

**PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –FEBRUARY 25, 2013**

The regular meeting of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Monday, February 25, 2013, 6:30 P.M., Arthur P. Schalick High School.

Members Present: Mrs. Hayman, Mr. Miletta, Mr. Rumpp, Mr. Schmidt, Mrs. Smith, Mr. Wentzell, Mrs. Berwick, Mrs. Conover, Mrs. Snyder (arrived at 6:50 P.M.)

ROLL CALL

Members Absent: Mrs. Schneider

Mr. Henry Bermann, Superintendent (arrived at 6:40 P.M.); Mrs. Suzanne R. Fox Abdill, Business Administrator/Board Secretary; Ms. Yvette DuBois, Director of Curriculum & Instruction; Ms. Patricia Gaburo, Principal Olivet/Elmer/Norma Schools; the press, staff members, and the public.

Board President, Mrs. Melissa Conover, opened the meeting at 6:30 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 21<sup>st</sup> century skills necessary to succeed in global environment.*

DISTRICT MISSION STATEMENT

**UPDATES FROM THE FEBRUARY 21, 2013 WORK SESSION**

*The following updates/changes have been made from the February 21, 2013 Work Session:*

Item VI. D. - Motion to Approve the Refunding of Bonds, Series 2005 and Refunding Bond Ordinance

Item VI. E. - approval of Underwriter, Verification Agent and Escrow Agent for the Refunding of Bonds, Series 2013

Item XII. B. New Policy 5118.3 *School Choice Program* - REMOVED for changes to policy language

Item XV. L. - PTMS - Budget for 2013-14 School Year

Item XVIII. A. 2. 2012-13 Efficiency Standards Budget Review from Salem County Office of Education

Item XVIII. A. 3. PSSA - *Notice of Impasse*

PRESENTATIONS

**PRESENTATIONS**

The following items were presented at the February 21, 2013 Work Session:

- The Elmer *Eagles of the Month* for February, 2013;
- The Olivet *Owls of the Month* for February, 2013;

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- The PTMS *Top Cats* for January, 2013;
- The APSHS *Cougar of the Month* and *Cougar Pride* for February, 2013.

PUBLIC HEARING ON REFUNDING OF BONDS, SERIES 2005 OPEN

**PUBLIC HEARING - REFUNDING OF BONDS, SERIES 2005**

Moved by Mr. Mileta and seconded by Mr. Schmidt that the Board of Education approve to open the Public Hearing on the Refunding of Bonds, Series 2005. (6:31 P.M.)  
Unanimously approved

The Superintendent and Business Administrator presented the Resolution for Refunding of Bonds, Series 2005.

PUBLIC HEARING AUDIENCE PARTICIPATION

**AUDIENCE PARTICIPATION I**

No Comments

PUBLIC HEARING ON REFUNDING OF BONDS, SERIES 2005 CLOSED

Moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education close the Public Hearing on the Refunding of Bonds, Series 2005. (6:32 P.M.)  
Unanimously approved

REFUNDING OF BONDS, SERIES 2005

After a Public Hearing on the Refunding of Bonds, Series 2005, it was moved by Mr. Mileta and seconded by Mrs. Berwick that the Pittsgrove Township Board of Education accept and approve: *(See pages 102-110)*

RESOLUTION

- Resolution of the Board of Education of the Township of Pittsgrove, in the County of Salem, New Jersey, authorizing the preparation and distribution of offering documents in connection with the sale of school district's school refunding bonds; authorizing the issuance, sale and award of said refunding bonds; making certain determinations and covenants in connection therewith; and authorizing certain actions related thereto;
- Adoption of the Refunding Bond Ordinance providing for the refunding of up to all the outstanding callable school bonds, series 2005, of the Board of Education of the Township of Pittsgrove, in the County of Salem, New Jersey; authorizing the issuance of up to \$1,900,000 of school refunding bonds of the school district to finance the cost thereof; making certain determinations and covenants in connection therewith; and authorizing certain related actions in connection with the foregoing;
- Approval of the Underwriter, Verification Agent and Escrow Agent, as listed below, for the transactions related the School Refunding Bonds, Series 2013:
  - Roosevelt & Cross, Inc., as Underwriter, represented by Mr. Dennis Santos, for a fee not to exceed \$12,500, inclusive of underwriter's counsel (if any);
  - Nightlinger, Colavita & Volpa, P.A. as verification agent;
  - The Bank of New York Mellon as escrow agent.

ADOPTION OF THE REFUNDING BOND ORDINANCE

UNDERWRITER VERIFICATION AGENT & ESCROW AGENT

Roll Call: Ayes: (8) Mr. Mileta, Mrs. Berwick, Mrs. Hayman, Mr. Rumpp, Mr. Schmidt, Mrs. Smith, Mr. Wentzell, and Mrs. Conover

Noes: (0)

Abstain: (0)

Motion Carried

COMMUNICATIONS

**Communications**

No communications were received.

**PITTSBURGH TOWNSHIP BOARD OF EDUCATION MINUTES –FEBRUARY 25, 2013**

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

- Board of Education Work Meeting and Closed Session January 24, 2013;
- Board of Education Meeting and Closed Session January 28, 2013.

Ayes: (7) Mr. Wentzell, Mr. Schmidt, Mrs. Hayman, Mr. Miletta, Mr. Rumpp, Mrs. Smith, Mrs. Conover

Noes: (0)

Abstain: (1) Mrs. Berwick

Motion Carried

MINUTES  
1/24/13  
1/28/13

**BOARD OF EDUCATION BUSINESS**

Unfinished Business - None

**New Business**

Moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education approve a Special Meeting of the Board of Education on March 7, 2013, 6:30 P.M., A.P. Schalick High School Media Center, to review the 2013-2014 school district budget for submission to the County Office of Education and any other matters deemed appropriate.

Unanimously approved

SPECIAL  
BOARD OF  
EDUCATION  
MEETING  
3/7/13

Special Committee Reports - None

STUDENT REPRESENTATIVE'S REPORT - None

STUDENT'S  
REP REPORT

NJ DELEGATE REPORT - None

NJ DELEGATE  
REPORT

**SUPERINTENDENT'S REPORT**

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

- The Source 4 Teachers Substitute List for February, 2013; *(See pages 110-111)*
- The Retroactive *Central Office Support Staff Unit Agreement*, effective July 1, 2008 through June 30, 2012;
- The second reading and adoption of the following policies: *(See pages 112-124)*
  - Revised Policy #3327, *Relations With Vendors*
  - New Policy #5519, *Dating Violence At School*
  - New Policy #5118.4, *Restrictions on Permitted Participation in School Choice Programs*

SOURCE4  
TEACHERS

2008-2012  
CENTRAL  
OFFICE  
SUPPORT  
AGREEMENT

POLICIES

Approval of the update to the following policies to reflect the name change of the Division of Youth and Family Services (DYFS) to the Division Child Protection and Permanency (DCP&P).

- Policy #1410, *Local Units*
- Policy #5141.4, *Child Abuse and Neglect*
- Policy #5145.5, *Photographs of Pupils\**
- Policy #5145.11, *Questioning and Apprehension*
- The District HIB Investigations, Trainings and Programs (HIB-ITP) Data Collection submitted to the State of New Jersey for Report Period #1, July 1 through December 31, 2012;
- The following items submitted to the State of New Jersey for Period #1, September 1, 2012 through December 31, 2012: *(See pages 125-127)*
  - 2012-13 District Report of Vandalism and Violence
  - 2012-13 District HIB Summary Report
- The fire/security drills for January, 2013; *(See pages 127-131)*

2012  
HIB – ITP  
PERIOD 1

2012-2013  
VANDALISM &  
VIOLENCE

2012-2013 HIB  
SUMMARY  
REPORT

BUILDING  
REPORTS

## PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –FEBRUARY 25, 2013

YOUNG  
LEADERS  
SCHOLARSHIP  
AWARD

- A new \$500 scholarship to be awarded beginning in June 2013. This scholarship is sponsored by the United Way of Salem County Women's Leadership Council and is entitled, *Young Leaders Scholarship Award*;
- To eliminate the Schalick Marching Band and introduce a Schalick Pep Band beginning with the 2013-14 school year. This recommendation is being made by current Band Director, Scott Pieczara and Schalick Principal, Donna Meyers, due to the low band membership;
- The Schalick Spring 2013 Athletic Schedules; (*See pages 131-136*)
- The Schalick Spring Athletic Extra/Co-Curricular appointments for the 2012-13 school year; (*See page 136-137*)
- The 2012-13 PTMS Track Program to begin in March, 2013. The cost for two coaches and transportation will be funded by the PTMS and Schalick Track Boosters, as well as the PTSO;
- The PTMS 2012-13 extra/co-curricular appointments & stipend amounts. (*See page 138*)

SCHALICK PEP  
BAND

2013 SPRING  
ATHLETIC  
SCHEDULES

APSHS EXTRA  
CO-CURRICU-  
LAR APPTS

PTMS TRACK  
PROGRAM

PTMS EXTRA  
CO-CURRICU-  
LAR APPTS

Unanimously approved

MONTHLY  
STUDENT  
UPDATE

Moved by Mrs. Berwick and seconded by Mr. Schmidt that the Board of Education approve the Special Education Update on Tuition Pittsgrove Students, dated February 8, 2013. (*See page 138*)  
Unanimously approved

STUDENT  
TEACHER

### CURRICULUM & INSTRUCTION

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

- Special Education Field Experience request for Jessica Saunderlin, University of Phoenix student, to be placed with Linda Clement as well as rotate through each area of the programs:
  - 2 weeks LLD
  - 2 weeks MD
  - 2 weeks ICR
  - 2 weeks Autism
  - 2 weeks BD
- Kim Hetzell as Title I Extended Day Program Alternate.

KIM HETZELL  
TITLE I  
ALTERNATE

Unanimously approved

BOARD  
SECRETARY'S  
CERTIFICA-  
TION

### BUSINESS AND FINANCE REPORT

Moved by Mr. Schmidt and seconded by Mr. Wentzell 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 December 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 139-153*)
- Treasurer's Report, in accordance with 18A:22-8.1 and 18A:22-8.2, for the month of December, 2012. The Treasurer's Report and Secretary's Report are in agreement for the month of December, 2012. (*See pages 154-162*)
- 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 December 31, 2012. (*See pages 163-164*)
- Certification Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pittsgrove Township Board of Education certifies that as of February, 2013 and after review of the Secretary's Monthly

TREASURER'S  
REPORT

REVENUE  
SUMMARY

BOE  
CERTIFICA-  
TION

**PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –FEBRUARY 25, 2013**

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.

- The transfers of January 15, 2013 and the Transfer Status Report for December, 2012. *(See pages 165-167)*
- The bills paid and the bills for payment. *(See pages 168-176)*
- The financial reports for December 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
- The Budget Summary for February, 2013 for review.
- The Tuition Contract Agreement with Monroe Township Public Schools for the 2012-2013 school year, effective January 2, 2013, at a tuition of \$11,201, to be pro-rated, for a student deemed homeless. It has been determined that Pittsgrove is the District of responsibility. *(See page 177)*
- The Education Contract Agreement with Salem County Vocational Technical Schools, for the *Career Technical High School In-County Tuition*, in the amount of \$48,500, for the 2012-2013 School Year. *(See page 177)*
- The tuition rates for the 2013-2014 school year. *(See page 178)*

Unanimously approved

**FOR YOUR INFORMATION**

- 2013-2014 BUDGET - Review and discussion of the following 2013-2014 Budget items:  
NORMA, ELMER & OLIVET SCHOOLS  
Elementary School Budget Synopsis

Norma School Staffing for 2013-2014 School Year  
Elmer School Staffing for 2013-2014 School Year  
Olivet School Staffing for 2013-2014 School Year

Norma School Budget for 2013-14 School Year  
Elmer School Budget for 2013-14 School Year  
Olivet School Budget for 2013-14 School Year

A.P. SCHALICK HIGH SCHOOL

APSHS Budget Synopsis  
APSHS School Budget for 2013-14 School Year  
Additional Budget Detail

TECHNOLOGY

Technology Budget for 2013-14 School Year

CURRICULUM & INSTRUCTION

Curriculum Budget for 2013-14 School Year

TRANSFERS OF  
1/15/13 AND  
TRANSFER  
STATUS  
REPORT  
DEC 2012

WARRANTS

FINANCIAL  
REPORTS

BUDGET  
SUMMARY

2012-2013  
MONROE  
TOWNSHIP  
TUITION  
CONTRACT  
AGREEMENT

2012-2013  
CONTRACT  
WITH SALEM  
COUNTY VO  
TECH

2013-2014  
TUITION  
RATES

**PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –FEBRUARY 25, 2013**

CHILD STUDY TEAM

CST Budget Synopsis  
CST Budget for 2013-14 School Year

PITTSGROVE MIDDLE SCHOOL

PTMS Budget for 2013-14 School Year

AUDIENCE PARTICIPATION II

Comments included concerns with photos being taken.

AUDIENCE PARTICIPATION II

FOR YOUR INFORMATION

- Enrollment Report
- SACC Enrollment Report
- Discipline Reports
- APSHS Media Center - 2nd Quarter Report
- Courier Post Article
- Olivet Teacher Named To NJ Teacher Advisory Panel Pilot
- Solar Project Savings Analysis - Savings Analysis provided by Blue Sky Power for Pittsgrove School District project.

ADDENDUM

Communications

1. Notice of retirement from APSHS special education teacher, Patricia Giovanetti, effective March 1, 2013.
2. 2012-2013 EFFICIENCY STANDARDS BUDGET REVIEW - Letter from Salem County Office of Education regarding *2012-13 Efficiency Standards Budget Review*
3. PSSA - NOTICE OF IMPASSE - *Notice of Impasse* filed jointly by the Pittsgrove Support Staff Education Association and the Pittsgrove Township Board of Education.

COMMUNICATIONS

RETIREMENT PATRICIA GIOVANETTI

2012-2013 EFFICIENCY STANDARDS BUDGET REVIEW

NOTICE OF IMPASSE – PSSA

WARRANTS

WORKSHOP/ MILEAGE REQUESTS

FIELD TRIPS

FUNDRAISERS

STUDENT TEACHERS

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

- To accept, with regret, the retirement of APSHS special education teacher, Patricia Giovanetti, effective March 1, 2013;
- 2012-13 Efficiency Standards Budget Review; (*See page 179*)
- *Notice of Impasse* filed jointly by the Pittsgrove Support Staff Education Association and the Pittsgrove Township Board of Education; (*See page 180*)
- The additional warrants; (*See pages 180-181*)
- The staff workshop/mileage requests; (*See pages 181-182*)
- The Field Trips for the 2012-2013 school year; (*See pages 182-183*)
- The Fundraisers for the 2012-2013 school year; (*See page 184*)
- The following Rowan University student field placement requests for Spring, 2013. The following students will observe John Romano and Linda DuBois at PTMS for two half days:
  - Stephanie Lees
  - Nicole Marincola
  - Shane Massimillo
  - LeAnne Miller
  - Amanda Phillip
  - Lindsey Sampolski
  - Michael Sisholtz
  - Timothy Vliet
  - Michael Wasienko

**PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –FEBRUARY 25, 2013**

- With regard to Harassment, Intimidation and Bullying reports filed:
  - The HIB incidents presented for review at January 28, 2013 Board meeting;  
(See page 185)
  - review of the HIB incidents presented at this meeting.

HIB REPORTS

Unanimously approved

2012-2013  
MECHANIC  
AGREEMENT

*The Board of Education held the motion to approve the agreement with the Township of Pittsgrove, for a Mechanic for the 2012-2013 school year. This item will be placed on the Agenda for the next meeting in March 2013.*

**FOR YOUR INFORMATION**

- Staff Member Update
- School Improvement Panels Established

AUDIENCE  
PARTICIPATION  
III

**AUDIENCE PARTICIPATION III**

No Comments

**CLOSED SESSION I**

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

ADJOURN  
INTO CLOSED  
SESSION

1. Negotiations

The results of this session will be made public immediately after, or as soon thereafter as a decision is reached if permitted by law. (6:44 P.M.)

Unanimously approved

ADJOURN  
FROM CLOSED  
SESSION

Moved by Mr. Schmidt and seconded by Mr. Miletta that the Board of Education adjourn from Closed Session. (6:50 P.M.)

Unanimously approved

Mrs. Snyder arrived at 6:50 P.M.

Moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education meeting be adjourned. (6:58 P.M.)

Unanimously approved

ADJOURNMENT

Bh