



**Commercial Township Board of Education
Meeting**

02/11/2020 07:00 PM

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

Printed : 2/7/2020 5:08 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:

Beverly Dragotta ____ Sharon Porter ____ Karen Stormes-Rivera ____

Carol Perrelli ____ Tracy Richardson ____ Ronald Sutton, Jr. ____

Sheena Plummer ____ Michelle Ronan ____ Stacy Wilson-Smith ____

D. CORRESPONDENCE

1. MID-YEAR BUDGET REVIEW

Letter from Leslie White-Coursey and Wayne Knight, discussing the Commercial Township District mid-year budget review.

2. QSAC VISIT

Letter from Leslie White-Coursey discussing the Cumberland County Department of Education QSAC visit on February 20, 2020.

E. PRESENTATION

1. EDUCATIONAL HIGHLIGHTS

A few students from the Century 21 Robotics Team will provide a brief demonstration of their robotics to the Board.

F. PUBLIC COMMENTS ON AGENDA ITEMS

G. MINUTES

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

- Regular Meeting on January 7, 2020
- Executive Session on January 7, 2020

H. ENROLLMENT REPORT

	December 31, 2019	As of January 31, 2020
HMS	359	357
PNS	149	145

I. SUPERINTENDENT'S REPORT

1. HIB REPORTS

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

	REPORTED	CONFIRMED
HMS	0	0
PNS	1	0

2. FIELD TRIPS

It is recommended the Board of Education approve the following field trips:

School	Grade	Destination	Date	Time	Student Cost	BOE Cost	Grant Funds
HMS	Kindergarten	Storybook Land EHT, NJ	5/4/2020 *rain date 5/5/2020	9:10am to 3:00pm	\$20.00 per pupil	\$500.00	
HMS	Grades 4th and 5th	Bowlero Turnersville, NJ	2/20/2020	3:15pm to 6:15pm	n/a	n/a	*\$279.60 + 1 Bus
HMS	Grade 4 Mrs. Solomon	Mauricetown Historical Society		9:00 am to 11:00am	\$0.00	\$0.00	\$0.00
HMS	Grade 4 Mrs. Clark	Mauricetown Historical Society		9:00 am to 11:00am	\$0.00	\$0.00	\$0.00
PNS	Grade 8	Mauricetown Historical Society		all day	\$0.00	\$0.00	\$0.00

*Century 21 Grant Funding

3. COMMUNITY FOOD BANK OF NEW JERSEY

It is recommended that the Board of Education approve the 2019-2020 Family Pack Program Agreement.

4. USE OF FACILITIES

It is recommended that the Board of Education approve the following use of facilities request:

- Commercial Township P.T.A. on February 21, 2020, Cafeteria, for Pizza Bingo.
- Commercial Township P.T.A. on March 20, 2020, Cafeteria, for Family Game Night/Ice Cream Social.

5. MOA WITH NONPUBLIC SCHOOLS

It is recommended the Board of Education approve the MOA agreement with the following nonpublic schools to ensure they are adhering to the the district's comprehensive health record guidelines:

- Edgerton Christian Academy
- OLMA
- Saint Mary's Regional
- Woodland County Day School

J. PERSONNEL

1. COMPASSIONATE LEAVE

It is recommended that the Board of Education approve the extended compassionate leave request for employee #0006. The employee requested an extension from February 19, 2020 until February 28, 2020.

2. COMMERCIAL TOWNSHIP EDUCATION ASSOCIATION AGREEMENT

It is recommended the Board of Education approve the Memorandum of Agreement with the Commercial Township Education Association. This agreement is from July 1, 2019 until June 30, 2022.

3. MEDICAL LEAVE OF ABSENCE

It is recommended that the Board of Education approve the following leave :

Employee Number	School/Location	Paid	Unpaid Days	Type of Leave	Effective Dates
1031	District	12 days	14 days	Medical	1/2/2020 to 2/7/2020

4. LETTERS OF RESIGNATION

It is recommended that the Board of Education accept the following employee resignations:

- Lunch Aide, Belinda Campbell, effective January 17, 2020
- Lunch Aide and Substitute Receptionist, Megan Lolli, effective January 22, 2020

5. SUBSTITUTE TEACHER

It is recommended that the Board of Education approve Morgan Smith, as a substitute teacher for the 2019-2020 school year. Ms. Smith will be paid at the substitute teacher certificated rate of \$100/per diem.

6. LONG- TERM STAFF APPOINTMENT

It is recommended that the Board of Education approve Morgan Smith for the Long- Term Substitute Position at Haleyville-Mauricetown School. Ms. Smith will be paid at per diem at *Step 1BA, \$54,450 (prorated). Ms. Smith's start date will be March 23, 2020 through June 22, 2020 (approximately) pending the receipt of all required employment documentation.

*Pending CTEA Negotiated Rate

7. CO-CURRICULAR APPOINTMENTS

It is recommended that the Board of Education approve the following co-curricular appointment for the 2019-2020 school year:

- Ashley Loteck - Home Instruction \$26/hr*
- Samantha Garrett- Century 21 Substitute Teacher \$26/hr* and Teacher Aide \$11/hr*

*Pending CTEA negotiated rate

8. NON-CERTIFICATED STAFF APPOINTMENT

It is recommended that the Board of Education approve the following non-certificated staff appointment. Employment is pending the receipt of all necessary licensure credentials and employment documentation.

- Ms. Donna Wiggins, Full-time bus driver (19 years experience). Ms. Wiggins will be paid at *\$24,924 (prorated) and her start date is February 12, 2020.

9. SCHOOL LAW ENFORCEMENT LIAISON

It is recommended that the Board of Education approve the following administrators as the School Law Enforcement Liaison for the 2019-2020 school year:

- Kristin B. Schell - Haleyville-Mauricetown School
- Alysia Thomson- Port Norris School

K. POLICY

1. POLICY- FIRST READING

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

- Policy 3100/3110 - Budget Planning, Preparation & Adoption

L. CURRICULUM

1. HOLLY BEACH PUBLIC LIBRARY -DONATION

It is recommended that the Board of Education accept the donation in the amount of \$10,000.00 from the Holly Beach Public Library Association. This donation requested by Mr. Walter Webster will be used to purchase lights in the theater.

2. STAFF WORKSHOP/MILEAGE REQUESTS

It is recommended that the Board of Education approve the following staff workshop/mileage requests.

EMPLOYEE	DATE	WORKSHO P	LOCATION	COST	MILEAGE
Kerri Zeleniak	3/5/2020	NJSLA Training	Atlantic City, NJ	\$0.00	\$0.00
Tarin Leech	3/5/2020	NJSLA Training	Atlantic City, NJ	\$0.00	\$0.00
Kimberly Geremia	3/5/2020	NJSLA Training	Atlantic City, NJ	\$0.00	\$0.00
Kimberly Geremia	2/13/2020	The Role of School Climate Team	NJ Law Center One Constitution Center, New	\$0.00	\$0.00

			Brunswick, NJ		
Kimberly Geremia	02/28/2020	SEL Unconference on Social Emotional Learning	12 Centre Drive Monroe Township, NJ	\$0.00	\$0.00
Jamaal Hall	02/28/2020	SEL Unconference on Social Emotional Learning	12 Centre Drive Monroe Township, NJ	\$0.00	\$0.00
Kristin Schell	02/28/2020	SEL Unconference on Social Emotional Learning	12 Centre Drive, Monroe Township, NJ	\$0.00	\$0.00
Jillian Gregory	03/23/2020	Mental Health and Resilient Classrooms	SRI & ETTC 10 Jimmie Leeds Road Galloway, NJ 08205	\$178.00	\$7.70 mileage
Linda Pancrazio	5/5/2020	Administrative Assistant Program	Double Tree Hotel 515 Fellowship North Mt. Laurel, NJ	\$100.00	\$14.56 mileage
Eileen Sorantino	5/5/2020	Administrative Assistant Program	Double Tree Hotel 515 Fellowship North Mt. Laurel, NJ	\$100.00	\$30.30 mileage
Jenna Wells	03/19/2020	IXL LIVE	Atlantic City, NJ	\$75.00	\$10.00 Parking

M. TRANSPORTATION

N. FINANCE

1. AMENDMENT TO CEZC GRANT

It is recommended that the Board of Education approve the amendment to the CEZC 21st Century Grant. The amendment adds \$312.00 to the October-December 2019 program and establishes a budget for the program from January-May 2020:

Programming October -December 2019

Salaries	\$7,605.00
Transportation	\$3,100.00
Miscellaneous program expenses	\$ 562.00

Programming January - May 2020

Salaries	\$8,500.00
Transportation	\$5,900.00

Miscellaneous program expenses	\$200.00
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2. RFP FOR BOND COUNCIL

It is recommended to approve to approve the Request for Proposal for Bond Council to assist in any future Bond Referendums.

3. 2020-2021 CUSTODIAL PROPOSAL

It is recommended the Board of Education accept the proposal from the Cumberland County Improvement Authority to provide custodial services for the 2020-2021 school year. The cost of the proposal is \$350,000.

4. TUITION CONTRACTS

It is recommended the Board of Education approve the following tuition contract's for the 2019-2020 School Year:

Student	Placement	Term of Contract	Tuition
1 Student	Pineland Learning Center	September 5, 2019 to June 30, 2020 (180 days)	\$54,360
1 Student	Franklin Township Public Schools	September 5, 2019 to December 13, 2019 (prorated)	\$12,723
1 Student	Orchard Valley, Washington Township	Sept 5, 2019 to June 30, 2020	\$17,521
1 Student	Thunderbolt Academy	January 2, 2020 to June 30, 2020 (prorated)	\$15,153
1 Student	Thunderbolt Academy	January 15, 2020 to June 30, 2020 (prorated)	\$15,153

5. 2019-2020 MENTAL HEALTH COUNSELOR SERVICES

It is recommended that the Board of Education approve Ms. Krista M. Bey, as our Mental Health Counselor for the 2019-2020 school year, on an as needed basis, for the following rates:

- Psychological Evaluations (Spanish)- \$500.00
- Bilingual Speech/Language Services Evaluation (Spanish/English)- \$595.00
- Psycho-Educational Evaluation (Spanish)- \$850.00
- Participation in Spanish/English Eligibility Conference- \$80.00
- Travel per visit- \$25.00

6. SALEM COUNTY SPECIAL SERVICES SCHOOL SERVICES

It is recommended that the Board of Education approve the 2020-2021 SY SCSSSD Itinerant Services rates, for independent evaluations, on an as needed basis, for the following rates:

7. I.D.E.A. AMENDMENT

It is recommended the Board of Education approve the Amendment to the I.D.E.A. Application. The amendment was made to budget carryover funds.

O. UNFINISHED BUSINESS

1. ABM/GCA CUSTODIAL CONTRACT

P. NEW BUSINESS

1. COMMITTEE ASSIGNMENTS

It is recommended that the Board of Education approve the 2020 Board Committee Assignments.

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 December 31, 2019 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of December 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 December 31, 2019. The Treasurer's Report and Secretary's Report are in agreement for the month ending December 31, 2019.

3. BILL LISTS / LINE ITEM TRANSFERS

It is recommended that the Board of Education approve the itemized bill pay list for January 2020.

It is recommended that the Board of Education approve the Transfer Status Report for the month of December 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.

R. ADDENDUM**S. FOR YOUR INFORMATION****1. SCHOOL ETHICS DISCLOSURE FORMS**

An email from the School Ethics Commission should have been sent out with instructions to complete the School Ethics Disclosure Forms. These forms must be completed online no later than April 30, 2020.

T. PUBLIC COMMENTS**U. EXECUTIVE SESSION**

It is recommended that the Board of Education approve, by Resolution, adjourn into Executive Session.

RESOLVED: At a public meeting of the Board of Education of Commercial Township, held this evening, pursuant to the "Open Public Meetings Act", the following subjects to be discussed in a session of the Board closed to the public:

- Personnel
- Contractual Matter
- Superintendent Goals/Evaluation Timeline

It is presently anticipated that the items mentioned in the resolution may be disclosed to the public upon final determination of the subject by the Board of Education.

We anticipate action will be taken.

V. RESUME PUBLIC MEETING

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

W. ADJOURNMENT