

**REGULAR MEETING
FEBRUARY 11, 2024
AGENDA**

*A regular meeting of the Chester Board of Education will be held on
February 11, 2025 at 7:00 p.m. in the Chester Borough Courtroom,
50 North Road, Chester, NJ 07930*

1. Call to Order

2. Sunshine Announcement

Be advised that this meeting is being held in accordance with the Open Public Meetings Act, Chapter 231 P.L. 1975 (Sunshine Law) and that adequate notice of the date, time and location has been sent to the Daily Record and has been posted and filed with the Chester Township and Chester Borough Clerks. The annual meeting calendar has also been sent to each District school and the Chester Post Office. Additionally, the agenda has been posted on the District website prior to the Board meeting.

3. Roll Call

Erick Arostegui		Suzanne Dundon	
John Barounis		Melissa Mauro-Duffy	
Amy Buck Faundez		Sarah Schultz	
Carolyn Byszewski		Adam Sorchini	
Adam Colicchio		Quorum	

4. Pledge of Allegiance

5. Presentations

6. Administration

Dr. Christina VanWoert and Peter Frascella Business Administrator/Board Secretary

6a. Superintendent's Report

6b. Business Administrator's Report

7. President's Comments

8. Public Commentary

Please be aware that this portion is your opportunity to comment, and is not a forum for the Board to respond to your comments. However, the Board will certainly give all comments appropriate consideration.

CHESTER BOARD OF EDUCATION

When permitted, public participation shall be governed by the following rules under Policy 9325.2:

- 1. Anyone wishing to speak before the Board shall indicate so during the Public Commentary portion of the agenda. The presenter shall give his/her name and address and make the presentation as brief as possible. Unless an extension of time is granted, each speaker should be limited to 3 minutes.*
- 2. Speakers may offer such objective criticisms of school operations and programs as concern them. But in public session, the Board will not hear concerns about the specific school personnel or any person connected with the school system. Other channels provide the Board consideration and disposition of such matters involving individuals.*
- 3. The Board vests in its President or other presiding officer authority to terminate the remarks of any individual when they do not adhere to the rules established above.*

9. Approval of Minutes

9a. Approves Meeting Minutes from January 2, 2025, January 14, 2025, January 17, 2025, January 21, 2025 & January 29, 2025

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the Reorganization meeting held on January 2, 2025, January 14, 2025, January 17, 2025, January 21, 2025 & January 29, 2025.

9b. Approves Executive Meeting Minutes from January 2, 2025, January 14, 2025, January 17, 2025, January 21, 2025 & January 29, 2025

RESOLVED, that the Chester Board of Education approves the Executive meeting minutes of the meeting held on, January 2, 2025, January 14, 2025, January 17, 2025, January 21, 2025 & January 29, 2025.

Motion by_____ Seconded by_____

Roll Call Vote	EA	JB	ABF	CB	AC	SD	MMD	SS	AS

10. Committee of The Whole—All.

Motion by_____ Seconded by_____

Roll Call Vote	EA	JB	ABF	CB	AC	SD	MMD	SS	AS

11. Buildings, Grounds, Transportation/Finance- Adam Colicchio (Chair), Adam Sorchini, Carolyn Byszewski and John Barounis

11a. Approves Bills List

RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves payment of the bills list as approved by the Finance Committee.

CHESTER BOARD OF EDUCATION

Bills List	Totals
Payroll 01/30/2025	\$701,766.84
Bills List 02/11/2025	\$1,828,155.36

11b. Approves Monthly Appropriation Transfers for December 204

RESOLVED, that the Chester Board of Education approves the following transfers within the 2023-2024 budget for the month of December 2024 in compliance with N.J.A.C. 6A: 23A-16.10 (c) 1.; a copy of which is available for public review in the Chester Board of Education Business Office.

11c. Approves Monthly Transfer Report for December 2024

RESOLVED, that pursuant to N.J.A.C. 6A:23A-13.3, the Chester Board of Education approves the Monthly Report of Transfers for December 2024; a copy of which is available for public review in the Chester Board of Education Business Office.

11d. Approves Board Secretary Report for December 2024

RESOLVED, that pursuant to N.J.S.A. 18A:17-9 and N.J.A.C. 6A:23A-16.2(h), the Chester Board of Education approves the Report of the Board Secretary for December 2024; a copy of which is available for public review in the Chester Board of Education Business Office.

11e. Approves Board Treasurer Report for December 2024

RESOLVED, that pursuant to N.J.S.A. 18A:17-36, the Chester Board of Education approves the Report of the Treasurer of School Monies for December 2024; a copy of which is available for public review in the Chester Board of Education Business Office.

11f. Approves Certification of Secretary and Treasurer Report for December 2024

RESOLVED, that pursuant to N.J.A.C. 6A:23-16.10 (c) 3, the Board Secretary does certify that no line item account has encumbrances and expenditures which in total exceed the line item appropriation; and

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Chester Board of Education has reviewed for the minutes of this meeting the Board Secretary and Treasurer's monthly financial report for December 2024 and that no major account or fund has been over-expended.

11g. Approves Travel Requests

RESOLVED, that pursuant to N.J.S.A. 18A:11-1 and N.J.A.C.6A:23A and Board Policy 9250 and upon the recommendation of the Superintendent, the Chester Board of Education approves the following travel requests:

Date	<u>Employee</u> Conference/Workshop	Registration- Tuition	Travel Misc.	Estimated Total Expense
03/28/2025	Joseph Pizzo Centenary University Reading Conference Hackettstown, NJ	\$0.00	\$0.00	\$0.00

CHESTER BOARD OF EDUCATION

03/07/2025	Joseph Pizzo Cultivating the Calling Manville, NJ	\$0.00	\$0.00	\$0.00
02/16/2025	Lori Vilagos Tour of Exhibition & College Workshop Montclair, NJ	\$47.00	\$31.00	\$78.00
03/11 – 03/12 2025	Laura Garrison NJECC 39 th Annual Technology Conference Montclair State University NJ	\$120.00	\$50.08	\$170.08
03/19/2025	Kevin Cullen Kenneth Piascik Joseph Pizzo Millicent Roskie Rebecca Tsihlas Andrew White NJAMLE Conference Brookdale Community College, NJ	\$600.00 (group rate)	\$304.02 (\$50.67 /person)	\$904.02

11h. Approves Camp Achieve BCBA

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Caroline Linfante of Kit Consulting as a Board-Certified Behavior Analyst (BCBA) for 10 hours a week at \$125 per hour for Camp Achieve from July 7, 2025 through August 7, 2025 for a total cost of \$7500.

11i. Approves Camp Achieve Applied ABC

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Soliant to provide 8 hours a week as a registered behavior technician at \$80.00/hour from July 7 through August 7, 2025 totaling \$3840.

11j. Approves SEMI Waiver

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2025-2026 school year; and

WHEREAS, the Chester Board of Education desires to apply for this waiver due to the fact that it projects having 40 or fewer Medicaid eligible Special Education Students.

NOW THEREFORE BE IT RESOLVED that the Chester Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2025-26 school year.

11k. Approves Occupational Therapist for Camp Achieve

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the Soliant to provide an occupational therapist for the Camp Achieve/Camp Success summer program from June 30, 2025 through July 31, 2025, at \$110 an hour for up to 9 hours weekly for a total of \$4950.00.

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	ABF	CB	AC	SD	MMD	SS	AS

12. Curriculum/Governance/Personnel – Melissa Mauro Duffy (Chair), Erick Arostegui, Suzanne Dundon and Amy Buck Faundez.

12a. Approves Horizontal Advancement on Guide

RESOLVED, that upon the recommendation of the Superintendent, that the Chester Board of Education approves advancement on the salary guide for the following staff members effective March 1, 2025.

Name	Current Guide/Step/Salary	Advance Guide/Step/Salary
Katherine Turnbull	MA Step 8, \$65,900	MA+15 Step 8, \$66,650
Melissa D’Auria	BA+15, Step 7, \$60,800	MA, Step 7, \$65,300
Micol Viscuso	BA, Step 7, \$59,300	BA+15, Step 7, \$60,800
Christina Sarlo	MA Step 15-16, \$76,555	MA+30, Step 15-16 \$80,680

12b. Approves Staff for Extracurricular Activities

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff for the following club positions for the 2024-2025 school year with stipends as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association:

Club	Coaches
Bragg Homework Club	Maryanne Vindici and Allie Johnson (Split) \$932.00 each
Bragg Running Club	Lauren Scarfo and Allie Johnson (Split) \$932.00 each

12c. Approves Staff Member for 2024-25 Summer Scholars Lead Teacher (Cahill)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff member for Summer Scholars Program Lead Teacher for the 2024-2025 school year to be paid the professional rate of \$62.00 per hour as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association:

Colleen Cahill - Lead Teacher (30 hours advance prep) \$1,860
Colleen Cahill - Lead Teacher (3.5 hours/day) \$4,340

12d. Approves 2024-25 Summer Scholars Program Teachers/Staff

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members for Summer Scholars Program for the 2024-2025 school year from July 7, 2025 through August 7, 2025, 4 days per week, 3.5 hours per day to be paid the professional rate of \$62.00 per hour for a total of \$4,557 (includes one prep day) each as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association:

Linda Blazier	Lauren Allen
Valerie Lemp	Kira Steinmark
Nicole Polkowski	Katie Strauss
Dana Militante	

12e. Approves Staff Members for 2024-25 Summer Scholars Program Secretary

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members for the 2024-25 Summer Scholars Program to be paid \$26.00 per hour 4 days per week and 30 advance prep hours:

Danielle Guli and Christa Bedkowski (Split) –Secretary (30 hours split advance prep) \$390 each
Danielle Guli and Christa Bedkowski (Split) -Secretary (20 days at 4 hours split) \$1,040 each

12f. Approves Home Instruction (Student #20754)

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves Jennifer Christal to provide up to 8 hours weekly of home instruction to student # 20754 effective January 30, 2025 at the contracted rate of \$50 per hour.

12g. Approves Professional Work (2024- 2025 CANDO Transition Meetings)

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the following staff members to attend 2nd to 3rd grade CANDO/ML transition meeting for up to 2 hours each at the contracted professional hourly rate of \$62.00:

Gretchen Capan
Brandon Kornbluh
Maryanne Vindici
John Christie
Jennifer Christal

12h. Approves Professional Work (2024- 2025 CANDO Transition Meetings)

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the following staff members to attend 5th to 6th grade CANDO /ML transition meeting for up to 2 hours each at the contracted professional hourly rate of \$62.00:

Gretchen Capan
Brandon Kornbluh
Nicole Callahan

CHESTER BOARD OF EDUCATION

Ashley Wilhite
Lauren Marianino
Marisa Cumello
Jennifer Christal
Desiree Velez

12i. Approves Professional Work 2024- 2025 CANDO Transition Meetings (Hayes)

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves Amy Hayes to attend 8th grade CANDO transition meeting for up to 3 hours at the contracted professional hourly rate of \$62.00.

12j. Approves 2025 Camp Achieve/Camp Success Teachers

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following teacher for the 2025 Camp Achieve/Camp Success summer program from June 30, 2025 through July 31, 2025, (plus one prep day) for up to 4.5 hours daily to be paid \$62 hourly:

Teacher	Total (up to)
Kathleen Werner	\$5859
Kelli Dolan	\$5859
Maryanne Vindici	\$5859
Sarah Warren	\$5859
Denielle Saucedo	\$5859
John Christie	\$5859
Gretchen Capan	\$5859
Nicole Callahan	\$5859
Marisa Cumello	\$5859
Lisa Pela	\$5859

12k. Approves Camp Achieve/Camp Success Substitute Teachers

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following substitute teachers for the Camp Achieve/Camp Success summer program from June 30, 2025 through July 31, 2025, at \$62 for up to 4.5 hours daily:

Cinthia Rodriguez
Gabrielle Pecoraro

12l. Approves Camp Achieve/Camp Success Related Services Personnel

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following Related Services Providers for the Camp Achieve/Camp Success summer program from June 30, 2025 through July 31, 2025, at \$62 (plus one prep day) for up to 4.5 hours daily:

Related Services Provider	Total (up to)
Brandon Kornbluh, School Social Worker	\$5859
Vivian Norman, LDTC	\$5859

12m. Approves Camp Achieve/Camp Success Teacher (Oakes)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Kelly Oakes as a teacher for the Camp Achieve/Camp Success summer program from June 30, 2025, through July 31, 2025, at an hourly rate of \$62 (plus one prep day) for up to 4.5 hours daily at a total cost of up to \$5,859.

12n. Approves Camp Achieve/Camp Success Program Lead Teacher

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Jennifer Christal as Lead Teacher for the 2025 Camp Achieve/Camp Success program, at the professional hourly rate of \$62 from June 30, 2025, through July 31, 2025 (plus one prep day) for up to 5.5 hours daily at a cost of up to \$7,161.

12o. Approves Camp Achieve/Camp Success Paraprofessionals

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following paraprofessionals with ABA for the Camp Achieve/ Camp Success summer program from June 30, 2025, through July 31, 2025, (20 days) at their contracted hourly rate for up to 6.5 hours daily to include bus duty:

Lauren Costanza
 Brian Gallagher
 Linda Jasinkiewicz
 John Kovach

12p. Approves Camp Achieve Nurse (Pape)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Anne Pape as School Nurse for the Camp Achieve summer program from June 30, 2025, through July 31, 2025, at the professional hourly rate of \$62 (plus one prep day) for 5.5 hours daily at a cost of up to \$7,161.

12q. Approves Professional Work

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following teacher/staff for professional hours at the professional hourly rate of \$62

Jennifer Christal-Lead Teacher-30 hours

Deb Androvette - 30 hours

12r. Approves Camp Achieve/Camp Success Related Arts Teacher (Rain)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Physical Education Teacher Tim Rain for the Camp Achieve/Camp Success summer program from June 30, 2025 through July 31, 2025, (plus one prep day) at \$62.00 per hour for 4.5 hours daily for a total of \$5,859.

12s. Approves CST Members to Complete Summer Evaluations

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following CST members to complete summer evaluations for up to 30 hours (5 cases) each from June 30, 2025 through July 31, 2025 at the professional hourly rate of \$62:

Sarah Southwick

Andrea Colicchio

Amy Hayes

Melissa Scherzer

12t. Approves 2025 Camp Achieve Junior Aides

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following aides for the Camp Achieve summer program from June 30, 2025, through July 31, 2025, at an hourly rate of \$15.49 for up to 4.5 hours daily for up to a total of \$1,391.10 pending any working papers requirements and the approval of the criminal history background check for school employees and compliance with NJ P.L.2018.

Kimberly Simmenroth

Aimee Koby

Raya Acquaviva

Mark Gyselman

Lorenzo Quinn

Mackensie Humphreys

12u. Approves Camp Achieve/Camp Success Substitutes Teachers

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Chester district teachers as needed to serve as substitute teachers for the 2025 Camp Achieve/Camp Success summer program and/or to attend Child Study Team meetings at the professional hourly rate of \$62.

12v. Approves Teacher for Summer Translation (Capan)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Gretchen Capan to translate documents from English to Spanish for up to 10 hours per month for the extended school year at the professional hourly rate of \$62 for a total cost of up to \$620.

12w. Approves Professional Work (Dickerson 2025 Math Night Prep/Set Up)

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the following staff members for 1 hour each for Dickerson Math Night prep/set up at the contracted professional hourly rate of \$62.00 each.

Cassie Bruno
Danielle Guli
Nicole Healy
Margaret George
Rebecca Gambuti
Lauren Freund

12x. Approves Staff for Extra-Curricular Activity (Dickerson 2025 Math Night Chaperones)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff to conduct a board approved extra-curricular activity for up to two hours for the 2025 Math Night at Dickerson School with stipends as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association:

Cassie Bruno	Lauren Freund
Danielle Guli	Karen Weber
Nicole Healy	Valerie Lemp
Margaret George	Gretchen Capan
Rebecca Gambuti	Ronald Fazekas

12y. Approves Horizontal Advancement on Guide

RESOLVED, that upon the recommendation of the Superintendent, that the Chester Board of Education approves advancement on the salary guide for the following staff member effective March 1, 2023.

Name	Current Guide/Step/Salary	Advance Guide/Step/Salary
Lori Vilagos	MA Step 20, \$88,275	MA+30 Step 20, \$92,400

12z. Approves Registered Behavior Training

RESOLVED, that upon the recommendation of the Superintendent, the Chester board of Education approved the following para professionals to complete 40 hours of training to earn certification as registered behavior certification to be paid their contracted hourly rate.

Kimberly Gern
Sarah Hebert

12aa. Approves 2025 Washington DC Trip Chaperones

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members to chaperone the 2025 8th Grade trip to Washington DC to be paid the overnight chaperone rate of \$297.00 per night as outlined in Schedule B of the CEA contract:

Buck, Rachel	Rodriquez, Cinthia
Duffy, Christopher	Tsihlas, Rebecca
McQueeney, Sean	Viscuso, Micol
Morris, Timothy	White, Andrew
Pape, Anne	Willis, Lorri
Rittenhouse, Nicole	McPherson, Catherine

12bb. Accepts Retirement (Klause)

RESOLVED that the Chester Board of Education accepts the retirement of 4th grade Special Education teacher, Sara Klause effective June 13, 2025 with much gratitude for the 3 years of service with the Chester Board of Education.

12cc. Approves 2025 BRMS Spring Sports Coaches

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members to coach BRMS athletic teams to be paid a stipend as outlined in Schedule B of the CEA contract and Longevity stipend to Head Coach positions starting at 4 years of longevity:

Position	Name	Longevity Stipend	Stipend amount
Softball Head Coach	Kevin Cullen	\$1,649 (20 years)	\$3,277
Softball Assistant Coach	Melissa D’Auria	N/A	\$2,848
Baseball Head Coach	Timothy Rain	\$516 (6 years)	\$3,277
Baseball Assistant Coach	Arnel Villalobos	N/A	\$2,848
Girls’ Lacrosse Head Coach	Laura Garrison	N/A (3 years)	\$3,277
Girls’ Lacrosse Asst. Coach	Milli Roskie	N/A	\$2,848
Boys’ Lacrosse Head Coach	Christopher Duffy	\$1,649 (18 years)	\$3,277
Boys’ Lacrosse Asst. Coach	Andy Gray	N/A	\$2,848
Track & Field Head Coach	Catherine McPherson	\$516 (5 years)	\$3,277
Track & Field Asst. Coach	Tina Sarlo	N/A	\$2,848

12dd. Approves School Psychologist Practicum Student (Farrar)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Rutgers University School Psychologist practicum student Mackenzie Farrar for the 2024-2025 school year under the supervision of Dr. Mellissa Scherzer and Dr. Sarah Southwick pending the approval of the criminal history background check for school employees and compliance with NJ P.L.2018.

12ee. Approves Job Description (Assistant Superintendent)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves the job description for Assistant Superintendent.

12ff. Approves Staff for 2024-25 Clubs and Extracurricular Activity (Tompkins)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff member to conduct a board approved club and extra-curricular activities for the 2024-2025 school year with stipend as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association:

Bragg Art Club	Kelly Tompkins	\$1,864.00
----------------	----------------	------------

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	ABF	CB	AC	SD	MMD	SS	AS

13. Policy-Adam Sorchini (Chair), Adam Colicchio, John Barounis and Melissa Mauro Duffy

13a. Approves Second Reading and Adoption of Policy 4119.26-Electronic Commintions

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves first reading of Policy 4119.26-Electronic Communications.

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	ABF	CB	AC	SD	MMD	SS	AS

13b. Approves Second Reading and Adoption of Policy 3570-District Records and Reports

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves first reading of Policy 3570-District Records and Reports.

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	ABF	CB	AC	SD	MMD	SS	AS

14. Executive Session

RESOLVED, that pursuant to NJS.A. 10:4-12 and 10:4-13 the Chester Board of Education holds a closed session on February 11, 2025 at ____ p.m. to discuss HIB and personnel and items falling under attorney client privilege. It is expected that the minutes will be made public as soon as official action is taken.

Motion by_____

Seconded by_____

CHESTER BOARD OF EDUCATION

Roll Call Vote	EA	JB	ABF	CB	AC	SD	MMD	SS	AS

15. Return to Public Session Time_____

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	ABF	CB	AC	SD	MMD	SS	AS

16. Committee of The Whole—All.

16a. Approves Superintendent's Recommendation for 2024-2025 HIB Case # 9

RESOLVED, that the Chester Board of Education approves the Superintendent's recommendation for 2024-2025 HIB Case # 9

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	ABF	CB	AC	SD	MMD	SS	AS

17. Unfinished Business

18. New Business

19. Adjournment Time_____

Motion by_____

Seconded by_____

Roll Call Vote	EA	JB	ABF	CB	AC	SD	MMD	SS	AS