

**REGULAR MEETING
MARCH 20, 2023
AGENDA**

*A regular meeting of the Chester Board of Education will be held on
March 20, 2023 at 7:00 p.m. Chester Borough Courtroom.
50 North Road, Chester, NJ*

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 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 has been posted on the District website prior to the Board meeting.

3. Roll Call

John Barounis		Rebekah Forlenza		
Carolyn Byszewski		Christopher Lowry		
Adam Colicchio		Sarah Schultz		
Matthew Downs		Adam Sorchini		
Melissa Mauro-Duffy		Quorum	Y	N

4. Pledge of Allegiance

5. Presentations:

- Celebration of BRMS Boys’ Basketball Championship Win
- Eagle Scout Presentation – Jeevan Shah
- Teacher Observation & Evaluation Module presented by Brad Currie
- Budget Presentation by Peter Frascella, SBA

6. Administration-Dr. Christina VanWoert and Peter Frascella Business Administrator/Board Secretary

6a. Superintendent’s Report

6b. Business Administrator’s Report

7. President’s Comments

8. Public Commentary

Please be aware that this portion is your opportunity to comment, and is not a forum for the Board to respond to your comments. However, the Board will certainly give all comments appropriate consideration.

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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.*
- 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. Approval of Minutes

9a. Approves Meeting Minutes from March 14, 2023

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on March 14, 2023

9b. Approves Executive Meeting Minutes from February 14, 2023

RESOLVED, that the Chester Board of Education approves the Executive meeting minutes of the meeting held on March 14, 2023.

Motion by _____ Seconded by _____

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

10. Committee of The Whole—All.

10a. Approves Superintendent’s Recommendation for HIB Case # 8

RESOLVED, that the Chester Board of Education approves the Superintendent’s recommendation for HIB Case #8.

Motion by _____ Seconded by _____

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

10b. Approves Superintendent’s Recommendation for HIB Case # 9

RESOLVED, that the Chester Board of Education approves the Superintendent’s recommendation for HIB Case#9.

Motion by _____ Seconded by _____

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Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

- 10c. Approves Superintendent’s Recommendation for HIB Case # 10**
 RESOLVED, that the Chester Board of Education approves the Superintendent’s recommendation for HIB Case#10.

Motion by _____ Seconded by _____

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

- 10d. Approves Superintendent’s Recommendation for HIB Case # 11**
 RESOLVED, that the Chester Board of Education approves the Superintendent’s recommendation for HIB Case#11.

Motion by _____ Seconded by _____

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

- 11. Buildings, Grounds, Transportation/Finance—** Carolyn Byszewski (chair)
 Christopher Lowry, Adam Colicchio & Adam Sorchini

11a. Approves Adoption of Tentative 2023-2024 School Budget

BE IT RESOLVED, that the tentative budget be approved for the 2023-2024 School Year using the state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent for approval in accordance with N.J.S.A.18A:7F-5 and 18.A:7F-6:

	GENERAL FUND	CAPITAL RESERVE	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2023-24 Total Expenditures	\$24,801,090	\$0	\$208,151	\$1,141,275	\$26,150,516
Less: Anticipated Revenues	\$2,721,654	\$0	\$208,151	\$0	\$2,929,805
Taxes to be Raised	\$22,079,436	\$0	\$0	\$1,141,275	\$23,220,711

AND, to advertise said tentative budget in the Daily Record in accordance with the form suggested by the New Jersey Department of Education and according to law;

AND, public hearing on the budget for the 2023-24 school year will be held on April 25, 2023 at 7 p.m. in the Chester Borough Courtroom.

11b. Approves Maximum Travel

WHEREAS, Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a

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maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED, that the Chester Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$64,000 for the 2023-24 school year. The maximum travel expenditure amount for the 2022-23 school year is \$55,000 of which \$32,377 has been spent and \$2,534 is encumbered to date.

11c. Approves Travel Expense Threshold

WHEREAS, the Chester Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education includes in the tentative budget travel and related expense reimbursement in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$64,000, for all staff and board members for the 2023-24 school year. The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

11d. Establishes the 2023-2024 Maximum Level for Professional Services

WHEREAS, the tentative budget includes the following appropriations:

Legal Services	\$25,000
Auditing Services	\$28,000
Architectural Services	\$ 3,500
Medical	\$15,000

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WHEREAS, the administration needs to notice the board if there arises a need to exceed said maximums; upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

BE IT RESOLVED, that the Chester Board of Education establishes maximums for professional services in the area listed above at the amounts listed for the 2023-2024 school year.

Motion by _____

Seconded by _____

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

- 12. Curriculum/Governance/Personnel**—John Barounis (chair), Matthew Downs, Rebekah Forlenza & Melissa Mauro-Duffy.

12m. Approves Professional Work (Gray)

RESOLVED: that upon the recommendation of the Superintendent, the Board of Education approves Andrew Gray for up to 8 hours for the 2023 Science Fair at the contracted professional hourly rate of \$62.00.

Motion by _____

Seconded by _____

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

13. 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 March 20, 2023 at _____ p.m. to discuss HIB. It is expected that the minutes will be made public as soon as official action is taken.

Motion by _____

Seconded by _____

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

14. Return to Public Session Time _____

Motion by _____

Seconded by _____

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS

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15. **Unfinished Business**

16. **New Business**

17. **Adjournment**

Motion by _____

Seconded by _____

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS