The regular meeting of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Thursday, October 20, 2011, 7:00 P.M., Arthur P. Schalick High School.

Members Present: Mr. Miletta, Mr. Rumpp, Mr. Schmidt, Mrs. Smith, Mrs. Snyder, Mrs. Conover, Mrs. Berwick (arrived at 7:56 P.M.)

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. Priscilla Ocasio-Jimenez, Principal, Pittsgrove Township Middle School; Ms. Michelle Deaver, Director of Special Education; Dylan Berwick, 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.

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.

PRESENTATIONS

The following presentations were made:

- APSHS Principal, Ms. Meyers, presented the *Cougars of the Month* & *Cougar Pride*, for October, 2011;
- PTMS Principal, Ms. Ocasio-Jimenez, presented the *Top Cats for the Month* for September, 2011;
- Assistant Superintendent, Mr. Brodzik, presented the Owls of the Month and Eagles of the Month for October, 2011;

Communications

1. Letter of resignation from Board of Education member, Earl S. Stanton, Sr., effective September 19, 2011.

Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education accept, with regret, the resignation of Board of Education member, Earl S. Stanton, Sr., effective September 19, 2011.

Unanimously approved

PLEDGE TO THE FLAG

OPEN PUBLIC MEETINGS LAW

DISTRICT MISSION STATEMENT

PRESENTA-TIONS

COMMUNICA-TIONS EARL STANTON

BOARD VACANCY	 2. Letters of interest received for Board Vacancy: Dylan Berwick Nedd J. Johnson, Sr. Karen L. Mathews (<i>Ms. Mathews rescinded her letter of interest</i>)
ADJOURN INTO CLOSED SESSION I	CLOSED SESSION I Moved by Mr. Schmidt 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 interview candidates for the Board vacancy. The results of this session will be made public immediately after, or as soon thereafter as a decision is reached if permitted by law. (7:18 P.M.) Unanimously approved
Adjourn From Closed Session I	Moved by Mrs. Snyder and seconded by Mr. Rumpp that the Board of Education adjourn from Closed Session. (7:56 P.M.) Unanimously approved
BOARD MEMBER NEDD J. JOHNSON, SR	Moved by Mr. Schmidt and seconded by Mr. Miletta that the Board of Education appoint Mr. Nedd J. Johnson, Sr. to fill the Board vacancy. Ayes: (6) Mr. Schmidt, Mr. Miletta, Mr. Rumpp, Mrs. Smith, Mrs. Snyder, Mrs. Conover Noes: (0) Abstain: (1) Mrs. Berwick Motion Carried
OATH OF OFFICE	Ms. Suzanne R. Fox Abdill, administered the oath of office to Mr. Nedd J. Johnson, Sr.
PUBLIC HEARING OPEN	PUBLIC HEARING Moved by Mrs. Snyder and seconded by Mr. Rumpp that the Board of Education open the Public Hearing on all acts of violence and vandalism that occurred in the 2010-2011 school year, pursuant to N.J.S.A. 18A:17-46 and N.J.A.C. 6A:16-5.3(f). (8:00 P.M.) Unanimously approved
VIOLENCE AND VANDALISM	Mr. Bermann conducted the public hearing presenting all acts of violence and vandalism that occurred in the 2010-2011 school year, reviewing the district's verified violence and vandalism data submitted under the EVVRS to the NJDOE. Mr. Bermann reviewed the incident counts and detailed programs in each school designed to keep schools safe and recognize students in need of help.
Lease Agreement With Elmer Borough Boe	Also discussed during the Public hearing, in compliance with the State statute regarding leasing of facilities, the current lease agreement between Pittsgrove Township Board of Education and Elmer Borough Board of Education.
	PUBLIC HEARING AUDIENCE PARTICIPATION There was no public comment.
PUBLIC HEARING CLOSED	Moved by Mr. Rumpp and seconded by Mr. Schmidt that the Board of Education close the Public Hearing on all acts of violence and vandalism that occurred in the 2010-2011 school year and the Lease Agreement with Elmer Borough Board of Education. (8:03 P.M.) Unanimously approved

	by Mr. Schmidt that the Board of Edu elence and Vandalism. <i>(See pages 174-1</i>)		2010-2011 ANNUAL DISTRICT REPORT VIOLENCE & VANDALISM
Resolution, of the lease agreement between Borough Board of Education. (Se	 Mr. Schmidt that the Board of Educatio ween the Pittsgrove Township Board of E page 175) chmidt, Mr. Johnson, Mr. Miletta, Mr. Ru Abstain: (0) 	ducation and	LEASE Agreement With Elmer Borough Boe
	Counselor, Maggie Brown, requesting an tive February 1, 2012 through January 2		COMMUNICA- TIONS
Moved by Mrs. Snyder and seconded by Mrs. Smith that the Board of Education table the request until November 17, 2011 Board of Education Meeting for APSHS Guidance Counselor, Maggie Brown, for an extended unpaid leave of absence for child rearing, effective February 1, 2010 through January 2, 2013. Ayes: (7) Mrs. Snyder, Mrs. Smith, Mr. Miletta, Mr. Rumpp, Mr. Schmidt, Mrs. Berwick,			
Mrs. Conover Noes: (0)	Abstain: (1) Mr. Johnson	Motion Carried	
 Letter of resignation from part time APSHS secretary, Donna Hiles, effective October 14, 2011. Moved by Mr. Schmidt and seconded by Mrs. Snyder that the Board of Education approve, with 			
	HS secretary, Donna Hiles, effective Oct		HILES
Moved by Mr. Schmidt and seconded by Minutes of the following Board of Education		on approve the	MINUTES

9/15/11

9/22/11

- Minutes of the following Board of Education Meetings:
 - September 15, 2011 Regular Meeting & Closed Session •

• September 22, 2011 Special Meeting & Closed Session Unanimously approved

BOARD OF EDUCATION BUSINESS Old Business - None

New Business

Mrs. Berwick received a call from Mayor, Linda DuBois, to send a representative of Pittsgrove Township Board of Education to Trenton on Wednesday for recognition for being a shelter.

CURRICULUM COMMITTEE MEETING 9/13/11	Committee Reports Moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education approve, with corrections, the Minutes of the September 13, 2011 Curriculum Committee Meeting. Action Items include: • Option 2 regarding Sports and Physical Education credits and required Graduation credits. <i>(See page 175)</i> Ayes: (7) Mr. Schmidt, Mrs. Smith, Mr. Johnson, Mr. Miletta, Mr. Rumpp, Mrs. Berwick, Mrs. Conover Noes: (0) Abstain: (1) Mrs. Snyder Motion Carried		
STUDENT REPRESENTA- TIVE'S REPORT	STUDENT REPRESENTATIVE'S REPORT Dylan Berwick reported that the Seniors won for Spirit week, The Boys Soccer Team won the Classic Division Championship, and that Homecoming is coming up.		
NJ DELEGATE REPORT	NJ DELEGATE REPORT Mrs. Snyder reviewed NJSBA Notes and the upcoming NJSBA workshop October 24 - 26, 2011.		
PATRICIA DRAGER	SUPERINTENDENT'S REPORT With the Superintendent's recommendation, it was moved by Mr. Schmidt and seconded by Mr. Rumpp that the Board of Education approve to hire retired PTMS Guidance Counselor and former ELLS instructor, Patricia Drager, to work with students at Elmer/Olivet who require this service. Ms. Drager will provide 5 hours of instruction, one day a week for 10 weeks, totaling \$1,750. Unanimously approved		
SHS MATH LIAISON – KATHY MUROWANY SHS SCIENCE	Moved by Mr. Johnson and seconded by Mr. Schmidt that the Board of Education approve Kathy Murowany as SHS Math Liaison and Paula McCormick as SHS Science Liaison for the 2011-2012 school year to paid at the Board approved stipend of \$1250.00. Unanimously approved		
LIAISON- PAULA MCCORMICK SOURCE 4 TEACHERS	Moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education approve the Source4Teachers substitutes submitted for October, 2011. <i>(See pages 176-179)</i> Ayes: (7) Mr. Schmidt, Mrs. Smith, Mr. Johnson, Mr. Miletta, Mr. Rumpp, Mrs. Berwick, Mrs. Conover Noes: (0) Abstain: (1) Mrs. Snyder Motion Carried		
6466	With the Superintendent's recommendation, it was moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education approve Christine Winter as a SACC caregiver at Olivet School, \$11.69/hour. She is currently employed through Mission One as an aide at APSHS. Unanimously approved		
SACC EMPLOYEE CHRISTINE WINTER	Moved by Mr. Schmidt and seconded by Mrs. Snyder that the Board of Education approve the district security drills for September, 2011. <i>(See pages 179-181)</i> Unanimously approved		
BUILDING REPORTS WORKSHOP	Moved by Mrs. Snyder and seconded by Mr. Miletta that the Board of Education approve the following administrators to attend a workshop given by Merenbloom Seminars, Inc., entitled, Designing Creative High School and Middle School Schedules with Limited Resources: Henry Bermann, Michael Brodzik, Donna Meyers and Angela Williams. Registration Fee is \$180/each. Mileage in accordance with BOE policy. Unanimously approved		

Mr. Bermann recommended a Board Retreat to be held at the Central Office for half day on December 3, 2011.

Moved by Mrs. Snyder and seconded by Mrs. Smith that the Board of Education approve to create a PTMS Athletic Boosters Program financed through fundraisers and managed through the PTMS General Fund account. Unanimously approved

Moved by Mr. Johnson and seconded by Mrs. Snyder that the Board of Education approve the Middle School's participation in the 2011-12 NJ Middle School Risk and Protective Factor Survey conducted by the NJ Department of Human Services. An award of up to \$800 is available from the Bloustein Center for Survey Research at Rutgers University. The award is based on the return rate of parental consent forms, teacher and student incentives for return of forms and on-site administration of the survey on a day selected by the school. *(See page 181)* Ayes: (5) Mr. Johnson, Mrs. Snyder, Mr. Miletta, Mr. Schmidt, Mrs. Conover Noes: (3) Mr. Rumpp, Mrs. Smith, Mrs. Berwick Abstain: (0) Motion Carried

Moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve the
Fall/Winter Weight Room appointments for the 2011-2012 school year. (See page 181)Ayes: (7) Mr. Schmidt, Mr. Johnson, Mr. Miletta, Mr. Rumpp, Mrs. Smith, Mrs. Snyder,
Mrs. Conover
Noes: (1) Mrs. BerwickAbstain: (0)

Moved by Mr. Schmidt and seconded by Mr. Johnson that the Board of Education approve the paid/volunteer winter athletic appointments for the 2011-2012 school year. The following individuals will not be used until their criminal history review clearance is received. *(See page 182)*

• Leah Benson - Volunteer Athletic Trainer

• Essence Henry - Volunteer Fall/Winter Cheerleading Coach's Aide Unanimously approved

Moved by Mrs. Berwick and seconded by Mr. Schmidt that the Board of Education approve Tara Pedrick as the Academic Team Advisor, stipend amount \$1,154, for the 2011-2012 school year. The Board accepted, with regret, Renee Jost's resignation from the position. Unanimously approved

Moved by Mrs. Smith and seconded by Mr. Schmidt that the Board of Education approve the German-American Partnership Program exchange trip, April 12-24, 2012 and the German Exchange 2011-2012 Student Application which will be provided to our students in October. German students are scheduled to visit APSHS September 20, 2012 - October 1, 2012. Unanimously approved

Moved by Mr. Schmidt and seconded by Mrs. Snyder that the Board of Education approve to open a new activity account, #226, for the Class of 2015. Unanimously approved

12/3/11 BOARD RETREAT

PTMS ATHLETIC BOOSTERS PROGRAM

2011-2012 NJ MIDDLE SCHOOL RISK & PROTECTIVE FACTOR SURVEY

2011-2012 FALL/WINTER WEIGHT ROOM

2011-2012 WINTER ATHLETIC APPOINT-MENTS

LEAH BENSON ESSENCE HENRY

2011-2012 ACADEMIC TEAM ADVISOR TARA PEDRICK

GERMAN-AMERICAN PARTNERSHIP PROGRAM EXCHANGE TRIP

NEW ACTIVITY ACCOUNT #226 FOR CLASS OF 2015

ENERGY FOR THE ARTS GRANT	Moved by Mrs. Snyder and seconded by Mr. \$1,000 "Energy for the Arts" grant awarded Olivet School. Unanimously approved		
MONTHLY STUDENT UPDATE 2011-2012 IDEA GRANT APPLICATION	 Moved by Mrs. Snyder and seconded by Mr. following Special Education items: The Monthly Update of Pittsgrove T <i>(See page 182)</i> The Pittsgrove 2011-2012 IDEA Gra 1. Preschool: \$ 10,144 Z. Basic: \$392,507 Roll Call: Ayes: (8) Mrs. Snyder, Mr. Schmid Mrs. Berwick, Mrs. Conover Noes: (0) Abs 	ownship Students, dated October 7 ant Application: <i>(See page 183)</i>	, 2011;
2012 NCLB APPLICATION	CURRICULUM & INSTRUCTION Moved by Mr. Schmidt and seconded by Mr. part of the NCLB process, the 2012 NCLB ap and unified plans for SHS and PTMS. Note: the Assistant Superintendent's office. <i>(See</i> Unanimously approved	oplication which includes 2011-2012 The 2012 NCLB application is on fil	funded salaries
STUDENT TEACHER PLACEMENTS	Moved by Mr. Schmidt and seconded by Mr. student teacher placements. <i>(See pages 18</i> Unanimously approved		on approve the
2011-2012 REVISED CURRICULA	Moved by Mr. Johnson and seconded by Mr. revised curricula for 2011 - 2012. Note: The Assistant Superintendent's Office Roll Call: Ayes (8): Mr. Johnson, Mr. Schmi Mrs. Berwick, Mrs. Conover Noes: (0) Abs	e 2011-2012 Curricula is on file in it	s entirety in the
2011-2012 OLIVET SCHOOL STUDENT SUCCESS PROGRAM	Moved by Mr. Johnson and seconded by Mr. Student Success Program at Olivet for the 2 Unanimously approved		on approve the
	FOR YOUR INFORMATIONCumberland County College "Pathways to Training, and Employment" Project	Manufacturing Engineering Techno	logies Education,
AUDIENCE PARTICIPA- TION I	AUDIENCE PARTICIPATION I Questions regarding workshops/retreats, program, and HIB were all asked.	Option 2, Olivet Success Progra	m, Middle School

BUSINESS AND FINANCE REPORT

Moved by Mr. Schmidt and seconded by Mr. Rumpp 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 August 31, 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 185-192)
- Treasurer's Report, in accordance with 18A:22-8.1 and 18A:22-8.2, for the month of August, 2011. The Treasurer's Report and Secretary's Report are in agreement for the month of August, 2011 pending audit. *(See pages 193-197)*
- 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 August 31, 2011. (See pages 197-198)
- Certification Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pittsgrove Township Board of Education certifies that as of October 20, 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.
- The transfers of August 18, 2011 and September 15, 2011 and the transfer status report for August, 2011. *(See page 198-200)*
- The bills paid and the bills for payment. (See pages 200-204)
- Financial reports for August, 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

The Budget Summary for October, 2011 was presented.

Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education authorize, by Resolution, for the Business Administrator to submit the three year Comprehensive Maintenance Plan for the Pittsgrove Township School District, in compliance with the Department of Education requirements. Also authorization to submit the Evaluation of School Buildings facilities checklist to the Salem County Office. The Evaluation of School Buildings facilities checklist is on file in the Business Administrator's office. *(See pages 204-205)* Unanimously approved

BOARD SECRETARY'S CERTIFICA-TION

TREASURER'S REPORT

REVENUE SUMMARY

BOE CERTIFICA-TION

TRANSFERS & TRANSFER STATUS REPORT

WARRANTS

FINANCIAL REPORTS

BUDGET SUMMARY

COMPREHEN-SIVE MAINTENANCE PLAN

BUS DRIVER/AIDE ADJUSTMENTS 2011-2012 TRANSPORT- ATION JOINTURES	 Moved by Mr. Schmidt and seconded by Mrs. Snyder that the Board of Education approve: The adjustments in bus driver/aide hours and salaries for the 2011-2012 school year; <i>(See page 205)</i> The revised transportation jointures for the 2011-2012 school year. This is revenue for Pittsgrove. <i>(See page 205)</i> Ayes: (7) Mr. Schmidt, Mrs. Snyder, Mr. Johnson, Mr. Miletta, Mr. Rumpp, Mrs. Berwick, Mrs. Conover Noes: (0) Abstain: (1) Mrs. Smith
SWIM TEAM RENTAL AGREEMENT WITH CUMBERLAND CAPE ATLANTIC YMCA LEASE AGREEMENT WITH OFF BROAD STREET PLAYERS	 Moved by Mr. Schmidt and seconded by Mr. Miletta that the Board of Education approve: The Swim Team Rental Agreement between APSHS and the Cumberland Cape Atlantic YMCA, effective November 15, 2011 through February 3, 2012. Contract totals \$3,960. <i>(See page 206)</i> The Lease Agreement with Off Broad Street Players Theatre Company for use of the A.P. Schalick High School Auditorium, for the play production of "Sound of Music", totaling \$5,680.00, on the following dates, November 5, 6, 7, 8, 9, 10, 11, 12, 13, 17, 18, 19 and 20, 2011. <i>(See page 206)</i> Unanimously approved
2011 SAFETY GRANT AWARD	Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education accept the <i>2011</i> <i>Safety Grant Award</i> , from NJ School Boards Association Insurance Group, in the amount of \$6,542.00. This grant is for the period of July 1, 201 through June 30, 2012. Unanimously approved
Woodruff Energy Funds	Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education accept the funds from Woodruff Energy, in the amount of \$36,583.08. This is for the period of January, 2011 through June, 2011. Unanimously approved
	 FOR YOUR INFORMATION Enrollment Report Discipline Reports – September 2011 NJ DOE Letter Re: Denial of Application for Charter School – Letter indicating Compass Academy Charter School's application has been denied due to deficiencies identified during the charter school application evaluation process. NJSIAA Letter and Memo to Coaches – Letter from NJSIAA acknowledging APSHS for its display of good sportsmanship in the 2010-2011 school year. Also attached is a memo sent to the APSHS coaching staff from Athletic Director, Mike Clarke, recognizing their efforts in this regard.
ADDENDUM I ADDITIONAL WARRANTS PAYMENT #4 TO JOTTAN	 ADDENDUM I Moved by Mr. Schmidt and seconded by Mr. Rumpp that the Board of Education approve: The additional warrants; <i>(See page 207)</i> Payment #4 to Jottan, Inc., totaling \$67,681, for the APSHS roof restoration project. <i>(See pages 207-208)</i> Unanimously approved

Unanimously approved

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

- Approve the September 2011 Report (See page 208)
- Review the October 2011 Report

Unanimously approved

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

- The staff workshop/mileage requests; (See pages 208-209)
- The Field Trips for the 2011-2012 school year; (See page 209)
- The Fundraisers for the 2011-2012 school year; (See pages 209-210)
- The NJSBA/NJASA/NJASBO 2011 Annual Workshop costs, October 24, 2011 through October 26, 2011. Board costs total \$1,308 for lodging, plus meals and mileage in accordance with travel regulations.

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

 Mrs. Berwick, Mrs. Conover *

 Noes: (0)
 Abstain: (1) *Mrs. Conover to Workshop costs only

 Motion Carried

FOR YOUR INFORMATION

- Article: Schools Navigate Bullying Law
- Garrison Architects Convention
- NJSBAIG Convention
- Porzio, Bromberg, & Newman Convention
- Utica National Insurance Group Convention

AUDIENCE PARTICIPATION II

No comments were made.

CLOSED SESSION II

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

1. Personnel 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. (10:31 P.M.) Unanimously approved

Moved by Mr. Miletta and seconded by Mr. Schmidt that the Board of Education adjourn from Closed Session. (11:15 P.M.) Unanimously approved

Moved by Mr. Schmidt and seconded by Mr. Miletta that the Board of Education acceptretirement letter for APSHS custodian, Patricia Thesing effective November 1, 2011.Ayes: (6) Mr. Schmidt, Mr. Miletta, Mr. Johnson, Mrs. Smith, Mrs. Snyder, Mrs. ConoverNoes: (1) Mrs. BerwickAbstain: (1) Mr. RumppMotion Carried

Moved by Mr. Schmidt seconded by Mr. Miletta that the Board of Education meeting be adjourned. (11:18 P.M.) Unanimously approved

AUDIENCE PARTICIPA-TION II

HARRASSMENT

INTIMIDATION

BULLYING REPORTS

SEPT. 2011

STAFF WORKSHOP/

MILEAGE

FIELD TRIPS

FUNDRAISERS

2011 NJSBA

WORSHOP

ADJOURN INTO CLOSED SESSION II

ADJOURN FROM CLOSED SESSION II

RETIREMENT PATRICIA THESING

ADJOURNMENT