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 posted in the Commercial Township Schools and District Office.

C. ROLL CALL:

Mrs. Pamela Zook, Business Administrator, will roll call the attendance:

<table>
<thead>
<tr>
<th>Julie Abbott</th>
<th>Carol Perrelli</th>
<th>Ronald Sutton</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna DeFabrites</td>
<td>Rita Pettit</td>
<td>Stacy Wilson-Smith</td>
</tr>
<tr>
<td>Guy DeFabrites</td>
<td>Jay Sutton</td>
<td></td>
</tr>
</tbody>
</table>

D. MINUTES: Approval of Minutes from April 25, May 2, May 10, and May 25, 2017

E. CORRESPONDENCE:

- Musical
- History Night
- Cape May County Executive County Superintendent
  - Appointment of Interim Board Member: Mrs. Sharon Porter

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

Revised 6/12/17
H. SUPERINTENDENT’S REPORT:

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

2. **HIB Reports** - May 2017

   HMS – 3 Reported 1 Confirmed
   PNS - 0 Reported 0 Confirmed

PERSONNEL

3. **Resignation** - It is recommended the Board of Education accept the revised resignation date of Pamela Zook to be May 30, 2017.

4. **New Hire** -

   a. It is recommended the Board of Education approve Lawren (Trish) Birmingham as the Interim Business Administrator/Board Secretary from May 31, 2017 to June 30, 2017. She will be compensated at a per diem rate of $291.67.

   b. It is recommended the Board of Education approve Lawren (Trish) Birmingham as the Business Administrator/Board Secretary for the 2017-2018 school year, effective July 1, 2017; based up the County’s approval of stated contract with annual salary of $70,000.

   c. It is recommended the Board of Education approve Stephanie Strassel as the ASP Coordinator for the 2017-2018 school year. She will be placed on the first step of the MA salary guide at $55,265.

   d. It is recommended the Board of Education approve Steven Hempel as the Literacy Coach for the 2017-2018 school year. He will be compensated at $93,000.

   e. It is recommended the Board of Education approve Susan Banks as the Transportation Coordinator for the 2017-2018 school year. She will be compensated with a stipend of $6,500.

   f. It is recommended the Board of Education approve Ashley Long as the District Behavioral Specialist for the 2017-2018 school year. She will be placed on Step 8 of the MA salary guide at $60,660.

   g. It is recommended the Board of Education approve to hire the following as Bus Drivers for the 2017-2018 school year, to begin on July 1, 2017. They will be compensated at $15 per hour:

      Cesarina Gonzalez  Brittany Fisher

Revised 6/12/17
FINANCE

5. **Shared Services** -
   
a. It is recommended the Board of Education approve the Child Study Team Shared Services Agreement between the Commercial Township Board of Education and the Maurice River Township Board of Education for the 2017-2018 school year in the amount of $277,456.

b. It is recommended the Board of Education approve the shared Technology Agreement Contract between Commercial Township Board of Education and Somerdale Park Technology Services for the 2017-2018 school year in the amount of $60,277.

6. **Resolution** - It is recommended the Board of Education approve the Resolution that states Creative Achievement Academy, LLC (CAA) is not required to charge District students for any “paid or reduced meals” furnished directly or indirectly by CAA to them for the 2017-2018 school year.

7. **Contract** -
   
a. It is recommended the Board of Education approve the Camden County Educational Services Commission General Services Contract for the 2017-2018 school year.

b. It is recommended the Board of Education approve the revised contract for School Physician, Dr. Archna Jain, MD, in the amount of $1,500, for the 2017-2018 school year.

8. **Fund Commissioner** - It is recommended the Board of Education approve the Resolution that appoints Lawren (Trish) Birmingham as Fund Commissioner to the Southern Coastal Regional Employee Benefits Fund.

9. **Custodian of Funds** - It is recommended the Board of Education approve Lawren (Trish) Birmingham as Custodians of funds for the 2017-2018 school year.

10. **State Aid Loan** - It is recommended the Board of Education approve the 2016-17 State aid loan amount of $576,871. Interest will be paid by the state of New Jersey.

11. **District Vehicles** - It is recommended the Board of Education approve the following employees the use of district vehicles for the 2017-2018 school year:

    Cafeteria Manager    Head of Maintenance    Business Administrator    Groundskeeper
    Superintendent      Assistant Principal     Director of Special Services

12. **IDEA Funds** - It is recommended the Board of Education approve the 2017-18 IDEA funds in the amount of $197,260.

Revised 6/12/17
13. **Maintenance Reserve** - It is recommended the Board of Education approve the Resolution to approve a transfer to Maintenance Reserve account up to $250,000 at the end of the 2016-2017 school year, should funds be available, to be used for consequent school years, as allowed by N.J.A.C. 6A:23A-14.3.


15. **GCA Custodial Services** - It is recommended the Board of Education approve the Interlocal Services Agreement for GCA Custodial Services, effective July 1, 2017 through June 30, 2018, in the amount of $291,630.81.

16. **Insurance** - It is recommended the Board of Education approve the July 1, 2017 to July 1, 2018 Property and Casualty Insurance Renewal in the amount of $104,999.

17. **Memorandum of Agreement** - It is recommended the Board of Education approve the Memorandum of Agreement for the Commercial Township Administrator’s Association.

18. **Agreement** - It is recommended the Board of Education approve the Agreement for the Administrative Secretaries for July 1, 2017 through June 30, 2019.

19. **NCLB** - It is recommended the Board of Education approve the revised 2016-2017 NCLB Salaries:

<table>
<thead>
<tr>
<th>Employee</th>
<th>Position</th>
<th>Salary</th>
<th>NCLB</th>
<th>NCLB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ackley, Anastasia</td>
<td>Teacher-HMS</td>
<td>$ 53,898.00</td>
<td>23.00%</td>
<td>$ 12,397.00</td>
</tr>
<tr>
<td>Bland, Denise</td>
<td>Teacher-HMS</td>
<td>$ 67,046.00</td>
<td>27.00%</td>
<td>$ 18,102.00</td>
</tr>
<tr>
<td>Caromano, Sandra</td>
<td>Teacher-HMS</td>
<td>$ 79,890.00</td>
<td>16.00%</td>
<td>$ 12,782.00</td>
</tr>
<tr>
<td>Clark, Michelle</td>
<td>Teacher-HMS</td>
<td>$ 65,002.00</td>
<td>16.00%</td>
<td>$ 10,400.00</td>
</tr>
<tr>
<td>Crescitielli, Amanda</td>
<td>Teacher-HMS</td>
<td>$ 53,888.00</td>
<td>27.00%</td>
<td>$ 14,552.00</td>
</tr>
<tr>
<td>Driscoll, Jennifer</td>
<td>Teacher-HMS</td>
<td>$ 75,320.00</td>
<td>22.00%</td>
<td>$ 16,570.00</td>
</tr>
<tr>
<td>Etter, Chelsea</td>
<td>Teacher-HMS</td>
<td>$ 69,182.00</td>
<td>16.00%</td>
<td>$ 11,069.00</td>
</tr>
<tr>
<td>Gregory, Jillian</td>
<td>Teacher-HMS</td>
<td>$ 60,414.00</td>
<td>18.00%</td>
<td>$ 10,875.00</td>
</tr>
<tr>
<td>Haddock, Karen</td>
<td>Teacher-HMS</td>
<td>$ 70,182.00</td>
<td>44.00%</td>
<td>$ 30,880.00</td>
</tr>
<tr>
<td>Hayden, Tina</td>
<td>Teacher-HMS</td>
<td>$ 69,182.00</td>
<td>16.00%</td>
<td>$ 11,069.00</td>
</tr>
<tr>
<td>McHale, Kelly</td>
<td>Teacher-HMS</td>
<td>$ 53,898.00</td>
<td>13.00%</td>
<td>$ 7,007.00</td>
</tr>
<tr>
<td>Michalkiewicz, Natalia</td>
<td>Curr. Advisor</td>
<td>$ 63,379.00</td>
<td>49.00%</td>
<td>$ 31,056.00</td>
</tr>
<tr>
<td>Roberts, Kelly</td>
<td>Library Aide</td>
<td>$ 23,131.00</td>
<td>38.00%</td>
<td>$ 8,790.00</td>
</tr>
<tr>
<td>Santiago, Lisa</td>
<td>Teacher-HMS</td>
<td>$ 57,418.00</td>
<td>30.00%</td>
<td>$ 17,225.00</td>
</tr>
<tr>
<td>Smith, Patricia</td>
<td>Teacher-HMS</td>
<td>$ 53,898.00</td>
<td>25.00%</td>
<td>$ 13,475.00</td>
</tr>
<tr>
<td>Solomon, Deborah</td>
<td>Teacher-HMS</td>
<td>$ 70,182.00</td>
<td>16.00%</td>
<td>$ 11,229.00</td>
</tr>
<tr>
<td>Yunk, Rochelle</td>
<td>Teacher-HMS</td>
<td>$ 60,932.00</td>
<td>16.00%</td>
<td>$ 9,749.00</td>
</tr>
<tr>
<td><strong>TOTAL HMS</strong></td>
<td></td>
<td></td>
<td></td>
<td>$247,227.00</td>
</tr>
<tr>
<td>Baker, Lisa</td>
<td>Teacher-PNS</td>
<td>$ 67,046.00</td>
<td>15.00%</td>
<td>$ 10,057.00</td>
</tr>
<tr>
<td>Brockman, Janine</td>
<td>Teacher-PNS</td>
<td>$ 62,467.00</td>
<td>15.00%</td>
<td>$ 9,370.00</td>
</tr>
<tr>
<td>Gaddy, Lou Ann</td>
<td>Teacher-PNS</td>
<td>$ 69,677.00</td>
<td>15.00%</td>
<td>$ 10,452.00</td>
</tr>
<tr>
<td>Mingin, Matthew</td>
<td>Teacher-PNS</td>
<td>$ 57,379.00</td>
<td>15.00%</td>
<td>$ 8,607.00</td>
</tr>
<tr>
<td>Sammons, Tricia</td>
<td>Teacher-PNS</td>
<td>$ 62,467.00</td>
<td>15.00%</td>
<td>$ 9,370.00</td>
</tr>
<tr>
<td>Dolcy, Peter</td>
<td>Teacher-PNS</td>
<td>$ 63,467.00</td>
<td>11.00%</td>
<td>$ 6,981.00</td>
</tr>
<tr>
<td><strong>TOTAL PNS</strong></td>
<td></td>
<td></td>
<td></td>
<td>$ 54,837.00</td>
</tr>
<tr>
<td>Michalkiewicz, Natalia</td>
<td>Curr. Advisor</td>
<td>$ 63,379.00</td>
<td>51.00%</td>
<td>$ 32,323.00</td>
</tr>
</tbody>
</table>

*Revised 6/12/17*
20. **Homebound Instruction** -

   a. It is recommended the Board of Education approve homebound instruction services for SID #6231258496. Instruction will begin May 12, 2017 and take place for a period of 10 hours per week, over no less than 3 days pending special education eligibility determination.

   b. It is recommended the Board of Education approve homebound instruction services for SID #3086269707. Instruction will take place for a period of 10 hours per week, over no less than 3 days pending the results of a psychiatric evaluation and clearance.

   c. It is recommended the Board of Education approve homebound instruction services for SID #3744240256. Instruction will begin May 17, 2017 and take place for a period of 10 hours per week, over no less than 3 days pending admission into a partial care program.

   d. It is recommended the Board of Education approve homebound instruction services for SID #6581536997. Instruction will begin on June 6, 2017 and take place for a period of 10 hours per week, over no less than 3 days until June 13, 2017 as a result of disciplinary consequence.

   e. It is recommended the Board of Education approve homebound instruction services for SID #1889236678. Instruction will begin on June 6, 2017 and take place for a period of 10 hours per week, over no less than 3 days until June 13, 2017 as a result of disciplinary consequence.

   f. It is recommended the Board of Education approve homebound instruction services for SID #8410842740. Instruction will begin on June 6, 2017 and take place for a period of 10 hours per week, over no less than 3 days until June 13, 2017 as a result of disciplinary consequence.

   g. It is recommended the Board of Education approve homebound instruction services for SID #7620212993. Instruction will begin on June 6, 2017 and take place for a period of 10 hours per week, over no less than 3 days until June 13, 2017 as a result of disciplinary consequence.

   h. It is recommended the Board of Education approve homebound instruction services for SID #1282370740. Instruction will begin on June 7, 2017 pending the results of a psychiatric evaluation and clearance.

21. **Homebound Instruction Tutor** - It is recommended the Board of Education approve Nicole Steich as a homebound instruction tutor for the remainder of the 2016-2017 school year. She will be compensated at $26 per hour.

22. **Tuition Acceptance** - It is recommended the Board of Education accept tuition enrollment of Downe Township Student SID # 1167308936. He will begin attendance during Extended School Year 2017 and participate in the K-2 Learning Language Disabilities Program for the 2017-2018 school year.
23. **Psychiatric Services** -

   a. It is recommended the Board of Education approve a psychiatric evaluation through Burgess Psychiatric Services for SID #6231258496 at a cost of $380.

   b. It is recommended the Board of Education approve a psychiatric evaluation through Burgess Psychiatric Services for SID #3086269707 at a cost of $380.

24. **Instruction Services** -

   a. It is recommended the Board of Education approve instruction services for SID #4122019792 through Professional Education Services, Inc. for two hours per day, at the rate of $26 per hour, for the duration of the student’s participation in A Step Ahead or June 16, 2017.

   b. It is recommended the Board of Education approve instruction services for SID #7512376542 through Professional Education Services, Inc. for two hours per day, at the rate of $26 per hour, for the duration of the student’s participation in A Step Ahead or June 16, 2017.

25. **English Language Services** - It is recommended the Board of Education accept and approve the English Language Services Three Year Program Plan for 2017-2020.

26. **Child Study Team Services** - It is recommended the Board of Education approve Child Study Team Services, at the rate of $26 per hour, as needed between July 1, 2017 and August 30, 2017:

   John Borchert        Jennifer Machinsky        Stephanie McCann
   Tammy Smith-Halter  Kara Trovato              Judilyn Weiserth

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Presenter</th>
<th>Program Name</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 17-19, 2017</td>
<td>Dr. Daniel J. Dooley</td>
<td>NJASA Spring Leadership Conference</td>
<td>No Cost</td>
</tr>
<tr>
<td>June 5, 2017</td>
<td>Lindsay Reed</td>
<td>Creating Safe Schools, Safe Communities</td>
<td>No Cost</td>
</tr>
<tr>
<td>June 7-9, 2017</td>
<td>Trish Birmingham</td>
<td>NJASBO Conference</td>
<td>$333 and cost of Mileage</td>
</tr>
<tr>
<td>June 15, 2017</td>
<td>Matthew Mingin</td>
<td>Summer Food Program Workshop</td>
<td>Mileage</td>
</tr>
<tr>
<td>August 14-17, 2017</td>
<td>Natalia Michalkiewicz</td>
<td>Marzano New Administrator Observer Academy</td>
<td>$349 and cost of Mileage</td>
</tr>
</tbody>
</table>

 Revised 6/12/17
28. **Field Trips** - It is recommended the Board of Education approve the following Field Trips for the PNS Summer 21st CCLC:

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 28, 2017</td>
<td>Shaws Mill Pond</td>
</tr>
<tr>
<td>July 3, 2017</td>
<td>Union Lake Boat Ramp</td>
</tr>
<tr>
<td>July 24, 2017</td>
<td>Strathmere Beach</td>
</tr>
</tbody>
</table>

29. **HMS Extended Day Program** - It is recommended the Board of Education approve the following staff members for the 2017-2018 HMS Extended Day Program:

Aides: $9 per hour
- Nicole Steich
- Allison Kilbride
- Jessica Torcicollo
- Katherine Vizzard
- Katilin Green

30. **PNS Sports** - It is recommended the Board of Education approve Christopher Lanterman as Coach, at a rate of $26 per hour, for the following sports at PNS for the 2017-2018 school year:

- Cross County
- Basketball
- Volleyball

31. **Team EXCEL** - It is recommended the Board of Education approve the following teachers for 2017-2018 Team EXCEL at $26 per hour:

- Jennifer Driscoll
- Michelle Clark
- Jillian Gregory

32. **HMS 21st Century Program** - It is recommended the Board of Education approve the following staff members for the 2017-2018 HMS 21st Century Program:

**Coordinators**: $26 per hour
- Tyler Day
- Scott Shea
- Patti Smith
- Alaina Baner
- Martin Altersitz (Substitute)

**Teachers**: $26 per hour
- Martin Altersitz
- Michele Miller
- Scott Shea
- Tyler Day
- Susan Nichols
- Ryan Nottis
- Allison Kilbride
- Patti Smith

**Aides**: $9 per hour
- Martin Altersitz
- Jennifer Russell
- Tyler Day
- Scott Shea
- Serena Perkins
- Patti Smith (Substitute)

Revised 6/12/17
33. **PNS 21st Century Program** - It is recommended the Board of Education approve the following staff members for the 2017-2018 PNS 21st Century Program:

- **Coordinators:** $26 per hour  
  Matthew Mingin  
  Audrey Lloyd  
  Christopher Lanterman

- **Teachers:** $26 per hour  
  Matthew Mingin  
  Lisa Baker  
  Christopher Lanterman  
  Janine Brockman  
  Catherine Vazquez  
  Peter Dolcy

- **Aides:** $9 per hour  
  Matthew Mingin  
  Lisa Baker  
  Audrey Lloyd  
  Christopher Lanterman  
  Janine Brockman  
  Peter Dolcy  
  Catherine Vazquez

**Parent Liaison:** Audrey Lloyd, $9 per hour

34. **Summer Team EXCEL** - It is recommended the Board of Education approve the following as substitute teachers for 2017 Summer Team EXCEL at $26 per hour:

- Jillian Gregory  
- Michelle Clark  
- Anastasia Ackley  
- Darrell Ford  
- Joy Dunn  
- Serena Perkins  
- Kelly Godfrey

35. **Truancy Officer** - It is recommended the Board of Education approve Alaina McCormick-Baner as the 2017-2018 Truancy Officer. She will be compensated with a $2,000 stipend.

36. **School Detention** - It is recommended the Board of Education approve the following staff members as Before and After school Detention Monitors for PNS, prorated at $26 per hour for the 2017-2018 school year:

- Before School Detention = 45 minutes  
- After School Detention = 45 minutes

- Ashley Long  
- Janine Brockman  
- Catherine Vazquez  
- LouAnn Gaddy  
- Tricia Sammons

37. **Home Instruction** - It is recommended the Board of Education approve the following teachers as Home Instruction Tutors for the 2017-2018 school year. They will be compensated at $26 per hour.

Revised 6/12/17
38. **National Junior Honor Society** - It is recommended the Board of Education approve Ashley Long and Kelly Godfrey as PNS National Junior Honor Society Advisors for the 2017-2018 school year.

**POLICY**

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

<table>
<thead>
<tr>
<th>3542.46</th>
<th>1st Reading</th>
<th>Revision</th>
<th>Meals on Credit/Charged Meals</th>
</tr>
</thead>
</table>

**OTHER BUSINESS:**

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

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

41. **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 April 30, 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-extended 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.

42. **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 April 30, 2017.

I. **PUBLIC COMMENTS:**

J. **EXECUTIVE SESSION:** Personel

Revised 6/12/17