

The Working Meeting of the Commercial Township Board of Education was held in the Commercial Township Board of Education Building, located at 1308 North Avenue, Port Norris, NJ, on Tuesday, October 3, 2017 at 6:00 p.m.

Board President, Mrs. Perrelli, opened the meeting at 6:03 PM, leading the group in the pledge to the flag.

PLEDGE TO THE FLAG

Board President, Mrs. Perrelli, read the following statement:

The New Jersey Open Public Meetings Law was enacted to insure 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 and District Office.

CALL TO ORDER

**ROLL CALL**

ROLL CALL

Roll call was performed by Board Secretary, Trish Birmingham, and is listed as follows:

Mrs. Abbott	Present
Mrs. DeFabrites	Present
Mr. DeFabrites	Present
Mrs. Pettit	Present – 6:20 PM
Mrs. Porter	Present
Mr. Jay Sutton	Present
Mr. Ronald Sutton, Jr.	Present
Mrs. Wilson-Smith	Present
Mrs. Perrelli	Present

The following were also present:

Dr. Daniel Dooley, Superintendent/Principal  
Ms. Lawren Birmingham, Board Secretary  
Mr. Adam Weiss, Esq., Board Solicitor

PUBLIC COMMENTS

**PUBLIC COMMENTS ON AGENDA ITEMS**

None

The current Mission Statement reads as follows:

The mission of the Commercial Township School District is to provide an education to all students that prepares each to be a successful, productive, and positive member of the community. This will be done in direct collaboration with teachers, staff, parents, students, and families in a community that mimics the functional family unit where each member is met with respect, pride, and adoration as all promote and encourage each other to become the best version of themselves where one continues to grow and reflect intellectually, socially, and emotionally.

MISSION STATEMENT

Dr. Dooley reviewed the purpose of updating the mission statement. He explained the review would involve a team meeting involving 1 Board Member, Superintendent, and Teacher.

PROCEDURE

**AGENDA**

**1. Curriculum Update and Presentation**

Item moved - held for arrival of Mrs. Pettit, Committee Chair for Curriculum.

DEPT  
SUMMARIES

**2. Department Summaries**

Dr. Dooley explained the reports are correspondence to the Board.  
Ms. Reed highlighted Haleyville-Mauricetown School activities from the month of September 2017.  
Mrs. Thomson highlighted Port Norris School activities from the month of September 2017.  
Ms. Birmingham reviewed the Buildings and Grounds report from the month of September 2017.  
Dr. Dooley and Ms. Birmingham reviewed Transportation items from the month of September 2017 and explained bus accident procedures.  
Mrs. Zeleniak reviewed Technology highlights and activities from the month of September 2017.

CURRICULUM  
UPDATE

**Curriculum Update and Presentation**

Ms. Michalkiewicz presented the Curriculum Update via PowerPoint.

Mrs. Porter questioned why the curriculum update had been taking so long if there are roughly 15 people involved in the update. Ms. Michalkiewicz explained there are different subjects involved and some are more extensive than others, requiring more in-depth reviewing and updating. Dr. Dooley explained while the update began with Language Arts, that area was extensive and was burning out the team so gears were switched to other subject areas. He stated Language Arts was easier to update once Mr. Hempel came onboard. Mrs. Pettit explained Language Arts isn't cut and dry, and although the State provides some assistance, they don't have definitive answers. Mr. DeFabrites asked if the curriculum update will be revised and continue to be updated, to which Ms. Michalkiewicz stated, "Yes." Dr. Dooley explained utilizing tools and trainings to review and update the curriculum. The Board will need to approve the curriculum revisions and updates each year. Ms. Michalkiewicz explained that Mr. Hempel has visited each classroom, has provided quick tips for teachers, which are available online, and there are literacy circles at PNS where the children have shown excitement to read.

AGENDA  
REVIEW

**3. Review of October 10th Agenda**

**Item 2: Solar Project**

SOLAR  
PROJECT

Mrs. Abbott questioned what happens when the site overproduces electricity. Discussion took place and it was explained the overproduced electricity would be used as a credit to the District during the months of decreased production and then sold back to the electric company at a discounted price, therefore making the goal of the District to create a solar-panel grid comparable to the actual usage of the facilities located at HMS. Dr. Dooley stated the land could be used for other needs, such as additional school housing should PNS need to close for any reason. Mrs. Porter asked how the decision would be made to complete this project as no one at the table is an expert in solar energy. Dr. Dooley and Ms. Birmingham explained they would review the information given from the experts – Synnergy, LLC – and would review all information and scenarios with the Board and the Board would have final approval. There is also networking and research outside of Synnergy, LLC that can be done to make an educated decision. Ms. Birmingham reminded the Board that the approval of the application was necessary to verify Atlantic City Electric actually has availability on their electric grid. If ACE does not, then the project can't move forward and needs no further discussion.

CONTRACTS

**Item 4: Contract**

Mrs. Perrelli asked how the number of students were confirmed. Dr. Dooley explained this process is handled by the ASSA report of counting students on roll and sent. He followed with the IEP process should involve the District due to the CST capability to keep the District and its students' needs in the forefront of those educational decisions. Mrs. Perrelli noted the audit adjustment on the Millville BOE Contract for 17-18. Mrs. Abbott asked if those student numbers have been confirmed and if the tuition amount could decrease throughout the year. Ms. Birmingham explained the tuition rates are set and then audited, causing the audit adjustment. Mrs. DeFabrites noted the SCSSSD student count from Ms. Reed's highlight summary stated only 1 out-of-District student, but the contracts listed show 11 students, to which Ms. Reed commented the contracts are for high school students. Dr. Dooley stated we have requested to be present during the IEP placement process to mitigate the District's costs. Mrs. Porter asked how the high-school

student count get to 200 as previously there were 3 buses to the high school and only 150 students. Dr. Dooley replied that there are some students who do not ride the bus.

Item 5: Food Service

Mrs. Porter asked what this item meant. Ms. Birmingham explained that the State of NJ has decided to remove the food service option of cost-reimbursable meals and rely only on fixed-price meals, which means the lowest bidder with possibly lowest quality of food, service, maintenance, etc.

FOOD SERVICE

Items 6a, 7, and 8: New Hire – Jody Oliver; Bus Drivers; Bus Aide

Dr. Dooley explained the new hires, the salaries, and no overtime due to hiring full-time bus drivers. The time worked, even as part-time due needing drivers to fulfill all bus routes, would require those part-time employees be offered benefits as working over 32 hours per week. Hiring these drivers as full-time employees is advantageous for both parties – the District and the drivers. Dr. Dooley explained language has been proposed to the CTEA for negotiation. The bus drivers would no longer be considered Instructional Aides. Dr. Dooley explained the need for the bus aide as a student’s IEP required a bus aide. Mrs. Porter questioned the need for the Board’s negotiations committee, stating the committee never met for her secretary contract. Mrs. Wilson-Smith discussed the continual changing of the number of bus drivers, to which Dr. Dooley explained the need for additional drivers to fulfill the routes necessary and to efficiently and effectively run the entire program. Mrs. Abbott stated that Mr. Ronald Sutton had asked for Ms. Birmingham’s report on transportation expenditures comparison. Mr. Ronald Sutton asked Dr. Dooley if he felt short a driver, even after these full-time hires, to which Dr. Dooley replied yes. Mr. Ronald Sutton stated to be proactive, Dr. Dooley could potentially add another driver as a possible agenda item in the future. Mrs. Perrelli stated the fact the bus drivers were considered Instructional Aides, pertaining to the salary guide, did not sit well with her. Dr. Dooley explained the language that was proposed to the CTEA for negotiating to remove the drivers as aides. Mrs. Porter stated the District was invested in the program as of now, but the savings proposed were far-fetched. Mr. Ronald Sutton stated the concerns being discussed were concerns the Board previously had, and discussed, to which Dr. Dooley is now troubleshooting and working through.

NEW HIRE,  
BUS DRIVERS,  
BUS AIDE

Item 16: NJHS Fundraisers

The Board discussed/questioned “Fritter Fridays” as the possible ingredients of the baked goods should be labeled due to student allergies. Changing the name of the fundraiser was discussed for future reference.

NJHS  
FUNDRAISERS

Item 22: Volunteers

Mrs. Porter asked if the entire list of volunteers had been fingerprinted. Dr. Dooley stated yes, they were, as most of the list is made up of employees. Mrs. Porter asked if any of the people on this list could attend a field trip, to which Dr. Dooley stated yes. Mr. Weiss explained reviewing the Board Policy on volunteering. Mrs. Perrelli asked if this was the only list of volunteers applicable to field trips, to which Dr. Dooley yes, it was. He continued to state this list of volunteers have been fingerprinted and/or completed background checks with no issues, and under his watch any chaperone who will be alone with a child will continue to be fingerprinted and/or have their background checked.

VOLUNTEERS

**EXECUTIVE SESSION**

Motioned by Mrs. Wilson-Smith and seconded by Mrs. Pettit that the Board of Education adjourn, by Resolution, into Executive Session, from which the public is excluded to discuss personnel matters. The results of this session will be made public immediately after, or as soon thereafter as a decision is reached, if permitted by law. (8:37 PM)

EXECUTIVE  
SESSION

Ayes: (9)                      Noes: (0)                      Abstain: (0)                      Motion Carried

Item discussed in Executive Session:

- 1. Personnel Matters

COMMERCIAL TOWNSHIP BOE WORKING MEETING MINUTES – OCTOBER 3, 2017

Motioned by Mr. Jay Sutton and seconded by Mrs. Pettit that the Board of Education adjourn from Executive Session and resume the public portion of the meeting. (10:06 PM)

NJSBA  
WORKSHIOP  
2017  
CUMB CTY  
MEETING

Discussion occurred regarding NJSBA Workshop 2017. Mrs. Perrelli, Mrs. Wilson-Smith, and Mrs. Porter requested to be registered.

Mrs. Perrelli and Mrs. Porter also requested to be registered for the County Meeting held on Monday, October 16, 2017.

ADJOURN

**ADJOURNMENT**

Moved by Mr. DeFabrites and seconded by Mrs. Pettit that the Board of Education adjourn the meeting at 10:14 PM.

Ayes: (9)

Noes: (0)

Abstain: (0)

Motion Carried



Lawren Birmingham, Board Secretary

October 3, 2017