

**REGULAR MEETING  
APRIL 25, 2023  
MINUTES**

**1. Call to Order**

Sarah Schultz, Board President, called the meeting to order at 6:00 p.m. at the Chester Borough Courtroom, 50 North Road, Chester, NJ 07930

**2. Sunshine Announcement**

Sarah Schultz, Board President announced 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	Yes	Rebekah Forlenza	Absent
Carolyn Byszewski	Yes	Christopher Lowry	Absent
Adam Colicchio	Yes	Sarah Schultz	Yes
Matthew Downs	Yes*	Adam Sorchini	Yes
Melissa Mauro-Duffy	Yes	<b>Quorum</b>	<b>Yes</b>

*\* Arrived 6:25 PM*

**4. Pledge of Allegiance**

Sara Schultz, Board President led the Board in the Pledge of Allegiance.

**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 April 25, 2023 at 6:03 p.m. to discuss personnel. It is expected that the minutes will be made public as soon as official action is taken.

Motion by John Barounis      Seconded by Carolyn Byszewski

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
6-0	Yes	Yes	Yes	Absent	Yes	Absent	Absent	Yes	Yes

**Return to Public Session**

Upon the motion of Carolyn Byszewski and seconded by Matthew Downs, the Board returned to Public Session at 6:36 p.m.

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
7-0	Yes	Yes	Yes	Yes	Yes	Absent	Absent	Yes	Yes

CHESTER BOARD OF EDUCATION

**12j. Approves Principal of Bragg School for 2023-24 School Year**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Michael DeLoreto as the Principal of Bragg School at a salary of \$134,000.00 effective July 1, 2023 through June 30, 2024 pending approval of criminal history background check for school employees and compliance with NJ P.L.2018, c5.

Motion by Carolyn Byszewski    Seconded by Melissa Mauro-Duffy

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
7-0	Yes	Yes	Yes	Yes	Yes	Absent	Absent	Yes	Yes

*Michael DeLoreto introduced himself after being approved.*

**5. Presentations:**

NJDOE School Performance Reports- Dr. Christina VanWoert  
Public Hearing on the Budget-Peter Frascella

**6. Administration-**Dr. Christina VanWoert and

Peter Frascella Business Administrator/Board Secretary

**6a. Superintendent’s Report**

None

**6b. Business Administrator’s Report**

None

**7. President’s Comments**

*Sarah Schultz thanked the administration team for coming and meeting the new Principal.*

**8. Public Commentary**

*Michael Sweetman stated he thought the comments made by a board member last month referencing HIB, was inappropriate and the Board should be sent for HIB training.*

**9. Approval of Minutes**

*The Board took the following action:*

**9a. Approves Meeting Minutes from April 11, 2023**

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on April 11, 2023

**9b. Approves Executive Meeting Minutes from April 11, 2023**

RESOLVED, that the Chester Board of Education approves the Executive meeting minutes of the meeting held on April 11, 2023.

CHESTER BOARD OF EDUCATION

Motion by Carolyn Byszewski

Seconded by John Barounis

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
7-0	Yes	Yes	Yes	Yes	Yes	Absent	Absent	Yes	Yes

10. **Committee of The Whole—All.**  
None

11. **Buildings, Grounds, Transportation/Finance—** Carolyn Byszewski (chair)  
Christopher Lowry, Adam Colicchio & Adam Sorchini  
*Thank the committee and everyone involved for the budget.*

11a. **Approves Bills List**

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

Bills List	Totals
Payroll 04/14/2023	\$679,768.35

11b. **Approves Monthly Transfer Report for February 2023**

RESOLVED, that pursuant to N.J.A.C. 6A:23A-13.3, the Chester Board of Education approves the Monthly Report of Transfers for February 2023; a copy of which is available for public review in the Chester Board of Education Business Office.

11c. **Approves Board Secretary Report for February 2023**

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 February 2023; a copy of which is available for public review in the Chester Board of Education Business Office.

11d. **Approves Board Treasurer Report for February 2023**

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 February 2023; a copy of which is available for public review in the Chester Board of Education Business Office.

11e. **Approves Certification of Secretary and Treasurer Report for February 2023**

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 February 2023 and that no major account or fund has been over-expended.

11f. **Approves 2023-2024 School Budget**

WHEREAS, on March 20, 2023, the Chester Board of Education approved a tentative

CHESTER BOARD OF EDUCATION

budget to be submitted to the Executive County Superintendent of Schools for approval; and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on March 28, 2023; and

WHEREAS, the budget was presented to the public during a public hearing on April 25, 2023; and

WHEREAS, the total amount of the budget for General Fund expenses shall be \$24,660,250 of which \$21,938,596 shall be raised by tax levy, which represents a 1.25% Increase over the prior year for the 2023-2024 school year and;

BE IT RESOLVED that the Chester Board of Education hereby adopts the 2023-2024 School Year budget that includes \$21,938,596 that shall be raised by tax levy.

**11g. 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:

<b>Date</b>	<b>Employee Conference/Workshop</b>	<b>Registration-Tuition</b>	<b>Travel Misc.</b>	<b>Estimated Total Expense</b>
June 6 <sup>th</sup> -9 <sup>th</sup> , 2023	Peter Frascella NJASBO Annual Conference Atlantic City, NJ	\$275.00	\$642.10	\$917.10

**11h. Approves Agreement with ESS Northeast, LLC**

RESOLVED, that the Chester Board of Education approves the Addendum/Renewal to the 2022-2023 agreement, extending the term of the Agreement through June 30, 2024 with ESS Northeast, LLC to provide substitute staffing to fill positions at the request of the Chester School District.

**11i. Approves Camp Achieve/Camp Success to attend Chester Pool**

RESOLVED, that the Chester Board of Education approves Camp Achieve/Camp Success to attend Chester Pool on Mondays and Wednesdays from July 10, 2023 through August 10, 2023.

**11j. Approves School Trips (Dickerson)**

RESOLVED, that the Chester Board of Education approves the following school trip for the 2022-2023 school year:

<b>Field Trip</b>	<b>Location</b>	<b>Grade/Group</b>
Raritan Valley Community College Planetarium	Branchburg, NJ	Grade 3

CHESTER BOARD OF EDUCATION

Motion by Adam Sorchini

Seconded by Carolyn Byszewski

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
7-0	Yes	Yes	Yes	Yes	Yes	Absent	Absent	Yes	Yes

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

**12a. Approves Professional Work (2023 CANDO Transition Meetings)**

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the following staff members to attend 2nd to 3rd grade CANDO/ESL transition meetings for up to 2 hours each at the contracted professional hourly rate of \$62.00.

Gretchen Capan  
Jennifer Christal  
John Christie  
Brandon Kornbluh  
Maryanne Vindici

**12b. Approves Professional Work (2023 CANDO Transition Meetings)**

RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approves the following staff members to attend 5th to 6th grade CANDO/ESL transition meetings for up to 2 hours each at the contracted professional hourly rate of \$62.00.

Gretchen Capan  
Jennifer Christal  
Brandon Kornbluh  
Lauren Marianino  
Linda Mayers  
Erika Rosamilia

**12c. Approves Camp Achieve Aide (Lewin)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Alex Lewin as aide for the Camp Achieve summer program from July 10, 2023, through August 10, 2023, at \$15 an hour for up to 6.5 hours daily for up to a total of \$1,350.

**12d. Approves Substitute Teacher for Summer Scholars Program (Kozlowski)**

RESOLVED, that the Chester Board of Education approves Sara Kozlowski as 2023 Summer Scholars Program substitute teacher to be paid the contracted hourly rate.

**12e. Approves Substitute Nurse (Ahmadi)**

RESOLVED, that the Chester Board of Education approves Sally Ahmadi as a substitute nurse for the Chester School District effective April 26, 2023 through June 30, 2023.

CHESTER BOARD OF EDUCATION

**12f. Accepts Resignation (Samuel)**

RESOLVED, that the Chester Board of Education accepts the resignation of custodian, Ebony Samuel effective April 26, 2023.

**12g. Accepts Resignation (Brocklehurst)**

RESOLVED, that the Chester Board of Education accepts the resignation of custodian, Lara Brocklehurst effective April 26, 2023.

**12h. Awards Compensation (Van Woert)**

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 € (10); and

WHEREAS, Dr. Christina Van Woert, Superintendent of Schools, successfully attained the following Qualitative Goal as outlined below.

<b>Qualitative Merit Goals</b>	
In keeping with the Chester School District’s Strategic Plan for 2022, the Superintendent will research student achievement outcomes, both in academics and in other areas of school life, to help strengthen and provide added support as our students move on to high school. This research will include exploring additional ways that the school district can partner with the high school and local colleges to support experiential learning and multiple pathways to success in college and careers, including vocational education. The research and resultant approaches will also examine ways to broaden criteria for Gifted and Talented Programs and Advanced Math to allow more students’ additional pathways to participate and grow from these experiences.	2.5% of salary

**12i. Approves Staff Members for Extra-Curricular Activity**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members to conduct a board approved extra-curricular activity for the 2022-2023 school year with stipend as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association:

<b>Activity</b>	<b>Advisor</b>
BRMS Variety Show Advisor	Doreen Aiello
BRMS Variety Show Advisor	Dana Mazza
BRMS Variety Show Advisor	Kathleen Vespignani

**12j. Approves Principal of Bragg School for 2023-24 School Year**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Michael DeLoreto as the Principal of Bragg School at

CHESTER BOARD OF EDUCATION

a salary of \$134,000.00 effective July 1, 2023 through June 30, 2024 pending approval of criminal history background check for school employees and compliance with NJ P.L.2018, c5.

**12k. Approves Custodian (Zapata)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Dora M. Zapata as night custodian effective April 26, 2023 at an annual salary of \$38,500 (prorated) and an annual night stipend of \$880.00 pending the approval of the criminal history background check for school employees and compliance with NJ P.L.2018.

**12l. Accepts Resignation (Katzenoff)**

RESOLVED, that the Chester Board of Education accepts the resignation of Dana Katzenhof, Dickerson Art Teacher, with much gratitude for 11 years of service in the Chester School District, effective April 25, 2023.

**12m. Accepts Resignation (Burdi)**

RESOLVED, that the Chester Board of Education accepts the resignation of Tara Burdi, Dickerson Preschool Teacher, with much gratitude for 10 years of service in the Chester School District, effective June 30, 2023.

Motion by John Barounis

Seconded by Adam Colicchio

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
7-0 (except:12j)	Yes	Yes	Yes	Yes	Yes	Absent	Absent	Yes	Yes

**15. Unfinished Business**

None

**16. New Business**

*Sarah Schultz stated the resigning teachers will be missed.*

**17. Adjournment**

*There being no further business to discuss, upon the motion of Carolyn Byszewski and seconded by John Barounis the Board considered a motion to adjourn at 7:40 p.m.*

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
7-0	Yes	Yes	Yes	Yes	Yes	Absent	Absent	Yes	Yes

Respectfully Submitted,



Peter Frascella  
Board Secretary