

# COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Meeting

October 8, 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, October 8, 2019 at 7:01 P.M.

Board President, Ms. Perrelli, opened the meeting at 7:01 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

Mrs. Abbott	Present
Ms. Dragotta	Present
Mrs. Perrelli	Present
Mrs. Plummer	Present
Mrs. Porter	Present
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. Giambri – Business Official  
Mrs. Jean Smith – Interim Superintendent  
Ms. Alysia Thomson – District Vice Principal  
Mr. John Lavell – Director of Special Services  
Members of the public

## PUBLIC COMMENTS ON AGENDA ITEMS - None

PUBLIC COMMENTS ON  
AGENDA ITEMS

## MINUTES

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

MINUTES

- Regular Meeting on August 13, 2019
- Special Meeting on August 19, 2019
- Executive Meeting on August 19, 2019
- Regular Meeting on September 10, 2019
- Executive Meeting on September 10, 2019

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

Noes: (0)

Abstain: (0)

Motion Carried

## PRESENTATIONS

Mrs. Smith and Mrs. Thomson handed out the presentation regarding the NJSLA Spring 2019-2020 Testing Results and reviewed the results with the Board.

PRESENTATIONS

## CORRESPONDENCE

CORRESPONDENCE

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1. **Letter from Cumberland Empowerment Zone Corp** – A letter from the Cumberland Empowerment Zone Corp. was received.
2. **Letter from Play United Partnership** – A letter from Play United Partnership.
3. **National Junior Honor Society** – Correspondence received from Port Norris Middle School advising the date of the National Junior Honor Society as October 16, 2019 at 5:30 P.M.

## ENROLLMENT REPORT

	As of October 1, 2019
HMS	355
PNS	155

## SUPERINTENDENT'S REPORT

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

### 1. Week of Respect and School Violence Awareness Week Activities

Date	Activity	HMS School
October 7, 2019	Sidewalk Chalk motivational message by each class	Front of school's on the sidewalk
October 8, 2019	Wacky/Mis-matched Sock Day	Let uniqueness show and give respect to others
October 9, 2019	Compliment Your Friend's Day	Share positive compliments with friends today
October 10, 2019	Be a Superhero, Not a Bully	Wear your favorite superhero shirt – non-uniform day
October 7-10, 2019	Counselors will be reading "Bully Beans" book to all students in their classrooms	There will be a bully bean jar (filled with jelly beans) and each time a student is found being respectful, their teacher will allow them to fill out a guess for the bully bean jar. At the end of the week, a name will be drawn and that student will win the bully bean jar.
Date	Activity	PNS School
October 7, 2019	Wear Blue	Blue Shirt Day – World of Bullying Prevention
October 8, 2019	Wear your favorite sports apparel	Team Up Against Bullying
October 9, 2019	Dress Like your Favorite Superhero	Be Someone's Hero
October 10, 2019	Crazy Hair Day	Wild about Being Kind

Mrs. Smith spoke on the Week of Respect.

### 2. HIB Reports – September 2019

	Reported	Confirmed
HMS	1	0
PNS	0	0

### 3. Use of Facilities

- Success Center – December 16 to 24, 2019, Gymnasium, to distribute Christmas presents, food, household items, toiletries, etc. to our families

Roll Call

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

Noes: (0)

Abstain: (0)

Motion Carried

## PERSONNEL

PERSONNEL

LETTER OF  
RESIGNATION

# COMMERCIAL TOWNSHIP BOARD OF EDUCATION

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

1. **Letter of Resignation** – Accept the resignation of HMS Paraprofessional, Kimberly Rodriguez, effective immediately.
2. **Long Term Substitute** – Approve Mr. Rodrigo Diaz as a long-term substitute for the K-8 Teacher of Spanish position, effective October 21, 2019, at \$200.00 per day. Mr. Diaz will be applying for his Certificate of Eligibility and upon obtaining his CE, Mr. Diaz will be paid at Step 3, BA+15/\$55,950\*. *\*Pending CTEA negotiations.*

3. **Non-Certified Staff Appointment** – Approve the following staff appointments:

- Ms. Brittany Fisher – as a Part-Time Bus Driver for the 2019-2020 school year. She will be paid at the hourly salary of \$17.00\* pending all licensure credentials and employment documentation are received.
- Ms. Alamna Tapia – as a Para-Professional at the Haleyville-Mauricetown School at Support Staff Salary Guide, Step 1/\$25,186\* pending all necessary employment documentation is received.
- Ms. Monica Doss – as 1:1 Aide at the Haleyville-Mauricetown School at Support Staff Salary Guide, Step 1/\$25,186\* pending all necessary employment documentation is received.
- Ms. Belinda Campbell – as a Lunch Room Monitor, for two hours per day, Monday through Friday, for the 2019-2020 SY. Ms. Campbell will be paid at the hourly salary of \$10.00 pending all necessary employment documentation is received.
- Ms. Megan Lolli – as a Lunch Room Monitor, for two hours per day, Monday through Friday, for the 2019-2020 SY. Ms. Lolli will be paid at the hourly salary of \$10.00 pending all necessary employment documentation is received.
- Ms. Danielle Dixon – as a Para-Professional at the Haleyville-Mauricetown School at Support Staff Salary Guide, Step 1/\$25,186\* pending all necessary employment documentation is received.

*\*Salary pending CTEA negotiations*

4. **Stipends – Approve the following Stipends for the Special Olympics:**

- United Champion School Advisor – Andrew Egnor
- United Champion School Coach – Chris Lanterman

Stipends will not exceed \$500.00 each per the Play Unified Grant application.

5. **2019-2020 HMS Club 21 Staff Appointments**

- Teachers
  - Ms. Sandy Caromano – as a teacher for HMS Club 21 for the 2019-2020 school year at \$26.00/hour\*. Salary is grant funded by Club 21.
  - Ms. Kim Geremia – as a teacher for the HMS Club 21 for the 2019-2020 school year at \$26.00/hour\*. Salary is grant funded by Club 21.
  - Ms. Kerri Zeleniak – as a teacher for HMS Club 21 for the 2019-2020 school year at \$26.00/hour\*. Salary is grant funded by Club 21.
  - Ms. Natalia Michalkiewicz – as a teacher for HMS Club 21 for the 2019-2020 school year at \$26.00/hour\*. Salary is grant funded by Club 21.
- Aides
  - Ms. Sydney Caromano – as an aide for HMS Club 21 for the 2019-2020 school year at \$10.00/hour, pending all necessary employment documentation is received. Salary is grant funded by Club 21 grant.
  - Ms. Jessica Albert – as an aide for HMS Club 21 for the 2019-2020 school year at \$10.00/hour, pending all necessary employment documentation is received. Salary is grant funded by Club 21 grant.

*\*Pending CTEA negotiations.*

6. **Medical Leave of Absence – Extended** - Approve the Extended Medical Leave of Absence of employee #0092 utilizing the employees sick time.

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Roll Call

Ayes: (8-9) Mrs. Abbott, Ms. Dragotta, Mrs. Perrelli, Mrs. Plummer, Mrs. Porter, Mrs. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith

Noes: (0) Abstain: (1) Mrs. Stormes-Rivera #3 only

Motion Carried

POLICY

## **POLICY**

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

POLICY ADOPTION

**1. Policy Adoption** – Approve the following policies for second reading and adoption:

- 4151.5 – Instructional Personnel Earned Sick Leave Law (New)
- 4251.5 – Support Personnel Earned Sick Leave Law (New)
- 7116 – Indoor Air Quality (New)

REVISED POLICY ADOPTION

**2. Revised Policy Adoption** – Approve the following revised policy for second reading and adoption:

- 4131/4131.1 – Staff Development; In-Service Education/Visitations, Conferences (Revised)

Roll Call

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

Noes: (0) Abstain: (0)

Motion Carried

CURRICULUM

## **CURRICULUM**

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

WORKSHOPS

**1. Workshops** – Approve the following staff workshops:

Name	Date	Workshop	Location	Cost	Mileage
Pete Dolcy	10/16/19	Financial Literacy	Bridgeton HS	\$0.00	\$0.00
Tonya Foster	10/29-31/19	Seeing Stars	Webinar	\$895.00*	\$0.00
Lauren Eisenhart	10/29-31/19	Seeing Stars	Webinar	\$895.00*	\$0.00
Brittney Knight	10/29-31/19	Seeing Stars	Webinar	\$895.00*	\$0.00
Angelica Lawler	12/18/19	Dyslexia, Dyscalculia, Dysgraphia	Sheraton, Atlantic City, NJ 08401	\$219.99	\$0.00
Lisa Santiago	12/18/19	Dyslexia, Dyscalculia, Dysgraphia	Sheraton, Atlantic City, NJ 08401	\$219.99	\$0.00
Anastasia LeSerre	12/18/19	Dyslexia, Dyscalculia, Dysgraphia	Sheraton, Atlantic City, NJ 08401	\$219.99	\$0.00
Kaila Santiago/ Presenter	11/21- 22/2019	Ms. Santiago is presenting at the American Speech-Language Hearing Association	Florida	\$0.00	\$0.00

\*Workshops will be funded with Title 1 Funds

Mrs. Ronan asked a question about Ms. Santiago using professional days for presenting. It was clarified that it was also a workshop.

Mr. Sutton questioned the cost of a \$895 webinar. It was clarified that the price also includes the classroom kit and training. Mr. Sutton asked if one could attend and share. Mr. Lavell clarified that it will be live and interactive.

CENTURY SAVINGS BANK – SCHOLASTIC BOOK DONATION

**2. Century Savings Bank – Scholastic Books Donation** – Approve the donation of funds totaling \$250.00 from Century Savings Bank for the Scholastic Books for Kids Program.

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**3. In-Service Days** – Approve the following days to be early dismissal for the purpose of in-staff professional development:

IN-SERVICE DAYS

- Friday, November 15, 2019
  - Friday, December 13, 2019
  - Friday, January 17, 2020
  - Friday, May 15, 2020
- HMS: Early Dismissal is 1:30 P.M.  
PNS: Early Dismissal is 12:45 P.M.

OBSERVATION/CLINICAL  
HOURS FOR COLLEGE  
STUDENT

**4. Observation/Clinical Hours for College Student – Rescinded**

**5. Field Trips** – Approve the following field trip requests:

FIELD TRIPS

Location	Grade	Date	Cost to BOE	Student Cost	Time
Coombs Barnyard, Elmer, NJ	Preschool	10/28/19	\$370.00	\$7.00	9:30 A.M. to 1:30 P.M.

Roll Call

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

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

## TRANSPORTATION

TRANSPORTATION

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

**1. Cumberland Regional Transportation Jointure** – Approve the transportation jointure with Cumberland Regional School District for Transportation of 11 Choice students at the cost of \$11,000.

CUMBERLAND  
REGIONAL  
TRANSPORTATION  
JOINTURE

Roll Call

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

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

## FINANCE

FINANCE

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

**1. Play Unified Grant** – Accept the Play Unified Grant from Special Olympics New Jersey in the amount of \$1,900. The funds will be used for the Unified Sports Program.

PLAY UNIFIED GRANT

**2. ESEA Carryover** – Accept the 18019 ESEA Carryover funds as follows:

ESEA CARRYOVER

- Title 1A - \$32,236
- Title I SIA - \$70,895
- Title II - \$30,475

**3. 2019-2020 SY Pineland Tuition Contract Agreement** – Approve the 2019-2020 SY Private Schools for Students with Disabilities with Pineland Learning Center for 1 student, at a total cost of \$54,360.00.

2019-2020 SY PINELAND  
TUITION CONTRACT  
AGREEMENT

**4. Creative Achievement Tuition Contract** – Approve the tuition contract with Creative Achievement for 1 student for the 2019-2020 school year at the cost of \$61,950.00.

CREATIVE  
ACHIEVEMENT TUITION  
CONTRACT

**5. Grant Acceptance** – Accept the following grant funds:

GRANT ACCEPTANCE

- FY19 Title I Reallocation - \$17,952

**6. CEZC 21<sup>st</sup> Century Grant** – Approve the Afterschool Program Partnership Agreement with the Cumberland Empowerment Zone Corp. The program will have a budget for October – December 2019 as follows:

CEZC 21<sup>ST</sup> CENTURY  
GRANT

- Salaries - \$7,605.00
- Transportation - \$3,100.00
- Misc - \$562.00

\*Funding is pending for the second semester.

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ELITE REHABILITATION  
SERVICE AGREEMENT

**7. Elite Rehabilitation Service Agreement** – Approve the 2019-2020 SY Elite Rehabilitation Services LLC service agreement beginning approximately October 8, 2019 and ending June 30, 2020 at \$80.00/hour, minimum of six (6) hours per week for the duration of this contract.

REVISED TUITION  
CONTRACT – DOWNE  
TOWNSHIP

**8. Revised Tuition Contract – Downe Township** – Approve the revised receiving tuition contract with Downe Township for 1 MD student at the cost of \$21,000 and 17-18 tuition adjustment of \$12,482. The previous contract was for two students, one student moved out of Downe Township.

2020-2021 TENTATIVE  
BUDGET CALENDAR

**9. 2020-2021 Tentative Budget Calendar** – Approve the Tentative 2020-2021 Budget Calendar.

Roll Call:

Ayes (9) – *Mrs. Abbott, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Ronan, Mrs. Stormes-Rivera, Mrs. Wilson-Smith, Mr. Sutton, Jr., Mrs. Perrelli*

Noes (0)

Abstain (0)

Motion Carried

UNFINISHED BUSINESS

## UNFINISHED BUSINESS

ABM/GCA CUSTODIAL  
CONTRACT

**1. ABM/GCA Custodial Contract** – This matter will be discussed in Executive Session as it is a contractual matter.

NJASBO

**2. NJASBO** – New Jersey School Boards Association Event from 10/21 to 10/24/2019. If you are interested in attending please inform the Business Office so you can be registered. The following Board members expressed interest at the meeting: Mrs. Porter, Mrs. Wilson-Smith, Mrs. Ronan, Mr. Lavell, Ms. Thomson, Mr. Sutton.

NEW BUSIENSS

## NEW BUSINESS

Ms. Kristin Schell was introduced as the incoming Superintendent of the District. Ms. Schell introduced herself to the Board and the audience.

PUBLIC COMMENTS

**PUBLIC COMMENTS** – None

OTHER BUSINESS

## OTHER BUSINESS

Motioned by Mrs. Abbott 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 August 31, 2019 and pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Business Administrator/Board Secretary certifies that as of August 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 August 31, 2019. The Treasurer's Report and Secretary's Report are in agreement for the month ending August 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 September 30, 2019. It is recommended that the Board of Education approve the Transfer Status Report for the month of August 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 (9) – *Mrs. Abbott, Ms. Dragotta, Ms. Plummer, Mrs. Porter, Mrs. Ronan, Mrs. Stormes-Rivera, Mrs. Wilson-Smith, Mr. Sutton, Jr., Mrs. Perrelli*

**COMMERCIAL TOWNSHIP BOARD OF EDUCATION**

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Noes (0)

Abstain (0)

Motion Carried

**EXECUTIVE SESSION**

EXECUTIVE SESSION

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

7:39 P.M.

**RECONVENE PUBLIC MEETING**

RECONVENE PUBLIC MEETING

Motioned by Mrs. Abbott and seconded by Ms. Dragotta the Board of Education approve to recess from Closed Session.

Unanimously approved.

8:33 P.M.

**ADJOURNMENT**

ADJOURNMENT

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

Unanimously approved

8:34 P.M.

Respectfully Submitted,

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Darren Harris, Board Secretary

October 8, 2019