

The Regular Meeting of the Commercial Township Board of Education was held in the All Purpose Room at Haleyville-Mauricetown School, located at 1308 North Avenue, Port Norris, NJ, on Wednesday, February 15, 2017 at 7:00 p.m. The meeting was called to order by Mrs. Perrelli, and she read a statement as to the time and place of the meeting, as set forth in the "Open Public Meetings Act". She then conducted the Pledge of Allegiance.

FLAG SALUTE

ROLL CALL

ROLL CALL

The following were present:

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

The following were also present:

Dr. Daniel Dooley, Superintendent/Principal
Mrs. Pamela Zook, Board Secretary

MINUTES: Mr. Jay Sutton made a motion that the Board of Education approve the minutes from January 3, 2017. It was seconded by Mr. DeFabrites and carried by a unanimous voice vote by all board members.

SUPERINTENDENT'S REPORT:

Dr. Dooley thanked Ms. Zeleniak for the demonstration on a SmartBoard. Dr. Dooley invited Mr. Webster to introduce the cast of Dorothy Meets Alice. Some of the students spoke of their Experience. The students were then handed certificates.

STUDENT
RECOGNITIONS

Dr. Dooley recognized staff for help in the play and Mrs. Thomson recognized staff who helped in the 8th grade parent night.

STAFF
RECOGNITIONS

Dr. Dooley recognized a student who helped a fellow student who was choking. He presented her with LifeSavers candy.

Dr. Dooley recognized Mrs. Clark as the new CTEA President and Ms. Solomon as the CTEA Vice President.

USE OF
FACILITIES

Dr. Dooley recognized the Teachers of The Year and provided awards to them: Denise Bland at HMS and Walter Webster at PNS. He also stated that Mr. Webster was going for the County Teacher of the Year.

Ms. Michalkiewicz described the Birthday Book program that Mrs. Hayden brought to HMS.

Ms. Zeleniak recognized Brian Saxton and Ed Leith for mounting the SmartBoard, which saved The district money.

Ms. Reed presented an overview of the District’s Half Year Review of Anti-Bullying.

HIB REPORTS

1. **HIB Reports** – Confirm the December HIB Reports.
2. **HIB Reports** – January 2017

HMS – 0 Reported 0 Confirmed
 PNS - 6 Reported 0 Confirmed

HOME SCHOOLING

3. **Home School** – Accept a letter from parent of SID #1834410359 and SID #5972578223 to home school their children as of January 12, 2017.

BUILDINGS & GROUNDS

USE OF FACILITIES

4. **Use of Facilities** – Approve the Commercial Township Baseball League to use the HMS and PNS Gymnasiums for the spring season.

FINANCE

Mrs. DeFabrites made a motion that the Board of Education approve the following:

DONATION

5. **Donation** – Accept the donation of 14 prize-winning TOON Books for K-3, valued at \$133.35 each from DonorsChoose.org.

21ST CENTURY IDEA GRANT

6. **21st Century IDEA Grant** – Approve the revised 21st Century IDEA Grant for the amount of \$8,090.

TUITION CONTRACTS

7. **Tuition Contracts** – Approve the following tuition contracts:

Pineland Learning Center:		
1 High School student @ 280.46/day for 164 days		\$45,995.44
Millville Board of Education:		
3 BD Students @ \$17,381/each		\$52,143.00
Cumberland County Board of Vocational Education:		
11 Shared Time Students @ \$1,000/each		\$11,000
5 STRIVE Students @ \$12,500/each		\$62,500
4 ESY Students @ \$2,000/each		<u>\$ 8,000</u>
		\$81,500

BUS LEASE

8. **Bus Lease** – Approve a lease agreement with Sheppard Bus Company for the lease of an additional bus at a cost of \$1,700 per month starting February 1, 2017 through June 30, 2017.

2017-18 TUITION RATES

9. **Tuition Rates** – Approve the Estimated Tuition Rates for the 2017-2018 school year.

CE REIMB.

10. **Reimbursement** – Approve the reimbursement of the application fee of \$170 to Collin Lewis for a Certificate of Eligibility from the Department of Education for a requested Special Education Endorsement.

It was seconded by Mr. Jay Sutton and carried by a unanimous roll call vote by all board members.

PERSONNEL

Mrs. DeFabrites made a motion that the Board of Education approve the following:

11. New Hire –

NEW HIRE

- a. Approve Loretta Hitchner as a lunch chaperone, an extended day aide, and a century 21 aide at \$9 per hour, and a substitute aide at \$60 per day for the 2016-2017 school year.
- b. Approve Jacob Davis as an Extended day aide for the 2016-2017 school year at \$9 per hour.
- c. Approve Anthony Robinson as a substitute lunch chaperone for the 2016-2017 school year at \$9 per hour.
- d. Approve Juan Figueroa as a lunch chaperone for the 2016-2017 school year at \$9 per hour.
- e. Approve Cheryl Davis as an Instructional Assistant for the 2016-2017 school year. She will be placed on the first step of the salary guide, at a prorated amount of \$23,131.

12. Resignation – Approve the resignation of Elyse Mendicino, Instructional Assistant, as of February 15, 2017.

RESIGNATION

13. Long-Term Substitute –

SUBSTITUTE

- a. Approve Elyse Mendicino as a long-term substitute teacher from February 16, 2017 to June 22, 2017. She will be prorated to the first step of the BA salary guide at \$53,393.
- b. Approve Kaitlyn Robinson as a long-term substitute teacher from February 16, 2017 to June 22, 2017. She will be compensated at \$75 per day for the first 10 days, and \$80 per day thereafter.

14. Transfer –

TRANSFERS

- a. Approve the transfer of Anatoly Sokolov, Instructional Assistant, from the Haleyville-Mauricetown School to the Port Norris School.
- b. Approve the transfer of Brendan Maurice from ASP Coordinator to a shared Guidance Counselor at both the Haleyville-Mauricetown and the Port Norris Schools.
- c. Approve the transfer of Collin Lewis from a Long Term Substitute Science Teacher at Port Norris Middle School to a Co-Teacher of the self-contained LLD 3-5 classroom at Haleyville-Mauricetown School.

15. Clinical Fellowship – Approve Sancha Hughes to provide Clinical Fellowship to Stephanie McCann for the remainder of the 2016-2017 school year. This supervision is a requirement for standard Speech Language Specialist Certification through the State of New Jersey. Mrs. Hughes will be compensated for her time at the rate of \$50 per hour.

FELLOWSHIP

16. School Detention – Approve Lisa Baker as a Before and After School Detention Monitor for PNS, prorated @ \$26 per hour for the 2016-2017 school year.

DETENTION

INCREMENT
WITHOLDING

17. Withholding of Salary Increment – Approve the withholding of the 2017-2018 salary increment for Nancy Brandt.

It was seconded by Mr. Jay Sutton and carried by a unanimous roll call vote by all board members.

CURRICULUM

Mr. DeFabrites made a motion that the Board of Education approve the following:

PROF. DAYS

18. Professional Days – Approve the following Professional Days for the 2016-2017 school year:

Webinar	Sandy Caromano	Writer’s Workshop	Fee \$75
1/27/17	Susan Banks	Parapro Testing	The cost of mileage
2/3/17	Rosetta Haines	Parapro Testing	The cost of mileage
2/8/17	Tammy Smith-Halter	Cross Cultural Issues	The cost of mileage
2/16/17	Allison Kilbride Tarin Leech	PARCC Test Coordinator Training	The cost of mileage
2/21/17	Lindsay Reed	Legal One	The cost of mileage
2/27/17	Nancy Brandt	Differentiation of Instruction	Fee - \$149 and the cost of mileage
2/27-2/28/17	Scott Shea	NJASPERD Convention	Fee - \$120 and the cost of mileage
2/28/17	Lindsay Reed	Effective IEP Development	The cost of mileage
3/1/17	Judilyn Weiserth John Borchert	Dyslexia Initiative	Fee - \$100 and the cost of mileage
3/6-3/8/17	Kerri Zeleniak	PSUG-NJ Annual Conference	Fee - \$350 and the cost of mileage
3/9/17	Tammy Smith-Halter	Key Concepts in Psychological First Aid	The cost of mileage
3/15/17	Lindsay Reed	Effective IEP Development: Part 2	The cost of mileage
3/21/17	Nicole Steich Lauren Eisenhart	Differentiation of Instruction	Fee - \$149 and the cost of mileage
3/31/17	Sarah Cobb	AOTA Annual Conference	Fee - \$280 and the cost of mileage

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4/6/17	Lindsay Reed	Legal One	The cost of mileage
4/6/17	Tammy Smith-Halter	Ethical Issues in Crisis Response	The cost of mileage
5/25/17	Tarin Leech	School Climate/Anti Bullying Conference	Fee - \$99 and the cost of mileage
6/20/17	All Staff	Southwest Council	No Cost

19. Field Trips – Approve the following field trips for the 2016-2017 school year:

FIELD TRIPS

Tuesday, April 4, 2017	PNS 21st CCLC	Franklin Institute	Philadelphia, PA
Friday, April 7, 2017	Pre-K	Garden State Discovery Museum	Cherry Hill, NJ
Monday, April 10, 2017	5-8th Grade Music	Bucks County Playhouse	New Hope, PA
Tuesday, April 11 & Thursday, April 13	HMS Club 21	STEAMworks	Bridgeton, NJ
Monday, May 1, 2017	Kindergarten	Storybook Land	Egg Harbor Twp., NJ
Friday, May 5, 2017	1st Grade	Camden Aquarium	Camden, NJ
May 8, 12, 22, 26	PNS 21st CCLC	STEAMworks	Bridgeton, NJ
Friday, May 12, 2017	3rd Grade	Franklin Institute	Philadelphia, PA
Tuesday, May 16, 2017	6-8th Grade Select Students	NJ Statehouse	Trenton, NJ
Friday, May 19, 2017	5th Grade	Historic Cold Village	Cape May, NJ
Friday, May 19, 2017	8th Grade	Tall Pines Day Camp	Williamstown, NJ
Tuesday, May 23, 2017	2nd Grade	Franklin Institute	Philadelphia, PA
Wed, May 24, 2017	8th Grade	Gettysburg	Gettysburg, PA
June 1, 2017	National Junior Honor Society	Great Adventure	Jackson, NJ
Thursday, June 1, 2017	7th Grade	Atlantic City Aquarium	Atlantic City, NJ
Friday, June 2, 2017	4th Grade	Cape May Zoo	Cape May, NJ
Monday, June 12, 2017	Perfect Attendance	Sky Zone	Maple Shade, NJ

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SCHOOL DANCE
 EIGHTH GRADE BREAKFAST
 ASSESSMENT
 EVALUATION
 TUTORS
 MAKEUP DAY
 REVISED 2016-17 CALENDAR
 PLAY
 LIFE SKILLS TRAINING
 SCHOOL CLIMATE TRANSFORMATION PROJECT
 VOLLEYBALL
 MATH/LITERACY NIGHT
 ACCEPTABLE USE CONTRACT
 FUNDRAISER

20. Dance – Approve a Dance in the month of March, sponsored by the NJHS, at the Port Norris Middle School.

21. Eighth Grade Breakfast – Approve the new date of the 8th Grade breakfast to be held on March 4, 2017.

22. Classroom Assessment – Approve the completion of Classroom Assessment through REM Audiology Associates P.C. for student SID # 4062355840 at the cost of \$495.

23. Evaluation – Approve the Neurological Evaluation of SID # 8850256315 at the Cooper Division of Neurology, with a cost to the district of \$350.

24. EXCErate Tutors – Approve the following as EXCErate Tutors for the 2016-2017 school year:

- | | | |
|-----------------|--|--|
| a. <u>HMS</u> : | Judilyn Weiserth
Nancy Brandt
Jillian Gregory (Substitute) | Kaitlyn Robinson
Esmirna Ramos (Substitute) |
| b. <u>PNS</u> : | Matt Mingin | Janine Brockman |

EXCErate at HMS is all inclusive for both the Math and LA tutors previously and currently approved by the BOE for our after school program.

25. Make-up Day – Approve an additional early dismissal day for students on Friday, February 17, 2017. This day will consist of an afternoon in-service for teachers. As a result February 17th will be a make-up day for October 3, 2016.

26. Revised Calendar – Approve the updated school calendar for the 2016-2017 school year to reflect the February 17th make-up day.

27. Anti-Bullying and Kindness – Approve the Walnut Street Theatre to perform an anti-bullying and kindness play at the Haleyville-Mauricetown School on March 24, 2017 at a cost of \$815.

28. Botvin’s Life Skills Training – Approve a ten week Botvin’s Life Skills Training for the 6th Grade students at Port Norris School, beginning February 27, 2017.

29. School Climate Transformation Project (SCTP) – Accept the letter of agreement for the both HMS and PNS to participate for a third year in the New Jersey School Climate Survey for the 2017-2018 school year.

30. Volleyball – Approve the Port Norris Volleyball schedule for the 2017 season.

31. Math/Literacy Night – Approve the Math and Literacy Night at Port Norris School on March 21, 2017.

32. Acceptable Use Contract – Accept and approve the revised School Acceptable Use of District Technology Contract to students for the 2017-2017 school year.

33. Fundraiser – Approve the Chubby Chico Farms fundraiser for the 6-8th grade students at Port Norris Middle School.

It was seconded by Mr. Jay Sutton and carried by a unanimous roll call vote by all board members.

POLICY

Mr. DeFabrites made a motion that the Board of Education approve the following:

- 34. Policy** – Approve the following revised policies for the 2017-2018 school year:

POLICY

1200	2nd Reading	Revision	Participation by the Public
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OTHER BUSINESS:

- 35. BILL LISTS / LINE ITEM TRANSFERS:**

BILL LISTS & TRANSFERS

Approve the revised January and February bill list and approve the budgetary line item transfers January 31, 2017.

Authorize the School Business Administrator to pay bills and make necessary transfers before the board meeting. A list of all bills and transfers will be provided at the next board meeting.

- 36. MONTHLY BOARD CERTIFICATION:**

MONTHLY BD. CERT.

Officially certify pursuant to N.J.A.C. 6:20-2:13(e) that as of December 31, 2016, 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.

- 37. BOARD SECRETARY’S MONTHLY CERTIFICATION:**

BD. SECTY. BD. CERT.

Approve the Board Secretary’s monthly certification of budgetary line item status for December 31, 2016.

It was seconded by Mr. Jay Sutton and carried by a unanimous roll call vote by all board members.

PUBLIC COMMENTS:

PUBLIC COMMENTS

Nancy Brandt spoke about requesting to view her personnel file and discussed situations she has had with Dr. Dooley. Mrs. Perrelli asked Ms. Brandt if she would be able to wrap up her statements since she had gone over the 5 minute timer. Ms. Brandt stated she felt these events were taking away her increment and thanked the board members for their time. Dr. Dooley responded that he did not refuse to provide Ms. Brandt with her personnel file.

EXECUTIVE SESSION

EXECUTIVE SESSION

Upon motion made by Mr. DeFabrites and seconded by Mr. Jay Sutton, approval is granted for adoption of the Executive Session Resolution and adjournment to Executive Session at 7:59 pm.

BE IT RESOLVED that pursuant to Section 8 of the Open Public Meetings Act, the public shall

be excluded from the portion of the meeting involving the discussion of personnel matters.

FURTHER that actions taken, if any, will be disclosed when the meeting is opened to the public.

Motion was made by Mrs. Pettit and seconded by Mr. DeFabrites to close out of Executive Session at 9:20 pm.

Motion was made by Mrs. Pettit and seconded by Mr. DeFabrites to reconvene the Regular meeting at 9:20 pm.

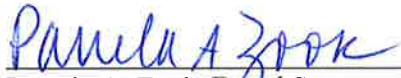
Mr. DeFabrites made a motion that the Board of Education approve the following:

- 38. SJ Coalition of Schools** – Approve the Consulting agreement between the Commercial Township Board of Education as a member of the SJ Coalition of Schools and Salmon Ventures Limited at An estimated cost of \$2,352.

It was seconded by Mrs. Pettit and carried by a unanimous voice vote by all board members.

ADJOURNMENT:

Mrs. Abbott made a motion that the Board of Education adjourn the meeting at 9:22 pm. It was seconded by Mr. Jay Sutton and carried by a unanimous voice vote by all board members.



Pamela A. Zook, Board Secretary
February 15, 2017

SJ COALITION OF
SCHOOLS

ADJOURNMENT