

**COMMERCIAL TOWNSHIP BOARD OF EDUCATION**

**Regular Board of Education Meeting**

**Monday, September 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 August 1, 2017, August 8, 2017 and August 28, 2017.

**E. CORRESPONDENCE:**

**F. PUBLIC COMMENTS ON AGENDA ITEMS:**

- **Presentation:** Steve Trumbo of Synnergy Saving Solutions will provide a brief description of a solar panel installation project and the possible energy-cost savings associated with the project.

**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 9/11/17**

## **H. SUPERINTENDENT'S REPORT:**

### **1. 2017 PARCC Presentation**

## **BUILDINGS & GROUNDS**

### **2. Use of Facilities –**

- a. It is recommended the Board of Education approve the use of the HMS Cafeteria by Barb's Bosom Buddies for a breast cancer fundraiser. The event will be held on October 12, 2017 from 5:30 PM to 10 PM.
- b. It is recommended the Board of Education approve the use of the HMS Cafeteria by the Shiloh Baptist Church for a "Homegoing" Celebration. The event was held on September 9, 2017 from 9 AM to 4 PM.

## **FINANCE**

### **3. Contract -**

- a. It is recommended the Board of Education approve the special education contract with Maurice River Township BOE to receive 1 student into the Multiply Disabled Class Program at Port Norris Middle School for the 2017-2018 school year at the tuition rate of \$21,000.
- b. It is recommended the Board of Education approve the professional services contract with Downe Township School District in the amount of \$4,000. The CTSD Literacy Coach will provide training as part of this agreement.

### **4. PNS 21st Century Grant - It is recommended the Board of Education approve the PNS 21st Century Grant for the 2017-2018 school year:**

21st CCLC - \$58,716  
United Way - \$2,500

### **5. HMS 21st Century Grant - It is recommended that the Board of Education approve the the HMS 21st Century Grant for the 2017-2018 school year in the amount of \$67,121 to be paid directly to Commercial Township and an estimated \$41,500 to be paid on behalf of Commercial Township by the Millville Board of Education for buses, field trips, presenters, and a four (4) week summer camp.**

### **6. ESEA - It is recommended that the Board of Education approve ESEA Consolidated Application and Budget for the 2017-2018 school year:**

Title I - \$430,519  
Title II - \$45,572  
Title IV - \$10,000

Revised 9/11/17

**PERSONNEL**

**7. Resignation -**

- a. It is recommended the Board of Education accept the resignation of Judilyn Weiserth as a Learning Disabilities Teacher Consultant as of October 21, 2017.
- b. It is recommended the Board of Education accept the resignation of Jacqueline Tonia as an Instructional Assistant as of August 30, 2017.

**8. New Hire -**

- a. It is recommended the Board of Education approve to hire Lisa Sneathen as an hourly bus driver for the 2017-2018 school year. She will be compensated at \$15 per hour.
- b. It is recommended the Board of Education approve to hire the following as Lunch Chaperones for the 2017-2018 school year. They will be compensated at \$9 per hour.

Amanda Roche

Michele McCarthy

**9. Extended Day -**

- a. It is recommended the Board of Education approve Kelsey Bracco as the Extended Day Coordinator for the 2017-2018 school year. She will be compensated with a stipend of \$2,000.
- b. It is recommended the Board of Education approve the following staff as Extended Day Aides for the 2017-2018 school year. They will be compensated at \$9 per hour.

Ana Ackley	Elyse Mendicino	Kimberly Rodriguez	Cathy Vizzard
Joy Dunn	Jeremy Nevitt	Jennifer Russell	Kelli Walters
Allison Kilbride	Megan Nocon	Michelle Santiago	Shellbie Yard
Kelly McHale	Serena Perkins	Nicole Steich	Jacob Davis
Brandi Smith	Kelsey Bracco		

- 10. **Medical Leave** - It is recommended the Board of Education approve the medical leave of employee #17641903 until October 17, 2017, pending a doctors note.
- 11. **Seniority Lists** - It is recommended the Board of Education approve the attached Seniority Lists for the 2017-2018 school year.

Revised 9/11/17

12. **Substitute Teachers** - It is recommended the Board of Education approve the following as substitute Teachers for the 2017-2018 school year:

Mark DeSantis	Cori Mead	Case Taylor	Rachel Robbins
Deanna Chiari	Valerie Cornwell	Brandi Smith	Karen Munyon
Amanda Smith	Ted Prohowich		

13. **Substitute Aides** - It is recommended the Board of Education approve the following as substitute Aides for the 2017-2018 school year:

Lauren Smith	Sarah Cisrow	D'Lila Smith	Amanda Reid
Kennea Wilson	Kaitlyn Green	Dawn Blinchikoff	

**CURRICULUM**

14. **National Junior Honor Society** - It is recommended the Board of Education approve Stephanie Strassel as a PNS National Junior Honor Society Advisor for the 2017-2018 school year.

15. **Period Zero** - It is recommended the Board of Education approve the following as Period Zero Chaperones for the 2017-2018 school year.

Janine Brockman                      Barbara Esposito                      Audrey Lloyd  
 Matt Mingin (Substitute)      Tarin Leech (Substitute)

16. **School Detention** - It is recommended the Board of Education approve Barbara Esposito as a Before and After School Detention Monitor for PNS, prorated at \$26 per hour for the 2017-2018 school year.

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

17. **HMS Club 21** -
- a. It is recommended the Board of Education approve Rochelle Yunk as a HMS Club 21 Teacher for the 2017-2018 school year. She will be compensated at \$26 per hour.
  - b. It is recommended the Board of Education approve Jeremy Nevitt as a HMS Club 21 Teacher for the 2017-2018 school year. He will be compensated at \$26 per hour.

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

September 18, 2017	Linda Pancrazio	McKinney Vento - Education for Homless Liason	The Cost of Mileage
October 20, 2017	Allison Kilbride	Handle with Care Instruction Re-Certification	Fee: \$450 The Cost of Mileage
November 1, 2017	Kerri Zeleniak	Digital Learning Summit	Fee: \$178
January 25, 2018	Linda Pancrazio	NJASBO - Pension Program	Fee: \$100 The Cost of Mileage

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

September 25, 2017	Philadelphia Zoo	Kindergarten
September 27, 2017	Kids about the Bay	5th Grade
October 5, 2017	Philadelphia Zoo	3rd Grade

**POLICY**

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

3542.45	1st Reading	New	Written Code of Conduct for Procurement
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**OTHER BUSINESS:**

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

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

Revised 9/11/17

**MONTHLY BOARD CERTIFICATION:**

22. It is recommended the Board of Education officially certify pursuant to N.J.A.C. 6A:23A-16.10(c) that as of July 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.

23. **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 July 31, 2017 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of July 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:** None

K. **ADJOURNMENT:**