

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Meeting

February 11, 2020

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, February 11, 2020 at 7:00 P.M.

Board President, Ms. Perrelli, opened the meeting at 7:03 P.M., leading the group in the pledge to the flag.

PLEDGE TO THE FLAG

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

The New Jersey Open Public Meeting Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest 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 thereof posted 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 was performed by the Business Administrator, Darren Harris, and is listed as follows:

ROLL CALL

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

The following were also present:

Mr. Harris – Board Secretary/Business Administrator
Mr. Giambri – Business Official
Mrs. Kristin Schell - Superintendent
Ms. Alysia Thomson – District Vice Principal
Mr. John Lavell – Director of Special Services
Members of the public

PRESENTATION

PRESENTATIONS

1. Educational Highlights

EDUCATIONAL HIGHLIGHTS

Mrs. Schell introduced Ms. Yunk and Ms. Perkins who discussed the robotics club for Club 21. Several students presented their robots and experience in the program for the Board and audience.

CORRESPONDENCE

CORRESPONDENCE

1. Mid-Year Budget Review

MID-YEAR BUDGET REVIEW

Mr. Harris reviewed the letter from Leslie White-Coursey and Wayne Knight discussing the Commercial Township District mid-year budget review.

2. QSAC Review

QSAC REVIEW

Mrs. Schell reviewed the letter from Leslie White-Coursey discussing the Cumberland County Department of Education QSAC visit on February 20, 2020. She also gave an update on QSAC.

PUBLIC COMMENTS ON AGENDA ITEMS

PUBLIC COMMENTS ON AGENDA ITEMS

- Ms. Yunk, a teacher, said she is willing to help answer any questions related to item J2 (CTEA Agreement).
- Ms. Gonzalez, a bus driver for the district gave an update on the proposed contract. She spoke regarding the bereavement days for transportation in the proposed contract.

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MINUTES

MINUTES

Motioned by Mrs. Wilson-Smith and seconded by Mrs. Dragotta the Board of Education approve the following minutes:

- Regular Meeting on January 7, 2020
- Executive Session on January 7, 2020

Roll Call:

Ayes: (7) *Ms. Dragotta, Mrs. Perrelli, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mrs. Wilson-Smith*

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

ENROLLMENT
REPORT

ENROLLMENT REPORT

The enrollment report was reviewed by Mrs. Perrelli.

	As of December 31, 2019	As of January 31, 2020
HMS	359	357
PNS	149	145

SUPERINTENDENT'S
REPORT

SUPERINTENDENT'S REPORT

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

HIB REPORTS –
JANUARY 2020

1. HIB Reports – January 2020

	Reported	Confirmed
HMS	0	0
PNS	1	0

FIELD TRIPS

2. Field Trips – Approve the following field trip:

School	Grade	Location	Date	Time	BOE Cost	Student Cost	Grant Funds
HMS	Kindergarten	Storybook Land EHT, NJ	5/4/20 *Rain Date 5/5/20	9:10 am to 3:00 pm	\$500.00	\$20.00	n/a
HMS	Grades 4 th & 5 th	Bowlero Turnersville, NJ	2/20/20	3:15 pm to 6:15 pm	n/a	n/a	*\$279.60 + 1 bus
HMS	Grade 4, Mrs. Solomon	Mauricetown Historical Society	3/18/20	9:00 am to 11:00 am	\$0	\$0	\$0
HMS	Grade 4, Mrs. Clark	Mauricetown Historical Society	3/19/20	9:00 am to 11:00 am	\$0	\$0	\$0
HMS	Grade 8	Mauricetown Historical Society	3/18/20	All day	\$0	\$0	\$0

Mrs. Ronan discussed paying for students that cannot attend educational programs.

COMMUNITY
FOOD BANK OF
NEW JERSEY

3. Community Food Bank of New Jersey

Approve the 2019-2020 Family Pack Program Agreement.

Mrs. Ronan asked for details regarding the Community Food Bank Agreement. Mrs. Schell and Mr. Giambri spoke about sending meals home every Friday. Haleyville School will be a part of the summer food service program.

USE OF FACILITIES

4. Use of Facilities

Approve the following use of facilities requests:

- Commercial Township PTA on February 21, 2020 in the Cafeteria for Pizza Bingo.
- Commercial Township PTA on March 20, 2020 in the Cafeteria for Family Game Night and Ice Cream Social.

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5. MOA with Non-Public Schools

MOA WITH NON-PUBLIC SCHOOLS

Approve the MOA agreement with the following non-public schools to ensure they are adhering to the district's comprehensive health record guidelines:

- Edgerton Christian Academy
- OLMA
- Saint Mary's Regional School
- Woodland Country Day School

Roll Call:

Ayes: (7) Ms. Dragotta, Mrs. Perrelli, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mrs. Wilson-Smith

Noes: (0) Abstain: (1) Mrs. Stormes-Rivera #4 only Motion Carried

PERSONNEL

PERSONNEL

Motioned by Mrs. Porter and seconded by Mrs. Ronan the Board of Education approve the following except item 2:

1. Compassionate Leave – Approve the extended compassionate leave request for employee #0006. The employee requested an extension from February 19, 2020 until February 28, 2020.

COMPASSIONATE LEAVE

2. Commercial Township Education Association Agreement – Tabled until after Executive Session – Motioned by Ms. Dragotta and seconded by Mrs. Ronan to table this item.

COMMERCIAL TOWNSHIP EDUCATION ASSOCIATION AGREEMENT

Roll Call

Ayes: (7) Ms. Dragotta, Mrs. Perrelli, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mrs. Wilson-Smith

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

3. Medical Leave of Absence – Approve the following leave:

Employee Number	School/Location	Paid	Unpaid Days	Type of Leave	Effective Dates
1031	District	12 days	14 days	Medical	1/2/20 to 2/7/20

MEDICAL LEAVE OF ABSENCE

4. Letters of Resignation – Accept the following employee resignations:

- Lunch Aide, Belinda Campbell, effective January 17, 2020
- Lunch Aide and Substitute Receptionist, Megan Lolli, effective January 22, 2020

LETTERS OF RESIGNATIONS

The letters of resignation were discussed by the Board including coverages.

5. Substitute Teacher – Approve Morgan Smith, as a substitute teacher for the 2019-2020 school year. Ms. Smith will be paid at the substitute teacher rate of \$100/per diem.

Ms. Smith was introduced by Ms. Schell.

SUBSTITUTE TEACHER

6. Long-Term Staff Appointment – Approve Morgan Smith for the Long-Term Substitute Position at Haleyville-Mauricetown School. Ms. Smith will be paid per diem at *Step 1BA, \$54,450 (prorated). Ms. Smith's start date will be March 23, 2020 through June 22, 2020 (approximately) pending the receipt of all required employment documentation.

LONG-TERM STAFF APPOINTMENT

7. Co-Curricular Appointments – Approve the following co-curricular appointment for the 2019-2020 school year:

- Ashley Loteck – Home Instruction \$26/hour*
- Samantha Garrett – Century 21 Substitute Teacher \$26/hour* and Teacher Aide \$11/hour*

CO-CURRICULAR APPOINTMENTS

*Pending CTEA negotiated rate

8. Non-Certified Staff Appointment – Approve the following non-certified staff appointment.

Employment is pending the receipt of all necessary licensure credentials and employment documentation.

NON-CERTIFIED STAFF APPOINTMENT

- Ms. Donna Wiggins, Full-time Bus Driver (19 years experience). Ms. Wiggins will be paid at \$24,924 (prorated) and her start date is February 12, 2020.

9. School Law Enforcement Liaison – Approve the following administrators as the School Law Enforcement Liaison for the 2019-2020 school year:

- Kristin B. Schell – Haleyville-Mauricetown School
- Alysia Thomson – Port Norris School

SCHOOL LAW ENFORCEMENT LIAISON

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Roll Call:

Ayes: (7) *Ms. Dragotta, Mrs. Perrelli, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mrs. Wilson-Smith*

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

POLICY

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

1. Policy – First Reading – Approve the following revised policy for the first reading:

- Policy 3100-3110 – Budget Planning, Preparation & Adoption

Roll Call:

Ayes: (7) *Ms. Dragotta, Mrs. Perrelli, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mrs. Wilson-Smith*

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

CURRICULUM

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

1. Holly Beach Public Library – Donation – Accept the donation in the amount of \$10,000.00 from the Holly Beach Public Library Association. This donation requested by Mr. Walter Webster will be used to purchase lights in the theater.

2. Staff Workshops/Mileage Requests – Approve the following staff workshop/mileage requests:

Name	Date	Workshop	Location	Cost	Mileage
Kerri Zeleniak	3/5/2020	NJSLA Training	Atlantic City, NJ	\$0.00	\$0.00
Tarin Leech	3/5/2020	NJSLA Training	Atlantic City, NJ	\$0.00	\$0.00
Kimberly Geremia	3/5/2020	NJSLA Training	Atlantic City, NJ	\$0.00	\$0.00
Kimberly Geremia	2/13/20	The role of School Climate Team	NJ Law Center, One Constitution Center, New Brunswick, NJ	\$0.00	\$0.00
Kimberly Geremia	2/28/20	SEL Unconference on Social Emotional Learning	12 Centre Drive, Monroe Twp, NJ	\$0.00	\$0.00
Jamaal Hall	2/28/20	SEL Unconference on Social Emotional Learning	12 Centre Drive, Monroe Twp, NJ	\$0.00	\$0.00
Kristin Schell	2/28/20	SEL Unconference on Social Emotional Learning	12 Centre Drive, Monroe Twp, NJ	\$0.00	\$0.00
Jilliam Gregory	3/23/20	Mental Health and Resilient Classrooms	SRI & ETTC 10 Jimmie Leeds Road, Galloway, NJ	\$178.00	\$7.70 mileage
Linda Pancrazio	5/5/20	Administrative Asst Program	Double Tree Hotel, 515 Fellowship North, Mt. Laurel, NJ	\$100.00	\$14.56 mileage
Eileen Sorantino	5/5/20	Administrative Asst Program	Double Tree Hotel, 515 Fellowship North, Mt. Laurel, NJ	\$100.00	\$30.30 mileage
Jenna Wells	3/19/20	IXL Live	Atlantic City, NJ	\$75.00	\$10.00 parking

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Roll Call:

Ayes: (7) Ms. Dragotta, Mrs. Perrelli, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mrs. Wilson-Smith

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

TRANSPORTATION - None

TRANSPORTATION

FINANCE

Item 3, the Custodial Proposal, was discussed.

FINANCE

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

1. Amendment to CEZC Grant – Approve the amendment to the CEZC 21st Century Grant. The amendment adds \$312.00 to the October-December 2019 program and establishes a budget for the program from January – May 2020:

AMENDMENT TO
CEZC GRANT

Programming October – December 2019

Salaries	\$7,605.00
Transportation	\$3,100.00
Miscellaneous Program Expenses	\$562.00

Programming January –May 2020

Salaries	\$8,500.00
Transportation	\$5,900.00
Miscellaneous Program Expenses	\$200.00

2. RFP for Bond Council – Approve the Request for Proposal for Bond Council to assist in any future Bond Referendums.

RFP FOR BOND
COUNCIL

3. 2020-2021 Custodial Proposal – Accept the proposal from the Cumberland County Improvement Authority to provide custodial services for the 2020-2021 school year. The cost of the proposal is \$350,000.

2020-2021
CUSTODIAL
PROPOSAL

4. Tuition Contracts – Approve the following tuition contracts for the 2019-2020 school year –

Student	Placement	Term of Contract	Tuition
1 Student	Pineland Learning Center	September 5, 2019 to June 30, 2020 (180 days)	\$54,360
1 Student	Franklin Township Public Schools	September 5, 2019 to December 13, 2019 (prorated)	\$12,723
1 Student	Orchard Valley, Washington Township	September 5, 2019 to June 30, 2020 (180 days)	\$17,521
1 Student	Thunderbolt Academy	January 2, 2020 to June 30, 2020 (prorated)	\$15,153
1 Student	Thunderbolt Academy	January 15, 2020 to June 30, 2020 (prorated)	\$15,153

TUITION
CONTRACTS

5. 2019 – 2020 Mental Health Counselor Services – Approve Ms. Krista M. Bey, as our Mental Health Counselor for the 2019-2020 school year on as an as needed basis, for the following rates:

- Psychological Evaluations (Spanish) - \$500.00
- Bilingual Speech/Language Services – Evaluation (Spanish/English) - \$595.00
- Psycho-Educational Evaluation (Spanish) - \$850.00
- Participation in Spanish/English Evaluation Conference - \$80.00
- Travel per visit - \$25.00

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SALEM COUNTY SPECIAL
SERVICES SCHOOL
SERVICES

6. Salem County Special Services School Services – Approve the 2020-2021 SY SCSSSD Itinerant Services rates, for independent evaluations, on an as needed basis, as attached.

IDEA AMENDMENT

7. I.D.E.A. Amendment – Approve the Amendment to the I.D.E.A. Application. The amendment was made to cover budget carryover funds.

Roll Call:

Ayes: (7) *Ms. Dragotta, Mrs. Perrelli, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mrs. Wilson-Smith*

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

UNFINISHED BUSINESS

UNFINISHED BUSINESS

ABM/GCA CUSTODIAL
CONTRACT

1. ABM/GCA Custodial Contract

NEW BUSINESS

NEW BUSINESS

1. Committee Assignments - Committee assignments were distributed.

COMMITTEE
ASSIGNMENTS

OTHER BUSINESS

OTHER BUSINESS

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

BOARD SECRETARY'S
MONTHLY
CERTIFICATION

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, 2019 and pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Business Administrator/Board Secretary certifies that as of December 31, 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.

TREASURER'S REPORT

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, 2019. The Treasurer's Report and Secretary's Report are in agreement for the month ending December 31, 2019.

BILL LISTS/LINE ITEM
TRANSFERS

3. Bill Lists/Line Item Transfers

It is recommended that the Board of Education approve the itemized bill lists for November 2019 and January 2020.

It is recommended that the Board of Education approve the Transfer Status Report for the month of December 31, 2019.

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.

Roll Call:

Ayes: (7) *Ms. Dragotta, Mrs. Perrelli, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mrs. Wilson-Smith*

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

ADDENDUM

ADDENDUM

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

ALTERNATE BOARD
SECRETARY

1. Alternate Board Secretary

Approve Joseph Giambri, Jr. as an alternate Board Secretary.

Unanimously approved.

FOR YOUR
INFORMATION

FOR YOUR INFORMATION

SCHOOL ETHICS
DISCLOSURE FORMS

1. School Ethics Disclosure Forms – Forms were reviewed by the committee.

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PUBLIC COMMENTS

PUBLIC COMMENTS

- Mrs. Porter asked where we stand with the contract.
- Ms. Yunk spoke on behalf of the PEA, clarified that the CTEA fought for the drivers to have the same amount as everyone else.

EXECUTIVE SESSION

EXECUTIVE SESSION

Motioned by Mrs. Porter and seconded by Ms. Dragotta the Board of Education by Resolution, recess into the closed session, from which the public will be excluded, to discuss a Contractual matter, Personnel matter, and Superintendent Goals and Evaluation Timeline. The results of the session will be made public immediately after, or as soon as a decision is reached if permitted by law. Unanimously approved.

7:54 P.M.

Motioned by Mrs. Wilson-Smith and seconded by Ms. Dragotta the Board of Education end the executive session.

Unanimously approved.

10:14 P.M.

RECONVENE PUBLIC MEETING

RECONVENE PUBLIC MEETING

Motioned by Mrs. Wilson-Smith and seconded by Ms. Dragotta the Board of Education approve to reconvene the Public session.

Unanimously approved.

10:15 P.M.

ACTION ITEMS

ACTION ITEMS

1. Terminate #20171114 effective February 10, 2020.
2. Approve the Superintendent Goals for FY 2020 as attached.
3. Approve CTEA contract through June 30, 2020.
4. Special Board meeting on March 3, 2020 at 7:00 P.M. at Haleyville School.

Roll Call:

Ayes: (6) *Ms. Dragotta, Mrs. Perrelli, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mrs. Wilson-Smith*

Noes: (1) *Mrs. Porter (#3 only)* Abstain: (0) Motion Carried

ADJOURNMENT

ADJOURNMENT

Motioned by Ms. Dragotta and seconded by Mrs. Wilson-Smith the Commercial Township Board of Education adjourn the meeting.

Unanimously approved

10:17 P.M.

Respectfully Submitted,

Darren Harris, Board Secretary

February 11, 2020