

The Regular Meeting of the Commercial Township Board of Education was held in the Commercial Township Board of Education Office, located at 1308 North Avenue, Port Norris, NJ, on Tuesday, December 5, 2017 at 7:00 p.m.

Board President, Mrs. Perrelli, opened the meeting at 7:02 PM, leading the group in the pledge to the flag. PLEDGE TO THE FLAG

Board President, Mrs. Perrelli, read the following statement:

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. CALL TO ORDER

ROLL CALL

ROLL CALL

Roll call was performed by Board Secretary, Trish Birmingham, and is listed as follows:

- Mrs. Abbott Present
- Mrs. DeFabrites Present
- Mr. DeFabrites Present
- Mrs. Pettit Present
- Mrs. Porter Absent
- Mr. Jay Sutton Present
- Mr. Ronald Sutton, Jr. Absent
- Mrs. Wilson-Smith Present
- Mrs. Perrelli Present

The following were also present:

- Dr. Daniel Dooley, Superintendent/Principal
- Ms. Lawren Birmingham, Board Secretary

Dr. Dooley recognized Allison Kilbride, Michele Miller, Tarin Leech, Jessica Torcicollo, Ashley Long, Rochelle Magee and Steve Hempel for their supplementary educational services to the Commercial Township School District by presenting them with certificates of appreciation. CERTIFICATE

Dr. Dooley played a video that referenced and reflected on the servant message and what it means to serve. VIDEO
Dr. Dooley then recognized Anna DeFabrites and Jay Sutton for their years of service on the Commercial Township Board of Education by presenting them with plaques. PLAQUES

Motioned by Mr. Jay Sutton and seconded by Mr. DeFabrites that the Board of Education approve the minutes from November 8, 2017 and November 14, 2017. MINUTES
Roll-Call Vote - Ayes: (7) Noes: (0) Abstain: (0) Motion Carried

Mr. Ray Colavita, CPA, presented the synopsis of the 2016-2017 audit. Discussion took place regarding lower reserve amounts, the District’s timing of budget planning versus implementation of programs during the 16-17 year, and moving forward with this information to prepare a budget for 18-19. AUDIT PRESENT

DEPARTMENTAL REVIEWS

- Ms. Birmingham reviewed the Buildings & Grounds and Transportation activities for November 2017.
 - Ms. Zeleniak reviewed the Technology activities for November 2017.
 - Ms. Michalkiewicz reviewed the Curriculum activities for November 2017.
- DEPT REVIEWS

Ms. Reed and Mrs. Thomson provided handouts that reviewed the HMS and PNS activities for November 2017.

CORRESP

CORRESPONDENCE
None

PUBLIC COMMENT ON AGENDA

PUBLIC COMMENTS ON AGENDA ITEMS
None

Motioned by Mr. Jay Sutton and seconded by Mr. DeFabrites that the Board of Education approve the following:

HIB REPORTS

SUPERINTENDENT’S REPORT

1. HIB Reports – Confirmation of the October 2017 HIB Reports.

2. HIB Reports - November 2017

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

FACILITY USE

BUILDINGS AND GROUNDS

3. Facility Use – Use of facilities for the Commercial Township PTA meeting to be held on December 19, 2017 from 6-8 PM.

Ayes: (7) Noes: (0) Abstain: (0) Motion Carried

Motioned by Mr. Jay Sutton and seconded by Mrs. Pettit that the Board of Education approve the following:

DONATIONS

FINANCE

4. Donations - Donations to the Port Norris School, to be used for athletics:

Fralinger Engineering - \$100.00 Township of Commercial - \$500.00

IDEA AMEND

5. IDEA - 2017-2018 IDEA Amendment to include the 2016-2017 carryover (Basic only) in the amount of \$73,166.

Roll-Call Vote - Ayes: (7) Noes: (0) Abstain: (0) Motion Carried

Motioned by Mr. Jay Sutton and seconded by Mrs. Abbott that the Board of Education approve the following:

NEW HIRE

PERSONNEL

6. New Hire - Courtney Morales as an Extended Day Aide for the 2017-2018 school year. She will be compensated at \$9 per hour.

SALARY ADJUST

7. Salary Adjustment – Salary adjustment of Kara Trovato, School Social Worker, from 90% to 100% of the MA step 12 salary guide. Her salary will increase to \$68,294.

Roll-Call vote: Ayes: (7) Noes: (0) Abstain: (0) Motion Carried

Motioned by Mrs. Abbott and seconded by Mrs. DeFabrites that the Board of Education approve the following:

CURRICULUM

CURRICULUM

8. Math Curriculum:

Math Curriculum	1st Reading	Kindergarten - 8th Grade/Algebra
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EVALUATION

9. Independent Educational Evaluation - Neuropsychological Assessment for SID #1130585145 through Brain Behavior Bridge as a result of a request for Independent Educational Evaluation. The cost of the assessment is \$3,500.

10. Psychiatric Evaluation –

PSYCH EVALS

- a. through Burgess Psychiatric Services, LLC for SID# 7560976310, at the cost of \$380.00.
- b. through Burgess Psychiatric Services, LLC for SID# 1179909620, at the cost of \$380.00.

11. Superintendent’s Annual Evaluation- Superintendent’s Evaluation for the 16-17 academic year.

SUPER EVAL

12. Homebound Instruction -

HOMEBOUND INSTR

- a. services for SID #7560976310 pending receipt of psychiatric evaluation. The student will be provided with 10 hours of instruction over no less than three days per week beginning November 28, 2017.
- b. services for SID #1179909620 pending receipt of psychiatric evaluation. The student will be provided with 10 hours of instruction over no less than three days per week beginning November 20, 2017.
- c. services for SID #6581536997 as the result of disciplinary consequence. The student will be provided with 10 hours of instruction over no less than three days per week beginning November 28, 2017 and concluding December 5, 2017.
- d. the Instructional Services through Educational Professional Services, Inc. for student SID #3364034702 attending A Step Ahead. Instruction will be provided while the student is attending the partial care program until discharge at the rate of \$26 per hour.

13. Homebound Instruction Tutor – Chelsea Etter as a Homebound Instruction Tutor for the 2017-2018 school year. She will be compensated at \$26 per hour.

HOMEBOUND INSTR TUTOR

14. Professional Days – for the 2017-2018 school year:

PROF DAYS

December 11, 2017	Stephanie Strassel	Addressing Substance Abuse	Fee: \$178 The Cost of Mileage
January 17-19, 2018	Allison Kilbride	ABS Certificate Program	Fee: \$450 The Cost of Mileage
January 30, 2018	Sarah Cobb Gwen O’Donnell	Smart but Scattered	Fee: \$199.99 The Cost of Mileage
February 8-9, 2018	Stephanie Strassel	Association for Student Assistance Professionals	Fee: \$325 The Cost of Mileage

15. Field Trips - Field Trips for the 2017-2018 school year:

FIELD TRIPS

Tuesday, March 20, 2018	Bayshore Center at Bivalve	4th Grade
Friday, May 4, 2018	Levoy Theatre/Family Success Center	4th Grade
Thursday, January 18, 2018	Adventure Aquarium	MD/LLD
Tuesday, May 15, 2018	Funny Farm	MD/LLD

Roll-Call Vote - Ayes: (7) Noes: (0) Abstain: (0) Motion Carried

Motioned by Mrs. Wilson-Smith and seconded by Mr. DeFabrites that the Board of Education approve the following:

POLICY

POLICY

16. Policy - policies:

5131.9	2nd Reading	Revision	Harassment, Intimidation & Bullying Policy
6161.3	2nd Reading	Deletion	Complaints Regarding NCLB Programs
6147.1	2nd Reading	Revision	Evaluation of Individual Student Progress
5131.5	2nd Reading	Revision	Vandalism & Violence Policy
3220/3230	2nd Reading	Revision	State Funds / Federal Funds Policy
1410	2nd Reading	Revision	Local Units

Roll-Call Vote - Ayes: (7) Noes: (0) Abstain: (0) Motion Carried

Motioned by Mr. Jay Sutton and seconded by Mr. DeFabrites that the Board of Education approve the following:

BILL LISTS
TRANSFER
LIST

OTHER BUSINESS:

17. BILL LISTS / LINE ITEM TRANSFERS

The itemized bill lists for November 2017 and the budgetary line item transfers as of October 31, 2017. 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.

BOARD CERT

18. MONTHLY BOARD CERTIFICATION

Officially certify pursuant to N.J.A.C. 6A:23A-16.10(c) that as of October 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.

BOARD SEC
CERT

19. BOARD SECRETARY’S MONTHLY CERTIFICATION

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

Roll-Call Vote - Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

PUBLIC
COMMENT

PUBLIC COMMENTS

Kevin Young – questioned why the PAL was not approved to use the Port Norris School Gym during the week but was approved for the weekends only. Discussion took place regarding the gym schedule for PNS athletics and other school functions. It was decided a schedule would be worked out and the Board would be presented at the next meeting with an updated facilities request for use through March 2018 when the basketball season is complete.

EXEC
SESSION

EXECUTIVE SESSION


None

ADJOURNMENT

Motioned by Mrs. Pettit and seconded by Mr. Sutton that the Board of Education adjourn the meeting. (8:25 pm)

Ayes: (7) Noes: (0) Abstain: (0)

Motion Carried



Lauren Birmingham, Board Secretary
December 5, 2017

