

Chesterfield Township Board of Education
Regular Meeting
Wednesday, February 21, 2018
MINUTES

The regular meeting of the Chesterfield Township Board of Education was opened at 9:34 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

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 28, 2018 and special joint meeting on February 18, 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:

March 21, 2018 Regular Monthly Meeting

School District Important Dates

February 28, 2018	Mid-Marking Period
February 28, 2018	FVL 2019 Parent Meeting
March 2, 2018	Early Dismissal-Parent Teacher Conferences
March 7, 2018	CPEF Monthly Meeting

March 13, 2018	PTA Board Meeting
March 16, 2018	PTA Popcorn & PJ Bingo
March 19-23, 2018	2 nd Grade Terra Nova Testing
March 21, 2018	6 th Grade Parent Orientation at Northern Burlington

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.

Lori Christensen explained the reason for the time frame of her maternity leave request.

Jackie Halaw stated that she has a concern for the word “required” in the Policy # 4231/4231.1 Staff Development; In-Service Education/Visitation/Conferences, due to presenting at a board meeting after attending staff development. She feels “required” should be replaced with “requested”.

School Community Partnerships

Chesterfield PTA – None

Chesterfield Public Education Fund - None

Correspondence (Attachments) - Public

Letter dated January 22, 2018, from CTEA Co Presidents to Mr. Pisano and the Board of Education regarding the Waiver of Coverage: Health Benefits Program Resolution approved at the January 3, 2018 Reorganization Meeting.

Letter dated January 24, 2018, from Nicole Zellweger to Mr. Mazzoni regarding her transition from Lunch/Recess Aide to Insight Workforce Paraprofessional.

Letter dated February 5, 2018, from Lori Christensen to Mr. Heino and Mr. Mazzoni regarding her maternity leave of absence.

Letter dated February 20, 2018, from Kelley Johnson to Mr. Heino and the Board of Education regarding school funding and budget.

Minutes (Attachments)

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

January 24, 2018	Executive Minutes
January 24, 2018	Regular Minutes

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

Board of Education

Library Book Dedication for Outgoing Board Members

As is our custom, outgoing board members are presented with library books that are dedicated to the Chesterfield School Library in their name in appreciation for their service on the Board of Education.

Mrs. Peggy Hallion has served three years on the Chesterfield Township Board of Education. In appreciation of her time over the years, the books being dedicated in her name are:

Utterly Amazing Earth
The Big Earth Book

Mr. John Probasco has served one year on the Chesterfield Township Board of Education. In appreciation of his time over the year, the books being dedicated in his name are:

The Fun Jungle Collection 3 Book Series

Belly Up
Poached
Big Game

2018-2019 School Calendars (Attachments) – Public – Item Tabled

The following approval of the 2018-2019 School Calendars was tabled until the March 21, 2018 board meeting.

Chesterfield School Calendar

Chesterfield School Little Dragons Preschool Calendar

Chesterfield School Little Dragons 2 Preschool Calendar

No vote took place.

Board Committee/Superintendent Reports

Board Committee

<u>Committee</u>			<u>Meeting Dates</u>
Human Resources	Chair	Jignesh Shah	prior to the January, May and September meetings
		Amy Jablonski	
Curriculum & Instruction	Admin. Rep.	Mike Mazzoni	prior to the February, June and October meetings
	Chair	Laura Bond	
Finance		Amy Jablonski	prior to the March, July and November meetings
	Admin. Rep.	Jeanine May-Sivieri	
	Chair	Jignesh Shah	
Student Services		Christina Hoggan	prior to the April, August and December meetings
	Admin. Rep.	Patrick Pisano	
	Chair	Terran Brown	
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

Board Member Training (Attachment) - Public

Board Member Training Mandated by New Jersey School Boards Association

Superintendent's Report

Mr. Heino reported that he attend Techspo with Mrs. Manning and Steve Lee, he reported all went well.

Student Enrollment

Grade Levels	January 2018	February 2018	Net Change
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Pre-School			
Non-Tuition	14	12	-2
Preschool Disabled (non-tuition)	8	8	
Tuition	14	14	
Kindergarten	90	89	-1
1 st	102	101	-1
2 nd	102	103	+1
3 rd	102	103	+1
4 th	115	114	-1
5 th	121	120	-1
6 th	92	92	
Total In-District	760	756	-4
Attending Out-of-District Schools	4	4	
Total	764	760	-4

Board Policy

A motion was made by Mrs. Jablonski and seconded by Mrs. Bond to approve the following policies and regulation being presented for a first and second readings:

First Reading of Revised Policies (Attachments) - Public

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

Policy #1250	Visitors
Policy #3516	Safety
Policy #3541.33	Transportation Safety
Policy #6114	Emergencies and Disaster Preparedness

Second Reading of Revised Policies and Regulation (Attachments) - Public

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

Policy #3510	Operation and Maintenance of Plant
Policy #4211	Recruitment, Selection and Hiring
Policy #4231/4231.1	Staff Development; In-Service Education/Visitation/Conferences
Policy # 5141.4	Missing, Abused and Neglected Children
Regulation #5141.4	Missing, Abused and Neglected Children
Policy #4119.23/4219.23	Employee Substance Abuse

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

Personnel

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

Rescind Waiver of Coverage: Health Benefits Program Resolution

Approval to rescind waiver of coverage for health benefits program resolution approved at January 3, 2018 reorganization meeting.

Extra Time

Approval of the following extra time for the following employee:

<u>Staff Member</u>	<u>Brief Description of Work Completed</u>	<u>Total amount</u>
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Chou, Melissa	Missed Prep due to CST meeting (1/11/18 & 1/12/18)	\$70.00
Hillman, Melissa	Missed Prep due to CST meeting (1/10/18, 1/16/18 & 1/30/18)	\$105.00
Garofalo, Laura	FVL luggage collection on 2/5/18	\$26.00
Lydon, Valerie	FVL luggage collection on 2/5/18	\$26.00
Angelucci, Sharon	FVL luggage collection on 2/5/18	\$26.00
Weisgarber, Victoria	FVL luggage collection on 2/5/18	\$26.00

Lunch / Recess Aide Meeting with Mr. Mazzoni on January 31, 2018 (10:00 - 10:50)

<u>Staff Member</u>	<u># of hours</u>	<u>hrly rate</u>	<u>Total amount</u>
Afreen, Shagufta	0.83	\$11.22	\$9.31
Bharti, Sonu	0.83	\$11.53	\$9.57
Blauth, Robin	0.83	\$14.63	\$12.14
Buscarnera, Sabrina	0.83	\$11.00	\$9.13
Case, Colleen	0.83	\$12.16	\$10.09
D'Oria, Kelly	0.83	\$11.22	\$9.31
Marino, Janet	0.83	\$11.84	\$9.83
Rasool, Lubna	0.83	\$11.84	\$9.83

<u>Substitute Aide</u>	<u># of hours</u>	<u>hrly rate</u>	<u>Total amount</u>
Gibson, Carol	0.83	\$11.50	\$9.55
Petro-Raymond, Michelle	0.83	\$11.00	\$9.13
Wolverton, Mary	0.83	\$11.50	\$9.55

Maternity Leave of Absence

Approval of maternity leave of absence for Mrs. Lori Christensen, kindergarten teacher, effective on or about March 19, 2018 through June 30, 2019.

Substitute for 2017-2018

Approval of Melanie Forsyth as substitute secretary for the 2017-2018 school year.

Lunch/Recess Aide for 2017-2018

Approval of Mary Wolverton as lunch/recess aide for the remainder of the 2017-2018 school year, 2.5 hours a day for 74 days at \$11.50/hour = \$2,127.50.

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

Curriculum & Instruction

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

Marzano Evaluation Model

Approval of the Marzano Evaluation Model for teachers and principal for the 2017-2018 school years.

Field Trips

Approval of the following field trips:

DATE	REASON	DESTINATION	GRADE
3/29/2018	Aligns with Science Standards	NJ State Museum	1 st Grade

3/23/2018	Orientation	Northern Burlington Middle School	6 th Grade
5/29/2018 Rain date - 5/30/2018	Field Day	Northern Burlington Middle School	6 th Grade
3/27 & 3/28/2018	Enhance Social Studies Curriculum	NJ State House and Museum	3 rd Grade
5/31/2018	Enhance Social Studies Curriculum	Washington Crossing Historic Park	4 th Grade
6/4 /2018	Enhance Social Studies Curriculum	Museum of the American Revolution	5 th Grade

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

Health & Safety

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

Nurses Report – January (Attachment) - Public

Emergency Drill Report (Attachment) - Public

Lock Down Drill January 31, 2018

Fire Drill February 14, 2018

Student Code of Conduct (Attachment) - Public

H.I.B. Incidents

There was one HIB incident reported and one not confirmed for January.

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

Staff Professional Development

Workshop

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

					Workshop/Exhibit Cost to District	
Name	Position	Destination	Justification	Date	Reg. Fee	Mileage
Nicole DiMaiuta	G&T	Burlington, NJ	Burlington County G&T Consortium	2/23/2018	\$0.00	\$8.99

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

Transportation

A motion was made by Ms. Hoggan and seconded by Dr. Brown to approve of the following revised transportation route.

Revised 2017-2018 Transportation Route - Bus 12 (Attachment)

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

Board of Education and Board Secretary Monthly Certifications

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

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

3/26/18
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.

Financial Approvals (Attachments)

Approval of the following revised financial reports for the month of December 2017:

- Expenditures - Approval and ratification of Expenditures for December. 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 December: #049 to #055
- Budget Report
- Revenue Report
- Report of the Secretary
- Report of the Treasurer
- Monthly Transfer Report

Approval of the following financial reports for the month of January 2018: (Attachments)

- Expenditures - Approval and ratification of Expenditures for January. 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 January: #056 to #063
- Budget Report
- Revenue Report
- Report of the Secretary
- Report of the Treasurer
- Monthly Transfer Report

Approval of the following financial report for the month of February 2018: (Attachment)

- Expenditures - Approval and ratification of Expenditures for February. 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.

SEMI Waiver

Approval of the submission of a request for a waiver to be exempt from the SEMI program for the 2018-2019 school year.

Insight Workforce Solutions Agreement (Attachment) – Item Tabled

The following approval of the agreement between the Chesterfield Township Board of Education and Insight

Workforce Solutions for paraprofessionals for the 2017-2018 school year at a rate of \$123.22 per paraprofessional per day was tabled until the March 21, 2018 board meeting.
No vote took place.

To accept the Non-Public IDEA Grant Carryover from 2016-2017 (Attachment) - Public

Approval to accept the non-public grant carryover of \$2,275.00 from the 2016-2017 school year to be appropriated in the 2017-2018 school year.

Health Benefit Waiver

<u>Employee #</u>	<u>Waives Coverage</u>	<u>Level of Coverage</u>	<u>Waiver Amount</u>	<u>12/15/17 Payment</u>	<u>6/15/18 Payment</u>
4519+	Yes	Husband/Wife	\$1,440.00	\$0.00	\$1,440.00

+waiving coverage as of January 1, 2018

North Hanover Township School District Tuition Agreement (Attachment)

Approval of the attached 2017-2018 tuition contract with North Hanover Township School District for SID#5011958955 effective February 21, 2018 through June 21, 2018 in the amount of \$21,057.16.

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

Other Business – Board members set up Fair Funding Committees

Resolution

A motion was made by Mrs. Bond and seconded by Dr. Brown to approve the following resolution. (Pending review)

WHEREAS, New Jersey's public school system is amongst the best in the nation, bringing students to our state for the quality of our schools, and mindful that there is movement of students both in and out of the state of New Jersey and amongst the various school districts within the state, New Jersey's school finance system should provide funds to support and guarantee a thorough and efficient education to all public school children.

WHEREAS, The Delegate Assembly is the official policy making body of the New Jersey School Boards Association; and

WHEREAS, Education-related policies resulting from prior Delegate Assembly and Board of Directors actions are codified in the NJSBA's Manual of Positions and Policies on Education; now therefore, be it

RESOLVED, That the Chesterfield Township Board of Education proposes the following additional policy language for policy #3220 "State Funds" for adoption by the Delegate Assembly and inclusion in NJSBA's Manual of Positions and Policies on Education:

The NJSBA believes...that school districts should receive state aid based on the legislatively approved school funding formula, without predetermined growth limits. When students change districts, state funding should follow the child.

RESOLVED, That this resolution be placed on the agenda for consideration at the May 19, 2018 Delegate Assembly.

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

Facilities Update/Information

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

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

School Dude Report (Attachment) - Public

The work order and incident reports for January 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
CTAA	Gym	Free Throw Fundraiser	3/10/2018

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

Other Public Comments

Tom Flaherty asked the Board to please form a committee for the health and safety of the children of Chesterfield. He stated that the pipeline compressor station is scheduled to go live on April 1, 2018. Compressor stations are known to have blowdowns which release toxins up to one mile that include but are not limited to benzene, lead, and formaldehyde. These toxins are known to cause cancer; those most at risk are children, pregnant woman, and the elderly. He asked the Board to take action and have an air quality test done at the school before the compressor station goes live.

A motion was made by Mrs. Bond and seconded by Ms. Hoggan to form a Compressor Station and Pipeline impact committee.

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

Jackie Halaw stated that information about joining the litigation did not go out to the community and she would have liked to had known about it.

Adjourn to Executive Session

A motion was made at 11:08 p.m. by Mrs. Bond and seconded by Ms. Hoggan to approve the following resolution to adjourn to executive session:

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:

Litigation

RESOLVED, that the aforesated 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 11:28 p.m. by Mrs. Jablonski 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. Jablonski and seconded by Dr. Brown at 11:30 p.m. All agreed.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Patrick Pisano', written over a horizontal line.

Patrick Pisano
Business Administrator/Board Secretary