

Chesterfield Township Board of Education
Regular Meeting 6:00 p.m.
Wednesday, October 21, 2020
MINUTES

The regular meeting of the Chesterfield Township Board of Education was opened at 6:10 p.m., by President Christina Hoggan, 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.

The public shall be reminded that they should attempt to resolve any problems and/or complaints through initial contact with the appropriate administrator. Such matters should only be brought to the Board after all avenues within the administrative chain of command have been exhausted. Policy #1312 Community Complaints and Inquiries, https://boardpolicyonline.com/?b=chesterfield_township

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. Roll Call

Board Members present:

Ms. Christina Hoggan, President
Mr. Matthew Litt, Vice President
Mrs. Jaclyn Halaw
Mrs. Andrea Katz
Mrs. Kerri Lynch

Administration present:

Mr. Scott Heino, Superintendent
Mr. Andrew Polo, Business Administrator/Board Secretary

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 on January 12, 2020 and time change on October 7, 2020:

- 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. Meeting Information/Important Dates

Board of Education Important Dates

October 28, 2020	Work Session
November 18, 2020	Regular Monthly Meeting

School District Important Dates

November 3, 2020	School Closed – Election Day
November 5-6, 2020	School Closed – NJEA Convention

4. Public Comment – Agenda Items Only

The public shall be reminded that they should attempt to resolve any problems and/or complaints through initial contact with the appropriate administrator. Such matters should only be brought to the Board after all avenues within the administrative chain of command have been exhausted.

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

5. Minutes (Attachment)

Recommend approval of the following minutes:

September 23, 2020	Regular Minutes
September 23, 2020	Executive Minutes
September 30, 2020	Regular Minutes
September 30, 2020	Executive Minutes

6. Board of Education/Superintendent Reports

6A. Committee Reports

Human Resources

-Hiring additional K & 1st Grade Teachers

Curriculum & Instruction

- ELA Revisions
- October 28th Meeting to discuss vision
- ELA revision calendar to be shared
- Hybrid learning
- Parent survey and changes to be made
- Assessment calendar
- October 12th PD
- Substitute concerns
- Using coverage within the district

Finance

- HVAC scrubbers completed
- HVAC proposal to get certified/cost is to high
- Long Range Facility Plan
- Hiring updates, K & 1st grade & other position
- C&I development
- Firehouse vacating, inspection

Vandalism to school was mentioned, screens were ripped off and thrown into the vault, a badge scanner was torn off the wall and a camera was damaged. Police have investigated, those who committed the crimes were caught on camera.

Student Services

-Nothing to report

Compressor Station & Pipeline Impact Committee

Township committee recently met to discuss:

Water testing

Current status of construction of pipeline

Requesting information regarding pressure station

Committee

Human Resources	Chair	Andrea Katz Matthew Litt
	Admin. Reps.	Coletta Graham Michael Mazzoni
Curriculum & Instruction	Chair	Jaclyn Halaw Kerri Lynch
	Admin. Rep.	Jeanine May-Sivieri
Finance	Chair	Christina Hoggan Matthew Litt
	Admin. Rep.	Andrew Polo
Student Services	Chair	Kerri Lynch Andrea Katz
	Admin. Rep.	Lynn Booth
BURLCO School Boards Association Executive Committee Delegate:		Andrea Katz
Legislative Chairperson & Delegate to NJ School Boards Association:		Andrea Katz
Alternate:		Christina Hoggan
Compressor Station & Pipeline Impact Committee:		Matthew Litt Christina Hoggan
Community Heritage Committee:		Matthew Litt Christina Hoggan
Fair Funding Action Committee Liaison		Andrea Katz

6B. Superintendent's Report**6B.1 Student Enrollment**

Grade Levels	September 2020	October 2020	Net Change
Pre-School			
<i>Tuition</i>	0	0	
<i>Non-Tuition</i>	9	9	
LMD (non-tuition)	*5	*5	
UMD (non-tuition)	*5	*5	
Kindergarten	81	80	-1
1st	94	94	
2nd	104	103	-1
3rd	100	101	+1
4th	114	115	+1
5th	103	103	
6th	109	110	+1
Total In-District	714	715	+1
Attending Out-of-District Schools	5	5	
Shared	1	1	
Total	720	721	

*** The enrollment of students in the LMD and UMD classes is reflected in the grade level numbers for those students.**

6B.2 Hybrid Update

Mr. Heino updated on how the first week of hybrid was going. He stated it's been a team effort, very pleased, positive feedback. He gave a shout out to all staff & parents for the hard work that has gone into making this happen. He stated it truly is a school/community effort.

6B.3 September Parent Survey

7. Personnel

7A. Approval of Interim First Grade Teacher

Recommend approval of Nosheen Rana as an Interim First Grade Teacher pursuant to N.J.S.A. 18A:16-1.1 from October 12, 2020 to June 30, 2021 at a salary of \$54,936.00 prorated at \$47,794.32. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

7B. Approval of Interim Kindergarten Teacher

Recommend approval of Kathleen Augustin as an Interim Kindergarten Teacher pursuant to N.J.S.A. 18A:16-1.1 from October 19, 2020 to June 30, 2021 at a salary of \$54,936.00 prorated \$46,695.60. Time employed in this acting position shall not accrue toward the acquisition of tenure as the position is not tenure eligible.

7C. Summer Hours 2020

Additional hours for Angie Manning to complete work related to remote learning, 10 hours @ \$52/hour, Total \$520.00.

7D. Committees

Recommend approval of the following staff members for 5 hours each for work on the following committees. Total \$5,980.00.

Staff Evaluation Committee

Tim Hart	Antoinette DiEleuterio
Rob Cochrane	Jill Biddle
Marissa Holloway	Gayle Poedubicky

Student Expectations Committee

Vicki Weisgarber	Jenn Ancelo
Chris Gray	Maria Prince
Tracey Miller	

Diversity Committee

Jennifer Maicher	Joan Mueller
Bayley Hickey	Danielle Christiansen
Melissa Chou	Colleen McDermott
Lauran Gleason	Jeanine May-Sivieri
Melody Khalifa	Jackie Schaffer
Cindy McNally	Julia Johnson

Recommend approval of the following staff members for 10 hours each for work on the following committee. Total \$6,581.00.

Pandemic Response Team Committee

Carla Rigolizzo	Charmaine Ramos
Janet Haney	Judy Schwartz
Krista Metz	Laura Flynn
Anne Lawrence	Melissa Carlton
Kristi Boyle	Danielle Christiansen
Marnie Briel	Gwendolyn McCreary
Cori Esposito	

7E. Approval of Resignation

Recommend approval, with regret, of the resignation of Cori Esposito, School Nurse, effective December 13, 2020.

7F. Approval of Lunch/Recess Aide

Recommend approval of Gladys Gill as lunch/recess aide for the remainder of the 2020-2021 school year (effective 10/22/2020), 3.16 hours per day for 139 days at \$14.00/ hour = \$6,149.36.

7G. Approval of Substitutes for 2020-2021

Recommend approval of the following substitutes for the 2020-2021 school year:

Donald Haney	Bus Driver
Donald Haney	Bus Aide

7H. Approval of Usage of Sick Day Bank

Recommend approval of request dated October 13, 2020, for use of Sick Day Bank days by employee #4632. Employee #4632 will be paid the difference of their daily rate less the substitute rate for a maximum of 30 SDB days per the negotiated agreement.

7I. Approval of G&T Planning Time

Recommend approval of Nicole DiMaiuta to create G&T session videos, 8 hours a week @ \$52/hr = \$416.00 per week for the duration of time of coverage of classroom in the absence of employee #4632.

8. Curriculum & Instruction

8A. Approval of ABA Services (Attachment)

Recommend approval of Amazing Transformations to provide applied behavioral therapist for behavioral and educational support services for the 2020-2021 school year, as per contract.

9. Health & Safety

9A. Nurses Report – September (Attachment) - Public

10. Transportation

10A. Approval of the Revised 2020-2021 Transportation Route - Bus 12 (Attachment)

10B. Approval of 2020-2021 Northern Burlington Regional Joint Transportation Routes (Attachment)

11. 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.

 11/19/2020
Andrew Polo 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.

11A. Financial Approvals (Attachment)

Recommend approval of the following financial reports for the month of August 2020:

- Expenditures - Approval and ratification of Expenditures for August 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.
- Transfers for August
- Report of the Secretary
- Report of the Treasurer
- Monthly Transfer Report

Recommend approval of the following financial reports for the month of September 2020: (Attachment)

- Expenditures - Approval and ratification of Expenditures for September 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.
- Transfers for September
- Report of the Secretary
- Report of the Treasurer
- Monthly Transfer Report

The following reports for October 2020: (Attachment)

- Expenditures - Approval and ratification of Expenditures for October 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.

11B. Approval of Temporary Purchasing Agent (QPA)

Recommend approval of Andrew Polo as Temporary Purchasing Agent (QPA) following Patricia Austin 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.

11C. Approval to Withdraw Funds from Maintenance Reserve Account

Recommend approval to withdraw funds from the maintenance reserve account in the amount of \$60,000.00 for repairs to the rubber playground surface.

12. Facilities Update/Information

12A. Building & Grounds Report (Attachment) - Public

12B. School Dude Report (Attachment) - Public

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

12C. Solar Renewable Energy Credits Analysis (Attachment) - Public

A motion was made by Mrs. Halaw and seconded by Mrs. Katz to approve the following sections:

Sections 5, 7, 8, 9, 10, 11, 12

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

13. Other Business

Mrs. Halaw requested data on school aged children 4 to 18 years whom have tested positive for COVID 19. OPRA request this information weekly from the county.

Mrs. Halaw mentioned the NJSBA Virtual Workshop is going on this week. There is very good information available to board members, sessions are recorded and will be available to us for one year.

Beginning with the November 18, 2020 Board Meetings will return to a 7:00 p.m. start time.

14. Other Public Comments

Coby Sikorski – stated that she wanted to commend everyone on the start of the year. Thank you.

Melody Lloyd – stated her children had a fabulous start and are thrilled to be back to school. Thanked the teachers for all the extra work they have been doing. Asked what the next phase is, and hopes to hear the plan by the November 18, 2020 Board Meeting. She asked about bus students, length of bus ride, number of students and spacing on a bus.

Stephanie DeClerico – stated that she feels duped by the Board regarding the virtual model and wants to know what the plan is to get them all back in school.

Jason Stampfel – stated he echoes the others and believes there should be a plan to open up school for full day.

Brianna Piontek – stated concerns with large number of students in virtual class.

Jessica Young – stated she wants to see the plans for the next phase. She asked if we can get the students in 5 days a week.

Joe Hammond – Thanked the teachers and asked what the plan will be if COVID gets worse. We need to have a contingency plan.

Mr. Heino – stated I am having the same joy the students are having about being back at school, having the students in the building makes the building feel like a school again. We certainly want to open, but we have to do it safely. Social distancing is the biggest issue and I don't think we are there yet. We've only been in person 3 days.

15. Adjourn to Executive Session

Ms. Hoggan stated that when the Board ends executive session no action will be taken, we will just adjourn.

A motion was made by Mr. Litt and seconded by Mrs. Halaw to adjourn to executive session at 7:19 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
Legal

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.

16. Return to Public Session

A motion was made by Mr. Litt and seconded by Mrs. Katz to return to public session at 8:56 p.m.

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

17. Adjournment

A motion was made to adjourn the meeting by Mrs. Halaw and seconded by Mrs. Katz at 8:57 p.m. All agreed.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Andrew Polo', with a long horizontal flourish extending to the right.

Andrew Polo
Business Administrator/Board Secretary