

Chesterfield Township Board of Education  
Regular Meeting 6:00 p.m.  
Wednesday, September 23, 2020  
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.

The public shall be reminded that they should attempt to resolve any problems and/or complaints through initial contact with the appropriate administrator. Such matters should only be brought to the Board after all avenues within the administrative chain of command have been exhausted. Policy #1312 Community Complaints and Inquiries, [https://boardpolicyonline.com/?b=chesterfield\\_township](https://boardpolicyonline.com/?b=chesterfield_township)

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

Ms. Christina Hoggan, President  
Mr. Matthew Litt, Vice President  
Mrs. Jaelyn Halaw  
Mrs. Andrea Katz  
Mrs. Kerri Lynch

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 September 10, 2020:

- 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:

September 30, 2020 Work Session  
October 21, 2020 Regular Monthly Meeting

School District Important Dates

October 12, 2020 School Closed – Staff In-Service

4. Public Comment – Agenda Items Only

The public shall be reminded that they should attempt to resolve any problems and/or complaints through initial contact with the appropriate administrator. Such matters should only be brought to the Board after all avenues within the administrative chain of command have been exhausted.

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. Minutes (Attachment)

Recommend approval of the following minutes:  
 August 26, 2020 Regular Minutes

6. Board Committee/Superintendent Reports

6A. Board Committee

Committee

Human Resources	Chair	Andrea Katz Matthew Litt
	Admin. Reps.	Coletta Graham Michael Mazzone
Curriculum & Instruction	Chair	Jaclyn Halaw Kerri Lynch
	Admin. Rep.	Jeanine May-Sivieri
Finance	Chair	Christina Hoggan Matthew Litt
	Admin. Rep.	Andrew Polo
Student Services	Chair	Kerri Lynch Andrea Katz
	Admin. Rep.	Lynn Booth
BURLCO School Boards Association Executive Committee Delegate:		Andrea Katz
Legislative Chairperson & Delegate to NJ School Boards Association:		Andrea Katz
Alternate:		Christina Hoggan
Compressor Station & Pipeline Impact Committee:		Matthew Litt Christina Hoggan
Community Heritage Committee:		Matthew Litt Christina Hoggan
Fair Funding Action Committee Liaison		Andrea Katz

6B. Superintendent's Report

6B.1. Student Enrollment

<b>Grade Levels</b>	<b>*August 2020</b>	<b>September 2020</b>	<b>Net Change</b>
<b>Pre-School</b>			
<i>Tuition</i>	<b>15</b>	<b>0</b>	<b>-15</b>
<i>Non-Tuition</i>	<b>12</b>	<b>9</b>	<b>-3</b>
<b>LMD (non-tuition)</b>	<b>*7</b>	<b>*5</b>	
<b>UMD (non-tuition)</b>	<b>*4</b>	<b>*5</b>	
<b>Kindergarten</b>	<b>83</b>	<b>81</b>	<b>-2</b>
<b>1<sup>st</sup></b>	<b>87</b>	<b>94</b>	<b>+7</b>
<b>2<sup>nd</sup></b>	<b>102</b>	<b>104</b>	<b>+2</b>
<b>3<sup>rd</sup></b>	<b>99</b>	<b>100</b>	<b>+1</b>
<b>4<sup>th</sup></b>	<b>116</b>	<b>114</b>	<b>-2</b>
<b>5<sup>th</sup></b>	<b>106</b>	<b>103</b>	<b>-3</b>
<b>6<sup>th</sup></b>	<b>110</b>	<b>109</b>	<b>-1</b>

<b>Total In-District</b>	<b>730</b>	<b>714</b>	<b>-16</b>
<b>Attending Out-of-District Schools</b>	<b>6</b>	<b>5</b>	<b>-1</b>
<b>Shared</b>	<b>1</b>	<b>1</b>	
<b>Total</b>	<b>737</b>	<b>720</b>	<b>-17</b>

\* The enrollment of students in the LMD and UMD classes is reflected in the grade level numbers for those students.

6B.2. Reopening Update

6B.3. Approval of 2020-2021 District Goals

6B.4. Approval of the Revised 2020-2021 School Calendars (Attachment)

Recommend approval of the following revised 2020-2021 School Calendars

Chesterfield School Calendar

Chesterfield School Little Dragons Preschool Calendar

Chesterfield School Little Dragons 2 Preschool Calendar

7. Personnel

7A. Approval of Interim First Grade Teacher

Recommend approval of Karen Perez as an Interim First Grade Teacher to act in the place of Lauren Rahey pursuant to N.J.S.A. 18A:16-1.1 from September 1, 2020 to December 2, 2020 at a prorated salary of \$17,303.16. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

7B. Reapproval of Salary of Interim Elementary Special Education Teacher

Recommend reapproval of salary of Amber Colville as an Interim Elementary Special Education Teacher to act in the place of Frances Sielski pursuant to N.J.S.A. 18A:16-1.1 from September 1, 2020 to June 30, 2020 at a salary of \$54,936.00. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

7C. Approval of Leave of Absence

Recommend approval of an unpaid leave of absence due to COVID19 for the following lunch/recess aides:

Marianne Kurlander	Sherry Hirth
Sharyn Falkowitz	Lubna Rasool
Vasanthi Iyer	Sonu Bharti

7D. Approval of Movement on Salary Guide

Recommend approval of movement on salary guide for Nicole DiMaiuta from BA+9 Step 4-6 to BA +18 Step 4-6 - \$57,437.00 for the 2020-2021 school year.

7E. Summer Hours 2020

Additional Grade Level Work - Planning for Fall

6 hours for Antoinette DiEleuterio to support grade level planning, \$52/hour; Total \$312.00

7F. Approval of Elementary Special Education Teacher

Recommend approval of Taylor Borgstrom as Elementary Special Education Teacher effective September 17, 2020, through June 30, 2021, at BA Step 1 - \$54,936.00, prorated to \$52,189.20.

7G. Approval of Substitutes

Recommend approval of the following as substitutes for the remainder of the 2020-2021 school year.

Shannon Coleman	Lunch/recess aide
Shannon Coleman	Secretary
Sabrina Buscarnera	Transportation aide
Kelly D’Oria	Secretary
Kelly D’Oria	Transportation Aide

7H. Approval of Salaries for Non-Certificated Part-Time Lunch/Recess Aides (Attachment)

Recommend approval of the attached list of non-certificated part-time lunch/recess aides for the 2020-2021 school year.

7I. Approval of Administrative Assistant to the CSA

Recommend approval of Lorraine Jordan as Administrative Assistant to the CSA effective October 1, 2020, through June 30, 2021, at a rate of \$64,000.00, prorated to \$48,000.00.

7J. Approval of Resource Planning Time

Recommend approval of resource planning time for the following staff up to 6 hours each @\$52/hr., Total \$2,184.00.

Jennifer Hamer	Jaimie Cronin
Taylor Borgstrom	Judy Schwartz
Amber Colville	Lisa Moore
Tracey Miller	

7K. Approval of Turnkey Professional Development

Recommend approval of Lisa Moore as turnkey trainer in Orton Gillingham, 3 hours @ \$52.00/hr Total \$156.00.

Recommend approval of Taylor Borgstrom to participate in Orton Gillingham training, 3 hours @ PD hourly rate of \$26.00/hr Total \$78.00.

7L. Approval of Special Education Planning Time

Recommend approval of special education planning time for the following staff up to 6 hours each @\$52/hr., Total \$936.00.

Tanya Bloom	Elizabeth Schauer
Melissa Hillman	

8. Health & Safety

8A. Nurses Report – August (Attachment) - Public

8B. Approval of the 2020-2021 Nursing Services Plan (Attachment)

Recommend approval of the 2020-2021 Chesterfield Township School Nursing Services Plan.

8C. Emergency Drill Log (Attachment) - Public

Fire Drill	September 17, 2020
Fire Drill	September 18, 2020

9. Staff Professional Development

9A. Approval of Workshop

Recommend approval of the following workshops:

Name	Position	Destination	Justification	Date	Workshop/Exhibit Cost to District		
					Source of Funding	Reg. Fee	Mileage



Recommend approval of the following financial report for the month of September: **(Attachment)**  
Expenditures - Approval and ratification of Expenditures for September and 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.

11B. Approval of Personnel Waiving Health Benefits **(Attachment)**

Recommend approval and payment of the attached list of personnel waiving health benefits as of September 15, 2020.

11C. Approval of North Hanover Township School District 2020-2021 Tuition Agreement **(Attachment)**

Recommend approval of the attached 2020-2021 Tuition/Related Services contract with North Hanover Township School District for SID#5011958955 effective July 1, 2020 through June 30, 2021, Tuition \$35,698.00, Related Services \$59,319.94 for a total amount of \$95,017.94.

11D. Parental Contracts for Student Transportation **(Attachment)**

Recommend approval of parental contract for student transportation for SID# 2771057791 to the Cambridge School at a per diem rate of \$116.66 x 157 days for a total of \$18,315.62 for the 2020-2021 school year.

Recommend approval of parental contract for student transportation for SID# 4546490183 to the Cambridge School at a per diem rate of \$116.66 x 157 days for a total of \$18,315.62 for the 2020-2021 school year.

11E. Approval of the Five Year Long Range Facility Plan **(Attachment)**

Recommend approval of the five year Long Range Facility Plan.

11F. Approval of Chapter 192/193 State Funding and Additional Funding

Recommend approval and expend Chapter 192/193 State Funding and additional funding for the 2020-2021 school year in the total amount of \$30,770.00.

12. Facilities Update/Information

12A. Building & Grounds Report **(Attachment)** - Public

12B. School Dude Report **(Attachment)** - Public

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

12C. Solar Renewable Energy Credits Analysis **(Attachment)** – Public

**Vote Sections 5, 6, 7, 8, 9, 10, 11, 12**

13. Other Business

14. Other Public Comments

15. 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:

Legal

RESOLVED, that the aforestated 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 15

16. Motion to Return to Public Session

Vote Section 16

17. Motion to Adjourn

Vote Section 17