

**CHESTER BOARD OF EDUCATION
SPECIAL MEETING—BOARD RETREAT
May 24, 2023
MINUTES**

1. Call to Order

Sarah Schultz, Board President, called the meeting to order at 9:10 a.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 will be posted on the District website prior to the Board meeting.

3. Roll Call

| | | | |
|---------------------|--------|-------------------|------------|
| John Barounis | Yes | Rebekah Forlenza | Yes** |
| Carolyn Byszewski | Yes | Christopher Lowry | Absent* |
| Adam Colicchio | Yes*** | Sarah Schultz | Yes |
| Matthew Downs | Absent | Adam Sorchini | Absent |
| Melissa Mauro-Duffy | Yes | Quorum | Yes |

**Arrived 10:00 AM*

*** Left meeting at 10:45AM*

****Left at 12:15 PM*

4. Pledge of Allegiance

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

5. Administration—Dr. Christina Van Woert and Mr. Peter Frascella, SBA

6. Chester Teacher Presentations-

Colleen Cahill and Krista Maico presented on the math program.

7. Executive Session

RESOLVED, that pursuant to N.J.S.A. 10:4-12 and 10:4-13 the Chester Board of Education holds a closed session on May 24, 2023 at ____ a.m. to discuss personnel – Superintendent evaluation. It is expected that the minutes will be made public as soon as official action is taken.

Approves to Table Resolution 7.

RESOLVED, that the Chester Board of Education approves to table resolutions 10a. ✓

Motion by Adam Colicchio Seconded by Carolyn Byszewski

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

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

8a. **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 | 5/15/2023 | \$653,770.03 |
| Bills List | 05/24/2023 | \$537,676.28 |

8b. **Approves Monthly Transfer Report for April 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 April 2023; a copy of which is available for public review in the Chester Board of Education Business Office.

8c. **Approves Board Secretary Report for April 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 April 2023; a copy of which is available for public review in the Chester Board of Education Business Office.

8d. **Approves Board Treasurer Report for April 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 April 2023; a copy of which is available for public review in the Chester Board of Education Business Office

8e. **Approves Certification of Secretary and Treasurer Report for April 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 April 2023 and that no major account or fund has been over-expended.

8f. **Approves Renewal of Joint Transportation Agreement (ESC of MC)**

RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves renewal of Joint Transportation Agreement with Educational Service Commission of Morris County effective July 1, 2023 to June 30, 2024.

8g. Approves Renewal of Joint Transportation Agreement (Washington Twp. BOE)
RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves renewal of Joint Transportation Agreement with Washington Township Board of Education effective July 1, 2023 to June 30, 2024.

8h. Approves School Trips (BRMS)
RESOLVED, that the Chester Board of Education approves the following school trip for the 2022-2023 school year:

| Field Trip | Location | Grade/Group |
|-----------------------------|-------------|-------------|
| Dickerson Elementary School | Chester, NJ | Grade 8 |

8i. Approves Renewal of Food Services Management Contract to Pomptonian, Inc.
RESOLVED, that the Chester Board of Education upon the recommendation of the Business Administrator, hereby renews and approves of the Food Service Management contract with Pomptonian, Inc. for the 2023-2024 school year.

The FSMC shall receive, in addition to the costs of operation, an administrative/management flat fee of \$22,567.00 to compensate the FSMC for administrative and management costs. This fee shall be billed in 10 monthly installments of \$2,256.70 per month as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC. There is no guaranteed financial performance and the Total Estimated Cost of the Contract is \$489,860.06.

8j. Approves School Lunch Price
RESOLVED, that the Chester Board of Education approves the following prices for school lunch program for the 2023-2024 school year:

| | |
|--|---------------|
| <i>Dickerson School and Bragg School Student Lunch Price</i> | <i>\$3.85</i> |
| <i>Black River Middle School Student Lunch Price</i> | <i>\$4.10</i> |
| <i>Faculty Lunch Meal</i> | <i>\$4.55</i> |

8k. Approves the Submittal of Safety Grant through NJSIG
RESOLVED, that the Board of Education approves the Submittal of the Safety Grant through NJSIG in the amount of \$6,200.

Motion by Carolyn Byszewski Seconded by John Barounis

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

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

9a. Approves Technicians for Stipend
RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves the following technicians for a stipend at an hourly rate of \$50 to live stream board meetings for the 2023-2024 school year.

Mark Altiero
Ryan Leone
John Machusky

9b. Approves Technology Director for Stipend

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Technology Director, Michael Dougherty for a stipend at an hourly rate of \$75 as emergency coverage to live stream board meetings for the 2023-2024 school year.

9c. Approves Reduction in hours (Employee #1029)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves reduction in hours for employee #1029 from 36.25 hours per week to 27.5 hours per week with a reduction in salary for the 2023-2024 school year.

9d. Approves Dickerson School Art Teacher (Stachura)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Alyssa Stachura as Dickerson School Art Teacher, effective August 30, 2023 for the 2023-2024 school year at Step 2-3 BA \$55,800.

9e. Approves 2023 Washington DC Trip Chaperones

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members to chaperone the 8th Grade trip to Washington DC to be paid the overnight chaperone rate of \$297.00 per night as outlined in Schedule B of the CEA contract:

Christopher Duffy
Melissa D'Auria
David Leckie
Krista Maico
Anne Pape
Sean McQueeney
Cinthia Rodriguez
Andrew White
James Yankowitz

9f. Approves School Business Administrator Employment Contract (Frascella)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves the School Business Administrator Employment contract for Peter Frascella for the period from July 1, 2023 through June 30, 2024.

9g. Approves Black River Middle School Vice Principal (Tsihlas)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Rebecca Tsihlas as Black River Middle School Vice Principal effective July 10, 2023 through June 30, 2024 at an annual salary of \$107,000 pending the approval of the criminal history background check for school employees and compliance with NJ P.L. 2018.

9h. Approves Summer 2023 Intern (Beavers)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Maia Beavers as 2023 Board Office/Technology Intern effective June 1, 2023 through August 30, 2023 at a rate of \$16.00 per hour up to 40 hours per week pending the approval of the criminal history background check for school employees and compliance with NJ P.L. 2018.

9i. Approves Summer 2023 Intern (Kometani)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Tyler Kometani as 2023 Board Office/Technology Intern effective June 1, 2023 through August 30, 2023 at a rate of \$16.00 per hour up to 40 hours per week pending the approval of the criminal history background check for school employees and compliance with NJ P.L. 2018.

Motion by Carolyn Byszewski

Seconded by Rebekah Forlenza

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

10. NJ School Boards Training – Charlene Peterson

11. Goal Setting

The Board and Administration discussed projects and issues to be looked into for the future. They began the process of identifying goals.

12. Public Commentary

None

13. Adjournment

There being no further business to discuss, upon the motion of Carolyn Byszewski and seconded by John Barounis the meeting adjourned at 12:45 pm

| Roll Call Vote | JB | CB | AC | MD | MMD | RF | CL | SS | AS |
|----------------|-----|-----|--------|--------|-----|--------|-----|-----|--------|
| 5-0 | Yes | Yes | Absent | Absent | Yes | Absent | Yes | Yes | Absent |

Respectfully Submitted,

Peter Frascella
Board Secretary