

COMMERCIAL TOWNSHIP BOARD OF EDUCATION
Reorganization of the Board and Regular Board of Education Meeting
Tuesday, January 2, 2018 – 7:00 P.M.

AGENDA

A. PLEDGE TO THE FLAG (Board Secretary Presiding)

B. SUNSHINE LAW (Board Secretary Presiding)

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. APPOINTMENT OF TEMPORARY CHAIRPERSON

First: _____ Second: _____

Unanimously appoint Trish Birmingham - Board Secretary as the temporary Chairperson.

D. ROLL CALL

Ms. Trish Birmingham - Board Secretary, will roll call the attendance:

Julie Abbott _____	Rita Pettit _____	Karen Stormes-Rivera _____
Guy DeFabrites _____	Sharon Porter _____	Ronald Sutton _____
Carol Perrelli _____	Michelle Ronan _____	Stacy Wilson-Smith _____

E. ELECTION RESULTS (Board Secretary Presiding)

- 1. It is recommended the Commercial Township Board of Education acknowledge the results of the Commercial Township School Board election as follows:
3: 3-Year Term - Michelle Ronan (533), Karen Stormes-Rivera (441), Stacy Wilson-Smith (566) 1: 2-Year Term - Sharon Porter (574)**
- 2. It is recommended the Board of Education accept the required oaths, which was administered prior to the beginning of this meeting, of the four newly elected board members.**

F. REORGANIZATION OF THE BOARD

3. Nomination and Election of Board of Education President (Board Secretary Presiding)

Motion: To open the floor for nominations for Board of Education President

First: _____ Second: _____
All in Favor: _____ Opposed: _____ Abstain: _____

“The floor is now open for Board of Education President nominations.”

a. _____ nominated _____
Seconded _____

b. _____ nominated _____
Seconded _____

Motion: To close nominations for Board of Education President

First: _____ Second: _____
All in Favor: _____ Opposed: _____ Abstain: _____

**“A roll-call vote will now be taken on the nomination of Board Member _____
for President of the Commercial Township Board of Education until the 2019 Board
Reorganization Meeting.”**

****If more than one, “Please state the name of Nominee when called.”**

Julie Abbott _____	Rita Pettit _____	Karen Stormes-Rivera _____
Guy DeFabrites _____	Sharon Porter _____	Ronald Sutton _____
Carol Perrelli _____	Michelle Ronan _____	Stacy Wilson-Smith _____

**“ _____ has been duly elected as Board President. Congratulations. I yield
the meeting to Board President _____.”**

4. Nomination and Election of Board of Education Vice President (New President Presiding)

Motion: To open the floor for nominations for Board of Education Vice President

First: _____ Second: _____
All in Favor: _____ Opposed: _____ Abstain: _____

“The floor is now open for Board of Education Vice President nominations.”

a. _____ nominated _____
Seconded _____

b. _____ nominated _____
Seconded _____

Motion: To close nominations for Board of Education Vice President

First: _____ **Second:** _____
All in Favor: _____ **Opposed:** _____ **Abstain:** _____

“A roll-call vote will now be taken on the nomination of Board Member _____ for President of the Commercial Township Board of Education until the 2019 Board Reorganization Meeting.”

****If more than one, “Please state the name of Nominee when called.”**

Julie Abbott _____	Rita Pettit _____	Karen Stormes-Rivera _____
Guy DeFabrites _____	Sharon Porter _____	Ronald Sutton _____
Carol Perrelli _____	Michelle Ronan _____	Stacy Wilson-Smith _____

“ _____ has been duly elected as Board Vice President. Congratulations.”

G. COMMITTEE AND DELEGATE APPOINTMENTS/DESIGNATIONS

Committees

**Buildings & Grounds
Personnel**

**Curriculum
Policy**

**Finance
Transportation**

Delegates

**New Jersey School Boards Association
Cumberland County School Boards Association
Millville Board of Education**

5. Committees

That the President of the Commercial Twp. Board of Education appoint:

- _____ as Chairperson of Buildings & Grounds Committee
- _____ as Chairperson of Personnel Committee
- _____ as Chairperson of Curriculum Committee
- _____ as Chairperson of Policy Committee
- _____ as Chairperson of Finance Committee
- _____ as Chairperson of Transportation Committee

6. Appointment to Millville BOE - That the President of the Commercial Township Board of Education appoints _____ to the Millville Board of Education, pursuant to Chapter 8, P.L. 1995 (Senate Bill 151).

INFORMATION: Representative and Alternate to County School Boards Assoc. and N.J. School Boards Assoc. Executive Committees:

Each school district must annually appoint a representative and alternate to both the County School Boards Association and New Jersey School Boards Assoc. Executive Committee. This person will represent the school district at monthly county meetings and semi-annual state delegate assemblies.

7. **NJSBA Legislative Delegate and Alternate** - That the President of the Commercial Twp. Board of Education appoints _____ as delegate and _____ as alternate delegate to the State of New Jersey School Boards Association until the 2019 Board reorganization meeting.
8. **Cumberland County SBA Representative and Alternate to Executive Committee** - That the President of the Commercial Twp. Board of Education appoints _____ as representative and _____ as alternate representative to the Cumberland County School Boards Association until the 2019 Board reorganization meeting.
9. **Official Newspaper** - It is recommended the Board of Education approve The Press of Atlantic City as the official newspaper of the Board of Education and additionally designate locations for posting of Public Notices of Board Meetings in each District school and the District Administration Office.
10. **Regular Meeting Dates** - It is recommended the Board of Education approve the second Tuesday of each month at 7:00 P.M. at the Commercial Township Board of Education Administration Office as the date, time, and location of the regular Board of Education meetings.
 - February 2018 meeting needs to be discussed and reviewed due to conflict on the first and second Tuesday of that month.

H. ANNUAL BOARD DISCUSSION OF CODE OF ETHICS

The Commercial Township Board of Education discussed the School Ethics Act and Code of Ethics for School Board members pursuant to NJSA 18A:12-21 et seq. Each was delivered the Acknowledgement of Receipt which was completed and returned the Board Secretary.

- I. **MINUTES** - It is recommended the Board of Education approve the Minutes from December 5, 2017.

J. CORRESPONDENCE

- NJSBA - Training has been completed by Julie Abbott - Online Governance IV: Legal Update, and by Ronald Sutton - Online Governance III: Student Achievement.

K. PUBLIC COMMENTS ON AGENDA ITEMS

L. 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**

M. SUPERINTENDENT'S REPORT

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

FINANCE

13. **Joint Purchasing Agreement** - It is recommended the Board of Education approve the 2018-2019 Joint Purchasing Agreement for custodial, medical, copy paper and miscellaneous supplies/services between the Commercial Township BOE and the Millville BOE.
14. **Audit** - It is recommended the Board of Education approve the annual Audit, the Synopsis of Audit for fiscal year ended June 30, 2017, and the recommendation.
15. **Corrective Action Plan** - It is recommended the Board of Education approve the Corrective Action Plan for the FY17 annual audit.
16. **Tuition Contract** - It is recommended the Board of Education approve the following contracts:
- a. Vineland BOE - 1 special education student, beginning November 14, 2017 through June 30, 2018 (136 days), at a per diem rate of \$317.07, totaling \$43,121.52.
17. **Tuition Contracts** - It is recommended the Board of Education approve the tuition contracts to receive the following students:
- Bridgeton BOE - 1 Student enrolled in LLD Program - \$23,790.00
 - Bridgeton BOE - 1 Student enrolled in ASP Program - \$21,000.00
 - Downe Twp BOE - 1 Student enrolled in MD Program - \$21,000.00
 - Downe Twp BOE - 1 Student enrolled in LLD Program - \$ 5,683.31 (prorated)
 - Downe Twp BOE - 1 Student enrolled in MD Program - \$16,800.00 (prorated)
 - Shared 1:1 Aide - \$ 2,299.92 (prorated)
 - Millville BOE - 1 Student enrolled in MD Program - \$21,000.00
 - Woodbine BOE - 1 Student enrolled in MD Program - \$21,000.00
 - 1:1 Aide - \$34,500.00
 - Pittsgrove BOE - 1 Student enrolled in PNS (In-Transition) \$ 9,415.07 (prorated)
 - Transportation \$ 1,173.06 (prorated)

PERSONNEL

18. **Maternity Leave** - It is recommended the Board of Education approve the maternity disability leave of Employee #53472809 , Aide, from December 7, 2017 through approximately March 26, 2018.

19. **Long-Term Substitute** - It is recommended the Board of Education approve Betty Mikus as an Instructional Assistant from January 3, 2018 through March 26, 2018. She will be compensated at the per diem rate of Step 1 on the Instructional Assistant Salary Guide of \$24, 436.
20. **New Hire** - It is recommended the Board of Education approve Hasani Gonzalez as a Substitute Lunch Aide and a Substitute Bus Aide for the 2017-2018 school year. He will be compensated at \$9 per hour.
21. **CTEA** - It is recommended the Board of Education grant voluntary recognition of the Commercial Township Bus Drivers as part of the CTEA.

CURRICULUM

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

Science Curriculum	1st Reading	6 - 8th Grade
Math Curriculum	2nd Reading	Kindergarten - 8th Grade/Algebra

23. **Rutgers University Training Program** - It is recommended the Board of Education approve The Introduction to Teaching Pre-Service Program for Alternate Route Teaching Candidates through Rutgers University.
24. **Doctoral Student** - It is recommended the Board of Education approve Sharon Kalkoske, Doctoral Student of Brandman University, to visit and view the school therapy dog program.
25. **Volunteer** - It is recommended the Board of Education approve Sherry Gromes and Rose Garrison as parent volunteers for the 2017-2018 school year.
26. **Professional Days** – It is recommended the Board of Education approve the following Professional Days for the 2017-2018 school year:

February 26, 2018	Tina Hayden Chelsea Etter Denise Bland	NJ Conference for Kindergarten Teachers	Fee: \$231.80 The Cost of Mileage
February 27, 2018	Nicole Steich Martin Altersitz	NJ Conference for Kindergarten Teachers	Fee: \$231.80 The Cost of Mileage
March 8, 2018	Tarin Leech	District Test Coordinator Training	The Cost of Mileage

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

Wednesday, April 11, 2018	Levoy Theatre	2nd Grade
Friday, April 27, 2018	Garden State Discovery Museum	Preschool
Friday, May 11, 2018	Cape May County Zoo	1st Grade
Friday, May 18, 2018	Pitman Broadway Theatre	3rd Grade
Friday, June 8, 2018	Co Co Keys	Student Council Safety Patrol Perfect Attendance

OTHER BUSINESS:

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

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

29. **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 November 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.

30. **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 November 30, 2017 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of November 30, 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.

N. PUBLIC COMMENTS

O. EXECUTIVE SESSION - District Network Infrastructure Discussion

P. ADJOURNMENT