

Chesterfield Township Board of Education  
Special Joint Meeting with Chesterfield Township Committee starting at 7:00 p.m.  
Immediately followed by the Regular Meeting  
Wednesday, February 21, 2018  
AGENDA

Chesterfield Township School District Vision Statement

Chesterfield Elementary School strives to build a premier institution of learning where students are challenged to their fullest potential in a safe and caring environment.

Chesterfield Township School District Mission Statement

The education of the youngest generation is “THE MISSION” of all adult citizens of Chesterfield Township. We strive to accomplish this in partnership with home and community. As mandated by state and federal guidelines, our goal is to teach our students the skills necessary to achieve proficiency in the most current NJ Core Curriculum Content Standards.

The school leadership must provide the necessary resources and facilities that support a positive learning environment. In a rapidly changing community, Chesterfield Township Elementary School is committed to providing a safe environment in which to prepare all students to become responsible, respectful citizens and active life-long learners, with an appreciation of self and others.

Welcome to this meeting of the Chesterfield Township Board of Education. If there is any agenda item, which you would like to discuss with the Board, please do so during that portion of the agenda entitled, "Public Comments-Agenda Items Only".

Should you have any other comments and/or questions once we have passed the "Public Comments-Agenda Items Only" portion in the agenda, please reserve those comments for "Other Public Comments" at the end of the meeting.

When you do address the Board, please state your name and address and limit your comments to three minutes. The total length of time for public comment is unrestricted unless a time limit is imposed by the Board President. Please refrain from comments that are likely to invade an individual's privacy rights or are not related to matters before the Board. They will not be permitted.

1. Call To Order

Pledge of Allegiance\Moment of Silence

Roll Call

Mr. Jignesh Shah, President  
Mrs. Laura Bond, Vice President  
Dr. Terran Brown  
Ms. Christina Hoggan  
Mrs. Amy Jablonski

2. Open Public Meetings Act Notice

The Chesterfield Township Board of Education has given public notice of this meeting, pursuant to the Open Public Meetings Act, in the following manner on January 28, 2018 and special joint meeting on February 18, 2018:

- 2A.a Posting written notice on the official bulletin board at the Chesterfield Township School.
- 2A.b Mailing written notice to the Burlington County Times and Trenton Times newspapers.
- 2A.c Filing written notice with the Clerk of Chesterfield Township.
- 2A.d Filing written notice with the Secretary of this body.
- 2A.e Mailing written notice to each person who has requested copies of the regular meeting schedule and who has prepaid any charge fixed for such service.

3. Meeting Information/Important Dates

Board of Education Important Dates:

March 21, 2018 Regular Monthly Meeting

School District Important Dates

February 28, 2018	Mid-Marking Period
February 28, 2018	FVL 2019 Parent Meeting
March 2, 2018	Early Dismissal-Parent Teacher Conferences
March 7, 2018	CPEF Monthly Meeting
March 13, 2018	PTA Board Meeting
March 16, 2018	PTA Popcorn & PJ Bingo
March 19-23, 2018	2 <sup>nd</sup> Grade Terra Nova Testing
March 21, 2018	6 <sup>th</sup> Grade Parent Orientation at Northern Burlington

4. Public Comment – Agenda Items Only

When you address the Board, please approach the podium, state your name and address and limit your comments to three minutes. Please refrain from comments that are likely to invade an individual's privacy rights or are not related to matters before the Board. They will not be permitted.

5. School Community Partnerships

5A. Chesterfield PTA

5B. Chesterfield Public Education Fund

6. Correspondence (Attachments) - Public

Letter dated January 22, 2018, from CTEA Co Presidents to Mr. Pisano and the Board of Education regarding the Waiver of Coverage: Health Benefits Program Resolution approved at the January 3, 2018 Reorganization Meeting.

Letter dated January 24, 2018, from Nicole Zellweger to Mr. Mazzoni regarding her transition from Lunch/Recess Aide to Insight Workforce Paraprofessional.

Letter dated February 5, 2018, from Lori Christensen to Mr. Heino and Mr. Mazzoni regarding her maternity leave of absence.

Letter dated February 20, 2018, from Kelley Johnson to Mr. Heino and the Board of Education regarding school funding and budget.

7. Minutes

Approval of Minutes (Attachments)

Recommend approval of the minutes for the following meetings:

January 24, 2018	Executive Minutes
January 24, 2018	Regular Minutes

Vote Section 7

8. Board of Education

8A. Library Book Dedication for Outgoing Board Members

As is our custom, outgoing board members are presented with library books that are dedicated to the Chesterfield School Library in their name in appreciation for their service on the Board of Education.

Mrs. Peggy Hallion has served three years on the Chesterfield Township Board of Education. In appreciation of her time over the years, the books being dedicated in her name are:

Utterly Amazing Earth  
The Big Earth Book

Mr. John Probasco has served one year on the Chesterfield Township Board of Education. In appreciation of his time over the year, the books being dedicated in his name are:

The Fun Jungle Collection 3 Book Series

Belly Up  
Poached  
Big Game

8B. Approval of 2018-2019 School Calendars (Attachments) - Public

Recommend approval of the following 2018-2019 School Calendars:

Chesterfield School Calendar  
Chesterfield School Little Dragons Preschool Calendar  
Chesterfield School Little Dragons 2 Preschool Calendar

Board Committee/Superintendent Reports

8C. Board Committee

Committee

Meeting Dates

Human Resources	Chair	Jignesh Shah Amy Jablonski	prior to the January, May and September meetings
	Admin. Rep.	Mike Mazzone	
Curriculum & Instruction	Chair	Laura Bond Amy Jablonski	prior to the February, June and October meetings
	Admin. Rep.	Jeanine May-Sivieri	
Finance	Chair	Jignesh Shah Christina Hoggan	prior to the March, July and November meetings
	Admin. Rep.	Patrick Pisano	
Student Services	Chair	Terran Brown Laura Bond	prior to the April, August and December meetings
	Admin. Rep.	Anthony Calandrillo	

BURLCO School Boards Association Executive Committee Delegate: Jignesh Shah

Legislative Chairperson & Delegate to NJ School Boards Association: Jignesh Shah  
Alternate Delegate: Amy Jablonski

District Advisory Committee: Laura Bond  
Terran Brown

BOE Policy Committee: Terran Brown  
Christina Hoggan

8D. Board Member Training (Attachment) - Public  
Board Member Training Mandated by New Jersey School Boards Association

8E. Superintendent's Report

8E.1 Student Enrollment

Grade Levels	January 2018	February 2018	Net Change
Pre-School			
<i>Non-Tuition</i>	14	12	-2
<i>Preschool Disabled (non-tuition)</i>	8	8	
<i>Tuition</i>	14	14	
Kindergarten	90	89	-1
1 <sup>st</sup>	102	101	-1
2 <sup>nd</sup>	102	103	+1
3 <sup>rd</sup>	102	103	+1
4 <sup>th</sup>	115	114	-1
5 <sup>th</sup>	121	120	-1
6 <sup>th</sup>	92	92	
Total In-District	760	756	-4
Attending Out-of-District Schools	4	4	
Total	764	760	-4

Vote Section 8

9. Board Policy

9A. First Reading of Revised Policies (Attachments) - Public

The following revised policies are being presented for the first reading:

Policy #1250	Visitors
Policy #3516	Safety
Policy #3541.33	Transportation Safety
Policy #6114	Emergencies and Disaster Preparedness

9B. Second Reading of Revised Policies and Regulation (Attachments) - Public

The following revised policies and regulation are being presented for the second reading:

Policy #3510	Operation and Maintenance of Plant
Policy #4211	Recruitment, Selection and Hiring
Policy #4231/4231.1	Staff Development; In-Service Education/Visitation/Conferences
Policy # 5141.4	Missing, Abused and Neglected Children
Regulation #5141.4	Missing, Abused and Neglected Children
Policy #4119.23/4219.23	Employee Substance Abuse

Vote Section 9

10. Personnel

10A. Rescind Waiver of Coverage: Health Benefits Program Resolution

Recommend approval to rescind waiver of coverage for health benefits program resolution approved at January 3, 2018 reorganization meeting.

10B. Approval of Extra Time

Recommend approval of the following extra time for the following employee:

<u>Staff Member</u>	<u>Brief Description of Work Completed</u>	<u>Total amount</u>
Chou, Melissa	Missed Prep due to CST meeting (1/11/18 & 1/12/18)	\$70.00
Hillman, Melissa	Missed Prep due to CST meeting (1/10/18, 1/16/18 & 1/30/18)	\$105.00
Garofalo, Laura	FVL luggage collection on 2/5/18	\$26.00
Lydon, Valerie	FVL luggage collection on 2/5/18	\$26.00
Angelucci, Sharon	FVL luggage collection on 2/5/18	\$26.00
Weisgarber, Victoria	FVL luggage collection on 2/5/18	\$26.00

Lunch / Recess Aide Meeting with Mr. Mazzoni on January 31, 2018 (10:00 - 10:50)

<u>Staff Member</u>	<u># of hours</u>	<u>hrly rate</u>	<u>Total amount</u>
Afreen, Shagufta	0.83	\$11.22	\$9.31
Bharti, Sonu	0.83	\$11.53	\$9.57
Blauth, Robin	0.83	\$14.63	\$12.14
Buscarnera, Sabrina	0.83	\$11.00	\$9.13
Case, Colleen	0.83	\$12.16	\$10.09
D'Oria, Kelly	0.83	\$11.22	\$9.31
Marino, Janet	0.83	\$11.84	\$9.83
Rasool, Lubna	0.83	\$11.84	\$9.83

<u>Substitute Aide</u>	<u># of hours</u>	<u>hrly rate</u>	<u>Total amount</u>
Gibson, Carol	0.83	\$11.50	\$9.55
Petro-Raymond, Michelle	0.83	\$11.00	\$9.13
Wolverton, Mary	0.83	\$11.50	\$9.55

10C. Approval of Maternity Leave of Absence

Recommend approval of maternity leave of absence for Mrs. Lori Christensen, kindergarten teacher, effective on or about March 19, 2018 through June 30, 2019.

10D. Approval of Substitute for 2017-2018

Recommend approval of Melanie Forsyth as substitute secretary for the 2017-2018 school year.

10E. Approval of Lunch/Recess Aide for 2017-2018

Recommend approval of Mary Wolverton as lunch/recess aide for the remainder of the 2017-2018 school year, 2.5 hours a day for 74 days at \$11.50/hour = \$2,127.50.

Vote Section 10

11. Curriculum & Instruction

11A. Approval of Marzano Evaluation Model

Recommend approval of the Marzano Evaluation Model for teachers and principal for the 2017-2018 school years.

11B. Approval of Field Trips

Recommend approval of the following field trips:

DATE	REASON	DESTINATION	GRADE
3/29/2018	Aligns with Science Standards	NJ State Museum	1 <sup>st</sup> Grade
3/23/2018	Orientation	Northern Burlington Middle School	6 <sup>th</sup> Grade
5/29/2018 Rain date - 5/30/2018	Field Day	Northern Burlington Middle School	6 <sup>th</sup> Grade
3/27 & 3/28/2018	Enhance Social Studies Curriculum	NJ State House and Museum	3 <sup>rd</sup> Grade
5/31/2018	Enhance Social Studies Curriculum	Washington Crossing Historic Park	4 <sup>th</sup> Grade
6/4 /2018	Enhance Social Studies Curriculum	Museum of the American Revolution	5 <sup>th</sup> Grade

Vote Section 11

12. Health & Safety

12A. Nurses Report – January (Attachment) - Public

12B. Emergency Drill Report (Attachment) - Public

Lock Down Drill                      January 31, 2018  
 Fire Drill                                      February 14, 2018

12C.     Student Code of Conduct (Attachment) - Public

12D.     H.I.B. Incidents

There was one HIB incidents reported and one not confirmed for January.

Vote Section 12

13.     Staff Professional Development

13A.     Approval of Workshops

Recommend approval of the following workshops and mileage.

Name	Position	Destination	Justification	Date	Workshop/Exhibit Cost to District	
					Reg. Fee	Mileage
Nicole DiMaiuta	G&T	Burlington, NJ	Burlington County G&T Consortium	2/23/2018	\$0.00	\$8.99

Vote Section 13

14.     Transportation

14A.     Approval of the Revised 2017-2018 Transportation Route - Bus 12 (Attachment)

Vote Section 14

15.     Board of Education and Board Secretary Monthly Certifications

Recommend approval of the following resolution:

BE IT Resolved that: Pursuant to N.J.A.C. 6:23-2.12(c)3\*, I certify that as of the date of this Board meeting, no budgetary line item account has obligations and payments (contractual orders) which in total, exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and N.J.S.A. 18A:22-8-1.

\_\_\_\_\_  
 Patrick Pisano                                      Date

Financial Certification of the Board

Pursuant to N.J.A.C. 6:23-2.12(c)3\*, the Chesterfield Township Board of Education hereby certifies that after review of the Board Secretary’s and Treasurer’s monthly financial reports, as recorded in the minutes of the Board each month, and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6:23-2.12(c)3\*, and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

\*Citations are subject to change due to periodic amendments, new rule or repeals.

15A.     Financial Approvals (Attachments)

Recommend the following **revised** financial reports for approval for the month of December 2017:

- Expenditures - Approval and ratification of Expenditures for December. Approval to pay additional bills as needed between this meeting and the next meeting with a list to be presented for ratification at the next meeting.
- Transfers for December: #049 to #055
- Budget Report
- Revenue Report
- Report of the Secretary
- Report of the Treasurer
- Monthly Transfer Report

Recommend the following financial reports for approval for the month of January 2018: **(Attachments)**

- Expenditures - Approval and ratification of Expenditures for January. Approval to pay additional bills as needed between this meeting and the next meeting with a list to be presented for ratification at the next meeting.
- Transfers for January: #056 to #063
- Budget Report
- Revenue Report
- Report of the Secretary
- Report of the Treasurer
- Monthly Transfer Report

Recommend the following financial report for approval for the month of February 2018: **(Attachment)**

- Expenditures - Approval and ratification of Expenditures for February. Approval to pay additional bills as needed between this meeting and the next meeting with a list to be presented for ratification at the next meeting.

15B. Approval of SEMI Waiver

Recommend approval of the submission of a request for a waiver to be exempt from the SEMI program for the 2018-2019 school year.

15C. Approval of Insight Workforce Solutions Agreement **(Attachment)**

Recommend approval of the agreement between the Chesterfield Township Board of Education and Insight Workforce Solutions for paraprofessionals for the 2017-2018 school year at a rate of \$123.22 per paraprofessional per day.

15D. Approval to accept the Non-Public IDEA Grant Carryover from 2016-2017 **(Attachment)** - Public

Recommend approval to accept the non-public grant carryover of \$2,275.00 from the 2016-2017 school year to be appropriated in the 2017-2018 school year.

15E. Approval of Health Benefit Waiver

<u>Employee #</u>	<u>Waives Coverage</u>	<u>Level of Coverage</u>	<u>Waiver Amount</u>	<u>12/15/17 Payment</u>	<u>6/15/18 Payment</u>
4519+	Yes	Husband/Wife	\$1,440.00	\$0.00	\$1,440.00

+waiving coverage as of January 1, 2018

15F. Approval of North Hanover Township School District Tuition Agreement **(Attachment)**

Recommend approval of the attached 2017-2018 tuition contract with North Hanover Township School District for SID#5011958955 effective February 21, 2018 through June 21, 2018 in the amount of \$21,057.16.

**Vote Section 15**

16. Other Business

17. Facilities Update/Information

17A. Supervisor of Building & Grounds Report - Robert Carter **(Attachment)** - Public

17B. School Dude Report **(Attachment)** - Public

The work order and incident reports for January from the School Dude software are attached.

17C. Solar Renewable Energy Credits Analysis **(Attachment)** - Public

17D. Use of Facilities



Recommend approval of the attached use of facilities for the 2017-2018 school year.

Name Of Organization	Facility requested	Description of Activity	Date
CTAA	Gym	Free Throw Fundraiser	3/10/2018

Vote Section 17

18. Other Public Comments

19. Motion to Adjourn to Executive Session  
Recommend approval of the following resolution:

EXECUTIVE SESSION RESOLUTION

WHEREAS, N.J.S.A. 10:4-6, et seq (Open Public Meetings Act) provides that the Board of Education of the Chesterfield School District may exclude the public from that portion of the meeting at which the Board of Education discusses certain matters as set forth in N.J.S.A. 10:4-12; and,

WHEREAS, the following subjects shall be discussed in the session of the Board of Education closed to the public:

RESOLVED, that the aforesated meeting is closed to the public for the reason set forth above in accordance with the Open Public Meetings Act; and,

BE IT FURTHER RESOLVED that the discussion in executive session will be available for disclosure to the public at such time as it is no longer necessary to maintain the confidential nature of the items discussed.

Vote Section 19

20. Motion to Return to Public Session

21. Motion to Adjourn

Vote Section 21