



**Commercial Township Board of Education
Meeting**

09/13/2022 07:00 PM

Commercial Township School
1308 North Ave
Port Norris, NJ 08349

Printed : 9/12/2022 4:08 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. Joseph Giambri Jr., Board Secretary, will roll call the attendance:

Sharon Porter ____ Karen Stormes-Rivera ____

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

Stacy Wilson-Smith ____ Carol Perrelli ____

D. PRESENTATION

1. Safe Return Plan Revised 2022-2023

Superintendent will review the 1 page Revised Safe Return Plan in reference to Covid.

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. COMMITTEE REPORTS

Building and Grounds met on Aug. 30, 2022

Curriculum met on Sept. 6, 2022

H. MINUTES

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

- Regular Meeting on August 9, 2022
- Executive Session on August 9, 2022

I. ENROLLMENT REPORT

	As of August 4, 2022	As of September 9, 2022
CTS	433	457

Grade level totals as of September 9, 2022:

PreK3 - 25	Fifth - 43
PreK4 - 36	Sixth - 48
Kindergarten - 37	Seventh - 45
First - 35	Eighth - 61
Second - 40	
Third - 42	
Fourth - 45	

1. Suspensions
09/06/2022 through 09/08/2022
Number of new student suspensions:

In-school suspensions - 0
External suspensions - 1

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 July 2022 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

2. HIB Acknowledgement
It is recommended that the Board of Education acknowledge the Superintendent's monthly Harassment, Intimidation and Bullying Report for August 2022 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. Disposal of Equipment
It is recommended the Board of Education approve disposing of 21 SMARTboards that are past their useful life and have no value to the district.

4. Facilities Use for PTA
It is recommended the Board of Education allow the use of its facilities for the PTA for the 2022-23 school year.

- Meetings - 9/20, 10/18, 11/15, 12/13, 1/17, 2/21, 3/21, 4/18, 5/16
- Fall Festival/Movie Night - 10/22
- Winter Dance for PK-Gr. 2 - 12/2

- Breakfast with Santa - 12/17
- Pizza BINGO - 1/20
- Sweetheart Dance for Gr. 6-8 - 2/10
- Spring Fling Yard Sale & Easter Event - 3/25
- Spring Dance for Gr. 3-5 - 4/21
- Teacher Appreciation Lunch - 5/15

5. Revise 2022-23 School Calendar

It is recommended the Board of Education revise the 2022-23 school calendar to designate Monday, November 28 as a staff only day for a full day of professional development on the topic of resiliency with Mike McKnight, SEL Consultant. The swap date is with January 13, 2023 which is designated a normal day of school for students.

6. Appointments

It is recommended the Board appoint Kristin Schell as School Safety Specialist and Affirmative Action Officer for the 2022-23 school year.

7. Superintendent Goals 2022-23

It is recommended the Board of Education approve the Superintendent's goals for the 2022-23 school year.

K. PERSONNEL

1. New Hire Assistant Principal

It is recommended that the Board of Education approve Mark Baker as Assistant Principal, with a tentative start date of November 14, 2022, at a salary of \$85,000 (prorated) for the 2022-2023 school year.

2. New Staff Hires

It is recommended the Board hire new staff. New staff hires are 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. Salaries are based on the expired CTEA agreement and subject to change pending CTEA negotiations.

- Maci Mead, Full Time Bus Driver - Ms. Mead is being hired at a pay of \$28,945 based on the salary guide for the 2021-22 school year.
- Joe Falcone, Full Time Bus Driver - Mr. Falcone is being hired at a pay of \$28,945 based on the salary guide for the 2021-22 school year.
- Stephanie Jones, Full Time Bus Driver - Ms. Jones is being hired at a pay of \$28,945 based on the salary guide for the 2021-22 school year.
- Ebony Henderson, Instructional Assistant - Mrs. Henderson is being hired at a pay of \$26,989 based on the salary guide for the 2021-22 school year.

3. Tuition Reimbursement

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

- 6 credits for employee #1118. The employee will be reimbursed upon submission of proper paperwork and according to the timeline in the CTEA agreement.

4. Century 21 Staff

It is recommended that the Board of Education approve the following staff members for Century 21 positions, rates are pending CTEA Agreement:

Coordinator-Matthew Mingin

Sub. Coordinator-Audrey Lloyd

Emerg. Coordinator-Peter Dolcy

Club Advisor-Matthew Mingin, Audrey Lloyd, Peter Dolcy, Chris Lanterman, Cathy Vazquez, Janine Brockman, Sarah Jackson, Nora Gerbereux

Aide-Matthew Mingin, Audrey Lloyd, Peter Dolcy, Chris Lanterman, Cathy Vazquez, Janine Brockman, Janice Hoffman, Nora Gerbereux, Sarah Jackson, Michelle Santiago

5. Leave of Absence

It is recommended the Board approve the leave of absence for employee #0175 from June 8, 2022 to August 9, 2022 as paid administrative leave.

6. Resignation

It is recommended that the Board of Education accept the resignation of Stephanie Padilla, Instructional Assistant, effective as soon as October 1 but no later than November 6, 2022.

7. Additional Compensation Positions

It is recommended the Board of Education appoint the following employees for additional compensation as outlined in the CTEA contract for the 2022-23 school year:

- Safety Club Co-advisors - Sandy Caromano and Amanda Reid
- Academic Learning Lab - Ashley Loteck, Cathy Vazquez
- 2nd Run Monitor - Dana Crandall, Elena Quinton, Michelle Santiago, LouAnn Gaddy, Karen Haddock, Caitlin Musser, Rochelle Magee
- Detention Teacher - Cathy Vazquez
- Basketball Coach - Dylan Tribbitt
- Volleyball Coach - Chris Lanterman
- Substitute Instructional Assistant - Janice Hoffman

L. POLICY

1. Policy- Second Reading

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

- P 0163 - Quorum (revised)
- P 1511 - Board of Education Website Accessibility (revised)
- P 2415 - Every Student Succeeds Act (revised)
- P&R 2432 - School Sponsored Publications (abolished)
- P 3216 - Dress and Grooming Teaching Staff (revised)
- P 3270 - Professional Responsibilities (revised)
- R 3270 - Lesson Plans and Plan Books (revised)
- P 4216 - Dress and Grooming Support Staff (new)
- P&R 5513 - Care of School Property (revised)
- P 5517 - School District Issued Student Identification Cards (revised)
- P 5722 - Student Journalism (new)
- R 5511 - Dress Code (revised)

M. CURRICULUM

1. Revised Curricula

It is recommended that the Board of Education adopt the revised curricula for the courses listed. Curricula have been revised to meet the NJSLs including the 2020 revised standards for health and physical education. Curricular Year-at-Glance documents will be accessible on the District's Website.

- ELA - K
- Math - Gr. 1
- Science - Gr. 3, 5
- Social Studies - Gr. 3, 4, 6, 8
- Art - K-Gr.2, Gr. 3-5
- PE/Health - K-2, Gr. 3-5, 6-8

2. Tools of the Mind Contract

It is recommended that the Board of Education approve the contract with Tools of the Mind for the PreK Curricula Program from July 1, 2022 to June 30, 2023.

3. Workshop

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

Name	Date	Workshop	Location	Cost	Mileage
Kristin Schell	10/6/22	Commissioner of Ed. Convocation	Stockton	\$0	TBD

N. TRANSPORTATION

1. Transportation Jointure

It is recommended the Board of Education approve the transportation jointures:

With the Millville Board of Education for the 2022-2023 school year for students coming to Commercial Township School. The cost of the jointure is \$21,600. Commercial Township is the Host District.

With the Cumberland Vo-Tech Board of Education for the 2022-2023 school year for students taking the Shuttle Bus. The cost of the jointure is \$21,600. Commercial Township is the Host District.

2. 22-23 Bus Lease

It is recommended the Board of Education approve the bus lease with Sheppard Bus for 10 buses at the cost of \$167,132.40.

3. Transportation Coordinator Shared Service Agreement

It is recommended the Board of Education agree to a shared service contract with the Millville School District for Transportation Coordinator services as outlined with Ms. Brittany Fisher with a retroactive effective date of Aug. 15, 2022.

4. Student Transportation Contract

It is recommended that the Board of Education approve the Student Transportation Contract with The DCF Office of Education, for one student to be transported at a rate of \$75/per day.

5. Parent Transportation Contract

It is recommended the Board of Education approve the parental contract for student transportation with Betty Coombs to transport their student to Pinelands Learning Center at the cost of \$40 per day.

O. FINANCE

1. PSA Agreement

It is recommended the Board of Education approve the Professional Services Agreement for Auction Marketing Services with Maxx Spann for the sale of the Port Norris Middle School property.

2. SCSSSD Tuition Contracts

It is recommended the Board of Education approve the following tuition contracts with SCSSSD for the 2022-2023 school year:

MD Program at Cumberland- \$48,861 per student

Autistic Program at Upper Pittsgrove- \$48,861 per student

Emotional Regulation Impairment Program at Daretown- \$58,959 per student

1:1 Aide- \$52,461

Placements are included in the attachment

3. CCIA Agreement

It is recommended the Board of Education approve the addendum to renew the contract with CCIA for custodial services during the 22-23 school year at the cost of \$300,000.

4. Shared School Nursing Services

It is recommended that the Board of Education approve the Shared School Nursing Services Agreement between the Cumberland County Board of Vocational Education and the Commercial Township Board of Education.

P. ADDENDUM

1. Additional Compensation Positions

It is recommended the Board of Education appoint the following employees for additional compensation as outlined in the CTEA contract for the 2022-23 school year:

2nd Bus Monitor - Patrice Burroughs

2. PreK Trip

It is recommended that the Board of Education approve the Preschool trip to the Laurel Lake Fire Station on September 29, 2022.

3. GCIT Tuition Contract

It is recommended the Board of Education approve the tuition contract with GCIT for 1 student at the rate of \$2,740 and an out of county fee of \$5,400.00.

4. FALL CECZ Grant

It is recommended the Board of Education approve the contract with the Cumberland Empowerment Zone for the 21st Century program. The grant is for \$24,000.00.

Q. UNFINISHED BUSINESS

R. NEW BUSINESS

1. Board Goals

The process for setting Board goals.

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

3. Bill List/Line Item Transfers

It is recommended that the Board of Education approve the itemized bill pay list for August 2022.

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. FOR YOUR INFORMATION

1. Governance Training

The following Board Members need to complete their Governance Training by December 31, 2022:

Carol Perrelli: Governance IV
Ronald Sutton: Governance IV
Tracy Richardson: Governance III
Jessica Driver: Governance I

2. Service Recognition for Retiree and Former Board Members

3. School Board Association Meeting

The Joint Cumberland/Salem CSBA meeting on September 20, 2022. This meeting will feature a presentation on school security and how districts can communicate when it comes to internal and emergency communications. The meeting has a hybrid option allowing both online and in-person which is being held at Cumberland County Technical Education Center starting at 6:00pm with dinner from 6:00-7:00pm. Online and in-person training will begin at 7:00pm. Please let the business office know if you wish to attend.

U. 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.

V. 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:

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

W. RESUME PUBLIC MEETING

It is recommended the Board of Education resume Open Session.

X. ADJOURNMENT