

The Work Session of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Thursday, September, 18, 2014, 7:00 P.M., Arthur P. Schalick High School.

I. PLEDGE TO THE FLAG

Board Vice President, Mrs. Smith, opened the meeting at 7:06 P.M., leading the group in the pledge to the flag.

PLEDGE TO THE FLAG

II. CALL TO ORDER

Board Vice President, Mrs. Smith, read the following statement:

The New Jersey Open Public Meetings law was enacted to ensure the right 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.

OPEN PUBLIC MEETINGS LAW

III. DISTRICT MISSION STATEMENT

Board Vice President, Mrs. Smith, read the District Mission Statement:

In partnership with the community, we promote the academic and personal growth of each student through rigorous programs that support lifelong learning.

DISTRICT MISSION STATEMENT

IV. ROLL CALL

The Board Vice President, Mrs. Smith, called for a Roll Call of the Board:

Members Present: Mrs. Mullin, Mrs. Penven, Mr. Rump, Mrs. Snyder, Mr. Wentzell, Mr. Wheaton, Mrs. Smith

ROLL CALL

Members Absent: Mrs. Conover, Mr. Lawlor, Mr. Miletta

Also in Attendance:

Mr. Henry Bermann, Superintendent; Mrs. Suzanne R. Fox Abdill, Business Administrator/Board Secretary; Ms. Yvette DuBois, Director of Curriculum and Instruction; Mrs. Donna Meyers, Principal of APSHS; Dr. Priscilla Ocasio-Jimenez, Principal of PTMS; Mr. Dan Bruce, Principal of Elmer & Norma Schools; Mr. Tino Monti, Assistant Principal of Olivet School; Ms. Christina Battiato; Director of CST; Ms. Angela Williams, Director of Guidance.

V. WORK SESSION STATEMENT

Board Vice President, Mrs. Smith, 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. NJ SCHOOL BASED YOUTH SERVICES PROGRAM

Ms. Angela Williams, Director of Guidance at Pittsgrove Township Schools, along with Mrs. Ledden, Director-LINK at Inspira Health Network gave a presentation on NJ School Based Youth Services Program.

If approved, Pittsgrove Township School District will apply for the associated grant with Inspira Health Network being the lead agent.

PRESENTATIONS

NJ SCHOOL BASED YOUTH SERVICES

VII. COMMUNICATIONS

A. NOTICE OF RETIREMENT

Notice of retirement from 3rd Grade Teacher, Joyce Maier, effective July 1, 2015.

It is recommended that the Board of Education accept the notice of retirement from 3rd Grade Teacher, Joyce Maier, effective July 1, 2015.

NOTICE OF RETIREMENT – J. MAIER

REQUEST FOR
LEAVE –
M. MAYER

B. REQUEST FOR UNPAID INTERMITTENT LEAVE OF ABSENCE

Request from secretary, Michele Mayer, for intermittent unpaid leave of absence.

Following review of the request, it is recommended that the Board of education approve Ms. Mayer's request for unpaid leave of absence for nine (9) days due to FMLA ineligibility; and that FMLA be invoked for the February absences since Ms. Mayer will be FMLA eligible at that time.

MINUTES

VIII. MINUTES

Approval of the following minutes:

- Board of Education Special Meeting - August 7, 2014
- Board of Education Special Meeting - August 11, 2014
- Board of Education Work Session - August 21, 2014
- Board of Education Meeting - August 25, 2014

EXECUTIVE
SESSION
MINUTES

IX. MINUTES CLOSED SESSION

Approval of the following Closed Session Minutes:

- Board of Education Meeting - August 25, 2014

STUDENT
REPRESENTA-
TIVE REPORT

X. STUDENT REPRESENTATIVE'S REPORT - WORK SESSION ONLY

Will begin in October.

NJ DELEGATE

XI. NJ DELEGATE REPORT - VOTING SESSION ONLY

XII. SUPERINTENDENT'S REPORT

A. PERSONNEL

1. SOURCE 4 TEACHERS SUBSTITUTES

Approval of the Source4Teachers substitute list for September, 2014.

2. SACC CAREGIVER

Approval of the re-employment of Krista Martin as a SACC caregiver at Elmer school at the rate of \$12.24/hour. She has previously worked in the SACC program. All appropriate documentation is on file.

S4T LIST

SACC
CAREGIVER –
K. MARTIN

VVSA & HIB
PROGRAMS

B. VANDALISM, VIOLENCE, SUBSTANCE ABUSE & HIB INVESTIGATIONS, TRAINING, PROGRAMS - PERIOD 2

Approval of the following data submitted to the State of New Jersey on July 14, 2014, for Period 2 (January 1, 2014 - June 30, 2014) of the 2013-14 school year. This data was due to the State of NJ on July 15, 2014, and must be approved by the Board of Education between September 1, 2014 and December 31, 2014.

- District HIB Summary Report - Period 2
- District Report of Vandalism & Violence - Period 2
- District Summary Report of HIB Investigations, Training & Programs - Period 2

XIII. SCHOOL REPORTS

A. APSHS

1. CO-CURRICULAR APPOINTMENTS 2014-15

Approval of the stipend and volunteer co-curricular appointments for the 2014-15 school year. Stipends appear at the 2013-14 rate and will be adjusted upon completion of negotiations. Note: All appropriate documentation has been submitted by volunteer field hockey coach, Megan Neher.

2. ESTABLISH INTERACT CLUB

Approval to establish an Interact Club at Schalick High School for the 2014-15 school year. Also approval to accept, on behalf of the Rotary Clubs of Vineland and Bridgeton Breakfast, \$1,285.00 donated to cover the cost of an Advisor for this club. Lastly, approval of Joyce Moskalow as the Advisor for the Interact Club.

CO-
CURRICULAR
APPOINTMENT

INTERACT
CLUB

3. GIRLS TENNIS - DONATION

Acceptance of an anonymous donation of \$4,700.00 to the girls Tennis Team for the purchase of their sportswear.

GIRLS TENNIS
DONATION

XIV. SPECIAL EDUCATION

A. CST MONTHLY STUDENT UPDATE

Approval of the September 9, 2014 Monthly Update of Pittsgrove Students.

SPECIAL
EDUCATION
CST MONTHLY
UPDATE

B. TUITION STUDENTS ATTENDING PITTSGROVE PROGRAMS

Approval of the:

- Elmer tuition students attending Pittsgrove programs;
- Deerfield tuition students attending Pittsgrove programs.

TUITION
STUDENTS
ATTENDING PTSD

C. PITTSGROVE OUT-OF-DISTRICT PLACEMENTS

Approval of the 2014-15 Pittsgrove out-of-district placements and their respective costs.

PTSD OOD
PLACEMENTS

XV. CURRICULUM & INSTRUCTION

A. CURRICULA

Approval of the following new and revised curricula:

New Curricula

- Grade 8 Technology
- Marine Science CP
- Creative Arts II

Revised Curricula

- Grade 6 ELA
- Grade 7 ELA
- Grade 7 Mathematics
- Grade 8 World History

NEW AND
REVISED
CURRICULA

B. TITLE I EXTENDED DAY PROGRAM STAFF APPOINTMENTS

Approval of the following appointments for the Title 1 Extended Day Programs. Staff members will be paid via NCLB grant funds at the contracted tutoring rate.

TITLE I
EXTENDED DAY
PROGRAM STAFF
APPOINTMENTS

Elmer Elementary School

Gwen Acosta

Gail Lazzati

Donna Poolake

Karen Snyder

Alternate: Annette Scholl

Olivet Elementary School

Ron Athey

Christine Cunningham

Robert Hall

Carly Lovelace

Brandon Mathews

PTMS

Traci Armentani

Mark Boyle

Kimberly Hetzell

Lisa McClintock

Jeremy Smith

Daniel Wyckoff

XVI. AUDIENCE PARTICIPATION I

No comments.

AUDIENCE
PARTICIPATION I

FYI
B&A
HANDOUT

- XVII. FOR YOUR INFORMATION
 - A. BOARD & ADMINISTRATOR FOR SCHOOL BOARD MEMBERS
September 2014, Vol. 28, No. 5 (Handout)

BOE BUSINESS
UNFINISHED
BUSINESS

- XVIII. BOARD OF EDUCATION BUSINESS
 - A. UNFINISHED BUSINESS
 - 1. ADDITIONAL SPENDING PROPOSAL
 - 2. GRANT UPDATE
 - 3. PITTSGROVE DAY RESULTS
 - 4. DRESS CODE COMMITTEE TO BE ESTABLISHED

NEW
BUSINESS
POLICY
REVISIONS –
1ST READING

- B. NEW BUSINESS
 - 1. BOARD POLICY REVISIONS - 1st READING
Approval of the first reading of the following NJSBA revised policies. Mark Up and current policies are attached for each:
 - 3542.1 - *Wellness and Nutrition*
 - 5120 - *Assessment of Individual Needs*
 - 6142.4 - *Physical Education and Health*
 - 6146 - *Graduation Requirements*

POLICY
REVISIONS –
2ND READING
& ADOPTION

- 2. BOARD POLICY REVISIONS - 2nd READING & ADOPTION
 - 9322 – *Public & Executive Sessions*

C. SPECIAL COMMITTEE REPORTS

JUNE 2014
REVISED
REPORTS

- XIX. BUSINESS AND FINANCE REPORT
 - A. JUNE 2014 REVISED REPORTS
Approval of the following reports for June, 2014:
 - Board Secretary's Report (*Final*)
 - Treasurer's Report (*Revised*)
 - Transfers of June 25, 2014 through June 30, 2014 (*Final*)
 - Transfer Status Report (*Revised*)

Note: The final Board Secretary's Report and revised Treasurer's Report are in agreement for the month of June, 2014.

BOARD
SECRETARY'S
REPORT

- B. 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 July 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.

TREASURER'S
REPORT

- C. TREASURER'S REPORT
Treasurer's Report, in accordance with 18A:22-8.1 and 18A:22-8.2, for the month of July 2014. The Treasurer's Report and Secretary's Report are in agreement for the month of July 2014.

REVENUE
SUMMARY

- D. 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 July 2014.

CERTIFICATION

- E. CERTIFICATION
Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pittsgrove Township Board of Education certifies that as of September 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 2014-2015 fiscal year.

- | | |
|---|---|
| <p>F. TRANSFER OF FUNDS / TRANSFER STATUS REPORT
Approval of the Transfer Status Report as of July 2014 and the transfers dated July 2014.</p> | <p>TRANSFER LIST
TRANSFER
STATUS
REPORT</p> |
| <p>G. WARRANTS
Approval of the bills for payment.</p> | <p>WARRANTS</p> |
| <p>H. FINANCIAL REPORTS
Approval of the July 2014 financial reports as submitted:</p> <ul style="list-style-type: none"> • 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 | <p>FINANCIAL
REPORTS</p> |
| <p>I. BUDGET SUMMARY
The Budget Summary for September 2014 is submitted for your review.</p> | <p>BUDGET
SUMMARY</p> |
| <p>J. SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF PITTSGROVE
Approval of the Shared Service Agreement between Pittsgrove Township Board of Education and The Township of Pittsgrove for custodial services provided by Board of Education employees at three (3) Township buildings: the Township Municipal Building, Public Works Annex, and the Senior Center. The Township will pay The Board \$1.00 per year for the custodial services.</p> | <p>SHARED
SERVICE
AGREEMENT –
PITTSGROVE
TWP.</p> |
| <p>K. NJASBO PROFESSIONAL DEVELOPMENT PROGRAMS
Approval of the Superintendent and Business Administrator to attend NJASBO Professional Development Programs, for the 2014-2015 school year, as submitted.</p> | <p>NJASBO
PROFESSIONAL
DEVELOPMENT</p> |
| <p>L. VOID OUTSTANDING PAYROLL CHECKS
Approval to void outstanding payroll checks, as submitted.</p> | <p>VOID O/S
PAYROLL
CHECKS</p> |
| <p>M. USE OF DISTRICT MAINTENANCE VEHICLES
Approval of the submitted, designated employees' use of district maintenance vehicles during the 2014-2015 school year.</p> | <p>USE OF MAINT.
VEHICLES</p> |
| <p>N. RESOLUTION - NJ MOTOR VEHICLE COMMISSION
Approval and authorization of, by Resolution, Todd Boston to act as the Board's representative to complete and deliver paperwork regarding district vehicles to the NJ Motor Vehicle Commission, for the 2014-2015 school year.</p> | <p>RESOLUTION –
NJMVC</p> |
| <p>O. VEHICLE DISPOSAL
Approval of the removal and disposal of three (3) inactive maintenance vehicles, as submitted. These vehicles have high mileage and major mechanical and/or structural issues, which are beyond any reasonable repair.</p> | <p>VEHICLE
DISPOSAL</p> |
| <p>P. NEW ACCOUNT
Approval for opening a new activity account #229, for the Class of 2018.</p> | <p>NEW ACCOUNT</p> |
| <p>Q. 2014-2015 SCSSSD TUITION CONTRACTS
Approval of the following tuition contracts with Salem County Special Services School District, effective September 1, 2014 through June 30, 2015:</p> <ul style="list-style-type: none"> • Alternative Middle School- 1 student for a total cost of \$ 18,500.00 • Alternative High School- 1 student for a total cost of \$ 20,500.00 • Behavioral Disabilities- 1 student for a total cost of \$ 37,850.00 • Transitional Career Program- 4 students for a total cost of \$173,340.00 | <p>14-15 SCSSSD
TUITION
CONTRACTS</p> |

O. FOR YOUR INFORMATION

1. NOTICE OF IMPASSE

NJEA - Notice of Impasse

FYI
NOTICE OF
IMPASSE

XXI. AUDIENCE PARTICIPATION II

No comments.

AUDIENCE
PARTICIPATION
II

XXII. RECESS INTO CLOSED SESSION

(No closed session)

CLOSED
SESSION

The Superintendent's evaluation was handed out for Board Member review.

The Superintendent reviewed policy #1140 regarding regulations by the State and ethics in relation to the election policy.

SUPERINTEN-
DENT
DISCUSSION


XXIII. ADJOURNMENT

Moved by Mrs. Penven and seconded by Mr. Rump that the Board of Education meeting be adjourned.

(8:09 P.M.)

Unanimously approved

ADJOURNMENT


Suzanne R. Fox Abdill, Board Secretary