

The Regular Meeting of the Commercial Township Board of Education was held in the Administration Building, located at 1308 North Avenue, Port Norris, NJ, on Tuesday, September 11, 2018 at 7:00 p.m. Board President, Mrs. Perrelli, opened the meeting at 7:01 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, and on the District website.

CALL TO ORDER

ROLL CALL

Board Secretary, Ms. Trish Birmingham, performed roll call and is listed as follows:

ROLL CALL

Mrs. Abbott	Present
Mrs. Dragotta	Present
Mrs. Plummer	Present
Mrs. Perrelli	Present
Mrs. Porter	Present
Mrs. Ronan	Present
Mrs. Stormes-Rivera	Present
Mr. Sutton	Present
Mrs. Wilson-Smith	Present

Also present:

Mrs. Jean Smith - Interim Superintendent/Principal
 Mr. Adam Weiss, Esq. - Board Solicitor

Minutes - Motioned by Mrs. Ronan and seconded by Mrs. Abbott that the Board of Education approve the minutes from August 21, 2018 – Regular Meeting and August 28, 2018 – Special Meeting.

MINUTES

Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

CORRESPONDENCE

None

CORRESP

PUBLIC COMMENTS ON AGENDA ITEMS

None

PUBLIC COMMENTS ON AGENDA

ENROLLMENT REPORT

ENROLL REPORT

	As of Sept. 5, 2018
HMS	369
PNS	167

SUPERINTENDENT’S REPORT

BUILDINGS AND GROUNDS

Motioned by Mrs. Wilson-Smith and seconded by Mrs. Porter that the Board of Education approve the following Buildings and Grounds item:

FACILITY USE

- 1. **Facility Use** - The request from the Commercial Township Recreation Committee to use the Port Norris Middle School Gymnasium on Thursdays and Fridays, from 7:00 P.M. - 9:30 P.M, for the 2018-2019 school year, when the gym is not in use for school/other activities.

Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

FINANCE

Motioned by Mrs. Ronan and seconded by Mrs. Dragotta that the Board of Education approve the following:

TUITION CONTRACTS

- 2. **Tuition Contracts** -
 - a. The special education tuition contract with Bridgeton Public Schools BOE to receive 2 students into the Academic Success Program at Port Norris Middle School for the 2018-2019 school year at the total tuition rate of \$28,260 (\$14,130 per student).
 - b. The special education tuition contract with Cumberland County Board of Vocational Education for 1 student for the 2018-2019 ESY program, at a total cost of \$448, which is prorated for 4 days of attendance.
 - c. The special education tuition contract with Maurice River Township BOE to receive 2 students - 1 into the K-3 MD Program at HMS and 1 into the 6-8 MD Program at PNS - for the 2018-2019 school year at the total tuition rate of \$55,340 (\$27,670 per student).
 - d. The special education contract with Lawrence Township BOE to receive 1 student into the 6-8 MD Program for the 2018-2019 school year at the total tuition rate of \$27,670.
 - e. The special education contract with Millville BOE to receive 1 student into the K-3 MD Program for the 2018-2019 school year at the total tuition rate of \$46,275.
 - f. The special education contract with Downe Township BOE to receive 2 students for the 2018-2019 school year, at the total tuition of \$48,126, as follows:
 - i.1 student into the 3-5 MD Program at \$27,670
 - ii.1 student into the K-2 LLD Program at \$20,456
 - g. The special education contract with Woodbine BOE to receive 1 student into the 6-8 MD Program at the Port Norris School for the 2018-2019 school year at the total tuition rate of \$27,670.
 - h. The ESY contracts for the 2018-2019 school year at the tuition rate of \$2,600 per student, as follows:
 - i. 2 students from Downe Twp BOE prorated for attendance = \$4,082
 - ii.1 student from Millville BOE, prorated for attendance = \$1,638
 - i. The special education contract with Vineland BOE to send 1 student to the AI Program, for the 2018-2019 school year, at a total tuition cost of \$63,553.71.
 - j. The education contracts with Millville BOE to send 4 students to the Thunderbolt Academy Program for the 2018-2019 school year, at at tuition rate of \$16,832 per student.

RFP SOLUTIONS

- 3. **RFP Solutions** – The service-maintenance contract with RFP Solutions, for the year 8/1/18 - 7/31/19, for telecommunication services at HMS (\$2,440.47) and PNS (\$2,377.95) totaling \$4,818.42.

EASTERN REHAB

- 4. **Eastern Rehabilitation Associates, Inc.** - (Previously Rehab Professional Services) The Therapy Services Agreement for the year August 1, 2018 through July 31, 2019 for the following per hour rates:

Physical Therapy	\$70.00
Occupational Therapy	\$70.00
Speech Language Pathologist	\$64.50

BENECARD AGREEMENT

- 5. **Benecard Management Services Agreement** - The Amendment to the Agreement, as attached, effective July 1, 2018 through June 30, 2019.

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

PERSONNEL

Motioned Mrs. Porter and seconded by Mrs. Stormes-Rivera that the Board of Education approve the following:

RESIGN

- 6. **Resignations** -
 - a. Ms. Jessica Torcicollo, Guidance Counselor, effective August 29, 2018.

- b. Ms. Kelly Walters, 2nd Grade Teacher, effective September 4, 2018. Her last day will be September 17, 2018.
- c. Ms. Caitlyn Shearburn, MD 3-5 Teacher, effective September 5, 2018.

7. New Hires -

- a. Ms. Heather Coraluzzo as Guidance Counselor at the Haleyville-Mauricetown School at the MA Step 1 of \$55,450.

NEW HIRES

8. Seniority Lists - The attached seniority lists for the 2018-2019 school year.

SENIORITY
LISTS

9. HMS 21st Century Program - Hire the following personnel:

- a. Rochelle Yunk - Coordinator at \$26 per hour
- b. Deanna Quidachay - Teacher at \$26 per hour; Aide at \$9 per hour

HMS 21ST
CCLC

10. Field Trips - for the 2018-2019 school year:

FIELD TRIPS

8th Grade	Friday, May 10, 2019	Tall Pines
8th Grade	Thursday, May 23, 2019	Gettysburg
PNS 21st Century	Tuesday, March 12, 2019	76ers Basketball Game @ Wells Fargo Center, PA

11. Professional Days – for the 2018-2019 school year:

PROF DAYS

September 27, 2018	Kerri Zeleniak	Google Admin Boot Camp at Stockton University (SRI & ETTC)	Fee - Included with ETTC Member for ship; The Cost of Mileage
October 15-17, 2018	Jennifer Machinsky	Handle With Care	Fee - \$1,250; The Cost of Mileage

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

CURRICULUM

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

12. Curriculum - As posted on the District Website:

CURRICULUM

Physical Education	1st Reading	K-5
Physical Education	1st Reading	6-8
Health Education	1st Reading	6-8
World Languages	1st Reading	K-5
World Languages	1st Reading	6-8
Integrated Curriculum	1st Reading	K

Social Studies	1st Reading	3rd, 4th, 5th, 6th-8th
Science	1st Reading	4th

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

POLICY

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

13. Job Descriptions -

JOB
DESCRIPT

2nd Reading	New	Bus Driver – AS AMENDED
2nd Reading	New	Transportation Coordinator – AS AMENDED
2nd Reading	New	Child Study Team Coordinator
2nd Reading	Revision	Superintendent

Discussion took place regarding details within the Transportation Coordinator and Bus Driver job descriptions.

14. Policy -

POLICY

1st Reading	New	Precautions for Heat & Humidity During Athletics & Other Extracurricular Activities
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Roll Call Vote – Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

OTHER BUSINESS:

Motioned by Mrs. Dragotta and seconded by Mrs. Ronan that the Board of Education approve the following:

15. BILL LISTS / LINE ITEM TRANSFERS - itemized bill lists for July 2018 and August 2018 and the budgetary line item transfers as of July 31, 2018.

BILL LISTS
TRANSFERS

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.

BOARD CERT

16. MONTHLY BOARD CERTIFICATION - officially certify pursuant to N.J.A.C. 6A:23A-16.10(c) that as of July 2018, 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.

BOARD SEC
CERT

17. 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 July 31, 2018 and pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Business Administrator/Board Secretary certifies that as of July 31, 2018, 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

ADDENDUM ITEMS

ADDENDUM

PERSONNEL

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

1. Professional Days – for the 2018-2019 school year:

PROF DAYS

September 25, 2018	Trish Birmingham	NJASBO - Legal and Legislative Update	Fee - \$100; The Cost of Mileage
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Roll Call Vote: Ayes: (6) Noes: (3) Mrs. Plummer, Mrs. Porter, Mrs. Ronan Abstain: (0)
Motion Carried

2. New Hire - Dora Scully, as a Substitute Teacher, for the 2018-2019 school year. She will be paid at a per-diem rate of \$100.00.

NEW HIRE

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

FINANCE

Motioned by Mrs. Ronan and seconded by Mrs. Abbott that the Board of Education approve the following Finance items:

3. Tuition Contract - with Millville BOE for the 2018-2019 school year in the total amount of \$3,541,336.00.

TUITION CONTRACTS

172 Regular High School Students	\$16,832	\$2,895,104.00
21,000 Resource Room Hours	\$ 11.94	\$ 250,740.00
5 Behavioral Disabilities Students	\$18,442	\$ 73,768.00
4 Cognitive Mild Students	\$14,595	\$ 58,380.00
2015-2016 Audit Adjustment (Year 3 of 3)		\$ 105,339.00
2016-2017 Audit Adjustment		\$ 158,005.00

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

PUBLIC COMMENTS

None from the Public

PUBLIC COMMENTS

EXECUTIVE SESSION

Motioned by Mrs. Stormes-Rivera and seconded by Mrs. Ronan that the Board of Education adjourn, by Resolution, into Executive Session, from which the public is excluded to discuss the Level 4 Grievance. The results of this session will be made public immediately after, or as soon thereafter as a decision is reached, if permitted by law. (7:56 pm)

EXEC SESSION

Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

Item reviewed in Executive Session:

1. Level 4 Grievance

LEVEL 4 GRIEVANCE

Discussion occurred regarding a Level 4 Grievance brought to the Board. Mr. Weiss reviewed the grievance details and players.

Sandra Beals – NJEA Rep and Michelle Clark – CTEA Union President were invited into the Board Conference Room for the hearing of the grievance. Ms. Beals stated the position of the CTEA Union.

Ms. Beals and Mrs. Clark left the Board Conference Room.

Discussion occurred after the case was stated.

Moved by Mrs. Plummer and seconded by Mrs. Ronan that the Board of Education adjourn the executive session of the meeting. (10:00 pm)

EXIT EXEC

Ayes: (9) Noes: (0) Abstain: (0) Motion Carried

COMMERCIAL TOWNSHIP BOE REGULAR MEETING MINUTES – SEPTEMBER 11, 2018

ENTER
REGULAR

Moved by Mrs. Plummer and seconded by Mr. Sutton that the Board of Education enter into public session.

(10:01 pm)

Ayes: (9)

Noes: (0)

Abstain: (0)

Motion Carried

LEVEL 4
GRIEVANCE
APPROVAL

Motioned by Mrs. Dragotta and seconded by Mr. Sutton that the Board of Education grant the Level 4 Grievance submitted by the CTEA regarding seniority levels and RIFd positions.

Roll Call Vote: Ayes: (6) Noes: (3) Mrs. Porter, Mrs. Ronan, Mrs. Perrelli

Abstain: (0)

Motion Carried

ADJOURN

ADJOURNMENT

Moved by Mrs. Porter and seconded by Mrs. Ronan to adjourn the meeting. (10:06 pm)

Ayes: (9)

Noes: (0)

Abstain: (0)

Motion Carried


Lawren Birmingham, Board Secretary
September 11, 2018