

COMMERCIAL TOWNSHIP BOE WORKING MEETING MINUTES - AUGUST 1, 2017

The Regular Meeting of the Commercial Township Board of Education was held in the Commercial Township Board of Education Building, located at 1308 North Avenue, Port Norris, NJ, on Tuesday, August 1, 2017 at 6:00 p.m.

Board President, Mrs. Perrelli, opened the meeting at 6:01 PM, leading the group in the pledge to the flag.

PLEDGE TO THE FLAG

Board President, Mrs. Perrelli, read the following statement:

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meeting of the public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Commercial Township Board of Education has caused notice of this meeting to be published by having the date, time and place advertised in the Press of Atlantic City and South Jersey Times, and posted in the Commercial Township Schools and District Office.

CALL TO ORDER

ROLL CALL

ROLL CALL

Roll call was performed by Board Secretary, Trish Birmingham, and is listed as follows:

Mrs. Abbott	Present
Mrs. DeFabrites	Present
Mr. DeFabrites	Present
Mrs. Pettit	Present
Mrs. Porter	Present
Mr. Jay Sutton	Present
Mr. Ronald Sutton, Jr.	Present
Mrs. Wilson-Smith	Present – 6:02 PM
Mrs. Perrelli	Present

The following were also present:

Dr. Daniel Dooley, Superintendent/Principal
Ms. Lawren Birmingham, Board Secretary

PUBLIC COMMENTS ON AGENDA ITEMS

None

PUBLIC COMMENTS

The current Mission Statement reads as follows:

The mission of the Commercial Township School District is to provide an education to all students that prepares each to be a successful, productive, and positive member of the community. This will be done in direct collaboration with teachers, staff, parents, students, and families in a community that mimics the functional family unit where each member is met with respect, pride, and adoration as all promote and encourage each other to become the best version of themselves where one continues to grow and reflect intellectually, socially, and emotionally.

MISSION STATEMENT

Dr. Dooley reviewed the purpose of updating the mission statement.

AGENDA

1. Board Meeting Procedures:

- Policy 9325: Meeting Conduct
- Job Description of the Superintendent
- Policy 9121: President
- Policy 9122: Vice President
- Policy 9123: Board Secretary

PROCEDURE

Dr. Dooley explained how the policies were constructed and the roles of the Board were reviewed. Discussion took place regarding each role, the agenda completion and dispersion process, and the committee members' roles during meetings to read and report on their respective sections.

RECORDING

2. Audio Recording of all public meetings: set to begin on August 8, 2017

a. Practice (8/1/17) - Working Meeting

Dr. Dooley reviewed the background of this new practice in relation to the District. Meetings would not be videotaped but audio recorded. August 8, 2017 working meeting would be a practice run to analyze the sound quality and effectiveness of recording the meeting. Mrs. Porter questioned the recording of executive/closed sessions. Dr. Dooley stated it is illegal to record executive/closed sessions.

CSA
EVALUATION

3. Update on CSA Evaluation

Item 3 was skipped in order to review with Items 7 and 10.

BUSING
UPDATE

4. Busing Bid Update: Ms. Birmingham

a. Summary of Meeting with Mr. John Sheppard

b. Bid opening August 4th at 10 AM

c. How many bids at this time?

d. Overview of bidding process and criteria

e. Review actual bid

f. Transportation Coordinator Job Posting (NJ Hire)

i. Posted originally on 5/31/17 and updated 7/12/17 (Stipend was removed)

Ms. Birmingham stated the meeting with Mr. Sheppard was well summarized in an email previously sent to the Board from Dr. Dooley. She then read aloud a letter written by Dr. Dooley in regards to the great business relationship with Sheppard Bus Company.

Ms. Birmingham reviewed bid specifics and technical specifications and answered questions pertaining to the bid opening process, insurance, etc. Questions were asked in reference to the possible items that still needed to be completed for the beginning of school in regards to transportation. Mrs. Pettit described multiple examples of the work that has already been completed by the administration, the amount of time spent discussing this topic, and asked if there really was that much more to do. Dr. Dooley explained there wasn't and procedures are in place and ready. Salaries, overtime, benefits, contractual work hours were again discussed.

NEW HIRES

5. Update on new hires:

a. Multimedia Specialist

b. Second Grade

c. Preschool

d. ASP

e. 6-8 Language Arts - ICR

f. Long-Term Kindergarten

g. Speech

Dr. Dooley reviewed the employment positions and stated most positions had been filled.

LEGAL BILL
REVIEW

6. Review of itemized bill from solicitor: President Perrelli

a. January 2017 - July 2017 (to be dispersed and collected by the President)

The legal bill lists were passed out by the Board President to the Board Members. Discussion took place regarding the high cost of certain months' bills and what was entailed in those bills. It was mutually agreed upon that the topic of legal bills had been previously discussed at multiple meetings and the legal costs should continue to decrease and every effort will be made to keep the legal costs at a minimum, if at all possible.

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7. 17-18 District and School goals: Presented by Dr. Dooley

- Feedback from the Board: Soliciting thoughts and ideas for creating a unified plan; what does the Board find to be the focal points or areas in need of focus for 17-18 school year? Goals of the District? Superintendent Goals?

GOALS

Item 7 was skipped in order to review with Items 3 and 10.

8. Period 0 at PNS to support Enrichment

- a. \$2,745

PERIOD ZERO

Mrs. Alysia Thomson reviewed the details of Period 0 (zero). The additional period allows students increased 1 on 1 time to include enrichment and learning prior to the beginning of homeroom.

9. Fruits and Vegetables:

- a. Internal Coverage: More money toward fruits and vegetables for our students (Savings of approximately \$3,500-\$4,000).

FF&V

Dr. Dooley explained that a full-time bus driver(s) was being placed in this position. Mrs. Pettit asked where this position was listed on the agenda. Dr. Dooley reviewed this item was agreed to be placed on the August 8, 2017 meeting agenda.

10. Discussion: CSA contract extension

CSA CONTRACT EXTENSION

Item 10 was skipped in order to review with Items 3 and 7.

11. Review of August 8th agenda

AUGUST 8 AGENDA

Mrs. Perrelli stated that each chairperson of the particular agenda section would be responsible to read those items contained in that section. Ms. Birmingham suggested items being voted on together for time and proper record keeping reasons.

The following items were discussed in conjunction with each other:

3. Update on CSA Evaluation

CSA EVALUATION

7. 17-18 District and School goals: Presented by Dr. Dooley

GOALS

- Feedback from the Board: Soliciting thoughts and ideas for creating a unified plan; what does the Board find to be the focal points or areas in need of focus for 17-18 school year? Goals of the District? Superintendent Goals?

CSA CONTRACT EXTENSION

10. Discussion: CSA contract extension

Mrs. Perrelli stated the CSA Evaluation was completed and in the hands of New Jersey School Boards Association. Dr. Dooley reviewed the District goals, Ms. Reed reviewed HMS goals, and Mrs. Thomson reviewed PNS goals. Discussion took place regarding how to involve the community in the direction of the District. Discussion took place regarding the CSA contract extension regarding timeframe, additional goals and/or projects. Mrs. Porter was present for these discussions, however did not participate in questioning nor commenting.

ADJOURNMENT

ADJOURNMENT

Moved by Mr. DeFabrites and seconded by Mr. Sutton that the Board of Education adjourn the meeting at 10:00 PM.

Ayes: (9)

Noes: (0)

Abstain: (0)

Motion Carried

Lawren Birmingham, Board Secretary
August 1, 2017

