

The Work Session of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Thursday, April 16, 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 7:02 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, Mr. Lawlor (7:58 P.M.), Mrs. Mullin, Mrs. Penven, Mrs. Snyder, Mr. Wentzell, Mrs. Smith and Mr. Miletta

Members Absent: Mr. Wheaton

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, A.P. Schalick High School; Dr. Priscilla Ocasio-Jimenez, Principal, Pittsgrove Township Middle School; Mr. Tino Monti, Principal of Olivet School; Ms. Loretta Elwell, Assistant Principal, Norma School; Ms. Christina Battiato, Director of Special Education; 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

• STUDENT AWARDS

STUDENT
AWARDS

- Mrs. Meyers, Principal, A.P. Schalick High School, presented the APSHS Cougars of the Month and Cougar Pride for April 2015
- Dr. Ocasio-Jimenez, Principal, Pittsgrove Township Middle School, presented the PTMS Top Cats for April 2015
- Mr. Monti, Principal, Olivet School, presented the Olivet Owls of the Month for April 2015
- Ms. Elwell, Assistant Principal, Norma School, presented the Elmer Eagles of the Month for April 2015
- Ms. Elwell, Assistant Principal, Norma School, presented the Norma Cubs of the Month for April 2015.

RECESS Moved by Mrs. Penven and seconded by Mrs. Mullin that the Board of education take a 15 minute recess to watch the school play "Falling Stars". (7:15 P.M.)
Unanimously Approved

RESUME Moved by Mrs. Penven and seconded by Mrs. Mullin that the Board of Education resume the meeting. (7:35 P.M.)
Unanimously Approved

VIII. OPEN PUBLIC COMMENT – no comments.

IX. COMMUNICATIONS

A. NOTICE OF RETIREMENT

J. DEANGELO-
PODSIADLO
RETIREMENT

1. Notice of retirement from SIS Administrator/Technology Secretary, Jo DeAngelo-Podsiadlo, effective September 1, 2015.

Acceptance of the retirement of SIS Administrator/Technology Secretary, Jo DeAngelo-Podsiadlo, effective September 1, 2015.

B. LETTER TO THE BOARD

REQUESTS TO
PRESENT
DIPLOMAS

Request from a Pittsgrove resident/employee.

C. ADDITIONAL PARENT REQUESTS (ADDENDUM)

The following individuals would like to present their children with diplomas at the 2015 High School Graduation:

- Renee Jost (Teacher A.P. Schalick High)
- Denny Hardman (Elmer Board of Education President)

Note:IX.B and C are not in compliance with current Board Policy, need 1st reading of Policy 5127.

MINUTES

X. MINUTES

Approval of the following Minutes:

- Special Session Minutes, March 12, 2015
- Work Session Minutes, March 19, 2015
- Voting Session Minutes, March 23, 2015

CLOSED
MINUTES

XI. MINUTES CLOSED SESSION

Approval of the following Closed Session Minutes:

- Closed Session Minutes, March 19, 2015
- Closed Session Minutes, March 23, 2015

STUDENT
REPRESENTA-
TIVES

XII. STUDENT REPRESENTATIVE'S REPORT - WORK SESSION ONLY

- A. SCHALICK HIGH SCHOOL – no report
- B. MIDDLE SCHOOL – no report

TAKE-AWAY
POINTS

XIII. NJ DELEGATE REPORT - VOTING SESSION ONLY

See attached NJSBA Take-Away Points for Voting Session

NON-CERT
STAFF

XIV. SUPERINTENDENT'S REPORT

A. PERSONNEL

1. NON-CERTIFICATED STAFF APPOINTMENTS

The Superintendent recommends approval of the following non-certificated staff appointments:

- Valerie Mazzei to the 12-month position of Shared Services Secretary, effective April 27, 2015, for the remainder of 2014-15 school year, at a salary of \$38,480 prorated. Ms. Mazzei's salary/benefits will be fully reimbursed by Newfield Borough Board of Education.

V.MAZZEI
SHARED
SERVICES

- Kourtney Clarke to the position of Substitute Bus Aide, pending return of criminal background clearance, for the remainder of the 2014-15 school year.
- Frank Reaves to the position of Substitute Bus Aide, pending return of criminal background clearance, for the remainder of the 2014-15 school year.

K. CLARKE BUS AIDE

F. REAVES BUS AIDE

54T

2. SOURCE4TEACHERS SUBSTITUTES

Approval of the additional Source4Teachers substitutes for April, 2015.

3. BUS DRIVER SALARY ADJUSTMENT

Approval of a salary adjustment for Bus Driver, Kathleen Borodaeff, from \$27,472.76 to \$23,473.80, effective May 1, 2015, for the remainder of the 2014-15 school year, due to a route change.

K. BORODAEFF SALARY ADJUSTMENT

4. **CERTIFICATED STAFF APPOINTMENT (ADDENDUM)

The Superintendent recommends Board of Education approval of the appointment of Ms. Yvette DuBois to the position of Principal, Arthur P. Schalick High School, effective July 1, 2015, for the 2015-16 school year. She will be paid at Step 7 (\$111,298), of the PASA Agreement, to be adjusted upon completion of negotiations.

Y. DUBOIS A.P. SCHALICK PRINCIPAL

5. ADJUSTMENTS FOR APSHS ADMINISTRATION (ADDENDUM)

The Superintendent recommends approval the following administrative adjustments at Arthur P. Schalick High School, effective April 27, 2015, for the remainder of the 2014-15 school year. Each administrator will receive a \$3,000.00 stipend for their position:

ADMIN ADJUSTMENTS FOR HIGH SCHOOL

- Mr. Douglas Volovar - Acting Principal
- Mr. Michael Clarke - Acting Assistant Principal
- Ms. Angela Williams, Acting Dean of Students

MR. LAWLOR ARRIVED

Mr. Lawlor arrived at 7:58 P.M.

6. APPROVAL TO ADVERTISE FOR CERTIFICATED STAFF POSITION (ADDENDUM)

Approval to advertise for a Chief Academic Officer to replace the current Director of Curriculum and Instruction.

ADVERTISE CHIEF ACADEMIC OFFICER

B. REVISED 2014-15 DISTRICT CALENDAR

Approval of the Revised 2014-15 District Calendar.

REVISED 14-15 CALENDAR

C. 2015-16 DISTRICT CALENDARS

Review of the 2015-16 District Calendars, (Options A, B & C), for the purpose of adopting a District Calendar for the 2015-16 school year.

15-16 DISTRICT CALENDAR

D. HIB REPORTS

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

HIB

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

E. FIRE/SECURITY DRILLS

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

FIRE/SECURITY

F. 2014-2015 FUNDRAISERS

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

FUNDRAISERS

FIELD TRIPS

G. 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.

SPECIAL
EDUCATION
CONFERENCE

H. SEMINARS/WORKSHOPS/CONFERENCES

1. SPECIAL EDUCATION CONFERENCE

Approval of the attendance of the following individuals at the Special Education Conference, April 25, 2015, at the Princeton Marriott at Forrestal, Princeton, NJ, at a cost of \$200/per person: Superintendent and Board Members Mrs. Mullin and Mrs. Penven, and Director of Special Education, Mrs. Battiato.

33RD ANNUAL
SPRING CONF

2. NJASA/NJAPSA 33rd ANNUAL SPRING CONFERENCE

Approval of the Superintendent and Director of Curriculum/Instruction attending the NJASA/NJAPSA 33rd Annual Spring Conference, "Leadership - Putting Vision into Action", May 13-15, 2015. registration Cost is \$475/per person; Hotel accommodations for Ms. DuBois only, \$238, plus mileage and parking \$41.

APSHS

XV. SCHOOL REPORTS

A. APSHS

GAPP

1. GERMAN-AMERICAN PARTNERSHIP PROGRAM (GAPP)

It is recommended that the Board of Education approve participation in the GAPP for the 2015-16 school year. Also approval to send an additional teacher, Mrs. Errickson, to Germany in Spring 2016. Cost to the Board of Education is the cost of the flight, which has been included in the budget. This approval is sought in an effort to expand the program in the future to include an exchange trip to France.

FOOTBALL
CAMP

2. 2015 FOOTBALL CAMP

Approval of the request to hold the 2015 football camp at Camp Kweebec, Schwenksville, PA, August 24-28, 2015. Approximate cost per player is \$200. Fundraising will offset cost.

WEIGHT ROOM
SUPERVISOR

3. **EXTRA-CURRICULAR APPOINTMENT

Approval of Seth Brown as Director/Supervisor of the Weight Room for Spring 2015.

TRACK & FIELD
DONATIONS

B. PTMS

1. PTMS SPRING 2015 TRACK & FIELD PROGRAM DONATIONS

Acceptance of the donations received for the PTMS Spring 2015 Track and Field program.

CST UPDATE

XVI. SPECIAL EDUCATION

A. MONTHLY UPDATE

Approval of the Child Study Team Monthly Update of Pittsgrove Students, dated April 1, 2015.

STAFF
WORKSHOP

XVII. CURRICULUM & INSTRUCTION

A. STAFF WORKSHOP/MILEAGE REQUESTS

Approval of the staff workshop/mileage requests.

A.MOSSMAN
ROWAN
STUDENT
TEACHER

B. STUDENT TEACHER (ADDENDUM)

Approval of the Rowan University Health & Physical Education Clinical Practice Placement Request for Amanda Mossman to be placed with Jami Musey-Lau from October 26 to December 18, 2016 at Schalick High School.

XVIII. AUDIENCE PARTICIPATION I – discussed Source4Teachers, 2015-2016 school calendar and well wishes and appreciation to departing Principal, A.P. Schalick High School, Mrs. Meyers, for her service.

AUDIENCE PARTICIPATION

XIX. BOARD OF EDUCATION BUSINESS

BOE BUSINESS

A. UNFINISHED BUSINESS

1. BUDGET REALLOCATION FOR EXTRA CURRICULAR ACTIVITY

B. NEW BUSINESS

1. PUBLIC HEARING DATE FOR 2015-2016 BUDGET

Approval to set the date for the Public Hearing on the 2015-2016 Budget, to be held on May 7, 2015. *Note: The Public Hearing on the Budget must be held between April 24, 2015 and May 7, 2015.*

PUBLIC HEARING FOR BUDGET 15-16

2. PENSION AND HEALTH BENEFITS REFORM - RESOLUTION

Approval of the Pension and Health Benefits Reform Resolution to be delivered to Governor Chris Christie, State Senate President Stephen M. Sweeney, Assembly Speaker Vincent Prieto and the Third Legislative District's representatives in the state Senate and General Assembly.

PENSION & HEALTH REFORM

3. HANDOUT

Board & Administrator for School Board Members, April 2015, Vol. 28, No. 12.

4. SALEM COUNTY SPRING DINNER

The following members have been registered to attend the Salem County Spring Dinner on April 22, 2015, at the Riverview Inn, 60 Main Street, Pennsville, NJ, at no cost: Superintendent, Board Secretary, Mr. DiMatteo, Mr. Lawlor, Mr. Miletta, Mrs. Mullin, Mrs. Penven, Mrs. Snyder and Mr. Wentzell.

SALEM SPRING DINNER

5. PITTSGROVE DAY (ADDENDUM)

Pittsgrove Day will take place on May 16, 2015, with a rain date of May 17, 2015. The location is Green Branch Park, 299 Upper Neck Road, Pittsgrove, NJ. Steven DiMatteo is the chairman for Pittsgrove Day this year. He is looking for volunteers to assist with this event.

PITTSGROVE DAY

6. NJSBA'S 2ND ANNUAL ISTEM NASA FIELD TRIP (ADDENDUM)

Approval of the Board President's and Superintendent's attendance at the NJSBA's *2nd Annual iSTEM NASA Field Trip*, Goddard Space Flight Center, Greenbelt, MD, May 29, 2015, 10 A.M. - 6 P.M. Registration is \$50 per person. Transportation is provided by NJSBA, departure location is TBD.

NJSBA 2ND ANNUAL ISTEM

7. NJSBA'S CAMDEN/GLOUCESTER COUNTY SPRING MEETING (ADDENDUM)

The Board President and Mr. Lawlor are registered for the NJSBA Camden/Gloucester County Spring Meeting, Villaris Lakeside, Sicklerville, NJ, on May 5, 2015, 6 P.M., at no cost to the Board.

NJSBA SPRING MEETING

C. SPECIAL COMMITTEE REPORTS

1. POLICY TASK FORCE COMMITTEE

POLICY TASK FORCE

a. BOARD POLICY REVISIONS - 2nd READING & ADOPTION (ADDENDUM)

Approval, for second reading and adoption, the following revised Board policies:

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

POLICY
REVISIONS

- b. BOARD POLICY REVISIONS - 1st READING (ADDENDUM)
Approval, for first reading, the following revised Board policies:
- 4115 - *Supervision*
 - 4123 - *Classroom Aides and Paraprofessionals*
 - 4222 - *Noninstructional Aides*
 - 5141.21 - *Administration of Medication*
 - 6145.1/6145.2 - *Intramural and Interscholastic Competition*

NEGOTIATIONS
COMMITTEE

2. NEGOTIATIONS COMMITTEE – PASA meetings on May 6th and May 27th at the Pittsgrove Township Middle School, room 112, at 7:00 P.M.

DRESS CODE
COMMITTEE

3. DRESS CODE COMMITTEE
Meeting on April 29, 2015, at the Pittsgrove Township Middle School, room 112, at 7:00 P.M.

PAF

4. PITTSGROVE ARTS FOUNDATION – Fundraiser was a success.

PPA

D. POWER PURCHASE AGREEMENT

Approval of the Solar Energy Power Purchase Agreement between Synnergy LLC and the Board of Education. The term of this agreement shall commence on the Effective Date and continue until the fifteenth anniversary of the Commercial Operation Date.

BUSINESS &
FINANCE

XX. BUSINESS AND FINANCE REPORT

SECRETARY'S
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 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.

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 February 2015. The Treasurer's Report and Secretary's Report are in agreement for the month of February 2015.

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 February 2015.

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 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.

TRANSFERS

E. TRANSFER OF FUNDS / TRANSFER STATUS REPORT (ADDENDUM)

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

WARRANTS

F. **WARRANTS (ADDENDUM)

Approval of the bills for payment.

G. FINANCIAL REPORTS

FINANCIAL
REPORTS

Approval of the February 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

H. BUDGET SUMMARY (ADDENDUM)

BUDGET
SUMMARY

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

I. APPLICATION TO BORROW DUE TO DELAY IN STATE AID (ADDENDUM)

APPLICATION
TO BORROW –
DELAY IN
STATE AID

Approval, by Resolution, the completion of the *"Application to Borrow Due to Delay in the June 2015 State Aid Payment."* The payoff of the approved short-term borrowing will be made directly by the State to the district's bank of choice from the district's state aid payment. Area banks will be contacted for interest rates.

XXI. FOR YOUR INFORMATION

FYI

A. DISTRICT ENROLLMENT

B. SACC ENROLLMENT

C. DISCIPLINE REPORTS

D. NOTICE FROM NJ DOE RE: APPROVAL OF 2015-2016 ONE-YEAR PROGRAM PLAN UPDATE & BUDGET STATEMENT

DOE APPROVAL
OF 2015-2016
ONE YEAR
PROGRAM

E. FUTURE CHEFS OF AMERICA COMPETITION (ADDENDUM)

FUTURE CHEFS
OF AMERICA

Olivet 5th grade student, Nathan Sauder, has been selected as one of the 5 semi-finalists in Sodexo's *Future Chefs of America* nationwide competition. Each semi-finalist will be filming a video for live voting that will take place from April 27 - May 3, 2015. The national champion will be announced no later than COB Monday May 4, 2015.

XXII. AUDIENCE PARTICIPATION II – no comments.

XXIII. RECESS INTO CLOSED SESSION – no closed session.

Moved by Mr. Lawlor and seconded by Mrs. Smith that the Board of Education meeting be adjourned. (10:14 P.M.)

ADJOURNMENT

Unanimously Approved


Suzanne R. Fox Abdill, Board Secretary

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