

Chesterfield Township Board of Education
Regular Meeting 7:00 p.m.
Conducted via Live Video Stream
Wednesday, August 18, 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.

2020-2021 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](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. Jaclyn Halaw
Mrs. Kerri Lynch

1A. Approval of Resignation of Board Member

Recommend approval of the resignation of Mrs. Andrea Katz as Board Member effective, August 17, 2021.

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:

September 15, 2021 Regular Monthly Meeting

School District Important Dates

September 1, 2, 7, 2021 Staff In-Service Days
September 3-6, 2021 School Closed-Labor Day Weekend
September 8, 2021 First Day of School for Students
September 9, 2021 Early Dismissal Day
September 9, 2021 Back to School Night

4. Presentations

4A. Cooper Levenson – School Ethics

4B. Administrative Team – District Goals

4C. Jeanine May-Sivieri – English Language Arts Curriculum

5. 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.

6. Minutes (Attachment)

Recommend approval of the following minutes:

July 21, 2021	Regular Minutes
July 21, 2021	Executive Minutes

7. Board Committee/Superintendent Reports

7A. Board Committee

Committee

Human Resources	Chair	Vacant
	Admin. Reps.	Matthew Litt 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 Jaclyn Halaw
	Admin. Rep.	Lynn Booth
BURLCO School Boards Association Executive Committee Delegate:		Christina Hoggan
Legislative Chairperson & Delegate to NJ School Boards Association:		Christina Hoggan
Alternate:		Vacant
BOE Policy Committee		Matthew Litt Christina Hoggan
Compressor Station & Pipeline Impact Committee:		Christina Hoggan
Fair Funding Action Committee Liaison		Vacant

7B. Superintendent's Report

7B.1. Student Enrollment

Grade Levels	**July 2021	August 2021	Net Change
Pre-School			
<i>Tuition</i>	12	12	
<i>Non-Tuition</i>	7	7	
LMD (non-tuition)	*5	5	
UMD (non-tuition)	*2	4	+2
Kindergarten	66	64	-2
1st	87	88	+1
2nd	90	85	-5
3rd	103	101	-2
4th	97	97	
5th	115	115	
6th	99	98	-1
Total In-District	683	676	-7
Attending Out-of-District Schools	5	4	-1
Total	**688	680	-8

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

**Enrollment reflects anticipated roll-up from the 2020-2021 school year. However, it does not reflect children transferring in or out of Chesterfield over the summer.

7B.2. Health and Safety Plan 2021-2022 Update

8. Board Policy

8A. Approval to Abolish Policies

Recommend approval to abolish the following policies:

Policy #1648	Restart and Recovery Plan - Policy (M)
Policy #1648.02	Remote Learning Options for Families - Policy (M)
Policy #1648.03	Restart and Recovery Plan - Policy (M)

8B. Approval of Policy (Attachment) - Public

Recommend approval of the following policy:

Policy #1648.11	The Road Forward COVID-19-Health and Safety
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9. Personnel

9A. Approval of Lunch/Recess Aide

Recommend approval of Dana Carlini as Lunch/Recess Aide for the 2021-2022 school year at \$14.00/hr., hours to be determined. (Pending background check)

9B. Approval of Lunch/Recess Aide

Recommend approval of Alice Lento as Lunch/Recess Aide for the 2021-2022 school year at \$16.40/hr., hours to be determined. (Pending background check)

9C. Approval of Lunch/Recess Aide

Recommend approval of Patricia Leech as Lunch/Recess Aide for the 2021-2022 school year at \$14.00/hr., hours to be determined. (Pending background check)

9D. Approval of Lunch/Recess Aide

Recommend approval of Sherry Reynolds as Lunch/Recess Aide for the 2021-2022 school year at \$16.40/hr., hours to be determined. (Pending background check)

9E. Approval of Lunch/Recess Aide

Recommend approval of Renee Szkubiel as Lunch/Recess Aide for the 2021-2022 school year at \$14.00/hr., hours to be determined. (Pending background check)

9F. Approval of Lunch/Recess Aide

Recommend approval of Momotaz Haque as Lunch/Recess Aide for the 2021-2022 school year at \$14.00/hr, hours to be determined. (Pending background check)

9G. Approval of Resignation

Recommend approval, with regret of the resignation of Tisha Kelly, Lunch/Recess Aide effective July 21, 2021.

9H. Approval of Resignation

Recommend approval, with regret of the resignation of Timothy Hart, Elementary Education Teacher, dated August 1, 2021 effective October 1, 2021, unless the District secures a suitable candidate sooner.

9I. Approval of Resignation

Recommend approval, with regret of the resignation of Melody Khalifa, School Counselor dated August 11, 2021 effective October 11, 2021, unless the District secures a suitable candidate sooner.

9J. Approval of Paternity Leave of Absence

Recommend approval of paternity leave of absence for Christopher Gray commencing on September 1, 2021, and ending on November 23, 2021.

9K. Approval of Instructional Coach

Recommend approval of Kristen McIntyre as Instructional Coach, for the 2021-2022 school year at MA+27 Step 7, \$62,498.00, as per the negotiated agreement.

9L. Approval of Interim First Grade Teacher

Recommend approval of extension for Nosheen Rana as an Interim First Grade Teacher to act in the place of Melissa Berger pursuant to N.J.S.A. 18A:16-1.1 through March 18th of the 2021-2022 school year at a prorated salary of \$36,864.94. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

9M. Approval of Elementary Education Teacher

Recommend approval of Karen Perez as Elementary Education Teacher for the 2021-2022 school year at BA Step 2, \$55,436.00, as per the negotiated agreement.

9N. Approval of Student Teacher

Recommend approval of Jennifer Senkus student teacher from TCNJ, with Allan Forsyth, 3rd grade teacher for the 2021 fall semester.

9O. Approval of Clinical Intern

Recommend approval of Renee Stressman, OT clinical intern from Jefferson University with Annemarie Petty, October – December 2021.

9P. Approval of Mentor

Recommend approval of Jennifer O'Brien as a mentor for Gabriela Lestino for the 2021-2022 school year at an annual stipend of \$550.00.

9Q. Approval of Mentor

Recommend approval of Tracey Miller as a mentor for Reannon Lilly for the 2021-2022 school year at an annual stipend of \$550.00.

9R. Approval of Substitutes for 2021-2022

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

Radhika Mudichintala	Lunch/Recess Aide (pending background check)
Lorraine Moufang	Lunch/Recess Aide (pending background check)
Patricia Stone	Lunch/Recess Aide (pending background check)
Shannon Coleman	Lunch/Recess Aide
Miranda Briel	Custodian
Joseph Buscarnera	Custodian
Nickolas Chan	Custodian
Christopher Tulli	Custodian
Sabrina Buscarnera	Bus Aide
Kelly D'Oria	Bus Aide
Pam Dahl	Bus Aide
Shannon Coleman	Bus Aide
Kelly D'Oria	Secretary
Colleen McDonough	Secretary
Pam Dahl	Secretary
Shannon Coleman	Secretary

9S. Summer Hours 2021

Additional Hours for Child Study Team Meetings

Wendy Sheridan	LDT/C	10 hours @ \$52/hour = \$520.00
Cindy McNally	Social Worker	10 hours @ \$52/hour = \$520.00
Melissa Carlton	School Psychologist	10 hours @ \$52/hour = \$520.00

Additional Hours for Child Study Team

Cindy McNally	Social Worker	2 additional evaluations @ \$400.00 each Total \$800.00
Taylor Roberts	Speech	3 Speech evaluations @ \$400.00 each Total \$1,200.00

Kindergarten Orientation

The following staff members will be conducting the K-Orientation planning, preparation and student/parent meeting: Up to 3 hours per teacher at \$52/hr. Total \$780.00

Lauren Rahey	Sue Woodruff
Jaclyn Schaffer	Carla Rigolizzo
Victoria Wolochow	

Kindergarten Screenings

The following staff members will be conducting the K-screenings, 1/2 hours per teacher per student at \$52/hr. Approximately 6 students. Total \$156.00

Lauren Rahey	Sue Woodruff
Jaclyn Schaffer	Carla Rigolizzo
Victoria Wolochow	

9T. Responsive Classroom Training

Recommend approval of Jillian Biddle to provide Responsive Classroom Training during new teacher orientation. 2 hours planning time and 1 hour training. 3 hours @ \$52/hr. Total \$156.00.

9U. School Climate Committee

Recommend approval of the School Climate Committee Members for 2021-2022 school year, 9 staff members up to 10 hours of committee related work per committee member @ \$52/hr. Total \$4,680.00.

Gwendolyn McCreary	Marissa Holloway
Vicki Weisgarber	Jillian Biddle
Kristi Boyle	Jenn Feder
Gabrielle Dowling	Gayle Poedubicky
Bayley Hickey	

10. Curriculum & Instruction

10A. Approval of ABA Services (Attachment)

Recommend approval of Amazing Transformations to provide applied behavioral therapist for behavioral and educational support services for the 2021-2022 school year, as per contract.

10B. Approval of Jefferson University Affiliation Agreement (Attachment)

Recommend approval of the Jefferson University affiliation agreement for clinical interns.

11. Health & Safety

11A. Nurses Report (Attachment) - Public

11B. Emergency Drill Report

July 21, 2021	Fire Drill
July 29, 2021	Communications Drill
August 3, 2021	Fire Drill
August 5, 2021	Bomb Threat Drill

11C. Student Code of Conduct

Nothing to report

11D. HIB Incidents

Nothing to report

12. Staff Professional Development

12A. Approval of Tuition Reimbursement (Attachment)

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 2021-2022 Graduate School Tuition Rates of \$757.50/cr)

Bayley Hickey	Legal Issues in Special Ed	(3 credits) \$1,718.25 (\$572.75/cr)
Bayley Hickey	Introduction to A.P.E.	(3 credits) \$1,718.25 (\$572.75/cr)
Amanda Sorenson	Education and Psychology of Students with Disabilities	(3 credits) \$2,055.00 (\$685.00/cr)

12B. Approval of Tuition Reimbursement (Attachment)

Mr. Heino has approved tuition reimbursement for the following administrators, 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 2021-2022 Graduate School Tuition Rates of \$757.50/cr)

Coletta Graham	Quantitative Analysis in Educational Research	(3 credits) \$2,272.50 (\$757.50/cr)
Coletta Graham	The Policy Environment	(3 credits) \$2,272.50 (\$757.50/cr)
Lynn Booth	Education & Psychology of Exceptional Learners	(3 credits) \$2,055.00 (\$685.00/cr)
Lynn Booth	Neurological Bases for Educational Disorders	(3 credits) \$2,055.00 (\$685.00/cr)

12C. Orton Gillingham Training

Recommend approve of Orton Gillingham Training, site license and training for 26 staff members during the 2021-2022 school year. Total \$6,600.00.

13. Transportation

13A. Approval of 2021-2022 Transportation Route - Bus 12 (Attachment)

13B. Approval of 2021-2022 Northern Burlington Regional Joint Transportation Routes (Attachment)

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.

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.

14A. Financial Approvals (Attachment)

Recommend approval of the following financial for June:

- Expenditures - Approval and ratification of Expenditures for June 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 June
- Report of the Secretary
- Report of the Treasurer
- Monthly Transfer Report

Recommend approval of the following financial report for the month of July: (Attachment)

Expenditures - Approval and ratification of Expenditures for July 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.

Recommend approval of the following financial report for the month of August: [\(Attachment\)](#)
Expenditures - Approval and ratification of Expenditures for August 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 District Medical Inspector

Recommend approval of Dr. Joyce Leonetti as District Medical Inspector for the 2021-2022 school year, at a rate of \$2,400 per year.

14C. Approval of Springfield Township School District Tuition Agreement [\(Attachment\)](#)

Recommend approval of the attached 2021-2022 tuition and related service contracts with Springfield Township Board of Education for receiving student effective September 8, 2021 through June 30, 2022 in the total amount of \$34,572.30.

14D. Approval of PCDI Student Tuition Contract [\(Attachment\)](#)

Recommend approval of the attached tuition contract with Princeton Child Development Institute (PCDI) for SID# 7217247731 effective for 30 days July through August 2021 in accordance with the agreement at the per diem rate of \$595.00 for a total of \$17,850.00.

14E. CPEF Grant Acceptance [\(Attachment\)](#)

Recommend approval of the following grant:

Third Grade Teachers requesting two virtual visits from author Dan Gutman to help the 3rd grade develop their reading skills and improve their writing. Cost \$1,000.00

Gym Teachers requesting sport/exercise posters for the gym and cafeteria. Cost \$449.95.

14F. Approval of Rutgers Mental Health Services & Professional Development Agreement

Recommend approval of Rutgers Mental Health Services & Professional Development agreement.

[\(Attachment\)](#)

14G. Approval of ESEA-ESSA Professional Services [\(Attachment\)](#)

Recommend approval of the ESEA-ESSA Professional Services for non-public schools between Chesterfield School and the Burlington County Special Services School District for the 2021-2022 school year.

14H. Approval of Consultation & Expert Services [\(Attachment\)](#)

Recommend approval of retention of Dr. Vincent Winterling to provide consultation and expert services in connection with a pending special education litigation in accordance with the terms of the retention letter and rate sheet attached thereto.

14I. Parental Contract for Student Transportation [\(Attachment\)](#)

Recommend approval of parental contract for student transportation for SID# 2771057791 to the Cambridge School at a per diem rate of \$123.17 x 164 days for a total of \$20,200.00 for the 2021-2022 school year.

15. Facilities Update/Information

15A. Building & Grounds Report [\(Attachment\)](#) – Public

15B. School Dude Report [\(Attachment\)](#) – Public

The work order and incident reports for July 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 2021-2022 school year :

Name Of Organization	Facility requested	Description of Activity	Date
Champions	Cafeteria, Media Center, Gym	Before & After School Program	9/1/21 – 6/30/22 Daily based on the School Calendar
Hindi USA	6 Classrooms	Hindi Class	September 2021 - June 2022 Friday Evenings (while school is in session based on dates available on the blackout calendar)
PTA	Media Center	Monthly Meetings	9/14, 10/12, 11/9, 12/14, 1/11, 2/15, 3/15, 4/12
Girl Scout Troop #20159	Classroom	Monthly Meetings	September through June

Vote Sections 6, 8, 9, 10, 11, 12, 13, 14, 15

16. Other Business

School Fencing

In person Board of Education Meetings

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