

Chesterfield Township Board of Education  
Regular Meeting 6:00 p.m.  
Wednesday, October 21, 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 January 12, 2020 and time change on October 7, 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

October 28, 2020	Work Session
November 18, 2020	Regular Monthly Meeting

School District Important Dates

November 3, 2020	School Closed – Election Day
November 5-6, 2020	School Closed – NJEA Convention

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:

September 23, 2020	Regular Minutes
September 23, 2020	Executive Minutes
September 30, 2020	Regular Minutes
September 30, 2020	Executive Minutes

6. Board of Education/Superintendent Reports

6A. Committee Reports

Committee

Human Resources	Chair	Andrea Katz Matthew Litt
	Admin. Reps.	Coletta Graham Michael Mazzoni
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

Grade Levels	September 2020	October 2020	Net Change
<b>Pre-School</b>			
<i>Tuition</i>	<b>0</b>	<b>0</b>	
<i>Non-Tuition</i>	<b>9</b>	<b>9</b>	
<i>LMD (non-tuition)</i>	<b>*5</b>	<b>*5</b>	
<i>UMD (non-tuition)</i>	<b>*5</b>	<b>*5</b>	
<b>Kindergarten</b>	<b>81</b>	<b>80</b>	<b>-1</b>
<b>1<sup>st</sup></b>	<b>94</b>	<b>94</b>	
<b>2<sup>nd</sup></b>	<b>104</b>	<b>103</b>	<b>-1</b>
<b>3<sup>rd</sup></b>	<b>100</b>	<b>101</b>	<b>+1</b>

4 <sup>th</sup>	114	115	+1
5 <sup>th</sup>	103	103	
6 <sup>th</sup>	109	110	+1
<b>Total In-District</b>	<b>714</b>	<b>715</b>	<b>+1</b>
<b>Attending Out-of-District Schools</b>	<b>5</b>	<b>5</b>	
<b>Shared</b>	<b>1</b>	<b>1</b>	
<b>Total</b>	<b>720</b>	<b>720</b>	

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

6B.2 Hybrid Update

6B.3 September Parent Survey

7. Personnel

7A. Approval of Interim First Grade Teacher

Recommend approval of Nosheen Rana as an Interim First Grade Teacher pursuant to N.J.S.A. 18A:16-1.1 from October 12, 2020 to June 30, 2021 at a salary of \$54,936.00 prorated at \$47,794.32. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

7B. Approval of Interim Kindergarten Teacher

Recommend approval of Kathleen Augustin as an Interim Kindergarten Teacher pursuant to N.J.S.A. 18A:16-1.1 from October 19, 2020 to June 30, 2021 at a salary of \$54,936.00 prorated \$46,695.60. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

7C. Summer Hours 2020

Additional hours for Angie Manning to complete work related to remote learning, 10 hours @ \$52/hour, Total \$520.00.

7D. Committees

Recommend approval of the following staff members for 5 hours each for work on the following committees. Total \$5,980.00.

Staff Evaluation Committee

Tim Hart                      Antoinette DiEleuterio  
 Rob Cochrane              Jill Biddle  
 Marissa Holloway        Gayle Poedubicky

Student Expectations Committee

Vicki Weisgarber        Jenn Ancelo  
 Chris Gray                Maria Prince  
 Tracey Miller

Diversity Committee

Jennifer Maicher        Joan Mueller  
 Bayley Hickey         Danielle Christiansen  
 Melissa Chou            Colleen McDermott  
 Lauran Gleason        Jeanine May-Sivieri

Melody Khalifa                      Jackie Schaffer  
Cindy McNally                      Julia Johnson

Recommend approval of the following staff members for 10 hours each for work on the following committee. Total \$6,581.00.

Pandemic Response Team Committee

Carla Rigolizzo                      Charmaine Ramos  
Janet Haney                          Judy Schwartz  
Krista Metz                          Laura Flynn  
Anne Lawrence                      Melissa Carlton  
Kristi Boyle                          Danielle Christiansen  
Marnie Briel                          Gwendolyn McCreary  
Cori Esposito

7E.        Approval of Resignation

Recommend approval, with regret, of the resignation of Cori Esposito, School Nurse, effective December 13, 2020.

7F.        Approval of Lunch/Recess Aide

Recommend approval of Gladys Gill as lunch/recess aide for the remainder of the 2020-2021 school year (effective 10/22/2020), 3.16 hours per day for 139 days at \$14.00/ hour = \$6,149.36.

7G.        Approval of Substitutes for 2020-2021

Recommend approval of the following substitutes for the 2020-2021 school year:

Donald Haney                      Bus Driver  
Donald Haney                      Bus Aide

7H.        Approval of Usage of Sick Day Bank

Recommend approval of request dated October 13, 2020, for use of Sick Day Bank days by employee #4632. Employee #4632 will be paid the difference of their daily rate less the substitute rate for a maximum of 30 SDB days per the negotiated agreement.

7I.        Approval of G&T Planning Time

Recommend approval of Nicole DiMaiuta to create G&T session videos, 8 hours a week @ \$52/hr =\$416.00 per week for the duration of time of coverage of classroom in the absence of employee #4632.

8.        Curriculum & Instruction

8A.        Approval of ABA Services (Attachment)

Recommend approval of Amazing Transformations to provide applied behavioral therapist for behavioral and educational support services for the 2020-2021 school year, as per contract.

9.        Health & Safety

9A.        Nurses Report – September (Attachment) - Public

10.       Transportation

10A.      Approval of the Revised 2020-2021 Transportation Route - Bus 12 (Attachment)

10B.      Approval of 2020-2021 Northern Burlington Regional Joint Transportation Routes (Attachment)

11. 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.

\_\_\_\_\_  
Andrew Polo

\_\_\_\_\_  
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.

11A. Financial Approvals (Attachment)

Recommend approval of the following financial reports for the month of August 2020:

- Expenditures - Approval and ratification of Expenditures for August 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.
- Transfers for August
- Report of the Secretary
- Report of the Treasurer
- Monthly Transfer Report

Recommend approval of the following financial reports for the month of September 2020: (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.
- Transfers for September
- Report of the Secretary
- Report of the Treasurer
- Monthly Transfer Report

The following reports for October 2020: (Attachment)

- Expenditures - Approval and ratification of Expenditures for October 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 Temporary Purchasing Agent (QPA)

Recommend approval of Andrew Polo as Temporary Purchasing Agent (QPA) following Patricia Austin during the term of the appointment, a contracting unit's bid threshold may remain at the maximum amount allowed. Local Finance Notices 2011-15, and 2011-16.

11C. Approval to Withdraw Funds from Maintenance Reserve Account

Recommend approval to withdraw funds from the maintenance reserve account in the amount of \$60,000.00 for repairs to the rubber playground surface.

12. Facilities Update/Information

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

12B. School Dude Report (Attachment) - Public

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

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

**Vote Sections 5, 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:

Personnel

RESOLVED, that the aforesaid 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**