

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Meeting

November 10, 2020

The Regular Meeting of the Commercial Township Board of Education was held through electronic means on Google Meets on Tuesday, November 10, 2020 at 7:00 P.M.

Board President, Ms. Perrelli, opened the meeting at 7:03 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 and District Office.

ROLL CALL

ROLL CALL

Roll call was performed by the Acting Board Secretary, Joseph Giambri, and is listed as follows:

Ms. Dragotta	Absent
Ms. Perrelli	Present
Ms. Plummer	Present
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:

Ms. Kristin Schell – Superintendent
Members of the public

CORRESPONDENCE - None

CORRESPONDENCE

PRESENTATION – None

PUBLIC COMMENTS ON THE AGENDA - None

PRESENTATION

MINUTES

PUBLIC COMMENTS ON THE AGENDA

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

MINUTES

- Regular Meeting on October 13, 2020

Roll Call

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

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

ENROLLMENT REPORT

	As of October 9, 2020	As of November 4, 2020
CTS	467	459

ENROLLMENT REPORT

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Meeting

November 10, 2020

UPERINTENDENT'S
EPORT

SUPERINTENDENT'S REPORT

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

IB APPROVAL

1. HIB Approval – Approve the Superintendent's monthly Harassment, Intimidation, and Bullying report for September 2020 as presented:

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

IB
CKNOWLEDGEMENT

2. HIB Acknowledgement – Acknowledge the Superintendent's monthly Harassment, Intimidation, and Bullying report for October 2020 as presented:

HIB Investigations	
Reported	1
Completed	1
Number of Incidents ruled as Harassment, Intimidation, or Bullying	0
Number of incidents ruled as not falling under HIB provisions	1

020-21 SY WELLNESS
OLICY ASSESSMENT
OLL

3. 2020-2021 SY Wellness Policy Assessment Tool – Approve the 2020-2021 Wellness Policy Assessment Tool Forms.

020-21 SY SCHOOL
URSING PLAN

4. 2020-2021 SY School Nursing Plan – Approve the 2020-2021 School Nursing Services Plan.

018-19 FOOD
ERVICE AUDIT

5. 2018-2019 Food Service Audit – Approve the 2018-2019 Food Service Audit and Findings and Food Service Audit Corrective Action Plan.

US EVACUATION
RILL

6. Bus Evacuation Drill – Approve the District Bus Evacuation Drills that took place:

- Tuesday, 10/27/20 at Commercial Township School, Supervised by Brittany Fisher, Transportation Coordinator, and Alysia Thomson, District Assistant Principal.
- Wednesday, 10/28/20 at Commercial Township School, Supervised by Brittany Fisher, Transportation Coordinator, and Alysia Thomson, District Assistant Principal.

ONATIONS

7. Donations – Approve the receipt of the donations to the Commercial Township School as follows through DonorsChoose.org:

- Ms. Santiago (Gr. 1) – Project: “Mobile Teaching” which consists of an LM520 All Purpose Mobile Teaching Easel – Elementary
- Mrs. Thomson – Project: “#GotWater” which consists of 100 Nike Hyperfuel 18 oz Squeeze Water Bottles

MEMORANDUM OF
GREETMENT WITH
AW ENFORCEMENT

8. Memorandum of Agreement with Law Enforcement – Approve the Memorandum of Agreement with law enforcement officials for the 2020-2021 school year.

Roll Call:

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

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

ERSONNEL

PERSONNEL

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

DMINISTRATIVE
EAVE/TERMINATION
F EMPLOYMENT

1. Administrative Leave/Termination of Employment – Approve the paid Administrative Leave for employee #1093 from October 19, 2020 until December 18, 2020. Termination of employment with the Commercial Township School District is effective upon expiration of the Administrative Leave. Sixty-day notice was provided to employee regarding the same on October 19, 2020.

LEAVE REQUESTS

2. Leave Requests – Approve the following leave requests:

Employee #	Type of Leave	Start Date	End Date	Use of Paid Days
0148	NJFLA	11/9/20	2/9/21	Unpaid
0043	FFCRA	11/9/20	11/11/20	11/9-11/11/20 Sick Days
1045	FMLA	11/12/20	1/11/21	11/12-12/8/20 Sick and Personal Days 12/9/20-1/8/21 – Unpaid

NEW HIRE(S)

REPLACEMENT

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Meeting

November 10, 2020

3. New Hire(s) – Approve Margarita Morales as a part-time Bus Driver effective October 19, 2020 at the rate of \$17.00 per hour.

4. Replacement Teachers – Approve the following replacement teachers:

- Melanie Hough, replacement teacher for Special Education In-Class Support on Wednesdays-Fridays, effective November 4, 2020 at a rate of \$272.89.
- Caitlin Musser, replacement teacher for 1st grade, effective November 11, 2020 at a per diem rate of \$272.89.

5. Substitutes – Approve Ms. Deedra Brewer to be a substitute teacher for the 2020-2021 school year. *Ms. Ronan asked if the first replacement teacher listed currently worked for the district. Mr. Giambri said yes as a paraprofessional and they have the certification to be a teacher. Ms. Ronan asked who will be filling in for her while she is in this role. Mr. Giambri stated that assignments have been shuffled so there is no lack of coverage. Ms. Porter spoke on item #1 and asked when the person would start and if someone could come in while this person is on leave. Mr. Giambri answered yes, a replacement could start and that conversation will be had with the personnel committee.*

Roll Call:

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

Noes: (0)

Abstain: (0)

Motion Carried

POLICY

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

1. Second Reading – Approve the following policies for first reading:

- Series 0000 – Bylaws
- Series 1000 – Administration
- Policy 1620 – Administrative Employment Contracts (revised)
- Policy 1648 – Restart and Recovery Plan (revised)
- Policy 1648.02 – Policy Remote Learning Options for Families (New)
- Policy 1648.03 – Restart and Recovery Plan – Full-Time Remote Instruction (revised)
- Policy 2431 – Athletic Competition (revised)
- Policy 2431.1 – Emergency Procedures for Sports and Other Athletic Activities (revised)
- Policy 2451 – Adult High School (revised)
- Policy 2464 – Gifted and Talented Students (revised)
- Policy 5530.05 – Seizure Action Plan (new)
- Policy 6440 – Cooperative Purchasing (revised)
- Policy 6470.01 – Electric Funds Transfer and Claimant Certification (new)
- Policy 7740 – School District Security (revised)
- Policy 7450 – Property Inventory (revised)
- Policy 7510 – Use of School Facilities (revised)
- Policy 8420 – Emergency Crisis Situations and Management (revised)
- Policy 8561 – Procurement Procedures for School Nutrition Programs (revised)

Ms. Porter asked Ms. Wilson-Smith, committee chair, if there were any changes made to the policies that were up for 2nd reading and adoption. Ms. Wilson-Smith said she was sure as there was a lot of policies listed. Mr. Giambri stated there was one change to the policies regarding Board Vacancies to be filled by the mayor's office that will be changed to reflect new practices.

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

- Series 2000 – Program
- Series 3000 – Teaching Staff Members
- Series 4000 – Support Staff Members

Roll Call:

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Meeting

November 10, 2020

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

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

CURRICULUM

CURRICULUM

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

1. Staff Workshop/Mileage Request – Approve the following staff workshop/mileage requests:

Name	Date	Workshop	Location	Cost	Mileage
*Kristin Schell	11/12, 11/13	**Marzano Focused Teacher Evaluation Model for Observers	Virtual	\$199.00	\$0.00

*Previously registered Marzano Training Workshop was canceled due to low enrollment.

**Workshop will be funded with Title II funds.

Roll Call:

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

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

TRANSPORTATION

TRANSPORTATION - None

FINANCE

FINANCE

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

1. CEZC Fall Grant – Approve the partnership agreement with The Cumberland Empowerment Zone Corporation for Grades 6-8. CEZC shall reimburse Commercial Township School District \$450.00 for each student participating in the afterschool clubs, up to 50 students.

2. Thunderbolt Academy Tuition Contracts – Approve the following Thunderbolt Academy tuition contracts:

- 1 student 4 days - \$346.64
- 1 student 16 days - \$1,386.56
- 1 student 180 days - \$15,598.00

Roll Call:

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

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

UNFINISHED BUSINESS

UNFINISHED BUSINESS

- Mrs. Schell spoke on the COVID cases in the district. She spoke on how the district is handling reporting them and notifying any close contacts. She noted of the three cases reported, none of them contracted the virus while in the district.
- Mrs. Schell mentioned the 2 in 1 chromebooks have arrived and will be available for students in grades pre-k to 2 and special education students if needed.
- Ms. Porter asked if a household member contracted the virus how would that impact the staff member. Mr. Giambri and Mrs. Schell explained the procedures and guidance given.
- Ms. Schell spoke on options available to families during the holiday season for food goods. Ms. Porter mentioned that in the past Premier Orthopedics had donated turkeys to the district. Ms. Richardson spoke on what the Family Success Center was doing.

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Meeting

November 10, 2020

- Ms. Ronan asked if it was a staff member or students who had the virus. For confidentiality purposes, Mrs. Schell could only say it was an individual.
- Ms. Ronan asked if Board Members could be added to the all call parents receive regarding notifications that go out to the families. Administration thought they were added and will make sure they are added moving forward. Mrs. Schell said she would forward the previous notifications regarding COVID to the Board Members.

NEW BUSINESS

NEW BUSINESS

- Ms. Porter spoke on executive session and the process on what needs to be discussed and who can request to go into executive session.
- Ms. Perelli stated the Board can only go into executive session for specific matters. Mr. Giambri elaborated on the four topics that can be discussed. Conversation took place on closed session and past practices.
- Mrs. Schell mentioned she will reach out to the NJSBA representative to get more information on executive procedures and set up a date for in person training.
- Ms. Porter asked about the new language added to public comment and limiting comments to 3 minutes where in the past it was 5 minutes. Mr. Giambri mentioned the Board policy states 3 minutes.
- Ms. Perelli explained to Board Members that during public comment Board Members are to listen to the comments and not engage the audience members. Conversation took place regarding public comments.
- Mr. Sutton mentioned the need to have school board representatives come out and speak to the Board Members on this topic and their roles as a Board Member.

OTHER BUSINESS

OTHER BUSINESS

Motioned by Ms. Richardson and seconded by Ms. Stormes-Rivera 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 September 30, 2020 that as of September 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 September 30, 2020. The Treasurer's Report and Secretary's Report are in agreement for the month ending September 30, 2020.

3. Bill Lists/Line Item Transfers

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

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

4. M1 and Comprehensive Maintenance Plan – Approve the M1 and Comprehensive Maintenance Report.

Roll Call:

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

Noes: (0)

Abstain: (0)

Motion Carried

BOARD
SECRETARY'S
MONTHLY
CERTIFICATION

TREASURER'S
REPORT

BILL LISTS/LINE
ITEM TRANSFERS

M1 &
COMPREHENSIVE
MAINTENANCE
PLAN

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Meeting

November 10, 2020

ADDENDUM

ADDENDUM

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

1. Pineland Learning Center Tuition Contract – Approve the Pineland Learning Center Tuition contract for the 2020-2021 school year for three students at the cost of \$55,260 per student.

2. Accept Mask Allocation – Accept the allocation of 1,108 youth size and 476 adult size reusable masks by the US Department of Health and Human Services to the Commercial Township School District.

Roll Call:

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

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

PINELAND
LEARNING CENTER
TUITION
CONTRACT

ACCEPT MASK
ALLOCATION

FYI

FOR YOUR INFORMATION

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

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

2. Joint County Roundtable Meeting – The Cumberland and Salem County Roundtable Meeting is scheduled to be virtual on Wednesday, November 18, 2020 at 7 p.m. to discuss the best practices that your local districts have implemented during this school year. Please contact the Business Office if you wish to attend.

MANDATED
TRAININGS

JOINT COUNTY
ROUNDTABLE
MEETING

EXECUTIVE
SESSION

EXECUTIVE SESSION - None

RECONVENE
PUBLIC MEETING

RECONVENE PUBLIC MEETING – None

PUBLIC
COMMENTS

PUBLIC COMMENTS - None

ADJOURNMENT

ADJOURNMENT

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

Voice Vote

Unanimously approved

8:13 P.M.

Respectfully Submitted,



Joseph Giambri, Business Official

November 10, 2020