

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Board Meeting

March 9, 2021

The Regular Meeting of the Commercial Township Board of Education was called to order by Board Secretary, Darren Harris, on Tuesday, March 9, 2021 at 7:00 P.M. in the Commercial Township School Gymnasium, located at 1308 North Avenue, Port Norris, NJ.

Board President, Ms. Perrelli, opened the meeting at 7:00 P.M., leading the group in the pledge to the flag.

PLEDGE TO THE FLAG

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

CALL 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, District Office and on the District website, and Township Clerk.

ROLL CALL

ROLL CALL

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

Ms. Beverly Dragotta	Absent
Ms. Carol Perrelli	Present
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	Absent

The following were also present:

Mr. Darren Harris – Board Secretary/Business Administrator

Mr. Joseph Giambri – Business Official

Mrs. Kristin Schell – Superintendent

Members of the public

OATH OF OFFICE

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Mr. Harris swore in new Board member, Ms. Driver.

CORRESPONDENCE

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1. Mid-Year Budget Review Letter – Ms. Perrelli and Ms. Schell reviewed the letter from the Cumberland County Office of Education regarding the 2020-2021 Mid-Year Budget Review with the Board and audience.

PRESENTATION

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1. Budget 2021-2022

BUDGET 2021-2022

Mr. Giambri presented the 2021-2022 budget to the Board.

	General Fund	Special Revenues	Debt Service	Total
2021-2022 Total Expenditures	12,264,064	961,033	235,175	13,460,272
Less Anticipated Revenues	10,088,113	961,033	138,218	11,187,364
Taxes to be raised	2,175,951	N/A	96,957	2,272,908

Included in the base budget is a \$722,450 of Budgeted Fund Balance.

Presented for review:

- Revenue and Appropriations
- Recap of Balances
- Statement of Priorities
- District Status Above, At, or Below Expected Local Levy

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Board Meeting

March 9, 2021

- Administrative Cost Limit: Amounts
- Minimum Tax Levy Calculation
- Advertised Per Pupil Cost Calculation
- Tax Levy Certification – Form A

Motioned by Ms. Ronan and seconded by Ms. Porter the Board of Education approved the 2021-2022 Budget and Submission to budget to the County Office.

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

Noes (0) Abstain (0) Motion Carried

COMMITTEE REPORTS

- Mr. Sutton reviewed the Building and Grounds committee minutes from March 8, 2021, including the projects in the budget as well as those projected for the bond referendum.
- Ms. Perrelli reviewed the Finance committee minutes from March 8, 2021 including the proposed budget analysis and E-Rate projects and technology.

PUBLIC COMMENTS ON AGENDA ITEMS

LeRee Smith, employee and resident, made a comment regarding the difficult times the community is facing and that families are suffering. She also mentioned the building in Port Norris needs to be addressed and expressed concerns about families leaving.

MINUTES

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

- Regular Meeting on February 9, 2021

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

Noes (0) Abstain (0) Motion Carried

Unanimously Approved

ENROLLMENT REPORT

	As of February 5, 2021	As of March 3, 2021
CTS	449	444

SUPERINTENDENT'S REPORT

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

1. HIB Report Approval – January 2021

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 – February 2021

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

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Board Meeting

March 9, 2021

3. Fundraiser – Approve the Chick-Fil-A fundraiser for one night during the week of April 12, 2021 to benefit 8th grade end of year activities.

4. ITEM TABLED

5. SEMI Corrective Action Plan – Approve the SEMI Corrective Action 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. Driver*

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

PERSONNEL

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

1. Leave Requests – Approve the following leave requests:

Employee #	Type of Leave	Start Date	End Date	Use of Paid Days
1083	Administrative	2/11/21	TBD	2/11/21-3/1/21 Sick/Personal Days; Thereafter Unpaid
0196	Extended (Revised)	1/5/21	2/16/21	Unpaid
0239	NJFLA	9/1/21	11/22/21	Unpaid
0237	Unpaid Leave (every other Friday PM only)	3/12/21	6/15/21	Unpaid

2. Full Time Hire – Approve Margarita Morales as a Full Time Bus Driver at the rate of \$26,211 (prorated). At the present time, Ms. Morales is a P/T Bus Driver for the Commercial Township School District.

3. Resignation – Accept the resignation of Instructional Assistant, Melanie Hough. Her last day will be March 26, 2021.

4. New Hires

- Approve Ms. Diane Curtone as P/T Secretary (main office) for the 2020-2021 school year at a rate of \$29,255 (prorated). Ms. Curtone's starting date will be determined upon receipt of completed criminal history check.
- Approve Ms. Mary Folwell as F/T Bus Driver for the 2020-2021 school year at a rate of \$26,211 (prorated). Ms. Folwell's start date will be March 10, 2021.

5. New Staff Hires – Authorize the Superintendent to hire bus drivers (3 F/T and 1 P/T) and an instructional assistant for the 2020-2021 school year, for the month of March and April, between Board of Education meetings, after consultation with the Board President. Formal action will be required at the following Board meeting.

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

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

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 the second reading and adoption:

- Series 9000 – Community

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

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

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Board Meeting

March 9, 2021

CURRICULUM

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

STAFF WORKSHOP

1. Staff Workshop – Approve the following staff workshops:

Table with 6 columns: Name, Date, Workshop, Location, Cost, Mileage. Rows include John Borchert and Brittany Fisher.

It was clarified that the Traversa transportation program was the same as the program the district invested in a couple years ago.

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

Noes (0) Abstain (0) Motion Carried

Unanimously Approved

TRANSPORTATION

TRANSPORTATION - None

FINANCE

FINANCE

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

2021-2022 TUITION RATES

1. 2021-2022 Tuition Rates- Approve the tuition rates for the 2021-2022 school year as follows:

Table with 4 columns: Category, 2019-20 Certified, 2020-21 Rate Charged, 2021-2022 Proposed. Rows include MD, LD, Grade PreK/K, Grade 1-5, Grade 6-8.

PRESCHOOL BUDGET

2. Preschool Budget – Approve the Preschool Budget for the 2021-2022 school year.

ACCEPT ESSER II ALLOCATION

3. Accept ESSER II Allocation – Accept the ESSER II allocations as follows:

- ESSER II - \$1,493,347
Learning Acceleration - \$95,835
Mental Health and Support Services - \$45,000

AMENDMENT TO LONG RANGE FACILITY PLAN

4. Amendment to Long Range Facility Plan – Approve the submission of the Commercial Township School – CST Office Alterations project...

PARKING LOT EXPANSION BID SPECIFICATIONS

5. Parking Lot Expansion Bid Specifications – Approve the following bid specifications:

- Commercial Township School – Parking Lot Expansion

Ms. Porter expressed her concerns regarding having office spaces in the lower level of the building, particularly for staff members that may need accommodations in the future.

Roll Call: Ayes (6) Ms. Perrelli, Ms. Porter (except #4), Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Driver

Noes (1) Ms. Porter #4 only Abstain (0) Motion Carried

Unanimously Approved

UNFINISHED BUSINESS

UNFINISHED BUSINESS – None

NEW BUSINESS

NEW BUSINESS - None

OTHER BUSINESS

OTHER BUSINESS

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

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Board Meeting

March 9, 2021

RESUMPTION OF
PUBLIC PORTION OF
MEETING

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motioned by Ms. Ronan and seconded by Ms. Richardson the Board of Education approve to adjourn into Open Session.

Unanimously approved.

7:53 PM

Motioned by Ms. Ronan and seconded by Ms. Stormes-Rivera the Commercial Township Board of Education move to terminate employee 1083 effective March 9, 2021 and employee 1056 effective retroactively to February 22, 2021.

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

Noes (0)

Abstain (0)

Motion Carried

Unanimously Approved

ADJOURNMENT

ADJOURNMENT

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

Unanimously approved

7:54 P.M.

Respectfully Submitted,



Darren Harris

March 9, 2021