

The Regular Meeting of the Commercial Township Board of Education was held in the Haleyville-Mauricetown School Gym, located at 1308 North Avenue, Port Norris, NJ, on Monday, September 11, 2017 at 7:00 p.m.

Board President, Mrs. Perrelli, opened the meeting at 7:05 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.

CALL TO ORDER

**ROLL CALL**

ROLL CALL

Roll call was performed by Board Secretary, Trish Birmingham, and is listed as follows:

- Mrs. Abbott Present
- Mrs. DeFabrites Present
- Mr. DeFabrites Present
- Mrs. Pettit Present
- Mrs. Porter Present
- Mr. Jay Sutton Present
- Mr. Ronald Sutton, Jr. Present
- Mrs. Wilson-Smith Present
- Mrs. Perrelli Present

The following were also present:

- Dr. Daniel Dooley, Superintendent/Principal
- Ms. Lawren Birmingham, Board Secretary
- Mr. Adam Weiss, Esq., Board Solicitor

Motioned by Mr. Jay Sutton and seconded by Mr. DeFabrites that the Board of Education approve the minutes from August 1, 2017, August 8, 2017 and August 28, 2017.

MINUTES

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

**CORRESPONDENCE**

CORRESP

Ms. Birmingham reviewed the details of a letter pertaining to the donation from the Boy Scouts of America of 20 backpacks filled with school supplies. These were donated to the Bridgeton Board of Education then donated to Commercial Township via the McKinney-Vento Program.

**PUBLIC COMMENTS ON AGENDA ITEMS**

PUBLIC COMMENTS

Steve Trumbo of Synnergy Saving Solutions provided a brief description of a solar panel installation project and reviewed the possible energy-cost savings associated with the project. Discussion took place regarding where the panels would be installed, how the revenue meter works, and what, if any, other companies the Board had discussed this project with, which there have been no other discussions with any additional companies.

**SUPERINTENDENT'S REPORT**

PARCC PRESENT

1. 2017 PARCC Presentation

Dr. Dooley thanked the administrators and staff for a great new year, as well as the Board Members who were present at school functions.

Ms. Reed presented the 2017 PARCC information while explaining what the data shows and what that data means. Dr. Dooley additionally explained performance factors and new goals centering on new curriculum.

Motioned by Mr. DeFabrites and seconded by Mr. Jay Sutton that the Board of Education approve the following:

**BUILDINGS & GROUNDS**

Mr. Ronald Sutton, Jr. discussed the walkthrough of HMS and PNS with Mr. DeFabrites, Dr. Dooley, Ms. Birmingham, Mr. Saxton, Ms. Thomson, and Ms. Zeleniak on August 31, 2017, specifically mentioning the improvement of the facilities from the previous walkthrough, noting some items need addressing.

**2. Use of Facilities**

- a. Barb’s Bosom Buddies – use of the HMS Cafeteria by Barb’s Bosom Buddies for a breast cancer fundraiser. The event will be held on October 12, 2017 from 5:30 PM to 10 PM.
- b. Shiloh Baptist Church - use of the HMS Cafeteria for a “Homegoing” Celebration. The event was held on September 9, 2017 from 9 AM to 4 PM.
- c. Commercial Township Baseball – use of the HMS Gym for practice purposes. Practices will be held September through December 2017, 1 night per week (Tuesday or Thursday), from 6 PM to 8 PM.

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

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

**FINANCE**

**3. Contracts**

- a. Maurice River Twp BOE - The special education contract to receive 1 student into the Multiply Disabled Class Program at Port Norris Middle School for the 2017-2018 school year at the tuition rate of \$21,000.
- b. Downe Township School District – Professional Services Contract in the amount of \$4,000. The CTSD Literacy Coach will provide training as part of this agreement.

**4. PNS 21st Century Grant - The PNS 21<sup>st</sup> Century Grant for the 2017-2018 school year:**

21st CCLC - \$58,716  
United Way - \$2,500

**5. HMS 21st Century Grant – The HMS 21st Century Grant for the 2017-2018 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.**

**6. ESEA - ESEA Consolidated Application and Budget for the 2017-2018 school year:**

Title I -                      \$430,519  
Title II -                      \$45,572  
Title IV -                      \$10,000

USE OF FACILITIES

MRT MD STUDENT

PNS 21<sup>ST</sup> CENTURY GRANT

HMS 21<sup>ST</sup> CENTURY GRANT

ESEA

Ayes: (9)

Noes: (0)

Abstain: (0)

Motion Carried

Motioned by Mrs. DeFabrites and seconded by Mrs. Pettit that the Board of Education approve the following:

**PERSONNEL**

**7. Resignation**

RESIGNATION

- a. The resignation of Judilyn Weiserth as a Learning Disabilities Teacher Consultant as of October 21, 2017.
- b. The resignation of Jacqueline Tonia as an Instructional Assistant as of August 30, 2017.

**8. New Hire**

NEW HIRE

- a. Lisa Sneathen as an hourly bus driver for the 2017-2018 school year. She will be compensated at \$15 per hour.
- b. The following as Lunch Chaperones for the 2017-2018 school year. They will be compensated at \$9 per hour.

Amanda Roche

Michele McCarthy

**9. Extended Day**

EXTENDED DAY

- a. Kelsey Bracco as the Extended Day Coordinator for the 2017-2018 school year. She will be compensated with a stipend of \$2,000.
- b. The following staff as Extended Day Aides for the 2017-2018 school year. They will be compensated at \$9 per hour.

Ana Ackley	Elyse Mendicino	Kimberly Rodriguez	Cathy Vizzard
Joy Dunn	Jeremy Nevitt	Jennifer Russell	Kelli Walters
Allison Kilbride	Megan Nocon	Michelle Santiago	Shellbie Yard
Kelly McHale	Serena Perkins	Nicole Steich	Jacob Davis
Brandi Smith	Kelsey Bracco		

**10. Medical Leave** - The medical leave of employee #17641903 until October 17, 2017, pending a doctor's note.

MEDICAL LEAVE

**11. Seniority Lists** - The attached Seniority Lists for the 2017-2018 school year.

SENIORITY LISTS

**12. Substitute Teachers** – The following as substitute Teachers for the 2017-2018 school year:

SUB TEACH

Mark DeSantis	Cori Mead	Case Taylor	Rachel Robbins
Deanna Chiari	Valerie Cornwell	Brandi Smith	Karen Munyon
Amanda Smith	Ted Prohowich		

SUB AIDES

**13. Substitute Aides** - The following as substitute Aides for the 2017-2018 school year:

Lauren Smith	Sarah Cisrow	D'Lila Smith	Amanda Reid
Kennea Wilson	Kaitlyn Green	Dawn Blinichikoff	

Ayes: (9) Mrs. Abbott, Mrs. DeFabrites, Mr. DeFabrites, Mrs. Perrelli, Mrs. Pettit, Mrs. Porter, Mr. Jay Sutton, Mr. Ronald Sutton, Jr., Mrs. Stacy Wilson-Smith Noes: (0) Abstain: (0) Motion Carried

Motioned by Mr. DeFabrites and seconded by Mr. Jay Sutton that the Board of Education approve the following:

**CURRICULUM**

NJHS

**14. National Junior Honor Society** - Stephanie Strassel as a PNS National Junior Honor Society Advisor for the 2017-2018 school year.

PERIOD ZERO

**15. Period Zero** - The following as Period Zero Chaperones for the 2017-2018 school year.

Janine Brockman	Barbara Esposito	Audrey Lloyd
Matt Mingin (Substitue)		Tarin Leech (Substitute)

DETENTION

**16. School Detention** - Barbara Esposito as a Before and After School Detention Monitor for PNS, prorated at \$26 per hour for the 2017-2018 school year.

Before School Detention = 45 minutes  
 After School Detention = 45 minutes

HMS CLUB 21

**17. HMS Club 21**

- a. Rochelle Yunk as a HMS Club 21 Teacher for the 2017-2018 school year. She will be compensated at \$26 per hour.
- b. Jeremy Nevitt as a HMS Club 21 Teacher for the 2017-2018 school year. He will be compensated at \$26 per hour.

PROF DAYS

**18. Professional Days** – The following Professional Days for the 2017-2018 school year:

September 18, 2017	Linda Pancrazio	McKinney Vento - Education for Homless Liason	The Cost of Mileage
October 20, 2017	Allison Kilbride	Handle with Care Instruction Re-Certification	Fee: \$450 The Cost of Mileage
November 1, 2017	Kerri Zeleniak	Digital Learning Summit	Fee: \$178
January 25, 2018	Linda Pancrazio	NJASBO - Pension Program	Fee: \$100 The Cost of Mileage

**19. Field Trips** - The following Field Trips for the 2017-2018 school year:

FIELD TRIPS

September 25, 2017	Philadelphia Zoo	Kindergarten
September 27, 2017	Kids about the Bay	5th Grade
October 5, 2017	Philadelphia Zoo	3rd Grade

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

Motioned by Mr. Jay Sutton and seconded by Mrs. DeFabrites that the Board of Education approve:

**POLICY**

POLICY

**20. Policy** - The following policy: (Ms. Birmingham read policy aloud)

3542.45	1st Reading	New	Written Code of Conduct for Procurement
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Ayes: (9) Mrs. Abbott, Mrs. DeFabrites, Mr. DeFabrites, Mrs. Perrelli, Mrs. Pettit, Mrs. Porter, Mr. Jay Sutton, Mr. Ronald Sutton, Jr., Mrs. Wilson-Smith                      Noes: (0)                      Abstain: (0)                      Motion Carried

Motioned by Mr. Jay Sutton and seconded by Mr. DeFabrites that the Board of Education approve the following:

**OTHER BUSINESS**

**21. Bill Lists / Line Item Transfers** - The itemized bill lists for July and August 2017 and the budgetary line item transfers as of July 31, 2017.

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.

**22. Monthly Board Certification** - Officially certify pursuant to N.J.A.C. 6A:23A-16.10(c) that as of July 2017, 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 NJAC 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.

MONTHLY CERT

**23. 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 July 31, 2017 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of July 31, 2017, 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 MONTHLY CERT

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

**PUBLIC COMMENTS**

Barney Hollinger questioned changing curriculum, in response to the PARCC presentation’s data/results and explanations from Ms. Reed and Dr. Dooley. Dr. Dooley explained the curriculum that has been followed has not recently been updated and takes about 1.5 years to create and that it should be unique to the District and its student population.

PUBLIC COMMENT

Jerelle Myers voiced concerns about transportation as he heard buses were overcrowded and late. Dr. Dooley

explained that as the first day did not go as planned, those issues were attended to and rectified.

Ruth Brockish questioned bus capacity and quantity. She mentioned the pick-up times had changed for 5-year-old children. Dr. Dooley explained the times would be ironed out, there is 1 driver per 1 bus, and there is plenty of room on all buses.

Debra Hollinger stated the pick-up time for her high school student has changed and that there is no room on the buses, per her high school student. Dr. Dooley explained there are open seats, however the high school students don't want to sit next to someone, so they chose to sit in the aisle while the driver remained stopped. She asked where the buses were housed to which Dr. Dooley replied he wouldn't comment on personnel.

Barney Hollinger asked where the projected transportation savings amount came from. Dr. Dooley explained there was an estimation calculated by looking at 2 years' worth of expenses and comparing them to projected costs. Mr. Hollinger asked for the presentation as he was not in attendance for the July 11, 2017 meeting in which it was presented. Mr. Hollinger also commented on the solar project presentation stating he hopes the Board do its homework when/if moving forward with this project.

Beverly Dragotta stated the bus drivers and transportation coordinator did very well considering the circumstances of being approved on August 8, 2017, as that isn't a lot of time to plan all routes and stops. Stated the bus drivers did care about the children as was explained by her children in regards to the accident in Port Norris the first day of school.

Kathy Vizzard stated she understands the parents' concerns for their children, but the staff in the District do care for and love the children, as it's a promise to take care of them. Ms. Vizzard gave other explanations of transportation horror stories from other districts, closing with stating the in-District transportation is a good thing.

Rita Pettit stated that on Wednesday, September 6, 2017, at 8:20 PM, she was driving home from work and saw the Board Office parking lot full, along with the lights on. Stated she came into the Board Office to see every admin, driver, and secretary working collegiately and professionally to correct the day's transportation issues. Mrs. Pettit stated that while the District still has a great working relationship with Sheppard Bus Com., having bus personalization is what the kids need, as well as the money savings that goes to the kids' programs and education.

Sharon Porter asked for an explanation of how the buses are working and how many there are. Dr. Dooley explained there are 4 buses doing high school routes (3 Millville and 1 CCTec). He stated there was 1 driver riding double routes, which was thought it would work out time-wise. Mrs. Porter stated she assumed we had 8 buses so we'd be using 8 buses, to which Dr. Dooley explained there aren't 8 drivers. Mrs. Porter then stated she heard there was a missing child and if that child was from HMS. Dr. Dooley explained the child was not missing but was under the seat, so all kids were taken off the bus and head counted, which led to the child under the seat coming out and being accounted for. He stated these issues were taken out of context and then churned down the rumor mill. Mrs. Porter asked if drivers were part of the CTEA to which Dr. Dooley referred her to the Seniority List. Mrs. Porter asked questions regarding job descriptions. Dr. Dooley replied the bylaws would be checked.

Sanya Brown stated she was a fan of the in-District busing and realizes that trying to save money is a good thing. She did, however, ask that the comfort level of the kids on the bus be taken into consideration as some children are bigger than others, as her child is, and sitting 3 kids to a seat isn't comfortable.

EXEC  
SESSION

### **EXECUTIVE SESSION**

Motioned by Mr. DeFabrites and seconded by Mr. Jay Sutton that the Board of Education adjourn, by Resolution, into Executive Session, from which the public is excluded to discuss personnel matters. The

results of this session will be made public immediately after, or as soon thereafter as a decision is reached, if permitted by law. (8:47 pm)

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

Items discussed in Executive Session:


1. Personnel Matters

**ADJOURNMENT**

ADJOURN

Motioned by Mr. Jay Sutton and seconded by Mrs. Pettit that the Board of Education adjourn from Executive Session and adjourn the regular meeting. (9:08 pm)

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

  
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Lawren Birmingham, Board Secretary  
September 11, 2017

