

The Work Session of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Thursday, February 20, 2014 6:30 P.M., Arthur P. Schalick High School.

I. PLEDGE TO THE FLAG

Board President, Mr. Dominick Miletta, opened the meeting at 6:30 P.M., leading the group in the pledge to the flag.

PLEDGE TO THE FLAG

II. CALL TO ORDER

Board President, Mr. Dominick Miletta, read the following statement:

CALL TO ORDER

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, South Jersey Times, The Daily Journal and the Elmer Times.

III. DISTRICT MISSION STATEMENT

Board President, Mr. Dominick Miletta, read the District Mission Statement:

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.

IV. WORK SESSION STATEMENT

Board President, Mr. Dominick Miletta, read the Work Session Statement:

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.

The Board President called for a Roll Call of the Board:

Members Present: Mrs. Conover, Mrs. Hayman, Mr. Lawlor (6:36 P.M.), Mr. Miletta, Mrs. Penven, Mr. Rumpp, Mrs. Snyder, Mr. Wentzell, Mr. Wheaton

ROLL CALL

Members Absent: Mrs. Smith

Also in Attendance:

Mr. Henry Bermann, Superintendent; Mrs. Suzanne R. Fox Abdill, Business Administrator/Board Secretary; Ms. Donna Meyers, Principal A.P. Schalick High School; Mrs. Priscilla Ocasio-Jimenez, Principal Pittsgrove Township Middle School; Mrs. Patricia Gaburo, Principal, Olivet/Elmer/Norma Schools; Mr. Douglas Volovar, Assistant Principal, A.P. Schalick High School; Mr. Tino Monti, Assistant Principal, Olivet School; Mrs. Anne Daly, Language Arts/Science/Social Studies Supervisor; the press, staff members, and the public.

V. PRESENTATIONS

A. STUDENT AWARDS (WORK SESSION)

- Principal for Olivet/Elmer/Norma Schools, Mrs. Gaburo, presented the Elmer Eagles of the Month for February 2014.
- Principal for Olivet/Elmer/Norma Schools, Mrs. Gaburo and Assistant Principal for Olivet School, Mr. Monti, presented the Olivet Owls of the Month for February 2014.
- Principal for Pittsgrove Township Middle School, Mrs. Ocasio-Jimenez, presented the PTMS Top Cats for January 2014.
- Principal for A.P. Schalick High School, Ms. Meyers and Vice Principal, Mr. Volovar, presented the APSHS Cougars of the Month and Cougar Pride for February 2014.

STUDENT AWARDS

B. OLIVET ELEMENTARY SCHOOL OVERVIEW (WORK SESSION)

Mrs. Patricia Gaburo and Mr. Monti provided an overview of Olivet Elementary School.

DENISE
KURSHNER,
RETIREMENT
NOTICE

VI. COMMUNICATIONS**A. Notice of retirement received from Grade 1 Teacher, Denise Kurshner, effective July 1, 2014**

Acceptance of the notice of retirement from Grade 1 Teacher, Denise Kurshner, effective July 1, 2014.

ELMER LITTLE
LEAGUE
DONATION
REQUEST

B. Request from Elmer Little League Board of Directors requesting the Board to donate to the Elmer Little League the high school's softball field backstop and the 10'-12' fence that protects the players on the bench.

Approval to donate to the Elmer Little League the high school's softball field backstop and the 10'-12' fence that protects the players on the bench.

MINUTES

VII. MINUTES

Approval of the following minutes:

Board of Education Work Meeting January 23, 2014

Board of Education Voting Meeting January 27, 2014

VIII. MINUTES CLOSED SESSION

Approval of the following Closed Session minutes:

Board of Education Work Meeting January 23, 2014 (no Closed Session)

Board of Education Voting Meeting January 27, 2014

IX. STUDENT REPRESENTATIVE'S REPORT – WORK SESSION ONLY (none)**X. NJ DELEGATE REPORT – VOTING SESSION ONLY****XI. SUPERINTENDENT'S REPORT****A. PERSONNEL****1. NON-CERTIFICATED STAFF APPOINTMENTS 2013-2014**

The Superintendent recommends that the Board of Education approve the following non-certificated appointments for the remainder of the 2013-2014 school year:

- Pamela Thomas to the position of Secretary, PTMS, replacing Susan Ledden who was transferred to CST. This position will be effective upon release of her current contract for the remainder of the 2013-2014 school year. She will be paid Step 5, \$27,230 prorated for the remainder of the year.
- Denise Moore to the position of Floating Bus Driver, effective March 1, 2014 for the remainder of the 2013-2014 school year. She replaces William McMullen who was recently contracted as a part time bus driver.
- Lisa Still to the position of Substitute Bus Driver, effective March 1, 2014 for the remainder of the 2013-2014 school year.

PAMELA
THOMAS,
SECRETARY AT
PTMS

DENISE
MOORE,
FLOATING BUS
DRIVER

LISA STILL,
SUBSTITUTE
BUS DRIVER

SOURCE 4
TEACHERS

2. SOURCE 4 TEACHERS SUBSTITUTES –FEBRUARY 2014

Approval of the Source 4 Teachers substitutes for February 2014.

SACC
SUBSTITUTE
CAREGIVER

3. SACC SUBSTITUTE CAREGIVER

The Superintendent recommends approval of the appointment of Karen Johnson to the position of SACC substitute caregiver, effective for the remainder of the 2013-2014 school year. She has passed the appropriate background checks.

PITTSBORO TOWNSHIP BOARD OF EDUCATION MINUTES – FEBRUARY 20, 2014

B. REVISED 2013-2014 DISTRICT CALENDAR

Approval of the Revised 2013-2014 District Calendar. The revisions reflect changes made due to district closings for inclement weather.
Held for Closed Session.

REVISED
DISTRICT
CALENDAR

C. APPLICATION FOR FUNDS TO SUPPORT IMPLEMENTATION OF ANTI-BULLY BILL OF RIGHTS ACT

Approval of the Application for Funds to Support Implementation of the Anti-Bullying Bill of Rights Acts. This application for the 2013-2014 school year is in the amount of \$4,700 and has been forwarded to the County Office of Education.

FUNDS
APPLICATION
FOR ANTI-BULLY
BILL OF RIGHTS
ACT

D. DISTRICT HIB-INVESTIGATIONS, TRAININGS & PROGRAMS (HIB-ITP) REPORT FOR PERIOD #1

Approval of the District HIB Investigations, Training and Programs (HIB-ITP) Report submitted to the state of New Jersey for Report Period #1, July 1, 2013 through December 31, 2013.

VIOLENCE
REPORT &
HIB SUMMARY
REPORT TO
STATE OF NJ

E. DISTRICT REPORT OF VANDALISM AND VIOLENCE & HIB SUMMARY REPORT – PERIOD #1

Approval of the following items submitted to the State of New Jersey for Period #1, September 1, 2013 through December 31, 2013, as reported to the State of New Jersey in January 2014.

- District Report of Vandalism and Violence
- District HIB Summary Report

F. WORKSHOPS/SEMINARS/CONFERENCES

Approval of the Superintendent, Technology Supervisor, Board President, and Board Member, Mr. Lawlor to attend NJSBA's *PARCC Beyond Technology* conference, 2/21/14, Princeton, NJ. Registration is \$150.00 per person, plus costs per travel regulations.

WORKSHOPS

G. DISTRICT SECURITY/FIRE DRILLS

Approval of the district security/fire drills for January 2014.

SECURITY/FIRE
DRILLS

H. SCHOOL REPORTS

1. APSHS

SCHOOL
REPORTS:
APSHS

a. TESTING PROCTOR

Approval of Lindsay Garrison as a Proctor for testing for the 2013-2014 school year. She assisted with PSAT and SAT testing.

TESTING
PROCTOR

b. NEW HEAD & ASSISTANT COACH FOR GIRLS BASKETBALL

Acceptance of the resignation of Les Berry as the APSHS Girls Head Basketball Coach, effective January 12, 2014. Approval of the appointment of Dana Logandro as Head Girls Varsity Basketball Coach for the remainder of the 2013-2014 season at one-half of the head coach (Step 3) stipend, \$3,237. Ms. Logandro was previously approved as the Assistant Basketball Coach for the 2013-2014 school year.

LES BERRY,
RESIGNATION AS
GIRLS
BASKETBALL
COACH

DANA LOGANDRO,
NEW GIRLS
BASKETBALL
HEAD COACH

Additionally, approval of the appointment of Stephanie Labas as the Junior Varsity Girls Basketball Coach, replacing Ms. Logandro. She will be paid a portion of Step 1, \$1,834.50, pending submission of appropriate documentation.

STEPHANIE
LABAS,
JUNIOR VARSITY
GIRLS
BASKETBALL
COACH

c. 2014 ATHLETIC APPOINTMENTS

Approval of the 2014 Spring Athletic appointments.

SPRING ATHLETIC
APPOINTMENTS

d. CO-CURRICULAR & GAME WORKERS

Approval of the 2014 Spring Co-Curricular Appointments and Game Workers.

CO-CURRICULAR
APPOINTMENTS

e. 2014 SPRING ATHLETIC SCHEDULES

Approval of the Schalick 2014 Spring Athletic Schedules.

SPRING ATHLETIC
SCHEDULES

PITTSBORO TOWNSHIP BOARD OF EDUCATION MINUTES – FEBRUARY 20, 2014

XII. SPECIAL EDUCATION

A. MONTHLY UPDATE OF PITTSBORO STUDENTS

Approval of the Monthly Update of Pittsgrove Students, dated February 6, 2014.

MONTHLY
UPDATE
PITTSBORO
STUDENTS

B. MONTHLY UPDATE OF TUITION STUDENTS

Approval of the Special Education memo dated February 10, 2014 listing Tuition Students Attending Pittsgrove Programs.

MONTHLY
UPDATE
TUITION
STUDENTS

XIII. CURRICULUM & INSTRUCTION (nothing to present)

XIV. AUDIENCE PARTICIPATION I

Comments included contractual issues, revised 2013-2014 school calendar, delayed school openings, females using weight room and not enough math textbooks.

AUDIENCE
PARTICIPATION I

XV. FOR YOUR INFORMATION

A. ENROLLMENT REPORT – FEBRUARY 2014

B. SACC ENROLLMENT – FEBRUARY 2014

C. DISCIPLINE REPORTS

D. NJSBA TRAINING

Mr. Peter Lawlor completed the following NJSBA training: *Governance I – Weekend Orientation*

E. MANDATORY DIRECT DEPOSIT

Mandatory Direct Deposit For Public Employees Becomes Law in New Jersey

FOR YOUR
INFORMATION

MR. LAWLOR
COMPLETED
NJSBA TRAINING:
GOVERNANCE I

XVI. BOARD OF EDUCATION BUSINESS

A. UNFINISHED BUSINESS

- NJSBA, April 4-7 in New Orleans, LA

B. NEW BUSINESS

- A Special Meeting on March 13, 2014 to review and discuss the 2014-2015 Budget.

C. SPECIAL COMMITTEE REPORTS

XVII. BUSINESS AND FINANCE REPORT

A. BOARD SECRETARY'S CERTIFICATION

Board Secretary's report, pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I certify that as of December 31, 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.

BOARD
SECRETARY'S
REPORT

B. TREASURER'S REPORT

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

TREASURER'S
REPORT

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 December 31, 2013.

REVENUE
SUMMARY

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES – FEBRUARY 20, 2014

D. CERTIFICATION

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pittsgrove Township Board of Education certifies that as of February 2014 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 2013-2014 fiscal year.

CERTIFICATION

E. TRANSFER OF FUNDS / TRANSFER STATUS REPORT

Approval of the transfers on December 18, 2013 and the Transfer Status Report of December 2013.

TRANSFERS

F. WARRANTS

Approval of the bills for payment.

WARRANTS

G. FINANCIAL REPORTS

Approval of the financial reports for December 2013, as submitted:

- PTMS General Fund
- Student Activities Fund
- APSHS Special Accounts

FINANCIAL REPORTS

H. BUDGET SUMMARY

The Budget Summary for February 2014 is submitted for your review.

BUDGET SUMMARY

I. PURCHASING

1. Approval, by Resolution, the *Cooperative Pricing Agreement* between the County of Salem and the Pittsgrove Township School District.

CO-OPERATIVE PRICING AGREEMENT WITH COUNTY OF SALEM

2. EDUCATIONAL DATA SERVICES, INC.

Approval of the Educational Data Services, Inc. licensing and maintenance fee for the 2014-2015 school year at a total cost of \$6,000.00.

EDS, SERVICES

XVII. ADDENDUM

A. BUSINESS AND FINANCE

1. WARRANTS

Approval of the additional bills for payment.

ADDITIONAL WARRANTS

2. VOIDED CHECKS

Approval of Batch A161 Checks Voided.

VOIDED CHECKS

3. TUITION RATES 2014-2015

Approval of the 2014-2014 tuition rates.

TUITION RATES 2014-2015

4. FINANCIAL REPORTS

Approval of the following financial reports for December 2013:

- Pittsgrove Community School – SACC Fund
- Pittsgrove Township Schools Food Service Account
- Norma General Fund
- Olivet General Fund
- Student Athletics Fund

FINANCIAL REPORTS

5. MANDATORY DIRECT DEPOSIT

Approve, by Resolution, the implementation of mandatory direct deposit for all employee compensation on or after July 1, 2014.

MANDATORY DIRECT DEPOSIT

PITTSBORO TOWNSHIP BOARD OF EDUCATION MINUTES – FEBRUARY 20, 2014

- HIB REPORTS** **B. HARASSMENT, INTIMIDATION & BULLYING REPORTS**
 With regard to Harassment, Intimidation and Bullying Reports filed, it is recommended that the Board of Education:
 – Approve the HIB report submitted at the January 2014 meeting.
 – Review the HIB report submitted at this meeting.
- STAFF WORKSHOP/ MILEAGE REQUESTS** **C. STAFF WORKSHOP/MILEAGE REQUESTS**
 Approval of the staff workshop/mileage requests.
- FUNDRAISERS** **D. FUNDRAISERS**
 Approval of the 2013-14 fundraisers.
- FIELD TRIPS** **E. FIELD TRIPS**
 Approval of the 2013-2014 field trips.
- WORKSHOPS** **F. WORKSHOPS**
 Approval of attendance at the *NJSAB Salary Guides Program* on March 15, 2014 for Mr. Miletta, Mrs. Smith and Mr. Wentzell. Registration is \$249 per person, plus costs per travel regulations.
- STUDENT PLACEMENT** **G. STUDENT PLACEMENT**
 It is recommended that the Board of Education approve the placement of a middle school student at the Salem County Alternative Middle School, effective following the Board's action for the remainder of the 2013-2014 school year, at a tuition rate of \$18,500/annum.
- AUDIENCE PARTICIPATION II** **XVIII. AUDIENCE PARTICIPATION II**
 Comments included the revised 2013-2014 school calendar, items relating to district website and joint purchasing.
- CLOSED SESSION** **XIX. RECESS INTO CLOSED SESSION**
 Moved by Mrs. Conover and seconded by Mrs. Hayman 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. (8:28 P.M.)
 Unanimously approved
- ADJOURN FROM CLOSED SESSION** Moved by Mr. Wentzell and seconded by Mr. Lawlor that the Board of Education adjourn from Closed Session. (9:20 P.M.)
 Unanimously approved
- The Board discussed moving the start of the Board Meeting to 7:00 P.M.
- ADJOURNMENT** **XXIV. ADJOURNMENT**
 Moved by Mrs. Penven and seconded by Mr. Rump that the Board of Education meeting be adjourned. (9:32 P.M.)
 Unanimously approved



 SUZANNE R. FOX ABDILL, BOARD SECRETARY