

**REGULAR MEETING  
NOVEMBER 14, 2023  
MINUTES**

**1. Call to Order**

Sarah Schultz, Board President, called the meeting to order at 7:05 p.m. at Chester Borough Courtroom, 50 North Road, Chester, NJ, 07930

**2. Sunshine Announcement**

Sarah Schultz, Board President, announced 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	Yes	Rebekah Forlenza	Yes
Carolyn Byszewski	Absent	Christopher Lowry	Yes
Adam Colicchio	Yes	Sarah Schultz	Yes
Matthew Downs	Yes	Adam Sorchini	Absent
Melissa Mauro-Duffy	Yes	<b>Quorum</b>	<b>Yes</b>

**4. Pledge of Allegiance**

Sara Schultz, Board President, led the Board in the Pledge of Allegiance.

**5. Presentations/ Celebrations-**

We had presentations celebrating the 50th year of teaching for Joe Pizzo at BRMS. Dr. Van Woert, Mr. White, Dr. Piascik, Sarah Schultz and John Barounis all spoke on behalf of Mr. Pizzo. Many wonderful things were said about Mr. Pizzo's career. Ms. Schultz and Mr. Barounis presented Mr. Pizzo with a plaque renaming the BRMS library after Mr. Pizzo, along with a signed Rangers jersey and four tickets to a Rangers game all arranged by Mr. Barounis. Mr. Barounis then also arranged for Rangers all-star Mr. Mark Messier to present Mr. Pizzo the surprises in a videotaped announcement. It was a lovely and fitting tribute to Mr. Pizzo.

Mr. Pizzo then spoke to share his gratitude with the administration, the Board of Education and the audience.

**6. Administration - Dr. Christina VanWoert Superintendent**

**6a. Superintendent's Report**

*None*

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

*None*

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**7. President's Comments**  
*None*

**8. Public Commentary**  
*None*

**9. Approval of Minutes**

**9a. Approves Meeting Minutes from October 17, 2023**

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on October 17, 2023.

Motion by Chris Lowry

Seconded by John Barounis

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
7-0	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Absent

**10. Committee of The Whole—All.**  
*None*

**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	10/30/23	\$676,582.35
Bills List	11/14/23	\$784,147.78

**11b. Approves Monthly Appropriation Transfers for September and October 2023**

RESOLVED, that the Chester Board of Education approves the following transfers within the 2021-2022 budget for the month of September and October 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 September**

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

**11d. Approves Board Secretary Report for September**

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 September 2023; a

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

**11e. Approves Board Treasurer Report for September**

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

**11g. Approves School Trip (BRMS)**

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

Field Trip	Location	Grade/Group
Shawnee on the Delaware	East Stroudsburg, PA	Ski/Snowboard Crew Club

**11h. 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- Tuition	Travel Misc.	Estimated Total Ex- pense
1/22-1/23 2023	Rebecca Gambuti IMSE Phonological Awareness Virtual	\$600.00	\$0.00	\$600.00
12/1/2023	Vivian Norman Confronting Comprehension Head On Hilton Somerset Hotel Somerset, NJ	\$210.00	\$32.78	\$242.78

**11i. Approves the Ratification of Contract - Custodians Joining CEA**

RESOLVED, that the Board of Education ratifies the Chester Custodial Bargaining Unit joining the Chester Education Association.

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**11j. Approves Administrative Budget Calendar**

RESOLVED, that the Chester Board of Education approves the Administrative Budget calendar for preparation of the 2024-2025 budget.

**11k. Accepts Safety Grant from the New Jersey Schools Insurance Group**

RESOLVED, that the Chester Board of Education accepts the New Jersey Schools Insurance Group (NJSIG) award of a safety grant totaling \$6,200.

**11l. Approves Use of ESCNJ Cooperative Contract – Fox Fence**

RESOLVED, that the Chester Board of Education approved the Dickerson Fence Project Contract with New Jersey State Approved Co-op #65MCESSCCPS Vendor Fox Fence in the amount of \$58,620.

**11m. Approves Contract with Saint Clare’s Behavioral Health**

RESOLVED, that upon the recommendation of the School Business Administrator the Chester Board of Education approves the contract with Saint Clare’s Behavioral Health to conduct back to school evaluations at a rate of \$250.00 per evaluation for the 2023-2024 school year.

**11n. Approves Contract with Tri-County Behavioral Care**

RESOLVED, that upon the recommendation of the School Business Administrator the Chester Board of Education approves the contract with Tri-County Behavioral Care to conduct School Clearance Assessments at a rate of \$165.00 per assessment and Substance Evaluation and Treatment to include assessment and ALCO screen / 12-panel urine drug screen with immediate results at a rate of \$215.00 per assessment for the 2023-2024 school year.

**11o. Approves the contract with Stepping Forward**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves student # 20935 to attend Stepping Forward at a cost of \$1,200.00 weekly, effective 11/13/2023.

Motion by Rebekah Forlenza

Seconded by Adam Colicchio

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
7-0	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Absent

*It was recommended by Ms. Forlenza that in the future we move all policies to a separate section of their own on the Board agenda.*

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

**12a. Approves Parent Volunteers for Bragg School**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following parent volunteers for Bragg School for the 2023-2024 school year.

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Kristine Lickstein	Kim Gappert
Janet Harris	Amanda Holland
Jahna Vollenweider	Chittakan Peller
Carly Broderick	Johanna Epstein
Stephanie Bakstad	Kathleen Hatton
Michele Drag	Karen Prignano
Christine Dahab	Kruti Patel
Lisa Gurzo	Shilpa Kranti
Kristen Laracca	Nancy Davis

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

RESOLVED, the Chester Board of Education accepts the resignation of Dickerson Literacy Aide, Lisa McNamara effective November 12, 2023.

**12c. Approves Professional Work (Dickerson Math Night Coordinators)**

RESOLVED: that upon the recommendation of the Superintendent, the Board of Education approves the following staff members for up to 8 hours each for the 2023 Dickerson Math Night preparation at the contracted professional hourly rate of \$62.00.

Cassie Bruno  
Erin Beil

**12d. Approves Leave of Absence (Employee #1378)**

RESOLVED: that the Board of Education approves the following leave of absence for employee # 1378:

Leave / FMLA Start Date	01/08/24
Accumulated Sick Days (Applied)	56
NJFLA Start Date	03/18/24
FMLA/NJFLA Unpaid	04/04/24
Date of Return (Anticipated)	06/17/24

**12e. Approves Substitute Nurse (Lifshyts)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Veronika Lifshyts as a Substitute Nurse for the Chester School District for the 2023-2024 school year at a rate of \$250 per day pending approval of criminal history background check for school employees and compliance with NJ P.L.2018, c5.

**12f. Accepts Resignation (Bridge)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education accepts the resignation of paraprofessional Sarah Bridge effective November 3, 2023.

**12g. Approves Extra Hours for Paraprofessionals**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves paraprofessionals to be paid their contracted hourly rate for up to 7 hours to attend a special education workshops on November 6-8, 2023.

**12h. Approves Professional Work (CANDO-NJS4 Meeting)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following employees to be paid the contracted professional rate to attend the CANDO parent meeting on November 21, 2023.

Gretchen Capan  
Jennifer Christal  
Brandon Kornbluh  
Alyssa Stachura

**12i. Approves Paraprofessional (Saha)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Mou Saha as a paraprofessional for the Chester School District, 3 days per week, for the 2023-2024 school year effective November 15, 2023 at a salary of \$16,725 without benefits pending approval of criminal history background check for school employees and compliance with NJ P.L.2018, c5.

**12j. Approves Professional Work (NJDOE RAPID K-3 Training on the Science of Reading)**

RESOLVED that upon the recommendation of the Superintendent, the Board of Education approves the following staff members for up to six hours each for NJDOE RAPID Training on the Science of Reading at the contractual professional hourly rate of \$62.00.

Dorianne Taquinto	Barbara Knowles
Dani Miller	Gabriella Pecoraro
Valerie Lemp	Stacy Thompson
Allie Johnson	Erin Beil
Lauren Scarfo	Nicole Healy
Margaret George	Danielle Guli
Cassie Bruno	

**12k. Approves for Second Reading and Adoption of Policy 5131.5**

RESOLVED, that the Chester Board of Education approves for second reading and adoption of Policy 5131.5-Violence & Vandalism.

**12l. Approves for Second Reading and Adoption of Policy 6164.1**

RESOLVED, that the Chester Board of Education approves for second reading and adoption of Policy 6164.1-Intervention & Referral Services.

**12m. Approves for Second Reading and Adoption of Policy 3327**

RESOLVED, that the Chester Board of Education approves for second reading and adoption of Policy 3327-Relations with Vendors.

**12n. Approves for Second Reading and Adoption of Policy 3542.2**

RESOLVED, that the Chester Board of Education approves for second reading and adoption of Policy 3542.2-School Meal Program Arrears.

**12o. Approves for Second Reading and Adoption of Policy 3542.31**

RESOLVED, that the Chester Board of Education approves for second reading and adoption of Policy 3542.31-Free and Reduced-Price Lunch.

**12p. Approves Increase in Work Schedule (David)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves and increase in the work schedule of Erica David, Bragg CAAP Teacher from 3 days (.60) per week to 4 days (.80) per week for the 2023-2024 school year with a salary adjustment from \$57,156 to \$76,208 effective November 20, 2023.

Motion by John Barounis

Seconded by Chris Lowry

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
7-0	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Absent

**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 November 14, 2023 at 8:30 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 Adam Colicchio

Seconded by Melissa Mauro Duffy

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
7-0	Yes	Absent	Yes	Ys	Yes	Yes	Yes	Yes	Absent

**14. Return to Public Session**

Upon the motion of Rebekah Forlenza and seconded by Matt Downs, the Board returned to Public Session at 9:00 pm.

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Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
7-0	Yes	Absent	Yes	Ys	Yes	Yes	Yes	Yes	Absent

**15. Unfinished Business**

*Adam Colicchio brought up some questions about the calendar. The Board had the opportunity to review their choices as information relevant to the ultimate adoption of the calendar.*

**16. New Business**

*None*

**17. Adjournment**

*There being no further business to discuss, upon the motion of John Barounis and seconded by Chris Lowry the Board considered a motion to adjourn at 9:15 p.m.*

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
7-0	Yes	Absent	Yes	Ys	Yes	Yes	Yes	Yes	Absent

Respectfully Submitted,



Peter Frascella  
Board Secretary