

Chesterfield Township Board of Education
Goal Setting Meeting 6:00 p.m.
Regular Meeting 7:00 p.m.
Wednesday, August 22, 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.

Board & District Goals
2017-2018 School Year

Board Goal: Complete NJSBA board member self-evaluation to identify strengths and weakness that will inform future goals/efforts.

Board Goal: Build board member knowledge/awareness on school board policy development.

Enrich the climate and culture of the school by fostering an environment focused on professionalism, staff support, and educational resources to affect student learning.

Maintain an open line of communication within the school district as well as across the entire school community.

Enrich the climate and culture of the school by developing a district-wide 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 August 15, 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. NJSBA Goal Setting Session

New Jersey School Board Association Field Service Representative Mr. Jesse Adams – Goal Setting Session

4. Meeting Information/Important Dates

Board of Education Important Dates:

September 19, 2018 Regular Monthly Meeting

School District Important Dates

| | |
|---------------------|---|
| August 29, 2018 | Chesterfield Kids Community Kindergarten Play Date at Community House |
| September 3, 2018 | School Building Closed-Labor Day |
| September 4-5, 2018 | Staff In-Service Days |
| September 6, 2018 | First Day of School for Students |
| September 13, 2018 | Early Dismissal-Back to School Night |

5. 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.

6. School Community Partnerships

6A. Chesterfield PTA

PTA 2018-2019 Officers

Stacy Cassidy-President
Kelly Spinner-Vice President
Jessica Painchaud-Vice President
Kim Hutchinson-Recording Secretary
Brittany Temple-Treasurer

6B. Chesterfield Public Education Fund

CPEF 2018-2019 Officers

| | |
|--------------------|----------------|
| Carol Cooper-Braun | President |
| Kelley Johnson | Vice President |
| Stacey Lindes | Secretary |
| James Murray | Treasurer |

7. Correspondence (Attachment) - Public

Letter dated July 26, 2018, to the Board of Education from Kelley Johnson, regarding school funding article of interest.

8. Minutes (Attachment)

Recommend approval of the following minutes:

| | |
|---------------|-------------------------|
| July 12, 2018 | Executive Minutes |
| July 12, 2018 | Special Meeting Minutes |
| July 25, 2018 | Regular Meeting Minutes |

Vote Section 8

9. Board of Education

Committee Reports

9A. 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: Jignesh Shah

| | |
|---|----------------------------------|
| Alternate Delegate: | Amy Jablonski |
| District Advisory Committee: | Laura Bond Terran Brown |
| BOE Policy Committee: | Terran Brown Christina Hoggan |
| CTEA/BOE Negotiation Committee | Amy Jablonski Jignesh Shah |
| CAEA/BOE Negotiation Committee | Jignesh Shah Terran Brown |
| Compressor Station & Pipeline Impact Committee: | Christina Hoggan |

9B. Superintendent's Report

9B.1 Student Enrollment

*August 2018 tentative enrollment figures are based off the rollover of the 2017-2018 school year to the 2018-2019 school year.

| 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 | 758 | -4 |
| Attending Out-of-District Schools | 5 | 4 | -1 |
| Total | 767 | 763 | -4 |

10. Board Policy

10A. First Reading of Revised/New Policies (Attachments) - Public

The following revised/new policies are being presented for the first reading:

| | |
|-----------------------------|---|
| Policy #4151.10/4251.10 | Family Leave and Medical Leave (revision) |
| Regulation #4151.10/4251.10 | Family Leave and Medical Leave – (new) |
| Policy #5118.2 | Foster Care and Educational Stability (new) |
| Regulation #5118.2 | Foster Care and Educational Stability (new) |
| Policy #5134 | Pregnant Pupils (revision) |

10B. Second Reading of Revised Policies (Attachments) - Public

The following revised policies are being presented for the second reading:

| | |
|--------------|---|
| Policy #4111 | Recruitment, Selection and Hiring – Certified Staff |
| Policy #4123 | Classroom Aides (Paraprofessionals) |
| Policy #4211 | Recruitment, Selection and Hiring – Support Staff |

Vote Section10

11. Personnel

11A. Summer Hours 2018

Extra Time-Special Education Meetings

General education teachers – to be determined - for 10 meetings during the 2018 summer at one hour each – approximately 10 hours at the negotiated hourly rate, of \$52/hour. (Total \$520.00)

Extra Time-Special Education Meetings

Special education teachers – to be determined - for 5 meetings during the 2018 summer at one hour each – approximately 5 hours at the negotiated hourly rate, of \$52/hour. (Total \$260.00)

Program 5th/6th Grade Report Card

Recommend approval for Angie Manning to enter the 5th/6th Grade Standard Based Report Card in Genesis, up to 7 hours at the negotiated hourly rate, of \$52/hour. (Total \$364.00)

Phonics Training

Approval of the following personnel for phonics training on August 30, 2018.

5 staff members, 3 hours each at the negotiated hourly rate, \$52/hour. (Total \$780.00)

Victoria Wolochow

Wendy Lawrence

Carla Rigolizzo

Courtney Kovac

Tara Bobal

11B. Approval of Substitutes for 2018-2019

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

Esther Blend Lunch/Recess Aide (pending background check)

Keerthi Sathu Lunch/Recess Aide (pending background check)

11C. Approval of Interim Third Grade Teacher

Recommend approval of Nicole Pucci as Interim Third Grade Teacher to act in the place of Colleen McDermott, pursuant to N.J.S.A. 18A:16-1.1 from September 4, 2018 to January 2, 2019 at a salary of \$16,166.64. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

11D. Approval of Interim Third Grade Teacher

Recommend approval of Kristi Boyle as Interim Third Grade Teacher to act in the place of Danielle Christiansen for the 2018-2019 school year, including one new teacher orientation day, pursuant to N.J.S.A. 18A:16-1.1 at a salary of \$45,983.22. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

11E. Approval of Special Education Teacher

Recommend approval of Julia Johnson as Special Education Teacher for the 2018-2019 school year at BA Step 1 - \$52,931.00, as per negotiated agreement.

11F. Approval of First Grade Teacher

Recommend approval of Jennifer Milano-Maicher as First Grade Teacher for the 2018-2019 school year at BA Step 3 - \$53,431.00, as per negotiated agreement.

11G. 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> |
|---------------------|--|---------------------|
| Biddle, Jillian | Involuntary Relocation of Assignment/Classroom | \$150.00 |
| Sakimura, Melissa | Involuntary Relocation of Assignment/Classroom | \$150.00 |

11H. Approval of Interim Resource Teacher

Recommend approval of Danielle Arico as Interim Resource Teacher to act in place of Jennifer Hamer pursuant to N.J.S.A. 18A:16-1.1 from September 4, 2018 to January 2, 2019 at a salary of \$16,166.64. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

Vote Section 11

12. Curriculum & Instruction

12A. Technology Plan (Attachment) - Public

Recommend approval of the 3 year technology plan – June 2018-June 2021.

12B. Mentor Program (Attachment) - Public

Recommend approval of the 2018-2019 Mentor Program.

12C. Approval of OutReach Consultation Services (Attachment)

Recommend approval of OutReach Consultation Services through the Carbone Clinic for the 2018-2019 school year at a cost of \$7,500.00.

12D. Approval of ABA Services (Attachment)

Recommend approval of Amazing Transformations to provide applied behavioral therapist for behavioral and educational support services for the 2018-2019 school year.

12E. Approval of One to One Nurse (Attachment)

Recommend approval of one to one nurse from Bayada Home Health Care, Inc. for student ID#8023814607 as per student's IEP at a rate of \$43/hour.

Vote Section 12

13. Health & Safety

13A. Nurses Report – none

13B. Emergency Drill Report – none

13C. H.I.B. Incidents (Attachment)

June Final Approval:

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

13D. School Safety Data System Report – SSDS (Formerly EVVRS) (Attachment)

The School Safety Data System Report (SSDS) for the reporting period July 1, 2017 - December 31, 2017 was submitted to the Department of Education in April of 2018.

Vote Section 13

14. Staff Professional Development

| | | | | | |
|--|--|--|--|--|--------------------------------------|
| | | | | | Workshop/Exhibit Cost to District |
|--|--|--|--|--|--------------------------------------|

| Name | Position | Destination | Justification | Date | Reg. Fee | Mileage |
|-----------------|------------------|------------------|--|-----------------------------------|----------|---------|
| Bethann Molesky | Resource/BSI | Conchohocken, PA | Wilson Introduction | 8/27/18-8/29/18 | \$650.00 | \$82.40 |
| Michael Mazzoni | Principal | Westampton, NJ | Burlington County Crisis Response Team | 9/13/18, 12/6/18, 1/24/19, 6/6/19 | \$0.00 | \$40.44 |
| Jennifer Feder | School Counselor | Westampton, NJ | Burlington County Crisis Response Team | 9/13/18, 12/6/18, 1/24/19, 6/6/19 | \$0.00 | \$40.44 |

Vote Section 14

15. Transportation

15A. Approval of 2018-2019 Transportation Route - Bus 12 (Attachment)

15B. Approval of 2018-2019 Northern Burlington Regional Joint Transportation Routes (Attachment)

Vote Section 15

16. 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.

16A. Financial Approvals (Attachments)

Recommend the following revised 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.
- Additional June Transfers #121 to #124 for the 2017-2018 school year

The following revised reports for June are attached:

- Budget Report
- Revenue Report
- Report of the Secretary
- Monthly Transfer Report

The following reports for July are attached:

- July Transfers #001 for the 2018-2019 school year
- Budget Report

- Revenue Report

The following reports for August are attached:

- Expenditures

16B. Approval of Agreement with Lumberton Township Board of Education (Attachment)

Recommend approval to enter into shared services agreement with Lumberton Township Board of Education for Physical Therapist Services for the 2018-2019 school year.

16C. Companies to Offer Disability Insurance

WHEREAS, the Chesterfield Township Board of Education desires to provide its employees with companies to which they can purchase, at their expense, disability insurance,

THEREFORE BE IT RESOLVED that the following companies may offer their disability insurance to the Chesterfield Township Board of Education employees:

1. Prudential Insurance Company of America
2. Hartford Life Insurance Company
3. AFLAC (New Vendor)

16D. Approval of Submission of the Child Nutrition Program Application

Recommend approval to submit the Child Nutrition Program Application for the 2018-2019 school year.

16E. Approval of Temporary Purchasing Agent (QPA)

Recommend approval of Patrick Pisano as Temporary Purchasing Agent (QPA) following Harold E. O'Neil, Jr. during the term of the appointment, a contracting unit's bid threshold may remain at the maximum amount allowed. Local Finance Notices 2011-15, and 2011-16.

16F. Approval of Champions Before and After School Program Agreement (Attachment)

Recommend approval of the Champions Before and After School Program Agreement for the 2018-2019 school year.

16G. Approval of PCDI Student Tuition Contract (Attachment)

Recommend approval of the attached tuition contract with Princeton Child Development Institute (PCDI) for SID# 7217247731 effective July 5, 2018 through June 30, 2019 in accordance with the agreement at the per diem rate of \$595.00 for a total of \$124,950.00.

16H. Approval of The Newgrange School of Princeton, Inc. Student Tuition Contract (Attachment)

Recommend approval of the attached 2018-2019 school year tuition contract with The Newgrange School of Princeton, Inc. for SID# 5758068752 at a per diem rate of \$323.91, total tuition \$69,316.74.

16I. Approval of Public School Works Safety and Compliance Program Services

Recommend approval of Public School Works Safety and Compliance program services.

16J. Approval of Interlocal Services Agreement – Millstone Township (Attachment)

Recommend approval of the Interlocal Services Agreement for the 2018-2019 school year between Chesterfield Township Board of Education and Millstone Township for Maintenance and HVAC Services.

16K. Approval of North Hanover Township School District Tuition Agreement (Attachment)

Recommend approval of the attached 2018-2019 tuition and related service contracts with North Hanover Township School District for SID#5011958955 effective September 1, 2018 through June 30, 2019 in the amount of \$43,960.00 for tuition and \$7,590.76 for OT and speech services.

Vote Section 16

17. Other Business

18. Facilities Update/Information

18A. Supervisor of Building & Grounds Report - Robert Carter (Attachment) - Public

18B. School Dude Report (Attachment) - Public

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

18C. Solar Renewable Energy Credits Analysis (Attachment) - Public

18D. 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 |
|-------------------------|------------------------------|--------------------------------|--|
| Champions | Cafeteria, Media Center, Gym | Before & After School Program | 9/6/18 – 6/21/19 Daily based on the School Calendar |
| Girl Scout Troop #25100 | World Language Room | Troop Meetings | 9/10, 9/24, 10/15, 10/29, 11/5, 12/10, 1/7, 1/28, 2/11, 2/25, 3/11, 3/25, 4/8, 4/29, 5/13, 6/3 |
| Fairview Lake 2019 | Outside Main Entrance | Friday Pretzel Sale | 9/14, 9/21, 9/28, 10/12, 10/19, 10/26, 11/2, 11/16, 11/30 |
| Good News Club | Media Center | Meetings | 9/26, 10/3, 10/10, 10/17, 10/24 |
| PTA | Cafeteria | Welcome back teachers luncheon | 9/5/18 |
| PTA | Restrooms | Outdoor Movie Night | 9/28/18 |
| PTA | Media Center | Monthly Meetings | 9/11, 10/9, 11/13, 12/11, 1/8, 2/12, 3/12, 4/9, 5/14 |
| CPEF | Media Center or Art Room | Monthly Meetings | 9/12, 10/3, 11/14, 12/5, 1/9, 2/6, 3/6, 4/3, 5/1, 6/5 |
| Chesterfield Township | Restrooms | Harvest Festival | 9/29/18 |
| Anil Katragadda | Restrooms/Parking Lot | Indian Festival Celebration | 9/12/18, 9/14/18, 9/15/18, 9/16/18 *9/13/18 is not available for use |
| CTAA | Gym | 30 plus CTAA Basketball | Thursday 9/20-6/13 according to blackout calendar 8:30-10:00 pm |

Vote Section 18

19. Other Public Comments

20. 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 aforestated 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 20

21. Motion to Return to Public Session

Vote Section 21

22. Motion to Adjourn

Vote Section 22