

Chesterfield Township Board of Education  
Regular Meeting 7:00 p.m.  
Wednesday, April 18, 2018  
MINUTES

The regular meeting of the Chesterfield Township Board of Education was opened at 7:00 p.m., by President Jignesh Shah.

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.

Roll Call

Board Members present:

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

Other administration present:

Mr. Scott Heino, Superintendent  
Mr. Patrick Pisano, Business Administrator/Board Secretary  
Mr. Michael Mazzoni, Principal  
Mrs. Jeanine May-Sivieri, Supervisor of Curriculum & Instruction

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 January 28, 2018:

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

Meeting Information/Important Dates

Board of Education Important Dates:

May 2, 2018	Public Hearing on Budget/Formal action may be taken at this meeting on any business matters that may come before the Board.
May 16, 2018	Regular Monthly Meeting

School District Important Dates

Through May 9, 2018	PARCC and PARCC Make-Ups
April 20, 2018	PTA Adult Blingo
April 26, 2018	Take your Child to Work Day

May 2, 2018	CPEF Meeting
May 7-11, 2018	Kindergarten Screenings
May 8, 2018	PTA General Meeting & Board Elections
May 10, 2018	Mid-Marking Period Advisory Reports
May 17, 2018	Evening Band Concert

#### 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. – No Comments

#### School Community Partnerships

##### Chesterfield PTA - None

##### Chesterfield Public Education Fund

Stacy Lindes thanked the Board members who participated the 5K and reported that Dr. Brown placed in his age group. She noted that the clothing drive is Saturday, April 21, 2018 in the school parking lot.

##### CPEF Grant Request (Attachment) – Public

A motion was made by Ms. Hoggan and seconded by Mrs. Bond to approve the following grant:  
Michael Brayton, 2<sup>nd</sup> Grade Teacher requesting a Breakout EDU Kit. The kit allows teachers to create unique and interactive lessons similar to the popular Escape Rooms. The kit can be used across any grade level. Cost \$800.00.

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

##### Correspondence (Attachment)

Letter dated April 10, 2018 to Mr. Mazzoni from Mr. & Mrs. Halaw, regarding PARCC testing.

##### Minutes (Attachment)

A motion was made by Mrs. Bond and seconded by Ms. Hoggan to approve the minutes for the following meetings:

March 26, 2018	Regular Meeting
March 26, 2018	Executive Meeting

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

#### Board of Education

##### Board Committee

Mr. Heino updated that the policy committee did not meet until this evening so no policies will be approved at this evening's board meeting.

Ms. Hoggan updated on the Compressor Station & Pipeline Impact Committee, baseline tested has been completed. We will be putting out to the public to ask if anyone is interested in joining the committee.

<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 Christina Hoggan	prior to the March, July and November meetings

	Admin. Rep.	Patrick Pisano	
Student Services	Chair	Terran Brown	prior to the April, August and
		Laura Bond	December meetings
	Admin. Rep.	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
Compressor Station & Pipeline Impact Committee:			Christina Hoggan

Board Member Training (Attachment) – Public  
Board Member Training Mandated by New Jersey School Boards Association

#### Superintendent's Report

Presentation of Technology Audit – Pitt Bull Secure Technologies, Inc. (Attachment)

Mr. Brett Summers gave a presentation on the findings of the technology audit.

A motion was made by Mrs. Bond and seconded by Mrs. Jablonski to have a question and answer session for the public with the technology audit presenter.

A call of the roll indicated a negative vote. Two ayes. Three nays. Motion lost.

Anyone who has a question for Pitt Bull Secure Technologies, Inc. should email questions to Mr. Heino who will forward them to Mr. Summers.

2018-2019 School Calendars (Attachments) – Public

Mr. Heino updated the Board on the 18-19 calendar survey. Based on the survey his recommendation is to not close school on Diwali or Jewish holidays and to match the calendar as closely as possible with Northern Burlington Regionals calendar. He noted that if a 5<sup>th</sup> professional development day is going to be added later it could be on Columbus Day. Mrs. Jablonski suggested the 5<sup>th</sup> professional development day could also be on Diwali.

A motion was made by Mrs. Jablonski and seconded by Mrs. Bond to approve the 2018-2019 School Calendars - Draft 2.

Chesterfield School Calendar

Chesterfield School Little Dragons Preschool Calendar

Chesterfield School Little Dragons 2 Preschool Calendar

A call of the roll indicated an affirmative vote. Four ayes. No nays. One abstained. Motion carried.

#### Student Enrollment

A motion was made by Ms. Hoggan and seconded by Mrs. Bond to approve the following:

Grade Levels	March 2018	April 2018	Net Change
Pre-School			
<i>Non-Tuition</i>	12	12	
<i>Preschool Disabled (non-tuition)</i>	8	7	-1
<i>Tuition</i>	14	14	
Kindergarten	89	89	
1 <sup>st</sup>	102	102	



2 <sup>nd</sup>	103	103	
3 <sup>rd</sup>	102	103	+1
4 <sup>th</sup>	114	114	
5 <sup>th</sup>	121	121	
6 <sup>th</sup>	92	93	+1
Total In-District	757	758	+1
Attending Out-of-District Schools	5	5	
Total	762	763	+1

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

#### Personnel

A motion was made by Ms. Hoggan and seconded by Mrs. Bond to approve the following personnel items:

#### Maternity Leave Extension

Approval of maternity leave extension for Jessica Davern from September 1, 2018 through November 6, 2018.

#### Homebound Instructor

Approval of the following staff members for homebound instruction. The homebound instruction is not to exceed 10 hours per week for 6 weeks at \$52.00 per hour, for a maximum of \$3120.00. (per the negotiated agreement)

Valerie Lydon  
Antoinette DiEleuterio (substitute)

#### Lunch/Recess Aide

Approval of Jacquelyn Troiani as a lunch/recess aide for the remainder of the 2017-2018 school year (effective 4/19/2018), 2.5 hours per day for 43 days at \$11.00 per hour for a salary of \$1,182.50. This is a replacement for a resignation.

#### Extra Time

Approval of the extra time for the following employees:

<u>Staff Member</u>	<u>Brief Description of Work Completed</u>	<u>Total amount</u>
Hillman, Melissa	Missed Prep due to CST meeting (3/1/18, 3/14/18, 3/16/18 & 3/26/18)	\$104.00
Chou, Melissa	Missed Prep due to CST meeting (4/10/18 & 4/12/18)	\$52.00

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

#### Curriculum & Instruction

A motion was made by Mrs. Jablonski and seconded by Dr. Brown to approve the following items:

#### Field Trip

<u>DATE</u>	<u>GRADE</u>	<u>REASON</u>	<u>DESTINATION</u>
5/10/2018	Pre-K	Develop skills in community, language, books & media	Bordentown Library
6/1/2018	Kindergarten	Science curriculum	Zoo on Wheels (In house)
6/8/2018	2 <sup>nd</sup> Grade	Reinforcement of science and social studies curriculum	Fernbrook Farms

#### Chicken Incubation Project (Attachment) – Public

Approval of the third grade Chicken Incubation Project for a fee of \$250. In support of a Science unit, a Northern Burlington student will be bringing an incubator and eggs into the third grade classroom and providing a presentation to students. The incubator will remain until the eggs hatch and the chickens are returned to the

farm. All third grade classes will receive the presentation on either May 8<sup>th</sup> or May 10<sup>th</sup>, 2018.

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

#### Health & Safety

A motion was made by Ms. Hoggan and seconded by Dr. Brown to approve the following items:

Nurses Report - March (Attachment) – Public

Emergency Drill Report (Attachment) – Public

Fire Drill April 12, 2018

Evacuation Drill April 13, 2018

Student Code of Conduct (Attachment) – Public

Report for March

#### H.I.B. Incidents

There were no HIB incidents reported in March.

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

#### Staff Professional Development

##### Workshops

A motion was made by Mrs. Bond and seconded by Ms. Hoggan to approve the following workshops and mileage:

Name	Position	Destination	Justification	Date	Funding	Workshop/Exhibit Cost to District	
						Reg. Fee	Mileage
Wendi Sheridan	LDTC	Westampton, NJ	Applied Behavior Analysis 101	5/1/2018		\$0.00	\$10.44
Melissa Carlton	Psychologist	Westampton, NJ	Applied Behavior Analysis 101	5/1/2018		\$0.00	\$10.44
Tracey Miller	Resource	In District Webinar	Visualizing and Verbalizing	5/29-31/2018	Title I/IIA	\$895.00	n/a
Jennifer Hamer	Resource	In District Webinar	Visualizing and Verbalizing	5/29-31/2018	Title I/IIA	\$895.00	n/a
Lauran Gleason	Resource	In District Webinar	Visualizing and Verbalizing	5/29-31/2018	Title I/IIA	\$895.00	n/a
Bethann Molesky	Resource	In District Webinar	Visualizing and Verbalizing	5/29-31/2018	Title I/IIA	\$895.00	n/a
Shannon McGettigan	Resource	In District Webinar	Seeing Stars	5/22-24/2018	Title I/IIA	\$895.00	n/a
Erin Casey	Resource	In District Webinar	Seeing Stars	5/22-24/2018	Title I/IIA	\$895.00	n/a
Melissa Chou	Resource	In District Webinar	Seeing Stars	5/22-24/2018	Title I/IIA	\$895.00	n/a
Jennifer Feder	1 <sup>st</sup> Grade	Westampton, NJ	Mindfulness in the Classroom	5/17/2018		\$0.00	\$0.00
Melissa Hillman	Preschool	Mt. Laurel, NJ	Decrease Attention-Getting and Tantrum Behaviors	5/11/2018		\$259.00	\$15.12

#### 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  
\* Military Discount Tuition Rate

Advanced Learning Theory & Research

(3 credits) \$825.00 (\*\$275.00/cr)

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

#### Financial

A motion was made by Mrs. Jablonski and seconded by Mrs. Bond to approve of the following financial items:

#### Financial Approvals (Attachments)

Approval the following financial approvals for the month of March & April:

- Expenditures - Approval and ratification of Expenditures for March & April 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.

#### Nutri-Serve Food Management Company

Mrs. Jablonski stated she has concerns about the nutritional value of the snacks being served in the cafeteria. Mrs. Bond asked if we could incorporate more farm fresh items. Mr. Heino stated that Nutri-Serve follows the federal nutritional values for all items served in the cafeteria.

Approval to renew the food service management contract for Nutri-Serve Food Management, Inc. at the flat fee of \$13,585 for the 2018-2019 school year.

#### RENEWAL of CONTRACT

BE IT RESOLVED THAT THE BOARD OF EDUCATION of Chesterfield Township upon recommendation of the Business Administrator, Patrick Pisano approves the renewal of the FSMC base year contract with Nutri-Serve Food Service Management Company, Inc. for the 2018-2019 school year as follows:  
MANAGEMENT FEE(S)/GUARANTEES

1. The Flat Management Fee: NSFM shall be paid from the Cafeteria Account for the services to be rendered based upon \$13,585.00 per annum per one school calendar year. Payments will be calculated on the basis of a 10-month calendar year. This will be divided into 42 weekly payments at \$323.45 per week. The contract term shall commence on September 1, 2018, and end on June 30, 2019. Payments are to begin and end in that same period, whereupon the total sum of \$13,585.00 shall have been paid to NSFM at the end of the term. The fee is based on providing services in the schools for the School Nutrition Programs now in existence.

2. Guarantee Break Even: Nutri-Serve guarantees that the bottom line on the operational financial report for the school year will be at break even or no subsidy to the bottom line of the Chesterfield Township School District. If the actual bottom line is a loss, Nutri-Serve will subsidize the bottom line of the Chesterfield Township School District up to 100% of our management fee.

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

#### Other Business

A motion was made by Mrs. Bond and seconded by Dr. Brown to approve the following items:

Chesterfield Resolution re School Funding to NJSBA (Attachment) – Public

Mrs. Jablonski gave an update from NJSBA and explained what happened with the school funding resolution the Board sent to NJSBA.

Mrs. Jablonski thanked Mr. Mazzoni for taking a phone call at 10:00 a.m. on a Saturday morning to answer a question about school security information.

Mrs. Jablonski asked the Board what concerns they had regarding sending out the school funding petition through the school. Mrs. Bond explained she would like it to go through the town.

Mrs. Jablonski stated that the training for Under Funded Districts and petition signing is at West Orange on May 3, 2018 and Monroe Township on May 26, 2018.

Mrs. Jablonski stated that she is on several committees and she does not understand why she has to bring items like the petition before the full Board of Education. She stated that she has major concern that the Board is changing, she stated that Senator Thompson is an example of how he changed and now supports school funding. Mr. Shah explained that if the committee was used as it should be for the petition it could have happened; Mr. Shah stated that it was done by a single person instead of the full committee.

#### School Safety Specialist

Approval to appoint Mr. Mazzoni and Mr. Pisano as school safety specialists for the district as required by NJDOE for the 2018 calendar year.

Mr. Heino stated that the DOE will be providing school safety specialist training this summer.

#### Operation Dreamlift

Approval for Mr. Mazzoni to accompany a student on Operation Dreamlift to Orlando, Florida on May 1, 2018 at no cost to the district.

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

#### Item Walked on

##### Petition

A motion was made by Mrs. Jablonski and seconded by Ms. Hoggan to approve the petition to be sent out via Honeywell.

A call of the roll indicated a negative vote. Two ayes. Three nays. Motion lost.

#### Facilities Update/Information

A motion was made by Mrs. Bond and seconded by Mrs. Jablonski to approve the following items:

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

Mr. Bond thanked the custodial staff for all their hard work shoveling snow through the difficult winter.

School Dude Report (Attachment) – Public

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

Solar Renewable Energy Credits Analysis (Attachment) – Public

#### Use of Facilities

Approval of the attached use of facilities for the 2017-2018 school year.

Name Of Organization	Facility requested	Description of Activity	Date
CPEF	Parking Lot	Clothing Drive	4/21/2018
Champions	Cafeteria	Bingo	5/18/2018
Champions	Cafeteria/Gym/Field	Summer Camp	6/25/18 - 8/31/18

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

Mr. Heino gave an update on the Senate Budget Meeting that he and Ms. Hoggan attended in Trenton last week. He stated that it was very positive and that they seem on board with making changes. Mr. Heino stated that Senator Thompson has made a significant change and represented us very well. He said that we are hoping for the best at next week's meeting. Ms. Hoggan added that Senator Thompson called her and said he is all for Chesterfield.

#### Other Public Comments

Tom Flaherty thanked the School Board for forming the Compressor Station & Pipeline Impact Committee; He thanked Mr. Heino and Mr. Pisano for acting quickly to get the baseline air quality testing done before the compressor was fired up. He thanked Ms. Hoggan for attending the forum, and he thanked Mr. Shah for attending



the meeting. He stated that they are proposing to have a link on the school districts website. He said they would like to meet with the Supervisor of Buildings and Grounds, Mr. Robert Carter, about the school's air filtration system.

Stacy Lindes said to the Board members that voted no to asking questions to Pitt Bull, we have been waiting a long time, it's been 10 months since my child witnessed porn on your network, and I was labeled as the "gotcha mom". I would have liked to ask the gentleman questions, now my questions are still not answered.

Jackie Halaw stated to the Board members that voted no to asking questions to Pitt Bull, this is very emotional, 11 months after my child saw pornography and you still don't let us ask questions to the gentleman. When Tom Flaherty asked about air quality testing it happened quickly. I was the one who alerted the police and the DOE and Assemblyman Dancer. This audit happened after all the cleanup. Now we don't have any of this information, you are not communicating again, I just wanted to ask simple questions. I can't believe you didn't give us that opportunity.

Andrea Katz asked Dr. Brown if we were to modify the content of the petition will that change your thoughts. Can we look into other options for Food Service; my kids don't buy lunch because they think the cafeteria food is disgusting. I echo Stacy and Jackie's comments about the technology audit.

#### Adjourn to Executive Session

A motion was made at 9:14 p.m. by Mrs. Bond and seconded by Dr. Brown to approve the following resolution to adjourn to executive session:

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:

#### Attorney-Client Advice

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.

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

#### Return to Public Session

A motion was made at 10:01 p.m. by Mrs. Bond and seconded by Dr. Brown to return to public session.

A call of the roll indicated an affirmative vote. All ayes. No nays. Motion carried.

#### Adjournment

A motion was made to adjourn the meeting by Mrs. Bond and seconded by Dr. Brown at 10:02 p.m. All agreed.

Respectfully submitted,



Patrick Pisano  
Business Administrator/Board Secretary