

# COMMERCIAL TOWNSHIP BOARD OF EDUCATION

## Minutes of the Reorganizational Meeting

January 5, 2021

The Regular Meeting of the Commercial Township Board of Education was called to order by Board Secretary, Darren Harris, on Tuesday, January 5, 2021 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 7:02 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 Ms. Ronan and seconded by Mrs. Wilson-Smith the Commercial Township Board of Education appoint Darren Harris, Board Secretary, as Temporary Chairperson.

APPOINTMENT OF TEMPORARY CHAIRPERSON

Unanimously approved.

### ELECTION RESULTS

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

ELECTION RESULTS

3-Year Term (3)

- Karen Stormes-Rivera (1,397)
- Stacy Wilson-Smith (1,445)
- Michelle Ronan (1,371)

#### **1. Swearing In Newly Elected Members**

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

- Karen Stormes-Rivera – *Three Year Term*
- Stacy Wilson-Smith – *Three Year Term*
- Michelle Ronan – *Three Year Term*

SWEARING IN NEWLY ELECTED MEMBERS

### ROLL CALL

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

ROLL CALL

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

The following were also present:

Mr. Darren Harris – Board Secretary/Business Administrator

Mrs. Kristin Schell - Superintendent

Ms. Alysia Thomson – District Vice Principal

Members of the public

REORGANIZATION OF THE BOARD OF EDUCATION

### REORGANIZATION OF THE BOARD OF EDUCATION

#### **1. Election of Officers**

ELECTION OF OFFICERS

##### **Nominations for President**

Motioned by Ms. Ronan and seconded by Ms. Porter, 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.

NOMINATIONS FOR PRESIDENT

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

Being no further nominations, it was motioned by Ms. Ronan and seconded by Ms. Porter 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 Ms. Perrelli as President of the Board of Education for a term of one year, commencing January 5, 2021 and until his/her successor is elected and shall qualify.

Roll Call: Ayes (7) *Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

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

*The Board Secretary yielded the chair to Board President, Ms. Perrelli.*

### **Nominations for Vice-President**

Motioned by Ms. Wilson-Smith and seconded by Ms. Ronan, 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 Ms. Ronan and seconded by Ms. Wilson-Smith that Mr. Sutton be nominated to serve as Vice-President of the Board of Education.

Being no further nominations, it was motioned by Ms. Ronan and seconded by Ms. Wilson-Smith 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 5, 2021 and until his/her successor is elected and shall qualify.

Roll Call: Ayes (7) *Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

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

### **COMMITTEE AND DELEGATE APPOINTMENTS/DESIGNATIONS**

**Committees** – Committees will stay the same.

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

### **Delegates**

- New Jersey School Boards Association
  - Ms. Stormes-Rivera – Delegate
  - Ms. Richardson - Alternate
- Cumberland County School Boards Association

NOMINATIONS FOR  
VICE-PRESIDENT

COMMITTEE AND  
DELEGATE  
APPOINTMENTS/DESIG  
NATIONS

COMMITTEES

DELEGATES

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- Ms. Stormes-Rivera – Delegate
- Ms. Ronan - Alternate
- Millville Board of Education
  - Mrs. Perrelli will remain appointed member of Millville Board of Education.

### 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.

ETHICS TRAINING

NJ SCHOOL BOARD  
MEMBER CODE OF  
ETHICS

### OFFICIAL NEWSPAPERS

Motioned by Ms. Wilson-Smith and seconded by Ms. Richardson 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 (7) *Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

Noes (0)                      Abstain (0)                      Motion Carried

Unanimously Approved

### 2021 BOARD OF EDUCATION MEETING DATES

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

**1. Meeting Dates and Times** – Approve the 2021 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.

2020 BOARD OF  
EDUCATION MEETING  
DATES

MEETING DATES AND  
TIMES

January 5, 2021 at 7:00 PM  
February 9, 2021 at 7:00 PM  
March 9, 2021 at 7:00 PM  
April 13, 2021 at 7:00 PM  
May 4, 2021 at 7:00 PM (Tentative Public Hearing)  
June 8, 2021 at 7:00 PM  
July 13, 2021 at 7:00 PM  
August 10, 2021 at 7:00 PM  
September 14, 2021 at 7:00 PM  
October 12, 2021 at 7:00 PM  
November 9, 2021 at 7:00 PM  
December 14, 2021 at 7:00 PM

Roll Call: Ayes (7) *Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

Noes (0)                      Abstain (0)                      Motion Carried

Unanimously Approved

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

Motioned by Ms. Ronan and seconded by Ms. Wilson-Smith 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

Roll Call: Ayes (7) *Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

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

## CORRESPONDENCE

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

**1. Letter from Sheena Plummer** – Correspondence received from Sheena Plummer announcing her resignation from the Commercial Township Board of Education effective immediately.

Roll Call: Ayes (7) *Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

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

## PRESENTATION

### **1. Recognition of Mr. Walter Webster**

Mr. Walter Webster was recognized for his lifetime achievement award from the NJACT. The award was presented by Ms. Perrelli.

## COMMITTEE REPORTS

- Policy Committee Minutes - Ms. Wilson-Smith reviewed the minutes. All series plan to be adopted by March 2021.
- Finance Committee Minutes - Ms. Porter reviewed the minutes. The Teacher of the Year and Educational Support Person receive \$1,000 each. A truck with snow plow was purchased. She also reviewed enrollment, state aid, and the Bond referendum project.

## PUBLIC COMMENTS ON AGENDA ITEMS - None

## MINUTES

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

- Regular Meeting on December 8, 2020
- Executive Session on December 8, 2020

Voice Vote: Ayes (7) *Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

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

## ENROLLMENT REPORT

	As of November 4, 2020	As of December 18, 2020
CTS	459	456

## SUPERINTENDENT'S REPORT

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

### **1. HIB Report Approval – November 2020**

HIB Investigations	
Reported	0
Completed	0
Number of Incidents ruled as Harassment, Intimidation, or Bullying	0
Number of incidents ruled as not falling under HIB provisions	0

### **2. HIB Acknowledgement – December 2020**

HIB Investigations	
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CORRESPONDENCE

LETTER FROM SHEENA PLUMMER

PRESENTATION

RECOGNITION OF MR. WALTER WEBSTER

COMMITTEE REPORTS

PUBLIC COMMENTS ON AGENDA ITEMS

MINUTES

ENROLLMENT REPORT

SUPERINTENDENT'S REPORT

HIB REPORT APPROVAL – NOVEMBER 2020

HIB ACKNOWLEDGEMENT – DECEMBER 2020

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Reported	0
Completed	0
Number of Incidents ruled as Harassment, Intimidation, or Bullying	0
Number of incidents ruled as not falling under HIB provisions	0

SCHOOL SAFETY DATA SYSTEM REPORT

### 3. School Safety Data System Report

Approve the School Safety Data Systems Report for the time period: September 1, 2020 to December 31, 2020.

PRESCHOOL SCHOOL PLAN

### 4. Preschool School Plan

Approve the ECPA/ELLI Preschool Plan for the 2021-2022 school year.

Roll Call: Ayes (7) *Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

Noes (0)                      Abstain (0)                      Motion Carried

Unanimously Approved

PERSONNEL

### PERSONNEL

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

LEAVE REQUESTS

#### 1. Leave Requests – Approve the following leave requests:

Employee #	Type of Leave	Start Date	End Date	Use of Paid Days
1058	FMLA	1/4/21	2/26/21	Paid 1/4-1/14/21, then unpaid
1039	FFCRA	11/20/20	12/4/20	Paid per FFCRA
0209	FFCRA	11/23/20	12/1/20	Paid per FFCRA
0196	Extended	1/4/21	2/26/21	Unpaid

NEW HIRES

2. **New Hires** – Approve Ms. Clarissa Paal as part-time (.6) Spanish Teacher for the 2020-2021 school year with a start date of January 20, 2021. Ms. Paal’s compensation is Step 5 BA (pro-rated). There are no health benefits with this part-time position.

TUITION REIMBURSEMENT

3. **Tuition Reimbursement** – Approve tuition reimbursement for employee #0200 for a spring 2021 graduate course. Course reimbursement is \$3955.98.

CLUB 21 STIPEND POSITIONS

4. **Club 21 Stipend Positions** – Approve Catherine Vazquez as a teacher for the Club 21 program at a rate of \$30/per hour.

SUBSTITUTE PAY RATE

5. **Substitute Pay Rates** – Approve the following substitute pay rates effective January 1, 2021. This change is to ensure the substitute Instructional Assistant pay rate is compliant with minimum wage laws:

- Substitute Instructional Assistant: \$85 per day
- Substitute Teacher without teaching certification: \$95 per day
- Substitute Teacher with teaching certification: \$105 per day

NOTICE OF RETIREMENT

6. **Notice of Retirement** - Accept the notice of retirement of Preschool Teacher, Marilyn Dickerson, effective July 1, 2021.

RESIGNATION NOTICE

7. **Resignation Notice** – Accept the resignation of Francesca Ruth, Speech Therapist, who is also providing services with the Woodbine School District. Her last day will be February 19, 2021 or until a replacement can be found.

Roll Call: Ayes (7) *Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

Noes (0)                      Abstain (0)                      Motion Carried

Unanimously Approved

POLICY

SECOND READING

### POLICY

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

#### 1. Second Reading – Approve the following policies for second reading and adoption:

- Series 5000 – Students
- Series 6000 – Finances

FIRST READING

#### 2. First Reading – Approve the following policies for the first reading:

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- Series 7000 – Property
- Series 8000 - Operations

Roll Call: Ayes (7) *Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

Noes (0) Abstain (0) Motion Carried

Unanimously Approved

CURRICULUM

**CURRICULUM** - None

TRANSPORTATION

**TRANSPORTATION** - None

FINANCE

### **FINANCE**

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

CARES FUNDING

**1. CARES Funding-** Accept \$19,948 in additional CARES funding and the amended budget as attached.

BROOKFIELD SCHOOLS CONTRACT

**2. Brookfield Schools Contract –** Approve the contract with Brookfield Schools to provide educational services for the 2020-2021 school year at the rate of \$30 per hour.

NATIONAL CO-OP PARTICIPATION

**3. National Co-Op Participation –** Approve participation in the Sourcewell National Co-Op.

ALYSSA LAW APPLICATION

**4. Alyssa Law Application –** Approve the Alyssa Law Application in the amount of \$26,776 for security upgrades to the school. Additional costs associated with these projects will be funded by local funds.

Roll Call: Ayes (7) *Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

Noes (0) Abstain (0) Motion Carried

Unanimously Approved

UNFINISHED BUSINESS

**UNFINISHED BUSINESS** – None

NEW BUSINESS

**NEW BUSINESS** - None

OTHER BUSINESS

### **OTHER BUSINESS**

Motioned by Ms. Ronan and seconded by Ms. Wilson-Smith the Board of Education approve item #3 only:

BOARD SECRETARY'S MONTHLY CERTIFICATION

#### **1. Board Secretary's Monthly Certification – *Tabled***

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, 2020 and pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Business Administrator/Board Secretary certifies that as of November 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.

TREASURER'S REPORT

#### **2. Treasurer's Report - *Tabled***

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, 2020. The Treasurer's Report and Secretary's Report are in agreement for the month ending November 30, 2020.

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 31, 2020.

It is recommended that the Board of Education approve the Transfer Status Report for the month of November 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.

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Noes (0) Abstain (0) Motion Carried

Unanimously Approved

ADDENDUM

## ADDENDUM

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

CLUB 21 STIPEND POSITIONS

**1. Club 21 Stipend Positions** – Approve the following staff for Club 21:

- LaRae Smith – Instruction Aide at \$13.00/hr
- Catherine Vazquez – Substitute Coordinator at \$30.00/hr
- Pete Dolcy – Substitute Coordinator at \$30.00/hr

\*These positions are funded through the Club 21 Grant.

Roll Call: Ayes (7) *Ms. Perrelli, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith*

Noes (0) Abstain (0) Motion Carried

Unanimously Approved

FYI

PHASE 2 REOPENING

## FOR YOUR INFORMATION

**1. Phase 2 Reopening** – February 1, 2021

Mrs. Schell reviewed phase II of the reopening plan. Mentioned the current status activity report is listed as high. The recommendation for the department of health to consider remote instruction.

Marking period 3, February 1<sup>st</sup> is looking like the date to bring students back to in-person instruction. A flyer was distributed regarding what it will look like with students back in-person. This was a collective effort of the COVID response team in the district.

Pre-K, Kindergarten, and Special Programs will have a full-day program and follow-up email will be sent. The rest of the school will be half-days Monday through Friday.

Schoology – Ms. Wilson-Smith requested that Schoology be offered at 7:00 in addition to 1:00 and 4:00 pm.

**PUBLIC COMMENTS** – None

PUBLIC COMMENTS

**EXECUTIVE SESSION** - None

EXECUTIVE SESSION

**RECONVENE PUBLIC MEETING** - None

RECONVENE PUBLIC MEETING

ADJOURNMENT

## ADJOURNMENT

Motioned by Ms. Ronan and seconded by Ms. Stormes-Rivera the Commercial Township Board of Education adjourn the meeting.

Unanimously approved

7:46 P.M.

Respectfully Submitted,



Darren Harris

January 5, 2021