

**COMMERCIAL TOWNSHIP BOARD OF EDUCATION**

**Regular Board of Education Meeting**

**Tuesday, December 5, 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. Recognition of Service - Presented by the Superintendent of Schools, Dr. Daniel J. Dooley**

**E. PRESENTATION BY AUDITOR - Ray Colavita will present an overview of the Annual Audit for the Fiscal Year ended June 30, 2017.**

**F. MINUTES - It is recommended the Board of Education approve the Minutes from November 8, 2017 and November 14, 2017.**

**G. CORRESPONDENCE -**

**H. PUBLIC COMMENTS ON AGENDA ITEMS**

**I. DEPARTMENTAL REVIEWS**

- 1. Buildings & Grounds - Trish Birmingham**
- 2. Transportation - Trish Birmingham**
- 3. Technology - Kerri Zeleniak**
- 4. Curriculum - Natalia Michalkiewicz**
- 5. HMS - Lindsay Reed**
- 6. PNS - Alysia Thomson**

**J. SUPERINTENDENT’S REPORT**

- 1. **HIB Reports** - It is recommended the Board of Education confirm the October HIB Reports.
- 2. **HIB Reports** - November 2017  
HMS – 1 Reported 0 Confirmed  
PNS - 0 Reported 0 Confirmed

**FINANCE**

- 3. **Donations** - It is recommended the Board of Education approve the following donations to the Port Norris School, to be used for athletics:

Fralinger Engineering - \$100.00                      Township of Commercial - \$500.00

- 4. **IDEA** - It is recommended the Board of Education approve the 2017-2018 IDEA Amendment to include the 2016-2017 carryover (Basic only) in the amount of \$73,166.

**PERSONNEL**

- 5. **New Hire** - It is recommended the Board of Education approve to hire Courtney Morales as an Extended Day Aide for the 2017-2018 school year. She will be compensated at \$9 per hour.
- 6. **Salary Adjustment** - It is recommended the Board of Education approve the salary adjustment of Kara Trovato, School Social Worker, from 90% to 100% of the MA step 12 salary guide. Her salary will increase to \$68,294.

**CURRICULUM**

- 7. **Math Curriculum** - It is recommended the Board of Education approve the following Curriculum:

Math Curriculum	1st Reading	Kindergarten - 8th Grade/Algebra
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- 8. **Independent Educational Evaluation** - It is recommended the Board of Education approve a Neuropsychological Assessment for SID #1130585145 through Brain Behavior Bridge as a result of a request for Independent Educational Evaluation. The cost of the assessment is \$3,500.
- 9. **Psychiatric Evaluation** -
  - a. It is recommended the Board of Education approve the Psychiatric Evaluation through Burgess Psychiatric Services, LLC for SID# 7560976310, at the cost of \$380.00.

- b. It is recommended the Board of Education approve the Psychiatric Evaluation through Burgess Psychiatric Services, LLC for SID# 1179909620, at the cost of \$380.00.
10. Superintendent's Annual Evaluation- It is recommended the Board of Education approve the Superintendent's Evaluation for the 16-17 academic year.
11. Homebound Instruction -
- a. It is recommended the Board of Education approve homebound instruction services for SID #7560976310 pending receipt of psychiatric evaluation. The student will be provided with 10 hours of instruction over no less than three days per week beginning November 28, 2017.
- b. It is recommended the Board of Education approve homebound instruction services for SID #1179909620 pending receipt of psychiatric evaluation. The student will be provided with 10 hours of instruction over no less than three days per week beginning November 20, 2017.
- c. It is recommended the Board of Education approve homebound instruction services for SID #6581536997 as the result of disciplinary consequence. The student will be provided with 10 hours of instruction over no less than three days per week beginning November 28, 2017 and concluding December 5, 2017.
- d. It is recommended the Board of Education approve the Instructional Services through Educational Professional Services, Inc. for student SID #3364034702 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.
12. Homebound Instruction Tutor - It is recommended the Board of Education approve Chelsea Etter as a Homebound Instruction Tutor for the 2017-2018 school year. She will be compensated at \$26 per hour.
13. Professional Days – It is recommended the Board of Education approve the following Professional Days for the 2017-2018 school year:

December 11, 2017	Stephanie Strassel	Addressing Substance Abuse	Fee: \$178 The Cost of Mileage
January 17-19, 2018	Allison Kilbride	ABS Certificate Program	Fee: \$450 The Cost of Mileage
January 30, 2018	Sarah Cobb Gwen O'Donnell	Smart but Scattered	Fee: \$199.99 The Cost of Mileage
February 8-9, 2018	Stephanie Strassel	Association for Student Assistance Professionals	Fee: \$325 The Cost of Mileage

14. **Field Trips** - It is recommended the Board of Education approve the following Field Trips for the 2017-2018 school year:

Tuesday, March 20, 2018	Bayshore Center at Bivalve	4th Grade
Friday, May 4, 2018	Levoy Theatre/Family Success Center	4th Grade
Thursday, January 18, 2018	Adventure Aquarium	MD/LLD
Tuesday, May 15, 2018	Funny Farm	MD/LLD

**POLICY**

15. **Policy** - It is recommended the Board of Education approve the following policies:

5131.9	2nd Reading	Revision	Harassment, Intimidation & Bullying Policy
6161.3	2nd Reading	Deletion	Complaints Regarding NCLB Programs
6147.1	2nd Reading	Revision	Evaluation of Individual Student Progress
5131.5	2nd Reading	Revision	Vandalism & Violence Policy
3220/3230	2nd Reading	Revision	State Funds / Federal Funds Policy
1410	2nd Reading	Revision	Local Units

**OTHER BUSINESS:**

16. **BILL LISTS / LINE ITEM TRANSFERS**

It is recommended the Board of Education approve the itemized bill lists for November 2017 and the budgetary line item transfers as of October 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.

17. **MONTHLY BOARD CERTIFICATION**

It is recommended the Board of Education officially certify pursuant to N.J.A.C. 6A:23A-16.10(c) that as of October 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 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.

**18. BOARD SECRETARY'S MONTHLY CERTIFICATION**

**It is recommended the Board of Education approve 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 October 31, 2017 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of October 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.**

**K. PUBLIC COMMENTS**

**L. EXECUTIVE SESSION**

**N. ADJOURNMENT**