desouza)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Mariz Desouza as Dickerson Preschool teacher at Step 4 BA with a salary of \$56,200 effective September 13, 2023 through June 30, 2024.

12s. Approves Termination of Employee #1149

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves termination of employee #1149 effective September 7, 2023.

12t. Approves Termination of Employee #1560

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves termination of employee #1560 effective September 7, 2023.

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 September 12, 2023 at ____ p.m. to discuss _____. It is expected that the minutes will be made public as soon as official action is taken.

CHESTER BOARD OF EDUCATION

Motion by_____

Seconded by_____

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

14. Return to Public Session

Motion by_____

Seconded by_____

| 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 |
|----------------|----|----|----|----|-----|----|----|----|----|
| | | | | | | | | | |