

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –APRIL 11, 2013

The Work Session of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Thursday, April 11, 2013 6:30 P.M., Arthur P. Schalick High School.

I. PLEDGE TO THE FLAG

II. CALL TO ORDER

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

III. DISTRICT MISSION STATEMENT

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

ROLL CALL

Members Present: Mrs. Hayman, Mr. Miletta, Mr. Rump, Mr. Schmidt, Mrs. Smith, Mrs. Snyder, Mr. Wentzell, Mrs. Berwick, Mrs. Conover

Members Absent: Mrs. Schneider

Mr. Henry Bermann, Superintendent; Mrs. Suzanne R. Fox Abdill, Business Administrator/Board Secretary; Ms. Yvette DuBois, Director of Curriculum & Instruction; Ms. Donna Meyers, Principal A.P. Schalick High School; Ms. Priscilla Ocasio-Jimenez, Principal Pittsgrove Township Middle School; Mr. Dan Bruce, Assistant Principal Elmer Elementary School; Ms. Taylor Winter, Student Representative; the press, staff members, and the public.

IV. WORK SESSION STATEMENT

Board President, Mrs. Melissa Conover, read the Work Session Statement:

This is a Board of Education work session. All items on the Agenda appear for discussion only. No action will be taken during this session. All action items will be voted on at the Board Meeting on the Monday following the Thursday work session.

WORK SESSION STATEMENT

THE FOLLOWING ITEMS WERE CHANGED/UPDATED FOR THE AGENDA FOR THE VOTING SESSION ON APRIL 15, 2013:

- Item X. A.1 - Substitute Bus Aide - *removed*
- Item X. A.3 - Business Operations Support Staff - *added*
- Item XIII. I - Change to PTMS General Fund Account - *added*

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THE FOLLOWING AGENDA ITEMS, BY CONSENSUS, WERE MOVED FOR VOTING ON APRIL 11, 2013:

V. PRESENTATIONS

A. STUDENT AWARDS

- Assistant Principal for Elmer School, Mr. Bruce presented Elmer *Eagles of the Month* for April, 2013;
- Assistant Principal for Elmer School, Mr. Bruce presented Olivet *Owls of the Month* for April, 2013;
- PTMS Principal, Ms. Ocasio-Jimenez, presented PTMS *Top Cats* for March, 2013;
- APSHS Principal, Ms. Meyers presented the *Cougar of the Month* and *Cougar Pride* for April, 2013.

VI. COMMUNICATIONS

A. NOTICE OF RETIREMENT

1. Notice of retirement from instructional aide, Joanne Pfizenmayer, effective June 30, 2013.

Acceptance of the notice of retirement submitted by instructional aide, Joanne Pfizenmayer, effective June 30, 2013.

VII. MINUTES

Approval of the following Minutes:

- Board of Education Work Meeting March 21, 2013;
- Board of Education Meeting March 25, 2013.

VIII. STUDENT REPRESENTATIVE'S REPORT- Ms. Winter, Freshman Class President, reported on the students preparation for Relay for Life, Dodge ball Tournament, Band Spring Concert, Trip to Disney, Duet, and that Spring sports are here.

IX. NJ DELEGATE REPORT - VOTING SESSION ONLY

X. SUPERINTENDENT'S REPORT

A. PERSONNEL

1. SUBSTITUTE BUS AIDE

The Superintendent recommends approval of the appointment Patricia Johnson-Burbank as a substitute bus aide, effective immediately for the remainder of the 2012-13 school year. All appropriate documentation has been received. *Note: This item has been removed for the Voting Session being held on April 15, 2013.*

2. SOURCE 4 TEACHERS SUBSTITUTES

Approval of the Source 4 Teachers Substitute List for April, 2013.

B. 2013-14 SALEM COUNTY HOMELESS STUDENT AGREEMENT

Approval of district participation in the 2013-14 Salem County Homeless Student Agreement.

C. BUILDING SECURITY DRILLS

Approval of the fire/security drills for March, 2013.

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D. SCHOOL REPORTS

1. APSHS

a. GIRL SCOUT PROJECT PROPOSAL

Approval of the proposal of a Schalick student to create an outdoor classroom space by landscaping a piece of ground outside the high school. The project will be at no cost to the district and will permit this student to earn a Girl Scout award.

b. STUDENT EXCHANGE

Acceptance of exchange student, CB, at Schalick High School for the 2013-14 school year. Application and placement was submitted through Youth for Understanding USA. This exchange student will reside with a local family who have students attending APSHS.

c. BUS EVACUATION DRILL

Approval of the APSHS Bus Evacuation Drill held on March 20, 2013.

XI. SPECIAL EDUCATION

A. UPDATE ON PITTSGROVE STUDENTS

Approval of the Special Education Updates on Pittsgrove students, dated March 25 & 26, 2013.

XII. CURRICULUM & INSTRUCTION

XIII. BUSINESS AND FINANCE REPORT

A. BOARD SECRETARY'S CERTIFICATION

Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I certify that as of February 28, 2013, 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.

B. TREASURER'S REPORT

Treasurer's Report, in accordance with 18A:22-8.1 and 18A:22-8.2, for the month of February, 2013. The Treasurer's Report and Secretary's Report are in agreement for the month of February, 2013.

C. 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 February 28, 2013.

D. CERTIFICATION

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pittsgrove Township Board of Education certifies that as of April, 2013 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.

E. TRANSFER OF FUNDS / TRANSFER STATUS REPORT

Approval of the transfers of March 15, 2013 and the Transfer Status Report for February, 2013.

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F. WARRANTS

Approval of the bills paid and the bills for payment.

G. FINANCIAL REPORTS

Approval of the financial reports for February, 2013, 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

H. BUDGET SUMMARY

The Budget Summary for April, 2013 is submitted for your review.

XIV. AUDIENCE PARTICIPATION II

There were no comments.

XV. FOR YOUR INFORMATION

- A. DISTRICT ENROLLMENT
- B. SACC ENROLLMENT REPORT
- C. DISCIPLINE REPORTS
- D. 2013-14 ONE-YEAR PROGRAM PLAN UPDATE & BUDGET STATEMENT APPROVED
- E. 21st CENTURY COMMUNITY LEARNING CENTERS PROGRAM - EVALUATION

XVI. ADDENDUM

A. ADDITIONAL WARRANTS

Approval of the additional warrants.

B. HIB REPORTS

C. STAFF WORKSHOP/MILEAGE REQUESTS

Approval of the staff workshop/mileage requests.

D. FIELD TRIPS 2012-2013

Approval of the Field Trips for the 2012-2013 school year.

E. FUNDRAISERS 2012-2013

Approval of the Fundraisers for the 2012-2013 school year.

F. FOR YOUR INFORMATION

1. 2013-2014 DISTRICT CALENDAR – *Note: The District Calendar will be put on the May, 2013 Agenda for Discussion.*

XVII. AUDIENCE PARTICIPATION III

Comments were centered around in-service days and professional development for the 2013-2014 school year; including the amount of in-service days in next year's schedule, if the Board has posted the Professional Development Agendas in the past, one PTMS teacher confirmed that the Professional Development given has helped her Spanish class, and a parent commented on half days being used.

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CLOSED SESSION I

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

1. Negotiations
2. Personnel

The results of this session will be made public immediately after, or as soon thereafter as a decision is reached if permitted by law. (7:28 P.M.)

Unanimously approved

ADJOURN
INTO CLOSED
SESSION

Moved by Mr. Wentzell and seconded by Mrs. Smith that the Board of Education adjourn from Closed Session. (8:22 P.M.)

Unanimously approved

ADJOURN
FROM CLOSED
SESSION

XX. NJSBA - STUDENT ACHIEVEMENT PRESENTATION - APRIL 15, 2013

At the April 15, 2013 meeting, NJSBA Representative, Theresa Lewis, will provide information on Student Achievement.

XXI. BOARD OF EDUCATION BUSINESS

A. UNFINISHED BUSINESS – *Note: The High School Schedule will be presented at the next Board meeting.*

B. NEW BUSINESS - None

C. SPECIAL COMMITTEE REPORTS- None

The Board requested to add to the Voting Session on April 15, 2013 the following items:

- To update the PTMS General Fund Account to reflect the return of Building Principal and to set an alternate of the Director of Curriculum;
- The Business Operations Support Staff Group Proposal.

The Board discussed videotaping Board Meetings.

Moved by Mr. Schmidt and seconded by Mr. Miletta that the Board of Education meeting be adjourned. (9:22 P.M.)

Unanimously approved

ADJOURNMENT

Bh

SUZANNE R. FOX ABDILL, BOARD SECRETARY