

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Regular Board of Education Meeting

Tuesday, July 11, 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. MINUTES: Approval of Minutes from June 13, 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:

- HIB Presentation

1. **HIB Reports** - It is recommended the Board of Education confirm the May HIB Reports.

2. **HIB Reports** - June 2017

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

3. **HIB Corrective Action** - It is recommended the Board of Education approve the amended HIB Corrective Action Plan.

FINANCE

4. **Dental Services** - It is recommended the Board of Education approve the Memorandum of Agreement between the Commercial Township Board of Education and the CompleteCare Health Network to provide dental services effective from September 1, 2017 through August 31, 2018.

5. **Shared Services** - It is recommended the Board of Education approve the amended payment total for the Technology Agreement Contract with Commercial Township Board of Education and Somerdale Park Technology Services for the 2017-2018 school year in the amount of \$65,810.94 to include additional licenses and software at a cost of \$5,533.94.

6. **Contract** -
 - a. It is recommended the Board of Education approve the amended contract amount for School Physician, Dr. Archana Jain, MD, from the revised amount of \$1,500 to \$2,500, due to scheduling of sports physicals for the 2017-2018 school year.

 - b. It is recommended the Board of Education approve the contract renewal of Tyco Simplex Grinnel for fire alarm, master clock, and sprinkler services, in the amount of \$3,638.25, for the year July 1, 2017 through June 30, 2018.

7. **Acceptance of Funds** - It is recommended the Board of Education approve the following refunds due to differences in actual tuition paid and recently certified tuition rates for 2015-2016 school year:
 - a. Cape May County Technical School District Board of Education - \$804.00 refund

 - b. Creative Achievement Academy, LLC - \$57.00 refund

8. **Tuition Contract** - It is recommended the Board of Education approve the contract with Jackson Township BOE for 1 student @ \$72.56 per diem X's 117 days = \$8,489.52, for the 16-17 school year.
9. **Tuition Contracts** - It is recommended the Board of Education approve the following tuition contracts for the 2017-2018 school year:
 - a. Pineland Learning Center, Inc. - 1 student @ \$292.00 per day X's 180 days = \$52,560.00
 - b. Salem County Special Services School District (ESY: 7/10/17 - 8/17/17) - 7 students @ \$4,600.00 = \$32,200.00
10. **Grant Application** - It is recommended the Board of Education approve the FY18 IDEA Grant Application for the 2017-2018 school year.

PERSONNEL

11. **Transportation Coordinator** - It is recommended the Board of Education approve Susan Banks as the Transportation Coordinator for the 2017-2018 school year. She will be compensated at \$16.50 an hour for any time that exceeds her contracted work day.
12. **New Hire** - It is recommended the Board of Education approve to hire Jamie Roman as a Bus Driver for the 2017-2018 school year. He will be compensated at \$15 per hour.

CURRICULUM

13. **Anti-Bullying Self-Assessment** - It is recommended the Board of Education approve the HMS and PNS school Anti-Bullying Self-Assessments for the 2016-2017 school year.
14. **Anti-Bullying Coordinator** – It is recommended the Board of Education approve Ms. Lindsay Reed as the Anti-Bullying Coordinator for the 2017-2018 school year.
15. **Anti-Bullying Specialists** – It is recommended the Board of Education approve the following Anti-Bullying Specialists for the 2017-2018 school year:

HMS - Ms. Allison Kilbride

PNS - Ms. Tarin Leech

16. **Homeless Liaison** – It is recommended that the Board of Education approve Mrs. Linda Pancrazio as the Homeless Liaison for the 2017-2018 school year.
17. **Affirmative Action Officer** - It is recommended the Board of Education approve Alysia Thomson as the District Affirmative Action Coordinator for the 2017-2018 school year.

18. **School-Parent Compact** – It is recommended the Board of Education approve the School-Parent Compact for HMS and PNS for the 2017-2018 school year, as required by Title I.

19. **Summer Hours** - It is recommended the Board of Education approve the following staff to work summer hours:

Pete Dolcy - 15 Hours at \$26 per hour to prepare Chromebooks through Google Administration, to update inventory and arrange in carts according to class lists, and assist with the wireless infrastructure update.

Tarin Leech - 20 Hours at \$26 per hour for PowerSchool scheduling of all classes for PNS and arranging and organizing the 2017-2018 Renaissance Program.

20. **Team EXCEL** - It is recommended the Board of Education approve Kelly McHale as a substitute teacher for the 2017-2018 Team EXCEL Program.

21. **Professional Days** – It is recommended the Board of Education approve the following Professional Days for the 2017-2018 school year:

June 27, 2017	Alysia Thomson Natalia Michalkiewicz	LEGAL ONE Responding To Legal Issues Over the Summer	Cost of Mileage
July 17, 2017	Alysia Thomson	NJPSAFE/NJ EXCEL Program - Model #4	Tuition \$3,150.00
July 27, 2017	Alysia Thomson Natalia Michalkiewicz	LEGAL ONE CAPs and Inefficiency Tenure Charges	Fee: \$75 Cost of Mileage
July 31, 2017	Amy Ellis	Fundations Level 1	Fee: \$259 Cost of Mileage
August 2, 2017	Natalia Michalkiewicz Alaina Baner	Regional Training Sessions for Certification and Professional Development	Cost of Mileage
Oct 19-20, 2017	Alysia Thomson	2017 FEA/NJPSA/NJASCD Fall Conference	Fee: \$285 Hotel: \$186.96 Mileage:

POLICY

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

3327	Second Reading	Revision	Relations with Vendors
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OTHER BUSINESS:

23. **BILL LISTS / LINE ITEM TRANSFERS:**

It is recommended the Board of Education approve the itemized bill list for June 30, 2017 and approve the budgetary line item transfers as of May 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.

24. **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 May 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 NJAC 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.

24. **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 May 31, 2017 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of May 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.

- I. **PUBLIC COMMENTS:**

- J. **EXECUTIVE SESSION:**

- K. **ADJOURNMENT:**

COMMERCIAL TOWNSHIP BOARD OF EDUCATION

Working Meeting

Tuesday, July 11, 2017 – 6:00 P.M.

Meeting Norms:

- 1.) **The length of the meeting will not exceed the predetermined amount of time (60 minutes for 7/11/17).**
- 2.) **Meet with a purpose and stay on task.**
- 3.) **Stay positive and respectful.**
- 4.) **Assume good intentions from all participating members.**

Current Mission Statement (to be updated 17-18 School year): The mission of the Commercial Township School District is to provide an education to all students that prepares each to be a successful, productive, and positive member of the community. This will be done in direct collaboration with teachers, staff, parents, students, and families in a community that mimics the functional family unit where each member is met with respect, pride, and adoration as all promote and encourage each other to become the best version of themselves where one continues to grow and reflect intellectually, socially, and emotionally.

SUNSHINE LAW:

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Short activity: highlight and discuss

ROLL CALL:

Ms. Trish Birmingham, Business Administrator, will roll call the attendance:

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Anna DeFabrites	_____	Rita Pettit	_____	Ronald Sutton	_____
Guy DeFabrites	_____	Sharon Porter	_____	Stacy Wilson-Smith	_____

PUBLIC COMMENTS ON AGENDA ITEMS:

AGENDA:

1. **Highlights from transportation presentation to be explored in its entirety at 7/11/17 General Meeting: Ms. Birmingham, District BA.**
2. **Highlighted Changes to number 11 of the agenda.**
 - a.) **Rice Received**
3. **FYI: Employee petition for arbitration through PERK**
4. **Overview of number 3 on the Agenda: Ms. Reed, Director of Special Services.**
5. **Board Meeting Procedures:**
 - Policy 9325: Meeting Conduct**
 - Job Description of the Superintendent**
 - Policy 9121: President**
 - Policy 9122: Vice President**
 - Policy 9123: Board Secretary**
6. **Video and dissemination of all public meetings**
7. **Generator Project Update:**