

Chesterfield Township Board of Education
Regular Meeting 7:00 p.m.
Wednesday, July 25, 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.

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 July 19, 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:

August 22, 2018 Regular Monthly Meeting

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

6. Correspondence (Attachment) - Public

Letter dated July 23, 2018, to the Board of Education from Jackie Halaw, including her petition with community member's signatures regarding budget plan.

Letter dated July 23, 2018, to the Board of Education from Kelley Johnson, regarding use of state funding.

Letter dated July 23, 2018, to the Board of Education from Lorrie Thier, regarding the proposed revised plan for the additional state aid.

Letter dated July 24, 2018, to the Board of Education from Meredith McCabe regarding the proposed budget concerns.

Letter dated July 25, 2018, to the Board of Education from Karen Severe regarding the 2018-2019 budget and tax relief.

7. Minutes (Attachment)

Recommend approval of the following minutes:

June 20, 2018	Regular Minutes
June 20, 2018	Executive Minutes

Vote Section 7

8. Board of Education/Committee Reports

8A. Board Committee

Committee			Meeting Dates
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: Alternate Delegate:			Jignesh Shah Amy Jablonski
District Advisory Committee:			Laura Bond Terran Brown
BOE Policy Committee:			Terran Brown Christina Hoggan
Compressor Station & Pipeline Impact Committee:			Christina Hoggan

8B. Superintendent's Report

8B.1 Student Enrollment

*July 2018 enrollment reflects anticipated roll over from the 2017-2018 school year to the 2018-2019 school year. However, it does not reflect children transferring in or out of Chesterfield over the summer.

Grade Levels	June 2018	*July 2018	Net Change
Pre-School			
<i>Non-Tuition</i>	12	6	-6
<i>Preschool Disabled (non-tuition)</i>	7	4	-3
<i>Tuition</i>	14	16	+2
Kindergarten	90	97	+7
1st	102	90	-12
2nd	105	102	-3
3rd	103	105	+2
4th	114	103	-11
5th	122	114	-8
6th	93	122	+29
Total In-District	762	759	-4
Attending Out-of-District Schools	5	4	-1
Total	767	763	-4

9. Board Policy

9A. First Reading of Revised Policies (Attachments) - Public

The following revised policies are being presented for first reading:

Policy #4111	Recruitment, Selection and Hiring – Certified Staff
Policy #4123	Classroom Aides (Paraprofessionals)
Policy #4211	Recruitment, Selection and Hiring – Support Staff
Policy #5114	Suspension and Expulsion
Policy #5141.3	Health Examinations and Immunizations

9B. Second Reading of Revised Policies (Attachments) - Public

The following revised policies are being presented for second reading:

Policy #4116	Evaluation of Teaching Staff Members
Regulation #4116	Evaluation of Teaching Staff Members
Policy #4131/4131.1	Staff Development; In-service Education/Visitations/Conferences
Policy #5119	Transfers

Vote Section 9

10. Personnel

10A. Approval of Resignation – Part-Time Summer Custodian

Recommend approval of the resignation of Thaddeus Thompson as part-time summer custodian effective July 13, 2018.

10B. Approval of Part-Time Summer Custodian

Recommend approval of Heather Merrick as part-time summer custodian commencing July 5, 2018 through August 31, 2018, 10 hours per week at an hourly rate of \$12.75.

10C. Approval of Substitutes for the 2018-2019 School Year

Recommend approval of the following substitutes for the 2018-2019 school year.

Shannon Coleman	Teacher
Vasanthi Iyer	Lunch/Recess Aide (pending background check)
Sharyn Falkowitz	Lunch/Recess Aide (pending background check)
Geetha Ragi	Lunch/Recess Aide (pending background check)

10D. Summer Hours 2018

Approval of Science Curriculum Committee

Recommend approval of the following personnel to work on the science curriculum writing for the 2018-2019 school year.

K – 5th Grade Science Curriculum – 6 staff members up to 14 hours each, \$52/hour, per negotiated agreement: (Total \$4,368.00)

Victoria Wolochow
Michael Brayton
Karen Stryker

Wendy Lawrence
Leia DeLisa
Antoinette DiEleuterio

Approval of Discipline Committee

Recommend approval of the following personnel to review and revise school discipline procedures and policy for the 2018-2019 school year.

Discipline Committee – 4 staff members up to 5 hours each, \$52/hour, per negotiated agreement: (Total \$1,040.00)

Judy Schwartz
Valerie Lydon

Antoinette DiEleuterio
Cindy McNally

10E. Approval of Extra Time

Recommend approval of the extra time for the following employee:

<u>Staff Member</u>	<u>Brief Description of Work Completed</u>	<u>Total amount</u>
Forsyth, Allan	Involuntary Relocation of Assignment/Classroom	\$150.00

10F. Approval of Occupational Therapist

Recommend approval of Annemarie Petty as Occupational Therapist for the 2018-2019 school year at BA+27 Step 10 - \$69,689, as per negotiated agreement.

10G. Approval of Resignation of Part-Time Speech Language Therapist

Recommend approval, with regret, of resignation of Erin Spinello as part-time Speech Language Therapist, effective June 30, 2018.

10H. Approval of Part-Time Speech Language Specialist

Recommend approval of Taylor Roberts as part-time Speech Language Specialist for the 2018-2019 school year at MA Step 1 - \$38,452.00 (prorated 70% of \$54,931.00) as per negotiated agreement.

10I. Approval of Interim First Grade Teacher

Recommend approval of Jennifer Maicher as Interim First Grade Teacher to act in the place of Danielle Christiansen for the 2018-2019 school year, including two new teacher orientation days, pursuant to N.J.S.A. 18A:16-1.1 at a salary of \$46,073.22. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

10J. Approval of Interim Kindergarten Teacher

Recommend approval of Tara Bobal as Interim Kindergarten Teacher to act in the place of Lori Christensen for the 2018-2019 school year, including two new teacher orientation days, pursuant to N.J.S.A. 18A:16-1.1 at a salary of \$46,073.22. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

10K. Approval of Interim Fifth Grade Teacher

Recommend approval of Kristen Metz as Interim Fifth Grade Teacher to act in the place of Kimberly Breiland for the 2018-2019 school year, including two new teacher orientation days, pursuant to N.J.S.A. 18A:16-1.1 at a salary of \$46,073.22. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

11. Health & Safety

11A. Nurses Report – June (Attachment) – Public

11B. Emergency Drill Report (Attachment) - Public
 Fire Drill July 12, 2018
 Fire Drill July 19, 2018

11C. Student Code of Conduct (Attachment) - Public
 Report for June 2018

11D. H.I.B. Incidents (Attachment)

May Final Approval:

There were four H.I.B. incidents reported and none confirmed for May.

June Preliminary Approval:

There was one H.I.B. incident reported and one confirmed for June.

Vote Section 11

12. Staff Professional Development

12A. Approval of Workshops

Recommend approval of the following workshops and mileage:

					Workshop/Exhibit Cost to District		
Name	Position	Destination	Justification	Date	Source of Funding	Reg. Fee	Mileage
Anthony Calandrillo	Director of Special Services	Atlantic City, NJ	Executive Function at Home & School	July 11, 2018	Title1	\$99.00	\$0.00
Scott Heino	Superintendent	Galloway, NJ	AchieveNJ Regional Workshops	July 25, 2018		\$0.00	\$37.82
Patrick Pisano	Business Administrator	Westampton, NJ	School Safety Specialist Training	August 6-9, 2018		\$0.00	\$43.15
Michael Mazzoni	Principal	Westampton, NJ	School Safety Specialist Training	August 6-9, 2018		\$0.00	\$43.15

12B. Approval of Tuition Reimbursement (Attachment)

Mr. Heino has approved tuition reimbursement for the following staff member, in accordance with the negotiated agreement, upon successful completion of the following graduate course:

Melissa Carlton Conflict Resolution (3 credits) \$825.00 (*\$275.00/cr)
 * Military Discount Tuition Rate

Vote Section 12

13. 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.

13A. Financial Approvals (Attachment)

Recommend the following financial approvals:

- Expenditures - Approval and ratification of Expenditures for June 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.
- June Transfers #121 to #123 for the 2017-2018 school year

13B. Approval of Delta-T Group (Attachment)

Recommend approval of the MRESC NJ State Approved Co-op # 65MCESCCPS Delta-T Group, North Jersey Inc. to provide paraprofessional services at an hourly bill rate of \$16.95 for the 2018-2019 school year.

13C. Approval of Inter-Local Services Agreement (Attachment)

Recommend approval of the Inter-Local Services Agreement with Northern Burlington County Regional School District for Technology Services for the period of July 1, 2018, through June 30, 2021.

13D. Approval of School Lunch Prices

Recommend approval of the student lunch prices for the 2018-2019 school year, the rate will increase from \$2.85 to \$2.90 as per the USDA.

13E. Approval of North Hanover Township School District ESY Tuition Agreement (Attachment)

Recommend approval of the attached 2018-2019 ESY tuition and related service contracts with North Hanover Township School District for SID#5011958955 effective July 9, 2018 through August 3, 2018 in the amount of \$1,300.00 for tuition and \$607.88 for OT and speech services.

Vote Section 13

14. Other Business

14A. Approval of Budget Plan for Additional State Aid Funding

Recommend approval to accept \$1,541,532.00 revised State Aid and to appropriate it into the 2018-2019 budget as follows:

11-190-100-610	General Supplies (Technology and Curriculum)	\$ 331,228.00
11-120-100-101	Teacher Salary	\$ 279,197.00
11-000-218-104	School Counselor	\$ 55,637.00
11-213-100-101	Sal. Resource Center	\$ 55,637.00
11-000-221-105	C&I Secretary	\$ 25,518.00
11-000-222-100	Library Aide	\$ 9,654.00
11-000-291-270	Health Benefits	\$ 200,000.00
11-000-223-320	Professional Development	\$ 25,000.00
		\$ 981,871.00
11-000-266-610	Security	\$ 75,000.00
11-000-262-610	Operation and Maintenance Supplies	\$ 101,000.00
11-000-262-420	Contracted Service	\$ 69,232.00
		\$ 245,232.00
10-117	Maintenance Reserve	\$ 100,000.00
	Revise FY 2019 Tax Levy	\$ 214,429.00
	Additional State Aid FY 2019	\$ 1,541,532.00

Vote Section 14

15. Facilities Update/Information

15A. Supervisor of Building & Grounds Report - Robert Carter (Attachment) – Public

15B. School Dude Report (Attachment) - Public

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

15C. Solar Renewable Energy Credits Analysis (Attachment) – Public

15D. Use of Facilities

Recommend the approval of the following use of facilities for the 2018-2019 school year:

Name Of Organization	Facility requested	Description of Activity	Date
Central Jersey Tri Club	Staff Parking Lot Only	Bicycle Clinic	8/12/18
Girl Scouts Troop #23948	Art Room	Monthly Meetings	9/24, 10/1, 10/15, 10/29, 11/12, 11/26, 12/10, 1/7, 1/28, 2/11, 2/25, 3/11, 3/25, 4/8, 4/29, 5/13, 6/3
Girl Scouts Troop #23034	Art Room	Monthly Meetings	9/12, 9/26, 10/10, 10/24, 11/14, 11/28, 12/12, 1/9, 1/23, 2/13, 2/27, 3/13, 3/27, 4/10, 5/8, 5/22, 6/12

Hindi USA	6 Classrooms	Hindi Class	September 2018 – June 2019 Friday Evenings (while school is in session based on dates available on the blackout calendar)
Brownie Troop #21348	Art Room	Monthly Meetings	9/18, 10/2, 11/6, 12/4, 12/18, 1/8, 1/22, 2/12, 2/26, 3/12, 3/26, 4/9, 4/30, 5/14, 5/28, 6/11
Brownie Troop #22434	World Language Room	Monthly Meetings	9/19, 10/10, 10/24, 11/14, 11/28, 12/12, 1/9, 1/23, 2/13, 2/27, 3/13, 3/27, 4/10, 5/8, 5/22
Girl Scout Troop #23307	World Language Room	Monthly Meetings	9/19, 10/10, 10/24, 11/14, 11/28, 12/12, 1/9, 1/23, 2/13, 2/27, 3/13, 3/27, 4/10, 5/8, 5/22

Vote Section 15

16. Other Public Comments

17. 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:

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 17

18. Motion to Return to Public Session

Vote Section 18

19. Motion to Adjourn

Vote Section 19