

**REGULAR MEETING  
JUNE 5, 2023  
MINUTES**

**1. Call to Order**

Sarah Schultz, Board President, called the meeting to order at 7:15 p.m. at the cafeteria of Black River Middle School 133 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	Yes
Carolyn Byszewski	Absent	Christopher Lowry	Absent
Adam Colicchio	Yes	Sarah Schultz	Yes
Matthew Downs	Absent	Adam Sorchini	Yes
Melissa Mauro-Duffy	Yes	<b>Quorum</b>	<b>Yes</b>

**4. Pledge of Allegiance**

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

**5. Presentations**

*None*

**6. Administration-** Peter Frascella-Business Administrator/Board Secretary and Brad Currie-Director: Office of Planning, Research, and Evaluation

**6a. Superintendent's Report**

*None*

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

*None*

**7. President's Comments**

*None*

**8. Public Commentary**

*None*

CHESTER BOARD OF EDUCATION

**9. 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 June 5, 2023 at 7:20 p.m. to discuss HIB and Personnel. It is expected that the minutes will be made public as soon as official action is taken.

Motion by Adam Colicchio Seconded by John Barounis

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

**10. Return to Public Session**

Upon the motion of Melissa Maura-Duffy and seconded by Adam Sorchini, the Board returned to Public Session at 7:55 p.m.

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

**11. Approval of Minutes**

*The Board took the following action:*

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

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on May 9, 2023.

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

RESOLVED, that the Chester Board of Education approves the Executive meeting minutes of the meeting held on May 9, 2023.

**11c. Approves Meeting Minutes from May 24, 2023**

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on May 24, 2023.

Motion by Rebekah Forlenza Seconded by Adam Colicchio

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

**12. Committee of The Whole**

*None*

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

CHESTER BOARD OF EDUCATION

**13a. 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.

<b>Bills List</b>		<b>Totals</b>
Payroll	05/30/2023	\$846,357.23
Bills List	06/05/2023	\$178,001.09

**13b. 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 26-27, 2023	Brad Currie ISTE Live '23 Philadelphia, PA	\$0.00	\$499.98	\$499.98
July 11 & 12 2023	Amanda McGrane Becoming a Better Writing Teacher Virtual	\$239.00	\$0.00	\$239.00

**13c. Approves Spring Bus Evacuation Drills**

RESOLVED, that pursuant to N.J.A.C. 6A:27-11.2, the Chester Board of Education documents that the following bus evacuation drills were held:

1. At Black River Middle School, on April 26, 2023 at 2:25 p.m. in the front parking lot for bus routes 1-11 and vans 5, 7 and 8 by Principal Andrew White.
2. At Dickerson and Bragg Schools on May 23, 2023 at 3:20 p.m. in the bus pickup/drop-off loop behind the schools for bus routes 1-15 and vans 5, 7 and 8 by Principals Melissa Fair and Michele Stanton.
3. At Dickerson and Bragg Schools on May 23, 2023 at 8:50 a.m. in the bus pickup/drop-off loop behind the schools for non-riders, Principals Melissa Fair and Michele Stanton

**13e. Approves Nisivoccia**

Resolved that the Chester Board of Education approves Nisivoccia to perform Statutory Annual Audit & CAFR Report as of June 30, 2023 in an amount not to exceed \$27,500 as outlined in the attached proposal.

CHESTER BOARD OF EDUCATION

**13f. Approves Silvergate Prep Placement**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Silvergate Prep to provide hospital instruction to student #20502 effective 5/1/2023 for 10 hours a week at a cost of \$34 an hour for a total of 8 weeks.

**13g. Approves Lindamood-Bell ESY**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves student # 19492 to attend Lindamood-Bell, Morristown for the extended school year for a total cost of \$16,700.

**13h. 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 2023-2024 school year included schedule and contracts for:

- Cooperative bidding services for the purchase of various goods and services for the 2023-2024 school year as deemed appropriate by the Business Administrator/Board Secretary.
- Transport public, non-public and special education students for the 2023-2024 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.

**13i. Approves Contract Renewal of NJSIG (July 1, 2023–June 30, 2023)**

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

**13j. Approves the ESY Tuition Contract with Mendham Borough Board of Education**

RESOLVED, that the Chester Board of Education accept the ESY Tuition Contract with Mendham Borough Board of Education. Agreement shall be in effect for the 2023-2024 Extended School Year. The services will commence July 10, 2023 and terminate on August 10, 2023. The cost for the student will be \$3,810.00.

CHESTER BOARD OF EDUCATION

Motion by Adam Sorchini

Seconded by Adam Colicchio

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

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

**14a. Approves Camp Achieve/Camp Success Teacher (Capan)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Gretchen Capan as teacher for the Camp Achieve/Camp Success summer program from July 10, 2023 through August 10, 2023 at \$62.00 (includes one prep day) for up to 4.5 hours daily for a total of \$5,859.00.

**14b. Approves Camp Achieve Paraprofessional (Youtz)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Christina Youtz as paraprofessional for the Camp Achieve/Camp Success summer program from July 10, 2023 through August 10, 2023 at her hourly rate of \$18.95 for up to 2.5 hours daily for a total of \$947.50.

**14c. Rescinds Resolution 12cc. 3/14/23 Agenda Camp Achieve Aide (Mancuso)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education rescinds the resolution approving Olivia Mancuso as an aide for the Camp Achieve summer program from July 10, 2023, through August 10, 2023, at \$15.00 an hour for up to 6.5 hours daily for up to a total of \$1,950 pending the approval of the criminal history background check for school employees and compliance with NJ P.L.2018, c 5.

**14d. Approves Camp Achieve Aide (Kennington)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Kyleigh Kennington as an aide for the Camp Achieve summer program from July 10, 2023 through August 10, 2023 at \$15.00 an hour for up to 6.5 hours daily for up to a total of \$1,950.

**14e. Approves CST Members to Complete Summer Evaluations**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following CST members to complete summer evaluations for up to 30 hours (5 cases) from July 1, 2023 through August 22, 2023 at the contracted professional hourly rate of \$62.00.

Child Study Team Member	Total (up to)
Melissa Scherzer	\$1860
Sarah Southwick	\$1860
Sarah Skrabal	\$1860



CHESTER BOARD OF EDUCATION

Education approves Karen Riggi as Dickerson Preschool Teacher at a salary of \$62,150 Step 1 MA+15 effective August 30, 2023 through June 30, 2024. pending approval of criminal history background check for school employees and compliance with NJ P.L.2018, c5.

**14n. Approves BRMS Math Teacher (Dorward)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Julia Dorward as BRMS Math Teacher at a salary of \$63,605 Step 7 MA effective August 30, 2023 through June 30, 2024. pending approval of criminal history background check for school employees and compliance with NJ P.L.2018, c5.

**14o. Approves BRMS Special Education Teacher (Wilhite)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Ashley Wilhite as BRMS Special Education Teacher at a salary of \$64,810 Step 9-10 MA effective August 30, 2023 through June 30, 2024. pending approval of criminal history background check for school employees and compliance with NJ P.L.2018, c5.

**14p. Approves Annual Paraprofessional Education Stipends**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following annual education stipends for paraprofessionals:

Associates Degree	\$500.00
Bachelor’s Degree	\$750.00
Certified Teacher	\$1,500.00

**14q. Approves Math Curriculum Work**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members for math curriculum work at the contracted professional hourly rate of \$62.00 for 4 hours for a total of \$248.00 each.

Colleen Cahill  
Krista Maico

**14r. Approves for First Reading and Adoption Policy 6164.1**

RESOLVED, that the Chester Board of Education approves for first reading and adoption Policy 6164.1 -Intervention and Referral Services.

Motion by John Barounis      Seconded by adam Colicchio

Roll Call Vote	JB	CB	AC	MD	MMD	RF	CL	SS	AS
6-0 (14e.) 5-0-1	Yes	Absent	Yes Abstained(14e)	Absent	Yes	Yes	Absent	Yes	Yes

**15. Unfinished Business**

*None*

CHESTER BOARD OF EDUCATION

**16. New Business**

*None*

**17. Adjournment**

*There being no further business to discuss, upon the motion of Adam Colicchio and seconded by John Barounis the Board considered a motion to adjourn at 7:59 p.m.*

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

Respectfully Submitted,



Peter Frascella  
Board Secretary