

# COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Meeting

July 14, 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, July 14, 2020 at 7:00 P.M.

PLEDGE TO THE FLAG

Board President, Ms. Perrelli, opened the meeting at 7:10 P.M., leading the group in the pledge to the flag.

CALL TO ORDER

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.

ROLL CALL

## ROLL CALL

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

Ms. Dragotta	Present
Mrs. Perrelli	Present
Ms. Plummer	Present
Mrs. Porter	Present
Mrs. Richardson	Present
Ms. 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. Kristin Schell – Superintendent  
Mr. John Lavell – Director of CST  
Ms. Liz Murphy – Attorney from Bush Law Group  
Members of the public

EXECUTIVE SESSION

## EXECUTIVE SESSION

Motioned by Mrs. Wilson-Smith 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 Contractual Matters and Personnel Matters. Action may or may not be taken.

Unanimously approved.  
7:15 P.M.

Motioned by Ms. Dragotta and seconded by Ms. Plummer the Board of Education end the executive session.

Unanimously approved.  
9:03 P.M.

RECONVENE PUBLIC MEETING

## RECONVENE PUBLIC MEETING

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

Unanimously approved.  
9:04 P.M.

CORRESPONDENCE

NJQSAC

## CORRESPONDENCE

1. **Letter from NJQSAC Coordinator** – Letter dated June 17, 2020 was received approving the District's NJQSAC DIP.

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OFFICE OF SCHOOL  
FACILITIES  
PLANNING

2. **Letter from the Office of School Facilities Planning** – Letter dated July 10, 2020 was received approving the Commercial Township School District's Long-Range Facility Plan.

PRESENTATION

**PRESENTATION** – None

PUBLIC COMMENTS  
ON AGENDA

**PUBLIC COMMENTS ON THE AGENDA** - None

MINUTES

## **MINUTES**

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

- Regular Meeting on June 9, 2020
- Executive Session on June 9, 2020

Roll Call

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

Noes: (0)

Abstain: (0)

Motion Carried

ENROLLMENT  
REPORT

## **ENROLLMENT REPORT**

The enrollment report was reviewed by Mrs. Perelli.

	As of May 31, 2020	As of June 30, 2020
HMS	352	352
PNS	149	149

SUPERINTENDENT'S  
REPORT

## **SUPERINTENDENT'S REPORT**

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

JUNE HIB REPORTS

### **1. Approve the HIB Reports – June 2020**

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

STUDENT SAFETY  
DATA REPORT

### **2. Student Safety Data Report-** Approve the Student Safety Data System Report for January 2020 to June 2020.

ANNUAL SCHOOL  
PLAN

### **3. Annual School Plan** – Approve the 2020-2021 Annual School Plan for the Port Norris and Haleyville-Mauricetown School. The NJDOE software still lists the two school separately.

AUCTION UNUSED  
EQUIPMENT

### **4. Auction Unused Equipment** – Approve the following list of equipment on GovDeals for auction:

- 1991 Ford Pick-up Truck
- 1997 Ford F-Super Duty Power Stroke Diesel Dump Truck
- John Deere Lawn Tractor
- John Deere Lawn Tractor
- International 244 Diesel Tractor

Roll Call:

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

Noes: (0)

Abstain: (0)

Motion Carried

PERSONNEL

## **PERSONNEL**

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

CAR CURRICULUM  
WRITING – STIPEND  
POSITION

**1. CAR Curriculum Writing – Stipend Positions** – Approve stipends for Brittany Knight for CAR curriculum writing for Grade 5 at \$600/per unit. Stipends to be paid from Title II Funds, and shared if applicable.

2019-2022 CTEA  
AGREEMENT

**2. 2019-2022 CTEA Agreement** – Approve the 2019-2022 Agreement with the Commercial Township Educational Association.

*It was clarified that this is the full document. The Memorandum of Agreement was already approved.*

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**3. CTEA Sidebar Agreement** – Approve the Sidebar to the Agreement between the Commercial Township Board of Education and the Commercial Township Education Association from July 1, 2019 to June 30, 2022.

CTEA SIDEBAR AGREEMENT

**4. PBSIS** – Approve the following staff members to work up to 3 hours not to exceed \$90/per person for PBSIS work over the summer:

PBSIS

- Jamie Eldridge
- Jamaal Hall
- Tarin Leech
- Andrew Egnor

This will be funded with Title I Reallocation funds.

*PBSIS was used before.*

**5. Summer Bus Driver and Aide** – Approve the following transportation positions for summer, as needed:

SUMMER BUS DRIVER/AIDES

- Substitute Bus Driver – Amadis Terrero at \$17/hour
- Bus Aide – Janet Hoover at \$11/hour

**6. Resignation** – Accept the resignation of Rodrigo Diaz, Spanish Teacher, effective June 26, 2020.

RESIGNATION

**7. Resignation** – Accept the resignation of Eileen Sorantino, Administrative Assistant to the Superintendent, effective June 30, 2020.

RESIGNATION

**8. New Hire** – Approve Krysta Hahn as the Administrative Assistant to the Superintendent, effective July 16, 2020 at a pro-rated salary of \$43,000.

NEW HIRE

*The salary of the employee was discussed.*

Roll Call:

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

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

**POLICY** - None

POLICY

**CURRICULUM**

CURRICULUM

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

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

STAFF WORKSHOPS/ MILEAGE REQUESTS

Name	Date	Workshop	Location	Cost	Mileage
Kristin Schell	7/13-7/15/20	Resiliency Training	Online	\$0	\$0
John Lavell	7/13-7/15/20	Resiliency Training	Online	\$0	\$0
Alysia Thomson	7/13-7/15/20	Resiliency Training	Online	\$0	\$0

**2. Re-Adopt Curriculum** – Approve re-adopting the curriculum for the 2020-2021 school year.

RE-ADOPT CURRICULUM

*It was clarified that we need to readopt the curriculum every year.*

Roll Call:

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

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

**TRANSPORTATION**

TRANSPORTATION

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

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SUMMER BUS LEASE  
YMCA  
TRANSPORTATION  
CONTRACT

**1. Summer Bus Lease** – Approve the Summer Bus Lease with Sheppard Bus for one 54 passenger bus from July 20, 2020 until August 28, 2020 at a cost of \$2,000 per month.

**2. YMCA Transportation Contract** – Approve the contract with the Vineland-YMCA to provide transportation for their summer camp from July 20, 2020 until August 28, 2020. They will be billed \$175.00 per day.

Roll Call:

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

Noes: (0) Abstain: (1) *Ms. Stormes-Rivera #2 only* Motion Carried

FINANCE

FEDERAL GRANT  
SALARIES

**FINANCE**

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

**1. Federal Grant Salaries** – Approve the following staff to be funded with Title I and Title II funds:

Employee	Position	Title I %	Title I Salary
Caromano, Sandra	Teacher – CTS	10.00%	\$8,596
Clark, Michelle	Teacher – CTS	10.00%	\$7,680
Driscoll, Jennifer	Teacher – CTS	10.00%	\$8,596
Dunn, Joy	Teacher – CTS	10.00%	\$5,685
Eisenhart, Lauren	Teacher – CTS	10.00%	\$7,580
Etter, Chelsea	Teacher – CTS	10.00%	\$8,596
Gregory, Jillian	Teacher – CTS	10.00%	\$6,849
Haddock, Karen	Teacher – CTS	10.00%	\$8,696
Hayden, Tina	Teacher – CTS	10.00%	\$8,596
LeSerre, Anastasia	Teacher – CTS	10.00%	\$5,685
Michalkiewicz, Natalia	Teacher – CTS	10.00%	\$7,602
Santiago, Lisa	Teacher – CTS	10.00%	\$6,192
Smith, Patricia	Teacher – CTS	10.00%	\$5,685
Solomon, Deborah	Teacher – CTS	10.00%	\$8,696
Yunk, Rochelle	Teacher – CTS	10.00%	\$7,062
Gerbereux, Nora	K Aide	100.00%	\$38,294
Givens, Linda	K Aide	100.00%	\$30,674
Brooks, Dallas	K Aide	100.00%	\$31,514
Brockman, Janine	Teacher – CTS	15.00%	\$10,785
Dolcy, Peter	Teacher – CTS	15.00%	\$10,935
Gaddy, Lou Ann	Teacher – CTS	15.00%	\$13,044
Mingin, Matthew	Teacher – CTS	15.00%	\$9,438
Sammons, Tricia	Teacher – CTS	15.00%	\$10,785
Vazquez, Catherine	Teacher – CTS	15.00%	\$13,044
Zeleniak, Kerri	Teacher – CTS	25.00%	\$21,815

Roll Call:

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

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

UNFINISHED  
BUSINESS

SCHOOL RE-  
OPENING

**UNFINISHED BUSINESS**

**1. School Re-Opening** – Mrs. Schell reviewed the attachment summarizing the school reopening/consolidation committee meetings. She spoke regarding having a hybrid schedule of Group A attending Monday and Tuesday, Group B attending Wednesday and Thursday, and a full day of virtual instruction on Friday. These days will be from 8:45 am to 1:15 pm. Preschool, kindergarten, and self-contained classrooms will attend in full each day.

*Discussion took place regarding revising the calendar and making the first four days of school professional development. It was stated that this is not an ideal situation for learning, but it is an attempt to bring some normalcy to students. Households will be grouped together on the same days. The Board needs to approve purchases over \$44,000.*

# COMMERCIAL TOWNSHIP BOARD OF EDUCATION

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## NEW BUSINESS

Motioned by Ms. Dragotta and seconded by Ms. Stormes-Rivera the Board of Education approve the following items.

**1. July Board of Education Meeting Date** – Approve a meeting on Wednesday, July 29, 2020 at 7:00 pm in the Commercial Township School Gymnasium.

Roll Call:

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

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

**2. Board and District Goals** – Ms. Schell discussed bringing NJ School Board field representative to discuss the Board Goals at the regular meeting on August 11, 2020.

## OTHER BUSINESS

Motioned by Ms. Stormes-Rivera 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 May 31, 2020 that as of May 31, 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 May 31, 2020. The Treasurer's Report and Secretary's Report are in agreement for the month ending May 31, 2020.

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

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

It is recommended that the Board of Education approve the Transfer Status Report for the month of May 31, 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: (9) *Ms. Dragotta, Mrs. Perrelli, Ms. Plummer, Mrs. Porter, Mrs. Richardson, Ms. Ronan, Mrs. Stormes-Rivera, Mr. Sutton, Mrs. Wilson-Smith*

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

## ADDENDUM - None

## FOR YOUR INFORMATION

**1. November Elections** – The following Board members are up for re-election in November. Nominating petitions are due July 27, 2020 by 4:00 P.M. to the county clerk.

- Karen Stormes-Rivera
- Michelle Ronan
- Stacy Wilson-Smith

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## PUBLIC COMMENTS

### PUBLIC COMMENTS

*Ms. Santiago and Ms. Patti Smith introduced themselves as the new CTEA Presidents. They also introduced other representatives.*

*It was suggested to send out a survey to parents and staff regarding school security and to present it to the public at the August 11 meeting.*

*A member of the public inquired if there would be before and after school care for students. It was confirmed that both before and after school care will be provided. Options for before and after school care will be explored for days the students will be off from school.*

## ADJOURNMENT

### ADJOURNMENT

Motioned by Ms. Dragotta and seconded by Ms. Richardson the Commercial Township Board of Education adjourn the meeting.

Voice Vote

Unanimously approved

10:03 P.M.

Respectfully Submitted,



Darren Harris, Board Secretary

July 14, 2020