

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Minutes of the Regular Board Meeting

March 15, 2022

The Regular Meeting of the Commercial Township Board of Education was called to order by Board President, Ms. Carol Perrelli, on Tuesday, March 15, 2022 at 7:00 P.M. in the Commercial Township Board of Education Conference Room, located at 1308 North Avenue, Port Norris, NJ.

Board President, Ms. Perelli, opened the meeting at 7:00 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. Perrelli, and is listed as follows:

Ms. Carol Perrelli	Present
Ms. Sharon Porter	Present
Ms. Tracy Richardson	Present
Ms. Karen Stormes-Rivera	Present
Mr. Ronald Sutton	Absent
Ms. Jessica Driver	Present
Ms. Stacy Wilson-Smith	Present

The following were also present:

Mrs. Kristin Schell – Superintendent
Mr. Darren Harris – Business Administrator/Board Secretary
Mr. Joseph Giambri – Business Official
Mr. Lavell – Director of Special Services
Members of the public

PRESENTATION

PRESENTATION

1. June 30, 2021 Audit - Ray Colavita of Nightlinger, Colavita, and Volpe presented the June 30, 2021 Audit including the findings.

AUDIT PRESENTATION

Moved by Ms. Wilson-Smith and seconded by Ms. Driver that the Board of Education accept the June 30, 2021 audit and approve the June 30, 2021 Corrective Action Plan.

Roll Call: Ayes (6) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Stormes-Rivera, Ms. Wilson-Smith, Ms. Perrelli

Noes (0) Abstain (0) Motion Carried

2. Budget 2022-2023 - Budget Submission to the County Office

Moved by Ms. Stormes-Rivera and seconded by Ms. Wilson-Smith that the Board of Education approve, by Resolution, that the tentative budget be approved for the 2022-2023 School Year using the 2022-2023 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval, in accordance with the statutory deadline:

22-23 BUDGET
SUBMISSION TO
COUNTY

	General Fund	Special Revenues	Debt Service	Total
2022-2023 Total Expenditures	\$12,492,268	\$4,061,708	*\$77,577	\$16,631,553
Less Anticipated Revenues	\$10,272,798	\$4,061,708	\$0	\$14,334,506
Taxes to be raised	\$2,219,470	\$0	*\$77,577	\$2,297,047

Included in the base budget is \$930,760 of Budgeted Fund Balance, and \$345,183 in Capital Reserve, to cover the cost of the Geothermal System Replacement.

* This number is subject to change at the Public Hearing, pending the sale of the school

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bonds that were approved March 8, 2022.

Presented for Review:

- Revenue and Appropriations
- Recap of Balances
- Statement of Priorities
- District Status Above, At, or Below Expected Local Levy
- Administrative Cost Limit: Amounts
- Minimum Tax Levy Calculation
- Advertised Per Pupil Cost Calculation
- Tax Levy Certification - Form A

Roll Call: Ayes (6) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Stormes-River, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

CORRESPONDENCE

CORRESPONDENCE

MID-YEAR BUDGET REVIEW

1. Mid-year Budget Review Letter from NJDOE County Office - Letter received from the County Office of Education regarding the district's mid-year budget review.

Moved by Ms. Stormes-Rivera and seconded by Ms. Driver that the Board of Education approve the Mid-year Budget Review Letter from NJDOE County Office.

Roll Call: Ayes (6) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Storme-Rivera, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

PUBLIC COMMENT

PUBLIC COMMENTS ON AGENDA ITEMS

- Melissa Giffert, parent, discussed taxes with the Board.

REPORTS

REPORTS

POLICY COMMITTEE

- Policy Committee met on 02/22/22 – Ms. Driver discussed the Policy Committee meeting minutes

Moved by Ms. Stormes-Rivera and seconded by Ms. Driver that the Board of Education approve the Policy Committee Meeting Minutes.

Roll Call: Ayes (6) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Stormes-Rivera, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

MINUTES

MINUTES

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

- Regular Meeting on February 8, 2022

Roll Call: Ayes (6) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Stormes-Rivera, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

ENROLLMENT REPORT

ENROLLMENT REPORT

	As of February 8, 2022	As of March 10, 2022
CTS	450	450

Suspensions – 02/09/2022 through 3/9/2022

Number of new student suspensions:

- 1 Bus Suspension
- 3 In-School Suspensions
- 2 External Suspensions

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Moved by Ms. Stormes-Rivera and seconded by Ms. Richardson that the Board of Education approve the Enrollment Report as presented.

Roll Call: Ayes (6) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Stormes-Rivera, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

SUPERINTENDENT'S REPORT

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

1. HIB Report Approval – The Superintendent's monthly Harassment, Intimidation and Bullying Report for February 2022 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

2. HIB Acknowledgement – The Superintendent's monthly Harassment, Intimidation and Bullying Report for March 2022 as presented:

HIB Investigations:

Reported: 3

Completed: 3

Number of incidents ruled as Harassment, Intimidation or Bullying: 0

Number of incidents ruled as not falling under the HIB provisions: 3

3. Field Trips – The following field trip request:

- (2) PK classes to Millville Public Library on March 9, 2022
- (2) PK classes to Millville Public Library on March 11, 2022
- PK classes to Duffields Farm on April 13, 2022 Revised from Fall approval
- Grade 4 to Mauricetown Historical Society on March 29, 2022
- Grade 8 to Mauricetown Historical Society on March 29, 2022
- Performing Arts to Levoy Theatre on April 6, 2022

It was clarified that these are additional field trips on top of the class trips that were approved in the fall.

4. SEMI Corrective Action Plan – The SEMI Corrective Action Plan for the 2021-2022 school year.

Roll Call: Ayes (6) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Stormes-Rivera, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

PERSONNEL

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

1. Sidebar – The sidebar agreement with the Commercial Township Education Association.
2. Leave of Absence – The following leave requests:

Employee #	Type of Leave	Start Date	End Date	Use of Paid Days
#1039	Administrative	02/10/22	02/11/22	2 Paid Days
#0086	FMLA	02/14/22	02/25/22	10 Sick Days
#1039	FMLA	02/14/22	05/17/22	Unpaid
#0056	FMLA	03/01/22	03/01/22	Unpaid
#0086	FMLA	03/07/22	03/11/22	5 Sick Days

3. New Hire – Caylin Thompson as Preschool Teacher for the 2021-2022 school year, beginning March 16, 2022. Her salary will be \$54,577 (prorated), Step 1BA. – It was clarified that the position was filled by a substitute, but now can be a position on the guide due to certification.

SUPERINTENDENT'S
REPORT

HIB REPORT

HIB
ACKNOWLEDGEMENT

FIELD TRIPS

SEMI CAP

PERSONNEL

SIDEBAR

LOA

C. THOMPSON – PK
TEACHER

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Roll Call: Ayes (6) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Stormes-Rivera, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

POLICY

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

1. Policy (P) and Regulation (R) for first reading:
 - 2415.05 P-Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) (Revised)
 - 2431.4 P & R-Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
 - 2460.30 R-Additional/Compensatory Special Education and Related Services (M) (New)
 - 2622 P-Student Assessment (M) (Revised)
 - 2622 R-Student Assessment (M) (New)
 - 3233 P-Political Activities (Revised)
 - 5541 P-Anti-Hazing (M) (New)
 - 7540 P-Joint Use of Facilities (Revised)
 - 8465 P & R-Bias Crimes and Bias-Related Acts (M) (Revised)
 - 9560 P-Administration of School Surveys (M) (Revised)
2. Policy-First Reading:
 - 0167 R-Public Participation In Board Meetings

Roll Call: Ayes (*6) Ms. Driver, *Ms. Porter, Ms. Richardson, Ms. Stormes-Rivera, Ms. Wilson-Smith, Ms. Perrelli

Noes (*1) Ms. Porter – *Item #2 only*

Abstain (0)

Motion Carried

CURRICULUM

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

Name	Date	Workshop	Location	Cost	Mileage
Alysia Thomson	03/24/22	NJPSA/FEA/NJASCD Conf. Dinner (registration already approved.)	Atlantic City	\$75.00	
Tarin Leech	03/24/22	Trauma Sensitive Schools	Virtual	\$0	\$0
Dana Crandall	03/24/22	Trauma Sensitive Schools	Virtual	\$0	\$0
Tarin Leech	03/28/22	Understanding HIB Characteristics	Virtual	\$0	\$0
Joy Dunn	03/29/22	Strategies for Building Stronger Relationship	Virtual	\$0	\$0
Tricia Sammons	03/29/22	Strategies for Building Stronger Relationship	Virtual	\$0	\$0
Amy Ellis	03/29/22	Strategies for Building Stronger Relationship	Virtual	\$0	\$0
Jill Gregory	03/29/22	Strategies for Building Stronger Relationship	Virtual	\$0	\$0
Michelle Clark	03/29/22	Strategies for Building Stronger Relationship	Virtual	\$0	\$0
Natalia Michalkiewicz	03/29/22	Strategies for Building Stronger Relationship	Virtual	\$0	\$0
Jenna Mucardo	03/29/22	Strategies for Building Stronger Relationship	Virtual	\$0	\$0

POLICY

POLICY & REGULATION FOR 1ST READING

REGULATION FOR 1ST READING

CURRICULUM

STAFF WORKSHOPS/ MILEAGE

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Patrice Curtis	03/29/22	Strategies for Building Stronger Relationship	Virtual	\$0	\$0
Sarah Jackson	03/29/22	Strategies for Building Stronger Relationship	Virtual	\$0	\$0
Dana Crandall	03/31/22	Social Emotional Character Development	Virtual	\$0	\$0
Dana Crandall	04/26/22	Understanding HIB Characteristics	Virtual	\$0	\$0

*Strategies workshop ends at 4:30 PM. Staff members will be paid \$30/hr with ESSER II funds for after school.

Roll Call: Ayes (6) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Stormes-Rivera, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

TRANSPORTATION

Moved by Ms. Stormes-Rivera and seconded by Ms. Porter that the Board of Education approve the parent transportation contract with parent of an OOD student to transport their student to Pinelands Learning Center at the rate of \$52.43 per day the student attends. – It was questioned how attendance would be tracked. The school will send monthly attendance for the student.

Roll Call: Ayes (6) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Stormes-Rivera, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

TRANSPORTATION

TRANSPORTATION AGREEMENT

FINANCE

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

1. State Contract Purchase – The following purchase under state contract #CCESP: CM3 proposal for the Geothermal Heat Pump Replacement for \$459,529.84. The scope of the project includes removing 10 heat pumps and replacing them with 5, removing and installing new circulating pumps and piping, electrical upgrades, and design and engineering fees.
2. CMCSSD Contracts – The following contracts with CMCSSD:
 - ESY 1:1 Aide Agreement: \$2,900 for first student; \$2,800 each additional student
 - 22-23 1:1 Aide Agreement: \$28,235 per 1:1 aide
3. Preschool Budget – The 2022-2023 Preschool Budget.

Roll Call: Ayes (6) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Stormes-Rivera, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

FINANCE

STATE CONTRACT PURCHASE

CMCSSD CONTRACTS

ADDENDUM – None

ADDENDUM

UNFINISHED BUSINESS

UNFINISHED BUSINESS

Update on STOP School Violence School Mapping Project – Ms. Schell updated the Board that the county is providing funding for each school in the county to be mapped. This will allow emergency responders live time accurate maps of the school for reference.

NEW BUSINESS – None

NEW BUSINESS

OTHER BUSINESS

OTHER BUSINESS

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

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 August 31, 2021 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary

BOARD SECRETARY’S REPORT

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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.

TREASURER'S REPORT

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 August 31, 2021. The Treasurer's Report and Secretary's Report are in agreement for the month ending August 31, 2021.

BILLS/TRANSFERS

3. Bill List/Line Item Transfers – The itemized bill pay list for February 2022. 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 (6) Ms. Driver, Ms. Porter, Ms. Richardson, Ms. Stormes-Rivera, Ms. Wilson-Smith, Ms. Perrelli

Noes (0)

Abstain (0)

Motion Carried

FYI

FOR YOUR INFORMATION – Reviewed by the Board

1. School Ethics Disclosure Forms – An email will be sent out with instructions to complete the School Ethics Disclosure Forms. These forms must be completed online no later than April 30, 2022.
2. Safe Return Plan – The Revised Safe Return to In-Person Instruction Plan for masks, contact tracing, and quarantine revisions.
3. Workshop 2022 – NJSBA Workshop 2022 will be held at the Atlantic City Convention Center and is scheduled for October 24-26th. Early Bird registration is from April 4, 2022 to June 30, 2022.
4. Superintendent Evaluation – Superintendent evaluation timeline.
5. Unofficial Election Results – The March 8, 2022 Bond Proposal Question:
YES- 151 votes
NO- 35 votes

PUBLIC COMMENTS

PUBLIC COMMENTS

- Melissa Giffert, parent, asked about declining enrollment and at what point would the district need to send students to another school. Ms. Schell said she will report back. Ms. Giffert also spoke regarding reducing the speed limit and adding a traffic light at Spring Garden and Buckshutem Roads. Ms. Perrelli replied that the county is in charge of the speed limit.
- It was also clarified that there are field trips for each grade level tied to the curriculum.

EXECUTIVE SESSION

EXECUTIVE SESSION - None


ADJOURNED

ADJOURNMENT

Moved by Ms. Stormes-Rivera and seconded by Ms. Porter that the Board of Education approve that the Board of Education meeting be adjourned. 8:09 P.M.

Unanimously approved

Respectfully Submitted



Darren Harris, Board Secretary

March 15, 2022