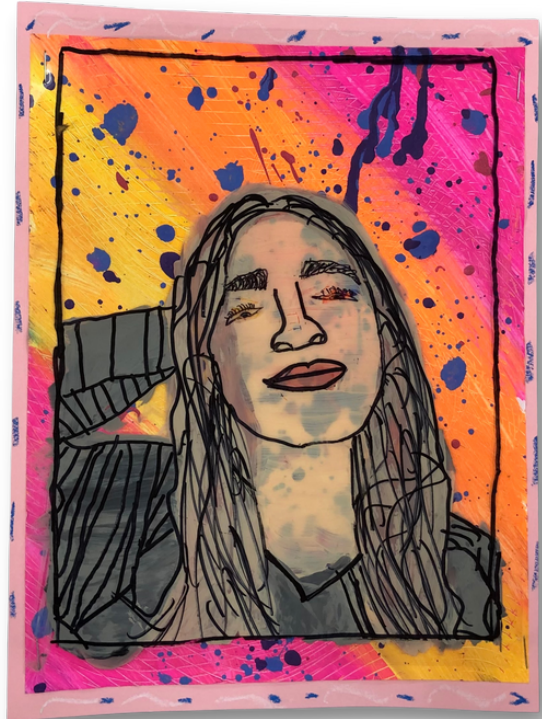


Chesterfield Township Board of Education
Regular Meeting 7:00 p.m.
Wednesday, December 15, 2021
AGENDA



Kaustav



Emma



Sam

6th Grade
Self Portraits

Chesterfield Township Board of Education
Regular Meeting 7:00 p.m.
Wednesday, December 15, 2021
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.

2021-2022 Board Goals

1. The Chesterfield Township School District will work in conjunction with Strauss Esmay to update our policies, bylaws, and regulations.
2. The Chesterfield Township School District will create a strategic plan that will guide our district from 2021-2026.

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.

The public shall be reminded that they should attempt to resolve any problems and/or complaints through initial contact with the appropriate administrator. Such matters should only be brought to the Board after all avenues within the administrative chain of command have been exhausted. Regulation #9130 Public Complaints and Grievances, <https://www.straussesmay.com/seportal/Public/DistrictRegulation.aspx?regulationid=9130&search=9130&id=c96bc25240ae4616b56366ea64985ab0>

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

Ms. Christina Hoggan, President

Mr. Matthew Litt, Vice President

Mrs. Carol Cooper-Braun

Mrs. Jaclyn Halaw

Mrs. Kerri Lynch

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 on January 11, 2021.

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 5, 2022 Reorganization Meeting

School District Important Dates

December 20, 2021

Report Cards Available Online

December 23, 2021

Early Dismissal-Winter Break Begins

December 24, 2021 – January 2, 2022

School Closed – Winter Break

January 3, 2022

School Re-Opens

4. Public Comment – Agenda Items Only

The public shall be reminded that they should attempt to resolve any problems and/or complaints through initial contact with the appropriate administrator. Such matters should only be brought to the Board after all avenues within the administrative chain of command have been exhausted.

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. Minutes (Attachment)

Recommend approval of the following minutes:

November 17, 2021 Regular Minutes
November 17, 2021 Executive Minutes

6. Board of Education/Superintendent Reports

6A. Board Committee

6A.1 Committee Reports

Committee

Human Resources	Chair	Matthew Litt Christina Hoggan
	Admin. Reps.	Coletta Graham Michael Mazzoni
Curriculum & Instruction	Chair	Jaclyn Halaw Kerri Lynch
	Admin. Rep.	Jeanine May-Sivieri
Finance	Chair	Christina Hoggan Matthew Litt
	Admin. Rep.	Andrew Polo
Student Services	Chair	Kerri Lynch Carol Cooper-Braun
	Admin. Rep.	Lynn Booth
BURLCO School Boards Association Executive Committee Delegate:		Christina Hoggan
Legislative Chairperson & Delegate to NJ School Boards Association:		Christina Hoggan
	Alternate:	Matt Litt
BOE Policy Committee		Matthew Litt Christina Hoggan
Compressor Station & Pipeline Impact Committee:		Christina Hoggan

6B. November 2, 2021 Election Results

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 2, 2021. 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: 4,370

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

Rachel Collins	713
Jim Ivins	1,128
Personal Choice	<u>7</u>
Total votes cast	1,848

6C. Superintendent's Report

6C.1 Student Enrollment

Grade Levels	November 2021	December 2021	Net Change
Pre-School			
<i>Tuition</i>	12	12	
<i>Non-Tuition</i>	10	10	
LMD (non-tuition)	4	4	
UMD (non-tuition)	3	3	
Kindergarten	74	74	
1st	96	95	-1
2nd	95	96	+1
3rd	103	103	
4th	106	107	+1
5th	114	115	+1
6th	101	101	
Total In-District	711	713	+2
Attending Out-of-District Schools	5	5	
Total	716	718	+2

*The enrollment of some students in the LMD and UMD classes are reflected in the grade level numbers for those students.

6D. Health and Safety Update

7. Personnel

7A. Approval of Extra Time

Recommend approval of the extra time for the following employees:

<u>Staff Member</u>	<u>Brief Description of Work Completed</u>	<u>Total amount</u>
Gauze, Courtney	Additional time for Health Office - November	\$195.00
Prince, Maria	Science Lab cleanup	\$156.00
Ramos, Charmaine	Additional time for Health Office - November	\$858.00
Sakimura, Melissa	Science Lab cleanup	\$156.00

7B. Approval of Resignation

Recommend approval, with regret of the resignation of Lashay Johnson, Basic Skills Teacher effective January 16, 2022.

7C. Approval of Substitute Secretary

Recommend approval of Dorothea Brown as substitute secretary for the remainder of the 2021-2022 school year at the rate of \$14.00 per hour. (Pending background check)

7D. Approval of Teacher Prep for Math Night

Recommend approval of the following 6 staff members up to 2 hours each @52/hr. Total \$624.00 for preparation for Math Night.

Victoria Wolochow	Anne Lawrence
Kristen McIntyre	Nicole Hartman
Frankie Sielski	Antoinette DiEleuterio

7E. Approval of Mentor

Recommend approval of Bayley Hickey as a mentor for Courtney Gauze for the 2021-2022 school year at an annual stipend of \$550.00.

7F. Approval of Administrative Assistant to the Supervisor of Special Services

Recommend approval of Eric Stewart as Administrative Assistant to the Supervisor of Special Services at an annual salary of \$38,700. Start date TBD and the salary prorated based on start date. (Pending background check)

7G. Memorandum of Agreement between the Chesterfield Township Board of Education and the Chesterfield Administrators Education Association

Agreement for July 1, 2021 through June 30, 2026

Recommend approval of a memorandum of agreement between the Chesterfield Township Board of Education and the Chesterfield Administrators Education Association for the term of July 1, 2021 through June 30, 2026.

8. Health & Safety

8A. Nurses Report – November (Attachment) – Public

8B. Emergency Drill Report (Attachment) – Public
Fire Drill December 1, 2021

8C. Student Code of Conduct
Nothing to report for November

8D. H.I.B. Incidents (Attachment)

October Preliminary Approval:

There was one HIB incident reported and one non-confirmed for October.

November Approval:

There were no HIB incidents reported in November.

9. Staff Professional Development

9A. 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
Lynn Booth	Supervisor of Special Services	Atlantic City	NJPSA Annual Conference	3/24 & 3/25 /2022	\$320.00	\$0.00	-----

9B. Approval of Tuition Reimbursement

Mr. Heino has approved tuition reimbursement for the following staff members, in accordance with the negotiated agreement, upon successful completion of the following graduate course: (Tuition Reimbursement will be paid at the Rutgers, The State University of NJ 2020-2021 Graduate School Tuition Rates of \$754.00/cr)

Michael Brayton	Educational Organization and Leadership	(3 credits) \$2,055.00	(\$685/cr)
Michael Brayton	School Finance and Records	(3 credits) \$2,055.00	(\$685/cr)
Laura Flynn	Young Children's Literature and Curriculum Design	(3 credits) \$2,313.00	(\$771/cr)
Bayley Hickey	UDL in General Physical Education	(3 credits) \$2,055.00	(\$685/cr)
Amanda Sorensen	Neurological Bases of Ed Disorders	(3 credits) \$2,055.00	(\$685/cr)

10. 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.

Andrew Polo

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.

10A. Financial Approvals (Attachment)

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
- Report of the Secretary
- Report of the Treasurer
- Monthly Transfer Report

Recommend approval of the following financial report for the month of 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.
- Transfers for November
- Report of the Secretary
- Report of the Treasurer
- Monthly Transfer Report

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.

10B. Approval of IDEA- ARP Non Public Grant Services Agreement (Attachment)
Recommend approval of the agreement between Chesterfield Township School District and Burlington County Special Services School District, ESU to provide IDEA-ARP services pursuant to the school districts grant.

10C. CPEF Grant Acceptance (Attachment)
Recommend approval of the following grant:

Speech teachers are requesting 2 mesh playground core language board banners to install on new fencing. Cost \$840.00.

Vicki Weisgarber, 3rd grade teacher is requesting 24 sets of “Fuzzy Feet Chair Glides” for her classroom. Cost \$120.87.

11. Facilities Update/Information

11A. Building & Grounds Report (Attachment) – Public

11B. School Dude Report (Attachment) – Public
The work order and incident reports for November from the School Dude software are attached.

11C. Solar Renewable Energy Credits Analysis (Attachment) - Public

11D. Use of Facilities

Recommend the approval of the following use of facilities for the 2021-2022 school year:

Name Of Organization	Facility requested	Description of Activity	Date
Child Evangelism Fellowship of NJ	Media Center	Good News Club	1/31 - 3/14/2022 Monday's only

Vote Section 5, 7, 8, 9, 10, 11

12. Other Business

13. Other Public Comments

The public shall be reminded that they should attempt to resolve any problems and/or complaints through initial contact with the appropriate administrator. Such matters should only be brought to the Board after all avenues within the administrative chain of command have been exhausted.

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.

14. 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:

Sale of Property

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 14

15. Motion to Return to Public Session

Vote Section 15

16. Motion to Adjourn

Vote Section 16