



**Commercial Township Board of Education
Meeting**

12/14/2021 06:00 PM

Commercial Township School
1308 North Ave
Port Norris, NJ 08349

Printed : 12/10/2021 2:33 PM ET

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 School, 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 ____

Jess Driver ____ Tracy Richardson ____ Ronald Sutton, Jr. ____

Michelle Ronan ____ Stacy Wilson-Smith ____ Carol Perrelli ____

D. PRESENTATION

1. School Board Training

Michelle Kennedy, NJSBA Field Rep, will provide training to the Board of Education members.

E. CORRESPONDENCE

1. Send/Receive Representation

Letter received from the Cumberland County Superintendent regarding representation on the Millville Board of Education.

2. Letter of Resignation

Letter of Resignation from Board Member, Michelle Ronan, effective after the December 14, 2021, Board of Education Meeting.

3. Letter of Resignation

Letter of Resignation from Board Member, Beverly Dragotta, effective November 18, 2021.

F. PRESENTATION

1. ARP ESSER III

The Superintendent will talk about the ARP/ESSER III Safe Return Plan 6-Month Updates.

G. PUBLIC COMMENTS ON AGENDA ITEMS

H. COMMITTEE REPORTS

- Policy met on 12/7/2021
- Personnel met on 12/7/2021

I. MINUTES

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

- Regular Meeting on November 9, 2021
- Executive Session on November 9, 2021

J. ENROLLMENT REPORT

	As of November 2, 2021	As of December 9, 2021
CTS	464	460

1. Suspensions
11/4/2021 through 12/09/2021
Number of student suspensions: 9

K. SUPERINTENDENT'S REPORT

1. HIB Report Approval

It is recommended that the Board of Education approve the Superintendent's monthly Harassment, Intimidation and Bullying Report for October 2021 as presented:

HIB Investigations:

Reported:	1
Completed:	1
Number of incidents ruled as Harassment, Intimidation or Bullying:	0
Number of incidents ruled as not falling under the HIB provisions:	1

2. HIB Acknowledgement

It is recommended that the Board of Education acknowledge the Superintendent's monthly Harassment, Intimidation and Bullying Report for November 2021 as presented:

HIB Investigations:

Reported:	2
Completed:	2
Number of incidents ruled as Harassment, Intimidation or Bullying:	0
Number of incidents ruled as not falling under the HIB provisions:	2

3. Fundraiser

It is recommended that the Board of Education approve the weekly Friday Pretzel fundraiser, to raise money to support National Junior Honor Society events and activities.

4. Professional Services

It is recommended that the Board of Education approve the Agreement For Professional Services between the Commercial Township School District and Michael McKnight, SEL Consultant, for the 2021-2022 school year. This will be funded with ESSER III- Accelerated Learning Coach and Educator Support.

L. PERSONNEL

1. Leave of Absence

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

Employee#	Type of Leave	Start Date	End Date	Use of Paid Days
0044	FMLA	10/20/21	12/10/21	34 Sick Days
1003	FMLA	12/02/21	01/11/22	25 Sick Days
0037	FMLA	03/24/22	06/06/22	40 Sick Days
0112	FMLA	04/04/22	06/06/22	30 Sick Days
1114	FMLA	01/18/22	03/14/22	Unpaid
0019	Administrative	09/22/21	10/04/21	9 Paid Days

2. Substitute Pay Rate

It is recommended the Board of Education approve the following substitute pay rates effective January 1, 2022. This change is to ensure the substitute Instructional Assistant pay rate is compliant with minimum wage laws:

Substitute Instructional Assistant: \$95 per day

Substitute Teacher without teaching certification: \$105 per day

Substitute Teacher with teaching certification: \$115 per day

3. Rate Increase

It is recommended the Board of Education approve the rate increase for part-time bus aide and cafeteria aide from \$12.00 to \$13.00 effective January 1, 2022 to be compliant with minimum wage laws.

4. Tuition Reimbursement

It is recommended that the Board of Education approve the following tuition reimbursement request:

- 3 credits for employee #0095. The total cost of \$2,194.80 will be submitted for payment upon submission of proper paperwork and according to the timeline in the CTEA contract.

5. Resignation

It is recommended that the Board of Education approve the resignation of Diane Cutrone as Substitute Coordinator effective December 15, 2021.

6. Substitute Coordinator

It is recommended that the Board of Education approve John Lavell as Substitute Coordinator for the 2021-2022 school year, with a stipend of \$2,500 (prorated), as of December 16, 2021.

7. Substitutes

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

Casey Etter and Jessica Purificato as substitute Instructional Assistants for the 2021-2022 school year.

Mikayla Vega as a substitute teacher at the non-certificated substitute teacher rate for the 2021-2022 school year.

8. Volunteer

It is recommended that the Board of Education approve Zachary Tribbett to be a volunteer coach for the basketball team, pending receipt of appropriate documentation.

9. Employee Referral Program

It is recommended the Board of Education approve the following employee referral incentives:

- Referral incentive – if any staff member refers a new driver to the district, he/she will get a \$300 referral bonus. The bonus will be paid out in \$100 increments every 4 months the referred employee maintains regular employment with the district.

*The incentive program will be funded with ESSER III Funds.

10. Substitute Bus Driver Recruitment Incentive

It is recommended the Board of Education approve the following incentive for substitute bus drivers:

The District will reimburse the following costs:

- DMV expenses for initial permit cost
- DMV expenses for final permit
- Physical exam completed by the school doctor under our current arrangement
- Reimburse for fingerprinting expense

Person who is seeking the license will be paid for their behind the wheel training hours at the current trip rate of pay provided the prospective substitute driver is successful in obtaining the Commercial driver's license and is hired as a substitute bus driver for the district. The driver must commit to one year of service to the district and will be reimbursed following their fourth month of work.

*The incentive program will be funded with ESSER III Funds.

11. Additional Compensation

It is recommended the Board of Education approve paying non-certificated staff their per diem rate on the February 18, 2022, school make-up day.

M. POLICY

1. Policy-Second Reading

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

- 1648.11 The Road Forward COVID-19-Health and Safety (M)-New
- 1648.14 Safety Plan for Healthcare Settings in School Buildings-COVID-19 (M)-New
- 2425 Emergency Virtual or Remote Instruction Program (M)-New
- 6115.01 Federal Awards/Funds Internal Controls-Allowability of Costs (M)-New
- 6115.02 Federal Awards/Funds Internal Controls-Mandatory Disclosures (M)-New
- 6115.03 Federal Awards/Funds Internal Controls-Conflict of Interest (M)-New

- 5770 Student Right of Privacy-Revised
- 5751 Sexual Harassment of Students (M)-Revised
- 2422 Comprehensive Health and Physical Education (M)-Revised
- 2467 Surrogate Parents and Resource Family Parents (M)-Revised
- 5111 Eligibility of Resident/Nonresident Students (M)-Revised
- 5116 Education of Homeless Children (Revised)
- 7432 Eye Protection (M)-Revised
- 8420 Emergency and Crisis Situations (M)-Revised
- 8420.1 Fire and Fire Drills (M)-Revised
- 8540 School Nutrition Programs (M)-Revised
- 8550 Meal Charges/Outstanding Food Service Bill (M)-Revised
- 8600 Student Transportation (M)-Revised
- 6311 Contracts for Good or Services Funded by Federal Grants (M)-Revised

- 5114 Children Displaced by Domestic Violence-Abolished
- 8810 Religious Holidays-Abolished

1648 Restart and Recovery Plan (M)-Abolished
 1648.02 Remote Learning Options for Families (M)-Abolished
 1648.03 Restart and Recovery Plan-Full-Time Remote Instruction (M)-Abolished

N. CURRICULUM

1. Staff Workshops

It is recommended that the Board of Education approve the following staff workshops:

Name	Date	Workshop	Location	Cost	Mileage
Alysia Thomson	3/24-3/25	NJPSAFEA	Atlantic City	\$320.00	\$33.53
*Michelle Clark	1/25-1/28	Cloud Nine	Virtual	\$1,209.95	\$0
*LouAnn Gaddy	1/25-1/28	Cloud Nine	Virtual	\$1,209.95	\$0
**Caylin Thompson	7/1-6/30	Tools of The Mind PD & materials	Virtual	\$4,499.00	\$0
*Chelsea Etter	1/4-1/7	Seeing Stars	Virtual	\$1,344.00	\$0

*Workshop to be funded through Title II

**Workshop to be funded through Preschool

O. TRANSPORTATION

1. Transportation Jointure

It is recommended the Board of Education approve the Transportation Jointure with Cumberland Regional for students attending Cumberland Regional as choice. The cost of the jointure is \$12,000.

P. FINANCE

1. Resolution Authorizing March 8, 2022 for Special Election

It is recommended the Board of Education authorize, by resolution, the date of March 8, 2022 to hold a special election for a proposed school facilities project in which the district will seek Debt Service Aid with respect to the Project.

2. Home Instruction Contract

It is recommended the Board of Education approve the Home Instruction Contract with Bancroft to provide home instruction for 1 student at the rate of \$70.00 per hour. It's anticipated the student will receive 10 hours of home instruction per week.

3. TECC Consulting Contract

It is recommended the Board of Education approve the consulting services agreement with TECC Consulting Inc., to provided speech services on an as needed basis for the 2021-2022 school year.

4. SCSSSD Tuition Contract

It is recommended the Board of Education approve the autism tuition contract for the 2021-2022 school year, for one new student attending Upper Pittsgrove Campus, beginning December 2, 2021. The cost of the contract is \$273.65 per diem.

5. State Contract Purchase

It is recommended the Board of Education approve the following proposal utilizing State Contracts:

*Miracle, Sourcewell ID: 65592, for ages 2-5 playground equipment for \$116,563.40.

**Miracle, Sourcewell ID: 65592, for ages 5-12 playground equipment for \$148,045.53.

*This will be funded through Preschool Funds.

**This will be funded through ESSER II Funds.

6. CEZC Grant

It is recommended the Board of Education approve the Cumberland County Empowerment Zone grant for funding up to 40 students at the rate of \$400.00 per student.

7. Acceptance of Funds

It is recommended the Board of Education accept the FY22 Emergent and Capital Maintenance Needs Grant in the amount of \$11,464.

Q. UNFINISHED BUSINESS

1. NJSBA Information

NJSBA information regarding Critical Race Theory.

R. NEW BUSINESS

1. Reorganizational Meeting

It is recommended the Board of Education approve Tuesday, January 4, 2022 for the reorganizational meeting at 7:00pm.

S. 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, 2021 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of October 31, 2021 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, 2021. The Treasurer's Report and Secretary's Report are in agreement for the month ending October 31, 2021.

3. Bill List/Line Item Transfers

It is recommended that the Board of Education approve the itemized bill pay list for November 2021.

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.

T. ADDENDUM

U. FOR YOUR INFORMATION

1. Official Election Results
Carol Perrelli- 707 Votes
Ronald Sutton Jr.- 621 Votes
Jessica Driver- 656 votes
LaRae Smith- 489 Votes
Write-In Votes - 11 Votes
2. Mandated Trainings
The following Board Members need to complete their NJSBA Mandated Trainings by December 31, 2021.

Sharon Porter- Governance IV
Stacy Wilson-Smith- Governance IV

V. PUBLIC COMMENTS

Members of the public are encouraged to speak during the public portion of the meeting. A time limit of three (3) minutes will be given for each audience member. Complaints stated, questions asked, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date.

When addressing the Board of Education, please respect the following procedure:

1. Be recognized by the Board President.
2. Step to the podium.
3. State your full name and address before commenting.
4. If your questions or comments pertain to litigation, student or personnel items or negotiations, we would ask that you see the Superintendent after the meeting since we do not discuss these items in public.

W. EXECUTIVE SESSION

It is recommended that the Board of Education approve, by Resolution, adjourning 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:

- Contractual Matters

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.

Action (may) or (may not) be taken

X. RESUME PUBLIC MEETING

It is recommended the Board of Education resume Open Session.

Y. ADJOURNMENT