



**Commercial Township Board of Education
Meeting**

02/07/2023 07:00 PM
Commercial Township School
1308 North Ave
Port Norris, NJ 08349

Printed : 2/3/2023 2:48 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

Letter of accomodation from NJDOE regarding exiting Comprehensive Status achievement.

E. CORRESPONDENCE

1. Congratulatory letter from NJDOE Acting Commissioner Dr. Angelica Allen-McMillan

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. COMMITTEE REPORTS

Finance Committee met on January 24, 2023 at 5:00.
Transportation Committee met on January 24, 2023 at 5:30.

H. MINUTES

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

- Regular Meeting on January 3, 2023
- Executive Meeting on January 3, 2023.

1. Revision to Prior Minutes

It is recommended that the Board of Education approve the following modifications made to the listed minutes to reflect the appropriate Board approval.

- 1. March 15, 2022 -BSR & Treasurer Report Certification as of January 31, 2022
- 2. April 12, 2022 - BSR & Treasurer Report Certification as of February 28, 2022
- 3. May 3, 2022 - BSR & Treasurer Report Certification as of March 31, 2022
- 4. June 14, 2022 - BSR & Treasurer Report Certification as of April 30, 2022
- 5. August 9, 2022 - BSR & Treasurer Report Certification as of May 31, 2022 and June 30, 2022
- 6. November 1, 2022 - Treasurer Report - Certification added
- 7. December 13, 2022 - Treasurer Report - Certification added

I. ENROLLMENT REPORT

	As of December 23, 2022	As of February 2, 2023
CTS	461	470

Grade level totals as of February 2, 2023:

- PreK3 - 30
- PreK4 - 37
- 5 homerooms of combined 3 & 4
- Kindergarten - 40
- 2 homerooms
- First - 38
- 2 homerooms
- Second - 40
- 2 homerooms
- Third - 39
- 2 homerooms
- Fourth - 49
- 2 homerooms
- Fifth - 46
- 2 homerooms
- Sixth - 46
- 2 homerooms
- Seventh - 47
- 2 homerooms
- Eighth - 58
- 2 homerooms

- 1. Suspensions
12/23/2022 through 2/3/2023
Number of new student suspensions:

- In-school suspensions - 0
- External suspensions - 6

J. 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 December 2022 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 January 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. Facilities Use

It is recommended that the Board of Education allow the facilities to be used by Optical Academy for eye exams and eyewear for staff, families, and students.

4. Fundraisers

It is recommended the Board allow the following groups to engage in school-sponsored fundraising:

- National Junior Honor Society (NJHS) to sell soft pretzels as a fundraiser to benefit the school's chapter of NJHS
- Ms. Musser's class to sell popcorn as a fundraiser to benefit the Funny Farm, a non-profit organization. Ms. Musser's class regularly visits the Farm to volunteer and to learn through project-based learning and real world experiences.
- 8th Grade class to sell Grab 'n Go breakfast to benefit the 8th grade graduation activity fund to be held Saturday, March 11, 2023.
- Safety Patrol to hold a car wash in the school parking lot on Saturday, May 6, 2023 from 10:00 am-1:00 pm.

5. NJTSS-ER Grant Application

It is recommended the Board approve the submission of the District's application for the New Jersey Tiered System of Support for Early Reading grant application. If awarded, this grant provides consultation designed to support the District's work to improve knowledge and practices pertaining to NJTSS for early reading and to build a multi-tiered, decision-making system driven by data to promote K-3 students' early reading proficiency. It additionally increases NJTSS-ER implementation fidelity.

K. PERSONNEL

1. After-School Detention

It is recommended that the Board of Education approve the following teachers to work after-school detention at the additional compensation rate per CTEA contract.

- Jenna Wells
- Angelica Lawler
- Joy Dunn
- Sandy Caromano

2. 2nd Run Monitor

It is recommended the Board hire Jessica Purificato and Janice Hoffman as 2nd Run Monitors for the 22-23 school year.

3. Resignation

It is recommended the Board accept Ms. Kristin Schell's letter of resignation in her role as Superintendent/Principal effective June 30, 2023 as Ms. Schell pursues other opportunities.

4. Resignation

It is recommended that the Board of Education accept the resignation of Serena Perkins, Instructional Assistant, effective April 1, 2023.

5. Superintendent Evaluation

It is recommended the Board approve the evaluation process and tool to evaluate the Superintendent by June 30, 2023.

6. School Psychologist Services

It is recommended that the Board of Education approve to use the School Psychologist services of Laura Monahon, at a rate of \$325/evaluation.

7. Create Position

It is recommended that the Board of Education approve to create the position of Transportation Supervisor.

L. CURRICULUM

1. Field Trips

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

- Ms. Musser's class to the Funny Farm Rescue and Sanctuary in Mays Landing, on Tuesday, February 21, 2023, and Tuesday, March 14, 2023.
- PreK to the Millville Public Library on Monday, February 27, 2023 (2 classes), and Tuesday, February 28, 2023 (3 classes).
- PreK to Coombs Barnyard in Elmer on Tuesday, April 18, 2023.
- PreK to Cape May County Zoo on Monday, May 22, 2023.
- 3rd grade to the Cape May County Zoo on Thursday, May 25, 2023.
- Safety Patrol to Urban Air Adventure Park on Friday, June 9, 2023.
- 2nd grade to Cohanzick Zoo on Friday, May 19, 2023.
- Kindergarten to Funny Farm Rescue and Sanctuary on Tuesday, March 28, 2023.
- Kindergarten to Edelman Planetarium at Rowan on Monday, April 17, 2023.

2. Southwest Council

It is recommended that the Board of Education approve the Southwest Council to provide lessons about smoking, alcohol, and other drugs on Thursdays during the months of April, May, and June as indicated:

4th Grade - Keepin' It Real
5th Grade - Media Ready
6-8th Grade - Botvin's Life Skills

3. Assemblies

It is recommended the Board approve the *Omegaman: Be a HERO* presenters to share an anti-bullying message and to promote strategies to build healthy relationships through two assemblies on March 9 at the Commercial Township School. The elementary assembly is for grades K-4, and the middle school assembly is for grades 5-8.

*To be paid for with Title I SIA funds.

4. Curriculum Writing

It is recommended the Board of Education approve Pete Dolcy to write curricula for 7th grade Social Studies courses at a rate of \$600./course.

M. FINANCE

1. Joint Purchasing Agreement

It is recommended the Board of Education approve the Joint Purchasing Agreement with the Millville Board of Education for custodial, medical, copier paper, and miscellaneous supplies and services for 2023-2024.

2. Rate Increase

It is recommended the Board of Education approve the rate increase for all part-time aides, cafeteria monitors, and hourly support staff from \$13.00 to \$14.13 effective January 1, 2023 to be compliant with minimum wage laws.

Per the minimum wage adjustment, the rates for substitute instructional assistants increase from \$95 to \$100 per day.

3. Substitute Coordinator Rate Increase

It is recommended that the Board of Education approve an increase in the Substitute Coordinator stipend from \$2,500 to \$4000, as of January 1, 2023 (prorated for the 22-23 school year). This increase is in compliance with the minimum wage law.

4. ESEA Amendment

It is recommended the Board of Education approve the amendment to the ESEA Grant Application. The Amendment was made to budget carryover funds.

5. IDEA Amendment

It is recommended the Board of Education approve the amendment to the IDEA Grant application to budget carryover funds.

6. Federally Funded Salaries

It is recommended the Board of Education approve the following staff to be paid for through Title I for 2022-23:

Name	FTE	Salary
Anastasia LaSerre	.10	\$5,620.20
Natalia Michalkiewicz	.10	\$8,015.90
Matthew Mingin	.15	\$9,741.30
Tricia Sammons	.15	\$11,445.30
Patricia Smith	.10	\$5,782.70
Deborah Solomon	.10	\$8,863.20
Catherine Vazquez	.15	\$13,294.80
Rochelle Yunk	.10	\$7,340.20
Kerri Zeleniak	.25	\$22,233.00

It is recommended the Board of Education approve the following staff to be paid for through Title II for 2022-23:

Name	FTE	Salary
Kerri Zeleniak	.10	\$8,893.20

7. Award of Bid - Roof Replacement

It is recommended that the Board of Education award the Roof Replacement bid to Laurant Construction Co. Inc. of Pennington, NJ in the amount of \$870,000 to Laurant Construction.

The full list of bids is below:

Laurant Construction- \$870,000
D.A. Nolt, Inc. - \$1,753,060

8. Mileage Reimbursement

It is recommended that the Board of Education approve the July - December 2022 mileage reimbursement for Ms. Kristin Schell per contract: Article IV - J. Mileage total- 976 at the NJ Office of Management and Budget rate of 0.47 per mile = \$458.72

Tolls total: \$16.43

Total amount of reimbursement: \$475.15

9. Donation

It is recommended that the Board of Education accept the donation from an anonymous donor, for all Commercial Township Students Gr. 2nd-8th to sail the AJ Meerwald.

N. TRANSPORTATION

1. Joint Transportation Agreement

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 \$12,264.

O. UNFINISHED BUSINESS

P. 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, 2022 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of December 31, 2022 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, 2022. The Treasurer's Report and Secretary's Report are in agreement for the month ending December 31, 2022.

3. Bill List/Line Item Transfers

It is recommended that the Board of Education approve the itemized bill pay list for January 2023. It is further recommended to approve the Monthly Transfers and Transfer Status Report for December 2022.

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.

Q. FOR YOUR INFORMATION

1. PTA Fundraisers

The PTA will be hosting two fundraisers:

- Chick-Fil-A on Feb. 16 4:00-8:00
- Texas Roadhouse in May (specific date/hours TBD)

2. Upcoming Events

February 10, 2023 - PTA Sweetheart Dance Gr. 6-8 7:00 PM

February 16, 2023 - Last basketball home game 4:15 PM

February 23, 2023 - Optical Academy 3:00-7:00 PM

February 27, 2023 - Read Across America Week

February 28, 2023 - Committee Meetings 5:00 PM

March 11, 2023 - 8th Grade Breakfast

3. QSAC

NJDOE Cumberland County office officials visited CTS on Tuesday, Jan. 31, 2023 for the District's on-site QSAC review. Score notification is anticipated in March.

4. June production - Matilda

R. 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.

S. 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

T. RESUME PUBLIC MEETING

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

U. ADJOURNMENT

