

Chesterfield Township Board of Education
Regular Meeting 7:00 p.m.
Wednesday, July 19, 2017
Minutes

The regular meeting of the Chesterfield Township Board of Education was opened at 7:00 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 two minutes and one visit to the podium. 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. Peggy Hallion, Vice President
Dr. Terran Brown
Mr. John Probasco

Board Members absent:

Mrs. Laura Bond

Members of administration present:

Mr. Scott Heino, Superintendent
Mr. Harold E. O'Neil, Jr., Assistant to the Business Administrator/Acting Board Secretary
Mr. Patrick Pisano, Business Administrator/Board Secretary

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 11, 2017.

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.

Appoint Acting Board Secretary

A motion was made by Mrs. Hallion and seconded by Mr. Probasco to appoint Harold E. O'Neil, Jr. as Acting Board Secretary for this meeting.

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

Meeting Information/Important Dates

August 2, 2017	CPEF Meeting
August 21 & 22, 2017	New Teacher Orientation
August 30, 2017	New Student Orientation
September 5-6, 2017	Staff In-Service Days
September 7, 2017	Opening Day for Students
September 14, 2017	Back to School Night

Board of Education Important Dates:

August 30, 2017 Regular Monthly Meeting

School District Important Dates – none to report

Public Comment – Agenda Items Only

When you address the Board, please approach the podium, state your name and address and limit your comments to two minutes and one visit to the podium. 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.

Andrea Katz requested an explanation of what will be rescinded in item #10A. Mr. Heino explained the Resolution Authorizing a Reduction in Force that was passed by the Board at the May 3, 2017 Board meeting. Mrs. Katz asked if the Chesterfield Paraprofessionals are a part of that resolution, Mr. Heino answered no and that he would be speaking about the paraprofessionals during item #8B of this evening's meeting. Mrs. Katz noted that she would like to see the Chesterfield paraprofessionals reinstated.

Bethann Molesky and Kim Breiland CTEA Presidents stated that the union supports our paraprofessionals, they are hardworking, dedicated individuals, and we hope to bring them back.

Christina Hogan asked if there was a timeline for making the Paraprofessional decision. Mr. Heino answered the Board will be looking at this later in the agenda.

Shamita Kumar congratulated Board for getting some funding. She asked the Board to please be proactive. Reach out to the community and use the professional services the community has to offer at no cost to the Board. She asked if the Chesterfield Paraprofessionals will be returning and noted that she is happy to hear library will be reinstated.

Chesterfield Resource Teachers Amanda Bulley, Liz Schauer, and Melissa Chou, encouraged the Board to reconsider bringing the Chesterfield Paraprofessionals back. They help us do our job to the fullest.

Jessica Wszolek stated that her child had a Chesterfield Paraprofessional in his class who was amazing, even though she was not specifically assigned to her child, the Paraprofessional really cared and it showed. Please reconsider bringing back the Chesterfield Paraprofessionals.

School Community Partnerships

Chesterfield PTA – Mary Hing, 2016-2017 Treasurer of the PTA presented a check of \$482.00 to the Board. The money was raised at the PTA Carnival Bake Sale for art supplies for Mrs. Brilliant's art classroom.

Chesterfield Public Education Fund – Carol Cooper Braun, CPEF President reported that the Chesterfield Public Education Fund received \$2,500.00 from American Properties. The next CPEF meeting is scheduled for August 2, 2017.

Correspondence (Attachment)

Letter dated June 9, 2017, to Mr. Heino from Jessica Davern, Resource Teacher, regarding her maternity leave of absence effective September 1, 2017 through January 1, 2019.

Letter dated June 13, 2017, to the Board of Education from Margaret Russell, Lunch/Recess Aide, resigning from her position for the 2017-2018 school year.

Letter dated June 14, 2017, to the Board of Education from Bina Joshi, Lunch/Recess Aide, resigning from her position for the 2017-2018 school year.

Letter dated June 14, 2017, to the Mr. Heino from Brianna Pellecchia, Special Education Teacher, resigning from her position.

Letter dated June 29, 2017, to the Mr. Heino from Alyssa Zara, Special Education Teacher, resigning from her position.

Minutes (Attachment)

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

June 14, 2017	Regular Minutes
June 14, 2017	Executive Minutes

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

Board of Education

Presentation of Preliminary 2017-2018 Goals

Mr. Heino presented the preliminary district goals to the Board of Education and explained each one and its content.

1. Discipline
2. Professionalism
3. Communication

There was discussion on the preliminary goals by the BOE. It was asked if the World Language Program was part of the goals. Mr. Heino explained that it was a component of the goals.

Committee Reports

Board Committee

Finance Subcommittee - Discussion of 2017-2018 Budget.

Mr. Heino thanked everyone for their efforts in trying to get our district additional state aid. He proceeded to present to the public and the Board of Education what we did at budget time and gave options and recommendations as to what the \$401,205.00 additional state aid should be used for. The Board discussed the options at length.

The public wanted to make comments on the options and discuss them with the Board prior to the Board approving any action. After a brief discussion Mr. Shah and the Board stated that there would be a public comment section at the end of the meeting prior to a vote where they would have a chance to respond to the options presented.

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

BURLCO School Boards Association Executive Committee Delegate:
Alternate Delegate:

Laura Bond
Jignesh Shah

Legislative Chairperson & Delegate to NJ School Boards Association:
Alternate Delegate:

Terran Brown
John Probasco

District Advisory Committee:

Laura Bond
Terran Brown

Superintendent's Report

Student Enrollment

*July 2017 enrollment reflects anticipated roll over from the 2016-2017 school year to the 2017-2018 school year. However, it does not reflect children transferring in or out of Chesterfield over the summer.

Grade Levels	June 2017	July 2017	Net Change
Pre-School			
<i>Non-Tuition</i>	11	10	-1
<i>Preschool Disabled (non-tuition)</i>	4	4	
<i>Tuition</i>	13	16	+3
Kindergarten	103	86	-17
1st	102	103	+1
2nd	101	102	+1
3rd	116	101	-15
4th	118	116	-2
5th	92	118	+26
6th	111	92	-19
Total In-District	771	748	-23
Attending Out-of-District Schools	4	3	-1
Total	775	751	-24

NJ Department of Education Update – no other updates to report.

Board Policy

Dr. Brown presented the discussion involving the policies listed below and presented several options for policy #1120 and answered questions on the other policies.

First Reading of Revised Policies (Attachments)

A motion was made by Mrs. Hallion and seconded by Mr. Probasco to approve the following revised policies being presented for the first reading:

Policy #1120	Board of Education Meetings
Policy #1410	Local Units
Policy #2131	Superintendent
Policy #2224	Nondiscrimination/Affirmative Action
Policy #2240	Research, Evaluation and Planning
Policy #2255	Action Planning for State Monitoring NJQSAC New Jersey Quality Single Accountability Continuum
Policy #3100	Budget Planning, Preparation and Adoption
Policy #3510	Operation and Maintenance of Plant
Policy #3515	Smoking Prohibition
Policy #3542.1	Wellness and Nutrition

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

Personnel

The following motion was tabled until the end of the meeting.

Rescind Resolution Authorizing a Reduction in Force

Approval of motion to rescind the Reduction in Force Resolution (Item #8A) passed by the Board on May 3, 2017.

After a Board discussion they amended the following motion:

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

Maternity Leave

Approval of maternity leave of absence for Jessica Davern, Resource Teacher from September 1, 2017 to her return date of January 1, 2019. This motion was amended to September 1, 2017 to her return date of June 30, 2018.

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

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

Resignation – Resource Teacher

Approval, with regret, of the resignation of Brianna Pellecchia, Resource Teacher, effective July 31, 2017.

Resignation – Resource Teacher

Approval, with regret, of the resignation of Alyssa Zara, Resource Teacher, effective July 31, 2017.

Resignation – Lunch/Recess Aide

Approval, with regret, of the resignation of Margaret Russell, Lunch/Recess Aide, effective June 30, 2017.

Resignation – Lunch/Recess Aide

Approval, with regret, of the resignation of Bina Joshi, Lunch/Recess Aide, effective June 30, 2017.

Summer Hours

Approval for Robin Blauth (\$14.63 /hour) and Vivian Cacace, (\$15.14 /hour), as needed to perform clerical duties during the summer months not to exceed 20 hours each.

Special Education Teacher

Approval of Erin Casey as Special Education Teacher for the 2017-2018 school year at BA Step 2- \$52,931.00, as per negotiated agreement.

Kindergarten Teacher

Approval of Joan Mueller as Kindergarten Teacher for the 2017-2018 school year at MA+ 27 Step 7 - \$61,568.00, as per negotiated agreement.

4th Grade Teacher

Approval of Robert Cochrane as 4th Grade Teacher for the 2017-2018 school year at BA Step 2 - \$52,931.00, as per negotiated agreement.

3rd Grade Teacher

Approval of Colleen McDermott as 3rd Grade Teacher for the 2017-2018 school year at MA Step 7 - \$60,068.00, as per negotiated agreement.

Substitutes for the 2017-2018 School Year (Attachment)

Recommend approval of the attached list of substitutes for the 2017-2018 school year.

Authorization for Consultant to the Business Administrator

Approval to authorize the Superintendent to have Harold E. O'Neil, Jr. assist as a consultant to the Business Administrator on an as needed basis at the rate of \$500.00 per diem, August 1, 2017 through August 31, 2017.

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

Curriculum & Instruction - none

Health & Safety

A motion was made by Mrs. Hallion and seconded by Mr. Probasco to approve the following items:

Nurses Report – June (Attachment)

Emergency Drill Report (Attachment)

Lock-Down Drill June 19, 2017

Fire Drill July 5, 2017

Bomb Threat Drill July 10, 2017

Student Code of Conduct (Attachment)

Report for June 2017

H.I.B. Incidents (Attachment)

There were two H.I.B. incidents reported in June and both were confirmed.

Dr. Brown asked Mr. Heino if we were addressing HIB issues through the discipline committee. Mr. Heino answered in the affirmative.

HIB-ITP Data Collection, September 1, 2016 – June 30, 2017 (Attachment)

EVVRS Report, January 1, 2017 – June 30, 2017 (Attachment)

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

Staff Professional Development

Workshops

A motion was made by Mr. Probasco and seconded by Mrs. Hallion to approve of the following workshops and mileage:

Name	Position	Destination	Justification	Date	Workshop/Exhibit Cost to District	
					Reg. Fee	Mileage
Linda Nice	Assistant to the Superintendent	Hamilton, NJ	Regional Training for Certification and Professional Development	8/4/2017	\$0.00	\$0.00

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

Tuition Reimbursement (Attachments)

A motion was made by Mr. Probasco and seconded by Mrs. Hallion to approve of the following tuition reimbursement:

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 School Supervision & Organizational Theory (3 credits) \$1,920.00 (\$640.00/cr)

Melissa Carlton School Supervision & Evaluation of Instruction (3 credits) \$1,920.00 (\$640.00/cr)

Dr. Brown expressed his concern about staff taking administrative courses that do not benefit Chesterfield. It just

gives them the ability to leave the district and utilize the knowledge elsewhere.
A call of the roll indicated a negative vote. One aye. Three nays. Motion lost.

Transportation - none

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

7/25/17
Date

Financial Certification of the Board (Attachment)

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)

A motion was made by Mrs. Hallion and seconded by Mr. Probasco to approve the following financial items:

- 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.
- June Transfers #120 to #131 for the 2016-2017 school year
- Budget Report
- Revenue Report
- Monthly Transfer Report

School Lunch Prices (Attachment)

Approval of the student lunch prices for the 2017-2018 school year, at \$2.85 and student reduced lunch at \$0.40 as per the Department of Student Nutrition.

Correct the Contract Numbers for Item #16M of June 14, 2017 Minutes

Approval to correct the contract number for the lease purchase of the Canon 8595iG copier and 6 Lexmark xc8160 copiers approved on June 14, 2017. The correct N.J. State contract is G-2075 for Canon 40462 and Lexmark 40466.

Join Consortium for Title III

Approval to join a consortium with Bordentown Regional School District for the Title III grant.

Contract to Perform 2016-2017 Audit (Attachment)

Approve the contract with John J. Maley, Jr. C.P.A., R.M.A., P.S.A., of Holman Frenia Allison, P.C. to perform the audit on the financial records for the 2016-2017 school year not to exceed \$15,900.00.

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

Other Business - none

Facilities Update/Information

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

School Dude Report (Attachment)

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

Solar Renewable Energy Credits Analysis (Attachment)

Use of Facilities

Approval of the following use of facilities for the 2017-2018 school year:

Name Of Organization	Facility requested	Description of Activity	Date
GIRL SCOUTS Troop #23948	ART ROOM	MONTHLY MEETINGS	9/18, 10/2, 10/16, 10/30, 11/13, 11/27, 12/11, 1/8, 1/22, 2/5, 2/26, 3/12, 3/26, 4/16, 4/30, 5/14, 6/4
GIRL SCOUTS Troops #22434 & #23307	ART ROOM	MONTHLY MEETINGS	9/18, 10/2, 10/23, 11/6, 11/27, 12/11, 1/8, 1/22, 2/12, 2/26, 3/12, 3/26, 4/16, 4/30, 5/14
GIRL SCOUTS Troop #21348	ART ROOM	MONTHLY MEETINGS	9/19, 10/3, 10/17, 11/7, 12/5, 12/19, 1/9, 1/23, 2/13, 2/17, 3/13, 3/27, 4/10, 4/24, 5/8, 5/22, 6/5
GIRL SCOUTS Troop #23034	ART ROOM	MONTHLY MEETINGS	9/27, 10/11, 10/25, 11/8, 11/29, 12/13, 1/10, 1/24, 2/14, 2/28, 3/14, 3/28, 4/11, 4/25, 5/9, 5/23, 6/13

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

Other Public Comments - Additional State Aid Comments

Jaclyn Halaw directed the Board to uncouple the security piece from the technology in the Superintendents options for the use of additional state aid. The psychological damage her child has suffered as a result of the breach in the security of our system is unacceptable. She believes we need the external audit of the system more than technology. She expresses her disappointment in the lack of knowledge of the person who oversees our technology. She also opposed the Board of Education contributing to the Fairview Lake Trip. The money should go to the staff members first.

Amy Jablonski asked if the Board has considered going to Chromebooks or other options to make the money stretch. She also said money should go to the staff not to the Fairview Lake Trip.

Kelley Johnson said money should not go to Fairview Lake Trip but to the staff first. She also stated that the fight for aid is not over. The Board of Education should reach out to the community for help. There are lawyers in the community who would help with a lawsuit. She is an attorney and would be willing to help.

Christina Hogan stated that an external audit on our technology system is the primary concern. Do not do technology now, but bring the paraprofessionals back. She is willing to help in a lawsuit for our fair share of funding.

Cheryl Mendicino stated that the Fairview Lake contribution would be nice to have but not at the expense it would have on other issues. Also, have we looked at using google based technology, it would save money. Some of the technology is not necessary. The library full time is important and the reinstatement of the paraprofessionals is critical.

Andrea Katz said Fairview Lake is nice to have but not now. Technology is not important now, we need people in the building.

Theresa Ainsworth thanked those who are fighting for the paraprofessionals. We will not have the consistency with Insight paraprofessionals.

Mary Hing recommended reaching out to the PTA for smaller items.

Melinda Hanley suggested using chrome books and also spoke in favor of the paraprofessionals.

Other Public Comments

Jaclyn Halaw said she wants more clarification of what the Board policy is on correspondence. She sent emails to all the Board Members and did not receive any responses. She also stated she was upset that the tuition reimbursement was denied for the staff member.

Christina Hogan stated that she does not think it is necessary to restrict speaking at the Board Meetings.

2017-2018 Revised State Aid and Appropriations

A motion was made by Dr. Brown and seconded by Mr. Probasco to accept the 2017-2018 revised State Aid in the amount of \$401,205.00, and to approve the following appropriations to the 2017-2018 Budget from the revised state aid.

11-000-262-420	Copier Replacement	5,000.00
11-000-262-420	HVAC	20,000.00
11-000-262-420	Roofing Maintenance	5,000.00
11-000-217-320	ABA Services	26,000.00
11-000-230-331	Attorney Fees	20,000.00
11-000-270-503	Aid in-Lieu	4,000.00
11-000-270-515	Transportation Route	37,205.00

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

2017-2018 Revised State Aid Appropriations

A motion was made by Mrs. Hallion and seconded by Dr. Brown to appropriate the following appropriations to the 2017-2018 Budget from the revised state aid.

11-110-100-101 5300		
11-120-100-101 26400	Reinstate Music Program	37,000.00
11-130-100-101 5300		
11-000-222-100	FT Library Media Specialist	47,000.00
11-000-266-420	Security System needs & External Audit	30,000.00

A call of the roll indicated an affirmative vote. Three ayes. One nays. (Mr. Probasco) Motion carried.

Reinstate Music & Library Programs

A motion was made by Mrs. Hallion and seconded by Mr. Probasco to reinstate the Music and Library programs.

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

Adjourn to Executive Session

A motion was made by Mrs. Hallion and seconded by Dr. Brown to adjourn to executive session at 10:10 p.m.

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 & Negotiations

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

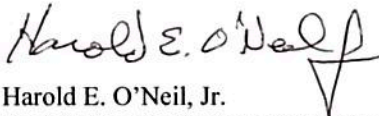
A motion was made at 11:25 p.m. by Dr. Brown and seconded by Mrs. Hallion to return to public session.

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

Adjourn

A motion to adjourn was made by Mrs. Hallion and seconded by Mr. Probasco at 11:25 pm. All agreed.

Respectfully submitted,



Harold E. O'Neil, Jr.

Assistant to the Business Administrator/Acting Board Secretary