



**Commercial Township Board of Education
Meeting**

04/04/2023 07:00 PM

Commercial Township School
1308 North Ave
Port Norris, NJ 08349

Printed : 3/31/2023 1:32 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:

Jessica Driver ____ Karen Stormes-Rivera ____ Ronald Sutton, Jr. ____
Carol Perrelli ____ Tracy Richardson ____ LaRae Smith ____
Sharon Porter ____ Stacy Wilson-Smith ____ Janet Campbell ____

D. PRESENTATION

1. June 30, 2022 Audit
Ray Colavita, school auditor, will present (virtually) the June 30, 2022 Audit.
 - i. Approve Audit
It is recommended the Board of Education accept the June 30, 2022 audit.

E. CORRESPONDENCE

F. PUBLIC COMMENTS ON AGENDA ITEMS

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, to speak on *agenda items only* at this time.

G. 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

- Personnel 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

H. RESUME PUBLIC MEETING

It is recommended that the Board of Education resume Open Session.

I. COMMITTEE REPORTS

- Transportation Committee met on 3/21/23
- Personnel Committee met on 3/21/23

J. MINUTES

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

- Regular Meeting on March 14, 2023.
- Executive Meeting on March 14, 2023.

K. ENROLLMENT REPORT

	As of March 9, 2023	As of March 30, 2023
CTS	473	457

Grade level totals as of March 30, 2023:

PreK3 - 32	Fifth - 47
PreK4 - 35	2 homerooms
5 homerooms of combined 3 & 4	Sixth - 43
Kindergarten - 40	2 homerooms
2 homerooms	Seventh - 43
First - 38	2 homerooms
2 homerooms	Eighth - 57
Second - 40	2 homerooms
2 homerooms	
Third - 38	
2 homerooms	
Fourth - 44	
2 homerooms	

1. Suspensions
3/14/2023 through 3/30/2023
Number of new student suspensions:

In-school suspensions - 0
External suspensions - 3

L. 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 February, 2023 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 March 2023 as presented:

HIB Investigations:

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

3. Bus Evacuation Drills

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

3/22/23 at CCTech, Evacuations were supervised by A. Lopez, Director of Campus Safety for High School and CCTech Students.

4. Fundraisers

It is recommended the Board of Education approve two fundraisers for the Safety Patrol: Penny Wars and Pie-a-Teacher. These fundraisers are to go towards Safety Patrol's trip to Urban Air in June.

M. PERSONNEL

1. Transportation Supervisor

It is recommended the Board of Education hire Mr. Cheron Gamble as Transportation Supervisor at a rate of \$47,000, contingent upon satisfactory completion of pre-employment paperwork including but not limited to background check and proof of all and any related certifications, licenses, and endorsements. Mr. Gamble's start date is June 15, 2023, and his compensation from that date to the 2023-24 school year contractual start date is prorated.

2. New Hire

It is recommended that the Board of Education approve to hire Courtney Hoffman for the position of Kindergarten Instructional Aide for the 2022-2023 school year. Starting salary will be \$26,898 (prorated) based on the salary guide for the 2021-2022 school year, with a start date of May 1, 2023.

N. POLICY

It is recommended the Board of Education approve the second reading and adoption of the following revised, abolished, and new policy:

- P 1648.11 The Road Forward COVID-19 - Health and Safety (Abolished)
- P 1648.13 School Employee Vaccination Requirements (Abolished)
- P 0152 Board Officers (Revised)
- P 0161 Call, Adjournment, and Cancellation (Revised)
- P 0162 Notice of Board Meetings (Revised)

- P&R 2423 Bilingual and ESL Education (Revised)
- P 2425 Emergency Virtual or Remote Instruction Program (Revised)
- R 2425 Emergency Virtual or Remote Instruction Program (New)
- P&R 5200 Attendance (Revised)
- P 5512 Harassment, Intimidation, or Bullying (Revised)
- P 8140 Student Enrollments (Revised)
- R 8140 Enrollment Accounting (Revised)
- P&R 8330 Student Records (Revised)
- R 8420.2 Bomb Threats (Revised)
- R 8420.7 Lockdown Procedures (Revised)
- R 8420.10 Active Shooter (Revised)

Job description for Transportation Supervisor

O. CURRICULUM

1. Workshop

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

Name	Date	Workshop	Location	Cost	Mileage & Tolls
Kristin Schell	5/17-23/23	NJASA	Atlantic City	\$0	yes

2. Field Trip

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

- Century 21 Club to the Cape May Zoo on May 23, 2023.

P. FINANCE

1. Accept NSLP Grant

It is recommended the Board of Education accept the NSLP Grant in the amount of \$20,000 which will be used to purchase a walk-in refrigerator.

2. Technology Personnel Contract

It is recommended the Board of Education approve the renewal proposal from RFP Solutions for technology personnel, through the CCECSC Co-Op for the 23-24 school year. The proposal includes 1 full-time network technician 5 days a week for 8 hours a day, at the cost of \$94,133.

3. Increase Hourly Wages- Substitute Maintenance

It is recommended the Board of Education approve the increase in hourly wages for the Substitute Maintenance position from \$20/hr to \$25/hr, effective May 1st. There is a maximum of 30 hours per week for this position, with flexibility for additional hours for emergency calls.

4. Dick's Sporting Good Grant

It is recommended that the Board of Education approve for the Commercial Township School to apply for the Dick's Sporting Goods \$1,000 Sports Matters Grant.

5. Contract with YMCA for 2023-24 School Year

It is recommended the Board contract with the YMCA for child care before and after school hours for the 2023-24 school year.

6. Shared Service Itinerant Agreement

It is recommended the Board of Education approve the Shared Services Itinerant Agreement with the Hopewell Township Board of Education for Occupational Therapy services in the amount of

\$34,951. The Commercial Township School District will be providing Occupational Therapy services to Hopewell.

Q. ADDENDUM

1. Approval of Amendment of ESSER II Application

It is recommended that the Board of Education approve the amendment to the previously approved and submitted ESSER II application. The amendment increased the allocation to instructional supplies, tuition, and transportation.

R. TRANSPORTATION

S. UNFINISHED 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 February 28, 2023 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of February 28, 2023 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 February 28, 2023. The Treasurer's Report and Secretary's Report are in agreement for the month ending February 28, 2023.

3. Bill List/Line Item Transfers

It is recommended that the Board of Education approve the itemized bill pay list for March 2023. It is further recommended to approve the Monthly Transfers and Transfer Status Report for February 2023.

It is recommended that the Board of Education authorize the School Business Administrator to pay bills and make any 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. Upcoming Events

April 21, 2023 - Gr. 3-5 Glow Dance
May 8, 2023 - Teacher Appreciation Week
May 31, 2023 - History Night
June 1, 2023 - PreK Field Day
June 2, 2023 - K-8 Field Day
June 2, 2023 - 8th Gr. Dance
June 9-11, 2023 - Matilda
June 15, 2023 - 8th Gr. Graduation
June 16, 2023 - Last Day of School

2. School Ethics Disclosure Forms

An email will be sent out with instructions to complete the School Ethics Disclosure Forms. These forms must be completed online no later than April 30, 2023.

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. ADJOURNMENT