

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –OCTOBER 16, 2014

The Work Session of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Thursday, October 16, 2014, 7:00 P.M., Arthur P. Schalick High School.

I. PLEDGE TO THE FLAGPLEDGE TO THE
FLAG

Board President, Mr. Miletta, opened the meeting at 7:00 P.M., leading the group in the pledge to the flag.

Due to lack of a quorum, the Presentations section was conducted at this time.

II. PRESENTATIONS

PRESENTATIONS

A. STUDENT AWARDS

A.P. SCHALICK HIGH SCHOOL - Mrs. Donna Meyers, Principal, and Mr. Douglas Volovar, Assistant Principal, presented the APSHS Cougars of the Month and Cougar Pride for October 2014.

PITTSGROVE TOWNSHIP MIDDLE SCHOOL - Dr. Priscila Ocasio-Jimenez, Principal, presented the PTMS Top Cats for October 2014.

OLIVET SCHOOL - Mr. Tino Monti, Assistant Principal, presented the Olivet Owls of the Month for October 2014

ELMER SCHOOL - Mr. Daniel Bruce, Principal, presented the Elmer Eagles of the Month for October 2014

III. CALL TO ORDEROPEN PUBLIC
MEETINGS LAW

Board President, Mr. Miletta, 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.

IV. DISTRICT MISSION STATEMENTDISTRICT MISSION
STATEMENT

Board President, Mr. Miletta, 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.

V. Chain of Communication Regarding School Related Matters**VI. ROLL CALL**

ROLL CALL

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

Members Present: Mrs. Conover, Mr. Lawlor, Mrs. Mullin, Mr. Rumpp, Mr. Wheaton, Mr. Miletta

Members Absent: Mrs. Penven, Mrs. Snyder, Mr. Wentzell, Mrs. Smith

Also in Attendance:

PITTSBURGH TOWNSHIP BOARD OF EDUCATION MINUTES –OCTOBER 16, 2014

Mr. Henry Bermann, Superintendent; Ms. Donna Keech, Acting Board Secretary; Ms. Yvette DuBois, Director of Curriculum & Instruction (8:00P.M); Mrs. Donna Meyers, Principal of APSHS; Dr. Priscilla Ocasio-Jimenez, Principal of PTMS; Mr. Dan Bruce, Principal of Elmer & Norma Schools; Mr. Doug Volovar, Assistant Principal of APSHS, Mr. Tino Monti, Assistant Principal of Olivet School; Ms. Christina Battiato; Director of Special Education; Ms. Kerri Wright, Board Solicitor; staff members and the public.

VII. 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.

VIII. COMMUNICATIONS

No communications were received.

MINUTES

IX. MINUTES

Approval of the following minutes:

- Board of Education Work Session - September 18, 2014
- Board of Education Meeting - September 22, 2014

STUDENT
REPRESENTATIVE

X. STUDENT REPRESENTATIVE'S REPORT - WORK SESSION ONLY

Joanna Soyryng reported that the TV's are a great addition; Spirit Week has been fun; and that Homecoming was the following night.

XI. NJ DELEGATE REPORT - VOTING SESSION ONLY

ACTING BOARD
SEC-D.KEECH

Moved by Mr. Lawlor and seconded by Mr. Rump to appoint Mrs. Donna Keech as Acting Board Secretary for the October 16, 2014, meeting.

Roll Call: Ayes (6) Mrs. Conover, Mr. Lawlor, Mrs. Mullin, Mr. Rump, Mr. Wheaton, Mr. Miletta

Noes (0)

Abstain (0)

Motion Carried

XII. SUPERINTENDENT'S REPORT

A. PERSONNEL

OLIVET PRINCIPAL
TINO MONTI

1. OLIVET SCHOOL PRINCIPAL APPOINTMENT

The Superintendent recommends approval of the appointment of Tino Monti to the position of Olivet School Principal, effective January 1, 2015 for the remainder of the 2014-15 school year, at Step 1, \$90,923.00, prorated. Mr. Monti will replace retiring Olivet Principal, Mrs. Gaburo.

SOURCE 4
TEACHERS

2. SOURCE 4 TEACHERS SUBSTITUTES

Approval of the Source4Teachers substitute list for October, 2014.

INTERN-
M.CZEKALSKI

3. INTERN - FIELD EXPERIENCE

Approval of the Rowan University/Schalick High School Affiliation Agreement permitting Madleine Czekalski to participate in a required practicum, September 2014 through December 2014, under Dana Logandro, Substance Abuse Counselor, at PTMS and APSHS. This field experience will fulfill Ms. Czekalski's psychology requirement while attending Rowan University.

MASTERS -
S. BARUFFI

4. COMPLETION OF MASTERS IN READING PROGRAM

Permission for Teacher, Stephanie Baruffi, to conduct her master's thesis research project in her 4th Grade Basic Skills classroom.

B. FIRE/SECURITY DRILLS

Approval of the district fire/security drills for September, 2014.

XIII. SCHOOL REPORTS

A. APSHS

1. ALTERNATIVE HIGH SCHOOL PLACEMENTS

Approval of the the placement of a Schalick student at the Salem County Alternative High School, effective October 6, 2014 for the 201415 school year at a tuition rate of \$20,500/per annum.

2. GIRLS TENNIS - DONATION IN LIEU OF FUNDRAISING

Acceptance of a \$200 donation to the Girls Tennis Team in lieu of participation in fundraising.

3. APSHS Principal, Donna Meyers, requested the addition of an energy grant acceptance be placed on the October 20, 2014, Agenda.

4. FIELD TRIP QUESTION FROM OCTOBER 9, 2014 MEETING:

How are students selected for the trips to Cooper that occur twice a year? Principal of APSHS, Donna Meyers, answered that the students are selected by the counselor using the following criteria:

- a. Those with drug or alcohol problems;
- b. Those pursuing medical careers; and
- c. The remainder on a first-come-first-served basis

ALTERNATIVE HS

GIRLS TENNIS
DONATION

ENERGY GRANT

FIELD TRIP
QUESTION

B. PTMS

1. PSEG GRANT SUBMISSION

Approval to submit an "Our Giving" grant application offered through PSEG. This grant will assist in funding the 7th Grade camping trip.

2. CO-CURRICULAR APPOINTMENTS 2014-15

Approval of the 2014-15 PTMS co-curricular appointments. Stipend amounts appear at the 2014-15 rate and will be adjusted upon completion of negotiations.

3. With regard to the 7th grade camping trip, Mr. Bermann reviewed Policy 6153 item H. Dr. Ocasio-Jimenez indicated fundraisers were scheduled to reduce trip cost.

PSEG GRANT

CO-CURRICULAR
APPOINTMENTS7TH GRADE
CAMPING TRIP

XIV. SPECIAL EDUCATION

A. MONTHLY UPDATES

Approval of the following monthly updates:

- Special Education Update of Pittsgrove Students, dated October 3, 2014;
- Tuition Students attending Pittsgrove Programs.

SPECIAL
EDUCATION

B. SUBMISSION OF IDEA FY2014 AMENDMENT

Approval of submission of the IDEA FY 2014 Amendment detailing Preschool carry-over funds totaling \$3,363.

IDEA FY2014

XV. CURRICULUM & INSTRUCTION (moved to XX)

XVI. AUDIENCE PARTICIPATION I

There was no public comment.

XVII. BOARD OF EDUCATION BUSINESS

A. UNFINISHED BUSINESS

1. ADDITIONAL SPENDING PROPOSAL

ADDITIONAL
SPENDING PROP

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –OCTOBER 16, 2014

Advertisement will be in the Fall Newsletter.

2. DRESS CODE COMMITTEE TO BE ESTABLISHED

Mrs. Pat Snyder will be the Chair of the Committee and Mrs. Tracy Penven will be the BOE Member. Renee Jost will provide the Board President with names of the committee members.

B. NEW BUSINESS

1. BOARD POLICY REVISIONS - 2nd READING & ADOPTION

Approval of the second reading and adoption 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*

C. SPECIAL COMMITTEE REPORTS - None

**BUSINESS AND
FINANCE**

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 August 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**

B. TREASURER'S REPORT

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

**REVENUE
SUMMARY**

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 August 2014.

CERTIFICATION

D. CERTIFICATION

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

TRANSFERS

E. TRANSFER OF FUNDS / TRANSFER STATUS REPORT

Approval of the Transfer Status Report as of August 2014 and the transfers dated August 2014 and September 2014.

WARRANTS

F. **WARRANTS

Approval of the bills for payment.

G. FINANCIAL REPORTS

Approval of the August 2014 financial reports as submitted:

Pittsgrove Community School-SACC Fund

Pittsgrove Township Schools Food Service Account

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –OCTOBER 16, 2014

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 September 2014 is submitted for your review.

I. CONTRACTS & UPDATES TO CONTRACTS**1. MISSION ONE ADDENDUM**

MISSION ONE
 ADDENDUM

Approval of the addendum to the agreement with Mission One Educational Staffing Services, LLC, which adds the position of Paraprofessional at the rate of \$12.50 per hour. The District will be billed \$18.38 per hour for this position.

2. 2014-15 YMCA POOL CONTRACT

YMCA POOL
 CONTRACT

Approval of the YMCA Swim Team Rental Agreement for use of the pool for the 2014-2015 swim season. The 14-15 contract totals \$4,940.00, which is an increase of \$980.00 from the 13-14 contract total of \$3,960.00. Increase was discussed, more information will be provided.

TRANSPORTATION
 JOINTURES

J. 2014-2015 REVISED TRANSPORTATION JOINTURES

Approval of the 2014-2015 Revised Transportation Jointures, as submitted.

K. COMPREHENSIVE MAINTENANCE PLAN

MAINTENANCE
 PLAN

Authorization, by Resolution, for the Business Administrator to submit the three year Comprehensive Maintenance Plan for the Pittsgrove Township School District, in compliance with the Department of Education requirements. Also authorization to submit the Evaluation of School Buildings facilities checklist to the Salem County Office. The Evaluation of School Buildings facilities checklist is on file in the Business Administrator's office.

L. FOR YOUR INFORMATION**1. DISTRICT ENROLLMENT****2. AVERAGE CLASS SIZE**

September 2014 average class size is attached. This information will be provided twice a year, in September & February.

3. The Board requested the average class size of Olivet School be provided again at the November Board Meeting.

4. SACC ENROLLMENT**5. DISCIPLINE REPORTS****6. CERTIFICATED STAFF LANE CHANGES****7. CST DIRECTOR'S REPORT****8. SCHOOL CLIMATE TRANSFORMATION GRANT STATUS****9. IDEA 2015 GRANT APPLICATION FINAL APPROVAL****10. EVALUATION EQUIVALENCY AND WAIVER PROCESS APPROVED****XIX. ADDENDUM**

ADDENDUM
 HIB REPORTS

A. HARASSMENT, INTIMIDATION & BULLYING REPORTS

With regard to Harassment, Intimidation & Bullying reports filed:

- Board approval of the HIB report for September, 2014;
- Board review of the HIB report submitted in October, 2014.

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –OCTOBER 16, 2014

- FUNDRAISERS B. 2014-2015 FUNDRAISERS
Approval of the 2014-2015 Fundraisers.
- FIELD TRIPS C. 2014-2015 FIELD TRIPS
Approval of the 2014-2015 Field Trips and revised cost of a previously approved Field Trip which appears in bold print.
- WORKSHOP MILEAGE D. STAFF WORKSHOP/MILEAGE REQUESTS
Approval of the staff workshops/mileage requests.
- E. FOR YOUR INFORMATION
1. PITTSGROVE ARTS FOUNDATION MEMBERS 2014-15 - The Board will have a presence at the meetings.
- LETTER TO STATE MEDIATOR 2. LETTER TO NJ STATE MEDIATOR
Paul Kalac, Esq., Negotiations Counsel for Pittsgrove Township Board of Education, informed Anthony Bagliore, State of New Jersey Mediator, of the Pittsgrove Township Board of Education and the Pittsgrove Education Association signing a Memorandum of Agreement. Since both parties have signed the Memorandum of Agreement, there is no need for the State's involvement in the matter.
- F. BOARD OF EDUCATION BUSINESS
1. UNFINISHED BUSINESS
a. SCHOOL CLIMATE TRANSFORMATION GRANT STATUS See Item L. For Your Information, #7. To date, payment for one-half of the application fee has not been received.
- GRANT STATUS
- TRAILER AT ELMER b. STATUS OF TRAILER AT ELMER SCHOOL
The Elmer Board of Education has received DOE approval for the placement of a trailer at Elmer School. Same will be presented to the Elmer Board of Education.
2. NEW BUSINESS
a. PARENT COMPLAINT LETTER RE: SACC CAREGIVER
Neither the Board Office nor Administration has received a parent complaint regarding a SACC caregiver. (Addressed in Closed Session)
- PARENT COMPLAINT-SACC
- b. LETTER FROM HIGH SCHOOL STUDENT RE: DRESS CODE
A letter was received today, October 14, 2014, 3:00 P.M. (Addressed in Closed Session)
- STUDENT LETTER DRESS CODE
- c. BOARD'S RESPONSE TO LETTER FROM STERLING HIGH SCHOOL
The Board Secretary is investigating Sterling High School's request and will draft a response.
- BOE RESPONSE TO STERLING LETTER
- d. NOVEMBER 2014 MEETING SCHEDULE CONFLICTS
BOE Work Session scheduled for Thursday, 11/20/14
BOE Voting Session scheduled for Monday, 11/24/14
Thanksgiving is Thursday, 11/27/14
- NOVEMBER MTG CONFLICT
- ARRIVAL OF MS. DUBOIS Ms. Yvette DuBois, Director of Curriculum & Instruction arrived at 8:00 P.M.

XX. CURRICULUM & INSTRUCTION

A. QSAC SOA

Review and approval of the NJQSAC Statement of Assurance for the 2014-2015 school year.

QSAC SOA

B. TITLE I EXTENDED DAY PROGRAM STAFF APPOINTMENT

Approval of the additional appointment for the Title 1 Extended Day Program at Olivet Elementary School. Staff members are paid via NCLB grant funds at the contracted tutoring rate.

TITLE I

Olivet Elementary School

Emeline Monteleone

C. CURRICULA

Approval of the following new and revised curricula:

New Curricula

- Grade 7 Technology - Lego Robotics (new)

Revised Curricula

- Grade 6 Technology (revised)
- Dance I and II (revised)
- Dance III and IV (revised)
- Theater III (revised)
- Advanced Theater (revised)
- Portfolio Preparation - Art (revised)

XXI. AUDIENCE PARTICIPATION II

The following was discussed:

- PARCC testing readiness at Olivet School
- Benefits of the Mission One Addendum

XXII. RECESS INTO CLOSED SESSION

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

RECESS INTO
CLOSED
SESSION

- Superintendent's Evaluation
- Personnel Matter – PASA request for additional sick days for a unit member
- Personnel Matter – SACC
- 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. (8:40 P.M.)

Unanimously approved

Mr. Bermann was excused at 8:41 P.M. for the discussion of the Superintendent's Evaluation and returned at 9:35 P.M. for the remainder of the Closed Session.

Mrs. Mullin was excused at 10:35 P.M. due to a conflict with the PEA/PSSA MOA and returned at 10:45 P.M. for the remainder of the Closed Session.

XXIII. ADJOURN FROM CLOSED SESSION

Moved by Mrs. Mullin and seconded by Mr. Wheaton that the Board of Education adjourn from Closed Session. (10:55 P.M.)

ADJOURN FROM
CLOSED SESSION

Unanimously approved

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –OCTOBER 16, 2014

The following items were brought up in Closed Session but determined to be Open Session subjects. They were discussed after Closed Session was adjourned:

- Cafeteria Seating at APSHS
- Student Letter about Dress Code - refer to Dress Code Committee

ADJOURNMENT

XXIV. ADJOURNMENT

Moved by Mrs. Mullin and seconded by Mrs. Conover that the Board of Education meeting be adjourned. (11:00 P.M.)

Unanimously approved



Donna Keech, Acting Board Secretary