

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Regular Board of Education Meeting

Tuesday, April 11, 2017 – 7:00 P.M.

AGENDA

A. PLEDGE TO THE FLAG:

B. SUNSHINE LAW:

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 South Jersey Times, and posted in the Commercial Township Schools and District Office.

C. ROLL CALL:

Mrs. Pamela Zook, Business Administrator, will roll call the attendance:

Julie Abbott	_____	Carol Perrelli	_____	Ronald Sutton	_____
Anna DeFabrites	_____	Rita Pettit	_____	Stacy Wilson-Smith	_____
Guy DeFabrites	_____	Jay Sutton	_____		

D. MINUTES: Approval of Minutes from March 14, 2017

E. CORRESPONDENCE:

F. PUBLIC COMMENTS ON AGENDA ITEMS:

G. BOARD COMMITTEE REPORTS:

1. Buildings & Grounds -Ronald Sutton
2. Finance -Anna DeFabrites
3. Personnel –Guy DeFabrites
4. Curriculum - Rita Pettit
5. Policy -Stacy Wilson-Smith
6. Transportation –Jay Sutton

H. SUPERINTENDENT'S REPORT:

- **Staff Recognition**

1. **HIB Reports** - It is recommended the Board of Education confirm the February HIB Reports.

2. **HIB Reports** - March 2017

HMS – 1 Reported 0 Confirmed

PNS - 3 Reported 1 Confirmed

FINANCE

3. **Donations** - It is recommended the Board of Education approve the following donations to the Commercial Township Fine Arts Department:

Irene Horseman \$250

Scott Shea \$300

Walter Webster \$300

4. **Preschool Education Aid** - It is recommended the Board of Education approve the 2015-16 carryover in the amount of \$557. Total 2017-2018 Preschool Education Budget will be \$270,620.

5. **Request for Proposals** - It is recommended the Board of Education approve the School Business Administrator to advertise the following Request for Proposals:

Technology Services

Bus Rental and Maintenance Services

6. **Substitute Nursing Services** - It is recommended the Board of Education approve the results from RFP CC 02-17:

C.O.R.E. Care LPN Rate of \$35/hour

Preferred Home Health RN Rate of \$49/hour

7. **Budget** - It is recommended the Board of Education approve the revised 2017-2018 budget to the Department of Education. The budget total is \$14,025,890.

8. **“Snacks for Brain Power”** - It is recommended the Board of Education accept and approve a grant award of \$182.43 from DonorsChoose.org to Mrs. Gregory's 4th grade class.

PERSONNEL

9. **Resignation** - It is recommended the Board of Education approve the resignation of Tina Hayden as a Club 21 Teacher effective March 29, 2017.

10. **New Hire** –
 - a. It is recommended the Board of Education approve to hire Kennea Wilson as a substitute aide at \$60 per day and a substitute lunch chaperone at \$9 per hour for the remainder of the 2016-2017 school year.
 - b. It is recommended the Board of Education approve to hire Kaitlin Green as a substitute aide at \$60 per day, a full time lunch chaperone at \$9 per hour, and an extended day aide at \$9 per hour for the remainder of the 2016-2017 school year.
 - c. It is recommended the Board of Education approve to hire Danielle Dixon as a lunch chaperone at \$9 per hour for the remainder of the 2016-2017 school year.
 - d. It is recommended the Board of Education approve to hire Amanda Reid as a substitute aide at \$60 per day and a substitute lunch chaperone at \$9 per hour for the remainder of the 2016-2017 school year.
 - e. It is recommended the Board of Education approve to hire Jessica Torcicollo as a School Counselor as of April 12, 2017. She will be placed on the first step of the MA salary guide at \$54,898.
 - f. It is recommended the Board of Education approve to hire Natalia Michalkiewicz as the Curriculum Supervisor for the 2017-2018 school year effective July 1, 2017. She will be compensated at \$69,716.90 over 11 months.

11. **Homebound Instruction Tutor** - It is recommended the Board of Education approve Michele Miller, Collin Lewis, and Ashley Long as Homebound Instruction Tutors for the remainder of the 2016-2017 school year at the rate of \$26 per hour.

12. **Administrative Leave** -
 - a. It is recommended the Board of Education approve the Administrative Leave of Absence of employee #17658378 with pay, pending further investigation, as of March 30, 2017.
 - b. It is recommended the Board of Education approve the Administrative Leave of Absence of employee #17639048 with pay, pending further investigation, as of April 6, 2017.

CURRICULUM

13. **Field Trips** – It is recommended the Board of Education approve the following field trips for the 2016-2017 school year:

May 8, 2017	8th Grade	Mauricetown Historical Society	Mauricetown, NJ
May 16, 2017	6-8th Grade Gifted and Talented	Eastern State Penitentiary	Philadelphia, PA

14. **Instructional Services** - It is recommended the Board of Education approve the **Instructional Services through Educational Professional Services, Inc.** for student SID # 5367411912 attending A Step Ahead. Instruction will be provided while the student is attending the partial care program until discharge at the rate of \$26 per hour.
15. **Homebound Instruction** -
- a. It is recommended the Board of Education approve the homebound instruction services for SID #4362745246, for a period of 10 hours per week over no fewer than three days until further notice as a result of a physician’s order.
 - b. It is recommended the Board of Education approve the homebound instruction services for SID #5719431265, for 10 hours per week from March 27, 2017 - March 31, 2017, as a result of disciplinary consequence.
16. **Homeschool** - It is recommended the Board of Education approve the letter from parent of SID #8671158823 to homeschool their child effective March 24, 2017.
17. **Summer Excel Program**- It is recommended the Board of Education approve the **Summer EXCELerate Tutoring Program** from July 10th to August 3rd, Monday through Thursday, 9:30 AM to 11:30 AM.
18. **Summer Excel Tutor** - It is recommended the Board of Education approve the position of Tutor at \$26 per hour for the Summer EXCELerate Tutoring Program.
19. **History Night** - It is recommended the Board of Education approve the Port Norris Middle School History Night to be held on Tuesday, May 30, 2017.

OTHER BUSINESS:

20. BILL LISTS / LINE ITEM TRANSFERS:

It is recommended the Board of Education approve the revised March bill list, the April bill list, and approve the budgetary line item transfers for March 31, 2017

It is recommended 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.

21. MONTHLY BOARD CERTIFICATION:

It is recommended the Board of Education officially certify pursuant to N.J.A.C. 6:20-2:13(e) that as of February 28, 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-extended in violation of NJAC 6-20-2:13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

22. BOARD SECRETARY'S MONTHLY CERTIFICATION:

It is recommended the Board of Education approve the Board Secretary's monthly certification of budgetary line item status for February 28, 2017.

I. PUBLIC COMMENTS:

J. EXECUTIVE SESSION: Personnel

K. ADJOURNMENT: