

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Reorganizational Meeting

January 7, 2020

The Regular Meeting of the Commercial Township Board of Education was called to order by Board Secretary, Darren Harris, on Tuesday, January 7, 2020 at 7:00 P.M. in the Commercial Township Board of Education Office, located at 1308 North Avenue, Port Norris, NJ.

Board Secretary, Mr. Harris, opened the meeting at 7:00 P.M., leading the group in the pledge to the flag.

PLEDGE TO THE FLAG

Board Secretary, Mr. Harris, 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, District Office and on the District website, and Township Clerk.

CALL TO ORDER

APPOINTMENT OF TEMPORARY CHAIRPERSON

Motioned by Mrs. Perrelli and seconded by Mrs. Wilson-Smith the Commercial Township Board of Education appoint Darren Harris, Board Secretary, as Temporary Chairperson.

Unanimously approved.

APPOINTMENT OF
TEMPORARY
CHAIRPERSON

ELECTION RESULTS

It is recommended the Commercial Township Board of Education acknowledge the results of the Commercial Township School Board Election as follows:

3-Year Term (3)

- Sharon Porter (555)
- Tracy Richardson (480)
- Beverly Dragotta (461)

ELECTION RESULTS

1. Swearing In Newly Elected Members

Board Secretary, Mr. Darren Harris, administered the oath of office for the following individuals:

- Tracy Richardson, Sharon Porter, Beverly Dragotta

SWEARING IN NEWLY
ELECTED MEMBERS

ROLL CALL

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

Ms. Beverly Dragotta	Present
Mrs. Carol Perrelli	Present
Ms. Sheena Plummer	Present
Mrs. Sharon Porter	Present
Ms. Tracy Richardson	Present
Mrs. Michelle Ronan	Present
Mrs. Karen Stormes-Rivera	Present
Mr. Ronald Sutton	Present
Mrs. Stacy Wilson-Smith	Present

ROLL CALL

The following were also present:

Mr. Darren Harris – Board Secretary/Business Administrator

Mrs. Kristin Schell - Superintendent

Ms. Alysia Thomson – District Vice Principal

Mr. John Lavell – Director of Special Services

Members of the public

REORGANIZATION OF
THE BOARD OF
EDUCATION

REORGANIZATION OF THE BOARD OF EDUCATION

1. Election of Officers

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

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Nominations for President

Motioned by Mrs. Wilson-Smith and seconded by Ms. Plummer, and unanimously approved by voice vote that the Board of Education approve to open nominations for the position of President of the Board of Education.

Moved by Mrs. Wilson-Smith that Mrs. Perrelli be nominated to serve as President of the Board of Education.

Being no further nominations, it was motioned by Mrs. Wilson-Smith and seconded by Mrs. Perrelli and unanimously approved by voice vote that nominations for the position of President of the Board of Education be closed.

The Board Secretary called for a roll call vote on the election of Mrs. Perrelli as President of the Board of Education for a term of one year, commencing January 7, 2020 and until his/her successor is elected and shall qualify.

Roll Call: Ayes (9) *Mrs. Perrelli, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith*

Noes (0) Abstain (0) Motion Carried
Unanimously Approved

Nominations for Vice-President

Motioned by Mrs. Ronan and seconded by Ms. Dragotta, and unanimously approved by voice vote that the Board of Education approve to open nominations for the position of Vice-President of the Board of Education.

Moved by Mrs. Ronan that Mr. Sutton be nominated to serve as Vice-President of the Board of Education.

Being no further nominations, it was motioned by Mrs. Wilson-Smith and seconded by Mrs. Porter and unanimously approved by voice vote that nominations for the position of Vice-President of the Board of Education be closed.

The Board Secretary called for a roll call vote on the election of Mr. Sutton as Vice-President of the Board of Education for a term of one year, commencing January 7, 2020 and until his/her successor is elected and shall qualify.

Roll Call: Ayes (9) *Mrs. Perrelli, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith*

Noes (0) Abstain (0) Motion Carried
Unanimously Approved

COMMITTEE AND DELEGATE APPOINTMENTS/DESIGNATIONS

Committees

- Buildings & Grounds
- Curriculum
- Finance
- Personnel
- Policy
- Transportation

Delegates

- New Jersey School Boards Association
 - Mrs. Porter – Delegate
 - Mrs. Wilson-Smith - Alternate

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- Cumberland County School Boards Association
 - Mrs. Stormes-Rivera – Delegate
 - Mrs. Ronan - Alternate
- Millville Board of Education
 - Mrs. Perrelli will remain appointed member of Millville Board of Education.

ETHICS TRAINING

ETHICS TRAINING

Mr. Harris reviewed the School Ethics Act with the Board Members.

1. New Jersey School Board Member Code of Ethics – Reviewed and acknowledged the New Jersey School Board Association Member Code of Ethics as the official code for the Board's actions.

NEW JERSEY SCHOOL BOARD MEMBER CODE OF ETHICS

OFFICIAL NEWSPAPERS

Motioned by Ms. Dragotta and seconded by Mrs. Stormes-Rivera the Board of Education approve the *Press of Atlantic City* and *South Jersey Times* as the official newspapers of the Board of Education and additionally designate locations for posting of Public Notices of Board Meetings in each District school and the District Administration Office.

OFFICIAL NEWSPAPERS

Roll Call: Ayes (9) *Mrs. Perrelli, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith*

Noes (0)

Abstain (0)

Motion Carried

Unanimously Approved

2020 BOARD OF EDUCATION MEETING DATES

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

2020 BOARD OF EDUCATION MEETING DATES

1. Meeting Dates and Times – Approve the 2020 Board of Education meeting dates and times. Establishing the second Tuesday of each month at 7:00 P.M. as the date and time for regular monthly meetings held in the Board Office of the Commercial Township School District, located at 1308 North Avenue, Port Norris, NJ 08349. A special meeting will be scheduled if there is business to attend to.

MEETING DATES AND TIMES

January 7, 2020 at 7:00 PM

February 11, 2020 at 7:00 PM

March 10, 2020 at 7:00 PM

April 21, 2020 at 7:00 PM (4/14 Spring Break)

May 5, 2020 at 7:00 PM (Tentative Public Hearing)

June 9, 2020 at 7:00 PM

July 14, 2020 at 7:00 PM

August 11, 2020 at 7:00 PM

September 8, 2020 at 7:00 PM

October 13, 2020 at 7:00 PM

November 10, 2020 at 7:00 PM

December 8, 2020 at 7:00 PM

Roll Call: Ayes (9) *Mrs. Perrelli, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith*

Noes (0)

Abstain (0)

Motion Carried

Unanimously Approved

PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

Motioned by Mrs. Wilson-Smith and seconded by Ms. Plummer the Board of Education approve Darren Harris as the P.A.C.O. to comply with the requirements of the Equal Opportunity in Public Contracts regulations.

PUBLIC AGENCY COMPLIANCE OFFICER

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

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Roll Call: Ayes (9) *Mrs. Perrelli, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith*

Noes (0) Abstain (0) Motion Carried

Unanimously Approved

PRESENTATION

PRESENTATION

1. NJ's Governor Teacher and Educational Services Professionals of the Year

Mrs. Perrelli presented the Commercial Township School District's Educator and Educational Services Professionals of the Year:

- Haleyville-Mauricetown School
 - Governor's Educator of the Year: Mrs. Tina Hayden, Kindergarten Teacher
 - Educational Services Professional of the Year: Mrs. Nora Gerbereux, Instructional Assistant – Kindergarten
- Port Norris Middle School
 - Governor's Educator of the Year: Mrs. Jenna Wells, ELA Teacher
 - Educational Services Professional of the Year: Mr. Andrew Egnor, ASP Guidance

J GOVERNOR TEACHER
ND EDUCATIONAL
SERVICES
ROFESSIONAL OF THE
YAR

UBLIC COMMENTS ON
GENDA ITEMS

PUBLIC COMMENTS ON AGENDA ITEMS

It was clarified that there is no meeting on January 14, 2020.

MINUTES

MINUTES

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

- Regular Meeting on December 10, 2019
- Executive Session on December 10, 2019

Roll Call: Ayes (9) *Mrs. Perrelli, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith*

Noes (0) Abstain (0) Motion Carried

Unanimously Approved

CORRESPONDENCE

CORRESPONDENCE - None

ENROLLMENT REPORT

ENROLLMENT REPORT

	As of November 30, 2019	As of December 31, 2019
HMS	361	359
PNS	150	149

UPERINTENDENT'S
EPORT

SUPERINTENDENT'S REPORT

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

1. HIB Reports – December 2019

	Reported	Confirmed
HMS	1	1
PNS	0	0

IB REPORTS –
ECEMBER 2019

EVISED HIB REPORTS –
OVEMBER 30, 2020

2. Revised HIB Reports – Confirm the revised November HIB Report:

	Reported	Confirmed
HMS	2	0
PNS	0	0

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3. Field Trips – Approve the following field trips:

FIELD TRIPS

School	Grade	Location	Date	Time	BOE Cost	Student Cost
HMS – Club 21	4 th -5 th	Rosa International Middle School, Cherry Hill, NJ	1/12/20	7:15 AM to 6:30 PM	\$0	\$0
PNS – NJHS	6 th to 8 th	Morey’s Pier, Wildwood, NJ	5/29/20	9:15 AM to 3:00 PM	\$0	\$0
PNS	6 th	Citizen’s Bank Park, Philadelphia, PA	May 2020	9:30 AM to 3:00 PM	\$500	\$5
PNS	7 th	Atlantic City Aquarium	5/20/20	9:00 AM to 3:00 PM	\$500	\$14
PNS	8 th	Philadelphia Walking Tour, Philadelphia, PA	5/26/20	9:00 AM to 5:15 PM	\$500	\$28.50

4. School Safety Data System Report

SCHOOL SAFETY DATA SYSTEM REPORT

Approve the School Safety Data Systems Report for the time period: September 1, 2019 to December 31, 2019.

Roll Call: Ayes (9) *Mrs. Perrelli, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith*

Noes (0) Abstain (0) Motion Carried
Unanimously Approved

PERSONNEL

PERSONNEL

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

BSI PERMANENT LONG TERM SUBSTITUTE

1. BSI Permanent Long-Term Substitute– Approve Melanie Hough for the Permanent Long-Term BSI Substitute Position at Haleyville-Mauricetown School and Jessica Dorta for the Permanent Long-Term Substitute Position at Port Norris Middle School. Both will begin January 8, 2020. Both will be paid at *Step1BA, \$54,450 (prorated). These positions are funded with emergency aid.

LEAVE OF ABSENCE

*Pending CTEA Negotiated Rate

2. Leave of Absence – Approve the maternity leave for employee #0148 on or about March 23, 2020 with a return date of September 9, 2020.

SUBSTITUTE TEACHER

3. Substitute Teacher – Approve Samantha Peterson as a substitute teacher.

Roll Call: Ayes (9) *Mrs. Perrelli, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith*

Noes (0) Abstain (0) Motion Carried
Unanimously Approved

POLICY

POLICY

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

POLICY – 2ND READING

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

- 5131.7 Weapons & Dangerous Instruments

Roll Call: Ayes (9) *Mrs. Perrelli, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith*

Noes (0) Abstain (0) Motion Carried
Unanimously Approved

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CURRICULUM

CURRICULUM

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

WORKSHOP APPROVAL

1. **Workshop Approval** – Approve the following workshops:

Name	Date	Workshop	Location	Cost	Mileage
Kim Day	1/23/2020	Front Office PD	Galloway, NJ	7 ETTC	\$14.35
Lisa Robbins	1/23/2020	Front Office PD	Galloway, NJ	7 ETTC	\$11.90

Roll Call: Ayes (9) *Mrs. Perrelli, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith*

Noes (0) Abstain (0) Motion Carried

Unanimously Approved

TRANSPORTATION

TRANSPORTATION - None

FINANCE

FINANCE – None

ADDENDUM – FIELD TRIP

ADDENDUM-FIELD TRIP

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

School	Grade	Location	Date	Time	BOE Cost	Student Cost
HMS	4 th & 5 th	Regal Cinema, Vineland, NJ	1/23/20	3:30 PM to 6:00 PM	\$150.00*	\$0.00

*Grant Funds

Roll Call: Ayes (9) *Mrs. Perrelli, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith*

Noes (0) Abstain (0) Motion Carried

Unanimously Approved

UNFINISHED BUSINESS

UNFINISHED BUSINESS –

Discussed ABM/GCA Custodial Contract.

NEW BUSINESS

NEW BUSINESS - None

OTHER BUSINESS

OTHER BUSINESS

Motioned by Mrs. Stormes-Rivera and seconded by Ms. Dragotta 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 November 30, 2019 and pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Business Administrator/Board Secretary certifies that as of November 30, 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 November 30, 2019. The Treasurer's Report and Secretary's Report are in agreement for the month ending November 30, 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 December 2019.

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It is recommended that the Board of Education approve the Transfer Status Report for the month of November 30, 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 (9) *Mrs. Perrelli, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Richardson, Mrs. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith*

Noes (0) Abstain (0) Motion Carried

Unanimously Approved

FOR YOUR INFORMATION

1. 2020 School Election and Budget Procedures Calendar – The 2020 School Election and Budget Procedure Calendar is attached for your review.

FOR YOUR
INFORMATION

2020 SCHOOL ELECTION
& BUDGET
PROCEDURES
CALENDAR

PUBLIC COMMENTS

- Alysia Thomson congratulated all educational professionals awarded and welcomed a new teacher.
- Parent night for Port Norris has been changed to January 29, 2020.

PUBLIC COMMENTS

EXECUTIVE SESSION

Motioned by Mrs. Ronan and seconded by Ms. Plummer the Board of Education by Resolution, recess into the closed session, from which the public will be excluded, to discuss a Personnel matter. 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.

7:28 P.M.

EXECUTIVE SESSION

RECONVENE PUBLIC MEETING

Motioned by Ms. Dragotta and seconded by Ms. Plummer the Board of Education approve to reconvene public session.

Unanimously approved.

9:09 P.M.

RECONVENE PUBLIC
MEETING

ADJOURNMENT

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

Unanimously approved

9:13 P.M.

ADJOURNMENT

Respectfully Submitted,



Darren Harris

January 7, 2020