

Chesterfield Township Board of Education
Regular Meeting 7:00 p.m.
Wednesday, November 18, 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

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.

- 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

December 16, 2020 Regular Monthly Meeting

School District Important Dates

November 19, 2020 Evening Parent/Teacher Conferences
November 20, 2020 Afternoon Parent/Teacher Conferences
November 23, 2020 Evening Parent/Teacher Conferences
November 24, 2020 Afternoon Parent/Teacher Conferences
November 26-27, 2020 School Closed – Thanksgiving Holiday

4. Presentations

- 4A. Strategic Plan Presentation by The Dialogue Shop – Mr. Brian John Riggs
- 4B. Grade Level Goals – Mrs. Coletta Graham
- 4C. Mission & Vision for ELA Curriculum Development – Mrs. Jeanine May-Sivieri

5. 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.

6. Minutes (Attachment)

Recommend approval of the following minutes:

October 21, 2020	Regular Minutes
October 21, 2020	Executive Minutes
October 28, 2020	Work Session Minutes

7. Board of Education/Superintendent Reports

7A. Board Committee

7A.1 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

7B. Superintendent's Report

7B.1 Student Enrollment

Grade Levels	October 2020	November 2020	Net Change
Pre-School			
<i>Tuition</i>	0	0	
<i>Non-Tuition</i>	9	9	
<i>LMD (non-tuition)</i>	*5	*5	
<i>UMD (non-tuition)</i>	*5	*4	
Kindergarten	80	83	+3
1st	94	92	-2
2nd	103	103	
3rd	101	99	-2
4th	115	116	+1
5th	103	104	+1
6th	110	110	
Total In-District	715	716	+1
Attending Out-of-District Schools	5	5	
Total	720	721	+1

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

7C. Student Safety Data System Report – SSDS (Formerly EVVRS) – Mrs. Coletta Graham

8. Personnel

8A. Approval of Mentor

Recommend approval of Melissa Berger as a mentor for Karen Perez for the 2020-2021 school year at 50% of the annual stipend of \$550.00 ÷ 50% = \$275.00. (Ms. Perez has already completed 16 weeks of mentoring at a different position)

8B. Approval of Mentor

Recommend approval of Carla Rigolizzo as a mentor for Kate Augustin for the 2020-2021 school year at an annual stipend of \$550.00.

8C. Approval of Mentor

Recommend approval of Courtney Kovac as a mentor for Nosheen Rana for the 2020-2021 school year at an annual stipend of \$550.00.

8D. Approval of Lunch/Recess Aide

Recommend approval of Sophie Carr-Olschewsil as lunch/recess aide for the remainder of the 2020-2021 school year. Start date and salary to be determined pending background check.

8E. Approval of Interim Special Education Teacher

Recommend approval of Vingra Steponkeviciute as an Interim Special Education Teacher pursuant to N.J.S.A. 18A:16-1.1 from **November 20, 2020 to June 30, 2021 at BA Step 1- \$54,936 prorated to \$40,377.96.** Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

8F. Approval of Interim Special Education Teacher

Recommend approval of June Cantor as an Interim Special Education Teacher pursuant to N.J.S.A. 18A:16-1.1 to act in the place of Taylor Borgstrom through January 29, 2021 at BA Step 1- \$54,936 (start date and prorated salary

pending background check). Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

8G. K-5 Science Curriculum Committee

Recommend approval of the following staff members for the K-5 Science Curriculum Committee up to 10 hours per committee member @ \$52/hr. Total \$4,160.00.

Courtney Kovac	Antoinette DiEleuterio
Mike Brayton	Maria Martinez
Maria Prince	Erin Casey
Tim Hart	Mariel Tringali

8H. Approval to Increase Secretary Substitute, Lunchroom/Recess/Copy Aide Substitute, Bus Aide Substitute Rates

BE IT RESOLVED THAT the Chesterfield Board of Education does hereby approve the following substitute rates as of January 1, 2021:

New Hire \$12.00 per hour
 1-4 years of service \$12.50 per hour
 5 + \$13.00 per hour

8I. Approval of Continuation of Leave of Absence

Recommend approval of continuation of leave of absence for Lauren Rahey, First Grade Teacher, for the remainder of the 2020-2021 school year.

8J. Approval of Extension for Interim First Grade Teacher

Recommend approval of extension for 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 for the remainder of the 2020-2021 school year at a prorated salary of \$38,455.20. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

9. Curriculum & Instruction

9A. Mentor Plan (Attachment)

Recommend approval of the 2020-2021 Mentor Plan.

10. Health & Safety

10A. Nurses Report – October (Attachment) - Public

10B. Emergency Drill Report (Attachment) – Public

Communications Drill	October 29, 2020
Communications Drill	October 30, 2020
Fire Drill	November 4, 2020

11. Staff Professional Development

11A. Approval of Workshop

Recommend approval of the following workshops:

Name	Position	Destination	Justification	Date	Workshop/Exhibit Cost to District		
					Reg. Fee	Mileage	Funding
Charmaine Ramos	School Nurse	Online webinar	School Nurses: Best Strategies for	12/1/2020	\$279.00	\$0.00	-----

			Success During School Medical Emergencies				
Kimberly Barca	Speech- Language Specialist	Online	Language Acquisition Through Motor Planning	11/9/2020	\$109.00	\$0.00	-----

11B. Approval of Reimbursement for Required Job Improvement (Attachment)

Recommend approval of reimbursement for required job improvement for the following staff member, in accordance with the negotiated agreement, upon successful completion of the following graduate course directly related to the employee's job description in accordance with the requirements of their certification:

Lauran Gleason Understanding Immigrant Origin Students Language, (3 credits) \$2,055.00 (\$685.00/cr)
Culture & Mobility

12. 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.

12A. Financial Approvals (Attachment)

Recommend approval of the following financial reports for the month of October:

- 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.
- Transfers for October
- Report of the Secretary
- Monthly Transfer Report for County Approval
- Report of the Treasurer

Recommend approval of the following financial report for the month of November: (Attachment)

- Expenditures - Approval and ratification of Expenditures for November 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.

12B. Approval of Personnel Waiving Health Benefits (Attachment)

Recommend approval and payment of the attached list of personnel waiving health benefits as of November 18, 2020.

12C. Approval of Tentative Budget Calendar for the 2020-2021 Budget (Attachment)

Recommend approval of the tentative budget calendar for the 2020-2021 school year budget.

12D. Approval of Submission of Alyssa's Law Grant

Recommend approval of submission of the Alyssa's Law Compliance and School Security Grant in the amount of \$39,693.00. The funds were used to be in compliance with Alyssa's Law. Additional funds were used for upgrades to site and building security. Local funds were used if the costs of the work exceeded the grant amount.

12E. CPEF Grant Acceptance (Attachment)

Recommend approval of the following grants:

5th Grade Teachers are requesting school wide site license for Discovery Education for all students K-6. Cost \$4,000.00.

5th Grade Teachers are requesting Freckle, interactive website with engaging online activities for ELA and Math; differentiated targeted instruction \$24 per student, 104 students. Cost \$2,496.00.

Melody Khalifa, School Counselor is requesting books to be used by the counselors during character education lessons. Cost \$1,048.80.

1st Grade Teachers are requesting a subscription to Bloom Plan online guided reading resource. 3 class subscriptions \$167.00 each. Cost \$501.00.

13. Facilities Update/Information

13A. Building & Grounds Report (Attachment) – Public

13B. Health & Safety Evaluation of School Buildings Checklist (Attachment)

Recommend approval of the Health & Safety Evaluation of School Buildings for the 2020-2021 school year.

13C. Approval of the School Safety and Security Plan (Attachment)

Recommend approval of the School Safety and Security Plan for the 2020-2021 school year.

13D. School Dude Report (Attachment) - Public

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

13E. Solar Renewable Energy Credits Analysis (Attachment) - Public

Vote Sections 6, 7, 8, 9, 10, 11, 12, 13

14. Other Business

15. Other Public Comments

16. 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:

At the time of printing - No Executive Session is planned

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 16

17. Motion to Return to Public Session

Vote Section 17

18. Motion to Adjourn

Vote Section 18