



**Commercial Township Board of Education  
Meeting**

**01/07/2020 07:00 PM**

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

Printed : 1/3/2020 3:38 PM EST

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**A. PLEDGE TO THE FLAG (Board Secretary Presiding)**

**B. SUNSHINE LAW (Board Secretary Presiding)**

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. APPOINTMENT OF TEMPORARY CHAIRPERSON**

Unanimously appoint Darren Harris - Board Secretary as the temporary Chairperson.

First:\_\_\_\_\_ Second:\_\_\_\_\_

**D. ELECTION RESULTS (Board Secretary Presiding)**

It is recommended the Commercial Township Board of Education acknowledge the results of the Commercial Township School Board election as follows:

3-Year Term (3):  
Sharon Porter (555)  
Tracy Richardson (480)  
Beverly Dragotta (461)

**1. SWEARING IN NEWLY ELECTED BOARD MEMBERS**

Oath of Office:

- Beverly Dragotta - *Three Year Term*
- Sharon Porter - *Three Year Term*
- Tracy Richardson- *Three Year Term*

**E. ROLL CALL (Board Secretary Presiding)**

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

Beverly Dragotta \_\_\_\_ Sharon Porter \_\_\_\_ Karen Stormes-Rivera \_\_\_\_

Carol Perrelli \_\_\_\_ Tracy Richardson \_\_\_\_ Ronald Sutton, Jr. \_\_\_\_

## **F. REORGANIZATION OF THE BOARD OF EDUCATION (Board Secretary Presiding)**

### 1. ELECTION OF OFFICERS

#### i. OPEN NOMINATIONS FOR PRESIDENT OF THE BOARD OF EDUCATION

It is recommended that the nominations for the position of President of the Board of Education be open.

#### ii. CLOSE NOMINATIONS FOR PRESIDENT OF THE BOARD OF EDUCATION

Being no further nominations, it is recommended that nominations for the position of President of the Board of Education be closed.

#### iii. VOTE ON PRESIDENT OF THE BOARD OF EDUCATION AND DECLARATION OF SAME

#### iv. OPEN NOMINATIONS FOR VICE PRESIDENT OF THE BOARD OF EDUCATION

It is recommended that the nominations for the position of Vice President of the Board of Education be open.

#### v. CLOSE NOMINATIONS FOR VICE PRESIDENT OF THE BOARD OF EDUCATION

Being no further nominations, it is recommended that nominations for the position of Vice President of the Board of Education be closed.

#### vi. VOTE ON VICE PRESIDENT OF THE BOARD OF EDUCATION AND DECLARATION OF SAME

### 2. APPOINTMENTS AND DESIGNATIONS

#### i. COMMITTEE AND DELEGATE APPOINTMENTS/DESIGNATIONS

##### **Committees**

Buildings & Grounds

Curriculum

Finance

Personnel

Policy

Transportation

##### **Delegates**

New Jersey School Boards Association

Cumberland County School Boards Association

Millville Board of Education

#### ii. CUMBERLAND COUNTY REPRESENTATIVE AND ALTERNATE

It is recommended that the Board President appoint a Commercial Township Board Member as a Cumberland County Representative.

#### iii. NJSBA LEGISLATIVE DELEGATE AND ALTERNATE DELEGATE

It is recommended that the Board President appoint a Woodbine Board Member as an NJSBA Legislative Delegate.

#### iv. APPOINT TO MILLVILLE BOE

The President of the Commercial Township Board of Education appoints \_\_\_\_\_ to the Millville Board of Education, pursuant to Chapter 8, P.L. 1995 (Senate Bill 151).

### 3. ETHICS TRAINING

#### New Jersey School Board Member Code of Ethics

Discussion on ethics issues and review the NJSBA Code of Ethics with Board members.

It is recommended that the Board of Education adopt the New Jersey School Boards Association Member Code of Ethics as the official code for the Board's actions.

\*Handouts are included in the Board Packets

### 4. OFFICIAL NEWSPAPERS

It is recommended the Board of Education approve The Press of Atlantic City and South Jersey Times as the official newspaper of the Board of Education and additionally designate locations for posting of Public Notices of Board Meetings in each District school and the District Administration Office.

### 5. 2020 BOARD OF EDUCATION MEETING DATES

It is recommended that the Board of Education approve the 2020 Board of Education meeting dates.

Meeting Dates and Times - Establishing the second Tuesday of each month at 7:00 pm as the date and time for regular monthly meetings held in the Board Office of the Commercial Township School District, located at 1308 North Avenue Port Norris, NJ 08349. A special meeting will be scheduled if there is business to attend to.

January 7, 2020 at 6:00 pm (Reorganization)

February 11, 2020 at 6:00 pm

March 10, 2020 at 6:00 pm

April 21, 2020 at 6:00 pm (Spring Break)

May 5, 2020 at 6:00 pm (Tentative Public Hearing)

June 9, 2020 at 6:00 pm

July 14, 2020 at 6:00 pm

August 11, 2020 at 6:00 pm

September 8, 2020 at 6:00 pm

October 13, 2020 at 6:00 pm

November 10, 2020 at 6:00 pm

December 8, 2020 at 6:00 pm

### 6. PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

It is recommended the Board of Education approve Darren Harris as the P.A.C.O. to comply with the requirements of the Equal Opportunity in Public Contracts regulations.

## **G. PRESENTATION**

### 1. NJ'S GOVERNOR TEACHER AND EDUCATIONAL SERVICES PROFESSIONALS OF THE YEAR

It is an honor and with great pleasure that we announce the Commercial Township School District's Educator and Educational Services Professionals of the Year:

#### Haleyville-Mauricetown School

Governor's Educator of the Year:

Mrs. Tina Hayden - Kindergarten Teacher

Educational Services Professionals of the Year:

Mrs. Nora Gerbereux - Instructional Assistant - Kindergarten

#### Port Norris Middle School

Governor's Educator of the Year:

Mrs. Jenna Wells - ELA Teacher

Educational Services Professionals of the Year:  
Mr. Andrew Egnor - ASP Guidance

## H. PUBLIC COMMENTS ON AGENDA ITEMS

## I. MINUTES

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

- Regular Meeting on December 10, 2019
- Executive Session on December 10, 2019

## J. CORRESPONDENCE

## K. ENROLLMENT REPORT

	As of November 30, 2019	December 31, 2020
HMS	361	359
PNS	150	149

## L. SUPERINTENDENT'S REPORT

### 1. HIB REPORTS

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

	REPORTED	CONFIRMED
HMS	1	1
PNS	0	0

### 2. REVISED HIB REPORTS

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

	REPORTED	CONFIRMED
HMS	2	0
PNS	0	0

### 3. FIELD TRIPS

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

SCHOOL	GRADE	LOCATION	DATE	TIME	BOE COST	STUDENT COST
HMS-CLUB 21	K-5	Rosa International Middle School, Cherry Hill, NJ	1/12/20	7:15am-6:30pm	\$0.00	\$0.00
PNS - NJHS	6TH-8TH	Morey's Poir, Wildwood, NJ	5/29/20	9:15 a.m.-3:00 pm	\$0.00	\$0.00
PNS	6TH	Citizen	May 2020	9:30 a.m.	\$500.00	\$5.00

		Bank Park, Philadelphia, PA		-3:00 pm		
PNS	7TH	Atlantic City Aquarium	5/20/20	9:00 a.m. - 3:00 pm	\$500.00	\$14.00
PNS	8TH	Philadelphia Walking Tour, Philadelphia, PA	5/26/20	9:00 a.m. - 5:15pm	\$500.00	\$28.50

#### 4. SCHOOL SAFETY DATA SYSTEM REPORT

It is recommended the Board of Education approve the School Safety Data Systems Report for the time period: September 1, 2019- December 31, 2019.

### M. PERSONNEL

#### 1. BSI PERMANENT LONG-TERM SUBSTITUTES

It is recommended the Board of Education approve Melanie Hough for the Permanent, Long-Term BSI Substitute Position at Haleyville-Mauricetown School, and Jessica Dorta for the Permanent, Long-Term BSI Substitute Position at Port Norris Middle School. Both will begin January 8, 2020. Both will be paid at \*Step 1BA, \$54,450 (prorated). These positions are funded with emergency aid.

\*Pending CTEA Negotiated Rate

#### 2. LEAVE OF ABSENCE

It is recommended the Board of Education approve the maternity leave for employee #0148 on or March 23, 2020 with a return date of September 9, 2020.

#### 3. SUBSTITUTE TEACHER

It is recommended that the Board of Education approve Samantha Peterson as a substitute teacher.

### N. POLICY

#### 1. POLICY - SECOND READING

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

- 5131.7 Weapons & Dangerous Instruments

### O. CURRICULUM

#### 1. WORKSHOP APPROVAL

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

NAME	DATE	WORKSHOP	LOCATION	COST	MILEAGE
Kim Day	1/23/20	Front Office PD	Galloway NJ	7 ETTC	\$14.35
Lisa Robbins	1/23/20	Front Office PD	Galloway NJ	7 ETTC	\$11.90

### P. TRANSPORTATION

### Q. FINANCE

## **R. UNFINISHED BUSINESS**

1. ABM/GCA CUSTODIAL CONTRACT

## **S. NEW BUSINESS**

## **T. 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 November 30, 2019 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of November 30, 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 November 30, 2019. The Treasurer's Report and Secretary's Report are in agreement for the month ending November 30, 2019.

3. BILL LISTS / LINE ITEM TRANSFERS

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

It is recommended that the Board of Education approve the Transfer Status Report for the month of November 30, 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.

## **U. FOR YOUR INFORMATION**

1. 2020 SCHOOL ELECTION AND BUDGET PROCEDURES CALENDAR

The 2020 School Election and Budget Procedures Calendar is attached for your review.

## **V. PUBLIC COMMENTS**

## **W. 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 personnel.

## **X. RESUME PUBLIC MEETING**

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

## **Y. ADJOURNMENT**