

Chesterfield Township Board of Education  
Regular Meeting 7:00 p.m.  
Wednesday, December 12, 2018  
MINUTES

The regular meeting of the Chesterfield Township Board of Education was opened at 7:02 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  
Ms Jeanine May-Sivieri, Supervisor of Curriculum and 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 November 20, 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:

January 2, 2019                      Reorganization Meeting

School District Important Dates

December 14, 2018              Mid-Marking Period  
December 21, 2018              Early Dismissal-Winter Break Begins  
January 2, 2019                  School Re-Opens  
January 8, 2019                  PTA General Meeting  
January 9, 2019                  CPEF Meeting  
January 18, 2019                PTA Snowball Dance

January 21, 2019

School Closed – Martin Luther King Day

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.

Jaclyn Halaw stated she is concerned with the QSAC Self-Assessment and the curriculum areas that the district gave themselves a 0. She asked to please explain the reason for the 0 scores. She stated that she feels the cost of LED lighting fixtures is a lot of money and asked the board to explain when they get to that section in the agenda. Curriculum needs to come before lighting. We need a 3 to 5 year lighting plan.

Bethann Molesky asked the board to consider who will be on committees at the reorganization meeting next month; she stated you need people who can meet with us more freely, we've been trying to meet with a committee since October. She stated that she met with Mr. Heino regarding the LED lighting, so she understands more now but she still agrees with Mrs. Halaw that it should be spread out over 3 to 5 years.

School Community Partnerships

Chesterfield PTA - None

Chesterfield Public Education Fund

Kelley Johnson asked the board to approve the grant request below. She stated the major fundraiser for the CPEF, Boosterthon fun run is scheduled for January 15-25, 2019.

CPEF Grant Request (Attachments) – Public

A motion was made by Ms. Hoggan and seconded by Mrs. Jablonski to approve the following grant: Leia DeLisa, 3<sup>rd</sup> Grade Teacher requesting flexible seating options for her classroom. The seats will allow students to show academic improvements and they will be more engaged in their learning. Cost \$441.54.

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

Minutes (Attachment)

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

November 14, 2018      Regular Minutes

A call of the roll indicated an affirmative vote. Three ayes. No nays. Two Abstained (Brown/Jablonski)

Board of Education

Committee Reports/Superintendent Reports

Board Committees

Dr. Brown gave an update for the Student Services committee, the board has been updated on the G&T Program and World Language curriculum.

Ms Hoggan gave an update on the Compressor Station & Pipeline Impact Committee; all the monitors have been sent to the lab.

Mrs. Jablonski gave an update on the NJ School Boards Association Legislative Committee; the senate president is looking into regionalization. Keep an eye out for more security grants coming out next year

Mr. Shah gave an update on the Delegate assembly.

Mrs. Bond would like to develop an advisory committee to police the current board i.e., working meetings and committee reports.

<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

#### November 6, 2018 Election Results (Attachment) – Public

Statement of Results for the Annual School Election - Following is the Statement of Results for the School Election of the Chesterfield Township School District in the County of Burlington, held in conjunction with the General Election at the Chesterfield Township Municipal Building on November 6, 2018. Polling Districts 1 & 2 (General Election Districts 1 and 2) were declared open at 6:00 a.m. and were closed at 8:00 p.m.

Registered voters in Chesterfield: 3,857

For members of the Chesterfield Board of Education (1) for a three-year term:

Jaclyn Halaw	1,509
Personal Choice	<u>82</u>
Total votes cast	1,591

#### Superintendent's Report

Mr. Heino gave an update on the QSAC Self-Assessment.

## Student Enrollment

Grade Levels	November 2018	December 2018	Net Change
<b>Pre-School</b>			
<i>Non-Tuition</i>	8	8	
<i>Preschool Disabled (non-tuition)</i>	6	6	
<i>Tuition</i>	16	16	
<b>Kindergarten</b>	103	103	
1 <sup>st</sup>	93	95	+2
2 <sup>nd</sup>	112	111	-1
3 <sup>rd</sup>	102	103	+1
4 <sup>th</sup>	107	107	
5 <sup>th</sup>	111	111	
6 <sup>th</sup>	122	123	+1
<b>Total In-District</b>	780	783	+3
<b>Attending Out-of-District Schools</b>	5	4	-1
<b>Total</b>	785	787	+2

### Approval of Resolution (Attachment) – Public

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

### **RESOLUTION TO APPROVE THE NJQSAC-DPR SELF-ASSESSMENT SUBMISSION**

**RESOLVED** that the Chesterfield Township School District Board of Education approve the following:

Submission of NJQSAC 2018-2019 District Performance Review in the following areas of Instruction and Program, Fiscal Management, Governance, Personnel, and Operations. (N.J.A.C. 6A:30)

**BE IT FURTHER RESOLVED** that the District's Chief School Administrator and/or School Business Administrator, be authorized to submit the above NJQSAC 2018-2019 District Performance Review to the executive county superintendent's office.

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

### Board Policy

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

### Second Reading of Revised Policy (Attachment) – Public

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

Policy #5141.21	Administering Medication
Policy #5141.21	Emergency Administration of Naloxone for Drug Overdose Form
Policy #6142	Subject Fields
Policy #6142.2	English as a Second Language; Bilingual Programs
Policy #6142.4	Physical Education and Health
Policy #6142.12	Career and Technical Education

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

### Personnel

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

### Substitutes

Approval of the following substitutes for the remainder of the 2018-2019 school year.

Angel Delgado	Custodian (pending background check)
Colleen Lestician	Teacher (pending background check)
Derek Nalbome	Teacher (pending background check)

### Lunch/Recess Aide

Approval of Geetha Ragi as lunch/recess aide for the remainder of the 2018-2019 school year (effective 12/17/2018), 2.5 hours per day for 111 days at \$11.00/ hour = \$3,052.50.

### Mentor

Approval of Melissa Chou as a mentor for Amber Clark for the remainder of the 2018-2019 school year at an annual stipend of \$550.00.

### Resignation

Approval, with regret, of the resignation of Marylyn Campanella, School Nurse, effective January 11, 2019.

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

### Curriculum & Instruction

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

#### Field Trip

DATE	GRADE	REASON	DESTINATION
5/23/19	G&T	SpaceEX (formerly Marsville) participate with other schools "Link-Up Day" to build their habitats and share their work.	Peter Muschal Elementary School
5/21/19	G&T	Participate in Mock Trials	New Jersey Law Center

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

### Health & Safety

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

Nurses Report – November (Attachment) – Public

Emergency Drill Report (Attachment) – Public

Fire Drill	November 19, 2018
Fire Drill	December 6, 2018

Student Code of Conduct (Attachment) – Public

Report for November

H.I.B. Incidents (Attachment)

October Final Approval:

There were three H.I.B. incidents reported and three confirmed for October.

November Preliminary Approval:

There was one H.I.B. incident reported and one confirmed for November.

School Safety Data System Report – SSDS (Formerly EVVRS)

The School Safety Data System Report (SSDS) for the reporting period January 1, 2018 - June 30, 2018 was submitted to the Department of Education.

The board and Mr. Heino had a conversation regarding HIB and the discipline committee.

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

#### Staff Professional Development

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

#### Workshops

Approval of the following workshops and mileage:

Name	Position	Destination	Justification	Date	Workshop/Exhibit Cost to District		
					Reg. Fee	Mileage	Funding
Patrick Pisano	Business Administrator	Voorhees, NJ	BCIP JIF Meeting	1/9/2019 3/13/2019 5/8/2019	\$0.00	\$58.03	-----
Nicole DiMaiuta	G&T	Burlington Twp, NJ	Burlington County Gifted Consortium	12/7/18 (p.m.)	\$0.00	\$0.00	-----
Lauran Gleason	ELL Teacher	Voorhees, NJ	BER Increase and Accelerate Your ELL Students' Learning & Success in School	1/14/2019	\$259.00	\$0.00	-----
Joan Mueller	Kindergarten	Atlantic City, NJ	Kindergarten Convention	2/25/2019	\$244.00	\$43.71	-----
Sue Woodruff	Kindergarten	Atlantic City, NJ	Kindergarten Convention	2/25/2019	\$244.00	\$43.71	-----
Ruben Moncada	Spanish	Voorhees, NJ	Making Best Use of Google Classroom to Enhance Learning	2/1/2019	\$269.00	\$18.72	-----
Patrick Pisano	Business Administrator	Westampton, NJ	Gang Awareness Training	12/17/2018	\$0.00	\$10.57	-----
Michael Mazzoni	Principal	Westampton, NJ	Gang Awareness Training	12/17/2018	\$0.00	\$10.57	-----

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

#### Transportation

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

#### Approval of the 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 Mrs. Bond and seconded by Ms. Hoggan 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

1/23/19  
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 the following financial for October:

- Expenditures - Approval and ratification of Expenditures for October 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: #023 to #027
- Budget Report
- Revenue Report
- Report of the Secretary
- Report of the Treasurer
- Monthly Transfer Report

Approval of the following financial for November: (Attachment)

Expenditures - Approval and ratification of Expenditures for November 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.

Approval of the following financial report for the month of December: (Attachment)

Expenditures - Approval and ratification of Expenditures for December 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.

#### Approval of Resolution (Attachment)

Approval of the attached resolution for submission of project documents for Geo Thermal Vault to the NJ Department of Education:

### RESOLUTION AUTHORIZING THE SUBMISSION OF PROJECT DOCUMENTS FOR GEO THERMAL VAULT AT CHESTERFIELD ELEMENTARY SCHOOL TO THE NEW JERSEY DEPARTMENT OF EDUCATION

**RESOLVED** that the Chesterfield Township School District Board of Education approve the following project:

Construction of a new above ground Geo Thermal Vault at Chesterfield Elementary School

**BE IT FURTHER RESOLVED** that the District's architects, Fraytak Veisz Hopkins Duthie, P.C., be authorized to submit the above project to the NJ Department of Education for approval on the District's behalf.

**BE IT FURTHER RESOLVED** that the above project be approved as "geo thermal project" as defined in N.J.A.C. 6A:26 – The District will not seek State funding for the above project.

#### Approval of LED Lighting and Fixtures (Attachment)

Recommend approval of the purchase of LED lighting, fixtures, and materials from Tri-State LED in the amount of \$84,736.01.

Approval of BCSSSD Student Tuition Contract (Attachment)

Recommend approval of the attached 2018-2019 tuition contract with Burlington County Special Services School District (BCSSSD) for SID# 7217744064 effective September 5, 2018 through termination on November 19, 2018, in the amount of \$15,166.00.

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

Other Business

Mrs. Jablonski stated that she would like to go out for bid for counsel before the reorganization meeting; she stated that she is not personally pleased with our current counsel. She feels we need to see what our options are.

Facilities Update/Information

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

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

School Dude Report (Attachment) – Public

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

Solar Renewable Energy Credits Analysis (Attachment) - Public

Use of Facilities

Approval of the following use of facilities:

Name Of Organization	Facility requested	Description of Activity	Date
Cub Scouts Pack 55	Cafeteria	Pinewood Derby	3/23/19
Cub Scouts Pack 55	Cafeteria	Pack Meetings	12/13/18 & 1/24/19
Hindi USA	Cafeteria	Hindi Poetry Competition	2/1/19

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

Other Public Comments

Kelley Johnson stated that we need a program for students who succeed in class but do not make the cut for G & T. She asked regarding QSAC and the 0's in the curriculum area, would that give us an argument that we need more funding? Teacher contracts need to be settled, use the saving from the LED lighting and give it to the teachers.

Streekant Dhopte asked can you explain the RFP process. I'm very disappointed you are not going out to bid for services. You changed committees in negotiations why not change counsel in negotiations. We should be changing counsel for negotiations; it's been more than a year. The BOE needs to take responsibility for not settling the contract. As for consolidation to a K – 12 district; what are the benefits for us. We need the assessment to be done and shared with the public.

Jaclyn Halaw stated the fire departments in town are consolidating; the old fire house building will revert back to the BOE ownership. The building will become empty in February 2019.

Stacy Farreny school nurse stated that she has two bachelor's degrees and a master's degree. Prior to becoming a school nurse I was in retail and learned your employees are your most valuable assets. If your employees are not happy their work suffers and they will leave you and seek other employment. I always listened and try to see things from their perspective when I work in the private industry. I valued my team and I let them know that I valued them as a person and employee. I have been at Chesterfield a short time compared to some of my peers. I give 110% at all times; I've only taken off 5 days in 5 years. I am responsible for the health and well-being of over 800 students

and staff. I take my job seriously. I work the extended school year, I do not get a prep period nor do I have an uninterrupted lunch period. I have been the only nurse to go to Fairview Lake, since I've worked here. I have struggled with my compensation. Every year I have had to dip into my retirement fund to make ends meet. I assumed that would change when we got the state funding. I was wrong. When I started here my part-time nurse made more money than I made working full time. Last month, at the meeting I learned that I only make three thousand dollars more per year than a part-time custodian and bus driver. Ask me, do I feel valued?

Vibhor Batra stated he has concerns over classes being canceled.

Ms Hoggan asked Mr. Heino to give an update on substitute teacher shortage. Mr. Heino explained that it has been very difficult to fill positions; we are in a substitute crisis, especially on days that we are having training going on in the building. We have formed a committee to see how we can resolve this problem. Last year we raised the daily rate to \$90.00 a day, but that doesn't seem to be making a difference. Mr. Heino asked the board to consider going with a substitute service to help us fill the positions. He noted that there is a cost involved. The sub service said they can get us an 80 – 90% fill rate.

#### Adjourn to Executive Session

A motion was made at 8:36 p.m. by Dr. Brown and seconded by Ms Hoggan 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:

#### Legal/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 8:52 p.m. by Ms. Hoggan and seconded by Dr. Brown 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. Bond and seconded by Dr. Brown at 8:53 p.m. All agreed.

Respectfully submitted,



Patrick Pisano  
Business Administrator/Board Secretary