

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Board Meeting

December 14, 2021

Roll Call: Ayes (8) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Perrelli
Noes (0) Abstain (0) Motion Carried

PUBLIC COMMENT PUBLIC COMMENTS ON AGENDA ITEMS - None

COMMITTEE REPORTS COMMITTEE REPORTS

- POLICY 1. Policy met on 12/7/2021 – Ms. Wilson-Smith reviewed the minutes. Bylaws were discussed. The committee will follow a schedule to review these policies. The committee also discussed using ESSER funds to attract substitute drivers with incentives.
- PERSONNEL 2. Personnel met on 12/7/2021 – Ms. Stormes-Rivera discussed negotiations and gathered a timeline for negotiations to start in the upcoming year. Attracting substitute drivers incentives were also discussed.

MINUTES MINUTES

Moved by Ms. Stormes-Rivera and seconded by Ms. Porter that the Board of Education approve the minutes from:

- BOE MEETING 11/9/21
- Regular Meeting on November 9, 2021
 - Executive Session on November 9, 2021

EXECUTIVE SESSION 11/9/21
Roll Call: Ayes (8) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith, Ms. Perrelli
Noes (0) Abstain (0) Motion Carried

ENROLLEMENT REPORT ENROLLMENT REPORT

	As of November 2, 2021	As of December 9, 2021
CTS	464	460

1. Suspensions - 11/4/2021 through 12/09/2021 - Number of student suspensions: 9

SUPERINTENDENT'S REPORT SUPERINTENDENT'S REPORT

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

- HIB REPORT 1. HIB Report Approval - The Superintendent's monthly Harassment, Intimidation and Bullying Report for October 2021 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 the HIB provisions: 1
- HIB ACKNOWLEDGEMENT 2. HIB Acknowledgement - The Superintendent's monthly Harassment, Intimidation and Bullying Report for November 2021 as presented:
HIB Investigations:
Reported: 2
Completed: 2
Number of incidents ruled as Harassment, Intimidation or Bullying: 0
Number of incidents ruled as not falling under the HIB provisions: 2
- FUNDRAISER 3. Fundraiser - The weekly Friday Pretzel fundraiser, to raise money to support National Junior Honor Society events and activities.
- PROFESSIONAL SERVICES 4. Professional Services - The Agreement for Professional Services between the Commercial Township School District and Michael McKnight, SEL Consultant, for the 2021-2022 school year. This will be funded with ESSER III funds.

Roll Call: Ayes (8) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith, Ms. Perrelli
Noes (0) Abstain (0) Motion Carried

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PERSONNEL

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

1. Leave of Absences:

Employee#	Type of Leave	Start Date	End Date	Use of Paid Days
0044	FMLA	10/20/21	12/10/21	34 Sick Days
1003	FMLA	12/02/21	01/11/22	25 Sick Days
0037	FMLA	03/24/22	06/06/22	40 Sick Days
0112	FMLA	04/04/22	06/06/22	30 Sick Days
1114	FMLA	01/18/22	03/14/22	Unpaid
0019	Administrative	09/22/21	10/04/21	9 Paid Days

LEAVE OF ABSENCES

2. Substitute Pay Rate - The following substitute pay rates effective January 1, 2022. This change is to ensure the substitute Instructional Assistant pay rate is compliant with minimum wage laws:

SUB PAY RATE

- Substitute Instructional Assistant: \$95 per day
- Substitute Teacher without teaching certification: \$105 per day
- Substitute Teacher with teaching certification: \$115 per day

3. Rate Increase - The rate increase for part-time bus aides and cafeteria aide from \$12.00 to \$13.00 effective January 1, 2022 to be compliant with minimum wage laws.

RATE INCREASE – BUS AIDES

4. Tuition Reimbursement - The following tuition reimbursement request:

- 3 credits for employee #0095. The total cost of \$2,194.80 will be submitted for payment upon submission of proper paperwork and according to the timeline in the CTEA contract.

TUITION REIMBURSEMENT

5. Resignation - The resignation of Diane Cutrone as Substitute Coordinator effective December 15, 2021.

RESIGNATION

6. Substitute Coordinator - John Lavell as Substitute Coordinator for the 2021-2022 school year, with a stipend of \$2,500 (prorated), as of December 16, 2021.

SUB COORDINATOR

7. Substitutes - The following substitutes:

SUBSTITUTES

- Casey Etter and Jessica Purificato as substitute Instructional Assistants for the 2021-2022 school year.
- Mikayla Vega as a substitute teacher at the non-certificated substitute teacher rate for the 2021-2022 school year.

C. ETTER & J. PURIFICATO

M. VEGA

8. Volunteer - Zachary Tribbett to be a volunteer coach for the basketball team, pending appropriate documentation.

VOLUNTEER Z. TRIBBETT

9. Employee Referral Program - The following employee referral incentives:

EMPLOYEE REFERRAL PROGRAM

- Referral incentive – if any staff member refers a new driver to the district, he/she will get a \$300 referral bonus. The bonus will be paid out in \$100 increments every 4 months the referred employee maintains regular employment with the district. The incentive program will be funded with ESSER III Funds.

10. Substitute Bus Driver Recruitment Incentive - The following incentive for substitute bus drivers:

SUB BUS DRIVER RECRUITMENT

The District will reimburse the following costs:

- DMV expenses for initial permit cost
- DMV expenses for final permit
- Physical exam completed by the school doctor under our current arrangement
- Reimburse for fingerprinting expense
- Person who is seeking the license will be paid for their behind the wheel training hours at the current trip rate of pay provided the prospective substitute driver is successful in obtaining the Commercial driver's license and is hired as a substitute bus driver for the district. The driver must commit to one year of service to the district and will be reimbursed following their fourth month of work.

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Ms. Wilson-Smith questioned if the driver should commit to one-year of service. This was further discussed

11. Additional Compensation – Paying Non-certificated staff their per diem rate on the February 18, 2022 make-up day.

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

Noes (*2) Ms. Porter, Ms. Ronan – *Items 9 & 10 only* Abstain (0) Motion Carried

ADDITIONAL
COMPENSATION

POLICY

Moved by Ms. Stormes-Rivera and seconded by Ms. Ronan that the Board of Education approve the following policies for second reading and adoption:

- 1648.11 The Road Forward COVID-19-Health and Safety (M)-New
- 1648.14 Safety Plan for Healthcare Settings in School Buildings-COVID-19 (M)-New
- 2425 Emergency Virtual or Remote Instruction Program (M)-New
- 6115.01 Federal Awards/Funds Internal Controls-Allowability of Costs (M)-New
- 6115.02 Federal Awards/Funds Internal Controls-Mandatory Disclosures (M)-New
- 6115.03 Federal Awards/Funds Internal Controls-Conflict of Interest (M)-New
- 5770 Student Right of Privacy-Revised
- 5751 Sexual Harassment of Students (M)-Revised
- 2422 Comprehensive Health and Physical Education (M)-Revised
- 2467 Surrogate Parents and Resource Family Parents (M)-Revised
- 5111 Eligibility of Resident/Nonresident Students (M)-Revised
- 5116 Education of Homeless Children (Revised)
- 7432 Eye Protection (M)-Revised
- 8420 Emergency and Crisis Situations (M)-Revised
- 8420.1 Fire and Fire Drills (M)-Revised
- 8540 School Nutrition Programs (M)-Revised
- 8550 Meal Charges/Outstanding Food Service Bill (M)-Revised
- 8600 Student Transportation (M)-Revised
- 6311 Contracts for Good or Services Funded by Federal Grants (M)-Revised

And the following policies abolished:

- 5114 Children Displaced by Domestic Violence-Abolished
- 8810 Religious Holidays-Abolished
- 1648 Restart and Recovery Plan (M)-Abolished
- 1648.02 Remote Learning Options for Families (M)-Abolished
- 1648.03 Restart and Recovery Plan-Full-Time Remote Instruction (M)-Abolished

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

Noes (0) Abstain (0) Motion Carried

CURRICULUM

CURRICULUM

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

1. Staff Workshops - The following staff workshops:

STAFF WORKSHOPS

Name	Date	Workshop	Location	Cost	Mileage
Alysia Thomson	3/24- 3/25	NJPSAFEA	Atlantic City	\$320.00	\$33.53
*Michelle Clark	1/25- 1/28	Cloud Nine	Virtual	\$1,209.95	\$0
*LouAnn Gaddy	1/25- 1/28	Cloud Nine	Virtual	\$1,209.95	\$0

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NEW BUSINESS

NEW BUSINESS

Moved by Ms. Driver and seconded by Ms. Wilson-Smith that the Board of Education approve Tuesday, January 4, 2022 for its reorganizational meeting at 7:00pm in the Cafeteria.

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

Noes (0)

Abstain (0)

Motion Carried

OTHER BUSINESS

OTHER BUSINESS

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

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 August 31, 2021 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of August 31, 2021 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, is in accordance with N.J.S.A. 18A:22-8.1 and 18A:22-8.2, for the month ending October 31, 2021. The Treasurer's Report and Secretary's Report are in agreement for the month ending October 31, 2021.

3. Bill List/Line Item Transfers - The itemized bill pay list for November 2021.

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. Driver, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Mr. Sutton, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

TREASURER'S REPORT

ADDENDUM

ADDENDUM

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

1. Leave of Absence - The following leave requests:

Employee #	Type	Start Date	End Date	Use of Paid Days
0150	Intermittent FMLA	11/29/21	06/20/21	Unpaid
1026	Unpaid	12/14/21	12/17/21	Unpaid

2. Consultant Contract - The contract with the Commercial Township School District and Liz Vaughan, Consultant for services related to the role of Master Teacher and Preschool Intervention and Referral Specialist as outlined in the Commercial Township School District's Preschool Expansion Application. Contract terms are 2.5 days a week with two full in-person days and one-half remote day. The daily rate is \$440 for a full day and \$220 for a half day which may be billed and invoiced at the end of each month, pending appropriate paper. There was a question about what the Master Teacher takes care of.

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

Noes (0)

Abstain (0)

Motion Carried

LEAVE OF ABSENCE

CONSULTANT CONTRACT

FYI

FOR YOUR INFORMATION – Reviewed by the Board

1. Official Election Results

- Carol Perrelli- 707 Votes
- Ronald Sutton Jr.- 621 Votes
- Jessica Driver- 656 votes

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- LaRae Smith- 489 Votes
 - Write-In Votes - 11 Votes
2. Mandated Trainings - The following Board Members need to complete their NJSBA Mandated Trainings by December 31, 2021.
- Sharon Porter- Governance IV
 - Stacy Wilson-Smith- Governance IV

PUBLIC COMMENTS

PUBLIC COMMENTS

- Ms. Janet Campbell, resident, commented on the Saturday with Santa. She expressed concern that several families did not wear masks at this event. She also expressed concerns with the lack of cleaning and disinfecting. She wants to know why they were not mandated. Ms. Schell said that the event was run by the CTA and that masks were mandated.
- Ms. Jennifer Messick, resident and parent, expressed concern with Zoom instruction. She has concerns with students being home sick and not on quarantine were not allowed to be in the Zoom. Ms. Schell said that this guidance comes from the DOE, which says that virtual school can only take place when a child is on a quarantine.
- Emily Colez, resident and parent, asked how are they supposed to request Chromebooks if she is not getting emails.

EXECUTIVE SESSION

EXECUTIVE SESSION

Moved by Ms. Driver and seconded by Ms. Stormes-Rivera that the Board of Education approve, by Resolution, adjourning into Executive Session. 8:31 P.M.

RESOLVED: At a public meeting of the Board of Education of Commercial Township, held this evening, pursuant to the "Open Public Meetings Act", the following subjects to be discussed in a session of the Board closed to the public:

Personnel

Student Matters

It is presently anticipated that the items mentioned in the resolution may be disclosed to the public upon final determination of the subject by the Board of Education.

Action (may) or (may not) be taken

Unanimously approved

RESUME PUBLIC MEETING

RESUME PUBLIC MEETING

Moved by Ms. Wilson-Smith and seconded by Ms. Porter that the Board of Education approve to Resume Open Session. 8:53 P.M.

Unanimously approved

ADJOURNMENT

ADJOURNED

Moved by Ms. Wilson-Smith and seconded by Ms. Porter that the Board of Education approve that the Board of Education meeting be adjourned. 8:54 P.M.

Unanimously approved

Respectfully Submitted,



Darren Harris, Board Secretary
December 14, 2021