

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, November 6, 2018 at 7:00 p.m.

Board President, Mrs. Perrelli, opened the meeting at 7:00 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 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.

CALL TO ORDER

ROLL CALL

ROLL CALL

Roll call was performed by Interim Superintendent, Jean Smith, and is listed as follows:

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

The following were also present:

- Mrs. Smith, Ed. D. - Interim Superintendent
- Mr. Harris – Board Secretary/Business Administrator
- Mr. Lovell – Director of Special Services
- Mrs. Thomson – District Vice Principal

MINUTES

MINUTES

Motioned by Ms. Dragotta and seconded by Mrs. Abbott the Board of Education approve the minutes from the October 9, 2018 – Regular Meeting and October 17 – 2018 Special Meeting.

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

CORRESPONDENCE

CORRESP

- Invite to Veterans Day Breakfast
- Presentation for Siera Ojeda – Mrs. Thomson, District Vice Principal, presented an award to Siera Ojeda.
- Mr. Lovell, Director of Special Services, presented an update on the special education program at Commercial Township School District.

EXECUTIVE SESSION

EXECUTIVE SESSION

Motioned by Mrs. Ronan and seconded by Mrs. Abbott that the Board of Education adjourn, by Resolution, into Executive Session, from which the public is excluded to discuss the Business Administrator Position. The results of this session will be made public immediately after, or as soon thereafter as a decision is reached, if permitted by law. (7:25 pm)

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

Item reviewed in Executive Session:

1. Business Administrator/Board Secretary Position

RECONVENE
TO PUBLIC
SESSION

RECONVENE INTO PUBLIC SESSION

Moved by Mrs. Porter and seconded by Mrs. Wilson-Smith to adjourn from Executive Session and reconvene into the public session of the meeting. (7:55 pm)

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

BUSINESS
SERVICES
CONTRACT

BUSINESS SERVICES CONTRACT

Moved by Mrs. Wilson-Smith and seconded by Mrs. Porter to approve the contract for shared business services with the Pittsgrove Township School District.

Roll Call

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

BOARD
SECRETARY
APPT

BOARD SECRETARY

Moved by Mrs. Wilson Smith and seconded by Mrs. Porter to appoint Mr. Darren Harris as Board Secretary/Business Administrator.

Roll Call

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

Mr. Harris resumed the role of Board Secretary for the remainder of the meeting.

PUBLIC
COMMENT 1

PUBLIC COMMENT ON AGENDA ITEMS

None

Motioned by Mrs. Abbott and seconded by Ms. Dragotta that the Board of Education approve the following:

SUPERINTENDENT'S REPORT

HIB
REPORTS

1. **HIB Reports** - October HIB Reports.

2. **HIB Reports** - October 2018

HMS – 3 Reported 1 Confirmed

PNS - 0 Reported 0 Confirmed

ACCEPT. OF
FUNDS

3. **Acceptance of Funds** - Acceptance of State Emergency Aid funds in the amount of \$910,302.

Roll Call

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

Motioned by Mrs. Abbott and seconded by Mrs. Ronan the Board of Education approve the following:

TRANSPORTATION

BUS
EVACUATION
DRILLS

4. **Bus Evacuation Drills**

a. Held on October 10, 2018, at the front of the Port Norris School, as supervised by Mrs. Thomson – District Asst. Principal and Ms. Susan Walkup – Transportation Coordinator.

b. Held on October 9, 2018, at the Haleyville-Mauricetown School Parking lot, as supervised by Mrs. Thomson – District Asst. Principal and Ms. Susan Walkup – Transportation Coordinator.

c. Held on October 2, 2018 at the Millville Senior High School Parking lot, as supervised by Ms. Susan Walkup - Transportation Coordinator

d. Held on October 9, 2018 at the Memorial High School Parking lot, as supervised by Ms. Susan Walkup - Transportation Coordinator

Roll Call

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

Motioned by Mrs. Ronan and seconded by Mrs. Porter that the Board of Education approve the following:

FINANCE

5. Tuition Contracts – For one student to attend Thunderbolt Academy, with the Millville Board of Education, effective October 9, 2018 through June 30, 2019, at a tuition rate of \$16,832, to be prorated. TUITION CONTRACTS

6. Donation – The donation from Rutgers for a \$100 Target gift card to be used for Port Norris School Character Education Program. ACCEPT. OF DONATION

Roll Call

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

Motioned by Ms. Dragotta and seconded by Mrs. Abbott that the Board of Education approve the following:

PERSONNEL

7. Retirement - RETIREMENT

a. Melanie Pfizenmayer, Port Norris School Nurse, effective March 1, 2019

b. Karen Golway, Port Norris School MD Teacher, effective July 1, 2019

8. Resignation - Ryan Nottis - CST Secretary, his last day will be November 9, 2018 not November 16 as previously requested. RESIGNATION

9. Professional Days – for the 2018-2019 school year: PROF. DAYS

December 6, 2018	Sarah Cobb	Sensory Integration: Assessing and Treating Kids When Formal Testing Isn't Possible	Fee: \$199.99 plus the cost of Mileage
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10. New Hires - NEW HIRES

a. Theodore Prohowich part-time three (3) days a week Technology Teacher at Haleyville - Mauricetown School for the 2018-2019 School Year. His salary is \$54,450.00, 3/5 of Step 1, BA to be prorated at \$32,670. Effective immediately

b. Iethia Thompson as a Part Time Bus Driver for Commercial Township School District for the 2018 – 2019 School Year. At the rate of \$17 per hour.

c. Amanda Wozniak as a Full Time ICS Special Ed. 2nd grade Teacher. Her salary is \$54,450 Step 1, BA Prorated pending release from current school district.

d. Kathleen Williamson - Abbott as a Full Time 2nd Grade Teacher. Her salary is \$55,450 Step 1, MA prorated pending on release from current school district.

11. Maternity Leave - The maternity disability leave of Employee #24687931 beginning tentatively December 3, 2018 until approximately January 28, 2019. MATERNITY LEAVE

12. Staff Transfers - STAFF TRANSFERS

a. Joy Dunn from ICS to 2nd Grade Kindergarten Teacher. Effective immediately.

b. Linda Givens from 1:1 aide to Kindergarten Aide. Effective immediately.

PNS 21ST
CENTURY
GRANT

13. PNS 21st Century -

Kelly McHale - Substitute at \$26 per hour

PNS
ACADEMIC
LAB

14. PNS Academic Lab -

Kelly McHale at \$26 per hour

PNS
DETENTION
LAB

15. PNS Detention Lab -

Kelly McHale at \$26 per hour

Mrs. Porter had a question on 10A and D. She asked what would be done in the meantime while teachers are pending their release from other districts. Mrs. Smith responded that these hires are for new positions, and therefore coverage would not be needed in the interim. Mrs. Porter wished to verify that the new 2nd grade wouldn't start until release of the position. Mrs. Smith confirmed. The Kindergarten classroom has already been separated with the hope of starting the additional Kindergarten classroom on Monday. Mrs. Porter questioned if the district will be replacing the 1:1 aide that Ms. Givens is moving from. Mrs. Smith informed the Board that there is an aide coming back from maternity that can fill this position. Mrs. Ronan questioned if benefits would be provided for part time employees (3 days a week). It was stated that no benefits would be provided for a 24-hour per week employee. Mrs. Porter thanked those retiring for their years of service. Ms. Dragotta questioned if the part-time employee aforementioned was told that this position does not carry health benefits? A member from the public spoke, representing themselves as the person recommended for part time hire. That member mentioned that not carrying benefits would'nt be a problem.

Roll Call

Ayes: (8)

Noes: (0)

Abstain: (0)

Motion Carried

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

CURRICULUM

CURRICULUM

16. Curriculum - As posted on the District Website:

Science	2nd Reading and adoption	3rd
Health Education	2nd Reading and adoption	K-5

ENROLLME-
NT OF STAFF
CHILD

17. Enrollment - request from employee #25630633 who moved out of district to continue her child's education at Commercial Township School District.

CLINICAL
PRACTICE

18. Clinical Practice - A Stockton University Student, Samantha Garrett, to complete her Intermediate Fieldwork Placement, with Mrs. Carmano from January 15, 2019 - April 26, 2019.

FIELD TRIPS

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

21st Century	12/3/18	Bridgeton High School
7th Grade	5/24/19	Atlantic City Aquarium
NJHS & G/T	5/31/19	Morey's Pier
1st Grade	12/11/18	Levoy Theater
MD/LLD K-5	11/14/18	Johnson's Corner Farm

Ms. Porter had a question on item number 17. She mentioned that the Board did not approve a similar

motion last meeting and questioned what reason would be given to approve this person. Mrs. Smith spoke that the employee mentioned under item number 17 has worked in the district for some time and the child currently attends the school district. Mrs. Smith further spoke that the District is currently facing a Level 3 grievance from the union based on policy and past practice. Ms. Rivera questioned if those students currently enrolled would be grandfathered. Mrs. Smith said no. More discussion was held in reference to students of employees who reside out of district and changing the Board policy. Mrs. Abbott questioned if in either of the instances the district would have a classroom that is overcrowded. Ms. Jean mentioned that the grade would not be overcrowded. Ms. Rivera questioned if the other student previously denied was in a different grade. Mrs. Smith confirmed that both students are in the same grade. Several members of the Board reviewed the Board policy. Further discussion took place regarding the policies. The Board spoke on paying tuition, past practice, checking with the Board attorney, and changing the policy moving forward. Mrs. Smith mentioned that the solicitor believes they may lose the grievance. Past practice is that the employees' children have been allowed to attend the school. Ms. Wilson-Smith spoke on not being comfortable denying one and approving the other. Mrs. Porter spoke that the change of policy would make sense now, since there are no students of out of district staff members currently attending the school. Mrs. Porter questioned if an out of district student riding on a bus route of a staff member might be a safety/legal issue. Ms. Dragotta mentioned that the fact that a staff member is a bus driver should not matter. Mrs. Abbot questioned on what the Board's solicitor said regarding the grievance. Mrs. Smith mentioned that the opinion given is that they will lose in arbitration. The Board further discussed the need to further review this policy.

Roll Call

Ayes: (5) – Mrs. Abbott, Ms. Dragotta, Mrs. Ronan, Mrs. Stormes-Rivera, Mrs. Perrelli

Noes: (3) – Mrs. Porter (17 only), Mrs. Wilson-Smith (17 only), Mr. Sutton (17 only)

Abstain: (0)

Motion Carried

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

Staff Child Enrollment – Per the recommendation of the Interim Superintendent, request from employee #234 for their child to attend Commercial Township School District upon Board solicitor recommendation.

ENROLLME-
NT OF STAFF
CHILD

Roll Call

Ayes: (5 – Mrs. Abbott, Ms. Dragotta, Mrs. Ronan, Mrs. Stormes-Rivera, Mrs. Perrelli)

Noes: (3 – Mrs. Porter, Mrs. Wilson-Smith, Mr. Sutton)

Abstain: (0)

Motion Carried

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

POLICY

20. Job Descriptions

JOB DESCR.

2nd Reading and adoption	Revision	Confidential Secretary to the Superintendent
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POLICY

21. Policy

1st Reading	Revision	Instructional Personnel - Supervision and Evaluation
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Roll Call

Ayes: (8)

Noes: (0)

Abstain: (0)

Motion Carried

Motioned by Mrs. Ronan and seconded by Mrs. Porter the Board of Education approve the following:

OTHER BUSINESS:

22. BILL LISTS / LINE ITEM TRANSFERS

BILL LIST
AND
TRANSFERS

Itemized bill lists for September 2018 and October 2018, and the budgetary line item transfers as of September 30, 2018.

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.

BOARD CERT

23. MONTHLY BOARD CERTIFICATION

Officially certify pursuant to N.J.A.C. 6A:23A-16.10(c) that as of September 2018, after a review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

BOARD SEC CERT

24. 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 September 30, 2018 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of December 31, 2017, 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.

Roll-Call vote- Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

PUBLIC COMMENTS

PUBLIC COMMENTS

Mrs. Santiago, 1st Grade teacher, informed the board that the teachers do not miss being chastised, bullied, micro-managing, groups watching students acting out, and dress code violations. She further mentioned her happiness about Mrs. Smith’s and Mr. Lovell’s open-door policy. She further reiterated that communication is better, and expectations are clear and consistent.

Ms. Dragotta asked if there was anything Mrs. Santiago still needed.

Mrs. Santiago responded that she always needs things, but believe Mr. Lovell is “dynamite.” She believes the district is moving the right direction.

Mr. Sutton asked if there was anything she would like to see changed.

Mrs. Santiago responded no, things are getting better.

Mrs. Porter asked how we can change the moral for the rest of the school

Mrs. Santiago responded that you might not be able to make a difference with those that are set in their ways.

EXEC SESSION

EXECUTIVE SESSION - None

DECEMBER 11, 2018 AND JANAUARY 8, 2018 BOARD MEETING

The Board discussed the movement of the next December meeting, as well as scheduling the reorganization meeting.

Motioned by Ms. Dragotta and seconded by Mrs. Ronan the Board of Education reschedule the December 4th Board Meeting to Tuesday, December 11th, 2018 at 7:00 as well as schedule the Annual Reorganization Meeting on Tuesday, January 8th, 2019 at 7:00 PM in the Commercial Township Board of Education Office.

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

ADJOURN

ADJOURNMENT

Moved by Ms. Dragotta and seconded by Mrs. Abbott to adjourn the meeting. (9:15 pm)

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

Respectfully Submitted,



Darren Harris, Board Secretary
November 6, 2018