

PITTSGROVE TOWNSHIP BOARD OF EDUCATION WORK SESSION MINUTES – APRIL 10, 2014

The Work Session of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Thursday, April 10, 2014 7:00 P.M., Arthur P. Schalick High School.

I. PLEDGE TO THE FLAG

Board President, Mr. Dominick Miletta, opened the meeting at 7:02 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:

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.

CALL TO ORDER

III. DISTRICT MISSION STATEMENT

Board President, Mr. Dominick Miletta, 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

IV. The Board President, Mr. Dominick Miletta, called for a Roll Call of the Board:

Members Present: Mrs. Conover, Mrs. Hayman, Mr. Lawlor, Mr. Rumpff,
Mrs. Snyder, Mr. Wentzell, Mrs. Smith, Mr. Miletta

Members Absent: Mrs. Penven, Mr. Wheaton

Also in Attendance:

Mr. Henry Bermann, Superintendent; Mrs. Suzanne R. Fox Abdill, Business Administrator/Board Secretary; Mrs. Donna Meyers, Principal A.P. Schalick High School; Dr. Priscilla Ocasio-Jimenez, Principal Pittsgrove Township Middle School; Mrs. Patricia Gaburo, Principal, Olivet/Elmer/Norma Schools; Mr. Munafo, Technology Supervisor; Mrs. Angela Williams, Director of Guidance; the press, staff members, and the public.

ROLL CALL

V. WORK SESSION STATEMENT

Board President, Mr. Dominick Miletta, 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

VI. PRESENTATIONS

A. RECOGNITION OF EAGLE SCOUTS

APSHS Principal, Donna Meyers, will acknowledge the following four Schalick students who have achieved the rank of "Eagle Scout" with the Boy Scouts of America Daretown Troop #60:

- Derek Cohen
- Daniel Benjamin Coppage
- Daniel Todd Gilbert
- Nico Vederose

PRESENTATIONS

EAGLE SCOUT
RECOGNITION

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STUDENT AWARDS

B. STUDENT AWARDS (WORK SESSION)

- Principal for A.P. Schalick High School, Mrs. Meyers, presented the APSHS Cougars of the Month and Cougar Pride for April 2014.
- Principal for Pittsgrove Township Middle School, Dr. Ocasio-Jimenez, presented the PTMS Top Cats for March 2014.
- Principal for Olivet/Elmer/Norma Schools, Mrs. Gaburo, presented the Elmer Eagles of the Month for April 2014.
- Principal for Olivet/Elmer/Norma Schools, Mrs. Gaburo, presented the Olivet Owls of the Month for April 2014.

C. STUDENT REPRESENTATIVE'S REPORT – WORK SESSION ONLY

Lindsey Francis reported on the following: "*Footloose the Musical*"; Mr. Cougar; the April German exchange trip; the senior trip to Florida, April 26-29, 2014; the sports teams are doing well.

D. OVERVIEW OF GUIDANCE SERVICES; DISTRICT TECHNOLOGY (WORK SESSION)

- Director of Guidance, Angela Williams, provided an overview of guidance services.
- Technology Supervisor, Mike Munafo, provided an overview of district technology.

VII. COMMUNICATIONS

A. NOTICE OF RETIREMENT

Notice of retirement from district bus driver, Alexander (Jim) Whitesell, effective July 1, 2014.

It is recommended that the Board of Education accept the notice of retirement from district bus driver, Alexander (Jim) Whitesell, effective July 1, 2014.

B. LETTER OF THANKS FROM PITTSGROVE BASKETBALL ASSOCIATION

VIII. MINUTES

Approval of the following minutes:

- Board of Education Special Meeting March 13, 2014
- Board of Education Work Session Meeting March 20, 2014
- Board of Education Voting Session Meeting March 24, 2014

IX. MINUTES CLOSED SESSION

Approval of the following Closed Session minutes:

- Board of Education Special Meeting March 13, 2014
- Board of Education Work Session Meeting March 20, 2014
- Board of Education Voting Session Meeting March 24, 2014 (no Closed Session)

X. NJ DELEGATE REPORT – VOTING SESSION ONLY

XI. SUPERINTENDENT'S REPORT

A. PERSONNEL

1. SOURCE 4 TEACHERS SUBSTITUTES – APRIL 2014

Approval of the Source 4 Teachers substitutes for April 2014.

B. DISTRICT SECURITY/FIRE DRILLS

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

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C. SEMINARS/WORKSHOPS/CONFERENCES

Approval of attendance at the following seminars/workshops/conferences:

- BOE President, Superintendent and Mrs. Snyder – at NJSBA's *NASA Integrative STEM Program*, Goddard Space Flight Center, Greenbelt, MD, April 25, 2014. Registration is \$175 per person and includes meals and program materials. Transportation by NJPSA.
- BOE President, Superintendent and Mr. Lawlor – at *Courage to ConnectNJ*, PNC Bank Arts Center, Holmdel, NJ, May 2, 2014. Registration is \$35 per person, plus costs as permitted by travel policy.
- Business Administrator and Superintendent – at the *52nd Annual NJASBO Conference*, June 4-6 2014, Borgata Hotel, Atlantic City, NJ. Registration is \$150 per person, plus costs as permitted by travel policy.

XII. SCHOOL REPORTS

A. APSHS

Approval of Les Berry as a track game worker for the 2013-2014 school year.

B. PTMS

Acceptance of donations that will cover the cost for six (6) 7th grade students to attend the PTMS Camp Speers Eljabar trip who would otherwise be unable to attend.

XIII. SPECIAL EDUCATION

Approval of the April 3, 2014 CST memo listing Tuition Students Attending Pittsgrove Programs.

XIV. CURRICULUM & INSTRUCTION

Approval of the Wilmington University Fall 2014 Practicum Placement Request for Ronald Walters. He will be placed with Mary Ann Molis.

XV. AUDIENCE PARTICIPATION I

Comments were regarding concern about shared services invoices for maintenance; payments to Newfield School; update on Elmer School.

XVI. FOR YOUR INFORMATION

- A. ENROLLMENT REPORT – APRIL 2014
- B. SACC ENROLLMENT – APRIL 2014
- C. DISCIPLINE REPORTS
- D. STATE APPROVAL OF 2014-2015 PRESCHOOL PLAN UPDATE & BUDGET
- E. NJSBA MANDATED TRAINING PROGRAM

Tracy Penven completed training seminar, *Governance I*, which satisfies the training mandates of the School Ethics Act, N.J.S.A. 18A:12-33 et seq. for a first year board member.

XVII. BOARD OF EDUCATION BUSINESS

A. UNFINISHED BUSINESS (None)

B. NEW BUSINESS

1. BOE AGENDA DOCUMENTS
2. BOARD/ADMINISTRATIVE RETREAT
(This item appropriate for Closed Session due to contractual nature)
3. PUBLIC HEARING ON THE 2014-2015 BUDGET – MAY 5, 2014

Approval to set the date for the Public Hearing on the 2014-2015 Budget, to be held on May 5, 2014. **Note: The Public Hearing on the Budget must be held between April 24, 2014 and May 7, 2014.**

C. SPECIAL COMMITTEE REPORTS

PITTSGROVE TOWNSHIP BOARD OF EDUCATION WORK SESSION MINUTES – APRIL 10, 2014**XVIII. 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 February 28, 2014, 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 2014. The Treasurer's Report and Secretary's Report are in agreement for the month of February 2014.

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, 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 April 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.

E. TRANSFER OF FUNDS / TRANSFER STATUS REPORT

Approval of the transfers for February 2014 and the Transfer Status Report of February 2014.

F. WARRANTS

Approval of the bills for payment.

G. FINANCIAL REPORTS

Approval of the February 2014 financial reports as submitted:

- Pittsgrove Community School – SACC Fund
- Pittsgrove Township Schools Food Service Account
- 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 2014 is submitted for your review.

I. SALEM COUNTY ARTS, SCIENCE AND TECHNOLOGY ACADEMIES – HOST SITE PARTNERSHIP AGREEMENT, 2013-2014

Approval of the *2013-2014 Salem County Arts, Science and Technology Academies Host Site Partnership Agreement*.

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J. LOCAL GOVERNMENT ENERGY AUDIT PROGRAM

Approval of a contract with Clough Harbour and Associates to conduct an audit in participation with the Local Government Energy Audit Program, a New Jersey Board of Public Utilities Clean Energy Program, managed by TRC.

XIX. ADDENDUM

A. WARRANTS

Approval of the additional bills for payment.

B. COMMUNICATIONS – NOTICES OF CERTIFICATED BOARD MEMBER AWARDS

Letters from NJSBA indicating the Mr. Miletta, Mrs. Snyder and Mrs. Conover have earned the requirements to receive a Certificated Board Member award. They will be honored at the SCSBA spring dinner, Wednesday, April 30, 2014.

C. DISTRICT PARTICIPATION IN DREXEL UNIVERSITY CO-OP

Approval of district participation in Drexel University's cooperative education program. If the Board approves participation, a cooperative education student would work at Pittsgrove from September 2014 through March 2015.

D. REVISED TRANSPORTATION JOINTURE LIST 2013-2014

Approval of the revised Joint Transportation List for the 2013-2014 school year.

E. HARASSMENT, INTIMIDATION & BULLYING REPORTS

With regard to Harassment, Intimidation and Bullying Reports filed, Board of Education will:

- Approve the HIB report submitted at the March 2014 BOE meeting.
- Review the HIB report submitted at this meeting.

F. FUNDRAISERS

Approval of the 2013-2014 fundraisers.

G. FIELD TRIPS

Approval of the 2013-2014 field trips and the finalized dates, destination and student count of previously approved field trips which appear in bold print.

H. FOR DISCUSSION: GRANT WRITING & RELATED SERVICES

Attached is an information sheet on the grant writing firm of Seliger & Associates. I am seeking input on the Board's interest to engage a grant writer to explore and write grants for the district.

I. STAFF WORKSHOP/MILEAGE REQUESTS

Approval of the staff workshop/mileage requests.

J. NJOSEP CONTRACT FOR PARENT SURVEY: COHORT 8

Approval of the NJOSEP Contract for Parent Survey: Cohort 8. The survey is in compliance with IDEA 2004. Pittsgrove has been randomly selected to participate in the parent survey this year.

K. SEMI OPT-OUT 2014-2015

Approval, by Resolution, to opt out of participation in the NJ Special Education Medicaid Initiative (SEMI) for the 2014-2015 school year.

XX. AUDIENCE PARTICIPATION II

Comments included concerns about CST and special education students; grant writing; SEMI; strategic planning for follow-up meetings; high school parking issues.

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XXI. RECESS INTO CLOSED SESSION

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

1. Contractual Matter
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. (9:09 P.M.)

Unanimously approved

XXII. ADJOURN FROM CLOSED SESSION


Moved by Mr. Rumpp and seconded by Mrs. Smith that the Board of Education adjourn from Closed Session. (10:01 P.M.)

Unanimously approved

XXIII. ADJOURNMENT

Moved by Mr. Rumpp and seconded by Mrs. Smith that the Board of Education meeting be adjourned. (10:22 P.M.)

Unanimously approved



SUZANNE R. FOX ABDILL, BOARD SECRETARY