

**COMMERCIAL TOWNSHIP BOARD OF EDUCATION**

**Regular Board of Education Meeting**

**Tuesday, August 8, 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 Press of Atlantic City and South Jersey Times, and posted in the Commercial Township Schools and District Office.

**C. ROLL CALL:**

Ms. Trish Birmingham, Business Administrator, will roll call the attendance:

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

**D. MINUTES: Approval of Minutes from July 11, 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:**

1. Unified Plan (Year 3 and Year 4)

## FINANCE

2. Contracts -
  - a. Cape May County Special Services - It is recommended the Board of Education approve the agreement with Cape May County Special Services School District for the 2016-2017 school year. The tuition cost of Multiple Disabilities is \$36,450.00 per student and an Out of County fee of \$11,000.00 per student.
  - b. Cape May County Special Services - It is recommended the Board of Education approve the agreement with Cape May County Special Services School District for the 2017-2018 school year. The tuition cost of Multiple Disabilities is \$37,550.00 per student and an Out of County fee of \$11,000.00 per student.
  - c. RFP Solutions - It is recommended the Board of Education approve the service-maintenance contract with RFP Solutions, for the year 8/1/17 - 7/31/17, for telecommunication services at HMS (\$2,372.52) and PNS (\$2,381.04) totaling \$4,754.56.
3. State Aid - It is recommended the Board of Education approve Resolution 1-18 in reference to receiving additional state funding, in the amount of \$7,045.
4. Acceptance of Donated Item - It is recommended the Board of Education accept the donation of a weighted vest (estimated value - \$70) to be used for special needs children as deemed necessary.
5. Bid No. 01-18: Bus Rental and Maintenance Services - It is recommended the Board of Education approve Bid No. 01-18 and the awarding of Bid No. 01-18 to the lowest bidder.

## PERSONNEL

6. Resignation -
  - a. It is recommended the Board of Education accept the resignation of Kelly Godfrey, Middle School Language Arts ICR Teacher, as of July 20, 2017.
  - b. It is recommended the Board of Education accept the resignation of Cynthia Martin, Preschool Teacher, as of August 21, 2017.
  - c. It is recommended the Board of Education accept the resignation of Stephanie McCann, Speech Therapist, as of October 1, 2017.
7. New Hire -
  - a. It is recommended the Board of Education approve to hire Elyse Mendicino as a Preschool Teacher for the 2017-2018 school year. She will be placed on the first step of the BA salary guide at \$54,265.

- b. It is recommended the Board of Education approve to hire Jeremy Nevitt as a Multi-Media Specialist for the 2017-2018 school year. He will be placed on the first step of the BA salary guide at \$54,265.
  - c. It is recommended the Board of Education approve to hire Kelli Walters as a Second Grade Teacher for the 2017-2018 school year. She will be placed on the first step of the MA salary guide at \$55,265.
  - d. It is recommended the Board of Education approve to hire Kaitlyn Robinson as a Middle School Language Arts ICR Teacher, pending receipt of Middle School Language Arts and Special Education Certificate of Eligibility, for the 2017-2018 school year. She will be placed on the first step of the BA salary guide at \$54,265.
  - e. It is recommended the Board of Education approve to hire Megan Nocon as an Instructional Assistant for the 2017-2018 school year. She will be compensated at \$24,436.
  - f. It is recommended the Board of Education approve to hire Megan Nocon as a Long-Term Substitute Kindergarten Teacher from September 1, 2017 to November 3, 2017.
  - g. It is recommended the Board of Education approve to hire Dawn Blinchikoff as a Substitute Aide at \$60 per day and a Substitute Lunch Chaperone at \$9 per hour for the 2017-2018 school year.
8. **Full Time Position** - It is recommended the Board of Education approve Cesarina Gonzalez to become a full time Instructional Assistant and Bus Driver for the 2017-2018 school year. She will be placed on Step 1 of the salary guide at \$24,436.
9. **Lunch Chaperone:**
- a. It is recommended the Board of Education approve Janice Hoffman as a Lunch Chaperone for Port Norris School for the 2017-2018 school year. She will be compensated at \$9 per hour.
  - b. It is recommended the Board of Education approve Danielle Dixon as a Lunch Chaperone for Port Norris School for the 2017-2018 school year. She will be compensated at \$9 per hour.
10. **School Detention** - It is recommended the Board of Education approve Kaitlyn Robinson 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
11. **Homebound Instruction** - It is recommended the Board of Education approve Kaitlyn Robinson as a Homebound Instruction Tutor for the 2017-2018 school year. She will be

compensated at \$26 per hour.

12. **Extended Day** - It is recommended the Board of Education approve Jeremy Nevitt as the Extended Day Coordinator for the 2017-2018 school year. He will be compensated with a stipend of \$2000 and an hourly rate of \$9 per hour.

### **CURRICULUM**

13. **Pre-Registration Screening** - It is recommended the Board of Education approve Karen Haddock for Pre-Registration screenings. She will be compensated at \$26 per hour on an as needed basis.
14. **Enrollment** - It is recommended the Board of Education accept a letter from employee #12134128, requesting to enroll their child in Commercial Township School District.
15. **Emergency Response** - It is recommended the Board of Education approve the Emergency Response Templates for Haleyville-Mauricetown Elementary School and the Port Norris Middle School for the 2017-2018 school year.
16. **Professional Development Plan** - It is recommended the Board of Education approve the HMS, PNS and the District Professional Development Plans for the 2017-2018 school year.
17. **Period Zero** - It is recommended the Board of Education approve the implementation to supervise a period zero to support the academic needs of our Enrichment and Intervention program in the amount of \$2,745.
18. **National Junior Honor Society** - It is recommended the Board of Education approve Kaitlyn Robinson as PNS National Junior Honor Society Advisor for the 2017-2018 school year.
19. **Fundraiser** – It is recommended that the Board of Education approve the following fundraisers for the 2017-2018 school year:
- PNS Fundraisers: Yankee Candle  
Friends Helping Friends (Boscov's)
20. **Professional Days** – It is recommended the Board of Education approve the following Professional Days for the 2017-2018 school year:

August 1, 2017	Elyse Mendicino Cherly VanderGracht	Fundations - Level 2	Fee: \$259/per person The Cost of Mileage
August 16-18, 2017	Kerri Zeleniak Natalia Michalkiewicz	3-Day Marzano Focused Teacher Evaluation Model Academy	Fee: \$399/per person The Cost of Mileage

August 15, 2017	Daniel Dooley Alysia Thomson Lindsay Reed	Marzano Training - Making the Transition full-day academy	Fee: \$149/per person The Cost of Mileage
August 24-25, 2017 October 11, 2017 January 10, 2017 March 20, 2018	Elyse Mendicino	Tools of the Mind Training Pre-School	Fee: \$1,650 The Cost of Mileage
October 13, 2017 December 7, 2017 March 9, 2018	Marilyn Dickerson Joy Dunn	Tools of the Mind Training Pre-School	Fee: \$375/per person The Cost of Mileage
September 12, 2017 October 3, 2017 November 14, 2017 December 12, 2017 January 18, 2018 February 15, 2018 March 15, 2018 April 17, 2018	Trish Birmingham	NJASBO Professional Development Programs	Fee: 5 @ \$475 3 @ \$100  The Cost of Mileage
October 3, 2017 November 2, 2017 November 29, 2017 January 9, 2018 March 6, 2018 May 16, 2018	Trish Birmingham	NJASBO Academy Program	Fee: \$200  The Cost of Mileage
May 8, 2018	Linda Pancrazio Alaina Baner	NJASBO Administrative Assistant Forum	Fee: \$100/per person The Cost of Mileage

**OTHER BUSINESS:**

**21. BILL LISTS / LINE ITEM TRANSFERS:**

**It is recommended the Board of Education approve the itemized bill lists for July 31, 2017 and approve the budgetary line item transfers as of June 30, 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.**

I. PUBLIC COMMENTS:

J. EXECUTIVE SESSION: Personnel

K. ADJOURNMENT: