

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –NOVEMBER 17, 2011

The regular meeting of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Thursday, November 17, 2011, 7:00 P.M., Arthur P. Schalick High School.

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

ROLL CALL

Members Absent: None

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. Deborah Morton, Assistant Principal A.P. Schalick High School; Mr. Dan Bruce, Assistant Principal, Elmer School; 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:

PLEDGE TO THE FLAG

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.

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

PRESENTATIONS

The following presentations were made:

- APSHS Principal, Ms. Meyers, and Assistant Principal, Ms. Morton, presented the *Cougars of the Month & Cougar Pride*, for November, 2011;
- PTMS Principal, Ms. Ocasio-Jimenez, presented the *Top Cats for the Month* for October, 2011;
- Assistant Principal for Elmer School, Mr. Bruce, presented the *Owls for the Month* and the *Eagles for the Month* for November, 2011.

PRESENTATIONS

Garrison Architects and Blue Sky Power presented to the public the proposed solar energy project.

SOLAR ENERGY PROJECT

Audience Participation I

Questions raised included what were the initial costs and where do the funds come from to cover those expenses. It was explained that Phase I would be approximately \$15,000 and Phase II would be \$20,000. The total of the initial expenses would be reimbursed under the Power Purchase Agreement when awarded by the District.

AUDIENCE PARTICIPATION I

PITTSBURGH TOWNSHIP BOARD OF EDUCATION MINUTES –NOVEMBER 17, 2011

2010-2011
BOARD SELF-
EVALUATION

NJSBA Representative, Terry Lewis presented the 2010-2011 Board’s Self-Evaluation.

COMMUNICA-
TIONS

Communications

EXTENDED
LOA
MAGGIE
BROWN

1. Request from APSHS Guidance Counselor, Maggie Brown, for an extended unpaid leave of absence. Ms. Brown will exhaust her leave under FMLA/NJFLA approximately May 30, 2012. She is requesting to be placed on an unpaid leave of absence for the remainder of the 2011-2012 school year and September 2012 through December 2012.

Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education approve of APSHS Guidance Counselor, Maggie Brown's request for an extended unpaid leave of absence, effective June 2012 and September through December, 2012. Ms. Brown will exhaust her FMLA/NJFLA leave approximately May 30, 2012.

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

Noes: (2) Mrs. Schneider, Mrs. Conover Abstain: (0) Motion Carried

MINUTES
10/20/11
11/1/11

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

- October 20, 2011 Board of Education Meeting and Closed Session;
- November 1, 2011 Special Board of Education Meeting and Closed Session.

Ayes: (10) Mr. Schmidt, Mrs. Smith, Mr. Johnson, Mr. May, Mr. Miletta, Mr. Rump, Mrs. Snyder*, Mrs. Schneider*, Mrs. Berwick, Mrs. Conover

Noes: (0) Abstain: (2)Mrs. Schneider* to 10/20 only & Mrs. Snyder* to 11/1 only Motion Carried

BOARD OF EDUCATION BUSINESS

Old Business - None

New Business- None

Committee Reports - None

STUDENT
REPRESENTA-
TIVES REPORT

STUDENT REPRESENTATIVE’S REPORT

No report given.

NJ DELEGATE
REPORT

NJ DELEGATE REPORT

No report given.

SOURCE 4
TEACHERS

SUPERINTENDENT’S REPORT

Moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve the Source4Teachers substitutes submitted for November, 2011. (See pages 222-224)

Ayes: (9) Mr. Schmidt, Mr. Johnson, Mr. May, Mr. Miletta, Mr. Rump, Mrs. Smith, Mrs. Schneider, Mrs. Berwick, Mrs. Conover

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

ADMINISTRA-
TIVE
INTERNSHIP
CORINNE
MESMER

Moved by Mr. May and seconded by Mrs. Snyder that the Board of Education approve an administrative internship for Kindergarten teacher, Corinne Mesmer, at Norma School for Spring of 2012 with Dr. Meister, and at Elmer School for Fall 2012 with Mr. Bruce. This internship is part of her masters degree program in School Administration at Rowan University and has been approved by Mrs. Gaburo.

Unanimously approved

PITTSBORO TOWNSHIP BOARD OF EDUCATION MINUTES –NOVEMBER 17, 2011

Moved by Mrs. Berwick and seconded by Mr. Johnson that the Board of Education approve the *State Uniform Memorandum of Agreement Between Education and Law Enforcement Officials* that includes 2011 Revisions. This Memo of Understanding is between the education and law enforcement communities in Salem County and was signed at the 2011 Annual Educators and Law Enforcement Breakfast on October 20, 2011.

Unanimously approved

STATE
UNIFORM
MEMORANDUM
OF
AGREEMENT
BETWEEN
EDUCATION &
LAW
ENFORCEMENT

Moved by Mr. Johnson and seconded by Mr. Schmidt that the Board of Education approve for Mr. Ed Sayre to conduct a survey of the faculty at APSHS as part of his doctoral research at the University of Phoenix. All responses will be submitted online and respondents will remain anonymous.

Unanimously approved

APSHS
FACULTY
SURVEY

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

- The district fire/security drills for October, 2011; (*See pages 224-226*)
- The bus evacuation drills completed in October, 2011. (*see pages 226-227*)

Unanimously approved

BUILDING
REPORTS

BUS
EVACUATION
DRILLS

Moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve the 2012 Senior Class Trip to Disney World, Orlando, Florida, April 28, 2012 through May 1, 2012. (*See pages 227-228*)

Unanimously approved

SENIOR CLASS
TRIP –
ORLANDO, FL

Moved by Mrs. Schneider and seconded by Mr. Schmidt that the Board of Education approve to remove and dispose of two pianos from the high school auditorium and one piano at Elmer School due to not being repairable and the cost of repairs.

Unanimously approved

PIANO
REMOVAL AND
DISPOSAL

Moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve the Tri-County Conference 2012-2013 membership dues of \$1,375, reflecting no increase over the 2011-2012 dues. The Board approved of ticket price of \$3/adults, \$2/student to all events except football. The football ticket price is \$4/adults and students. The West Jersey Football League teams currently charge \$4.00 and the TCC is attempting to align to that fee since joining the league. A 2/3's vote of the TCC membership is required to change the football ticket price. Senior Citizen and Veterans/Active Military will continue to have free admission to all games.

Ayes: (8) Mr. Schmidt, Mr. Johnson, Mr. May, Mr. Miletta, Mrs. Smith, Mrs. Snyder, Mrs. Schneider, Mrs. Conover

Noes: (2) Mr. Rumpp, Mrs. Berwick

Abstain: (0)

Motion Carried

2012-2013
TRI COUNTY
CONFERENCE
DUES

Moved by Mr. Johnson and seconded by Mr. Schmidt that the Board of Education approve the 2011-2012 Winter Athletic Schedules. (*See pages 228-232*)

Unanimously approved

2011-2012
WINTER
ATHLETIC
SCHEDULES

PITTSBORO TOWNSHIP BOARD OF EDUCATION MINUTES –NOVEMBER 17, 2011

2011-2012
WINTER GAME
WORKERS

Moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve the 2011-2012 winter game workers with confirmation of appropriate rates. *(See page 232)*

Ayes: (9) Mr. Schmidt, Mr. Johnson, Mr. May, Mr. Miletta, Mr. Rump, Mrs. Smith,
Mrs. Schneider, Mrs. Berwick, Mrs. Conover

Noes: (0)

Abstain: (1) Mrs. Snyder

Motion Carried

PTMS SCIENCE
FAIR-
ATLANTIC
CITY GRANT

Moved by Mrs. Snyder and seconded by Mrs. Berwick that the Board of Education approve to submit a grant application to Atlantic City Electric for \$1,000.00 to be used toward the Science Fair and alternative energy supplies. Both are part of the 8th grade curriculum.

Unanimously approved

STUDENT
MONTHLY
UPDATE

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

- The Monthly Update of Pittsgrove Township Students, dated November 2, 2011;
(See page 232)
- The Special Education Early Childhood Outcome Study Contract issued for the purpose of reimbursing the district for needed materials and supplies to implement the study. Pittsgrove has been randomly selected as one of the districts required to participate in the preschool outcome data collection; *(See pages 233-234)*
- The Service Agreement with Rethink Autism, Inc. Contract totals \$1,920 and will enable the district to access a comprehensive library of video-based lessons, training modules, assessments, etc; *(See page 234)*
- With the Superintendent's recommendation, to contract with Brett DiNovi & Associates, LLC, for Brett DiNovi as a Behavior Consultant for student #12520, replacing Kimberly Phillips. This appointment is effective 11/2/11 for the remainder of the 2011-2012 school year. The cost of his services are \$115/hour, plus .31/mile. *(See page 235)*

Unanimously approved

SPECIAL
EDUCATION
EARLY
CHILDHOOD
OUTCOME
STUDY

RETHINK
AUTISM, INC

BRETT DINOVI
BEHAVIOR
CONSULTANT

PRESENTA-
TIONS
CURRICULUM
&
INSTRUCTION

CURRICULUM & INSTRUCTION

Assistant Superintendent, Mr. Michael Brodzik presented the following:

- State Evaluation System for Teachers;
- NJQSAC Update.

AUDIENCE
PARTICIPA-
TION II

AUDIENCE PARTICIPATION II

Comments included questions about staff leaves of absences and pen pal programs.

BOARD
SECRETARY'S
CERTIFICA-
TION

BUSINESS AND FINANCE REPORT

Moved by Mr. May and seconded by Mr. Rump 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 September 30, 2011, 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 236-250)*

TREASURER'S
REPORT

- Treasurer's Report, in accordance with 18A:22-8.1 and 18A:22-8.2, for the month of September, 2011. The Treasurer's Report and Secretary's Report are in agreement for the month of September, 2011 pending audit. *(See pages 251-255)*

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –NOVEMBER 17, 2011

- 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 September 30, 2011. (See pages 256-258) REVENUE SUMMARY
 - Certification Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pittsgrove Township Board of Education certifies that as of November 17, 2011 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. BOE CERTIFICATION
 - The transfers of October 20, 2011 and the transfer status report for September, 2011. (See pages 259-260) TRANSFERS & TRANSFER STATUS REPORT
 - The bills paid and the bills for payment. (See pages 261-266) WARRANTS
 - Financial reports for September, 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 AccountsFINANCIAL REPORTS
- Unanimously approved
- The Budget Summary for November, 2011 was presented. BUDGET SUMMARY
- Moved by Mr. May and seconded by Mr. Rumpp that the Board of Education approve Addendum III to the GCA Services Group Service Agreement, effective November 1, 2011 through June 30, 2012. The addendum reflects an additional (1.0) Custodial FTE for Pittsgrove Township School District. (See page 267) ADDENDUM III TO GCA SERVICES GROUP SERVICE AGREEMENT
- Unanimously approved
- Moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education approve voiding warrant checks and re-issuing corrected checks to vendors. (See page 267) VOIDING WARRANT CHECKS
- Unanimously approved
- Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education accept:
- The additional Education Jobs funding of \$13,483. This will be used to offset the cost associated with the reinstatement of positions;
 - The funds from Sodexo, Inc., in the amount of \$ 7,975.75. This represents the guarantee from Sodexo 's Annual Management fee for the 2010-2011 school year.
- EDUCATION JOBS FUNDING
- Unanimously approved
- SODEXO FUNDS

PITTSBORO TOWNSHIP BOARD OF EDUCATION MINUTES –NOVEMBER 17, 2011

WORKSHOPS

Moved by Mrs. Berwick and seconded by Mr. May that the Board of Education approve the following workshops:

- The Supervisor of Pupil Transportation to attend the New Jersey Transportation Supervisors' Certification Program, Course 1, Management and Supervisory Skills, at the Winslow Township Middle School, Atco, NJ. This is a 9 session course, with a course fee of \$795.
- The Business Administrator to attend the NJASBO "Financial Planning and Pensions" program on January 31, 2012, Robbinsville, NJ. Registration fee is \$75.00. Mileage in accordance with travel regulations.

Unanimously approved

FOR YOUR INFORMATION

- Enrollment Report
- Discipline Reports – October 2011
- Elmer Eagle News – November/December 2011
- NJCAP Funding – Letter from New Jersey Child Assault Prevention
- SCSBA Winter Meeting – SCSBA Winter Meeting "Liability – Can You Avoid It?", November 30, 2011 at the Salem County Vocational Technical School, 7 P.M. Cost is free and must contact the business office to register by November 25, 2011.
- NJSASA Legal Research Guide Re: Open Public Meetings Act

ADDENDUM I

ADDENDUM I

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

- The additional warrants. (*See page 267*)
- Payment #5 to Jottan, Inc., totaling \$27,845.45., for the APSHS roof restoration project. (*See page 268*)

Unanimously approved

ADDITIONAL
WARRANTS

JOTTAN
PAYMENT #5

HORIZON
SECTION 125
PLAN

Moved by Mr. Schmidt and seconded by Mr. May that the Board of Education approve, by Resolution, Horizon Healthcare Services, Inc. d/b/a/ Horizon Blue Cross Blue Shield of New Jersey, as our Section 125 Plan, effective January 1, 2012. (*See pages 268-270*)

Unanimously approved

HARRASSMENT
INTIMIDATION
BULLYING
REPORTS
OCTOBER 2011

With regard to Harassment, Intimidation and Bullying reports, it was moved by Mrs. Conover and seconded by Mr. Miletta that the Board of Education:

- Approve the October 2011 Report; (*See page 270*)
- Review the November 2011 Report.

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

Noes: (0)

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

Motion Carried

EIRC
CONTRACT

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

- The contract with EIRC to provide Supplemental Educational Services under Title I guidelines from November 1, 2011 to August 31, 2011; (*See pages 271-272*)

FIELD TRIPS

- The Field Trips for the 2011-2012 school year; (*See page 272*)

FUNDRAISERS

- The Fundraisers for the 2011-2012 school year; (*See page 272*)

PITTSBURGH TOWNSHIP BOARD OF EDUCATION MINUTES –NOVEMBER 17, 2011

- The staff workshop/mileage requests; (*See page 272*)
- Mr. Rozanski's proposal for \$11,700 in funding from Google RISE Team to establish a new elective course in Robotic Programming.

Unanimously approved

STAFF
WORKSHOP/
MILEAGE

ROBOTIC
PROGRAMM-
ING

AUDIENCE PARTICIPATION II

No comments were made.

AUDIENCE
PARTICIPA-
TION II

CLOSED SESSION I

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

1. Legal Matter
2. Student Matter

The results of this session will be made public immediately after, or as soon thereafter as a decision is reached if permitted by law. (9:43 P.M.)

Unanimously approved

ADJOURN
INTO CLOSED
SESSION I

Mrs. Berwick left the meeting at 9:44 P.M.

Moved by Mr. Rumpp and seconded by Mr. Schmidt that the Board of Education adjourn from Closed Session. (10:16 P.M.)

Unanimously approved

ADJOURN
FROM CLOSED
SESSION I

Assistant Superintendent, Mr. Brodzik, gave an update on School Choice.

Mrs. Snyder left the meeting at 10:22 P.M.

SCHOOL
CHOICE
UPDATE

The Board of Education reminded members of the following upcoming committee meetings:

- Finance Committee Meeting, December 1, 2011 at 6:00 P.M.
- Policy Committee Meeting, December 14, 2011 at 6:00 P.M. and will be followed by a Community Relations Committee Meeting.

COMMITTEE
MEETING
DATES

Moved by Mr. Rumpp seconded by Mr. Schmidt that the Board of Education meeting be adjourned. (10:45 P.M.)

Unanimously approved

ADJOURNMENT

bd