

**CHESTER BOARD OF EDUCATION
REGULAR MEETING
May 14, 2019
AGENDA**

A regular meeting of the Chester Board of Education will be held on Tuesday May 14, 2019, at 7:00 p.m. in the courtroom of the Chester Borough Municipal Building, 50 North Road, Building 4, Chester, NJ 07930.

1. Call To Order

2. Sunshine Announcement

Be advised that this meeting is being held in accordance with the Open Public Meetings Act, Chapter 231 P.L. 1975 (Sunshine Law) and that adequate notice of the date, time and location has been sent to the Daily Record and the Observer Tribune, and has been posted and filed with the Chester Township and Chester Borough Clerks. The annual meeting calendar has also been sent to each District school and the Chester Post Office. Additionally, the agenda will be posted on the District website prior to the Board meeting.

3. Roll Call

Amy Collins		Heather Ronco	
Rebekah Forlenza		Rajat Shah	
Sara Kalashian		Mike Tomasco	
Christopher Lowry		Kerri Wright	
Liz Madinabeitia		Quorum	Y N

4. Pledge of Allegiance

5. Administration—Tanya Dawson and Dr. Christina Van Woert

6. President's Comments

7. Public Hearing/Celebration/Presentation

8. Public Commentary on Agenda Items

When permitted, public participation shall be governed by the following rules under Policy 9325.2:

- 1. Anyone wishing to speak before the Board shall indicate so during the Public Commentary portion of the agenda. The presenter shall give his/her name and address and make the presentation as brief as possible. Unless an extension of time is granted, each speaker should be limited to 3 minutes.*
- 2. Speakers may offer such objective criticisms of school operations and programs as concern them. But in public session, the Board will not hear concerns about the specific school personnel or any person connected with the school system. Other channels provide the Board consideration and disposition of such matters involving individuals.*

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3. *The Board vests in its President or other presiding officer authority to terminate the remarks of any individual when they do not adhere to the rules established above.*

9. Superintendent's Report

10. Business Administrator's Report

11. Board Communication

12. Approval of Minutes

12a. Approves Regular Meeting Minutes from April 30, 2019

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on April 30, 2019.

12b. Approves First Executive Session Minutes from April 30, 2019

RESOLVED, that the Chester Board of Education approves the First Executive Session minutes of the meeting held on April 30, 2019.

12c. Approves Second Executive Minutes from April 30, 2019

RESOLVED, that the Chester Board of Education approves the Second Executive Session minutes of the meeting held on April 30, 2019.

Motion by_____

Seconded by_____

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW

13. Committee of The Whole—All.

Motion by_____

Seconded by_____

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW

14. Buildings, Grounds, Transportation/Finance—Amy Collins, Rebekah Forlenza, Sara Kalashian and Chris Lowry

14a. Approves Bills List

RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves payment of the May 14, 2019 bills list as approved by the Finance Committee.

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Bills List	Totals
Check Run-5-14-19	\$397,691.62

14b. Approves Monthly Appropriation Transfers for April 2019

RESOLVED, that the Chester Board of Education approves the following transfers within the 2018-2019 budget for the month of April 2019 in compliance with N.J.A.C. 6A:23A-16.10 (c) 1.; a copy of which is available for public review in the Chester Board of Education Business Office.

14c. Approves Monthly Transfer Report for April 2019

RESOLVED, that pursuant to N.J.A.C. 6A:23A-13.3, the Chester Board of Education approves the Monthly Report of Transfers for April 2019; a copy of which is available for public review in the Chester Board of Education Business Office.

14d. Approves Board Secretary Report for April 2019

RESOLVED, that pursuant to N.J.S.A. 18A:17-9 and N.J.A.C. 6A:23A-16.2(h), the Chester Board of Education approves the Report of the Board Secretary for April 2019; a copy of which is available for public review in the Chester Board of Education Business Office.

14e. Approves Board Treasurer Report for April 2019

RESOLVED, that pursuant to N.J.S.A. 18A:17-36, the Chester Board of Education approves the Report of the Treasurer of School Monies for April 2019; a copy of which is available for public review in the Chester Board of Education Business Office.

14f. Approves Certification of Secretary and Treasurer Report for April 2019

RESOLVED, that pursuant to N.J.A.C. 6A:23-16.10 (c) 3, the Board Secretary does certify that no line item account has encumbrances and expenditures which in total exceed the line item appropriation; and

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Chester Board of Education has reviewed for the minutes of this meeting the Board Secretary and Treasurer's monthly financial report for April 2019 and that no major account or fund has been over-expended.

14g. Approves Travel Requests

RESOLVED, that pursuant to N.J.S.A. 18A:11-1 and N.J.A.C.6A:23A and Board Policy 9250 and upon the recommendation of the Superintendent, the Chester Board of Education approves the following travel requests:

Date	<u>Employee</u> Conference/Workshop	Registration	<u>Travel</u> Misc	Estimated Total Expense
5/16/19	Drew Vanderzee 2019 Equipment Breakdown Training session. Branchburg, NJ	\$0	\$0	\$0

14h. Approves Second Renewal with Pomptonian Food Services.

WHEREAS, the Chester Board of Education (SFA), in the County of Morris, New Jersey approved the appointment of Pomptonian Food Service as the Chester School District's Food Service Management Company (FSMC) on May 14, 2019; and

WHEREAS, the parties hereby agree that that this is the second renewal of the contract and that the terms and conditions of which will remain the same except as set forth below.

THEREFORE BE IT RESOLVED that the FSMC shall receive, in addition to the costs of operation, an administrative/management fee of seventeen thousand one hundred and ten dollars (\$17,110.00) to compensate the FSMC for administrative and management cost. This fee shall be billed in (10) monthly installments of (\$1,711.00) per month as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC; and

BE IT FURTHER RESOLVED, The FSMC guarantees the SFA a minimum profit of sixteen thousand four hundred eight dollars and eight cents (\$16,408) for school year 2019-2020.

14i. Approves School Lunch Price

RESOLVED, that the Chester Board of Education approves an increase in Al la Carte food items (as per attached price list) and the following price increases for school lunch program for the 2019-2020 school year:

<i>Dickerson School and Bragg School Student Lunch Price</i>	<i>\$3.25</i>
<i>Black River Middle School Student Lunch Price</i>	<i>\$3.40</i>
<i>Faculty Lunch Meal</i>	<i>\$4.20</i>

14j. Approves Withdrawal from Capital Reserve

WHEREAS, the Chester Board of Education approves the additional withdrawal of \$410,480 for the 2019-2020 school year and;

WHEREAS, the Chiller project at Dickerson awarded bid exceeded the estimated amount of \$1,525,000.

WHEREAS, the additional amount is needed to fund the project in 2019-2020 school project through Board action.

THEREFORE BE IT RESOLVED that the Chester Board of Education approves the additional withdrawal of \$410,980 to fund the Chiller project for a total project cost of \$1,935,980 in the 2019-2020 school year.

14k. Approves Preschool Tuition Rates

RESOLVED, that the Chester Board of Education approves the following preschool tuition rates for the 2019-2020 school year:

A.M. preschool rate- 3 mornings per week- \$270 monthly

P.M. preschool rate- 5 afternoons per week- \$430 monthly

Full Day preschool rate-5 days per week - \$860 monthly

14l. Approves District's Membership and Authorizes Participation

RESOLVED, that the Chester Board of Education accepts the recommendation of the Business Administrator/Board Secretary and approves the District's membership in the **Educational Services Commission of Morris County**, and authorizes the District's participation in the Educational Services Commission of Morris County programs in accordance with fees established for the 2019-2020 school year included schedule and contracts for:

- Cooperative bidding services for the purchase of various goods and services for the 2019-2020 school year as deemed appropriate by the Business Administrator/Board Secretary.
- Transport public, non-public and special education students for the 2019-2020 school year including extended school year programs.
- Health and Environmental Services Cooperative.
- All Non-Public Services funded through State and Federal grants.
- Non-Public Transportation and Aid in Lieu Transportation processing.
- Occupational and Physical Therapy services, Examination and Classification services, and Speech services.
- Other professional support services offered through this cooperative as may be deemed appropriate by the Business Administrator/Board Secretary.

14m. Approves Cooperative Bidding Services

RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator/Board Secretary and approves the procurement of goods and services through the cooperative bidding services of **Educational Data Services** for the 2019-2020 school year.

14n. Approves Cooperative Pricing Agreement

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the **Hunterdon County Educational Services Commission**, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services.

THEREFORE BE IT RESOLVED, pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the School Business Administrator is hereby authorized to enter into a Cooperative Pricing

ing Agreement with the Lead Agency. The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New

14o. Approves Cooperative Pricing Agreement

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the **Middlesex Regional Educational Services Commission**, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

THEREFORE BE IT RESOLVED, as follows:

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Chester Board of Education.

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Business Administrator/Board Secretary is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

14p. Approves Anticipated Contracts to be Renewed, Awarded or Expired Contracts

Pursuant to PL 2015, Chapter 47 the Chester Board of Education intends to renew, award or permit to expire contracts (a copy of which is available for public review in the Chester Board of Education Business Office) previously awarded by the Chester Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, N.J.A.C. Chapter 23 and Federal Uniform Administrative Requirements 2CFR, Part 200.

14q. Authorizes the Use of State Contracts

WHEREAS, Title 18A:18A-10 provides that, "A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, the Chester Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts; and

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WHEREAS, the Chester Board of Education desires to authorize its purchasing agent for the 2019-2020 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW THEREFORE BE IT RESOLVED, that Chester Board of Education does hereby authorize the District Purchasing Agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property.

14r. Approves HBCBSNJ and Dental Plans Renewals

RESOLVED that the Chester Board of Education approves the Horizon Blue Cross Blue Shield of New Jersey Health Plan and Delta Dental Plan renewals for the 2019/20 school year per attached summary prepared by Brown & Brown Benefit Advisors.

Motion by_____

Seconded by_____

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW

15. Curriculum/Governance/Personnel—*Liz Madinabeitia, Heather Ronco, Rajat Shah and Mike Tomasco*

15a. Approves Tenured Teachers/Nurses for the 2019-2020 School Year

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following tenured teachers/nurses for the 2019-2020 school year:

Dickerson	Bragg	BRMS	Student Services
Dana Apicella	Karen Andolina	Janet Aaronson	Amy Hayes
Erin Beil	Debra Androvette	Doreen Aiello	Melissa Scherzer
Debra Borchert	Christa Bedkowski	Tara Bagnole	Sarah Southwick
Cassie Bruno	Melissa Bene	Diane Basanese	
Jennifer Christal	Colleen Cahill	Kevin Cullen	
John Christie	Albert Cerulo	Kim Dempsey	
Katherine Cianci	Susan Connelly	Kimberly DeRosa	
Andrea Colicchio	Erica David	Christopher Duffy	
Anne Collins-McAvinn	Kelli Dolan	Patricia Fisher	
Mary Diviney	Jacqueline Epler	Laura Garrison	
Christine Donlon	Deborah Foster	Jean Gilbert	
Ronald Fazekas	Lauren Freund	Andrew Gray	
Rebecca Gambuti	Carol Giulino	Ilene Heisler	
Barbara Knowles	Robert Gruver	Nicole Hey	
Nicole Healy	Robin Kaufer	Meryl Ironson	
Michelle Lakefield	Sara Kozlowski	David Leckie	
Danielle Meekings	Krista Maico	Gina Lorusso	
Danielle Miller	Linda Mayers	Dana Mazza	
Kerri Mottola	Dana Militante	Theresa Meierhofer	

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Francesca Ragonese	Mary Beth Mueller	Cynthia Mullen	
Stephanie Schultz	Nicole Polkowski	Anne Pape	
Kristen Simmons	Millicent Roskie	Kenneth Piascik	
Katherine Snow	Lauren Scarfo	Joseph Pizzo	
Jacqueline Spurr	Russell Schilp	Patricia Pohan	
Dorianne Taquinto	Brian Seely	Erika Rosamilia	
Melissa Tonnessen	Jenna Spence	Christina Sarlo	
Melissa Tuleya	Cynthia Thieringer	Sarah Smith	
Karen Weber	Stacey Thompson	Michael Stagg	
Stamatia Westberg	Lori Vilagos	Natalie Tarnacki	
	Maryanne Vindici	Kathleen Vespignani	
	Maryrose Walsh	Haiping Wang	
		Kathleen Werner	
		James Yankowicz	
		Jennifer Yeager	

15b. Approves Tenured Administrators for the 2019-2020 School Year

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following tenured administrators for the 2019-2020 school year:

Melissa Fair	Principal	Dickerson School
Jeanette Krone	Director	Student Services
Michele Stanton	Principal	Bragg School

15c. Approves Tenured Secretaries/Assistants for the 2019-2020 School Year

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following tenured secretaries/assistants for the 2019-2020 school year:

Sophia Beaudin	Assistant to Superintendent	Board Office
Lori Mauger	Secretary	BRMS
Lora Orchard	Asst. to SBA/Transportation Coordinator	Board Office
Sharon Ruiz	Senior Accountant	Board Office

15d. Approves Annual Fixed Term Non-Certified Personnel

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following annual, fixed-term for the 2019-2020 school year:

Technology Director

Michael Dougherty

Student Data Coordinator

Kathryn Maxton

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Technology Technicians

Matthew Bruhn
John Machusky

Director of Buildings & Grounds

Drew Vanderzee

Maintenance

Phillip Cacchio
Russel O'Dell

Custodians

Ismael Alvarado	Michael Jacoby
Jesse Brady	Michael Keenan
Thomas Brady	Edelmira Lopez
Leroy Campbell	Stephen Price
Douglas Clark	Ronald Rainier
Paul Crider	Ronald Vanderhoof

Treasurer

Mary Parasugo.

15e. Approves ABA Therapist (Mulholland)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Jamie Mulholland as an ABA Therapist for the 2019-2020 school year.

15f. Awards Compensation

WHEREAS, the employment contract for Dr. Christina Van Woert, Superintendent of Schools, provides for merit goals pursuant to N.J.A.C. 6A:23A-3.1 (e) (10); and

WHEREAS, Dr. Christina Van Woert, Superintendent of Schools, successfully attained the remainder of the Quantitative Merit Goals and the remainder of the Qualitative Merit Goals as outlined below.

Quantitative Merit Goals	Percentage
The Superintendent will convene a Health and Wellness Committee comprised of faculty members, students, parents and other stakeholders to research, study and determine recommendations to improve students' overall health and well-being as it relates to their school/life balance and personal academic achievement.	3.3% of salary
Qualitative Merit Goals	
The Superintendent will convene a committee of students, faculty members and various stakeholders in order to research and determine recommendations to increase student/faculty engagement in civics and citizenship work to deepen their understanding and	2.5% of salary

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overall commitment to community engagement.	
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THEREFORE BE IT RESOLVED, that the Chester Board of Education hereby awards compensation for the above mentioned goal as outlined in the Superintendent's contract and detailed below, payable in the 2018-2019 school year.

15g. Amends Resolution 15s

RESOLVED, that the Chester Board of Education amends **Resolution 15s** from the April 30, 2019 to 4.5 hours daily at the hourly rate of \$28.58.

Driver	Up To Total
Tracy Kometani	\$2,572.20
Holly Law	\$2,572.20
Yoslin Lopez	\$2,572.20
Emily Perez	\$2,572.20
Pamela Roberts	\$2,572.20
Gloria Mira	\$2,572.20

15h. Approves Translator

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Gretchen Capan to translate documents from English to Spanish for up to 10 hours per month during the summer at the professional hourly rate of \$60 for a total cost of up to \$1,200 to be paid for by the Title III Grant.

15i. Approves Camp Success Teacher

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Lauren Seibert as a teacher for the Camp Success Summer program from July 15, 2019 through August 8, 2019 at the contracted hourly rate of \$60 for up to 12 hours weekly at a total cost of up to \$2,880 to be paid for by the Title III Grant.

15j. Approves Camp Achieve Junior Aide

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following junior aide for the Camp Achieve summer program from July 8, 2019 through August 8, 2019 at the hourly rate of \$8.85 for up to 4.5 hours daily:

Junior Aides	Up To Total
Anjali Shah (3 weeks)	\$477.90
Rosario Montana	\$796.50
Rachel Riordan	\$796.50
Kyleigh Kennington	\$796.50

15k. Approves Camp Achieve Field Trips

RESOLVED, that the Chester Board of Education approves the following social skills trips chaperoned by Dr. Melissa Scherzer:

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Date	Field Trip	Location	Grade/Group
07/9/19	Glassworks	Morristown, NJ	Social Skills-Camp Achieve
07/18/19	Circle Lanes	Ledgewood, NJ	Social Skills-Camp Achieve
07/23/19	Golf Zone	Flanders	Social Skills-Camp Achieve
08/01/19	Chef it Up	Budd Lake	Social Skills-Camp Achieve

15l. Approves Submission of Safety Grant

RESOLVED, that the Chester Board of Education hereby approves the submission of the grant application for the 2019-2020 Safety Grant Program through the New Jersey Schools Insurance Group's ERIC WEST Subfund for the purposes of adding security door with fob access at BRMS and an additional controlled access for the period July 1, 2019 through June 30, 2020.

15m. Approves Substitutes

RESOLVED, that the Chester Board of Education approves the following substitutes for the 2018-2019 school year:

Amanda Russell

Certified

15n. Approves Camp Achieve Teacher (Sevecke)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Alexis Seveche as a teacher for the Camp Achieve Summer program from July 15, 2019 through August 8, 2019 at the contracted hourly rate of \$60 for up to 20 hours weekly at a total cost of up to \$4,590 prior to ratified agreement.

15o. Approves Professional Work (Christie)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves John Christie for 30 hours of professional work as 2019 Camp Achieve Lead Teacher at an hourly rate of \$60 for a total of up to \$1,800 prior to ratified agreement.

15p. Approves Teacher for Curriculum Writing (Meekings)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Danielle Meekings for ILA curriculum writing for the 2019-2020 school year at the contracted professional hourly rate of \$60 for 26 hours for a total of up to \$1,560 prior to ratified agreement.

15q. Approves BRMS French Teacher (Livesey)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Alexandra Livesey as French Teacher at Black River Middle School for the 2019-2020 school year, Step 1 BA, at an annual salary of \$50,599.00 with benefits prior to ratified agreement.

15r. Amends Resolution from April 30, 2019 Minutes (Christie)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education amends **Resolution 15j.** from RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves John Christie as the Camp

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Achieve Lead Teacher for the Camp Achieve summer program from July 8, 2019 through August 8, 2019 at the contracted hourly rate (includes one prep day) at a total cost of up to **\$5,760.00** for up to 4.5 hours daily, prior to ratified agreement to:

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves John Christie as the Camp Achieve Lead Teacher for the Camp Achieve summer program from July 8, 2019 through August 8, 2019 at the contracted hourly rate (includes one prep day) at a total cost of up to **\$5,670.00** for up to 4.5 hours daily, prior to ratified agreement to:

15s. Amends Resolution from April 30, 2019 Minutes (Bene)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education amends **Resolution 15k.** from:

Approves Camp Achieve Teachers

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following special education teachers for the Camp Achieve summer program from July 8, 2019 through August 8, 2019 at the contracted hourly rate (includes one prep day) for up to 4.5 hours daily, prior to ratified agreement:

Teacher	Up To Total
Kelli Dolan	\$5,670.00
Maryanne Vindici	\$5,670.00
Sarah Warren	\$5,670.00
Jennifer Yeager	\$5,670.00
Jennifer Christal	\$5,670.00
Melissa Bene	\$5,670.00

to:

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following special education teachers for the Camp Achieve summer program from July 8, 2019 through August 8, 2019 at the contracted hourly rate (includes one prep day) for up to 4.5 hours daily, prior to ratified agreement:

Teacher	Up To Total
Kelli Dolan	\$5,670.00
Maryanne Vindici	\$5,670.00
Sarah Warren	\$5,670.00
Jennifer Yeager	\$5,670.00
Jennifer Christal	\$5,670.00
Melissa Bene (.5)	\$2,835.00

Motion by_____

Seconded by_____

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW

16. Public Commentary

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17. Executive Session

RESOLVED, that pursuant to NJS.A. 10:4-12 and 10:4-13 the Chester Board of Education holds a closed session on May 14th, 2019 at ____ p.m. to discuss HIB case #5. It is expected that the minutes will be made public as soon as official action is taken.

Motion by_____

Seconded by_____

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW

18. Return to Public Session

Motion by_____

Seconded by_____

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW

19. Unfinished Business

20. New Business

21. Adjournment

Motion by_____

Seconded by_____

Roll Call Vote	AC	RF	SK	CL	LM	HR	RS	MT	KW