

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Regular Board of Education Meeting

Tuesday, January 3, 2017 – 7:00 P.M.

AGENDA

Opening of Reorganization Meeting (Board Secretary Presiding)

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. ELECTION RESULTS: It is recommended the Board of Education acknowledge the results of the school board election. The voters of Commercial Township voted as follows: Melissa Chamberlain, Julie Baum-Abbott, and Guy DeFabrites were elected as board members for three year terms.

E. SWEARING IN NEWLY ELECTED BOARD OF EDUCATION MEMBERS

- It is recommended the Board of Education accept the required oaths of the three newly elected board members.

F. ELECTION OF THE PRESIDENT

G. ELECTION OF THE VICE PRESIDENT (new President residing)

H. APPOINTMENTS AND DESIGNATIONS

Designation of Committees

- Finance
- Curriculum
- Personnel
- Policy
- Building and Grounds
- Transportation

Appointment to Millville Board of Education

- Approve the appointment of a Commercial Township Board of Education member to the Millville Board of Education pursuant to Chapter 8, P.L. 1995 (Senate Bill 151).

NJSBA Legislative Delegate and Alternate

- Approve the appointment of a Commercial Township Board of Education member as the Delegate to the NJSBA. Also, approve the appointment of an alternate to the same.

Cumberland County SBA Representative and Alternate to Executive Committee

- Approve the appointment of a Commercial Township Board of Education member as a County Representative to the Executive Committee. Also, approve the appointment of an alternate to the same.

Official Newspaper

- Approve the Press of Atlantic City as the official newspaper of the Board of Education. Additionally, designate locations for posting of Public Notices of Board Meetings in each District school and District Administration Office.

Regular Meeting Dates

- Approve the second Tuesday of each month at 7:00 P.M. at at the Commercial Township Board of Education Administration Office as the date, time and location of its regular Board of Education meetings, with the exception of February's meeting to be held on Wednesday, February 15, 2017.

I. MINUTES: Approval of Minutes from December 13, 2016

J. AUDIT PRESENTATION

K. SOLAR PANEL PRESENTATION

L. CORRESPONDENCE:

M. PUBLIC COMMENTS ON AGENDA ITEMS:

N. 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**

O. SUPERINTENDENT’S REPORT:

1. **HIB Reports - It is recommended the Board of Education confirm the November HIB Reports.**
2. **HIB Reports - December 2016**

HMS – 0 Reported 0 Confirmed
PNS - 1 Reported 0 Confirmed

BUILDINGS & GROUNDS

3. **Use of Facilities - It is recommended the Board of Education approve the use of the HMS All Purpose Room by the school PTA for their monthly meeting on January 6, 2017.**

FINANCE

4. **Audit - It is recommended that the Board of Education approve the annual Audit, the Synopsis of Audit for fiscal year ended June 30, 2016, and the recommendations.**
5. **Corrective Action Plan - It is recommended the Board of Education approve the Corrective Action Plan for the FY 16 annual audit.**
6. **Tuition Contract - It is recommended the Board of Education approve the following tuition contracts for the 2016-2017 school year:**

Creative Achievement Academy, LLC, for one student at a cost of \$48,240.00
Township of Franklin BOE for one homeless student at a prorated cost of \$6,978.30
Cape May County SSSD 2014-15 Audited tuition refund of \$1,567.00
7. **Target Grant - It is recommended the Board of Education accept the 2017 Target Field Trip Grant in the amount of \$700.**

PERSONNEL

- 8. **Resignation** - It is recommended the Board of Education accept the resignation of Priscilla Hagerty, second grade teacher, as of January 3, 2017.
- 9. **Transfer** - It is recommended the Board of Education approve the voluntary transfer of Mr. Brendan Maurice to ASP Coordinator to begin on January 3, 2017.
- 10. **Long-Term Substitute** -
 - a. It is recommended the Board of Education approve the extension of Mr. Collin Lewis as a Long Term Substitute Science Teacher at Port Norris Middle School, as of January 3, 2017, prorated to the first step of the MA salary guide at \$54, 393.
 - b. It is recommended the Board of Education approve Ms. Jessica Torricollo as a Long Term Interim Guidance Counselor for the 2016-2017 school year. She will be compensated for the first 20 days at \$75 per day. She will then be placed on the first step of the MA salary guide at \$54,393, pending certification.
- 11. **Medical Leave** -
 - a. It is recommended the Board of Education approve the extension of medical leave for employee #17680133 to January 31, 2017, pending a note from her doctor.
 - b. It is recommended the Board of Education approve the medical leave of employee #17639048 from December 12, 2016 to December 22, 2016, per a note submitted by her doctor.
- 12. **Club 21 Staff** - It is recommended the Board of Education approve Ms. Brandi Smith as a Club 21 Teacher at \$26 per hour and a Club 21 Aide at \$9 per hour for the 2016-2017 school year.
- 13. **Substitute** - It is recommended the Board of Education approve Ms. Kaitlyn Robinson as a substitute teacher for the 2016-2017 school year.

CURRICULUM

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

1/12/17	Pamela Zook	NJASA Board of Education Relations: Maintaining Boundaries	\$169 and cost of mileage
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2/27/17	Denise Bland Tina Hayden Chelsea Etter	2017 Conference for New Jersey Kindergarten Teachers	Fee - \$257 and the Cost of Mileage each
2/16/17	Linda Pancrazio	McKinney-Vento 102 Training (Homeless Liaison)	Cost of Mileage
5/11/17	Linda Pancrazio	McKinney-Vento End of Year Meeting	Cost of Mileage

15. **ESEA** - It is recommended the Board of Education accept and approve the ESEA Accountability Plan for the 2015-2016 school year.
16. **Language Arts Tutor** - It is recommended the Board of Education approve Ms. Natalia Michalkiewicz as a Language Arts Literacy Tutor at \$26 per hour for the 2016-2017 school year.
17. **Mathematics Tutor** - It is recommended the Board of Education approve Ms. Kerri Zeleniak as a Mathematics Tutor at \$26 per hour for the 2016-2017 school year.
18. **Field Trip** - It is recommended the Board of Education approve the following field trip for the 2016-2017 school year:

June 6, 2017	5th Grade	Multicultural Traveling Exhibit	Millville, NJ
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POLICY

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

4117.27	2nd Reading	Revision	Instructional Personnel Arrest Reporting Requirements for Certificated Staff Members
4217.27	2nd Reading	Revision	Support Personnel Arrest Reporting Requirements for Certificated Staff Members
5141.25	2nd Reading	NEW	Administration of Medical Marijuana

OTHER BUSINESS:

20. BILL LISTS / LINE ITEM TRANSFERS:

It is recommended the Board of Education approve the revised December bill list and approve the budgetary line item transfers for December 31, 2016.

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 November 30, 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.

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 November 30, 2016.

P. PUBLIC COMMENTS:

Q. EXECUTIVE SESSION: Student Matters

R. ADJOURNMENT: