

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, October 9, 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:

CALL TO ORDER

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.

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	Absent
Mrs. Perrelli	Present
Mrs. Porter	Present
Mrs. Ronan	Present
Mrs. Stormes-Rivera	Present
Mr. Sutton	Present
Mrs. Wilson-Smith	Present

Also present:

Mrs. Jean Smith - Interim Superintendent/Principal
 Mrs. Alysia Thomson – District Assistant Principal

Minutes - Motioned by Mrs. Dragotta and seconded by Mrs. Abbott that the Board of Education approve the minutes from September 11, 2018 – Regular Meeting.

MINUTES

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

CORRESPONDENCE

CORRESP

- Acknowledgement of the donation made to Ms. Natalia Michalkiewicz of 16 cases of new and gently used books, totaling 1,245 books, from Bridge of Books to be sent home with the students to keep, as listed:
 - PK-K: 360 Books
 - Grades 1-3: 520 Books
 - Grades 4-5: 365 Books
- The NJSBA Workshop convention will be held October 22, 2018 – October 25, 2018, in Atlantic City.
- Mrs. Thomson stated the National Junior Honor Society will hold a ceremony at the Port Norris School on Wednesday, October 10, 2018 at 5:30 pm.

PUBLIC COMMENTS ON AGENDA ITEMS

None

PUBLIC COMMENTS ON AGENDA

ENROLLMENT REPORT

ENROLL REPORT

	9/5/18	10/1/18
HMS	369	367

PNS	167	168
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SUPERINTENDENT’S REPORT

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

PARCC
PRESENT

1. FY18 PARCC Presentation - Mrs. Jean Smith presented the FY18 PARCC data.

HIB
REPORTS

2. HIB Reports – confirmation of the September HIB Reports.

3. HIB Reports - September 2018

HMS - 1 Reported 0 Confirmed

PNS - 0 Reported 0 Confirmed

Roll Call Vote – Ayes (8) Noes: (0) Abstain: (0) Motion Carried

BUILDINGS AND GROUNDS

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

FACILITY USE

4. Facility Use - the HMS Club 21 and PNS Club 21 to hold a combined parent event of Trunk or Treat in the HMS parking lot on Friday, October 26, 2018.

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

FINANCE

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

TUITION
CONTRACTS

5. Tuition Contracts -

- a. The special education tuition contract with Creative Achievement Academy for 1 student for the 2018-2019 school year at a total tuition cost of 50,130 (180 days at \$278.50 per day).
- b. The special education tuition contracts with Salem County Special Services School District, for the 2018-2019 school year, for a total tuition cost of \$421,028, as follows:
 - 1 student in the AUT Program (Cumberland) \$ 42,159.00
 - 1 student in the MD Program (Cumberland) \$ 38,853.00
 - 8 students in the MD Program (Regional Day School) \$ 42,502.00 per student
- c. The tuition contract with Franklin Township Board of Education for 1 student for the 2018-2019 school year at a total tuition cost of \$13,418.

COLLEGE
REIMB

6. College Course Reimbursement -

- a. Mrs. Michelle Clark, who will be taking courses towards her Master’s Degree in Elementary Education, for a total reimbursement amount of \$1,600.
- b. Ms. Rochelle Yunk, who will be taking courses towards her Master’s Degree in Elementary Education, for a total reimbursement amount of \$1,600.

Mrs. Porter stated the salary increase/guide should be looked at in terms of the next step once the MA degree is received. Questioned if a doctorate degree would be sought and why the teachers are now requesting reimbursement. Mrs. Smith replied that the district should honor and hold to high esteem the teachers as well as promote furthering of education to bring back to the classroom.

Discussion occurred regarding the budgeting for this cost, to which Ms. Birmingham stated the funds were budgeted for and available in total of \$5,000, as this is a first-come-first-approved type of expense not to exceed the amount budgeted.

CORE CARE

7. C.O.R.E. Care Contract - the proposal to fill positions for Substitute and Supplemental Nurses at the following rates:

LPN - \$35 per hour

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RN - \$50 per hour

8. **LDT-C Contract** - with Ms. Denise Spaulding, Learning Disabilities Teacher Consultant, to provide services as needed and scheduled with the Child Study Team, as an independent contractor. LDT-C CONTRACT

9. **Grants –**

- a. **PNS 21st Century Grant** - The PNS 21st Century Grants for the 2018-2019 school year: PNS GRANT
 - 21st CCLC - \$58,716
 - United Way - \$ 7,500
- b. **HMS 21st Century Grant** – The HMS 21st Century Grant for the 2018-2019 school year in the amount of \$67,121 to be paid directly to Commercial Township and an estimated \$41,500 to be paid on behalf of Commercial Township by the Millville Board of Education for buses, field trips, presenters, and a four (4) week summer camp. HMS GRANT
- c. **ESEA** - The Consolidated Application and Budgets for the 2018-2019 school year: ESEA
 - Title I-A \$482,020
 - Title I SIA Part A \$ 18,700
 - Title II-A \$ 64,896
 - Title IV Part A \$ 26,280

10. **Fundraiser –**

Monday, December 3, 2018 through Wednesday, December 19, 2018	Performing Arts	Baked Goods Orders - to be distributed at Christmas Concert	FUNDRAISER
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11. **Maintenance Reserve Withdrawal** - Resolution 5-19 to withdraw \$100,000 from the maintenance reserve account and appropriate the funds into the 2018-2019 required maintenance account lines. MAINT RESERVE

12. **GCSSSD Cooperative Transportation** - the agreement to participate in the GCSSSD Transportation Project Services for the 2018-2019 school year for Homeless/In-Transition, Nonpublic, Special Education and Vocational routes. GCSSSD TRANSP

Roll Call Vote – Ayes (8) Noes: (1) Mrs. Porter – Items 6a and 6b only Abstain: (0) Motion Carried

PERSONNEL

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

13. **Resignations -**

- a. Jennifer Machinsky, School Psychologist, effective September 13, 2018. Her last day will be October 12, 2018. RESIGN
- b. Ryan Nottis, CST Secretary, effective September 19, 2018. His last day will be November 16, 2018.
- c. Amanda Roche, Bus Driver, effective September 24, 2018. Her last day will be October 9, 2018.

14. **Termination** - of Patricia Manley, part-time Bus Driver, effective October 4, 2018. Her last day is October 4, 2018. TERM

15. **New Hires –**

- a. Kristy Bevan as 1:1 Aide at the Haleyville-Mauricetown School at Step 1- Paraprofessional of the Support Staff Salary Guide of \$25,186. NEW HIRES
- b. Tara Heffner as School Psychologist at the MA+30 Step 1 of \$55,750.
- c. Monique O’Connell as MD K-3 Teacher at the BA Step 1 of \$54,450.
- d. Steve Schoen, Jr. as Substitute Teacher to be paid \$100 per day.
- e. Dora Scurry as a Coordinator and Teacher for the HMS 21st CCLC Program, to be paid \$26.00 per hour.
- f. Paige Scheeper (Brandimarto) as Administrative Secretary to the Superintendent. She will be paid \$37,000 for the 2018-2019 school year, to be prorated.
- g. Danielle Dixon for the following positions and rates of pay:

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- Bus aide - \$9 per hour
- Lunchroom aide - \$9 per hour
- Substitute Instructional Assistant - \$75 per day

- h. Janice Hoffman as 1:1 Aide at the Port Norris School at Step 1- Paraprofessional of the Support Staff Salary Guide of \$25,186.
- i. Jaime Roman as a Full-Time Bus Driver for the 2018-2019 school year, to be paid \$24,924.

SUB CONTACT

16. Substitute Contact - a \$2,000.00 stipend for Mrs. Alysia Thomson to contact substitutes for the 2018-2019 school year.

TRUANCY OFFICER

17. Truancy Officer - Mrs. Lisa Baker, as approved Truancy Officer, to be paid \$26 per hour to attend court monthly, plus the cost of mileage per statute/contract terms.

PROF DAYS

18. Professional Days – for the 2018-2019 school year:

December 5, 2018	Kelly McHale	Implementing the NGSS: K-8 Teachers	Fee - Included with ETTC Member for ship; The Cost of Mileage
October 19, 2018	Michelle Miller	36 th Annual Autism Conference	Fee - \$275; The Cost of Mileage

Roll Call Vote: Ayes: (8)

Noes: (5) Mrs. Porter, Mrs. Ronan, Mrs. Wilson-Smith, Mr. Sutton, Mrs. Perrelli to Item 15i only (Item Denied)

Abstain: (0)

Motions Carried

CURRICULUM

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

CURRIC

19. Curriculum - As posted on the District Website:

Physical Education	2nd Reading	K-5
Physical Education	2nd Reading	6-8
Health Education	2nd Reading	6-8
World Languages	2nd Reading	K-5
World Languages	2nd Reading	6-8
Integrated Curriculum	2nd Reading	K
Social Studies	2nd Reading	3rd, 4th, 5th, 6th-8th
Science	2nd Reading	4th
Science	1st Reading	3rd
Health Education	1 st Reading	K-5

20. Enrollment - request from employee #234 to enroll their child in Commercial Township School District,

ENROLL

21. Homeschool - the letter from parent of SID #9009860570 to homeschool their child, effective September 27, 2018.

HOMESCH

Mrs. Porter questioned if there was a Board Policy regarding not accepting or past practice of denying the enrollment of recently requested staff children as students. Ms. Birmingham provided Policy 5118 that references the acceptance of nonresident staff members' children. Mrs. Porter mentioned the employee was a bus driver and there is a budget crisis so the district should not accept unfunded students.

22. Field Trips - for the 2018-2019 school year:

FIELD TRIPS

5th Grade	Bayshore Center	Wednesday, October 3, 2018 - 9:30am-2:45pm
1st Grade	Philadelphia Zoo	Monday, October 15, 2018 - 9:00am-3:00pm
PK	Coombs Barnyard	Monday, October 22, 2018 - 9:30am - 12:30pm
Performing Arts	Lobby of Margaritaville, Atlantic City, NJ	Monday, December 17, 2018 - 9:15am - 2:30pm

23. Title I Salaries - the 2018-2019 Title I and Title IIA salaries, as follow:

TITLE I SALARIES

<u>Employee</u>	<u>Position</u>	<u>Salary</u>	<u>Title I %</u>	<u>Title I Salary</u>
Caromano, Sandra	Teacher-HMS	\$ 85,460	19.00%	\$ 16,237.40
Clark, Michelle	Teacher-HMS	\$ 70,495	19.00%	\$ 13,394.05
Driscoll, Jennifer	Teacher-HMS	\$ 84,960	20.00%	\$ 16,992.00
Dunn, Joy	Teacher-HMS	\$ 55,450	50.00%	\$ 27,725.00
Edelman, Amanda	Teacher-HMS	\$ 55,450	30.00%	\$ 16,635.00
Eisenhart, Lauren	Teacher-HMS	\$ 69,965	49.98%	\$ 34,968.51
Etter, Chelsea	Teacher-HMS	\$ 76,175	23.00%	\$ 17,520.25
Gregory, Jillian	Teacher-HMS	\$ 63,790	22.00%	\$ 14,033.80
Haddock, Karen	Teacher-HMS	\$ 77,175	12.00%	\$ 9,261.00
Hayden, Tina	Teacher-HMS	\$ 76,175	21.00%	\$ 15,996.75
LaSerre, Anastasia	Teacher-HMS	\$ 55,450	24.00%	\$ 13,308.00
Michalkiewicz, Natalia	Teacher-HMS	\$ 69,717	19.00%	\$ 13,246.23
Sammons, Tricia	Teacher-HMS	\$ 67,360	14.00%	\$ 9,430.40
Santiago, Lisa	Teacher-HMS	\$ 59,715	26.00%	\$ 15,525.90
Smith, Patricia	Teacher-HMS	\$ 55,450	24.00%	\$ 13,308.00
Solomon, Deborah	Teacher-HMS	\$ 77,175	15.00%	\$ 11,576.25

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Yunk, Rochelle	Teacher-HMS	\$ 65,315	14.00%	\$ 9,144.10
TOTAL HMS		\$ 1,165,277		\$ 268,302.64
Brockman, Janine	Teacher-PNS	\$ 67,360	14.00%	\$ 9,430.40
Dolcy, Peter	Teacher-PNS	\$ 68,360	14.00%	\$ 9,570.40
Gaddy, Lou Ann	Teacher-PNS	\$ 77,175	14.00%	\$ 10,804.50
Lanterman, Chris	Teacher-PNS	\$ 80,810	12.00%	\$ 9,697.20
McHale, Kelly	Teacher-PNS	\$ 55,450	12.00%	\$ 6,654.00
Mingin, Matthew	Teacher-PNS	\$ 59,740	14.00%	\$ 8,363.60
Robinson, Kaitlyn	Teacher-PNS	\$ 54,950	42.23%	\$ 23,205.39
Vazquez, Katherine	Teacher-PNS	\$ 77,175	15.00%	\$ 11,576.25
TOTAL PNS		\$ 541,020		\$ 89,301.74
<u>Employee</u>	<u>Position</u>	<u>Salary</u>	<u>Title IIA %</u>	<u>Title IIA Salary</u>
Zeleniak, Kerri	Teacher - Tech	\$ 82,110	40.00%	\$ 32,844.00

NURSING PLAN

24. Nursing Services Plan - the Nurse’s Guide and Standing Orders for the 2018-2019 school year.

Roll Call Vote – Ayes: (8)

Noes: (5) Mrs. Porter, Mrs. Ronan, Mrs. Wilson-Smith, Mr. Sutton, Mrs. Perrelli to Item 20 only (Item denied)

Abstain: (0)

Motions Carried

POLICY

Motioned by Mrs. Porter and seconded by Mrs. Stormes-Rivera that the Board of Education approve Item 25 – as amended and table Item 26:

JOB DESCR

25. Job Descriptions -

1 st Reading	Revision	Confidential Secretary to the Superintendent – AS AMENDED
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Discussion took place regarding details within the job description of required duties.

POLICY

26. Policy - TABLED

2nd Reading	New	Precautions for Heat & Humidity During Athletics & Other Extracurricular Activities
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Roll Call Vote – Ayes: (8)

Noes: (0)

Abstain: (0)

Motion Carried

OTHER BUSINESS:

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

27. BILL LISTS / LINE ITEM TRANSFERS - itemized bill lists for September 2018 and the budgetary line item transfers as of August 31, 2018.

BILL LIST TRANSFERS

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.

28. MONTHLY BOARD CERTIFICATION - officially certify pursuant to N.J.A.C. 6A:23A-16.10(c) that as of August 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.

BOARD CERT

29. 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, 2018 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of August 31, 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

Ayes: (8)

Noes: (0)

Abstain: (0)

Motion Carried

ADDENDUM #1 and #2 ITEMS

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

ADDENDUM

PERSONNEL

1. New Hire - Lauren Pikolycky, as a Substitute Teacher, for the 2018-2019 school year. She will be paid at a per-diem rate of \$90.00.

2. HMS 21st Century Program - the following as listed for the 2018-2019 school year:

a. Coordinator - \$26 per hour

i. Rochelle Magee

b. Substitute Coordinator - \$26 per hour

i. Patti Smith

ii. LaRae Smith

c. Teacher - \$26 per hour

i. Patti Smith

ii. Serena Perkins

iii. John Borchert

iv. Lisa Santiago

v. Kim Rodriguez

vi. Esmirna Ramos

vii. Melanie Hough

viii. Jen Driscoll

ix. Heather Coraluzzo

x. Stacy White

xi. LaRae Smith

d. Aide - \$9 per hour

i. Rochelle Magee

ii. Patti Smith

iii. Serena Perkins

iv. John Borchert

v. Lisa Santiago

vi. Kim Rodriguez

vii. Esmirna Ramos

- viii. Melanie Hough
- ix. Jen Driscoll
- x. Heather Coraluzzo
- xi. Stacy White
- xii. Dawn Blinchikoff
- xiii. LaRae Smith

Roll Call Vote: Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

PUBLIC COMMENTS

PUBLIC
COMMENTS

Alysha Henry – stated 3 of her 4 children are in special education classes in the district. She continued that the Child Study Team department was in chaos, the teachers are not being supported, and when she came to the school to meet with Mr. Lavell (CST Director) he shrugged his shoulders at her in response to a question she asked him. Ms. Henry stated she has been in the classrooms and there is no behavior plan in the classrooms. She stated she was told the services here at Commercial Twp would be provided to meet her children’s needs, which happened last year but not this year. She continued that there was no communication made to the parents regarding the change in personnel. Mrs. Perrelli stated there is a new teacher in the classroom this year and Mrs. Miller came to the class to support. Ms. Henry stated she does not complain as a parent, but heard of the comment made by Mrs. Smith in which she said “Why are special needs students on field trips? It’s an embarrassment.” Ms. Henry stated she had her information gathered and was speaking with her lawyer regarding discrimination. She then showed the Board Members a picture of an injury her son had received while at school, in which he stated was caused by a teacher grabbing him.

Susan Walkup – asked the Board Members to reconsider Item 15i, as the transportation department will be short-handed/down 3-4 drivers due to the resignation of one driver and the termination of the Part Time Driver. She stated the clubs, sports trips, field trips, and other extracurricular activity transportation would not have sufficient coverage. Ms. Walkup stated she is currently driving to cover the to-school and from-school necessary routes and there are no overtime slips being submitted because of the efficient scheduling performed.

Tracy Richardson – stated her daughter loved Mr. Jaime [Roman, Bus Driver] and that he had a good character and was very respectable.

Michelle Ronan – stated the Board does support transportation.

Dylan Mann – stated he would like to have his child’s bus stop changed as it is in the front yard of a registered sex offender. He stated he had called the school and talked to a few people but that no one followed up. Mrs. Walkup immediately intervened, introduced herself, and stated she has never received any notification of this, and told Mr. Mann she would take care of that right away.

Stacy Wilson-Smith – stated there was an effort to support transportation, does not want to set up blockades, and questioned where the job is advertised. Ms. Birmingham stated NJHire.com and the district’s website. Ms. Walkup explained the shortage of drivers everywhere. Mrs. Wilson-Smith stated she does not want to continue going back and forth on the same transportation issues. Mr. Sutton explained he would like to see a standard created so the district can do better and not shoot from the hip. Mrs. Wilson-Smith said the safety of the children comes first.

Additional discussion of routes, hours, runs, drivers, and times occurred.

EXECUTIVE SESSION

EXEC
SESSION

Motioned by Mrs. Porter and seconded by Mrs. Ronan that the Board of Education adjourn, by Resolution, into Executive Session, from which the public is excluded to discuss transportation related items and potential litigation. The results of this session will be made public immediately after, or as soon thereafter as a decision is reached, if permitted by law. (9:16 pm)

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Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

Also Present:
Mrs. Jean Smith
Mrs. Alysia Thomson

Item reviewed in Executive Session:

1. Potential Litigation

LITIGATION

Discussion occurred regarding the comments made by Ms. Henry regarding discrimination and having a lawyer based upon the state of the CST and comments made by the Interim Superintendent.

2. Transportation Items

TRANSPORT

Discussion occurred regarding the transportation committee meeting findings and conclusions. The committee felt it best to have the buses parked at HMS, rather than the Sheppard Bus Company yards, despite reviewing the recount of Mrs. Smith and Ms. Birmingham as having previously reviewed with the transportation department.

Moved by Mrs. Porter and seconded by Mr. Sutton that the Board of Education adjourn the executive session of the meeting. (11:13 pm)

EXIT EXEC

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

Moved by Mrs. Porter and seconded by Mr. Sutton that the Board of Education enter into public session. (11:13 pm)

ENTER
REGULAR

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

Motioned by Mrs. Porter and seconded by Mrs. Ronan that the Board of Education approve that all district transportation vehicles be housed at the Haleyville-Mauricetown School when not being utilized for transportation functions, effective end of business Friday October 19, 2018.

TRANSP
VEHICLES
PARKING


Roll Call Vote: Ayes: (8) Noes: (0) Abstain: (0) Motion Carried

ADJOURNMENT

ADJOURN

Moved by Mrs. Stormes-Rivera and seconded by Mr. Sutton to adjourn the meeting. (11:14 pm)

Ayes: (8) Noes: (0) Abstain: (0) Motion Carried



Lawren Birmingham, Board Secretary
October 9, 2018