

# COMMERCIAL TOWNSHIP BOARD OF EDUCATION

## Minutes of the Regular Board Meeting

July 13, 2021

The Regular Meeting of the Commercial Township Board of Education was called to order by Board President, Ms. Carol Perrelli, on Tuesday, July 13, 2021 at 7:00 P.M. in the Commercial Township Conference Room, located at 1308 North Avenue, Port Norris, NJ.

Board President, Ms. Perelli, opened the meeting at 7:01 P.M., leading the group in the pledge to the flag.

PLEDGE TO THE FLAG

Board President, Ms. Perelli, 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 Board President, Ms. Perelli, and is listed as follows:

Ms. Beverly Dragotta	Present
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. Jessica Driver	Present
Ms. Stacy Wilson-Smith	Present

The following were also present:

Mr. Darren Harris – Board Secretary/Business Administrator  
Mrs. Kristin Schell – Superintendent  
Mr. Joseph Giambri – Business Official  
Ms. Alysia Thomson – Assistant Principal  
Ms. Caitlin Lundquist – Board Solicitor  
Members of the public

### CORRESPONDENCE - None

CORRESPONDENCE

### EXECUTIVE SESSION

RECESS TO EXECUTIVE SESSION

Moved by Ms. Wilson-Smith and seconded by Ms. Porter that the Board of Education approve, by Resolution, adjourning into Executive Session. 7:03 P.M.

- Item for discussion - Grievance

Roll Call: Ayes (9) Ms. Dragotta, Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Stormes-Rivera, Ms. Sutton, Ms. Wilson-Smith, Ms. Perrelli

Noes (0) Abstain (0) Motion Carried

### RESUME PUBLIC MEETING

RESUME PUBLIC MEETING

Moved by Ms. Driver and seconded by Ms. Porter that the Board of Education approve to resume open session. 8:27 P.M.  
Unanimously approved

### PRESENTATION - None

PRESENTATION

### PUBLIC COMMENTS ON AGENDA ITEMS - None

PUBLIC COMMENT

### COMMITTEE REPORTS

COMMITTEE REPORTS

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Mr. Sutton reviewed the Committee Report including the summer construction projects and current HVAC issues, and the bond referendum.

BUILDING & GROUNDS

- Building and Grounds met on 6/29/2021 – There was a question regarding the fencing and geothermal unit.

FINANCE

- Finance met on 6/29/2021

Ms. Stormes-Rivera reviewed the Personnel Committee minutes with the Board.

MINUTES

### MINUTES

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

SP MEETING – 6/1/21

- Special Meeting on June 1, 2021

BOE MEETING – 6/8/21

- Regular Meeting on June 8, 2021

EXECUTIVE SESSION –  
6/8/21

- Executive Meeting on June 8, 2021

Roll Call: Ayes (9) Ms. Dragotta, Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Storms-Rivera, Mr. Sutton, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

ENROLLMENT REPORT

### ENROLLMENT REPORT

	As of June 4, 2021	As of June 15, 2021
CTS	442	442

SUPERINTENDENT'S  
REORT

### SUPERINTENDENT'S REPORT

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

HIB REPORT APPROVAL

1. HIB Report Approval - The Superintendent's monthly Harassment, Intimidation and Bullying Report for May 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 June 2021 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 the HIB provisions: 0

Ms. Richardson questioned the HIB. It was explained that there is a set of criteria that qualifies for HIB. It was further explained the criteria of what HIB is.

DONATION OF DESKS

3. Donate Student Desks - Donating 65 student desks that are no longer of use to the district to CTS families on a first-come first-serve basis.

SUPERINTENDENT  
GOALS

4. Superintendent Goals - The Superintendent and District Goals for the 2021-2022 School Year.

Roll Call: Ayes (9) Ms. Dragotta, Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Storms-Rivera, Mr. Sutton, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

PERSONNEL

### PERSONNEL

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

GUIDE MOVEMENT

1. Guide Movement - The lateral guide movement for Employee #0200 from Step 5 BA+15 to Step 5 MA for the 2021-2022 School Year.

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2. Tuition Reimbursement - For employee #0095, upon proper completion documentation for a Fall 2021 graduate course as per the CTEA Agreement.
3. Substitute Hire - Elena Quinton to be a substitute Instructional Assistant and substitute Bus Aide for the 2021-2022 school year.
4. Resignation – Accept with regret the resignation of Andrew Egnor, Guidance Counselor.
5. P-EBT Summer Hours - Diane Cutrone, for the position of P-EBT Summer Secretary, at a rate of \$17/hr. (not to exceed 40 hours) paid through ESSER II funding.

TUITION REIMBURSEMENT

SUB – E, QUINTON

RESIGNATION – A EGNOR  
P-EBT SUMMER HRS – D, CUTRONE

Roll Call: Ayes (9) Ms. Dragotta, Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Storms-Rivera, Mr. Sutton, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

### POLICY - None

POLICY

### CURRICULUM

CURRICULUM

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

1. Staff Workshops - The following staff workshops:

STAFF WORKSHOPS

Name	Date	Workshop	Location	Cost	Mileage
John Lavell	7/26/21	PreK Childhood Outcomes	Virtual	\$0	\$0
John Borchert	7/26/21	PreK Childhood Outcomes	Virtual	\$0	\$0
Alysia Thomson	8/3/21	NJ Equity Conference	Virtual	\$0	\$0
*Lisa Santiago	8/17-18/21	Tools Of The Mind	Virtual	\$3,750	\$0
Alysia Thomson	10/15/21	Renew!Reimagine!Rebuild!	Virtual	\$0	\$0

\*To be funded with Title II Funds.

2. Disposal of Curricula Material - Disposing of the Middle School English Language Arts anthologies by Pearson. These curricula materials are no longer utilized in the district.
3. CAR Curricula Writing - The following staff members for CAR Curricula Writing at \$600/unit rate with work to be done June 16, 2021-August 31, 2021:

DISPOSAL OF CURRICULA MATERIAL

CAR CURRICULA WRITING

Name	Subject	Grade	# of Units
Walter Webster	Theater Practicum	MS	1
Pete Dolcy	Social Studies	6	3

Roll Call: Ayes (9) Ms. Dragotta, Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Storms-Rivera, Mr. Sutton, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

### TRANSPORTATION

TRANSPORTATION

Moved by Ms. Dragotta and seconded by Ms. Wilson-Smith that the Board of Education approve the contract with the Vineland-YMCA to provide transportation for their summer camp from July 21, 2021 until August 27, 2021. They will be billed \$215.00 per day for a total of \$10,750.

TRANSPORTATION FOR YMCA SUMMER CAMP

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

Noes (0)

Abstain (1) Ms. Storms-Rivera

Motion Carried

### FINANCE

FINANCE

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

1. Bleachers and Wall Pads - The following proposal for bleachers and wall pads in the gymnasium using Cooperative Contracts:
  - Bleachers and Wall Pads- \$61,595 using NJ State contract DEG10464 through Ed Data Services.
2. CCESC Co-Op The 2021-2022 General Services Contract with the Education Services Commission for joint purchasing.

BLEACHERS & WALL PADS

CCESC CO-OP

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ECF ADDENDUM

3. ECF Addendum - The addendum with E-Rate Consulting Services to assist with the completion of the Emergency Connectivity Fund application process.
4. Commission for the Blind - The Contract for Education Level 1 services with the Commission For the Blind and Visually Impaired for the 2021-2022 school year at the cost of \$2,200.

COMM FOR THE BLIND  
CONTRACT

Roll Call: Ayes (9) Ms. Dragotta, Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Storms-Rivera, Mr. Sutton, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

UNFINISHED BUSINESS

**UNFINISHED BUSINESS** - None

NEW BUSINESS

### **NEW BUSINESS**

1. Safe Return Plan Update – Handout was reviewed by Ms. Schell. Masks will be optional in the classroom but per NJ guidelines required on the bus.
2. Board Goals – July 22, 2021 the Board of Education will be training at the Mauricetown Fire Hall at 6:00 P.M. where Board Goals will be discussed.

OTHER BUSINESS

### **OTHER BUSINESS**

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

BOARD SECRETARY'S  
REPORT

1. Board Secretary's Monthly Certification - 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 April 30, 2021 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of April 30, 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 - 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, 2021. The Treasurer's Report and Secretary's Report are in agreement for the month ending March 31, 2021.
3. Bill List/Line Item Transfers - The itemized bill pay list for June 30, 2021. The Transfer Status Report for the month of May 31, 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.

TREASURER'S REPORT

BILLS/TRANSFERS

Roll Call: Ayes (9) Ms. Dragotta, Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Ronan, Ms. Storms-Rivera, Mr. Sutton, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

ADDENDUM

**ADDENDUM** - None

FYI

### **FOR YOUR INFORMATION**

1. November Elections – The following Board Members are up for re-election in November. Nominating Petitions are due July 26, 2021 by 4:00pm to the county clerk:  
Jessica Driver  
Carol Perrelli  
Ronald Sutton Jr.
2. Resiliency Training Update – The following staff member attending Resiliency Training July 13-15 in June are:  
Caitlin Musser, Karen Haddock, Natalia Michalkiewicz, Ashley Loteck, Kerri Zeleniak, and Amy Ellis.

**COMMERCIAL TOWNSHIP BOARD OF EDUCATION**

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**PUBLIC COMMENTS** - None

PUBLIC COMMENT

**ADJOURNMENT**

ADJOURNED

Moved by Ms. Dragotta and seconded by Ms. Ronan that the Board of Education approve the Board of Education meeting be adjourned. 9:08 P.M.

Unanimously approved

Respectfully Submitted,



Darren Harris, Board Secretary

July 13, 2021