

## COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Meeting

August 11, 2020

The Regular Meeting of the Commercial Township Board of Education was held in the Commercial Township School Gymnasium, located at 1308 North Avenue, Port Norris, NJ, on Tuesday, August 11, 2020 at 7:00 P.M.

Board President, Ms. Perrelli, opened the meeting at 7:05 P.M., leading the group in the pledge to the flag.

PLEDGE TO THE FLAG

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

STATE TO ORDER

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.

### ROLL CALL

ROLL CALL

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

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

The following were also present:

Mr. Giambri – Board Secretary/Business Official

Ms. Kristin Schell – Superintendent

Mr. John Lavell – Director of CST

Mr. Jim Mullens – KDNFS Co-Owner

Members of the public

### CORRESPONDENCE - None

CORRESPONDENCE

### PRESENTATION

**1. KDNFS Security Presentation** – Mr. Jim Mullens, co-owner of KDNFS, shared his presentation on school security and staffing with the Board of Education and the public.

PRESENTATION

*Ms. Porter asked if the contract included language regarding paying the contract during school closures. Mr. Giambri mentioned that the contract is an hourly rate. Mr. Mullens further elaborated that they do not bill for hours they are not on-site. Mr. Mullens spoke on COVID, school closures, ensuring continuity for the school year, and how they schedule staff.*

KDNFS SECURITY  
PRESENTATION

### PUBLIC COMMENTS ON THE AGENDA - None

PUBLIC COMMENTS ON  
THE AGENDA

### MINUTES

Motioned by Ms. Dragotta and seconded by Ms. Ronan the Board of Education approve the following minutes:

MINUTES

- Regular Meeting on July 14, 2020
- Executive Session on July 14, 2020

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Roll Call

Ayes: (8) *Mr. Dragotta, Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

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

### SUPERINTENDENT'S REPORT

Motioned by Ms. Wilson-Smith and seconded by Ms. Ronan the Board of Education:

**1. 2020-2021 UCS Program Funding Application Budget** – Approve the 2020-2021 UCS Program Funding Application Budget.

**2. Use of Facilities-** Approve the use of facilities with the YMCA for before and after school childcare at the Commercial Township School and tentatively an all-day program at the Port Norris School.

Roll Call:

Ayes: (7) *Ms. Dragotta, Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Mr. Sutton, Ms. Wilson-Smith*

Noes: (0) Abstain: (1) *Ms. Stormes-Rivera* Motion Carried

### PERSONNEL

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

**1. 2020-2021 Evaluation Instruments** – Approve the 2020-2021 District Evaluation Instruments.

These are the same instruments used in the 2019-2020 school year.

- Administrators, Directors, and Supervisors – The Marzano District Leader Evaluation Model
- Instructional Staff, Child Staff Team Members, and Nurses – The Marzano Focused Non-Classroom Instructional Support Personnel Evaluation Model
- Teachers – The Marzano Focused Teacher Evaluation Model

**2. 2020-2021 District Mentoring Plan** – Approve the 2020-2021 District Mentoring Plan.

**3. 2020-2021 CTS PDP Plan** – Approve the 2020-2021 Professional Development Plans for Commercial Township School.

**4. Revised Staff Appointments** – Approve the following staff appointments:

- School Safety Specialist – District Vice Principal
- 504 Compliance – CST Supervisor/Supervisor of Special Services

**5. Resignations** – Accept the resignations of the following employees:

- Amadis Terrero, Transportation Coordinator, effective July 30, 2020
- Cesarino Divanna Gonzalez, effective July 30, 2020

These employees will be held for 60 days or until a replacement can be hired.

*Ms. Porter mentioned that CeCe and Amadis did a great job and will be missed in the district.*

**6. Staff Rehires** – Approve the following staff rehires for the 2020-2021 school year:

- Cynthia Smith, Part Time Bus Driver
- Ana Rodriguez, Part Time Bus Driver rehire as a Full Time Bus Driver with a salary of \$26,211
- Janet Hoover, Bus Aide
- Wendy Gilman, Bus Aide
- *Brittany Fisher, Full-Time Transportation Coordinator with salary of \$33,000 (Tabled)*

**7. New Hires** – Approve the following staff hires:

- Lorraine Allen, Full Time Bus Driver at salary of \$26,211
- Cheryl Dittmer, Bus Aide at rate of \$11 per hour
- Carmen Alvarado, Full Time Bus Driver at salary of \$26,211

**8. New Staff Hires** – Authorize the Superintendent to hire bus drivers and bus aides for the 2020-2021 school year, for the months of August and September, between Board of Education meetings, after consultation with the Board President. Formal action will be required at the following Board meeting. *Ms. Ronan asked about bringing back former staff members and asked if records would be checked before rehiring.*

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Roll Call:

Ayes: (8) *Ms. Dragotta, Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

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

## POLICY

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

**1. Second Reading and Adoption** - Approve the following policies for second reading and adoption:

- 1648 – Restart/Recovery
- 1649 – Families First Coronavirus Response Act
- 7522 – School District Technology Devices for Staff
- 7523 – School District Technology Devices for Students

## CURRICULUM

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

**1. T-Mobile Hotspot Agreement** – Approve the T-Mobile Agreement Education Covid-19 Agreement to lease hotspot devices for students without internet connectivity at home. The cost is \$20.00 per month for unlimited high-speed data (no data caps or throttling), CIPA Filtering, and the hotspot device at \$0 with a 12-month agreement.

Roll Call:

Ayes: (8) *Ms. Dragotta, Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

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

## TRANSPORTATION

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

**1. 2020-2021 SY Sheppard Bus Lease Agreement** – Approve the 2020-2021 SY 10-month lease with Sheppard Bus Service for (8) 54 passenger buses, (1) 24 passenger bus, and (1) 14 passenger handicap bus, at the discounted rate of \$14,400.00 per month for all 10 buses, \$96 more than the 2019-2020 contract.

**2. Transportation Jointure** – Approve the transportation jointure with Greater Egg Harbor Regional in the amount of \$432.00 for the 2019-2020 school year.

*Ms. Porter asked if the dates on the contract were correct. Mr. Ciambri stated that the contract was not received until June for a student in transition.*

Roll Call:

Ayes: (8) *Ms. Dragotta, Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

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

## FINANCE

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

**1. Millville Sending Tuition Contract** – Approve the following sending tuition contracts with the Millville Board of Education:

- Regular Education - \$2,113,326.66
- Special Education - \$326,336.00

**2. Millville Receiving Tuition Contract** – Approve the following receiving tuition contracts with the Millville Board of Education:

- MD Student - \$19,051
- LLD Student - \$24,291

TRANSPORTATION  
SHEPPARD BUS  
LEASE AGREEMENT

FINANCE  
MILLVILLE SENDING  
TUITION CONTRACT

POLICY

2. READING &  
ADOPTION

CURRICULUM

T-MOBILE HOTSPOT  
AGREEMENT

TRANSPORTATION

2020-21 SY  
SHEPPARD BUS  
LEASE AGREEMENT

TRANSPORTATION  
JOINTURE

FINANCE

MILLVILLE SENDING  
TUITION CONTRACT

MILLVILLE RECEIVING  
TUITION CONTRACT

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**3. Bridgeton Receiving Tuition Contract** – Approve the following tuition contracts with Bridgeton Board of Education:

- LLD Student - \$24,291

**4. CMCSSTD ESY Tuition Contract** – Approve the Extended School Year Tuition Contract with Cape May County Special Services School District for one student at the rate of \$2,725 and \$2,125 for a 1:1 aide.

**5. CMCSSTD Tuition Contract** – Approve the MD tuition contract with Cape May County Special Services School District for 1 student to attend at the rate of \$37,500 plus \$11,000 for out of county fees.

**6. CMCSSTD Itinerant Services Agreement** – Approve the Itinerant Services Agreement with the Cape May County Special Services School District to provide services to those who attend in their district.

**7. Virtual NJSBA Workshop 2020** – Approve the group registration for the NJSBA Virtual Workshop 2020 which takes place October 20, 2020 to October 22, 2020. The group rate of \$900 for up to 25 team members, including school board members, superintendents, school business administrators, IT directors, facilities directors, principals, and other district staff.

**8. Agreement for Continuing Disclosure Services** – Approve the 2020-2021 Agreement for Continuing Disclosure and Independent Registered Municipal Advisor Services, with Phoenix Advisors at a base fee of \$1,000.

**9. RFP Solutions Managed Support Services Contract** – Approve the Managed Technology Support Services Contract for the 2020-2021 school year with RFP Solutions in the amount of \$42,506.00 for two days per week.

*Ms. Porter asked why this was for two days with two different companies. Mr. Giambri stated that this will give the district coverage for five days and that during the next budget year, administration will look at using one service provider.*

Roll Call:

Ayes: (8) *Ms. Dragotta, Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

Noes: (0)

Abstain: (0)

Motion Carried

**UNFINISHED BUSINESS** – None

**NEW BUSINESS** – None

### **OTHER BUSINESS**

Motioned by Ms. Ronan and seconded by Ms. Dragotta the Board of Education approve the following items:

#### **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 June 30, 2020 that as of June 30, 2020 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.

#### **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 June 30, 2020 (draft). The Treasurer's Report and Secretary's Report are in agreement for the month ending June 30, 2020 (draft).

#### **3. Bill Lists/Line Item Transfers**

It is recommended that the Board of Education approve the itemized bill lists for July 2020.

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It is recommended that the Board of Education approve the Transfer Status Report for the month of June 30, 2020.

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: (8) *Ms. Dragotta, Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

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

### FOR YOUR INFORMATION

**1. Mandated Trainings** – The following Board Members need to complete their NJSBA Mandated Trainings by December 31, 2020.

- Tracy Richardson – Governance I
- Sheena Plummer – Governance II
- Beverly Dragotta – Governance II
- Karen Stormes-Rivera – Governance III

### EXECUTIVE SESSION

Motioned by Ms. Dragotta and seconded by Ms. Ronan the Board of Education by Resolution, recess into the closed session, from which the public will be excluded, to discuss Personnel Matters. Action may or may not be taken.

Unanimously approved.

8:10 P.M.

Motioned by Ms. Stormes-Rivera and seconded by Ms. Porter the Board of Education end the executive session.

Unanimously approved.

8:42 P.M.

### RECONVENE PUBLIC MEETING

Motioned by Ms. Stormes-Rivera and seconded by Ms. Porter the Board of Education approve to reconvene the Public session.

Unanimously approved.

8:43 P.M.

### ADDENDUM

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

**1. New Hire** – Approve Brittany Fisher as full-time Transportation Coordinator with a salary of \$33,000, pro-rated. Her start date is August 24, 2020.

Motioned by Ms. Stormes-Rivera and seconded by Ms. Porter the Board of Education approve Addendum item #1 to approve the hiring of the Transportation Coordinator.

Roll Call:

Ayes: (8) *Ms. Dragotta, Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

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

**COMMERCIAL TOWNSHIP BOARD OF EDUCATION**

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PUBLIC COMMENTS

**PUBLIC COMMENTS** - None

ADJOURNMENT

**ADJOURNMENT**

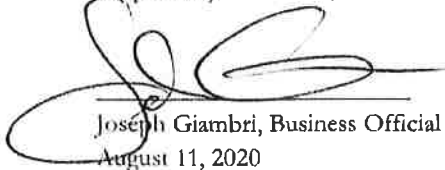
Motioned by Ms. Wilson-Smith and seconded by Ms. Dragotta the Commercial Township Board of Education adjourn the meeting.

Voice Vote

Unanimously approved

8:45 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Joseph Giambri', is written over a horizontal line. The signature is stylized with loops and a long horizontal stroke extending to the right.

Joseph Giambri, Business Official

August 11, 2020