



**Commercial Township Board of Education
Meeting**

11/12/2019 07:00 PM

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

Printed : 11/6/2019 4:01 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 October 8, 2019

F. CORRESPONDENCE

G. ENROLLMENT REPORT

| | As of October 1, 2019 | As of November 1, 2019 |
|-----|-----------------------|------------------------|
| HMS | 365 | 361 |
| PNS | 155 | 150 |

H. SUPERINTENDENT'S REPORT

1. HIB REPORTS

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

| | REPORTED | CONFIRMED |
|-----|----------|-----------|
| HMS | 1 | 0 |
| PNS | 0 | 0 |

2. NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM (NJQSAC) SUBMISSION

It is recommended that the Board of Education approve the submission of the New Jersey Quality Single Accountability Continuum (NJQSAC) District Performance Review Documents, including the DPR Excel File, and the PDF file of the signed Declaration page by the November 15, 2019 deadline.

3. 2019-2020 SY SCHOOL NURSING SERVICES PLAN

It is recommended that the Board of Education approve the 2019 -2020 School Nursing Services Plan.

4. 2019-2020 SY WELLNESS POLICY ASSESSMENT TOOL

It is recommended that the Board of Education approve the 2019-2020 Wellness Policy Assessment Tool Forms.

5. BUS EVACUATION DRILLS 2019-2020

It is recommended that the Board of Education approve the District Bus Evacuation Drills that took place:

MONDAY 11/4/19 at Port Norris Middle School. Supervised by Amadis Terrero, Transportation Coordinator, and Alysia Thomson, District Asst. Principal

TUESDAY 11/5/19 at Haleyville-Mauricetown Elementary School. Supervised by Amadis Terrero, Transportation Coordinator, and Jean Smith, Interim Superintendent.

6. OT SERVICES CONTRACT

It is recommended the Board of Education approve the Occupation Therapy Service Contract with Bonnie Phillips, MHS, OTR for the 2019-2020 school year, on an as needed basis, at the cost of \$300.00 per evaluation and \$90 for each re-evaluation.

I. PERSONNEL

1. LETTERS OF RESIGNATION

It is recommended that the Board of Education accept the letters of resignation from the following employees:

- Mr. Paul Bentz, Full-time Bus Driver, effective December 13, 2019, by contract.
- Ms. Eileen L. Sorantino, Attendance Truancy Officer (stipend position) effective immediately.

2. NON-CERTIFICATED STAFF APPOINTMENT

It is recommended that the Board of Education approve the following non-certificated staff appointments. Employment is pending until all new hire paperwork is received.

| NAME | SCHOOL/LOCATION | POSITION | SALARY/STEP | EFFECTIVE DATE |
|-------------------|-----------------|-------------------------|-------------------|--------------------|
| Michelle Santiago | HMS | Instructional Assistant | \$25,186*, step 1 | 12/2/2019 estimate |
| LaRae Smith | HMS | MD K-3 Aide | \$25,186*, step 1 | TBD |
| Donald Cisarow | District | FT/Bus Driver | \$24,924*, step 1 | TBD |

*Salary is pro-rated and pending CTEA negotiated rate

3. NON-CERTIFICATED STAFF TRANSFERS/REASSIGNMENTS

It is recommended that the Board of Education approve the non-certificated staff transfers/reassignments .

| NAME | JOB TITLE | CURRENT POSITION | REASSIGNMENT/T RANSFER |
|----------------|----------------|-----------------------|------------------------|
| Joyce Stuckman | 1:1 Aide | Mrs. O'Connell | Mrs. McNiss/Aide |
| Elena Quinton | Pre-School 1:1 | Mrs. McNiss | Mrs. O'Connell/Aide |
| Kathy Vizzard | Aide | MD K-3 Aide | Mrs. Johnson/PNS Aide |
| Audrey Lloyd | Aide | Mrs. Johnson/PNS Aide | Mr. Jones/PNS Aide |

4. SUBSTITUTE SECRETARY 2019-2020

It is recommended that the Board of Education approve Ms. Megan Lolli as the Substitute Receptionist for the 2019-2020 school year. Ms. Lolli will be paid at the rate of \$10/hr.

5. ATTENDANCE COMMITTEE

It is recommended that the Board of Education approve the following individuals for the Attendance Committee and stipends for the 2019-2020 school year. Stipend position not to exceed \$750.00* per person as per the Annual School Plan.

HMS

1. Kim Geremia
2. Kim Day
3. Patti Teasenfitz

PNS

1. Ashley Loteck
2. Tarin Leech

*Title 1 -SIA Grant Funds

6. ACADEMIC LEARNING LAB & DETENTION MONITOR APPOINTMENT

It is recommended that the Board of Education approve the following staff appointment for the Academic Learning Lab and Detention Monitor for the 2019-2020 SY:

- Tonya Foster - \$26/hr*

* Salary pending CTEA negotiated rate

7. EXTRA-CURRICULAR ASSIGNMENTS/CLUB POSITIONS

It is recommended that the Board of Education approve the following extra-curricular/club appointments:

- Ms. Megan Lollie, as a aide for HMS Club 21 for the 2019-2020 school year at \$10/hr*. Salary is grant funded by Club 21.
- Ms. Janice Hoffman, as a aide for PNS Century 21 Club for the 2019-2020 school year at \$10/hr*. Salary is grant funded by Century 21.

*Salary is pending CTEA negotiated rate

8. MEDICAL LEAVE OF ABSENCE

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

| Employee # | School/Location | Paid | Unpaid Days | Type of Leave | Effective Dates |
|------------|-----------------|------|-------------|---------------|----------------------------|
| #0242 | HMS | | 2.50 | MLOA | 10/4-11/6/19 |
| #0006 | PNS | X | | MLOA | 11/25-12/20/19 (estimated) |
| | | | | | |

J. POLICY

1. REVISED POLICY

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

- 5141.4 & 5141.5 - Students Child Abuse and Neglect

K. CURRICULUM

1. STAFF WORKSHOPS/MILEAGE REQUESTS

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

| NAME | DATE | WORKSHOP | LOCATION | COST | MILEAGE |
|-------------------|--------------|------------------------------------|---------------------------------|----------|-----------------|
| Jennifer Driscoll | 1/16/2020 | Teach Your Students How to Write | Stockton University Galloway NJ | \$0.00 | \$0.00 |
| Scott Shea | 2/24-26/2020 | 2020 NJAHPERD Phys Ed Convention | Long Branch, NJ | \$200.00 | \$ 0.00 |
| Alysia Thomson | 12/5/19 | Mental Health First Aid Training | Stockton University Galloway NJ | \$0.00 | \$0.00 |
| Alysia Thomson | 12/16/19 | CAR Regional Informational Session | Stockton University Galloway NJ | \$0.00 | \$21.28 mileage |

2. FIELD TRIPS

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

| SCHOOL | LOCATION | DATE | TIME | COST TO BOE | STUDENT COST |
|--------|-----------------|----------|---------------------|-------------|--------------|
| PNS | Lakeside Middle | 11/26/19 | 8:15 am to 11:00 am | \$0.00 | \$0.00 |

| | | | | | |
|--|--------------------------|--|--|--|--|
| | School, Millville, NJ | | | | |
| | | | | | |

L. TRANSPORTATION

M. FINANCE

1. RECEIVING TUITION CONTRACTS- MILLVILLE BOE

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 LLD Student, starting October 25 ,2019: \$17,383
- 1 MD Student, starting October 15, 2019: \$24,681

These students will be attending the Commercial Township Schools.

2. SENDING TUITION CONTRACTS- MILLVILLE BOE

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

- Regular Education: \$2,457,241.83
- Special Education: \$320,531.00

3. SY 19-20 NJCBVI SERVICE CONTRACT

It is recommended that the Board of Education approve the 2019-2020 service contract with the New Jersey Commission of the Blind and Vision Impaired to provide services from September 1, 2019 to June 30, 2020 for SID# 9417095542 in the amount of \$1,900.00.

4. MANDERS MERIGHI PORTADIN FARRELL ARCHITECTS, LLS AGREEMENT

It is recommended that the Board of Education approve the Architect Agreement Between Commercial Township Board of Education and Manders Merighi Portadin Farrell Architects, LLC .

N. UNFINISHED BUSINESS

1. ABM/GCA CUSTODIAL CONTRACT

O. NEW BUSINESS

P. OTHER BUSINESS

1. BOARD SECRETARY'S MONTHLY CERTIFICATION

It is recommended that the Board of Education approve the FINAL 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 September 30, 2019 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of September 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

September 30, 2019. The Treasurer's Report and Secretary's Report are in agreement for the month ending September 30, 2019.

3. BILL LISTS / LINE ITEM TRANSFERS

It is recommended that the Board of Education approve the itemized bill lists for October 31, 2019 and November 1, 2019.

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

Q. 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 Plumber- Governance I
Karen Stormes-Rivera- Governance II

R. 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 _____.

S. RESUME PUBLIC MEETING

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

T. PUBLIC COMMENTS

U. ADJOURNMENT