

The Regular Meeting of the Commercial Township Board of Education was held in the Administration Building, located at 1308 North Avenue, Port Norris, NJ, on Tuesday, August 21, 2018 at 7:00 p.m. Board President, Mrs. Perrelli, opened the meeting at 7:00 PM, leading the group in the pledge to the flag.

PLEDGE TO THE FLAG

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

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meeting of the public bodies at which any business affecting their interests 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 advertised in the Press of Atlantic City and South Jersey Times and posted in the Commercial Township Schools and District Office, and on the District website.

CALL TO ORDER

ROLL CALL

Board Secretary, Ms. Trish Birmingham, performed roll call and is listed as follows:

ROLL CALL

- Mrs. Abbott Present
- Mrs. Dragotta Present
- Mrs. Plummer Present
- Mrs. Perrelli Present
- Mrs. Porter Present
- Mrs. Ronan Present
- Mrs. Stormes-Rivera Present
- Mr. Sutton Present
- Mrs. Wilson-Smith Present

Motioned by Mrs. Dragotta and seconded by Mrs. Ronan that the Board of Education approve the minutes from July 10, 2018 - Regular Meeting, July 17, 2018 - Special Meeting, July 24, 2018 - Special Meeting, and July 31, 2018 - Special Meeting.

MINUTES

Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

CORRESPONDENCE

- Ms. Birmingham reviewed the T-shirt sale flyer.

CORRESP

PUBLIC COMMENTS ON AGENDA ITEMS

None

PUBLIC COMMENTS ON AGENDA

SUPERINTENDENT’S REPORT

FINANCE

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

1. **Item Disposal** - The declaration of the following items as surplus and allow the Business Administrator to dispose of these items, as attached, through DocuVault via JMT Associates Shared Services.
2. **Indemnity & Trust Agreement** – The Indemnity and Trust agreement with the Southern Coastal Regional Employee Benefits Fund (Coastal HIF), effective July 1, 2018 through June 30, 2021, as well as approve resolution 4-19 to renew membership within the Southern Coastal Regional Employee Benefits Fund (Coastal HIF).
3. **Tuition Contracts** -

ITEM DISPOSAL

SCREBF HIF

COMMERCIAL TOWNSHIP BOE REGULAR MEETING MINUTES – AUGUST 21, 2018

TUITION
CONTRACTS

- a. **Pennsauken BOE** - The tuition contract for 1 student for the 2017-2018 school year, in the amount of \$19,175.
- b. **Franklin Twp BOE** - The tuition contract for 1 homeless student from June 12, 2018 through June 30, 2018 (6 days), in the amount of \$438.12.

EXT DAY
PROGRAM

- 4. **Extended Day Program** - The agreement with the Cumberland Cape Atlantic YMCA to provide child care and additional resources for the Extended Day Program at the Haleyville-Mauricetown School, effective September 4, 2018, at no cost to the District.
Roll Call Vote – Ayes (9) Noes: (0) Abstain: (1) Mrs. Stormes-Rivera (#4 only) Motion Carried

PERSONNEL

Motioned Mrs. Ronan and seconded by Mrs. Stormes-Rivera that the Board of Education approve the following:

RESIGN

- 5. **Resignation** -
 - a. The resignation of Mrs. Denise Bland, Kindergarten Teacher, as of July 24, 2018.
 - b. The resignation of Mrs. Allison Ford, Guidance Counselor, as of July 23, 2018.

HMS 21ST
CCLC

- 6. **HMS 21st Century Program** - Tracy Richardson as a Program Teacher at the rate of \$26 per hour, and as a Program Aide at the rate of \$9 per hour.

SALARY
ADJUST

- 7. **Salary Adjustment** - The salary adjustment of Mrs. Kara Trovato, Social Worker, from 100% (\$70,495) to 90% (\$63,445.50) of the MA step 13 salary.

SUB
TEACHER

- 8. **Substitute Teacher** - Taylor Broughton as a Substitute Teacher, pending additional paperwork/certification, for the 2018-2019 school year. She will be compensated at \$90 per day.

Roll Call Vote: Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

CURRICULUM

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

NURSING
PRACTICE

- 9. **Nursing Clinical Practice** - Patty Lynn-Wingate, a Rowan University School of Nursing Candidate, to complete her practicum of 50 clock hours at Haleyville-Mauricetown School under the supervision of Mrs. Patricia Teasenfitz.

FIELD TRIPS

- 10. **Field Trips** -

| | | |
|-----------------------------|------------------|--------------------|
| Tuesday, September 25, 2018 | Philadelphia Zoo | Kindergarten Class |
|-----------------------------|------------------|--------------------|

Roll Call Vote – Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

POLICY

None

OTHER BUSINESS:

Motioned by Mrs. Ronan and seconded by Mrs. Plummer that the Board of Education approve the following:

BILL LISTS
TRANSFERS

- 11. **BILL LISTS / LINE ITEM TRANSFERS** - itemized bill lists for June 2018 and July 2018 and the budgetary line item transfers as of June 30, 2018.

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.

BOARD CERT

- 12. **MONTHLY BOARD CERTIFICATION** - officially certify pursuant to N.J.A.C. 6A:23A-16.10(c) that as of June 2018, after a review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account

or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

13. **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 June 30, 2018 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of June 30, 2018, 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.

BOARD SEC
CERT

Roll Call Vote: Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

ADDENDUM #1 ITEMS

ADDENDUM
#1

PERSONNEL

Motioned by Mrs. Abbott and seconded by Mrs. Porter that the Board of Education approve the following:

1. Resignations -

RESIGN

- a. The resignation of Ms. Lindsay Reed, Director of Special Services, effective August 9, 2018. Her last day is August 31, 2018.
- b. The resignation of Mr. Jeremy Nevitt, Media Specialist Teacher, effective August 13, 2018.
- c. The resignation of Ms. Kelsey Bracco, Instructional Assistant, effective August 13, 2018.
- d. The resignation of Mr. Martin Altersitz, K-2 MD Teacher, effective August 13, 2018 or when a replacement is found.

2. Substitute Teachers - The following as Substitute Teachers for the 2018-2019 school year:

18-19 SUB
TEACHERS

- | | | |
|--------------------|--------------------|------------------|
| Cori Mead | Casey Taylor | Brandi Smith |
| Karen Munyon | Amanda Smith | Jacquelyn Tonia |
| Ian Stickel | Dylan Tribbett | Taylor Broughton |
| LaRae Smith | Audrey Lloyd | Linda Givens |
| Kimberly Rodriguez | Theodore Prohowich | |

3. Substitute Aides - The following as Substitute Aides for the 2018-2019 school year:

18-19 SUB
AIDES

- | | | |
|---------------|----------------|------------------|
| Kennea Wilson | Kaitlyn Green | Dawn Blinchikoff |
| Betty Mikus | Melissa Busler | Maria Green |

4. Lunch Aides - The following as Lunch Aides for the 2018-2019 school year:

18-19 LUNCH
AIDES

- | | | |
|---------------------|-------------------|------------------|
| Juan Figueroa (HMS) | Darnell Lee-Smith | Aferdita Ballata |
| Charlene Caulford | Emir Fiat-Guzman | Karlyn Johnson |
| Janice Hoffman | | |

5. Full Time Position - Rosina Dennis to become a full-time bus driver for the 2018-2019 school year. She will be compensated at \$24,924.

BUS DRIVER

6. New Hire -

NEW HIRES

- a. Mary Fidler as a full-time bus aide. She will be compensated at \$9 per hour.
- b. Kaitlyn Robinson as the ELA Special Education Teacher at the Port Norris Middle School. She will be placed on the BA salary guide, Step 2, at \$54,950.
- c. Stephanie Padilla as an Instructional Aide. She will be compensated \$25,186.
- d. Kimberly Rodriguez as a Long Term Substitute from September 4, 2018 through November 30, 2018.

7. Transfer - Anatoly Sokolov from HMS one-on-one aide to ASP aide PNS.

TRANSFER

BREAKFAST
MONITOR

- 8. Breakfast Monitor** - Anatoly Sokolov as breakfast monitor from 8:00-8:15 a.m. He will be compensated \$9.00 per hour.
Roll Call Vote: Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

CURRICULUM

Motioned by Mrs. Wilson-Smith and seconded by Mrs. Dragotta that the Board of Education approve the following items:

CALENDAR
OF EVENTS

- 9. School Calendar of Events** - The School Calendar of Events for the 2018-2019 school year.

ATHLETIC
TEAMS

- 10. Athletic Teams** - The PNS after-school athletic teams for the 2018-2019 school year. The teams will consist of Cross Country, Basketball, and Volleyball.

SCHEDULE
CHANGE

- 11. Schedule Change** - The proposed half-day schedule for October 19, 2018 for staff professional development.
Vote: Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

POLICY

Motioned by Mr. Sutton and seconded by Mrs. Abbott that the Board of Education approve the following items:

JOB DESCR

- 12. Job Descriptions -**

| | | |
|-------------|----------|------------------------------|
| 1st Reading | New | Bus Driver |
| 1st Reading | New | Transportation Coordinator |
| 1st Reading | New | Child Study Team Coordinator |
| 1st Reading | Revision | Superintendent |

Vote: Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

TRANSPORTATION

Motioned by Mrs. Ronan and seconded by Mr. Sutton that the Board of Education approve the following:

SUCCESS
CENTER
TRANSP

- 13. Success Center Transportation** - The transportation department to utilize 1 bus and driver to transport Success Center students and parents on the following dates and times:

Thursday, August 23, 2018 from the Success Center to Cape May, NJ from 3:30 p.m. - 10:30 p.m.

Tuesday, August 28, 2018 from the Success Center to Cape May, NJ from 3:30 p.m. - 10:30 p.m.

Vote: Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

ADDENDUM
#2

ADDENDUM #2 ITEMS

PERSONNEL

Motioned by Mrs. Porter and seconded by Mrs. Abbott that the Board of Education approve the following items:

RESIGN

- 1. Resignation** - The resignation of Mr. Tyler Day, 3-5 MD Teacher, effective August 16, 2018, or when a replacement is found.

NEW HIRE

- 2. New Hire** - Patricia Manley as a part-time bus driver. She will be compensated at \$17 per hour.
Roll Call Vote: Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

FINANCE

Motioned by Mrs. Wilson-Smith and seconded by Mrs. Ronan that the Board of Education approve the following items:

- 3. **Application for Emergency Aid** - Resolution 4-19 to authorize the Superintendent and Business Administrator to apply for additional state assistance in the amount of \$958,213. This represents the amount the state reduced aid for 2018-2019.

18-19 APP
FOR EMERG
AID

Roll Call Vote: Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

PUBLIC COMMENTS

PUBLIC
COMMENTS

None from the Public

Mrs. Theresa Booth introduced herself and gave a brief overview of the Extended Day Program the YMCA will be overseeing in the 2018-2019 school year.

EXECUTIVE SESSION

EXEC
SESSION

Motioned by Mrs. Wilson-Smith and seconded by Mrs. Porter that the Board of Education adjourn, by Resolution, into Executive Session, from which the public is excluded to discuss personnel/negotiations and possible litigation matters/Level 4 Grievance. The results of this session will be made public immediately after, or as soon thereafter as a decision is reached, if permitted by law. (7:49 pm)

Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

Item reviewed in Executive Session:

1. Personnel/Possible Litigation

Discussion occurred regarding the salary and job description of the position of Transportation Coordinator.

2. Possible Litigation/Level 4 Grievance

Discussion occurred regarding a Level 4 Grievance brought to the Board. A hearing will be scheduled for the September 11, 2018 Regular Meeting.

Moved by Mrs. Abbott and seconded by Mrs. Dragotta that the Board of Education adjourn the executive session of the meeting. (9:27 pm)

Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

Moved by Mrs. Porter and seconded by Mrs. Dragotta that the Board of Education enter into public session. (9:27 pm)

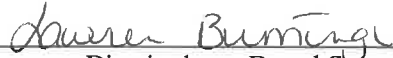
Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

ADJOURNMENT

ADJOURN

Moved by Mrs. Dragotta and seconded by Mrs. Plummer to adjourn the meeting. (9:30 pm)

Ayes: (9) Noes: (0) Abstain: (0) Motion Carried



Lauren Birmingham, Board Secretary
August 21, 2018

