



**Commercial Township Board of Education
Meeting**

12/10/2019 07:00 PM

Commercial Township Board Office
1308 North Ave
Port Norris, NJ 08349

Printed : 12/6/2019 3:49 PM EST

A. PLEDGE TO THE FLAG

B. SUNSHINE LAW

The New Jersey Open Public Meetings Law was enacted to ensure 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, District Office and on the District website, and Township Clerk.

C. ROLL CALL

Mr. Darren Harris, Board Secretary, will roll call the attendance:

Julie Abbott ____ Sheena Plummer ____ Karen Stormes-Rivera ____

Beverly Dragotta ____ Sharon Porter ____ Ronald Sutton, Jr. ____

Carol Perrelli ____ Michelle Ronan ____ Stacy Wilson-Smith ____

D. PUBLIC COMMENTS ON AGENDA ITEMS

E. MINUTES

It is recommended the Board of Education approve the minutes from:

- Regular Meeting on November 12, 2019

F. PRESENTATION

1. RECOGNITION OF JULIE BAUM-ABBOTT

Recognition of Ms. Julie Baum-Abbott for her dedicated service to the children and school district of Commercial Township as a Board Member.

2. RECOGNITION OF JEAN SMITH

Recognition of Ms. Jean Smith for her dedicated service to the children and school district of Commercial Township as the Interim Superintendent.

G. CORRESPONDENCE

1. LETTER FROM COMMISSIONER REPOLLET

Letter from Commissioner Repollet granting the Commercial Township School District Emergency Aid in the amount of \$677,867.

2. CUMBERLAND COUNTY OFFICE OF EDUCATION LETTER

Letter from the Cumberland County Department of Education regarding representation on the Millville Board of Education

3. CUMBERLAND COUNTY COUNCIL MEET AND GREET

The Cumberland County Council is holding a Meet and Greet on December 19th, 6:00 pm. Food and Children activities will be provided.

4. RETIREMENT DINNER FOR IRENE HORSEMAN

The retirement dinner for Irene Horseman, Paraprofessional is on February 1, 2020. RSVP invitations are included in the Board Packet.

H. ENROLLMENT REPORT

	As of November 1, 2019	As of December 1, 2019
HMS	361	361
PNS	150	150

I. SUPERINTENDENT'S REPORT

1. HIB REPORTS

It is recommended that the Board of Education confirm the November HIB Report.

	REPORTED	CONFIRMED
HMS	0	0
PNS	0	0

2. FIELD TRIPS

It is recommended that the Board of Education approves the following field trip:

SCHOOL	GRADE	LOCATIO N	DATE	TIME	BOE COST	STUDENT COST
HMS	4TH	Bayshore Center at Bivalve Port Norris, NJ	3/25/20	9:15 a.m. to 3:00 p.m.	\$0.00	\$0.00

3. MEMORANDUM OF AGREEMENT WITH LAW ENFORCEMENT

It is recommended that the Board of Education approve submitting the Uniform State Memorandum of Agreement between Education Law Enforcement Officials for the 2019-2020 school year.

J. PERSONNEL

1. STEP /GUIDE TRANSFER - SUPPORT STAFF

It is recommended that the Board of Education approve the step transfer:

NAME	POSITION	CURRENT STEP/SALARY	TRANSFER STEP/SALARY
LaRae Smith	Paraprofessional	Step 1/\$25,186* (pro-rated)	Step 3/\$27,887*, retro from 12/2/2019 (pro-rated)

* pending CTEA negotiations

2. ATTENDANCE TRUANCY OFFICER 2019-2020

It is recommended that the Board of Education approve the following appointment and the respective stipend for the 2019-2020 school year:

- LaRae Smith - Attendance Officer, \$2,000.00 (pro-rated) starting December 12, 2019.

3. RATE INCREASE

It is recommended that the Board of Education approve the rate changes to the following positions from \$10.00 to \$11.00 per hour, effective January 1, 2020, to be in compliance the the minimum wage laws:

Cafeteria Lunch Aide
Substitute Receptionist
Bus Aide
Club Aide

4. SUBSTITUTE PARAPROFESSIONAL RATE

It is recommended that the Board of Education approve changing the rate of substitute paraprofessionals from \$75.00 to \$80.00, effective January 1, 2020, to be in compliance the the minimum wage laws.

5. PARAPROFESSIONAL - SUBSTITUTE

It is recommended that the Board of Education approve the following individual to the position of Substitute Paraprofessional for the remainder of the 2019-2020 school year, pending the return of all required employment documentation:

- Ms. Jessica Purificato, \$80/day

6. STAFF ASSIGNMENT

It is recommended that the Board of Education approve the return to regular assigned job duties for the following employee:

EMPLOYEE	LOCATION From/To	EFFECTIVE DATE
Melanie Hough	HMS Long Term Pre-K Substitute Teacher to Instructional Assistant K- 2, HMS	1/2/20

7. SUBSTITUTE TEACHER

It is recommended that the Board of Education approve Ms. Samantha Garrett to the position of Substitute Teacher. Ms. Garrett will be paid at the Substitute Certificate rate of \$90/per diem. The position begins in December 12, 2019 and ends approximately February 18, 2020, pending the return of all employment documentation.

K. POLICY

1. POLICY - FIRST READING

It is recommended that the Board of Education approve the following revised policy for first reading:

- 5131.7

2. REVISED POLICY

It is recommended that the Board of Education approve the following revised policy for second reading and adoption:

- 5141.4 & 5141.5 - Students Child Abuse and Neglect

L. CURRICULUM

1. WORKSHOP APPROVAL

It is recommended that the Board of Education approve the following workshops.

NAME	DATE	WORKSHOP	LOCATION	COST	MILEAGE
Alysia Thomson	3/6/20	Hot Issues in School Law	Cherry Hill HS	\$0.00	\$0.00
Lisa Santiago	1/14/20	Seeing Stars	Online	\$895.00*	n/a
Joy Dunn	1/14/20	Seeing Stars	Online	\$895.00*	n/a
Jenn Driscoll	1/9/20	CAR Regional Training	Rowan University	\$0.00	n/a
Brittney Knight	1/9/20	CAR Regional Training	Rowan University	\$0.00	n/a
Lisa Santiago	1/9/20	CAR Regional Training	Rowan University	\$0.00	n/a
Kristin Schell	1/9/20	CAR Regional Training	Rowan University	\$0.00	n/a
Alysia Thomson	1/9/20	CAR Regional Training	Rowan University	\$0.00	n/a
Janine Brockman	1/9/20	CAR Regional Training	Rowan University	\$0.00	n/a
Peter Dolcy	1/9/20	CAR Regional Training	Rowan University	\$0.00	n/a
Natalia Michalkiewicz	1/9/20	CAR Regional Training	Rowan University	\$0.00	n/a
Tarin Leech	2/13/20	The Role of School Climate	NJ Law Center	\$0.00	n/a
Kim Geremia	2/13/20	The Role of School Climate	NJ Law Center	\$0.00	\$63.00 mil.
Tarin Leech	12/19/19	Human Trafficking	Rowan College	\$0.00	n/a

*Title 1-SIA Funds

2. HOLLY BEACH PUBLIC LIBRARY ASSOCIATION - DONATION

It is recommended that the Board of Education accept the donation in the amount of \$36,909.50 from the Holly Beach Public Library Association. This donation requested by Ms. Kerri Zeleniak will be used to replace devices in our 4th, 5th, and 6th grade classrooms.

M. TRANSPORTATION

N. FINANCE

1. EMERGENCY AID

It is recommended the Board of Education accept the Emergency Aid funding in the amount of \$677,867.

2. MILLVILLE BOE- RECEIVING TUITION CONTRACT

It is recommended the Board of Education approve prorated tuition contracts, with the Millville Board of Education for the following students for the 2019-2020 school year:

1 MD Student, starting October 15, 2019: \$20,744.57

This student will be attending the Commercial Township Schools.

3. SENDING TUITION CONTRACT

It is recommended that the Board of Education approve the following tuition contract's:

Student Number	PLACEMENT	TERM OF CONTRACT	TUITION
11609	Pineland Learning Center	2019-2020 SY starting 11/26/2019 for 126 billable days	\$38,052

1 Student	Thunderbolt Academy	2019-2020 SY starting 10/8/2019 and ending on 6/30/20	\$14,773
1 Student	Franklin Township BOE	2019-2020 starting September 5 - December 23, 2019	\$13,651

4. BID SPECIFICATIONS

It is recommended the Board of Education approve the following RFP/Bid Specifications:

Custodial Services RFP - CTBOE-CS-2019-20-001
 Bus Rental Lease/Maintenance Bid- CTBOE-BR-2019-20-002

5. TITLE I FUNDED SALARY

It is recommended the Board of Education approve adjusting Chris Lanterman's budgeted \$12,485.00 salary in Title I to employee Kerri Zeleniak for the same amount of \$12,485.00, effective September 1, 2019. This change will have no impact on budgeted amount in the General Fund.

6. VOID CHECKS

It is recommended the Board of Education approve voiding the following checks and reissue check numbers 23221 and 23320:

Date	Check Number	Payable To	Amount
6/30/2018	23221	Serena Perkins	\$20.00
8/28/2018	23320	Beverly Dragotta	\$62.00
11/30/18	23572	South Jersey Gas	\$24.99
6/20/2019	24064	Jennifer D'Alessandro	\$500.00

7. ESEA BUDGET AMENDMENT

It is recommended the Board of Education approve the ESEA Budget Amendment as attached.

8. CCTECH TUITION CONTRACTS

It is recommended the Board of Education approve the following tuition contracts with the Cumberland county Vocational Technical School:

STRIVE- \$58,000
 Special Education- \$7,219
 Regular Education- \$213,588

O. UNFINISHED BUSINESS

1. ABM/GCA CUSTODIAL CONTRACT

P. NEW BUSINESS

1. REORGANIZATIONAL MEETING

It is recommended the Board of Education approve Tuesday, January 7, 2020, as the date for the Board of Education Reorganization Meeting. The meeting will be held at 7:00pm in the Commercial Township Board Office.

Q. OTHER BUSINESS

1. BOARD SECRETARY'S MONTHLY CERTIFICATION

It is recommended that the Board of Education approve the Board Secretary's Report, pursuant to N.J.A.C. 6A:23A-16.10(c) 2, the Business Administrator/Board Secretary certifies that there are no changes in anticipated revenue amounts and sources for the month ending October 31, 2019 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of October 31, 2019 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Commercial Township Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2, and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23A-16.10(c)4.

2. TREASURER'S REPORT

Treasurer's Report, is in accordance with N.J.S.A. 18A:22-8.1 and 18A:22-8.2, for the month ending October 31, 2019. The Treasurer's Report and Secretary's Report are in agreement for the month ending October 31, 2019.

3. BILL LISTS / LINE ITEM TRANSFERS

It is recommended that the Board of Education approve the itemized bill pay list for November 2019 and December 2019.

It is recommended that the Board of Education approve the Transfer Status Report for the month of October 31, 2019.

It is recommended that the Board of Education authorize the School Business Administrator to pay bills and make necessary transfers before the next board meeting. A list of all bills and transfers will be provided at the next board meeting.

4. CMP AND M1 REPORTS

It is recommended the Board of Education approve the submission to the Cumberland County Office of Education the following documents for the 2019-2020 school year:

- Comprehensive Maintenance Plan (CMP)
- Annual Maintenance Budget Worksheet (M-1 Report)

R. FOR YOUR INFORMATION

1. MANDATED TRAININGS

The following Board Members need to complete their NJSBA Mandated Trainings by December 31, 2019. This is a QSAC Requirement.

Ron Sutton- Governance IV
Sheena Plummer- Governance I
Karen Stormes-Rivera- Governance II

S. EXECUTIVE SESSION

It is recommended the Board of Education approve, by Resolution, recess into Executive Session, from which general public will be excluded, to discuss contractual matters and personnel.

T. RESUME PUBLIC MEETING

It is recommended the Board of Education that the Commercial Township Board of Education adjourn into Open Session.

U. PUBLIC COMMENTS

V. ADJOURNMENT

