

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –NOVEMBER 19, 2012

The regular meeting of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Monday, September 19, 2012, 7:00 P.M., Arthur P. Schalick High School.

Members Present: Mr. Johnson, Mr. Rump, Mr. Schmidt, Mrs. Smith, Mrs. Snyder,
Mrs. Berwick, Mrs. Conover

ROLL CALL

Members Absent: Mr. May, Mr. Miletta, Mrs. Schneider

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 7:04 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

There were no updates from the November 15, 2012 Work Session.

PRESENTATIONS

The Following items were presented at the November 15, 2012 Work Session:

- The Elmer *Eagles of the Month* for November, 2012;
- The Olivet *Owls of the Month* for November, 2012;
- The PTMS *Top Cats* for October, 2012;
- The APSHS *Cougar of the Month* and *Cougar Pride* for November, 2012.

NJSBA Representative, Theresa Lewis, provided some information on Strategic Planning.

PRESENTATIONS

COMMUNICATIONS

There were no communications.

COMMUNICATIONS

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MINUTES
10/18/12
10/22/12

Moved by Mr. Schmidt and seconded by Mr. Rump that the Board of Education approve the following Minutes:

- Board of Education Work Meeting October 18, 2012;
- Board of Education Meeting and Closed Session October 22, 2012.

Ayes: (6) Mr. Schmidt, Mr. Rump, Mr. Johnson, Mrs. Smith, Mrs. Snyder, Mrs. Conover
Noes: (0) Abstain: (1) Mrs. Berwick Motion Carried

ELECTION
RESULTS

BOARD OF EDUCATION BUSINESS

November 6, 2012 Unofficial Election Results

The following are the unofficial election results for November 6, 2012:
(See pages 334-340)

Three -- 3 year Terms:

Patricia Snyder	2,818 votes
Tracey Hayman	2,697 votes
Joseph Wentzel, Sr.	2,600 votes
Peter Voros	2,146 votes
Write In	92 votes

One -- 1 year Unexpired Term:

Cheryl Berwick	1,933 votes
Michael Brodzik	1,759 votes
Write In	29 votes

Unfinished Business - None

New Business- None

STUDENT
REPRESENTA-
TIVE'S REPORT

Special Committee Reports – None

STUDENT REPRESENTATIVE'S REPORT – None (Work Session)

NJ DELEGATE
REPORT

NJ DELEGATE REPORT – Nothing to report.

STATE
UNIFORM
MEMO OF
AGREEMENT

SUPERINTENDENT'S REPORT

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

- *The State Uniform Memorandum of Agreement Between Education and Law Enforcement Officials* that includes 2011 Revisions. This Memorandum of Agreement was signed at the 2012 Annual Educators and Law Enforcement Breakfast on October 18, 2012;

POLICIES

- The second reading and adoption of the following revised policies: (See pages 340-343)
 - 6172- Alternative Educational Programs
 - 9326 - Minutes

BUILDING
REPORTS

- The fire/security drills for October, 2012; (See pages 344-347)

APSHS
WINTER
ATHLETIC
SCHEDULES

- The bus evacuation drills completed October, 2012; (See pages 348-349)

- The APSHS Winter Athletic Schedules for the 2012-13 school year; (See pages 350-354)

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- The following APSHS volunteer/co-curricular winter athletic appointments for the 2012-2013 school year: *(See pages 354-355)*

 - Michael Calzonetti - Volunteer, Boys Basketball
 - James Turner - Volunteer, Boys Basketball
 - Farid Syed, JV Wrestling 1st Assistant Coach, Step 1, \$3,985

 - The extra/co-curricular appointment for the 21st Century program for the remainder of the 2012-2013 school year; *(See page 355)*

 - The PTSO Coat Drive, November 20-30, 2012;

 - Donna Matlack, substitute bus driver, to the position of contracted bus driver, effective December 1, 2012, for the remainder of the 2012-2013 school year, at an hourly rate of \$19.98, with a prorated salary of \$17,082.90. This position became available due to the retirement of a contracted bus driver. All appropriate documentation has been received;

 - Sheri Lamplugh, substitute bus aide, to the position of contracted bus aide, full time with benefits, effective December 1, 2012, for the remainder of the 2012-2013 school year, at an hourly rate of \$16.52, with a prorated salary of \$15,611.40. This position became available due to the retirement of a full time bus aide. All appropriate documentation has been received;

 - The S4T list of substitutes submitted for the November, 2012 Board meeting; *(See pages 356-357)*

 - Anne Marie George as a substitute secretary for the remainder of the 2012-2013 school year. All appropriate documentation has been received;

 - Lakiesha Jones as a substitute bus driver, effective December 1, 2012, for the remainder of the 2012-2013 school year. All appropriate documentation has been received;

 - Scott Pace as a substitute bus aide, effective December 1, 2012, for the remainder of the 2012-2013 school year. All appropriate documentation has been received;

 - The Monthly Update of Pittsgrove and Elmer students, dated November 2, 2012; *(See pages 357-358)*

 - Two additional teacher assistants at Norma School, through Mission One Educational Staffing Services. These two positions are in addition to what was budgeted for the 2012-2013 school year. *(See page 358)*
- Unanimously approved

2012-2013
APSHS
VOLUNTEER/
CO
CURRICULAR
APPTS.

EXTRA/ CO-
CURRICULAR
APPTS.
21ST CENTURY
PTSO COAT
DRIVE

DONNA
MATLACK
BUS DRIVER

SHERI
LAMPLUGH,
BUS AIDE

SOURCE 4
TEACHERS

SUB
SECRETARY
ANNE MARIE
GEORGE

LAKIESHA
JONES SUB
BUS DRIVER

SCOTT PACE
SUB BUS AIDE

MONTHLY
UPDATE

ADDITIONAL
TEACHER
ASSISTANTS
AT NORMA

BUSINESS AND FINANCE REPORT

Moved by Mr. Schmidt and seconded by Mr. Rumpp 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 September 30, 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 359-372)*

BOARD
SECRETARY'S
CERTIFICA-
TION

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TREASURER'S
REPORT

- Treasurer's Report, in accordance with 18A:22-8.1 and 18A:22-8.2, for the month of September, 2012. The Treasurer's Report and Secretary's Report are in agreement for the month of September, 2012. (See pages 373-381)

REVENUE
SUMMARY

- 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 September 30, 2012. (See pages 382-383)

BOE
CERTIFICA-
TION

- Certification Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pittsgrove Township Board of Education certifies that as of November, 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.

TRANSFERS
AND
TRANSFER
STATUS
REPORT FOR
SEPT. 2012

- The transfers of September 18, 2012 and October 17, 2012 and the transfer status report for September, 2012. (See pages 384-386)

WARRANTS

- The bills paid and the bills for payment. (See pages 386-395)

FINANCIAL
REPORTS

- The financial reports for September 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 Accounts

BUDGET
SUMMARY

- The Budget Summary for November, 2012.

WORKSHOP

- The Business Administrator/Board Secretary to attend the "Purchasing Laws for Professionals" workshop, December 14, 2012, Wyndham Hotel, Mt. Laurel, NJ. Registration fee is \$99.00. Mileage in accordance with travel regulations.

UTICA
NATIONAL
INSURANCE
GROUP

- To accept the funds from Utica National Insurance Group, in the amount of \$3,349.03, for repairs to the 2004 International Bus damaged on October 11, 2012.

Unanimously approved

AUDIENCE
PARTICIPA-
TION I

AUDIENCE PARTICIPATION I

There were no comments.

FOR YOUR INFORMATION

- Enrollment Report
- SACC Enrollment Report
- Discipline Reports
- APSHS Profile
- Summer Trip To Europe -A summer trip to Europe is being organized by German Teacher, Ms. Kirschner. This 15-day trip, organized through EF Tours, will take place in July, 2013 and will

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not be part of the German Exchange Program or sponsored by APSHS. There will be no cost to the Board of Education. Trip participants will be responsible for all costs.

ADDENDUM

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

- NJSBA Salem County Meet-Up - This meeting encourages networking among board members. Light dinner will be served. Also current legal issues, labor issues and governance issues will be discussed. Date: Wednesday, 12/5/12, 6:00 PM Registration, 6:45 PM Program Start, at Salem County VoTech, 880 Route 45, Woodstown, NJ. If you are interested in attending, please contact the Business Office (358-3094 X4018) NLT 12/2/12;
- The staff workshop/mileage requests; *(See page 395)*
- The Field Trips for the 2012-2013 school year; *(See page 396)*
- The Fundraisers for the 2012-2013 school year; *(See page 397)*
- With regard to Harassment, Intimidation and Bullying reports filed, it is recommended that the Board:
 - approve the HIB incidents sent to the October 22, 2012; *(See page 398)*
 - review of the HIB incidents presented at this meeting.
- The 2012-2015 Pittsgrove Administrators and Supervisors Association Memorandum of Agreement. A completed contract will be forthcoming. *(See pages 398-400)*

Unanimously approved

NJSBA SALEM
COUNTY MEET
UP

STAFF
WORKSHOP/
MILEAGE
REQUESTS

FIELD TRIPS
FUNDRAISERS

HIB REPORTS

PASA MEMO
OF
AGREEMENT

BOE UPDATE

The student hearing scheduled for this meeting did not take place due to resolution of the matter.

AUDIENCE PARTICIPATION II

There were no comments.

AUDIENCE
PARTICIPATION II

CLOSED SESSION

There was no Closed Session.

CLOSED
SESSION

The Superintendent will put together an ad for strategic plan committees and request that all members be prepared at the December meeting to talk about what groups need to be reached out to.

ADJOURNMENT

Moved by Mrs. Smith and seconded by Mr. Schmidt that the Board of Education meeting be adjourned. (7:55 P.M.)
Unanimously approved