

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –FEBRUARY 16, 2012

The regular meeting of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Thursday, February 16, 2012, 7:00 P.M., Arthur P. Schalick High School.

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

ROLL CALL

Members Absent: Mr. May, 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. Patricia Gaburo, Principal, Olivet, Elmer, Norma Schools; Ms. Priscilla Ocasio-Jimenez, Principal Pittsgrove Township Middle School; Ms. Deborah Morton, Assistant Principal A.P. Schalick High School; Ms. Angela Williams, Director of Guidance; Ms. Amanda Paterno, Student Representative; the press, staff members, and the public.

Board President, Mrs. Melissa Conover, opened the meeting at 7:00 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

The Board of Education held a moment of silence for the bus accident that claimed a child's life in New Jersey.

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 February, 2012;
- PTMS Principal, Ms. Ocasio-Jimenez, presented the *Top Cats for the Month* for January, 2012;
- APSHS Principal, Ms. Meyers, and Assistant Principal, Ms. Morton, presented the *Cougars of the Month & Cougar Pride*, for February, 2012;
- Director of Guidance, Ms. Williams, recognized, by Resolution, Ms. Terri Probasco, Guidance Counselor at A.P. Schalick High School, as the "School Counselor of the Year" by the Salem County School Counselors Association; (See page 436)

PRESENTATIONS

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –FEBRUARY 16, 2012

- The Junior Class Officers presented a Field Trip Proposal for the Junior Class to go to Great Adventure. This proposal request will next be discussed in Committee and then addressed at the next Board of Education meeting.

COMMUNICA-
TIONS

Communications

1. Notice of retirement from Stone Harbor business office secretary, Lois Scarpa, effective July 1, 2012. Stone Harbor is part of Pittsgrove's Shared Services Operation.

RETIREMENT
LOIS SCARPA

Moved by Mrs. Snyder and seconded by Mr. Miletta that the Board of Education accept, with regret, the retirement from Stone Harbor business office Secretary, Lois Scarpa, effective July 1, 2012.

Unanimously approved

MINUTES
1/19/12

Moved by Mr. Schmidt and seconded by Mrs. Snyder that the Board of Education approve the Minutes of the January 19, 2012 Board of Education Meeting and Closed Session.

Ayes: (7) Mr. Schmidt, Mrs. Snyder, Mr. Johnson, Mr. Miletta, Mr. Rump, Mrs. Berwick, Mrs. Conover

Noes: (0)

Abstain: (1) Mrs. Smith

Motion Carried

BOARD OF EDUCATION BUSINESS

Old Business - None

New Business - None

Committee Reports - None

STUDENT
REPRESENTA-
TIVE'S REPORT

STUDENT REPRESENTATIVE'S REPORT

Ms. Paterno discussed the upcoming Spirit Week and that the sign ups for the events are online.

NJ DELEGATE
REPORT

NJ DELEGATE REPORT

Mrs. Snyder reviewed the School Board Notes including the New Jersey school anti-bullying law that was ruled unconstitutional and that over 140 Boards in New Jersey have moved their elections to November.

CERTIFICATED
STAFF LANE
CHANGES

SUPERINTENDENT'S REPORT

Moved by Mr. Schmidt and seconded by Mr. Miletta that the Board of Education approve the certificated staff lane changes as attached. *(See page 436)*

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

Noes: (0)

Abstain: (0)

Motion Carried

SOURCE 4
TEACHERS

Moved by Mr. Schmidt and seconded by Mrs. Berwick that the Board of Education approve the Source4Teacher substitutes submitted for February, 2012. *(See pages 437-438)*

Ayes: (7) Mr. Schmidt, Mrs. Berwick, Mr. Johnson, Mr. Miletta, Mr. Rump, Mrs. Smith, Mrs. Conover

Noes: (0)

Abstain: (1) Mrs. Snyder

Motion Carried

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –FEBRUARY 16, 2012

Moved by Mrs. Smith and seconded by Mr. Schmidt that the Board of Education approve to establish the job description, Technology Secretary/SIS Administrator. This job description replaces Technology Clerk. The establishing of this job description reflects a change in title only. (See pages 438-440)

Unanimously approved

JOB
DESCRIPTION:

TECHNOLOGY/
SIS ADMINI-
STRATOR

Moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education approve to revise the 2011-2012 District Calendar to reflect an early dismissal day for students on Friday, March 23, 2012, and a half-professional day for staff, as opposed to the originally noted full staff in-service day. This revision is requested to ensure that we meet the required 180-day student attendance. (See page 440)

Unanimously approved

2011-2012
DISTRICT
CALENDAR
REVISIOIN

Moved by Mrs. Berwick and seconded by Mr. Schmidt that the Board of Education approve the 2011-2012 Nursing Services Plan. (See pages 441-447)

Unanimously approved

2011-2012
NURSING
SERVICES
PLAN

Moved by Mrs. Snyder and seconded by Mr. Rumpp that the Board of Education approve the district fire/security drills for January, 2012. (See pages 447-451)

Unanimously approved

BUILDING
REPORTS

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

- Daniel Fimiani as volunteer baseball coach for the 2012 spring sports season and all appropriate documentation is completed; (See page 451)
- The 2012 Spring athletic co-curricular appointments; (See page 452)
- The 2012 Spring Athletic Schedules. (See pages 452-460)

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

Noes: (1) Mrs. Berwick*-to weight room only

Abstain: (0)

Motion Carried

SPRING 2012:

DANIEL
FIMIANI
VOLUNTEER

ATHLETIC CO-
CURRICULAR

SPRING
SCHEDULES

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

- Travis LaFerriere and Zachary Slaven as monitors for the Team Building Club for the 2011-2012 school year with each stipend at \$24/hour, 2 days a week, for 2 weeks;
- Student #12067 to return to PTMS from Salem County Alternative Middle School, effective January 31, 2012. Tuition is \$15,605 per year.

Unanimously approved

TEAM
BUILDING
CLUB
MONITORS

STUDENT
#12067
RETURN TO
PTMS

Moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education approve the following Special Education items:

- The Special Education Monthly Updates of Pittsgrove Township Tuition Students, dated February 6, 2012 and February 8, 2012; (See page 461)

SPECIAL ED
MONTHLY
UPDATE

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –FEBRUARY 16, 2012

2010-2011
IDEA FINAL
REPORT

- The 2010-2011 IDEA Final Report indicating that all funds have been expended:
 1. Basic: \$384,555
 2. Preschool: \$ 10,152 (*See pages 462-466*)

Unanimously approved

STUDENT
TEACHER
PLACEMENTS
SPRING 2012

CURRICULUM & INSTRUCTION

Moved by Mr. Johnson and seconded by Mr. Schmidt that the Board of Education approve the student teacher placements for Spring, 2012. (*See page 467*)

Unanimously approved

FOR YOUR INFORMATION:

- Teacher Evaluation Update
- School Choice Update

AUDIENCE
PARTICIPATION I

AUDIENCE PARTICIPATION I

Comments included a question about removing the term "Power school" from the job description of the Technology Secretary/SIS Administrator, questions regarding the NCLB waiver, and a parent mentioned trying to contact a teacher.

BOARD
SECRETARY'S
CERTIFICATION

BUSINESS AND FINANCE REPORT

Moved by Mrs. Snyder 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 December 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 467-482*)
- Treasurer's Report, in accordance with 18A:22-8.1 and 18A:22-8.2, for the month of December, 2011. The Treasurer's Report and Secretary's Report are in agreement for the month of December, 2011 pending audit. (*See pages 482-491*)
- 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 December 31, 2011. (*See pages 491-496*)
- Certification Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pittsgrove Township Board of Education certifies that as of February 16, 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.
- The transfers of December 21, 2011 and January 20, 2012 and the transfer status report for December, 2011. (*See pages 497-499*)
- The bills paid and the bills for payment. (*See pages 499-10*)

TREASURER'S
REPORT

REVENUE
SUMMARY

BOE
CERTIFICATION

TRANSFERS &
TRANSFER
STATUS
REPORT

Unanimously approved

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –FEBRUARY 16, 2012

FINANCIAL
REPORTS

Moved by Mr. Schmidt and seconded by Mrs. Berwick that the Board of Education approve the Financial reports for December, 2011, 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

Unanimously approved

BUDGET
SUMMARY

The Budget Summary for February, 2012 was presented.

NJSBAIG
2012 SAFETY
GRANT
APPLICATION
ERIC SOUTH
SUBFUND

Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education approve, by Resolution, of the submission of the grant application for the 2012 Safety Grant Program through the New Jersey School Boards Association Insurance Group's ERIC SOUTH Subfund, for the purposes described in the application, in the amount of \$6,485, for the period of July 1, 2012 through June 30, 2013. *(See pages 11-13)*

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

Noes: (0)

Abstain: (0)

Motion Carried

ACCEPTANCE
OF FUNDS:

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

- Woodruff Energy, in the amount of \$11,151.87 for the period of January, 2011 through June, 2011;
- Target, in the amount of \$700, for a field trip grant submitted by Ms. Duncan, teacher at Olivet School.

WOODRUFF
ENERGY

TARGET FIELD
TRIP GRANT

Unanimously approved

FOR YOUR INFORMATION

- Enrollment Report
- Discipline Reports – January, 2012
- Letter from State Board of Education Re: QSAC Certification
- NJASA Legal Research Publications Program – January, 2012–Open Public Meetings Act (Part 5)
- Professional Development – AP Exam Reader – Mr. Brodzik has been selected to serve as an AP Exam Reader by the College Board, in Kansas City, MO, June 4-8, 2012. This is a great opportunity for Mr. Brodzik to obtain additional information regarding AP opportunities for the district. All expenses are covered by the College Board and there is no cost to the Board.
- APSHS Media Center – Second Quarter Report

ADDENDUM

Moved by Mr. Schmidt and seconded by Mrs. Conover that the Board of Education approve the additional warrants. *(See pages 13-14)*

Unanimously approved

ADDITIONAL
WARRANTS

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –FEBRUARY 16, 2012

MEDICAID
INITIATIVE
ACTION PLAN

Moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve the Pittsgrove Township School District's Medicaid Initiative Action Plan. Same has been sent to the County CST Supervisor. (See pages 14-17)
Unanimously approved

2012-2013
ROOTS
PROGRAM

Moved by Mr. Johnson and seconded by Mr. Schmidt that the Board of Education approve the Middle School's participation in the 2012-2013 Roots Program. This program, offered at no cost to participating schools, is designed to create grassroots movements among students to reduce face to face and online harassment, intimidation and bullying and to improve the learning climate in NJ Middle Schools. The Board Requested Sample of the Survey.

Ayes: (2) Mr. Johnson, Mr. Schmidt

Noes: (6) Mr. Mileta, Mr. Rumpp, Mrs. Smith, Mrs. Snyder, Mrs. Berwick, Mrs. Conover

Abstain: (0)

Motion Denied

DO IT BIG
LEASE
AGREEMENT
BEAUTY & THE
BEAST

Moved by Mrs. Berwick and seconded by Mrs. Smith that the Board of Education approve the Lease Agreement with Do It Big for the use of A.P. Schalick High School Auditorium, for the play production of "Beauty and the Beast," totaling \$3,855, on the following dates, April 23, 24, 25, 26, 27, 28, and 29, 2012. (See pages 17-18)

Unanimously approved

SHS ENGLISH/
SOCIAL
STUDIES
LIAISON
STEVE ELWELL

Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education approve Steve Elwell as SHS English/Social Studies Liaison for the remainder of the 2011-2012 school year to be paid at the Board Approved stipend of \$625.

Unanimously approved

SHERRY
BIDDLE
OBSERVATION
OF JKNAUB

Moved by Mrs. Snyder and seconded by Mr. Rumpp that the Board of Education approve Cumberland County College Student, Sherry Biddle, to observe Joann Knaub for 2 hours to fulfill the requirement of a leadership course.

Unanimously approved

HIB 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 January 19, 2012 meeting; (See page 19)
- Review the listing presented at the February 16, 2012 meeting.

Unanimously approved

2011-2012
FIELD TRIPS

Moved by Mr. Schmidt and seconded by Mrs. Snyder that the Board of Education approve the Field Trips for the 2011-2012 school year. The Board requested the cost of the field trip to the Board to be included in the monthly spreadsheet. (See pages 19-20)

Unanimously approved

2011-2012
FUNDRAISERS

Moved by Mr. Schmidt and seconded by Mrs. Conover that the Board of Education approve the Fundraisers for the 2011-2012 school year. (See pages 20-21)

Unanimously approved

PITTSBURGH TOWNSHIP BOARD OF EDUCATION MINUTES –FEBRUARY 16, 2012

Moved by Mrs. Berwick and seconded by Mrs. Snyder that the Board of Education approve the staff workshop/mileage requests. (See pages 21-22)
Unanimously approved

STAFF
WORKSHOP
MILEAGE
REQUESTS

FOR YOUR INFORMATION

- Salem County Bridge Math and Science Committee
- ExtraOrdinary Aid Application Completed – Memo from the Special Education Director indicating that the district's Extraordinary Aid Application is complete.

AUDIENCE PARTICIPATION II

Questions regarding when the Agenda and Minutes were posted.

CLOSED SESSION I

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

1. Contractual Matters – Superintendent; PEA

The results of this session will be made public immediately after, or as soon thereafter as a decision is reached if permitted by law. (8:25 P.M.)

Unanimously approved

AUDIENCE
PARTICIPATION II

ADJOURN
INTO CLOSED
SESSION

Moved by Mr. Mileta and seconded by Mr. Schmidt that the Board of Education adjourn from Closed Session. (10:29 P.M.)

Unanimously approved

Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education approve the Superintendent Contract, effective July 1, 2012 through June 30, 2015, for submission to the County Office. Salary will remain frozen at \$163,830 for the duration of the contract.

Roll Call: Ayes (8) Mrs. Snyder, Mr. Schmidt, Mr. Johnson, Mr. Mileta, Mr. Rumpp, Mrs. Smith, Mrs. Berwick, Mrs. Conover

Noes: (0)

Abstain (0)

Motion Carried

ADJOURN
FROM CLOSED
SESSION

2012-2015
SUPERINTENDENT
CONTRACT TO
COUNTY
OFFICE

Moved by Mrs. Snyder and seconded by Mr. Rumpp that the Board of Education meeting be adjourned. (10:36 P.M.)

Unanimously approved

ADJOURNMENT

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