

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

Chesterfield Township School District Vision Statement

Chesterfield Elementary School strives to build a premier institution of learning where students are challenged to their fullest potential in a safe and caring environment.

Chesterfield Township School District Mission Statement

The education of the youngest generation is “THE MISSION” of all adult citizens of Chesterfield Township. We strive to accomplish this in partnership with home and community. As mandated by state and federal guidelines, our goal is to teach our students the skills necessary to achieve proficiency in the most current NJ Core Curriculum Content Standards.

The school leadership must provide the necessary resources and facilities that support a positive learning environment. In a rapidly changing community, Chesterfield Township Elementary School is committed to providing a safe environment in which to prepare all students to become responsible, respectful citizens and active life-long learners, with an appreciation of self and others.

District Goals
2018-2019 School Year

DISTRICT GOAL #1: Conduct an assessment of the Chesterfield Township School District 2016-2021 Strategic Plan and update, as appropriate, to ensure relevancy of the strategic goals and objectives guiding the school district leadership decision making processes.

Objective #1: Establish a Vision and Mission Statement which reflects the desires of the collective school district stakeholders.

Objective #2: Update the strategic plan goals, objectives, and action plans to ensure district leadership direction and alignment to the collective vision.

DISTRICT GOAL #2: Establish a school district community culture and climate focused on the development of the whole-child; socially, emotionally, and academically.

Objective #1: Enrich the climate and culture of the school by developing a consistent and age-appropriate district wide discipline plan.

Objective #2: Work collaboratively with District Discipline Committee to implement and align character education program to the specific needs of the district to enhance students understanding and acceptance of each other’s differences in concert with implementation of the newly developed discipline plan.

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.

1. Call To Order
Pledge of Allegiance\Moment of Silence

Roll Call

Mr. Jignesh Shah, President
Mrs. Laura Bond, Vice President
Dr. Terran Brown
Ms. Christina Hoggan
Mrs. Amy Jablonski

2. 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:

- 2A.a Posting written notice on the official bulletin board at the Chesterfield Township School.
- 2A.b Mailing written notice to the Burlington County Times and Trenton Times newspapers.
- 2A.c Filing written notice with the Clerk of Chesterfield Township.
- 2A.d Filing written notice with the Secretary of this body.
- 2A.e 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.

3. 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

4. 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.

5. School Community Partnerships

5A. Chesterfield PTA

5B. Chesterfield Public Education Fund

5B.1 CPEF Grant Request (Attachments) - Public

Recommend approval of the following grants:

Leia DeLisa, 3rd 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.

Vote Section 5

6. Minutes (Attachment)

Recommend approval of the following minutes:

November 14, 2018 Regular Minutes

Vote Section 6

7. Board of Education

Committee Reports/Superintendent Reports

7A. Board Committees

<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

7B. 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

7C. Superintendent's Report

7C.1 Student Enrollment

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

7D. Approval of Resolution (Attachment) - Public

Recommend approval of 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.

Vote Section 7

8. Board Policy

8A. 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

Vote Section 8

9. Personnel

9A. Approval of Substitutes

Recommend 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 Nalbhone	Teacher (pending background check)

9B. Approval of Lunch/Recess Aide

Recommend 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.

9C. Approval of Mentor

Recommend 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.

9D. Approval of Resignation

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

Vote Section 9

10. Curriculum & Instruction

10A. Approval of 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

11. Health & Safety

11A. Nurses Report – November (Attachment) - Public

11B. Emergency Drill Report (Attachment) - Public

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

11C. Student Code of Conduct (Attachment) – Public
Report for November

11D. 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 HIB incident reported and one confirmed for November.

11E. 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.

Vote Section 11

12. Staff Professional Development

12A. Approval of Workshops

Recommend 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	-----

Vote Section 12

13. Transportation

13A. Approval of the Revised 2018-2019 Transportation Route - Bus 12 (Attachment)

Vote Section 13

14. Board of Education and Board Secretary Monthly Certifications

Recommend 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

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.

14A. Financial Approvals (Attachments)

Recommend the following financial approvals 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

Recommend the following financial approvals 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.

Recommend 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.

14B. Approval of Resolution (Attachment)

Recommend 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.

14C. 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.

14D. 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.

Vote Section 14

15. Other Business

16. Facilities Update/Information

16A. Supervisor of Building & Grounds Report - Robert Carter (Attachment) – Public

16B. School Dude Report (Attachment) - Public

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

16C. Solar Renewable Energy Credits Analysis (Attachment) - Public

16D. Use of Facilities

Recommend the 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

Vote Section 16

17. Other Public Comments

18. Motion to Adjourn to Executive Session

Recommend approval of the following resolution:

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:

At the time of printing - No Executive Session is planned

RESOLVED, that the aforesaid 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.

Vote Section 18

19. Motion to Return to Public Session

Vote Section 19

20. Motion to Adjourn

Vote Section 20