

**REGULAR MEETING
MARCH 18, 2025
MINUTES**

1. Call to Order

Sarah Schultz, Board President, called the meeting to order at 6:05 p.m. at the Black River Middle School Cafeteria, 133 North Road, Chester, NJ 07930.

2. Sunshine Announcement

Sarah Schultz, Board President, announced 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
Amy Buck Faundez	Yes	Sarah Schultz	Yes
Carolyn Byszewski	Yes	Adam Sorchini	Yes
Adam Colicchio	Yes	Quorum	Yes

*Arrived 6:07 P.M.

** Arrived 6:10 P.M.

4. Pledge of Allegiance

Sara Schultz, Board President, led the Board in the Pledge of Allegiance.

5. Celebration:

Celebrating the retirement of Superintendent, Dr. Christina Van Woert after 20 Years with the Chester School District.

Assemblyman Mike Inganamort Presented Dr. Van Woert with a State proclamation regarding her dedication to the Chester School District.

Mayor Janet Hover spoke about Dr, VanWoert.

Mayor Tim Drag spoke about Dr. Van Woert.

Erica David thanked Dr, Van Woert her years of dedication.

Sarah Schultz spoke about Dr, Van Woert and what she has meant to the Chester School District.

Michele Stanton presented Dr. Van Woert with a retirement gift of "Dr. Van Woert Way."

Dr. Van Woert thank ed everyon for her time in the district.

Recessed @ 6:40 P.M. to Celebrate the retirement of Dr. Van Woert.

Returned @ 7:15 P.M.

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

6a. **Superintendent’s Report**

None

6b. **Business Administrator’s Report**

None

7. **President’s Comments**

None

8. **Public Commentary**

None

9. **Approval of Minutes**

9a. **Approves Meeting Minutes from February 11, 2025**

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the Reorganization meeting held on February 11, 2025

9b. **Approves Executive Meeting Minutes from February 11, 2025**

RESOLVED, that the Chester Board of Education approves the Executive meeting minutes of the meeting held on February 11, 2025.

9c. **Approves Meeting Minutes from March 4, 2025**

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the Reorganization meeting held on March 4, 2025

9d. **Approves Executive Meeting Minutes from March 4, 2025**

RESOLVED, that the Chester Board of Education approves the Executive meeting minutes of the meeting held on March 4, 2025.

Motion by Carolyn Byszewski

Seconded by John Barounis

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

10. **Committee of The Whole**—*All.*

Discussions as a whole about the calendar.

10a. **Approves Revised 2024-2025 School Calendar (Application of Unused Snow Day(s))**

RESOLVED, that the Chester Board of Education approves revising the school calendar to have schools closed for the entire district on May 23, 2025 and school closed for Bragg and Dickerson only on May 27, 2025.

Motion by Amy Buck Faundez

Seconded by Adam Colicchio

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

- 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.

Bills List		Totals
Payroll	02/15/2025	\$732,997.65
Payroll	02/28/2025	\$711,433.85
Payroll	03/14/2025	\$716,140.33
Bills List	03/18/2025	\$1,651,972.28

11b. Approves Monthly Appropriation Transfers for January 2025

RESOLVED, that the Chester Board of Education approves the following transfers within the 2023-2024 budget for the month of January 2025 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 January 2025

RESOLVED, that pursuant to N.J.A.C. 6A:23A-13.3, the Chester Board of Education approves the Monthly Report of Transfers for January 2025; a copy of which is available for public review in the Chester Board of Education Business Office.

11d. Approves Board Secretary Report for January 2025

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 January 2025; a copy of which is available for public review in the Chester Board of Education Business Office.

11e. Approves Board Treasurer Report for January 2025

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 January 2025; 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 January 2025

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

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report for January 2025 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-	Travel Misc.	Estimated Total Expense
03/11 – 03/12 2025	Tricia Pohan 2025 NJECC Annual Educational Technology Conference Montclair State University, NJ	\$195.00	\$35.74	\$230.74

11h. Approves 2024 Camp Achieve Field Trips

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following social skills trips chaperoned by Brandon Kornbluh, school social worker, Denielle Saucedo, Gretchen Capan, Kathleen Werner.

- July 3rd - Buttermilk Falls, Mendham Township, NJ
- July 10th - Great Swamp Wildlife Refuge, Harding, NJ
- July 17th - Hacklebarney Park/Chester Diner
- July 24th – Wildcat Ridge, Rockaway, NJ

11i. Approves Camp Achieve/Camp Success to attend Chester Pool

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Camp Achieve/Camp Success to attend Chester pool on Wednesdays from June 30th through July 31st, 2025.

11j. Approves Kit Consulting

RESOLVED, that the Chester Board of Education approves Kit Consulting to provide BCBA services for an additional 10 hours a week at \$125.00 an hour for the 2024-2025 school year.

11k. Approves Music Therapy

RESOLVED, that the Chester Board of Education approves Jammin Jen to provide music therapy for the preschool program at a rate of 6 visits (\$70.00 a session) for a total of \$2,560.

11l. Approve Mendham Borough Student for Camp Achieve

RESOLVED, that the Chester Board of Education accept the ESY Tuition Contract with Mendham Borough Board of Education. Agreement shall be in effect for the 2024-2025 Extended School Year. The services will commence June 30, 2025 and terminate on July 31, 2025. The cost for the student will be \$3,810.00.

11m. Approves District’s Membership and Authorizes Participation

RESOLVED, that the Chester Board of Education accepts the recommendation of the Business Administrator/Board Secretary and approves the District’s membership in the **Educational Services Commission of Morris County**, and authorizes the District’s participation in the Educational Services Commission of Morris County programs in accordance with fees established for the 2025-2026 school year included schedule and contracts for:

- Cooperative bidding services for the purchase of various goods and services for the 2025-2026 school year as deemed appropriate by the Business Administrator/Board Secretary.
- Transport public, non-public and special education students for the 2025-2026 school year including extended school year programs.
- Health and Environmental Services Cooperative.
- All Non-Public Services funded through State and Federal grants.
- Non-Public Transportation and Aid in Lieu Transportation processing.
- Occupational and Physical Therapy services, Examination and Classification services, and Speech services.
- Other professional support services offered through this cooperative as may be deemed appropriate by the Business Administrator/Board Secretary.

11n. Approves a Joint Transportation Sports Agreement (Byram Bus Company)

RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves a Joint Transportation Sports Agreement with Byram Bus Company effective September 1, 2025 to June 30, 2026.

11o. Approves Recycling/Disposal of Obsolete Technology Equipment

RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves Recycling/Disposal of obsolete technology equipment; a list of which can be viewed at the Board of Education Business office.

11p. Approves Shared Services Agreement with Education Services Commission

RESOLVED, that the Chester Board of Education approves the 2025-2026 shared services agreement for the bidding and purchasing program with Education Services Commission of Morris County

11q. Approves Adoption of Tentative 2025-2026 School Budget

BE IT RESOLVED that the tentative budget be approved for the 2025-2026 School Year using the state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent for approval in accordance with N.J.S.A.18A:7F-5 and 18.A:7F-6:

	GENERAL FUND	CAPITAL RESERVE	MAINT RESERVE	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2025-26 Total Expenditures	\$25,699,079	\$105,000	\$300,000	\$388,943	\$1,156,480	\$27,649,502

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Less: Anticipated Revenues	\$3,075,311	\$105,000	\$300,000	\$388,943	\$105,000	3,974,254
Taxes to be Raised	\$22,623,768				\$1,051,480	\$23,675,248

AND, to advertise said tentative budget in the Daily Record in accordance with the form suggested by the New Jersey Department of Education and according to law;

AND, public hearing on the budget for the 2025-26 school year will be held on April 29, 2025 at 7 p.m. in the Chester Borough Courtroom.

11r. CAPITAL RESERVE Capital Reserve Account Withdrawal: \$105,000

BE IT RESOLVED that the Board of Education includes in the budget a capital reserve withdrawal in the amount of \$105,000 for:

- Transfer to Debt Service - \$105,000

11s. MAINTENANCE RESERVE Maintenance Reserve Account Withdrawal: \$300,000

BE IT RESOLVED that the Board of Education includes in the budget a maintenance reserve withdrawal in the amount of \$300,000 for the purpose of providing facilities maintenance projects in accordance with the M-1 and CMP for 25-26 school year.

11t. Approves Maximum Travel

WHEREAS, Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED, that the Chester Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$95,000 for the 2025-26 school year.

11u. Approves Travel Expense Threshold

WHEREAS, the Chester Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

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WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education includes in the tentative budget travel and related expense reimbursement in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$95,000, for all staff and board members for the 2025-26 school year. The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

11v. Establishes the 2025-2026 Maximum Level for Professional Services

WHEREAS, the tentative budget includes the following appropriations:

Legal Services	\$60,000
Auditing Services	\$30,000
Architectural Services	\$36,000
Medical	\$15,000

WHEREAS, the administration needs to notice the board if there arises a need to exceed said maximums; upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

BE IT RESOLVED, that the Chester Board of Education establishes maximums for professional services in the area listed above for the 2025-2026 school year.

11w. Approves Bid Award (TM Brennan Service, Inc.)

RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves the bid award of the HVAC Upgrades at the Bragg & Black River Schools to TM Brennan Service, Inc in the amount of \$1,932,105.

Motion by Suzanne Dundon

Seconded by Erick Arostegui

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

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

Melissa spoke about the interim Superintendent and Kindergarten registration.

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12a. Approves Camp Achieve/Camp Success Bus Drivers

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following bus drivers for Camp Achieve and Camp Success programs for the 2025-2026 ESY from June 30, 2025 through July 31, 2025 (20 days) at their contracted hourly rate:

Driver	Hourly Rate
Holly Law	\$32.35
Pamela Roberts	\$31.86

12b. 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, 2025.

Name	Current Guide/Step/Salary	Advance Guide/Step/Salary
Cinthia Rodriguez	BA Step 15-16 \$70,555	BA+15 Step 15-16 \$72,055

12b. Approves 2025 Washington DC Trip Chaperone (D'Auria)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Melissa D'Auria 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:

12c. Approves Staff for Extracurricular Activities (Revised from 2/11/25 Agenda)

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:

From:

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

To:

Club	Coaches
Bragg Homework Club	Maryanne Vindici \$1,864.00
Bragg Homework Club	Allie Johnson \$1,864.00
Bragg Running Club	Lauren Scarfo and Allie Johnson (Split) \$932.00 each

12d. Approves 2024-25 Summer Scholars Program Substitute Teachers

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members as Substitute teachers for Summer Scholars Program for the 2024-2025 school year from July 7, 2025 through August 7, 2025, 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:

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Elizabeth McGookin
Krista Maico
Millicent Roskie

Sara Kozlowski
Alison Pigot

12e. Approves Summer 2024 Intern (Beavers)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Ball State University student Maia Beavers as 2025 Board Office/Technology Intern effective June 2, 2025 through August 29, 2025 at a rate of \$16.00 per hour up to 40 hours per week.

12f. Approves Professional Work 2024-2025 CANDO (ANGST) Meeting

RESOLVED, that up the recommendation of the Superintendent, the Chester Board of Education approves Brandon Kornbluh to attend the March 11, 2025 CANDO meeting for up to 3 hours at the contracted professional rate of \$62.00.

12g. Approves Camp Achieve/Camp Success Aide/ Paraprofessional

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the following paraprofessionals for the 2025 Camp Achieve/Camp Success program from June 30, 2025 through July 31, 2025.

Aide/Para	Hours	Hourly Rate
Alex Lewin	6.5 hours daily	\$15.49
Samantha Capan	2.5 hours daily	\$17.85

12h. Accepts Resignation (Hebert)

RESOLVED, that the Chester Board of Education accepts the resignation of Paraprofessional, Sarah Hebert effective March 28, 2025.

12i. Approves Paraprofessional Training

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the following paraprofessionals to complete up to 3 hours of bus training to be paid the contracted hourly rate.

Rose Alban
Jill Cohen
Lauren Costanza
Donna Fusco
Brian Gallagher
Kimberly Gern
Linda Jasinkiewicz

Maria Jorgensen
John Kovach
Dina Marks
Tracy Puzino
Paula Shira
Christine Youtz

12j. Accepts Retirement (Krone)

RESOLVED, that the Board of Education accepts the retirement of Director of Student Services, Dr. Jeanette Krone effective August 1, 2025 with much gratitude for 24 years of service with the Chester School District.

12k. Approves Professional Work 2024-2025 CANDO Transition Meeting

RESOLVED, that up the recommendation of the Superintendent, the Chester Board of Education approves Deb Androvette to attend the April 7, 2025 CANDO/ML meeting for up to 2 hours at the contracted professional rate of \$62.00.

12l. Approves Day Custodian Stipend (Zapata)

RESOLVED, that up the recommendation of the Superintendent, the Chester Board of Education approves Bragg Custodian, Dora Zapata to be paid the Day Custodian stipend of \$5,600 prorated for the months of March and April, 2025.

12m. Approves Chester Girl Scout Donation of Books to Kindergarten Classes

RESOLVED, that up the recommendation of the Superintendent, the Chester Board of Education approves the donation of books from the Chester Girl Scouts to the Kindergarten classes at Dickerson School.

12n. Approves School Trips (Bragg)

RESOLVED, that the Chester Board of Education approves the following school trips for the 2024-2025 school year for Bragg School:

Field Trip	Location	Grade/Group
State House	Trenton, NJ	Grade 5

Motion by Carolyn Byszewski

Seconded by John Barounis

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

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

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 March 18, 2025 at 8:10 p.m. to discuss HIB, personnel, negotiations 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 Erick Arostegui

Seconded by Carolyn Byszewski

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

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15. Return to Public Session

Upon the motion of Adam Sorchini and seconded by Adam Colicchio the Board returned to Public Session at 8:35 p.m.

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

16. Committee of The Whole—All.

16a. Approves Superintendent’s Recommendation for 2024-2025 HIB Case # 10

RESOLVED, that the Chester Board of Education approves the Superintendent’s recommendation for 2024-2025 HIB Case # 10

Motion by John Barounis

Seconded by Melissa Mauro Duffy

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

17. Unfinished Business

None

18. New Business

None

19. Adjournment

There being no further business to discuss, upon the motion of Amy Buck Faundez and seconded by Suzanne Dundon the Board considered a motion to adjourn at 8:40 p.m.

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

Respectfully Submitted,

Peter Frascella
Board Secretary