

COMMERCIAL TOWNSHIP BOE REGULAR MEETING MINUTES – APRIL 9, 2019

The Regular Meeting of the Commercial Township Board of Education was held in the Commercial Township Board of Education Office, located at 1308 North Avenue, Port Norris, NJ, on Tuesday, April 9, 2019 at 7:00 pm.

Board Vice President, Mr. Sutton, opened the meeting at 7:00 PM, leading the group in the pledge to the flag.

PLEDGE TO THE FLAG

Board Vice President, Mr. Sutton, read the following statement:

CALL TO ORDER

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 Schools and District Office.

ROLL CALL

ROLL CALL

Roll call was performed by Business Administrator, Darren Harris, and is listed as follows:

Mrs. Abbott	Absent
Ms. Dragotta	Absent
Mrs. Perrelli	Absent
Mrs. Plummer	Present
Mrs. Porter	Absent
Mrs. Ronan	Present
Mrs. Stormes-Rivera	Present
Mr. Sutton	Present
Mrs. Wilson-Smith	Present

The following were also present:

Mr. Harris – Board Secretary/Business Administrator
 Mr. Lovell – Director of Special Services
 Mrs. Smith – Interim Superintendent
 Mrs. Thomson – District Vice Principal
 Members of the Public

MINUTES

MINUTES

Motioned by Mrs. Ronan and seconded by Mrs. Wilson-Smith the Board of Education approve the minutes from the March 12, 2019, Regular Meeting and Executive Session and March 20, 2019 Special Meeting.

Ayes: (5)	Noes: (0)	Abstain: (0)	Motion Carried
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CORRESPONDENCE

CORRESPONDENCE

None

PUBLIC COMMENT ON AGENDA ITEMS

PUBLIC COMMENT ON AGENDA ITEMS

None

ENROLLMENT REPORT

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Enrollment report reviewed by Mrs. Smith, Interim Superintendent.

	3/7/19	4/3/19
HMS	365	367
PNS	170	169

PRESENTATION
COMPLETE CARE

PRESENTATION

1. Complete Care Q&A

Megan Spinelli, Vice President of Complete Care Health Network, was present to answer questions. There was a question regarding the dental school based program that provides dental care to students. All copays are waived and transportation to Millville is provided. Other services offered are eye care, immunization, and other care as requested by parents.

Mrs. Ronan asked how information is shared with parents since school provides transportation. Ms. Spinelli answered that all information is sent home in September. A schedule is sent to the school nurse that is then shared with the parent. The only time communication takes place with parents is when red flags come up. Chaperones, who have been fingerprinted through the NJ DOE, are provided. Complete Care does not provide transportation for handicap students, therefore the school district would be responsible for this.

Someone inquired about the need for insurance. Ms. Spinelli noted that no one can be turned down. For those who are uninsured, services would be provided to all students. Ms. Spinelli went on to talk about the glasses program and summer care.

Motioned by Mrs. Wilson-Smith and seconded by Ms. Ronan, the Board of Education approve the MOA between Complete Care and Commercial Township for the 2018-19 School Year.

Ayes: (5) Noes: (0) Abstain: (0) Motion Carried

QSAC INTERIM
REVIEW REPORT

2. QSAC Interim Review Report

Mrs. Smith handed out the NJQSAC District Performance Review packet for 2018-19. She reviewed the information included, specifically the Curriculum and Governance update. She also shared that section because Commercial is a comprehensive school that is in need of improvement. Representatives of the department will work with the district in developing a team, goals, and plans to address the specific goals as outlined in the report.

Motioned by Mrs. Wilson-Smith and seconded by Mrs. Stormes-Rivera that the Board of Education approve the following:

SUPERINTENDENT'S
REPORT

SUPERINTENDENT'S REPORT

HIB REPORTS –
MARCH
HIB REPORTS –
APRIL

1. HIB Reports – March HIB reports.

2. HIB Reports – April 2019

HMS – 1 Reported 0 Confirmed

PNS - 1 Reported 0 Confirmed

Items 3 – Informational items only.

3. School Ethics forms are due no later than April 30, 2019.

SCHOOL ETHICS
FORMS

FINANCE

FINANCE

4. E-Rate –

E-RATE

- Approve the proposal from Advance Computer Solutions Group (ACSG) to cover firewall services funded through the E-Rate Program. The total cost of the proposal that is eligible is \$18,400. The E-Rate Program would cover \$15,640 and the Board share would be \$2,760.

5. Approve the use of \$47,911 of unassigned general fund surplus and \$910,302 of Emergency Aid for the 18-19 school year to account for the loss of revised July 2018 state aid. This allocation revises the budget approved by the Board from the July 31, 2018 Board Meeting. The usage of the unassigned general fund surplus represents the difference of 5% in state funding cuts not received in emergency aid.

USE OF GENERAL
FUND SURPLUS
AND EMERGENCY
AID

6. General Service Contract –

- Approve the contract for Camden County ESC for the 2019-2020 school year.

GENERAL SERVICE
CONTRACT –
CAMDEN COUNTY
ESC

Roll Call

COMMERCIAL TOWNSHIP BOE REGULAR MEETING MINUTES – APRIL 9, 2019

Ayes: (5)

Noes: (0)

Abstain: (0)

Motion Carried

Motioned by Mrs. Stormes-Rivera and seconded by Mrs. Ronan that the Board of Education approve the following:

CURRICULUM

CURRICULUM

2019-20 CALENDAR

7. Approve the 2019-2020 School Calendar.

REVISED 2018-19 CALENDAR

8. Approve the 2018-2019 Revised School Calendar.

9. Extended School Year Calendar – Approve the following for the Extended School Year Program.

ESY CALENDAR

- Anticipated ESY Positions:

ESY POSITIONS

- School Nurse
- Occupational Therapist
- Speech Therapist
- K-2 Autism Class Special Education Teacher
- K-3 LLD Class Special Education Teacher
- 4-7 MD Class Special Education Teacher
- Five Aides

ESY PROGRAM DATES AND TIMES

- Program Dates and Times are July 1 through August 1

- Four days a week – Monday through Thursday
- 9 am to 12 pm for students
- Teacher hours are 8:30 am to 12:15 pm
- Aide hours are 8:45 am to 12:15 pm
- School Nurse

- Staff will be paid hourly as per the CTEA contract. Aides will be paid \$10 per hour due to the state increase in minimum wage.

Ms. Plummer inquired about needing another in-service day in January 2020. Mrs. Smith answered that there are no more in-service days needed.

Roll Call

Ayes: (5)

Noes: (0)

Abstain: (0)

Motion Carried

Motioned by Ms. Plummer and seconded by Mrs. Wilson-Smith that the Board of Education approve the following:

PERSONNEL

PERSONNEL

TRANSFER

10. Transfer – Approve Paul Bentz transfer from part-time bus driver to full-time bus driver. His salary will be \$24,924 Step 1, to be prorated per terms of the contract. Effective May 1, 2019 for the remainder of the 2018-19 school year.

VOLUNTEER

11. Volunteer – Approve Travis Gromes as a Parent Volunteer at the Haleyville-Mauricetown Elementary School.

FIELD TRIPS

12. Field Trips - for the 2018-2019 school year:

Location	Grade	Date	Cost to Board	Student Cost
Cape May Zoo	1 st	6/7/19	\$330	\$0
Citizens Bank Park	6 th	6/11/2019	\$500	\$237
Bay Shore AJ Meerwald Sails	4 th & 5 th	5/21 & 5/22 6/3/19	\$0	\$0
Historic Cold Spring Village	5 th	6/5/2019	\$500	\$196

Mr. Ronan inquired about the cost to students and whether that cost was being split between the students attending. Mrs. Smith answered that the Board will pay \$500 and the students will raise the balance.

Roll Call

Ayes: (5) Noes: (0) Abstain: (0) Motion Carried

UNFINISHED BUSINESS

13. Unfinished Business – None

Motioned by Mrs. Ronan and seconded by Mrs. Stormes-Rivera the Board of Education approve the following:

NEW BUSINESS – SPECIAL MEETING SUPERINTENDENT VACANCY

14. New Business –

- Special Meeting to discuss the Superintendent Vacancy on Tuesday, April 23 at 6:00 pm at the Commercial Township Board of Education office.

Roll Call Vote – Ayes: (5) Noes: (0) Abstain: (0) Motion Carried

ADDENDUM – FRUIT AND VEGETABLE GRANT

Motioned by Mrs. Wilson-Smith and seconded by Ms. Plummer that the Board of Education approve the following:

15. Addendum #1 – Approve the Fruit and Vegetable Grant Application for Haleyville-Mauricetown Elementary School for the 2019-2020 School Year.

Mrs. Smith spoke to the Board about the grant.

Ayes: (5) Noes: (0) Abstain: (0) Motion Carried

OTHER BUSINESS

Motioned by Mrs. Stormes-Rivera and seconded by Ms. Ronan the Board of Education approve the following:

OTHER BUSINESS

BILL LISTS/LINE ITEM TRANSFERS

16. Bill Lists/Line Item Transfers –

- Approve the itemized bill lists for April 4, 2019 and others listed.
- Authorize the School Business Administrator to pay bills and make necessary transfers before the next board meeting. A list of bills and transfers will be provided at the next board meeting.

BOARD SECRETARY'S MONTHLY CERTIFICATION

17. Board Secretary's Monthly Certification

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, 2019 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of February 28, 2019, 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.

TRANSFERS

18. Transfers - Approve the Transfer Status Report for the month of February 28, 2019.

Roll Call vote- Ayes: (5) Noes: (0) Abstain: (0) Motion Carried

PUBLIC COMMENTS

PUBLIC COMMENTS

It was clarified that since the QSAC results have been reviewed, it can be made available to the public.

Ms. Henry asked if the certification of insurance could be presented by the Board. Mrs. Smith discussed the details surrounding the question. A flower sale fundraiser was to be done at the Sheppard Center and an insurance certificate was needed. Ms. Henry clarified that fundraising was intended to go through SEPAG, but was not possible. Ms. Ronan suggested relocating the flower sale to a different location since the fundraiser would not be endorsed by Commercial Township. Other options were discussed.

It was clarified that the trip is not a school sponsored activity, but attendance would be excused for students who wished to attend. A question was asked about other previous/future trips for special education students. The special needs trip took place at Johnson Farms for all self-contained classrooms and no other trips are currently scheduled.

Ms. Thomson asked for clarification on the special meeting. Mr. Harris stated that the meeting will start in open session for public comment and then recess into closed session to discuss personnel and to review superintendent applications.

EXECUTIVE
SESSION

EXECUTIVE SESSION - None

ADJOURNMENT

ADJOURNMENT

Motioned by Ms. Plummer and seconded by Mrs. Ronan that the Board of Education adjourn the meeting. (7:50 P.M.)

Ayes: (5) Noes: (0) Abstain: (0) Motion Carried
Unanimously approved

Respectfully Submitted,

April 9, 2019