

COMMERCIAL TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting

Wednesday, February 15, 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	_____	Guy DeFabrites	_____	Jay Sutton	_____
Melissa Chamberlain	_____	Carol Perrelli	_____	Ronald Sutton	_____
Anna DeFabrites	_____	Rita Pettit	_____	Stacy Wilson-Smith	_____

D. MINUTES: Approval of Minutes from January 3, 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:

- Student Recognitions
- Staff Recognitions

- Harassment, Intimidation, and Bullying Grade Report Presentation by District HIB Coordinator

1. HIB Reports - It is recommended the Board of Education confirm the December HIB Reports.
2. HIB Reports - January 2017
 HMS – 0 Reported 0 Confirmed
 PNS - 6 Reported 0 Confirmed
3. Home School - It is recommended the Board of Education accept a letter from parent of SID #1834410359 and SID #5972578223 to home school their children as of January 12, 2017.

BUILDINGS & GROUNDS

4. Use of Facilities - It is recommended the Board of Education approve the Commercial Township Baseball League to use the HMS and PNS Gymnasiums for the spring season.

FINANCE

5. Donation - It is recommended the Board of Education accept the donation of 14 prize-winning TOON Books for K-3, valued at \$133.35 each from DonorsChoose.org.
6. 21st Century IDEA Grant - It is recommended the Board of Education approve the revised 21st Century IDEA Grant for the amount of \$8,090.
7. Tuition Contracts - It is recommended the Board of Education 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 \$ 8,000
 \$81,500

8. Bus Lease - It is recommended the Board of Education 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.
9. Tuition Rates - It is recommended the Board of Education approve the Estimated Tuition Rates for the 2017-2018 school year.

10. **Reimbursement** - It is recommended the Board of Education 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.

PERSONNEL

11. **New Hire** –

- a. It is recommended the Board of Education 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. It is recommended the Board of Education approve Jacob Davis as an Extended day aide for the 2016-2017 school year at \$9 per hour.
 - c. It is recommended the Board of Education approve Anthony Robinson as a substitute lunch chaperone for the 2016-2017 school year at \$9 per hour.
 - d. It is recommended the Board of Education approve Juan Figueroa as a lunch chaperone for the 2016-2017 school year at \$9 per hour.
 - e. It is recommended the Board of Education 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** - It is recommended the Board of Education approve the resignation of Elyse Mendicino, Instructional Assistant, as of February 15, 2017.

13. **Long-Term Substitute** -

- a. It is recommended the Board of Education 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.
- f. It is recommended the Board of Education 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** -

- a. It is recommended the Board of Education approve the transfer of Anatoloy Sokolov, Instructional Assistant, from the Haleyville-Mauricetown School to the Port Norris School.
- b. It is recommended the Board of Education 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. **It is recommended the Board of Education 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 - It is recommended the Board of Education 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.**
16. **School Detention - It is recommended the Board of Education approve Lisa Baker as a Before and After School Detention Monitor for PNS, prorated @ \$26 per hour for the 2016-2017 school year.**
17. **Withholding of Salary Increment - It is recommended the Board of Education approve the withholding of the 2017-2018 salary increment for Nancy Brandt.**

CURRICULUM

18. **Professional Days – It is recommended the Board of Education 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 FirstAid	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
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 – It is recommended the Board of Education approve the following field trips for the 2016-2017 school year:

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

20. **Dance** - It is recommended the Board of Education approve a Dance in the month of March, sponsored by the NJHS, at the Port Norris Middle School.
21. **Eighth Grade Breakfast** - It is recommended the Board of Education approve the new date of the 8th Grade breakfast to be held on March 4, 2017.
22. **Classroom Assessment** - It is recommended the Board of Education approve the completion of Classroom Assessment through REM Audiology Associates P.C. for student SID # 4062355840 at the cost of \$495.
23. **Evaluation** - It is recommended the Board of Education approve the Neurological Evaluation of SID # 8850256315 at the Cooper Division of Neurology, with a cost to the district of \$350.
24. **EXCELErate Tutors** - It is recommended the Board of Education approve the following as EXCELErate Tutors for the 2016-2017 school year:
 - a. **HMS**: Judilyn Weiserth Nancy Brandt Kaitlyn Robinson
 Jillian Gregory (Substitute) Esmirna Ramos (Substitute)
 - b. **PNS**: Matt Mingin Janine Brockman

EXCELErate 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** - It is recommended the Board of Education 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** - It is recommended the Board of Education approve the updated school calendar for the 2016-2017 school year to reflect the February 17th make-up day.

- 27. **Anti-Bullying and Kindness** - It is recommended the Board of Education approve the Walnut Street Theatre to perform an anti-bullying and kindness play at the Haleyville School on March 24, 2017; a cost of \$815.
- 28. **Botvin's Life Skills Training** - It is recommended the Board of Education approve a ten week Botvin's Life Skills Training for the 6th Grade students at Port Norris School, beginning February 27, 2017.
- 28. **School Climate Transformation Project (SCTP)** - It is recommended the Board of Education 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** - It is recommended the Board of Education approve the Port Norris Volleyball schedule for the 2017 season.
- 31. **Math/Literacy Night** - It is recommended the Board of Education approve the Math and Literacy Night at Port Norris School on March 21, 2017.
- 32. **Acceptable Use Contract** - It is recommended the Board of Education accept and approve the revised School Acceptable Use of District Technology Contract to students for the 2017-2017 school year.
- 33. **Fundraiser** - It is recommended the Board of Education approve the Chubby Chico Farms fundraiser for the 6-8th grade students at Port Norris Middle School.

POLICY

- 34. **Policy** - It is recommended the Board of Education approve the following revised policies for the 2017-2018 school year:

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

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

It is recommended the Board of Education approve the revised January and February bill list and approve the budgetary line item transfers for January 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.

36. 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 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:

It is recommended the Board of Education approve the Board Secretary's monthly certification of budgetary line item status for December 31, 2016.

I. PUBLIC COMMENTS:

J. EXECUTIVE SESSION: Personnel

K. ADJOURNMENT: