

Chesterfield Township Board of Education
Special Training Meeting 6:00 p.m.
Regular Meeting 7:00 p.m.
Wednesday, June 20, 2018
MINUTES

The special/regular meeting of the Chesterfield Township Board of Education was opened at 6:01 p.m., by President Jignesh Shah.

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

Other administration present:

Mr. Scott Heino, Superintendent
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 June 17, 2018:

- 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 has prepaid any charge fixed for such service.

NJSBA Training Session

New Jersey School Boards Association Field Service Representative Mr. Jesse Adams – Social Media Training

Meeting Information/Important Dates

Board of Education Important Dates:

July 18, 2018 Regular Monthly Meeting

School District Important Dates

June 21, 2018	Early Dismissal/6 th Grade Graduation	
June 22, 2018	Early Dismissal/Last Day of School	
July 2-26, 2018	Remedial/ESY/Pre-K ESY Summer Program	Monday – Thursday

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.

Mr. Shah stated to the public that they could make comments about school funding at this time or at the end of the meeting.

Jackie Halaw stated that she thinks it is important for the Board to have a discussion about school funding, to have a vision and plan in place. The community needs to know where the money will go.

Andrea Katz stated that she would like to have a conversation after the Superintendent's proposal on school funding. We would like to know what the district's needs are.

Kelley Johnson stated that if we get additional school funding she is not looking for refund or reduction in her taxes, we need to bring our school to adequacy and meet the needs of the school first.

School Community Partnerships

Chesterfield PTA - None

Chesterfield Public Education Fund - Carol Cooper-Braun announced the officers for the 2018-2019 school year. The next meeting is Wednesday, August 1, 2018.

Correspondence (Attachment)

Letter dated June 8, 2018 to the Board of Education from the Chesterfield Township Athletic Association (CTAA).

Letter dated June 18, 2018 to the Board of Education from Sue Muzzillo, regarding spending of additional funding.

Minutes (Attachment)

A motion was made by Ms. Hoggan and seconded by Mrs. Bond to approve the minutes for the following meetings:

May 16, 2018 Regular Minutes

May 16, 2018 Executive Minutes

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

Board of Education

Board Committee – Curriculum & Instruction - Mrs. Bond gave an update on the world language curriculum.

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

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

Compressor Station & Pipeline Impact Committee: Christina Hoggan

Board Member Training (Attachments) – Public
Board Member Training Mandated by New Jersey School Boards Association

Superintendent's Report
Mr. Heino gave an update on the school funding litigation.

Student Enrollment

Grade Levels	May 2018	June 2018	Net Change
Pre-School			
<i>Non-Tuition</i>	12	12	
<i>Preschool Disabled (non-tuition)</i>	7	7	
<i>Tuition</i>	14	14	
Kindergarten	90	90	
1st	104	102	-2
2nd	104	105	+1
3rd	103	103	
4th	114	114	
5th	122	122	
6th	93	93	
Total In-District	763	762	-1
Attending Out-of-District Schools	5	5	
Total	768	767	-1

Board Policy

First Reading of Revised Policies and Regulation (Attachments) – Public
The following revised policies and regulation are being presented for the first reading:

Policy #4116	Evaluation of Teaching Staff Members
Regulation #4116	Evaluation of Teaching Staff Members
Policy #4131/4131.1	Staff Development; Inservice Education/Visitations/Conferences
Policy #5119	Transfers

Personnel

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

Reappointment of Business Administrator/Board Secretary for 2018-2019 (Attachment)

RESOLVED that the Board of Education approve an employment contract between the Chesterfield Township Board of Education and Patrick Pisano effective July 1, 2018 through June 30, 2019 at a salary of \$102,500. This employment contract has been approved by the Executive County Superintendent of Schools in accordance with N.J.A.C. 6A:23A-3.1.

Maternity Leave of Absence

Approval of maternity leave of absence for Kimberly Breiland, 3rd Grade Teacher, from approximately September 6, 2018 through June 30, 2019.

Maternity Leave of Absence

Approval of maternity leave of absence for Jennifer Hamer, Resource Teacher, from approximately September 6, 2018 through January 2, 2019.

Retirement

Approval, with regret, of the retirement of Nancy Spivack, Special Education and Basic Skills Teacher, effective July 1, 2018.

Sick Pay Compensation

Approval of sick pay compensation to Nancy Spivack, due to her retirement, per the negotiated agreement, in the amount of \$10,500.00, payable on July 15, 2018.

Elementary Education Teacher

Approval of Jennifer Ancelo as Elementary Education Teacher for the 2018-2019 school year at MA Step 7 - \$60,068.00, as per negotiated agreement.

Substitute Secretary

Approval of the following substitute for the 2017-2018 school year:
Shannon Coleman Substitute Secretary

Substitutes for the 2018-2019 School Year (Attachment)

Approval of the attached list of substitutes for the 2018-2019 school year.

Summer Hours 2018

Approval of ESY Preparation Time

Two hours of preparation time is needed prior to the start of ESY. This includes materials and instructional preparation as well as classroom preparation. Classroom preparation includes furniture and room arrangement coordinated with the Maintenance Department.

Jenn Hamer – Pre-K Teacher	2 hrs. x \$52 hr. \$104.00 Subject to negotiations
Elizabeth Schauer – PSD Teacher	2 hrs. x \$52 hr. \$104.00 Subject to negotiations
Erin Casey – K-3 Teacher	2 hrs. x \$52 hr. \$104.00 Subject to negotiations
Antoinette DiEleuterio – 4-5 Teacher	2 hrs. x \$52 hr. \$104.00 Subject to negotiations

Approval of ESY 2018 SpellRead Program

Erin Casey-July 2-August 9	40 minutes per day x 23 days = 15.41 hrs. x \$52 hr. =\$801.32 (Subject to negotiations)
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TBD-July 2-July 26	40 minutes per day x 15 days = 10.05 hrs. x \$52 hr. =\$522.60 (Subject to negotiations)
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Approval of 21st Century Life and Careers Curriculum Committee

Approval of the following personnel to revise the 21st Century Life and Careers curriculum.

21st Century Life and Careers Curriculum - 2 staff members; up to 25 hours each, \$52/hour, per the negotiated agreement: (Total \$2,600.00)

Maria Prince

Courtney Kovac

Science Curriculum Committee

Approval of the following personnel to work on the science curriculum. (Pending School Funding)

Science Curriculum – 7 staff members; up to 14 hours each, \$52/hour, per the negotiated agreement: (Total \$5,096.00)

Carla Rigolizzo
Anne Lawrence
Robert Cochrane
TBD

Courtney Kovac
Gayle Poedubicky
Jillian Biddle

Report Card Committee

Approval of the following personnel to work on the standards based report card for 5th and 6th grade for the 2018-2019 school year. (Pending School Funding)

Report Card Committee – 3 Staff members; up to 30 hours each, \$52/hour, per negotiated agreement: (Total \$4,680.00)

Valerie Lydon
TBD

Jillian Biddle

Summer Hours

Approval for Robin Blauth (\$14.63/hour) and Vivian Cacace, (\$15.14/hour), as needed to perform clerical duties during the summer months not to exceed 20 hours each.

Summer Custodian

Approval of Thaddeus Thompson as part-time summer custodian commencing June 25, 2018 through August 31, 2018, 26 hours per week at an hourly rate of \$12.75. (Pending background check)

Summer Hours

Laura DiMeola Library 20 hours @\$52/hr. = \$1,040.00 (Subject to negotiations)

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

Health & Safety

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

Nurses Report - May (Attachment) – Public

Emergency Drill Report (Attachment) – Public

Lock-Down	May 31, 2018
Fire Drill	June 6, 2018
Evacuation Drill	June 8, 2018

Student Code of Conduct (Attachment) - Public
Report for April and May

H.I.B. Incidents (Attachment)

April Final Approval:

There were four HIB incidents reported and none confirmed for April.

May Preliminary Approval:

There was one HIB incident reported and one confirmed in May.

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

Staff Professional Development

A motion was made by Ms. Hoggan and seconded by Dr. Brown to approve the following workshops and mileage:

Workshops

Approval of the following workshops and mileage:

					Workshop/Exhibit Cost to District	
Name	Position	Destination	Justification	Date	Reg. Fee	Mileage
Patrick Pisano	Business Administrator	Robbinsville	School Safety Specialist Training	June 25-28, 2018	\$0.00	\$26.04
Michael Mazzoni	Principal	TBD	School Safety Specialist Training	August 6-9, 2018	\$0.00	TBD
Linda Nice	Adm. Secretary	Robbinsville	Regional Training for District Certification Staff	August 9, 2018	\$0.00	\$0.00

Tuition Reimbursement (Attachment)

Mr. Heino has approved tuition reimbursement for the following staff member, in accordance with the negotiated agreement, upon successful completion of the following graduate course:

Bethann Molesky Foundations, Concepts & Principles of Behavior Analysis (3 credits) \$895.00

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

Transportation

A motion was made by Ms. Hoggan and seconded by Mrs. Bond to approve of the following transportation item:

Transportation Routes for ESY Program (Attachment)

Approval of the attached bus routes for the 2018 ESY Program.

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

Financial

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

Board of Education and Board Secretary Monthly Certifications

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

6/21/18
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 (Attachment)

Recommend the following financial approvals:

- Expenditures - Approval and ratification of Expenditures for May 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.
- May Transfers #102 to #120 for the 2017-2018 school year

The following reports for May are attached:

- Budget Report
- Revenue Report
- Monthly Transfer Report
- Report of the Secretary
- Report of the Treasurer

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

- Expenditures - Approval and ratification of Expenditures for June 2018. 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.

2018-2019 Tax Payment Schedule (Attachment)

Approval of the attached 2018-2019 tax payment schedule.

Systems 3000 Agreement (Attachment)

Approval of the attached agreement for a 3-year agreement with Systems 3000, locking in increases to 2% per year. See attachment for detail.

Substitute Teacher Rate for the 2018-2019 School Year

Approval of the substitute teacher rate of \$90.00 a day for the 2018-2019 school year.

Property, Casualty and Student Accident Insurance (Attachment)

Burlington County Insurance Pool Joint Insurance Fund (BCIP JIF) is being recommended by our insurance broker, The Barclay Group for property, casualty and student accident insurance for a 3 year contract starting in the 2018-2019 school year.

Report of Awarded Contracts (Attachment)

Approval of the Chapter 47 contract renewal as of June 30, 2018.

Contract to Perform 2017-2018 Audit (Attachment)

Approval of the contract with Holman Frenia Allison, P.C. to perform the audit on the financial records for the 2017-2018 school year not to exceed \$16,220.

Resolution to Approve Transfer of Current Year Surplus to Reserve

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a board of education to establish and/or deposit into certain reserve accounts at year end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution; and

WHEREAS, the Chesterfield Township Board of Education wishes to deposit current year surplus, if available, into the Capital Reserve Account or the Maintenance Reserve Account, at year end; and

WHEREAS, the Chesterfield Township Board of Education has determined that a combined total of up to \$250,000 may be transferred to a Capital Reserve or Maintenance Reserve Account, if surplus is available and it is determined to be financially beneficial to the district; be it therefore

RESOLVED, that the Board of Education authorize the Business Administrator/Board Secretary to make the determination and act upon transferring the surplus funds, consistent with all applicable laws and regulations.

Resolution to Join Hunterdon County Educational Services Commission

RESOLUTION FOR MEMBER PARTICIPATION
IN A COOPERATIVE PRICING SYSTEM (Attachment)

A RESOLUTION AUTHORIZING THE CHESTERFIELD TOWNSHIP BOARD OF EDUCATION
TO ENTER INTO A COOPERATIVE PRICING AGREEMENT

RESOLUTION NUMBER 06-18

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Hunterdon County Educational Services Commission, hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on JUNE 20, 2018 the governing body of the CHESTERFIELD TOWNSHIP BOARD OF EDUCATION, County of BURLINGTON, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the CHESTERFEILD TOWNSHIP BOARD OF EDUCATION.

AUTHORITY

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the BUSINESS ADMINISTRATOR, PATRICK PISANO is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

JUNE 20, 2018

This resolution shall take effect immediately upon passage.

Related Services Providers

Approval of the following related services providers for the 2018 ESY program.

Annemarie Petty	Occupational Therapy	\$68.00/hr.	\$315.00/evaluation
Clare Fannon	Physical Therapy	\$80.00/hr.	\$250.00/evaluation

IDEA Grant Application Submission for 2018-2019 (Attachment)

Approval of the submission of the IDEA grant application for 2018 -2019 school year.

ESSA (NCLB) Grant Application Submission for 2018-2019 (Attachment)

Approval of the submission of the ESSA (NCLB) grant application for 2018-2019 school year.

Sell Solar Renewable Energy Credits (Attachment)

Approval to sell Solar Renewable Energy Credits (SRECS) prior to June 30, 2018.

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

Facilities Update/Information

A motion was made by Mrs. Jablonski and seconded by Ms. Hoggan 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 May from the School Dude software are attached.

Solar Renewable Energy Credits Analysis (Attachment) – Public

This item was walked on:

Use of Facilities

A motion was made by Ms. Hoggan and seconded by Mrs. Bond to approve the following use of facilities:

Name Of Organization	Facility requested	Description of Activity	Date
FVL 2019	Classroom	ETS Testing Fundraiser	TBD

A call of the roll indicated an affirmative vote. Four ayes. No nays. One abstained. (Brown) Motion carried.

Other Business

Discussion on School Funding

Dr. Brown presented his own personal thoughts and opinion on school funding and how he feels it should be distributed if Chesterfield were to receive additional state aid.

Other Public Comments

Rita Romeu thanked Dr. Brown for his presentation.

Mr. Kenny asked about kindergarten classes and stated he feels the Board should look at the teachers' contract if the funding comes in. Teachers and programs come first.

Steven Jablonski read a letter he had previously emailed the Board regarding his feelings on additional school funding. He stated it should go back into the school for uses like one to one technology, music and vocal programs, world language, professional development, STEM supplies, and all other programs that we do not have. Settle the teachers' contract. He doesn't feel we need an additional vice principal. He stated that tax relief would be a betrayal to all the people in this community that have worked so hard to get this funding. The funds as a small tax break are not wanted. The funding should benefit the children. He would like to see the Board and Superintendent develop a long term plan with input from the community.

Dawn Sheridan stated that parents would have volunteered if the library was cut. She feels we all need to work together to help the children, volunteer to coach and teach things you know. The money needs to go to the taxpayers. We need to band together.

Kelley Johnson stated that she didn't take off work to look legislators in the eye to get tax relief; I don't want the money back. We don't need \$200, my son needs an education. We don't have the extras. My house will be on the list for sale if we give back tax relief. I fought for these kids and what they missed out on for years. How will we justify the money if we use it for tax relief?

Carol Cooper Braun stated she doesn't want to see a couple hundred dollars back from tax relief. It would be a slap in the face. The teachers need contracts. The refund wouldn't mean anything. We fought for our kids and that is why this community is great!

Maggie Brittan stated that she echoes what everyone has already said. Think about how this will benefit the teachers and the kids when you make the plan. We have been fighting for this money so we can give the extras to the kids that we could never give it to them before. She also asked what the status of the 6th grade parents refund check for the Fairview Lake Trip was. Mr. Pisano answered that the checks were cut on Monday.

Stacy Lindes stated that she feels there is a lack of willingness to be transparent with the plan. There are so many new faces here tonight that have not been here before. I don't understand why you aren't showing us what plan you have? You sent a letter saying you didn't want to wait until the eleventh hour. The teachers still don't have a contract. We are here for information and no one wants to share with us.

Andrea Katz stated that she echoes what Stacy Lindes said and she is very disappointed that the district has no plan or no vision. Is there a plan in place? We would like to see the plan. Why can't we see the plan?

Mr. Heino replied, you already asked me that question and I told you there is a subcommittee and they are still working on the plan.

Andrea Katz commented that your vision should be very clear for us to see. I spent hours of my life fighting for this money. We should be ready to go.

Full Board had a discussion on what is happening in the committee meetings. The Board informed the public that there is a plan and it is a very well thought out plan. Mr. Heino will share the plan when and if we receive additional school funding.

Jackie Halaw stated that this is our children's education, we all want the same thing and this is why the tension is high. It really bothered me when I read in an article that we are looking for a vice principal and our teachers still need a contract. Even if we get the 1.6 million dollars we will still need to continue the fight.

Karthik Prabhakaran stated please no tax relief. He stated that his son learned zero in the school's science lab and hopes his daughter will have a chance to use it. He asked what the process is for making decisions on how to spend the money, and if the community will have a say in how it is spent. He feels that what the Board thinks isn't always good for everyone else.

Shreekant Dhopte stated he feels the process is broken. He stated a plan should be identified with a process and that the Board needs to involve the public in this plan. Show us that what we are saying is actually being taken.

Shamita Kumar stated that she likes the idea of a budget hearing, when money is on the table people get upset. When you involve the community it means a lot. I am asking my community to be very mindful of what you read on social media. How did we get to there is no plan? I changed my approach after talking with the Superintendent. He shared the plan with me. If you have questions come in and ask. She also stated that she would really like a plan for discipline to come out of this money, and that maybe year 3 or 4 we can talk about giving money back to the tax payers.

Amy Burns stated that she is very disheartened by the Board calling each other out on social media, it looks very unprofessional, please work as team.

Mr. Shah thanked everyone for their comments, he stated tomorrow is the vote and we are hoping to receive 1.5 million, please continue to make calls.

Adjourn to Executive Session

A motion was made at 9:38 p.m. by Mrs. Bond and seconded by Dr. Brown 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:

Personnel

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.

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

Return to Public Session

A motion was made at 10:30 p.m. by Mrs. Bond and seconded by Mrs. Jablonski to return to public session.

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

Adjournment

A motion was made to adjourn the meeting by Mrs. Jablonski and seconded by Ms. Hoggan at 10:30 p.m. All agreed.

Respectfully submitted,



Patrick Pisano

Business Administrator/Board Secretary