

The Work Session of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Thursday, March 19, 2015, 7:00 P.M., Arthur P. Schalick High School.

I. PLEDGE TO THE FLAG

PLEDGE TO THE FLAG

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

II. CALL TO ORDER

CALL TO ORDER

Board President, Mr. Dominick 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, South Jersey Times, Elmer Times and The Daily Journal.

III. DISTRICT MISSION STATEMENT

MISSION STATEMENT

The Board 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.

IV. CHAIN OF COMMUNICATION

V. ROLL CALL

ROLL CALL

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

Members Present: Mrs. Conover, Mr. DiMatteo, Mrs. Mullin, Mrs. Snyder (7:11 P.M.), Mr. Wentzell, Mrs. Smith and Mr. Miletta

Members Absent: Mr. Lawlor, Mrs. Penven and 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; Mr. Tino Monti, Principal of Olivet School; Mr. Daniel Bruce, Principal, Elmer and Norma Schools; Mr. Michael Munafo, Technology Supervisor; Ms. Christina Battiato; Director of Special Education; Ms. Kerri Wright, Board Solicitor; staff members and the public.

VI. WORK SESSION STATEMENT

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.

VII. PRESENTATIONS

A. STUDENT AWARDS

STUDENT AWARDS

- Mr. Bruce, Principal, Norma School, presented the Norma Cubs of the Month for March 2015.
- Mr. Bruce, Principal, Elmer School, presented the Elmer Eagles of the Month for March 2015
- Mr. Monti, Principal, Olivet School, presented the Olivet Owls of the Month for March 2015
- Dr. Ocasio-Jimenez, Principal, Pittsgrove Township Middle School, presented the PTMS Top Cats for March 2015

Mrs. Snyder arrived at 7:11 P.M.

MRS. SNYDER ARRIVED

- Mrs. Meyers, Principal, A.P. Schalick High School, presented the APSHS Cougars of the Month and Cougar Pride for March 2015

SCIENCE FAIR WINNERS

B. SCIENCE FAIR WINNERS

- Karen Cerefice, PTMS Science and 8th Grade Lead Teacher, presented certificates to the PTMS Science Fair winners.

MUSIC PRESENTATION

C. MUSIC DEPARTMENT PRESENTATION

- The Music Department presented "*Music in Our Schools*".

RECESS

Moved by Mr. DiMatteo and seconded by Mrs. Mullin that the Board of Education recess. (7:54 P.M.) Unanimously Approved

RESUME

Moved by Mr. DiMatteo and seconded by Mrs. Snyder that the Board of Education resume the meeting. (8:02 P.M) Unanimously Approved

OPEN COMMENT

VIII. OPEN PUBLIC COMMENT – Renee Jost thanked the Board for their participation in the Green and Gold competition. Mrs. Snyder and Mr. Miletta were judges for the event.

IX. COMMUNICATIONS

L. SMITH RETIREMENT

A. NOTICE OF RETIREMENT

1. Notice of retirement, effective April 1, 2015, submitted by bus driver, Linda Smith.

Acceptance of the notice of retirement submitted by bus driver, Linda Smith, effective April 1, 2015.

MINUTES

X. MINUTES

Approval of the following Minutes:

- Work Session Minutes, February 19, 2015
- Voting Session Minutes, February 23, 2015

XI. MINUTES CLOSED SESSION

Approval of the following Closed Session Minutes:

- Closed Session Minutes, February 19, 2015

STUDENT REPS

XII. STUDENT REPRESENTATIVE'S REPORT - WORK SESSION ONLY

A. SCHALICK HIGH SCHOOL – Joanna Soyering discussed the following: Disney Trip, Green & Gold, Spirit Day and the Academic Team won the County victory, led by Ms. Pedrick.

B. MIDDLE SCHOOL – Samantha Smith and Angelina Panarello discussed the following: PARCC Testing nearly over, PEAC, Black History Month, Spring Carnival March 20th, PTSO Skating Party, Academic League being undefeated and Family Fun Night being rescheduled because of snow.

XIII. NJ DELEGATE REPORT - VOTING SESSION ONLY

XIV. SUPERINTENDENT'S REPORT

A. PERSONNEL

A.HARS PT SPECIAL ED TEACHER

1. **CERTIFICATED STAFF APPOINTMENT (ADDENDUM)

The Superintendent recommends approval of the appointment of Alyssa Hars to the position of Part Time (49%) Special Education Teacher, APSHS, Step 1BA, \$49,500, prorated, effective Tuesday, March 24, 2015, for the remainder of the 2014-15 school year. Ms. Hars is replacing Cheryl Cutter who transferred to Olivet.

2. **ADMINISTRATIVE SUBSTITUTES (ADDENDUM)

ADMIN SUBS-S.BERKOWITZ L.THOMAS T. AGNEW

Approval of Dr. Stephen Berkowitz and Dr. Loren Thomas as Administrative Substitutes for the remainder of the 2014-15 school year. Mr. Thomas Agnew was previously approved by the Board. They will be used on an "as-needed" basis.

3. SOURCE4TEACHERS SUBSTITUTES

Approval of the additional Source4Teachers substitutes for March, 2015.

4. AS NEEDED NIGHT SECURITY

The Superintendent recommends approval of the appointment of Timothy McLaughlin to the position of as needed security, \$15/hour, effective upon receipt of his criminal history clearance for the remainder of the 2014-15 school year.

MCLAUGHLIN
NIGHT
SECURITY

B. HIB REPORTS

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

- approval of the HIB report submitted in February 2015;
- review of the HIB report submitted at this meeting.

HIB REPORTS

C. FIRE/SECURITY DRILLS

Approval of the district fire/security drills for February, 2015.

FIRE/SEC
DRILLS

D. SEMINARS/WORKSHOPS & CONFERENCES

Approval for the Superintendent and Business Administrator's to attend the 53rd Annual NJASBO Conference, June 3-5, 2015, at the Borgata Hotel in Atlantic City. Registration is \$150.00 for members.

SEMINARS

E. 2014-2015 FUNDRAISERS

Approval of the 2014-2015 Fundraisers and the revised dates of previously approved Fundraisers which appear in bold print.

FUNDRAISERS

F. 2014-2015 FIELD TRIPS

Approval of the 2014-2015 Field Trips and the revised dates of previously approved Field Trips which appear in bold print.

FIELD TRIPS

XV. SCHOOL REPORTS

A. APSHS

1. **CO-CURRICULAR APPOINTMENTS - SPRING SPORTS

Approval of the co-curricular appointments for 2015 Spring sports.

CO-
CURRICULAR

B. PTMS

1. PTMS SPRING TRACK & FIELD

Approval of a PTMS Spring Track & Field program at no expense to the Board of Education. If approved, also approval of Kyle Kelly and Gail Cassidy as co-advisors. A stipend amount of \$2,756 will be split equally between the co-advisors and will be paid by PTMS Track Boosters and PTSO.

PTMS TRACK

C. ELMER

1. DONATION FROM BOY SCOUT TROOP #258

Acceptance of two (2) birdhouses donated to Elmer School on behalf of Boy Scout Troop #258. These bird houses were built as part of a merit badge requirement and will be installed on posts in the Elmer School flower garden.

BOY SCOUT
DONATION
TO ELMER

XVI. SPECIAL EDUCATION

A. MONTHLY UPDATE

Approval of the CST monthly update of Pittsgrove students, dated March 2, 2015.

B. NEUROPSYCHOLOGICAL EVALUATIONS

Approval of Dr. Danielle Chase, Ph.D., LLC, providing Neuropsychological Evaluations as needed for the remainder of the 2014-15 school year. Cost is \$2,400/evaluation, hourly rate is \$250.00, plus travel.

DR.CHASE,
PH.D.

C. IDEA 2015 GRANT AMENDMENT

Approval of the IDEA 2015 Grant Amendment accepting an additional \$3,363.00 in Preschool funds.

IDEA GRANT
AMMEND-
MENT

INDEPENDENT
LIVING, INC

D. RESOURCES FOR INDEPENDENT LIVING, INC. - JAMIE COLE-NEICEN (ADDENDUM)
Approval of Resources for Independent Living, Inc./Jamie Cole-Neicen, to provide assistance with work readiness and employability skills for students in Schalick's MD Program for the 2014-15 school year. The program, conducted during regular classroom hours, is free of charge through funding provided by an In School Youth Program under the Workforce investment Act for the Salem County One-Stop Career Center.

WORKSHOP/
MILEAGE

XVII. CURRICULUM & INSTRUCTION

A. STAFF WORKSHOP/MILEAGE REQUESTS

Approval of the staff workshop/mileage requests.

ROWAN
STUDENT –
V.FLEMMING

B. PROJECT PROPOSAL FOR ROWAN UNIVERSITY PRACTICUM STUDENT

Approval of the proposed 7th Grade Health and Fitness Project to be facilitated by Valerie Flemming, Rowan University student, pending receipt of criminal background clearance.

TITLE I PARENT
NIGHT

C. TITLE I PARENT NIGHT APPOINTMENTS (ADDENDUM)

Approval of the following staff appointments for Title Parent Nights at Elmer, Olivet, and PTMS. Staff member(s) will be paid via NCLB grant funds at the current contract rate of \$30 per hour.

Elmer Elementary School

Donna Poolake (Co-Event Organizer/Facilitator = 7 hours)

Karen Snyder (Co-Event Organizer/Facilitator = 7 hours)

Gail Lazzati (Facilitator = 4.5 hours)

Annette Scholl (Facilitator = 4.5 hours)

Olivet Elementary School

Brandon Mathews (Co-Event Organizer/Facilitator = 7 hours)

Robert Hall (Co-Event Organizer/Facilitator = 7 hours)

Kathy Passmore (Facilitator = 4.5 hours)

PTMS

Traci Armentani (Co-Event Organizer/Facilitator = 7 hours)

Zachary Slaven (Co-Event Organizer/Facilitator = 7 hours)

Jeremy Smith (Facilitator = 4.5 hours)

AUDIENCE

XVIII. AUDIENCE PARTICIPATION I – Dress Code Committee was discussed.

BOE BUSINESS

XIX. BOARD OF EDUCATION BUSINESS

A. UNFINISHED BUSINESS

HIGHLIGHTS
CANCELLED

1. HIGHLIGHTS OF WORKSHOP 2014 - CANCELLED

POLICY TASK
FORCE
COMMITTEE

2. POLICY TASK FORCE COMMITTEE

a. PARCC OPT OUT FROM ATTORNEY – no further action necessary.

b. STAFF CHILDREN ATTENDING PITTSBORO SCHOOLS

Permitting staff members' child(ren) to attend Pittsboro Schools at no cost, and independent of the School Choice program.

BOARD POLICY
REVISIONS

B. NEW BUSINESS

1. BOARD POLICY REVISIONS - 2nd READING & ADOPTION

Approval of the second reading and adoption of the following revised Board policies:

- 5141.8 - *Concussion and Sports Related Head Injury*
- 6114 - *Emergencies and Disaster Preparedness*
- 6173 - *Home Instruction*
- 7110 - *Long Range Facilities Plan*

HANDOUT

2. HANDOUT

Board & Administrator for School Board Members, March 2015, Vol. 28, No. 11.

- C. SPECIAL COMMITTEE REPORTS
 - 1. PITTSGROVE ARTS FOUNDATION (PAF)

Pittsgrove Arts Foundation will hold a fundraiser at Appel Farm on April 2, 2015. The cost is \$20, the band "Tidal Wave" will be performing, and it is a BYOB function.

PAF
FUNDRAISER
 - 2. NEGOTIATIONS COMMITTEE
 - a. 2014-2017 PEA AGREEMENT WITH BOE (ADDENDUM)

This item has been received for review only. It will be presented in April for Board approval.

PEA AGREEMENT
 - 3. DRESS CODE COMMITTEE
- D. POWER PURCHASE AGREEMENT – APRIL AGENDA
- XX. 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 January 2015, 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
CERT
 - B. TREASURER'S REPORT

Treasurer's Report, in accordance with 18A:22-8.1 and 18A:22-8.2, for the month of January 2015. The Treasurer's Report and Secretary's Report are in agreement for the month of January 2015.

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 January 2015.

REVENUE
SUMMARY
 - D. CERTIFICATION

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pittsgrove Township Board of Education certifies that as of March 2015 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.

CERTIFICA-
TION
 - E. TRANSFER OF FUNDS / TRANSFER STATUS REPORT

Approval of the Transfer Status Report as of January 2015 and the transfers for January and February 2015.

TRANSFERS
 - F. **WARRANTS

Approval of the bills for payment.

WARRANTS
 - G. FINANCIAL REPORTS

Approval of the January 2015 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

FINANCIAL
REPORTS

PITTSBORO TOWNSHIP BOARD OF EDUCATION MINUTES – MARCH 19, 2015

H. BUDGET SUMMARY (ADDENDUM)

The Budget Summary for March 2015 is submitted for your review.

EDUCATION,
INC.

I. INSTRUCTIONAL SERVICES CONTRACT - EDUCATION, INC

Approval of the contract with Education Inc. for 10 hours of educational services per week for Student # 14300, who is currently at Rockford Center, at the following hourly rates:

- \$49.00/hour for instruction plus 33% of every hour for preparation time

SAFETY
GRANT

J. NJSIG APPLICATION FOR SAFETY GRANT

Approval of the submission of the grant application for the 2015 Safety Grant Program through the New Jersey Schools Insurance Group's ERIC SOUTH Subfund for the purposes described in the application, in the amount of \$3,313.00 for the period of July 1, 2014 through June 30, 2015.

CREATIVE
ACHIEVEMENT
ACADEMY

K. CREATIVE ACHIEVEMENT ACADEMY TUITION CONTRACT

Approval of the Tuition Contract, as submitted, between Pittsgrove Township Public School District and Creative Achievement Academy, LLC, dated January 12, 2015, for the 2014-2015 School Year.

PINELAND
CONTRACT

L. PINELAND LEARNING CENTER TUITION CONTRACT

Approval of the out-of-district placement of student #14020 at Pineland Learning Center, effective 2/24/2015, for the 2014-2015 school year, at a pro-rated tuition rate of \$19,814.41.

MOVED
BUDGET
SUBMISSION

Moved by Mr. DiMatteo and seconded by Mr. Wentzell that the Board of Education move the *2015-2016 Budget Submission to the County Office* section to follow the Closed Session.
Unanimously Approved

FYI

XXI. FOR YOUR INFORMATION

- A. DISTRICT ENROLLMENT
- B. SACC ENROLLMENT
- C. DISCIPLINE REPORTS
- D. NJSBA MANDATED TRAINING

Peter Lawlor completed *Governance II and Online Governance III*, Dominick Miletta III completed *Governance IV* and Marlene Smith completed *Online Governance IV*, which satisfies the training mandates of the School Ethics Act, N.J.S.A. 18A:12-33 et seq.

AUDIENCE II

XXII. AUDIENCE PARTICIPATION II – no comments.

RECESS
CLOSED
SESSION

XXIII. RECESS INTO CLOSED SESSION

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

- 1. Attorney Client

The results of this session will be made public immediately after, or as soon thereafter as a decision is reached if permitted by law. (9:00 P.M.)

Unanimously Approved

ADJOURN
CLOSED
SESSION

XXIV. ADJOURN FROM CLOSED SESSION

Moved by Mrs. Smith and seconded by Mrs. Snyder that the Board of Education approve that the Board of Education adjourn from Closed Session. (10:07 P.M.)

Unanimously Approved

XXV. 2015-2016 BUDGET SUBMISSION TO THE COUNTY OFFICE

Following a review of the budget, it was moved by Mrs. Snyder and seconded by Mrs. Smith that the Board of Education approve, by Resolution, that the tentative budget be approved for the 2015-2016 School Year using the 2015-2016 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval, in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2015-2016 Total Expenditures	\$27,004,987	\$866,953	\$785,428	\$28,657,368
Less: Anticipated Revenues	<u>\$17,238,195</u>	<u>\$866,953</u>	<u>\$283,037</u>	<u>\$18,388,185</u>
Taxes to be Raised	<u>\$ 9,766,792</u>	<u>0</u>	<u>\$502,391</u>	<u>\$10,269,183</u>

Included in the base budget is \$283,874 tax levy cap adjustment for healthcare costs.

Roll Call:

Ayes (7) Mrs. Conover, Mr. DiMatteo, Mrs. Mullin, Mrs. Snyder, Mr. Wentzell,
Mrs. Smith, Mr. Miletta

Noes (0)


Abstain (0)

Motion Carried

Moved by Mr. DiMatteo and seconded by Mrs. Smith that the Board of Education meeting be adjourned. (10:56 P.M.)
Unanimously Approved

ADJOURN-
MENT

SA


Suzanne R. Fox Abdill, Board Secretary

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