

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –OCTOBER 22, 2012

The regular meeting of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Monday, October 22, 2012, 7:00 P.M., Arthur P. Schalick High School.

Members Present: Mr. Johnson, Mr. Miletta, Mr. Rumpp, Mr. Schmidt, Mrs. Smith, Mrs. Snyder, Mrs. Schneider, Mrs. Conover, Mr. May (arrived at 7:02 P.M.)

ROLL CALL

Members Absent: Mrs. Berwick

Mr. Henry Bermann, Superintendent; Mrs. Suzanne R. Fox Abdill, Business Administrator/Board Secretary; Ms. Yvette DuBois, Director of Curriculum & Instruction; the press, staff members, and the public.

Board President, Mrs. Melissa Conover, opened the meeting at 7:00 P.M., leading the group in the pledge to the flag and reading the following statement:

The New Jersey Open Public Meeting law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Pittsgrove Township Board of Education has caused notice of this meeting to be published by notifying the Clerk of the Township of Pittsgrove and having the date, time and place thereof posted in the Pittsgrove Township Municipal Building, Today's Sunbeam, The News of Cumberland County, The Daily Journal and the Elmer Times.

PLEDGE TO THE FLAG
OPEN PUBLIC MEETINGS LAW

Board President, Mrs. Melissa Conover, read the District Mission Statement:

The Pittsgrove Township School District promotes the academic and personal growth of all students to the best of their abilities with a rigorous program that supports personal strengths and self-sufficiency, inspiring an ethic of lifelong learning. We strive to instill traditional values and a diversity of 21st century skills necessary to succeed in global environment.

DISTRICT MISSION STATEMENT

Board President, Mrs. Melissa Conover, provided an update from the October 18, 2012. The following are items added to the October 22, 2012 Agenda.

- Item V. C. - Blue Sky Update - *motion to approve bidding the expandable solar project;*
- Item XI. A. 1. - Assistant Principal - Olivet - *motion to appoint Assistant Principal at Olivet School;*
- Item XIII. A. - NCLB Presentation - *Power Point presentation will be e-mailed on October 19, 2012 from the Superintendent's office;*
- Item XIII. C. - Revised Job Description - *attachments are updated.*

PRESENTATIONS

Mr. May arrived at 7:02 P.M.

PRESENTATIONS

The Following items were presented at the October 18, 2012 Work Session:

- The Elmer *Eagles of the Month* for October, 2012;
- The Olivet *Owls of the Month* for October, 2012;
- The PTMS *Top Cats* for September, 2012;
- The APSHS *Cougar of the Month* and *Cougar Pride* for October, 2012;
- Plaque presentation to retiring bus aide, Iola Orth.

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BLUE SKY UPDATE With regard to the Blue Sky update, it was moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve for bidding the expandable solar project, as outlined by Blue Sky Power and Garrison Architects.
Ayes: (7) Mr. Schmidt, Mr. Johnson, Mr. Miletta, Mr. Rumpp, Mrs. Smith, Mrs. Snyder, Mrs. Conover
Noes: (2) Mr. May, Mrs. Schneider Abstain: (0) Motion Carried

NCLB PRESENTATION Director of Curriculum & Instruction, Ms. Dubois, gave a presentation on NCLB.

COMMUNICATIONS COMMUNICATIONS
No communications.

OPEN PUBLIC COMMENT Open Public Comment:
Comments included a questionable fundraiser for pajama day, Ipads not being cared for, student door to door fundraising, questionable student activities taking place on the playground, and bullying. The parent was referred to the building principal.

MINUTES 9/20/12 9/24/12 Moved by Mrs. Snyder and seconded by Mr. Miletta that the Board of Education approve the following minutes:
• Board of Education Work Meeting September 20, 2012
• Board of Education Meeting and Closed Session September 24, 2012
Ayes: (7) Mrs. Snyder, Mr. Miletta, Mr. Johnson, Mr. Rumpp, Mr. Schmidt, Mrs. Smith, Mrs. Conover
Noes: (0) Abstain: (2) Mr. May, Mrs. Schneider Motion Carried

BOARD OF EDUCATION BUSINESS
Unfinished Business - None

New Business- None

Special Committee Reports - None

STUDENT REPRESENTATIVE'S REPORT STUDENT REPRESENTATIVE'S REPORT – None (Work Session)

NJ DELEGATE REPORT NJ DELEGATE REPORT – Mrs. Snyder reviewed the School Board Notes regarding subcontracting, teacher tenure reform, ethics, Janet’s Bill on AED, Pilot to lengthen school day, Tabatha’s law on student absences, Delegate Assembly to be held on 11/17/12, and STEM NJSBA training on 11/5/12 at Rowan at 7:00 P.M.

OLIVET ASST. PRINCIPAL TINO MONTI SUPERINTENDENT'S REPORT
With the Superintendent’s recommendation, it was moved by Mrs. Schneider and seconded by Mr. Schmidt that the Board of Education approve the appointment of Tino Monti, Step 1, \$79,063, to the position of Assistant Principal at Olivet Elementary School. Mr. Monti will begin upon being released from his current contract. Salary to be adjusted upon completion of negotiations and prorated upon start date. This is a 12-month position.
Roll Call: Ayes: (9) Mrs. Schneider, Mr. Schmidt, Mr. Johnson, Mr. May, Mr. Miletta, Mr. Rumpp, Mrs. Smith, Mrs. Snyder, Mrs. Conover
Noes: (0) Abstain: (0) Motion Carried

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Moved by Mrs. Schneider and seconded by Mr. Schmidt that the Board of Education approve:

- With the Superintendent’s recommendation, Tracy DeAngelis as a full time Bus Aide, effective November 1, 2012 for the 2012-2013 school year at a prorated salary of \$15,611.40. Ms. DeAngelis has worked as a substitute bus aide and substitute bus driver;
- With the Superintendent’s recommendation, Jessica Duda as a substitute SACC caregiver at the rate of \$8.60/hour due to increased SACC enrollment at all sites. Ms Duda has supplied all necessary documentation;
- The appointment of Nicole Nonnemacher as a substitute SACC caregiver at the rate of \$8.60/hour. She will be used on an "as needed" basis for the remainder of the 2012-2013 school year;
- The Certificated Lane Changes, effective September 1, 2012, for the 2012-2013 school year; *(See page 255)*
- The adjustments in bus driver/aide hours and salaries for the 2012-2013 school year. *(See page 256)*

BUS AIDE
TRACY
DEANGELIS

SUB SACC
CAREGIVER
JESSICA DUDA

SUB SACC
CAREGIVER
NICOLE
NONNEMACHER

CERTIFICATED
STAFF LANE
CHANGES

BUS
DRIVER/AIDE
HOURS AND
SALARIES
ADJUSTMENTS

Roll Call: Ayes: (9) Mrs. Schneider, Mr. Schmidt, Mr. Johnson, Mr. May, Mr. Miletta, Mr. Rump, Mrs. Smith, Mrs. Snyder, Mrs. Conover

Noes: (0)

Abstain: (0)

Motion Carried

With the Superintendent’s recommendation, it was moved by Mrs. Schneider and seconded by Mr. Schmidt that the Board of Education approve James J. Issertell as a substitute bus driver, effective November 1, 2012, for the 2012-13 school year. All appropriate documentation is on file.

SUB BUS
DRIVER
JAMES
ISSERTELL

Roll Call: Ayes: (8) Mrs. Schneider, Mr. Schmidt, Mr. Johnson, Mr. May, Mr. Miletta, Mr. Rump, Mrs. Smith, Mrs. Conover

Noes: (1) Mrs. Snyder

Abstain: (0)

Motion Carried

Moved by Mrs. Schneider and seconded by Mr. Schmidt that the Board of Education approve the Source4Teachers substitute list for October, 2012. *(See pages 253-255)*

SOURCE 4
TEACHERS

Roll Call: Ayes: (7) Mrs. Schneider, Mr. Schmidt, Mr. Johnson, Mr. Miletta, Mr. Rump, Mrs. Smith, Mrs. Conover

Noes: (1) Mrs. Snyder

Abstain: (1) Mr. May

Motion Carried

Moved by Mr. Miletta and seconded by Mr. Schmidt that the Board of Education approve:

- Review, for the second reading and adoption, the following revised policies:
Note: All policies are on file in the Superintendent’s office.
 - 1330 - Use of Facilities
 - 4111 - Recruitment, Selection and Hiring
 - 4121 - Substitute Teachers
 - 4211 - Recruitment, Selection and Hiring
 - 5141.1 - Accidents
 - 6142.10 - Internet Safety and Technology
 - 9270 - Conflict of Interest
- The fire/security drills for September, 2012; *(See pages 257-260)*
- The proposal for the Theater, Visual Arts and Dance Academies' joint production of *Alice in Wonderland*, November 30, 2012 and December 1, 2012, and the Theater Academy's production of the musical, *The Wiz*, February 28, 2013, March 1, 2013, and March 2, 2013. Also, the B3 Play on bullying to be presented at area schools.
- The removal of the listed equipment from the high school for use by other district buildings or appropriate recycling; *(See page 261)*

POLICY
SECOND
READING AND
ADOPTIOIN

BUILDING
REPORTS

ALICE IN
WONDERLAND
& THE WIZ
PRODUCTIONS

EQUIPMENT
REMOVAL

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JV WRESTLING
TOURNAMENT

- The JV Wrestling Tournament at Schalick High School, December 16, 2012. This fundraiser has been held for the past four years. Registration fee is \$300/team. Teams with less than 9 participants pay \$30/wrestler;
- The 2012-2013 Middle School extra/co-curricular appointments and substitutes for the 21st Century program; *(See page 261)*
- The Superintendent to attend *The Role of the School Board in Integrating an Interdisciplinary Science, Technology, Engineering & Math (STEM) Curriculum*, (STEM 101) November 5, 2012, Rowan University, 6:30 PM -9PM. Board members are also invited to attend.

Unanimously approved

PTMS EXTRA
CO-
CURRICULAR
AND SUBS FOR
21ST CENTURY

WORKSHOP

Moved by Mr. Mileta and seconded by Mr. Schmidt that the Board of Education approve the 2012-2013 Nursing Standing Orders. They have been revised after consultation with School Physician, Dr. Madison. *(See pages 262-266)*

Ayes: (8) Mr. Mileta, Mr. Schmidt, Mr. Johnson, Mr. May, Mr. Rumpp, Mrs. Snyder, Mrs. Schneider, Mrs. Conover

Noes: (1) Mrs. Smith

Abstain: (0)

Motion Carried

2012-2013
NURSING
STANDING
ORDERS

ORAL HEALTH
SURVEY

Moved by Mr. Mileta and seconded by Mr. Schmidt that the Board of Education approve Olivet School to participate in a survey conducted by the NJ Department of Health concerning the oral health of third grade students. *(See page 267)*

Ayes: (7) Mr. Mileta, Mr. Schmidt, Mr. Johnson, Mr. May, Mr. Rumpp, Mrs. Snyder, Mrs. Conover

Noes: (2) Mrs. Smith, Mrs. Schneider

Abstain: (0)

Motion Carried

OUT OF
DISTRICT
PLACEMENTS

Moved by Mrs. Schneider and seconded by Mr. Schmidt that the Board of Education approve:

- The Pittsgrove out-of-district placements for the remainder of the 2012-2013 school year; *(See page 267)*
- The Monthly Update on Pittsgrove Students dated October 9, 2012; *(See page 268)*
- A correction to the tuition rate of student TI-11884. Corrected tuition rate is \$10,970. It was approved at the 9/24/12 Board meeting as \$17,722.

Unanimously approved

MONTHLY
UPDATE

TUITION RATE
CORRECTION

2012-2013
NJQSAC
STATEMENT
OF
ASSURANCE

CURRICULUM & INSTRUCTION

Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education approve:

- The NJQSAC Statement of Assurance for the 2012-2013 school year; *(See pages 268-274)*
- The revised job description for Supervisor of Instruction and Supervisor of Mathematics/Science/Technology; *(See pages 274-277)*
- Fairleigh Dickinson University Field Experience student, Rebecca Peters for 30 hours of observation with Christine Laspata for Fall, 2012.

Unanimously approved

REVISED
JOB
DESCRIPTION

STUDENT
TEACHER

FOR YOUR INFORMATION:

- Title I Extended Day Program

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BUSINESS AND FINANCE REPORT

Moved by Mr. Miletta and seconded by Mrs. Smith that the Board of Education approve the following:

- Board Secretary's Certification, Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I certify that as of August 31, 2012, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Pittsgrove 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. *(See pages 277-291)*
BOARD SECRETARY'S CERTIFICATION
- Treasurer's Report, in accordance with 18A:22-8.1 and 18A:22-8.2, for the month of August, 2012. The Treasurer's Report and Secretary's Report are in agreement for the month of August, 2012. *(See pages 292-300)*
TREASURER'S REPORT
- The Board Secretary, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, certifies that there are no changes in anticipated revenue amounts and sources for the month ending August 31, 2012. *(See pages 301-302)*
REVENUE SUMMARY
- Certification Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pittsgrove Township Board of Education certifies that as of October, 2012 and after review of the Secretary's Monthly Financial Report appropriations section, as presented, and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1, and that sufficient funds are available to meet the district's financial obligations for the 2012-2013 fiscal year.
BOE CERTIFICATION
- The transfer status report for August, 2012. *(See page 303)*
TRANSFER STATUS REPORT
- The bills paid and the bills for payment. *(See pages 304-310)*
WARRANTS
- The financial reports for August 2012, as submitted:
 - Pittsgrove Community School-SACC Fund
 - Cafeteria Report
 - Norma General Fund
 - Olivet General Fund
 - PTMS General Fund
 - Student Activities Fund
 - Student Athletics Fund
 - APSHS Special AccountsFINANCIAL REPORTS
- The Budget Summary for October, 2012.
BUDGET SUMMARY
- Authorization, by Resolution, for the Business Administrator to submit the three year Comprehensive Maintenance Plan for the Pittsgrove Township School District, in compliance with the Department of Education requirements. Also authorization to submit the Evaluation of School Buildings facilities checklist to the Salem County Office. The Evaluation of School Buildings facilities checklist is on file in the Business Administrator's office. *(See pages 311-313)*
COMPREHENSIVE MAINTENANCE PLAN
- By Resolution, of the participation of all bargaining units into an inclusive Rx SEHBP plan, effective February 1, 2013. *(See pages 313-314)*
RX SEHBP PLAN

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K & K
EDUCATIONAL
SERVICES

- The agreement with K & K Educational Services for the 2012-2013 school year. K & K will provide educational instruction to homebound students at a cost of \$47/hour, reflecting a \$5 increase over the 2011-2012 rate. (See page 314)

SWIM TEAM
RENTAL
AGREEMENT

- The Swim Team Rental Agreement between APSHS and the Cumberland Cape Atlantic YMCA, effective November 15, 2012 through February 7, 2013. Contract totals \$3,960, reflecting no increase from the 2011-2012 rental fee. (See page 315)

2013-2014
BUDGET

- The tentative budget development schedule for the 2013-2014 budget. (See page 315)

EQUIPMENT
REMOVAL

- The removal and disposal of a Brother EM-340 typewriter in the Maintenance/Custodial office, serial number: F18663379. This typewriter has water damage from the June, 2012 derecho.

Unanimously approved

NJSBA/NJASA/
NJASBO
WORKSHOP

Moved by Mr. Mileta and seconded by Mrs. Smith that the Board of Education approve the NJSBA/NJASA/NJASBO 2012 Annual Workshop costs, October 23, 2012 through October 25, 2012, as follows:

Caesars Atlantic City - \$870

(Hotel Accommodations - Bermann, Abdill & DuBois - 10/23/12 & 10/24/12)

Trump Taj Mahal Casino Resort - \$636

(Hotel Accommodations - Berwick Mileta & Snyder - 10/23/12 & 10/24/12)

Note: meals and mileage in accordance with travel regulations

Ayes: (9) *Mr. Mileta, Mrs. Smith, Mr. Johnson, Mr. May, Mr. Rumpp, Mr. Schmidt, *Mrs. Snyder, Mrs. Schneider, Mrs. Conover

Noes: (0)

Abstain: (2) *To self only

Motion Carried

AUDIENCE
PARTICIPATION

AUDIENCE PARTICIPATION I

There were no comments.

FOR YOUR INFORMATION

- Enrollment Report
- SACC Enrollment Report
- Discipline Reports
- School Board Notes - Ethics Commission Increases Restrictions on CSA Searches
- 2012-13 Programs/Events Addressing Bullying and Respect
- The following programs/events are being held in Pittsgrove Township Schools to address bullying and respect. The state has designated Week of Respect as October 1-5, 2012 and School Violence Awareness Week as October 15-19, 2012.
- NJSBA/NJASA/NJASBO - Fall 2012 Workshop
 1. Garrison Architects
 2. NJ School Boards Association
 3. Parker McCay
 4. Porzio, Bromberg & Newman

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ADDENDUM

Moved by Mr. Schmidt and seconded by Mrs. Snyder that the Board of Education approve:

- For a first reading, the following revised policies:
 - 6172- Alternative Educational Programs
 - 9326 - Minutes
- The additional warrants; *(See pages 316-317)*
- The Transportation Agreement with Salem County Vocational Technical School for two (2) buses to transport enrolled students in the *21st Century Program*, beginning September 25, 2012 through May 22, 2013, a total of 130 days. Pittsgrove will bill SCVTS \$17,927.00 for the 2012-2013 school year; *(See page 317)*
- With regard to Harassment, Intimidation & Bullying Reports filed:
 - The listing sent to the September 24, 2012 BOE meeting; *(See page 318)*
 - Review of the listing sent to this meeting.
- The Board President, Superintendent, Business Administrator and Director of Curriculum and Instruction to attend the NJSBA Fall School Law Forum, October 25, 2012, Atlantic City, NJ. Registration fee is \$75./per person. *Note: This program will be held on the last day of the NJASA/NJASBO/NJSBA 2012 Fall Conference;*
- The following Board members to attend NJSBA Mandated Training programs being offered during the NJASA/NJASBO/NJSBA 2012 Fall Conference:
 - Marlene Smith - Governance III, October 25, 2012
 - Dominick Miletta - Governance II, October 25, 2012*Note: There is no registration fee for mandated training programs;*
- The staff workshop and mileage requests; *(See pages 318-319)*
- The Field Trips for the 2012-2013 school year; *(See page 320)*
- The Fundraisers for the 2012-2013 school year. *(See page 321)*

Unanimously approved

POLICY FIRST
READING

ADDITIONAL
WARRANTS

TRANSPORTA-
TION
AGREEMENT
SC VO TECH
SCHOOL

HIB REPORTS

WORKSHOP

NJSBA
MANDATED
TRAINING

STAFF
WORKSHOP/
MILEAGE

FIELD TRIPS

FUNDRAISERS

FOR YOUR INFORMATION

- NJSBA Strategic Plan Programs- For discussion and immediate consideration.
- District Evaluation Advisory Committee (DEAC) Established
- Ed-Tech Firms Shaping Education Technology

Moved by Mrs. Schneider and seconded by Mr. Schmidt that the Board of Education approve to establish a District Evaluation Advisory Committee (DEAC).

Unanimously approved

DISTRICT
EVALUATION
ADVISORY
COMMITTEE

AUDIENCE PARTICIPATION II

Comments included questions about why Board members voted against standing orders for nurses and oral health. A comment was made commending the nurse and staff at Norma school with regard to the bus accident.

AUDIENCE
PARTICIPA-
TION

CLOSED SESSION I

Moved by Mr. Miletta and seconded by Mrs. Schneider that the Board of Education, by Resolution, adjourn into Closed Session, from which the general public will be excluded, to discuss:

1. Student Matter
2. Personnel Matter

The results of this session will be made public immediately after, or as soon thereafter as a decision is reached if permitted by law. (8:04 P.M.)

Unanimously approved

ADJOURN
INTO CLOSED
SESSION

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –OCTOBER 22, 2012

ADJOURN
FROM CLOSED
SESSION

Moved by Mr. Miletta and seconded by Mr. Schmidt that the Board of Education adjourn from Closed Session. (8:35 P.M.)
Unanimously approved

ADJOURNMENT

Moved by Mr. Miletta and seconded by Mr. Schmidt that the Board of Education meeting be adjourned. (8:36 P.M.)
Unanimously approved

Bd