

Chesterfield Township Board of Education
Wednesday, January 24, 2018
MINUTES

The regular meeting of the Chesterfield Township Board of Education was opened at 6:00 p.m., by President Jignesh Shah, with a flag salute and moment of silence.

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

Adjourn to Executive Session

A motion was made by Ms. Hoggan and seconded by Mrs. Bond to adjourn to executive session at 6:02 p.m. with the 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:

Personnel Issues

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 by Dr. Brown and seconded by Mrs. Bond to return to public session at 6:56 p.m.

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

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 17, 2018 and Executive session on January 21, 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:

February 21, 2018 Regular Monthly Meeting

School District Important Dates

January 31, 2018 Report Cards Available On-Line

February 7, 2018 CPEF Monthly Meeting

February 13, 2018 PTA Board Meeting

February 16, 2018 School Open – Make-up Snow Day

February 19, 2018 School Closed - President's Day

February 20, 2018 School Closed - Staff In-Service

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. - None

School Community Partnerships

Chesterfield PTA – None

Chesterfield Public Education Fund – Carol Cooper-Braun, CPEF President, noted that the Fund is having a clothing drive on April 21, 2018.

Correspondence – None

Minutes (Attachment)

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

December 20, 2017 Regular Meeting Minutes

December 20, 2017 Executive Minutes

January 3, 2018 Reorganization Meeting Minutes

January 3, 2018 Executive Minutes

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

Board of Education

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
	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

Board Member Training (Attachments) - Public

Board Member Training Mandated by New Jersey School Boards Association

Superintendent's Report

Student Enrollment

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

Grade Levels	December 2017	January 2018	Net Change
Pre-School			
<i>Non-Tuition</i>	14	14	
<i>Preschool Disabled (non-tuition)</i>	7	8	+1
<i>Tuition</i>	14	14	
Kindergarten	90	90	
1 st	102	102	
2 nd	103	102	-1
3 rd	104	102	-2
4 th	115	115	
5 th	121	121	
6 th	91	92	+1
Total In-District	761	760	-1
Attending Out-of-District Schools	4	4	
Total	765	764	-1

Revised 2017-2018 School Calendars (Attachments) - Public
Approval of the following revised 2017-2018 School Calendars:

Chesterfield School Calendar
Chesterfield School Little Dragons Preschool Calendar
Chesterfield School Little Dragons 2 Preschool Calendar

Preliminary 2018-2019 Budget Presentation (Attachment) - Public

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

Board Policy

A motion was made by Mrs. Bond and seconded by Dr. Brown to approve the following revised policies and regulation being presented for a first reading:

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

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

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. Jablonski to approve the following personnel items:

Substitutes

Recommend approval of the following substitutes for the 2017-2018 school year:

Stephanie Macy	Teacher
Megan Werve	Teacher (Pending Background Check)
Catherine Mackersie	Lunch/Recess Aide (Pending Background Check)
Manisha Rana	Lunch/Recess Aide (Pending Background Check)
Bhawana Upadhyay	Lunch/Recess Aide (Pending Background Check)

Parent Chaperones for Fairview Lake (Attachment)

Approval of the attached list of parent chaperones for the sixth grade trip to Fairview Lake from February 6-9, 2018, pending completion of background check.

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 (12/18/17)	\$35.00

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

Deny Grievance #2017-01 (item was walked on)

A motion was made by Mrs. Bond and seconded by Dr. Brown to deny union grievance #2017-01.

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 Ms. Hoggan to approve the following items:

Nurses Report – December (Attachment) – Public

Emergency Drill Report (Attachment) - Public
Fire Drill January 19, 2018

Student Code of Conduct (Attachment) – Public

H.I.B. Incidents (Attachment)

There was one HIB incident reported and one confirmed for December.

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

Staff Professional Development

Workshops

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

					Workshop/Exhibit Cost to District	
Name	Position	Destination	Justification	Date	Reg. Fee	Mileage
Kimberly Barca	Speech	Webcast	Play and Language - The Roots of Literacy	2/9/2018	\$189.99	\$0.00
Danielle Christiansen	Counselor	Westampton, NJ	De-Escalation in the General Education Classroom	2/6/2018	\$0.00	\$0.00
Danielle Christiansen	Counselor	Westampton, NJ	Analyzing and Addressing Behavioral Issues in the Classroom	2/28/2018	\$0.00	\$0.00
Danielle Christiansen	Counselor	Westampton, NJ	Art Therapy and Mindfulness in the Classroom	5/17/2018	\$0.00	\$0.00
Jeanine May-Sivieri	Supv. Curr./Instruction	Tabernacle, NJ	Effective Technology Integration for the 21st Century	2/22/2018	\$0.00	\$0.00
Mike Mazzoni	Principal	Monroe Twp, NJ	2018 PARCC Mandatory Training	3/6/2018	\$0.00	\$12.59
Angie Manning	Technology Teacher	Monroe Twp, NJ	2018 PARCC Mandatory Training	3/6/2018	\$0.00	\$12.59
Bethann Molesky	Resource	Moorestown, NJ	Orton Gillingham	2/27, 2/28, 3/1, 3/6, 3/7	\$1,100.00	\$69.44
Lauran Gleason	Resource	Moorestown, NJ	Orton Gillingham	2/27, 2/28, 3/1, 3/6, 3/7	\$1,100.00	\$69.44

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

Board of Education and Board Secretary Monthly Certifications

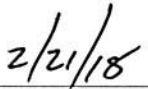
A motion was made by Mrs. Jablonski and seconded by Mrs. Bond to approve of the following financial items:

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.

Financial Approvals (Attachments)

Approval the following financial approvals for December:

- 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 #053
- Budget Report
- Revenue Report
- Report of the Secretary
- Report of the Treasurer
- Monthly Transfer Report

ESSA (NCLB) Grant Carryover from 2016-2017 (Attachment) - Public

Approval to accept the ESSA (NCLB) Title IIA grant carryover of \$178.00 from the 2016-2017 school year to be appropriated in the 2017-2018 school year.

PCDI Student Tuition Contract (Attachment)

Approval of the attached tuition contract with Princeton Child Development Institute (PCDI) for SID# 7217247731 effective November 1, 2017 through June 30, 2018 at the per diem rate of \$575.00 for a total of \$81,075.00.

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

Other Business

BOE-CSA Annual Evaluation

Preschool Tuition Summary

2018-2019 School Year Preschool Tuition Rate Increase

A motion was made by Dr. Brown and seconded by Mrs. Bond to increase the 2018-2019 school year preschool tuition by 2%.

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

Board of Education Annual Meeting Schedule for 2018

School Funding - Mrs. Jablonski stated that the board should collaborate with the Chesterfield Township Committee on school funding since they have so many more resources than we do. We should have a board member as a liaison to assist with the community in funding. That person can work with Mr. Heino and act as an advocate for our district. Mr. Shah responded that he spoke with the mayor and we are both on the same page with communication to the public. Mrs. Jablonski asked to be the spokesperson/liaison of the board for funding. Ms. Hoggan stated we need a joint committee. Let's have an advertised meeting with the township. Ms. Hoggan asked if we could create a list of people to invite to the meetings. Dr. Brown stated that he thinks a meeting with the township will be great.

Facilities Update/Information

A motion was made by Ms. Hoggan and seconded by Dr. Brown 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 December 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	30 Plus CTAA Basketball League	Thursday evenings 1/25/18 – 6/14/18
Cub Scouts	Cafeteria	Pinewood Derby	Previously approved for 3/9/18-3/10/18 (Saturday) Date changed to 3/23/18-3/24/18 (Saturday)
Girl Scouts	Cafeteria	Father Daughter Dance	5/4/18

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

Other Public Comments

Stacy Lindes asked if the Board could please comment on the 6th grade teachers that would be cut for 2018-2019 school year. She also asked what is the capacity of the classrooms.

Jackie Halaw stated that she thinks having Mrs. Jablonski be a liaison would be great but she understands the concern from other BOE members. Let Andrea Katz represent funding for tax relief. She stated that she has spoken with Mr. Mazzoni about her concern for the number of minutes students are receiving physical education per week. Students should be receiving 150 minutes per week, this is an urgent issue. She stated that item 10D on the agenda was really lacking transparency.

Adjournment

A motion was made to adjourn the meeting by Dr. Brown and seconded by Mrs. Bond at 8:55 p.m. All agreed.

Respectfully submitted,



Patrick Pisano
Business Administrator/Board Secretary