

**REGULAR MEETING
NOVEMBER 12, 2024
MINUTES**

1. Call to Order

Sarah Schultz, Board President, called the meeting to order at 7:00 p.m. at the Black River Middle School Cafeteria, 133 North Road, Chester, NJ 07930.

2. Sunshine Announcement

Sarah Schultz, Board President, announce 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	Yes	Suzanne Dundon	Yes
John Barounis	Yes	Melissa Mauro-Duffy	Yes
Carolyn Byszewski	Yes	Sarah Schultz	Yes
Adam Colicchio	Yes	Adam Sorchini	Yes
Matthew Downs	Yes	Quorum	Yes

4. Pledge of Allegiance

5. Presentations/ Celebrations-

Charlene Peterson, NJSBA discussed Superintendent search.

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 November 12, 2024 at 7:00 p.m. to discuss HIB, 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 Adam Colicchio

Seconded by Melissa Mauro-Duffy

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

15. Return to Public Session

Upon the motion of John Barounis and seconded by Suzanne Dundon the Board returned to Public Session at 8:55p.m.

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

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6. **Administration** - Dr. Christina VanWoert Superintendent and Peter Frascella Business administrator/Board Secretary

- 6a. **Superintendent's Report**
None

- 6b. **Business Administrator's Report**
None

7. **President's Comments**
Sarah discussed NJSBA Workshop and some of the training/classes that the Board attended.

8. **Public Commentary**
None

9. **Approval of Minutes**

- 9a. **Approves Meeting Minutes from October 15, 2024**
RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on October 15, 2024.

- 9b. **Approves Executive Meeting Minutes from October 15, 2024**
RESOLVED, that the Chester Board of Education approves the Executive meeting minutes of the meeting held on, October 15, 2024.

Motion by Erick Arostegui

Seconded by Carolyn Byszewski

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

10. **Committee of The Whole—All.**

- 10a. **Approves Submission of QSAC DPR 2024-25 check list.**
RESOLVED, that the Chester Board of Education approves submission of QSAC DPR 2024-25 check list.

Motion by Adam Colicchio

Seconded by Melissa Mauro-Duffy

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

11. **Buildings, Grounds, Transportation/Finance-** Carolyn Byszewski (Chair), Adam Sorchini, Adam Colicchio and John Barounis
Carolyn discussed the committee meeting. We talked about staffing, ROD Grants, Walk through, 23-24 Audit, QSAC and 25-26 Budget Goals.

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.

Bills List		Totals
Payroll	10/30/2024	\$694,058.32
Bills List	11/12/2024	\$844,761.79

11b. Approves Monthly Appropriation Transfers for September 2024

RESOLVED, that the Chester Board of Education approves the following transfers within the 2021-2022 budget for the month of September 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 September 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 September 2024; a copy of which is available for public review in the Chester Board of Education Business Office.

11d. Approves Board Secretary Report for September 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 September 2024; a copy of which is available for public review in the Chester Board of Education Business Office.

11e. Approves Board Treasurer Report for September 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 September 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 September 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 September 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:

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Date	<u>Employee</u> Conference/Workshop	Registration- Tuition	Travel Misc.	Estimated Total Ex- pense
11/27/2024 & 04/17/2025	Cassie Bruno IMSE Intervention & Support for Struggling Readers Virtual	\$0.00	\$0.00	\$0.00
11/27/2024 & 04/17/2025	Margaret George IMSE Intervention & Support for Struggling Readers Virtual	\$0.00	\$0.00	\$0.00
11/27/2024 & 04/17/2025	Nicole Healy IMSE Intervention & Support for Struggling Readers Virtual	\$0.00	\$0.00	\$0.00
2/24 - 2/25 2025	Timothy Rain NJAPHERD Annual Convention Princeton, NJ	\$350.00	\$138.70	\$488.70
12/12/2024	Marisa Cumello Public Just Words Workshop Virtual	\$330.00	\$0.00	\$330.00
12/06/2025	Timothy Rain Pe Jam Kinnelon, NJ	\$0.00	\$25.94	\$25.94
01/29-01/31 2025	Kathryn Nieves Licwinko Techspo 2025 Atlantic City, NJ	\$590.00	\$371.00	\$961.00

11h. Approves NJSBA as Superintendent Search Services

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves New Jersey School Boards to conduct Superintendent Search services at a cost not to exceed \$7,000.

Motion by Carolyn Byszewski

Seconded by Melissa Mauro-Duffy

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

12. Curriculum/Governance/Personnel- Melissa Mauro Duffy (Chair), Erick Arostegui, Suzanne Dundon and Matthew Downs

Melissa discussed QSAC review, Bragg School of Character Application, handwriting in the curriculum and the Science Fair.

12a. Approves Art Practicum/Internship Student (Ciottariello)

RESOLVED, that upon the recommendation of the Superintendent, the Chester

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Board of Education approves Morris County College Art student, Gianna Ciottariello, to complete her practicum/internship under the supervision of BRMS Art teacher Mrs. Smith effective January 2, 2025 through April 30, 2025 pending the approval of the criminal history background check for school employees and compliance with P.L. 2018, c5.

12b. Approves Custodian (Fryer)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves substitute custodian Caiden Fryer to full time permanent custodian effective November 13, 2024 at an annual salary of \$41,700 with benefits.

12c. Approves Substitute Nurse/ Aide for Out of District Student (Strickland)

RESOLVED, that the Chester Board of Education approves Kelly Strickland to provide nursing/aide services to student # 20496 & student # 20879, for up to five hours daily at the rate of \$77.00 an hour for the 2024-2025 school year.

12d. Approves Chaperones/ Supervisors

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members to chaperone/supervise student #20406 during extracurricular activities 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.

Cathleen Mathews
Alison Pigott

12e. RESOLVED: that the Board of Education approves the following revised leave of absence for employee # 1050:

Sick Leave (with benefits)	08/28/24-11/22/24
Sick Days Used	57
FMLA Start Date (with benefits)	11/25/24
Anticipated Date of Return	02/24/25

12f. Approves Staff for 2024-25 Club and Extracurricular Activity

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members 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:

DS Music Theater Club Advisor	DS	\$1,864.00	Linda Blazier
8 th Grade Trip Coordinator	BRMS	\$646.00	David Leckie

12g. Approves Adoption of Danielson Model of Effective Teaching

RESOLVED, that pursuant to N.J.A.C. 6A:10, Educator Effectiveness, the Chester Board of Education approves the adoption of the Danielson Model of Effective Teaching as an evaluation tool in 2024-2025 for the Chester School District's faculty.

12h. Approves NJPEPL Process and Observation Instrument

RESOLVED, that the Chester Board of Education approves the New Jersey Principal Evaluation for Professional Learning (NJPEPL) Process and Observation Instrument as the Principal Evaluation Tool for the Chester School District for the 2024-2025 school year.

12i. Approves Bus Aide (Medina)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Carmen Median, as a bus aide effective November 12, 2024 to be paid \$20.00 hourly pending the approval of the criminal history background check for school employees, required transportation training and compliance with P.L. 2018, c5.

12j. Approves Superintendent's Professional Development Plan

RESOLVED, that the Chester Board of Education approves the Superintendent's Professional Development Plan.

12k. Approves Chester School's Code of Conduct

RESOLVED, that the Chester Board of Education approves the Code of Conducts For Black River Middle School, Bragg School and Dickerson School.

12l. Approves Staff for 2024-25 Club and Extracurricular Activity

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members 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:

Mine Craft Club 2 nd Session	Bragg	\$1,864.00	Jerry Castro
Chaperone TREP\$ (6 hours)	Bragg	\$516.00	Cathleen Matthews

Motion by Carolyn Byszewski

Seconded by Melissa Mauro-Duffy

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

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

None

Adam Sorchini talked about Interscholastic Sports Code of Conduct Policy.

16. Committee of The Whole—All

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16a. Approves Superintendent's Recommendation for HIB Case #2

RESOLVED, that the Chester Board of Education approves the Superintendent's recommendation for HIB Case #2

Motion by Erick Arostegui

Seconded by John Barounis

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

16b. Approves Superintendent's Recommendation for HIB Case #3

RESOLVED, that the Chester Board of Education approves the Superintendent's recommendation for HIB Case #3

Motion by Melisa Mauro-Duffy

Seconded by Suzanne Dundon

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
7-1-1	Yes	No	Yes	Yes	Yes	Yes	Yes	Abstain	Yes

16c. Approves Superintendent's Recommendation for HIB Case #4

RESOLVED, that the Chester Board of Education approves the Superintendent's recommendation for HIB Case #4

Motion by John Barounis

Seconded by Adam Colicchio

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
8-1	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

16d. Approves Superintendent's Recommendation for HIB Case #5

RESOLVED, that the Chester Board of Education approves the Superintendent's recommendation for HIB Case #5

Motion by Melissa Mauro-Duffy

Seconded by John Barounis

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
7-1-1	Yes	Abstain	Yes	Yes	Yes	Yes	Yes	Yes	No

16e. Approves Superintendent's Recommendation for HIB Case #6

RESOLVED, that the Chester Board of Education approves the Superintendent's recommendation for HIB Case #6

Motion by John Barounis

Seconded by Melissa Mauro-Duffy

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
8-0-1	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Abstain	Yes

16f. Approves Superintendent's Recommendation for HIB Case #7

RESOLVED, that the Chester Board of Education approves the Superintendent's

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recommendation for HIB Case #7

Motion by Carolyn Byszewski

Seconded by Matthew Downs

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

17. Unfinished Business

None

18. New Business

None

19. Adjournment

There being no further business to discuss, upon the motion of Adam Sorchini and seconded by John Barounis, the Board considered a motion to adjourn at 9:10 p.m.

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
9-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Respectfully Submitted,


Peter Frascella
Board Secretary