

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –MARCH 22, 2012

The regular meeting of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Thursday, March 22, 2012, 7:00 P.M., Arthur P. Schalick High School.

Members Present: Mr. Johnson, Mr. May, Mr. Miletta, Mr. Rumpp, Mr. Schmidt, Mrs. Smith, Mrs. Snyder, Mrs. Berwick, Mrs. Conover

ROLL CALL

Members Absent: Mrs. Schneider

Mr. Henry Bermann, Superintendent; Mr. Michael Brodzik, Assistant Superintendent; Mrs. Suzanne R. Fox Abdill, Business Administrator/Board Secretary; Ms. Donna Meyers, Principal, A.P. Schalick High School; Ms. Priscilla Ocasio-Jimenez, Principal Pittsgrove Township Middle School; Ms. Patricia Gaburo, Principal, Olivet, Elmer, Norma Schools; Mr. Dylan Berwick, Student Representative; the press, staff members, and the public.

Board President, Mrs. Melissa Conover, opened the meeting at 7:04 P.M., leading the group in the pledge to the flag and reading 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, Today's Sunbeam, The News of Cumberland County, The Daily Journal and the Elmer Times.

PLEDGE TO THE FLAG

OPEN PUBLIC MEETINGS LAW

Board President, Mrs. Melissa Conover, 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

STUDENT REPRESENTATIVE'S REPORT

Mr. Berwick reported that the Green team won the Green and Gold events, the production of Hairspray was very good, the Kiss a Pig fundraiser was successful, 12 seniors are participating in Mr. Cougar, and that the German Trip is coming up in April.

STUDENT REPRESENTATIVE'S REPORT

PRESENTATIONS

The following presentations were made:

- Principal for Olivet and Elmer Schools, Ms. Gaburo, presented the *Owls for the Month* and the *Eagles for the Month* for March, 2012;
- PTMS Principal, Ms. Ocasio-Jimenez, presented the *Top Cats for the Month* for February, 2012;
- APSHS Principal, Ms. Meyers presented the *Cougars of the Month & Cougar Pride*, for March, 2012;
- PTMS Principal, Ms. Ocasio-Jimenez and PTMS teacher, Ms. Cerefice presented the Salem County Science Fair Winners.

PRESENTATIONS

PUBLIC HEARING ON THE 2012-2013 BUDGET

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PUBLIC
HEARING ON
2012-2013
BUDGET OPEN

Moved by Mrs. Snyder and seconded by Mr. May that the Board of Education declare the Public Hearing on the 2012-2013 budget open.
Unanimously approved

The Superintendent and Administrative Staff presented an overview of the budget for the 2012-2013 school year.

PUBLIC
HEARING
AUDIENCE
PARTICIPATION

AUDIENCE PARTICIPATION IN PUBLIC HEARING
No Comments.

Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education declare the Public Hearing on the 2012-2013 budget closed.
Unanimously approved

PUBLIC
HEARING ON
2012-2013
BUDGET
CLOSED

Following a review of the budget, it was moved by Mr. Johnson and seconded by Mrs. Snyder that the Board of Education, by Resolution, approve the 2012-2013 school budget totaling \$26,751,849. The local tax levy to be raised for current expense is \$8,826,602. The local tax levy to be raised for debt service is \$606,352.

RESOLUTION
2012-2013
BUDGET

BE IT RESOLVED, that there should be raised for General Funds \$8,826,602 for the ensuing 2012-2013 school year. *(See pages 40-44)*

	<u>BUDGET</u>	<u>Local Tax Levy</u>
General Fund	\$ 25,129,532	\$ 8,826,602
Special Revenue Fund	\$ 691,408	\$ 0
Debt Service Fund	\$ 930,909	\$ 606,352
Total Base Budget	\$ 26,751,849	\$ 9,432,954
Transfers	\$ 0	
Net Base Budget	\$ 26,751,849	

Changes in the 2012-13 budget from the original budget submitted to the county office are as follows:

- Change in 2012-13 state aid notices received after the original budget was submitted:
 - Decrease in School Choice aid \$ 42,154
 - Decrease in tuition reimbursements 11-000-291-280 \$ 42,154
 - Increase in miscellaneous revenue \$108,500
 - Increase in charter school tuition 11-000-100-56X \$108,500
- Change in 2011-12 state aid notices received after the original budget was submitted:
 - Decrease in School Choice aid \$ 27,720
 - Increase in Adjustment aid \$ 15,649
 - Decrease in health benefits 11-000-291-270 \$ 12,071
- Change in 2011-12 additional Ed Jobs money received in November 2011:
 - Increase in Ed Jobs aid \$ 13,483
 - Increase in teacher salaries 18-140-100-101 \$ 13,483

Included in the base budget is \$173,881 of banked cap which is being used to offset the reduction of federal funding received through Ed Jobs.

Roll Call: Ayes (9) Mr. Johnson, Mrs. Snyder, Mr. May, Mr. Miletta, Mr. Rump, Mr. Schmidt, Mrs. Smith, Mrs. Berwick and Mrs. Conover

Noes (0)

Abstain (0)

Motion Carried

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AUDIENCE PARTICIPATION I

The Instructional Aides spoke in support of the letter submitted to the Board under Communications.

AUDIENCE
PARTICIPATION

Communications

1. Letter from the Instructional Aides.

COMMUNICATIONS

Moved by Mr. May and seconded by Mr. Miletta that the Board of Education approve the following Minutes:

MINUTES
2/16/12
3/1/12

- Board of Education Meeting and Closed Session February 16, 2012;
- Board of Education Meeting and Closed Session March 1, 2012.

Unanimously approved

BOARD OF EDUCATION BUSINESS

Old Business

Moved by Mrs. Berwick and seconded by Mr. Rumpp that the Board of Education approve the Junior Class Field Trip proposal and must use the following guidelines for approval:

2012
JUNIOR FIELD
TRIP
PROPOSAL

- Curricular based with Educationally sound learning opportunities;
- Funded 100% by students;
- Must be approved by Principal and Superintendent;
- No cost to the Board except for Substitute teacher pay.

Ayes: (7) Mrs. Berwick, Mr. Rumpp, Mr. May, Mr. Miletta, Mr. Schmidt, Mrs. Smith, Mrs. Conover

Noes: (0)

Abstain: (2) Mr. Johnson, Mrs. Snyder

Motion Carried

New Business

Moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve to reschedule the Regular Board of Education meeting from Thursday, April 12, 2012 to Thursday, April 26, 2012, at the Arthur P. Schalick High School, Media Center, 7:00 p.m.

BOE MEETING
RESCHEDULED
FOR 4/26/12

Note: The First Regular Meeting of the Board must be held between April 23, 2012 and May 4, 2012.

Unanimously approved

Committee Reports

Moved by Mrs. Berwick and seconded by Mrs. Smith that the Board of Education approve the following:

COMMITTEE
REPORTS

- Minutes of the February 23, 2012 Finance Committee Meeting
Action items include that the 2012-2013 Budget be presented to the entire Board of Education. (See page 45)
- Minutes of the March 13, 2012 Finance Committee Meeting
Action items include that the 2012-2013 Budget be presented to the entire Board of Education. (See page 45)
- Minutes of the March 15, 2012 Personnel Committee Meeting
Action items include that the 2012-2013 Budget be presented to the entire Board of Education. (See page 46)

2/23/12
FINANCE

3/13/12
FINANCE

3/15/12
PERSONNEL

Unanimously approved

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –MARCH 22, 2012

NJ DELEGATE REPORT

Mrs. Snyder reported on the tenure reform (S1455 NJSBA supports), charter school reform (A980 NJSBA supports), and that there are 7 members on the anti-bullying task force.

NJ DELEGATE
REPORT

SUPERINTENDENT'S REPORT

With the Negotiations Committee's recommendation, it was moved by Mr. May and seconded by Mr. Schmidt that the Board of Education approve the Agreement between the Pittsgrove Education Association and the Pittsgrove Township Board of Education, July 1, 2011 – June 30, 2014. The contract reflects salary increases of 0% for 2011-12; 2.75% for 2012-13; 2.75% for 2013-14; and stipend increases of 0% for 2011-12; 2.9% for 2012-13; and 2.9% for 2013-14. (See pages 46-49)

AGREEMENT
WITH PEA
7/1/11-6/30/14

Roll Call: Ayes: (9) Mr. May, Mr. Schmidt, Mr. Johnson, Mr. Miletta, Mr. Schmidt, Mrs. Smith, Mrs. Snyder, Mrs. Berwick, Mrs. Conover

Noes: (0) Abstain: (0) Motion Carried

With the Superintendent's recommendation, it was moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education approve:

KIMBERLY
HOPPE LT SUB

- Kimberly Hoppe as a long term maternity leave substitute (\$135/day) for Jodi Chattin, effective approximately April 16, 2012 through the close of the 2011-2012 school year;
- To accept of mentoring funds from Mr. Bermann, totaling \$1,250, for the deposit into the APSHS Activities Account for use by the German Club to defray costs associated with the April 20, 2012 trip to Germany;
- The District fire/security drills for February, 2012. (See pages 50-53)

MENTORING
FUNDS FOR
APSHS
ACTIVITIES
ACCOUNT

Unanimously approved

Moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education approve the Source4Teachers substitutes submitted for March, 2012. (See pages 54-57)

SOURCE 4
TEACHERS

Ayes: (8) Mr. Schmidt, Mrs. Smith, Mr. Johnson, Mr. May, Mr. Miletta, Mr. Rumpp, Mrs. Berwick, Mrs. Conover

Noes: (1) Mrs. Snyder Abstain: (0) Motion Carried

Moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education approve to accept Hammonton High School's application for entry in the Tri-County Conference in 2014.

HAMMONTON
HS
APPLICATION
FOR TRI-
COUNTY
CONFERENCE

Ayes: (8) Mr. Schmidt, Mrs. Smith, Mr. May, Mr. Miletta, Mr. Rumpp, Mrs. Snyder, Mrs. Berwick, Mrs. Conover

Noes: (0) Abstain: (1) Mr. Johnson Motion Carried

Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education approve:

DANIEL
BARTON
VOLUNTEER
COACH

- Daniel Barton as a volunteer softball coach for the 2012 season. All appropriate documentation has been received; (See page 57)
- The APSHS Pre-Prom Assembly, F.A.T.A.L. Program, scheduled for Monday, May 21, 2012. The Prom is Thursday, May 24, 2012.

APSHS PRE
PROM
ASSEMBLY
F.A.T.A.L.

Unanimously approved

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Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education approve:

- The extra/co-curricular appointments for the 2011-2012 school year:
 1. Karen Cerefice – NJASK Prep, \$24/hour
 2. Brittany Lake – NJASK Prep, \$24/hour
- The 2012 Middle School Track Program, schedule and the following extra/co-curricular appointments: (All compensation is paid by PTMS Athletic Boosters) (*See page 58*)
 1. Gail Cassidy – Co-Coach Track, \$1,295
 2. Kyle Kelly – Co-Coach Track, \$1,295.
- To Accept \$3,000 in PTSO funds donated to PTMS to help defray costs of the Middle School Track Program.

2011-2012
PTMS
EXTRA/CO-
CURRICULAR
APPOINT-
MENTS

2012 PTMS
TRACK
PROGRAM,
SCHEDULE, &
EXTRA/CO-
CURRICULAR
APPOINT-
MENTS

Unanimously approved

Moved by Mr. May and seconded by Mrs. Smith that the Board of Education approve:

- The Olivet Talent Show 2012, Wednesday, May 30, 2012, 7:00 p.m., APSHS Auditorium. Proceeds will be used to fund a Student Council trip, an Olivet Memorial site in Ms. Turco's member, and other items for the school;
- To submit the HIPP grant, through NJEA, as a continuation grant for the 2012-2013 school year. Grant amount totals \$10,000 and will enable the 5th grade students to complete a unit on *Liberty, Literacy, My Ancestry and Me* and purchase 5 kindles for each classroom. (*See page 58-62*)

PTSO FUNDS

2012
OLIVET
TALENT SHOW

HIPP GRANT

Unanimously approved

Moved by Mrs. Berwick and seconded by Mr. Schmidt that the Board of Education approve to accept the book, *Josh the Baby Otter*, for each district preschooler, on behalf of the Rotary Club of Elmer. The Rotary Club thought it was a worthwhile project to provide our youngest students with lessons on water.

Unanimously approved

JOSH THE
BABY OTTER
BOOK
DONATION

Moved by Mr. Schmidt and seconded by Mrs. Snyder that the Board of Education approve of the Special Education Monthly Update of Pittsgrove Township Tuition Students, dated March 5, 2012. (*See page 62*)

Unanimously approved

SPECIAL
EDUCATION
MONTHLY
UPDATE

CURRICULUM & INSTRUCTION

Moved by Mrs. Snyder and seconded by Mrs. Smith that the Board of Education approve for first reading to consider increasing the graduation requirements for Schalick High School from 130 credits to 150 credits, effective for the incoming freshmen (Class of 2016). Final consideration and adoption will be at the April Board of Education Meeting. The Board would like the Curriculum Committee to meet regarding this prior to the April 19, 2012 Meeting.

Ayes: (8) Mrs. Snyder, Mrs. Smith, Mr. Johnson, Mr. Miletta, Mr. Rump, Mr. Schmidt, Mrs. Berwick, Mrs. Conover

Noes: (0)

Abstain: (1) Mr. May

Motion Carried

GRADUATION
REQUIRE-
MENTS FOR
CLASS OF 2016

FOR YOUR INFORMATION:

- As requested by APSHS Principal, Ms Meyers, the district will be utilizing the educational services of Apex Learning for the online course, Financial Literacy, required by all incoming freshman and high school transfer students. In addition, please note that "seat requirement time" does not apply as Apex courses are offered beyond the school day.

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES – MARCH 22, 2012

REAL
CONTRACT
FEB 2012-
AUG 2012

Moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve the contract with Regional Enrichment & Learning Center (REAL) to provide Supplemental Educational Services under Title I guidelines for February, 2012 – August, 2012. (See page 63)
Roll Call: Ayes: (8) Mr. Schmidt, Mr. Johnson, Mr. Miletta, Mr. Rump, Mrs. Smith, Mrs. Snyder, Mrs. Berwick, Mrs. Conover
Noes: (1) Mr. May Abstain: (0) Motion Carried

UPDATE
TEXTBOOKS

Moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve the updated 2009 health textbooks from McGraw-Hill to replace the 1999 version of the same textbooks.
Roll Call: Ayes: (8) Mr. Schmidt, Mr. Johnson, Mr. May, Mr. Miletta, Mr. Rump, Mrs. Smith, Mrs. Snyder, Mrs. Conover
Noes: (1) Mrs. Berwick Abstain: (0) Motion Carried

STUDENT
TEACHER
PLACEMENTS

Moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve the student teacher placements. (See page 64)
Roll Call: Ayes: (9) Mr. Schmidt, Mr. Johnson, Mr. May, Mr. Miletta, Mr. Rump, Mrs. Smith, Mrs. Snyder, Mrs. Berwick, Mrs. Conover
Noes: (0) Abstain: (0) Motion Carried

AUDIENC
PARTICIPA
TION I

AUDIENC PARTICIPA I
No comments.

BUSINESS AND FINANCE REPORT

BOARD
SECRETARY'S
CERTIFICA
TION

Moved by Mrs. Berwick and seconded by Mr. Schmidt that the Board of Education approve the:
• Board Secretary's Certification, Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I certify that as of January 31, 2012, 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. (See pages 64-79)

TREASURER'S
REPORT

- Treasurer's Report, in accordance with 18A:22-8.1 and 18A:22-8.2, for the month of January, 2012. The Treasurer's Report and Secretary's Report are in agreement for the month of January, 2012. (See pages 79-88)

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 31, 2012. (See pages 88-93)

BOE
CERTIFICA
TION

- Certification Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pittsgrove Township Board of Education certifies that as of March 22, 2012 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 2011-2012 fiscal year.

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- The transfers effective January 23, 2012 through January 24, 2012, transfers effective February 15, 2012 through February 22, 2012, and the transfer status report for January, 2012. *(See pages 94-97)*
- The bills paid and the bills for payment. *(See pages 97-106)*
- The Financial reports for January, 2012 as submitted:
 - Pittsgrove Community School-SACC Fund
 - Cafeteria Report
 - Norma General Fund
 - Olivet General Fund
 - PTMS General Fund
 - Student Activities Fund
 - Student Athletics Fund
 - APSHS Special Accounts

TRANSFERS &
TRANSFER
STATUS
REPORT

WARRANTS

FINANCIAL
REPORTS

Unanimously approved

The Budget Summary for March, 2012 was presented.

BUDGET
SUMMARY

The SACC Enrollment Report for March, 2012 was presented.

SACC
ENROLLMENT
REPORT

Moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve:

- The homeless tuition contract agreement with Upper Deerfield Township School District, effective December 7, 2011, for student #13426 attending Elmer School for the 2011-2012 school year and pro-rated tuition is \$7,284.20; *(See page 106)*
- By Resolution, that Pineland Learning Center not charge Pittsgrove Township School District for student reduced and/or paid meals; *(See page 107)*
- The Superintendent and Business Administrator to attend the NJASBO "50th Annual Spring Conference", June 6, 7 and 8, 2012, Borgata Hotel, Atlantic City, NJ with a registration fee of \$150 each and overnight accommodations at the Borgata Hotel, June 6 and 7, 2012, at a cost of \$105/night/person. Mileage in accordance with travel regulations. Note: Mr. Bermann's registration and overnight accommodations will be covered by Shared Services.

UPPER
DEERFIELD
TWP SCHOOL
DISTRICT
HOMELESS
TUITION
CONTRACT

PINELAND
LEARNING
CENTER

WORKSHOP

Unanimously approved

FOR YOUR INFORMATION

- Enrollment Report
- Discipline Reports – February 2012
- Educational Data Services – Letter of February 8, 2012 – District savings for 2011-2012 school year.
- NJASA Legal research Publication – February 2012 – School Ethics Act and Code of Ethics for School Board Members (An Update)
- Memo from Special Education Director regarding Receipt of Final IDEA 2011 Report.

ADDENDUM

The 2012-2013 Budget was approved, by Resolution, after the Board closed the Public Hearing on the Budget.

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –MARCH 22, 2012

DENISE
MOORE SUB
BUS DRIVER

Moved by Mrs. Conover and seconded by Mr. Schmidt that the Board of Education approve:

- With the Superintendent's recommendation, Denise Moore as a substitute bus driver for the remainder of the 2011-12 school year, pending the return of her criminal history review clearance;

CERTIFICATED
STAFF LANE
CHANGES

- The certificated staff lane changes. (*See page 107*)

Unanimously approved

ADDITIONAL
WARRANTS

Moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve the additional warrants. (*See page 108*)

Unanimously approved

HIP REPORTS

With regard to Harassment, Intimidation and Bullying Reports submitted, it was moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education:

- Approve the listing presented at the February 16, 2012 meeting; (*See page 109*)
- Review the listing presented at the March 22, 2012 meeting.

Unanimously approved

STAFF
WORKSHOP/
MILEAGE

Moved by Mr. Johnson and seconded by Mr. Miletta that the Board of Education approve:

- The staff workshop/mileage requests; (*See pages 109-110*)
- The Fundraisers for the 2011-2012 school year; (*See pages 110-111*)
- The Field Trips for the 2011-2012 school year; (*See pages 111-112*)
- To accept a portable batting cage donated by Pittsgrove resident, Harry Rodriguez.

FUNDRAISERS

FIELD TRIPS

PORTABLE
BATTING CAGE
DONATION

Unanimously approved

FOR YOUR INFORMATION

- Legal Update-Response filed by Pittsgrove in Edmondson v. Pittsgrove Tsp. BOE, et al. No response was requested from Elmer BOE.
- German-American Partnership Program (GAAP) – Itinerary of the April 12-24 foreign exchange student trip to Germany.

AUDIENCE
PARTICIPATION II

AUDIENCE PARTICIPATION II

A question was asked about the contract rate for NJASK.

ADJOURN
INTO CLOSED
SESSION

CLOSED SESSION I

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

1. Negotiations-Transportation

The results of this session will be made public immediately after, or as soon thereafter as a decision is reached if permitted by law. (9:39 P.M.)

Unanimously approved

ADJOURN
FROM CLOSED
SESSION

Moved by Mrs. Berwick and seconded by Mrs. Smith that the Board of Education adjourn from Closed Session. (10:11 P.M.)

Unanimously approved

Mrs. Berwick left at 10:21 P.M.

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –MARCH 22, 2012

The Board discussed a letter from the Pittsgrove Education Association addressed to parents inviting them to a public discussion to the scheduling changes at the high school on March 27, 2012. The Board also reviewed an analysis of taxes if they went to CAP.

Moved by Mr. May and seconded by Mr. Rumpp that the Board of Education meeting be adjourned. (10:34 P.M.)
Unanimously approved

ADJOURNMENT

bd