

Chesterfield Township Board of Education
Regular Meeting 7:00 p.m.
Wednesday, November 15, 2017
Minutes

The regular meeting of the Chesterfield Township Board of Education was opened at 7:00 p.m., by President Jignesh Shah, with a flag salute and moment of silence.

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.

Roll Call

Board Members present:

Mr. Jignesh Shah, President
Mrs. Peggy Hallion, Vice President
Mrs. Laura Bond
Dr. Terran Brown
Mr. John Probasco

Members of administration present:

Mr. Scott Heino, Superintendent
Mr. Michael Mazzoni, Principal
Mr. Patrick Pisano, Business Administrator/Board Secretary

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 January 11, 2017:

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

Meeting Information/Important Dates

Board of Education Important Dates:

December 20, 2017 Regular Monthly Meeting

School District Important Dates

November 16, 2017	Early Dismissal - Evening Parent/Teacher Conferences
November 17, 2017	Early Dismissal - Afternoon Parent/Teacher Conferences
November 20, 2017	Early Dismissal - Evening Parent/Teacher Conferences
November 21, 2017	Early Dismissal - Afternoon Parent/Teacher Conferences
November 21, 2017	Picture Retakes
November 22, 2017	Early Dismissal
November 23-24, 2017	School Closed – Thanksgiving Holiday

November 27, 2017	CPEF Barnes & Noble Night/Red Robin Night
November 30, 2017	District Technology Committee Meeting
December 4-8, 2017	PTA Holiday Shop
December 6, 2017	CPEF Monthly Meeting
December 14, 2017	PTA Cookies w/Santa
December 14, 2017	Mid-Marking Period

Presentation of PARCC Perfect Scores

Mr. Mazzone presented certificates to 8 students who received perfect scores on the 2016-2017 PARCC.

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.

Amy Jablonski thanked the Board for posting the agenda attachments so everyone can review them efficiently before the meeting. She stated she is happy to see changes to policy #3542.2 School Meal Program Arrears and correcting the policy to specify that no student will be denied lunch.

Jackie Halaw thanked the Board for the attachments; she said it will help with being more transparent. In the future I hope you will be releasing all of the attachments including the draft minutes, financial reports, science curriculum, etc. She had questions about the QSAC scores, science curriculum and release of meeting minutes. She stated that teachers are still working without a contract and hopes that gets resolved soon.

Mr. Heino responded to the questions about the science curriculum on the QSAC attachment, his answer was they are asking for the most recent revision. He said he would look into the release of the meeting minutes.

School Community Partnerships

Chesterfield PTA - None

Chesterfield Public Education Fund - Carol Cooper-Braun, CPEF President, stated that the Read-a-Thon is currently under way, Barnes & Noble/Red Robin Night Fundraiser is scheduled for November 27, 2017. She thanked real estate agent Mr. Frank Angelucci for generously donating \$500.00 to the CPEF for every house he sells in Chesterfield. At this time he has donated a total of \$2,000.00.

CPEF Grant Request (Attachments) – Public

A motion was made by Mrs. Hallion and seconded by Mr. Probasco to approve the following grant:

4th Grade Teachers requesting 130 student subscriptions to Time for Kids, the nonfiction magazine supports anchor standards in most subjects. Cost \$643.50.

Earl Worgess and Chris Gray requesting to replenish supplies needed to continue the "Mileage Club" fitness activity for grades 3 - 6. Cost \$117.65.

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

Correspondence (Attachment) - Public

Letter dated November 14, 2017, to the Board of Education and Mr. Heino from Amy Jablonski, regarding the release of attachments and clarification of comments from Mr. Adams of NJSBA.

Minutes (Attachment)

A motion was made by Mrs. Hallion and seconded by Dr. Brown to approve the following minutes:

October 18, 2017 Regular Minutes

October 18, 2017 Executive Minutes

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

Board of Education

Mr. Heino updated on the policy committee stating that the committee feels they are moving to quickly revising policies. They are going to slow down the revision process to 2 – 3 policies per month. Mr. Heino stated that Jean Harkness from NJSBA can come out and sit with our policy committee to see how we are working as a committee.

Committee Reports

Board Committee/Superintendent Reports

<u>Committee</u>			<u>Meeting Dates</u>
Human Resources	Chair	Peggy Hallion Terran Brown	prior to the January, May and September meetings
	Admin. Rep.	Mike Mazzoni	
Curriculum & Instruction	Chair	Laura Bond Jignesh Shah	prior to the February, June and October meetings
	Admin. Rep.	Jeanine May-Sivieri	
Finance	Chair	Jignesh Shah Peggy Hallion	prior to the March, July and November meetings
	Admin. Rep.	Patrick Pisano	
Student Services	Chair	Terran Brown John Probasco	prior to the April, August and December meetings
	Admin. Rep.	Anthony Calandrillo	
BURLCO School Boards Association Executive Committee Delegate:			Terran Brown
Alternate Delegate:			Jignesh Shah
Legislative Chairperson & Delegate to NJ School Boards Association:			Terran Brown
Alternate Delegate:			John Probasco
District Advisory Committee:			Laura Bond
			Terran Brown

Superintendent's Report

Student Enrollment

Grade Levels	October 2017	November 2017	Net Change
Pre-School			
<i>Non-Tuition</i>	9	12	+3
<i>Preschool Disabled (non-tuition)</i>	7	7	
<i>Tuition</i>	15	14	-1
Kindergarten	88	87	-1
1 st	103	102	-1
2 nd	101	101	
3 rd	105	105	
4 th	114	114	
5 th	121	122	+1
6 th	90	91	+1
Total In-District	753	755	+2

Attending Out-of-District Schools	4	4	
Total	757	759	+2

Approval of Resolution to Submit QSAC Statement of Assurance (Attachment) - Public

A motion was made by Mrs. Hallion and seconded by Dr. Brown to approve the following items:

Approval of the Resolution to Submit the QSAC Statement of Assurance for the 2017-2018 school year.

NJ QSAC - STATEMENT OF ASSURANCE

Whereas, the Chesterfield Board of Education in the County of Burlington has completed the Statement of Assurances under NJ QSAC for the 2017-2018 school year, and

Whereas, N.J.A.C. 6A:30-3.2 (f) requires participating school districts to hold a public meeting to approve the submission of the district's Statement of Assurance with respect to this process, and

Whereas, the Chesterfield Board of Education in the County of Burlington has reviewed the district's Statement of Assurance and hereby approves this document.

Now Therefore Be It Resolved, that the Chesterfield Board of Education does hereby authorize the Superintendent of Schools to submit the attached Statement of Assurances to the Commissioner of Education in compliance with the provisions of N.J.A.C. 6A:30-3.2 (f)

NJ Department of Education Update

Approval to adopt the following Resolution:

In Support of Retaining the State and Local Tax Deduction

WHEREAS, The United States Senate and House of Representatives are considering legislation, "The Tax Cuts and Jobs Act," to restructure the federal income tax system, and

WHEREAS, The House and Senate versions of the proposals would severely limit or eliminate the current deductibility of local property taxes and state income and sales taxes, and

WHEREAS, Eliminating or restricting deductions for state and local taxes would result in a financial burden for a substantial number of New Jersey households, and

WHEREAS, The Government Finance Officers Association has found that eliminating the state and local tax deduction would be felt most harshly by public school districts, which rely on local and state tax revenue for support, and

WHEREAS, In New Jersey, the federal government provides only 4.2 percent of the funding for public education, making the state's public schools the second most dependent in the nation on state and local revenue, and

WHEREAS, A report by the Rockefeller Institute shows that New Jerseyans pay \$31 billion more in federal income taxes than the state receives back in federal services, and

WHEREAS, The Chesterfield Township Board of Education believes that elimination or restriction of deductibility of state and local taxes would pose a financial burden on the state's public schools and its citizens, and

- WHEREAS, Certain tax reform proposals would also eliminate advance refunding of bonds, which allow school districts to refinance at lower interest and lower cost to taxpayers, and
- WHEREAS, Some tax reform proposals would also expand tax-advantaged savings programs to include private school tuition, thereby diverting limited federal funds from public to non-public schools. Now therefore be it
- RESOLVED, That the Chesterfield Township Board of Education urges the U.S. Senate and House of Representatives to oppose any tax reform legislation that would restrict deductibility of state and local taxes, and be it further
- RESOLVED, That the Chesterfield Township Board of Education urges the U.S. Senate and House of Representatives to oppose legislation that would limit the financial flexibility of local school districts and/or divert public funds to non-public schools, and be it further
- RESOLVED, That this resolution be sent to U.S. Representative [district's Congressional Representative], U.S. Senator Robert Menendez, and U.S. Senator Cory Booker, and be it further
- RESOLVED, That copies of this resolution be sent to the New Jersey School Boards Association and the Burlington County School Boards Association.

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

Board Policy

The Board discussed policies and feel they still need more time to look into them.

The following policy recommended for approval was tabled:

Second Reading of Revised Policy (Attachment) - Public

The following revised policy is being presented for a second reading was tabled:

Policy #3542.2 School Meal Program Arrears

The policy being presented for a second reading was tabled. No vote.

Personnel

A motion was made by Mrs. Hallion and seconded by Mrs. Bond to approve the following personnel items:

Extra Time

Approval of the extra time for the following employees:

<u>Staff Member</u>	<u>Brief Description of Work Completed</u>	<u>Total amount</u>
Chou, Melissa	Missed Prep due to CST meeting (10/23/17 & 11/1/17)	\$70.00
Hillman, Melissa	Missed Prep due to CST meeting (10/12/17, 10/16/17 & 10/17/17)	\$105.00
O'Brien, Jennifer	Attended In-Service 10/6/17 (above In-Service hours for part time status)	\$262.46

Psychology Internship

Recommend approval of Nicolette Morales, student from The College of New Jersey to do a psychology internship with Danielle Christiansen, for 160 hours, 3 days a week from January 2018 to May 2018.

Interim First Grade Teacher Extension

Approval of the extension of Jennifer Maicher as Interim First Grade Teacher (Melissa Berger) commencing December 5, 2017, through February 1, 2018, at \$264.66 (BA Step 1-2) for days 43-78 at a cost of \$9,527.76. (This includes one transition day.)

Technology Committee

Approval of the following personnel to work on the technology committee for the 2017-2018 school year.

Michael Brayton	\$52/hour @ 6 hr. max. total	\$312.00, per negotiated agreement
Maria Prince	\$52/hour @ 6 hr. max. total	\$312.00, per negotiated agreement
Angela Manning	\$52/hour @ 6 hr. max. total	\$312.00, per negotiated agreement
Melissa Carlton	\$52/hour @ 6 hr. max. total	\$312.00, per negotiated agreement
Marnie Briel	\$23.65/hour @ 6 hr. max. total	\$141.90

For a total cost of: \$1,389.90

Salary for Speech Language Specialist

Approval of salary for Kimberly Barca, Speech Language Specialist effective October 30, 2017 at MA Step 11 for the prorated amount of \$60,426.00, as per negotiated agreement. (Board approval of employment on August 30, 2017 had salary to be determined based on start date.)

Substitutes

Approval of the following substitutes for the 2017-2018 school year:

Christina Randazzo	Teacher
Nijhae McKenney	Custodian
James Aversano	Aide (pending background clearance)
Jacquelyn Troiani	Aide (pending background clearance)
Jessica Wszolek	Aide (pending background clearance)

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

Curriculum & Instruction

A motion was made by Mrs. Hallion and seconded by Mrs. Bond to approve the following items:

Fairview Lake Field Trip for the 2017-2018 School Year

Approval of a field trip to Fairview Lake for the sixth grade students for the 2017-2018 school year, February 6 – 9, 2018.

One to One Nurse (Attachment)

Approval of one to one nurse from Bayada Home Health Care, Inc. for student SID# 8023814607 as per student's IEP at a rate of \$42/hour.

Paraprofessional

Approval of one additional paraprofessional from Insight Workforce Solutions, L.L.C. for preschool inclusion classroom.

Revised K – 5 Science Curriculum

Approval of the revised K – 5 science curriculum for the 2017-2018 school year.

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

Health & Safety

A motion was made by Mrs. Hallion and seconded by Mr. Probasco to approve the following items:

Nurses Report – October (Attachment) - Public

Emergency Drill Report (Attachment) - Public
Fire Drill October 19, 2017

Student Code of Conduct (Attachment) - Public
Report for October

H.I.B. Incidents (Attachment)

There was one HIB incident reported and one confirmed for October.

A call of the roll indicated an affirmative vote. Four ayes. One nay. (Bond) Motion carried.

Staff Professional Development

Workshop

A motion was made by Mrs. Hallion and seconded by Mr. Probasco to approve of the following workshop:

Name	Position	Destination	Justification	Date	Reg. Fee	Mileage
Melissa Carlton	School Psychologist	Online webinar	Conducting the VB-MAPP Assessment	11/30-12/01/2017	\$99.00	\$0.00

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

Board of Education and Board Secretary Monthly Certifications

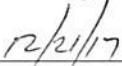
A motion was made by Mrs. Hallion and seconded by Mrs. Bond to approve the following financial items:

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.

Financial Approvals (Attachments)

Approval of the following financial reports for the month of September:

- 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: #027 to #033
- Report of the Secretary
- Budget Report
- Revenue Report
- Monthly Transfer Report
- Report of the Treasurer

Approval of the following financial reports for the month of October: (Attachments)

- 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: #034 to #039
- Report of the Secretary
- Budget Report
- Revenue Report
- Monthly Transfer Report
- Report of the Treasurer

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.

Surplus Property Disposal (Attachment) - Public

Approval to dispose of two expired Cosco car seats and one Snapper snow blower.

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

Other Business – Mrs. Bond said thank you for committing funds for the Board to attend the NJSBA Convention in October, we learned a lot during the classes we attended, it was very worthy.

Facilities Update/Information

A motion was made by Mrs. Hallion and seconded by Mr. Probasco to approve the following items:

Supervisor of Building & Grounds Report - Robert Carter (Attachment) - Public

School Dude Report (Attachment) - Public

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

Solar Renewable Energy Credits Analysis (Attachment) - Public

Use of Facilities

Approval of the following use of facilities for the 2017-2018 school year:

Name Of Organization	Facility requested	Description of Activity	Date
PTA	Atrium	Evening Holiday Shop	12/5/17 & 12/7/17

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

Other Public Comments

Jackie Halaw stated that the professional service link on the school website is not working for public bids. She asked if the Board was going out for bids for professional services this year. She suggested that the Board look for a new attorney. She feels an attorney should be sitting in on all the Board meetings. Mr. Heino and Mr. Pisano explained that we do not have to go out for bids for professional services every year, but we do approve the professional services each year at the reorganization meeting in January.

Adjourn to Executive Session

A motion was made at 7:42 p.m. by Mrs. Bond and seconded by Mrs. Hallion to approve the following resolution to adjourn to executive session:

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:

Pending Litigation Matter
Personnel Matter

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.

Return to Public Session

A motion was made at 8:12 p.m. by Mrs. Bond and seconded by Mrs. Hallion to return to public session.

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

Personnel

Emergency Leave (Attachment)

A motion was made by Mrs. Hallion and seconded by Dr. Brown to approve an emergency leave for Jennifer Cirillo, Second Grade Teacher, from November 14, 2017 through December 4, 2017.

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

Extension of Interim Teacher

A motion was made by Mrs. Bond and seconded by Dr. Brown to approve the extension of Caroline Conroy as Interim Second Grade Teacher (Jennifer Cirillo) commencing November 14, 2017 through December 5, 2017, at a per diem rate of \$264.66 (BA Step 1-2) for days 50-63 at a cost of \$3,705.24. (This includes one transition day.)

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

Adjourn

A motion to adjourn was made by Mr. Probasco and seconded by Dr. Brown at 8:19 p.m. All agreed.

Respectfully submitted,



Patrick Pisano
Business Administrator/Board Secretary