

Chesterfield Township Board of Education
Regular Meeting
Wednesday, October 17, 2018
MINUTES

The regular meeting of the Chesterfield Township Board of Education was opened at 7:00 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
Ms. Christina Hoggan
Mrs. Amy Jablonski

Board Member absent:

Dr. Terran Brown

Other administration present:

Mr. Scott Heino, Superintendent
Mr. Patrick Pisano, Business Administrator/Board Secretary
Mr. Michael Mazzoni, Principal
Mrs. Jeanine May-Sivieri, Supervisor of Curriculum/Instruction

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 28, 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.

Meeting Information/Important Dates

Board of Education Important Dates

November 14, 2018 Regular Monthly Meeting

School District Important Dates

October 22 - 26, 2018	Scholastic Book Fair
November 3, 2018	CPEF Clothing Drive
November 6, 2018	End of 1 st Marking Period

November 7, 2018
November 8 & 9, 2018
November 13, 2018
November 14, 2018
November 14, 2018

School Closed, Diwali
School Closed, NJEA Convention
PTA Executive Meeting
CPEF Monthly Meeting
Report Cards Available Online

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.

Jackie Halaw stated we hope you have the community involved in item 15D, the budget calendar.

Maggie Brittain stated she is happy to see Mrs. G is attending a phonics workshop. Glad to see more time and awareness is being put towards this area. What is good for a child struggling is good for the whole school. We need to start teaching this while they are young and not wait until kids are in the 4th and 5th grade. Hope this next budget has funds towards these areas.

School Community Partnerships Chesterfield PTA - None

Chesterfield Public Education Fund

Carol Cooper-Braun, CPEF President provided updates on clubs and the upcoming clothing drive. She added to the agenda today a grant for first grade STEAM kits. The cost is \$2,244.84. Vote will take place during other business section of this meeting.

Correspondence (Attachment) - Public

49 Identical letters dated September 29, 2018, to the Board of Education from Laura Bond, Jessica & Todd Wszolek, Mary & Ronald Hing, Deepthi Ancha, Nicole Agudelo, Stacey Lindes, William & Victoria Weisgarber, R. Davison, Brigitte Hosford, Gina D'Angeli, Heather Hendrickson, Melody Lloyd, Lora Sofield, Jennifer Hanley, Jim Mitchell, Tony & Nancy Restuccia, David & Tina Bloemer, Peter & Kerri Lynch, Kirby Hogancamp, Jamie Wickwire, Krishna Palakodeti, Chandra Rekha Koduri, Mark Breiland, Amy Locascio, Vanessa Alfano, Steven Jablonski, Brian & Jill Moraca, Antonio & Nikolas Delgado, Jason Akers, Lucas Grosse, Regina Bertothy, Sandeep Adusumally, James O'Brien, Shreekant Dhopte, Kelly D'Oria, Melinda Hanley, Olena Feltes, Nicole Pucci, Yasmin Maher, Tim & Sharon Grosso, Sabrina DeCarlo.

Minutes (Attachment)

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

September 19, 2018 Regular Minutes

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

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

September 19, 2018 Executive Minutes

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

Board of Education

Committee Reports

Board Committee

Policy Committee – Ms. Hoggan gave an update.

CTEA/BOE Negotiation Committee – Mr. Shah updated on the negotiation committee. (Attachment)

Compressor Station & Pipeline Impact Committee – Ms. Hoggan gave an update and asked if the Board could approve the township to do air quality testing by placing 24 hour summa canisters and 32 day speck monitoring on the school grounds.

A motion was made by Ms. Hoggan and seconded by Mr. Shah to approve the Chesterfield Township to do air quality testing on the school grounds.

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

<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
	Admin. Rep.	Laura Bond Anthony Calandrillo	

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
CTEA/BOE Negotiation Committee	Christina Hoggan Jignesh Shah
CAEA/BOE Negotiation Committee	Jignesh Shah Terran Brown
Compressor Station & Pipeline Impact Committee:	Christina Hoggan

Superintendent's Report

Student Enrollment

Grade Levels	September 2018	October 2018	Net Change
Pre-School			
<i>Non-Tuition</i>	8	8	
<i>Preschool Disabled (non-tuition)</i>	5	5	
<i>Tuition</i>	15	15	
Kindergarten	105	100	-5
1st	94	94	

2 nd	111	111	
3 rd	103	102	-1
4 th	107	106	-1
5 th	111	112	+1
6 th	124	123	-1
Total In-District	783	776	-7
Attending Out-of-District Schools	5	5	
Total	788	781	-7

Board Policy

A motion was made by Mrs. Bond and seconded by Mrs. Jablonski to approve the following revised/new policies being presented for the first and second readings:

First Reading of Revised/New Policies (Attachments) - Public

The following revised/new policies are being presented for the first reading:

Policy #3541.32 District Owned Vehicles
 Policy #4151 Attendance Patterns - Regulation
 Policy #6141 Curriculum Design and Development

Second Reading of Revised Policies (Attachments) - Public

The following revised policies are being presented for the second reading:

Policy #5141 Health
 Policy #6010 Goals and Objectives
 Policy #6121 Nondiscrimination
 Policy #6140 Curriculum Adoption
 Policy #6142.10 Internet Safety and Technology

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

Personnel

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

Bus Driver's and Part-Time Custodian 2018-2019 Hours and Salary

Approval of Janet Haney to work as a bus driver and custodian as follows:

- July 1, 2018 - August 31, 2018: 4.5 hours per day (\$4,696.40) – bus / 3.5 hours per day (\$3,305.60) – custodian;
- September 1, 2018 – September 10, 2018: 6 hours per day (\$939.24) – bus / 2 hours per day (\$283.32) – custodian;
- September 11, 2018 – June 30, 2019: 8 hours per day from (\$40,491.68) – bus / 0.5 hours per day (\$3,435.74) – custodian

Total yearly salary is \$53,151.98. (Based on 2016-2017 salaries) As per the negotiated agreement.

Bus Aide's 2018-2019 Hours and Salary

Approval of Christine Forman to work as follows:

- September 1, 2018 through September 10, 2018: 5 hours per day at an hourly rate of \$15.94 (\$239.10).
- September 11, 2018 through June 30, 2019: 6 hours per day at an hourly rate of \$15.94 (\$17,119.56).

Total yearly salary is \$17,358.66. (Based on 2016-2017 salaries) As per the negotiated agreement.

College Student to Observe Classroom Teacher

Approval of Abigail Heltzman, 1st year education student attending Rowan College to observe a classroom teacher

at Chesterfield School for one day.

Substitutes

Approval of the following substitutes for the 2018-2019 school year:

Rene Mans	Lunch/Recess Aide (pending background check)
Ana Bolognini	Lunch/Recess Aide (pending background check)
Pam Dahl	Bus Aide (retro to 10/10/18)
Sabrina Buscarnera	Bus Aide (retro to 10/12/18)
Sabrina Buscarnera	Teacher
Brendan Barca	Teacher (pending background check)

Proctor for Kindergarten Cognitive Skills Testing

Approval of the Carol Gibson to proctor up to four hours for kindergarten testing on October 16 & 18, 2018 at the hourly rate of \$11.50, Total \$46.00.

Extra Time

Approval of the following extra time for the following employee:

<u>Staff Member</u>	<u>Brief Description of Work Completed</u>	<u>Total amount</u>
Melissa Hillman	Missed prep periods due to CST meetings (9/26/18 , 10/2/18, 10/4 /18)	\$105.00
Jennifer O'Brien	Extra In-Service above contracted hours on 10/5/18	\$262.46

Revision of Salary for Lunch/Recess Aide

Approval of revision of salary due to number of hours worked for Mary Wolverton, lunch/recess aide for the 2018-2019 school year, 2.5 hours per day at \$11.53/hour = \$4,930.00. (She was originally approved September 19, 2018 to work 2 hours per day.)

College Student to be Observed for Internship Requirements

Approval of Quintara Tucker, paraprofessional to be observed by her supervisor for coursework requirements while studying to become a Board Certified Behavior Analyst (BCBA). Observations will be no more than 3 hours per month.

Full Time Music Teacher Equivalent Adjustment

Approval of FTE adjustment for Jennifer O'Brien, Music Teacher for the remainder of the 2018-2019 school year, October 12, 2018 through June 30, 2019 from 58.6% to 100% at MA+9 Step 6. Adjusted contract amount for October 12, 2018 through June 30, 2019 is \$49,390.67 (additional cost for the school year is \$15,735.67). As per negotiated agreement.

NJPEPL Evaluation Tool

Mr. Heino gave an update on the N J Principal Evaluation for Professional Learning tool.
Approval of the NJPEPL Evaluation Tool for the 2018-2019 school year.

Library Aide and Adjustment of Lunch/Recess/Copy Aide Hours

Approval of Vivian Cacace as library aide and to adjust her lunch/recess copy aide hours as follows:

- October 22, 2018 – June 30, 2018 to work as a library aide for 3 hours per day at an hourly rate of \$16.32 for a total of \$7,526.40. (Based on Paraprofessional salary guide Step 0 for 2016-2017. As per negotiated agreement.)
- October 22, 2018 – June 30, 2018 to work as a lunch/recess/copy aide for 2 hours per day at an hourly rate of \$15.23 for a total of \$4,628.48. Previously approved at the September 19, 2018 meeting to work 4 hours per day. (Based on 2016-2017 salary, per negotiated agreement.)

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

Curriculum & Instruction

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

Field Trip

DATE	GRADE	REASON	DESTINATION
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11/6/18	1 st	Trip connects with and enhances NGSS unit of study-exploring organisms.	Philadelphia Zoo
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Three Year Technology Plan

Mr. Heino, Ms. May-Sivieri, Mr. Brayton and Mrs. Prince presented the 3 year technology plan.
Approval of the three year technology plan.

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

Health & Safety

A motion was made by Mrs. Bond and seconded by Mrs. Hoggan to approve the following items:
Nurses Report – September (Attachment) - Public

Emergency Drill Report (Attachment) - Public

Fire Drill September 21, 2018
Lock-down Drill September 27, 2018
Fire Drill October 2, 2018

Student Code of Conduct (Attachment) - Public

H.I.B. Incidents

September Preliminary Approval:

There were no HIB incidents reported in September.

2017-2018 District/School HIB Self-Assessment (Attachment)

Mr. Mazzoni and Mrs. McNally presented the 2017-2018 HIB Self-Assessment.

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 Mrs. Jablonski to approve the following:

Workshops

Approval of the following workshops:

Name	Position	Destination	Justification	Date	Workshop/Exhibit Cost to District		
					Reg. Fee	Mileage	Funding
Laura Garofalo	BSI	Princeton, NJ	Wilson Foundations	2/4/2018	\$350.00	\$14.14	
Nicole DiMaiuta	G&T	Bordentown, NJ	Space Ex Meeting	10/19/2018	\$0.00	\$2.05	
Anthony Calandrillo	Director of Special Services	Cherryhill/Voorhees, NJ	Co Teaching Conference	12/5&6/2018	\$449.00	\$0.00	

AForce Consulting Services (Attachment)

Approval of AForce Consulting Services to provide professional development training and consulting services for the 2018-2019 school year: not to exceed \$5,000.00, to be paid for by Title I funding.

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 the following:

Revised 2018-2019 Transportation Route - Bus 12 (Attachment)

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 Ms. Hoggan and seconded by Mrs. Bond to approve the following resolution and 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

11-14-18
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 (Attachments)

Approval of the following financial reports for the month of August 2018:

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

Approval of the following financial reports for September 2018:

- Expenditures - Approval and ratification of Expenditures for September.

Florence Township Board of Education Student Tuition Contract (Attachment)

Approval of the attached 2018-2019 Special Education Tuition agreement between the Florence Township Board of Education and Chesterfield School District for SID# 8514034180 effective September 11, 2018 through June 20, 2019, in the amount of \$44,900.00 for Special Education and \$6,009.28 for Special Services.

Executive Functioning Skills Training Agreement (Attachment)

Approval of the agreement for Executive Functioning Skills Training between Burlington County Special Services School District and Chesterfield Township School District effective October 1, 2018 through the end of the 2018-2019 school year.

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

Budget Calendar for the 2019- 2020 Budget (Attachment)

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

Approval of the budget calendar for the 2019-2020 school year.

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

SEMI Waiver (Attachment)

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

Approval of the SEMI Waiver for the 2018-2019 school year.

Amend Resolution to Approve Transfer of 2017-2018 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 \$500,000 may be transferred to the 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.

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

Other Business

CPEF Grant Request (Attachment)

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

First Grade Teachers requesting to extend NGSS by making STEAM boxes. Cost \$2,244.84.

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

Mrs. Bond shared information on the R.E.D. extended day program with Mr. Heino.

Mrs. Jablonski gave a legislative update on future budget state aid.

Facilities Update/Information

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

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

Health & Safety Evaluation of School Buildings Checklist (Attachment)

Approval of the Health & Safety Evaluation of School Buildings for the 2018-2019 school year.

School Dude Report (Attachment) - Public

The work order and incident reports for September 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 2018-2019 school year:

Name Of Organization	Facility requested	Description of Activity	Date
FVL 2019	Cafeteria	Dance	11/02/18
FVL 2019	Atrium	Candle Fundraiser	One evening the week of

		Pick up	Nov 12 th – Date TBD
Cub Scouts Pack 55	Cafeteria	Meeting	11/29/18
PTA	Cafeteria	Dance	1/18/19 Snow Make-up Date 1/25/19
PTA	Cafeteria	Canvas Painting Night	2/22/19
PTA	Cafeteria	Popcorn & PJ Bingo	3/1/19
PTA	Cafeteria	Adult Blingo	5/10/19
PTA	Gym & Restrooms	Carnival	6/8/19
PTA	Atrium	Fall Book Fair	10/22-10/26/18
PTA	Atrium	Holiday Shop	12/3-12/7/18
CPEF	One Parking Spot	Fall Clothing Drive	11/2-11/4/18
CPEF	One Parking Spot	Spring Clothing Drive	3/23-3/25/19
Champions	Classrooms	Clubs	11/27-12/20/18 Actual dates - TBD
Girl Scout Troop #21559	Art Room	Troop Meetings for 2018/2019	November meeting TBD, 12/5, 12/19, 1/2, 1/16, 2/13, 2/27, 3/13, 3/27, 4/10, 5/8, 5/22, 6/5
A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.			
A motion was made by Mrs. Bond and seconded by Mrs. Jablonski to approve the following items:			
CTAA	Gym	Student Basketball Evaluations	11/12/18 11/13/18
CTAA	Media Center	Basketball Draft Night	11/19/18
CTAA Basketball	Gym and Cafeteria	Youth Basketball Practices and Games	11/26/18 through 3/16/19 Monday – Friday 6:00- 9:00 p.m. Saturdays 9:00 – 2:00 p.m. Dates according to blackout calendar. Days the school is closed the building is not used. Both rooms are not always available.
CTAA	Room TBD	Basketball Pictures	1/3/19
A call of the roll indicated an affirmative vote. Three ayes. No nays. One Abstained (Hoggan) Motion carried.			

Other Public Comments

Mary Wolverton commented on the library aide position, she stated after working here for 15 years she is very disappointed and saddened with how things turned out.

Kelly Johnson asked why the statement was read regarding the contract. I don't understand why in some cases the board decides to release information and other times we are told they cannot. Members of the board have been disingenuous, I don't understand and you wonder why we don't trust you. I have been here several times asking questions about if we have the funds to settle the contract.

Bethann Molesky stated she is not surprised by the list the board president read. You could have settled our contract instead of spending money on fact finding and an attorney. Mr. Shah left negotiations, how disrespectful is that.

Jackie Halaw stated that when the district was underfunded I could understand why we didn't have a settled contract. Now we have the money and we are still not settling the contract. Listen to the public and put the money towards the teachers. Again you did not listen to the public. Bricks and bike racks are not where we should be putting the money. Value the teaching staff. The messages are not in line. The board attorney is getting paid \$175.00 per hour to sit here, this is ridiculous. You should also put out an RFP for a new attorney.

Maggie Brittan stated they said it all and I was excited about all the items in the budget but I didn't know we weren't going to settle the teachers contract. I thought it was clear on what we wanted as the public. It does not matter what happens in this school if we don't have happy teachers and that their voices are being heard. I want my kids in rooms that teachers feel valued. Something needs to change with the teachers contract. They are worthy of everything.

Jessica Wszolek stated I don't know how we are still here and the teachers still don't have a contract. Two months ago we asked to not give the money back to us in our taxes but to give it to the teachers. Why can't we give it to these teachers? Last month I couldn't be here because it was a Jewish holiday, this is the 5th time in 6 years that something was scheduled on a holiday.

Vanessa Alfano stated the way the attorney talked to our residents is really upsetting. We cannot understand the issues and the letter does not add up. We want the teachers to have a contract. We settled your contract. I am disappointed in this school again.

Adjournment

A motion was made to adjourn the meeting by Mrs. Bond and seconded by Ms. Hoggan at 8:56 p.m. All agreed.

Respectfully submitted,



Patrick Pisano
Business Administrator/Board Secretary