

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –JULY 19, 2012

The regular meeting of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Thursday, July 19, 2012, 7:00 P.M., Arthur P. Schalick High School.

Members Present: Mr. Miletta, Mr. Rumpp, Mr. Schmidt, Mrs. Smith, Mrs. Schneider, Mrs. Berwick, Mrs. Conover, Mrs. Snyder (arrived at 7:57 P.M.)

ROLL CALL

Members Absent: Mr. Johnson, Mr. May

Mr. Henry Bermann, Superintendent; Mrs. Suzanne R. Fox Abdill, Business Administrator/Board Secretary; Ms. Yvette DuBois, Director of Curriculum & Instruction; Ms. Donna Meyers, Principal A.P. Schalick High School; Ms. Priscilla Ocasio-Jimenez, Principal Pittsgrove Township Middle School; Ms. Patty Gaburo, Principal, Olivet/Elmer/Norma Schools; Mr. Frank Cavallo, Solicitor; the press, staff members, and the public.

Board President, Mrs. Melissa Conover, opened the meeting at 7:05 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

PRESENTATIONS

Mr. Steve Durst, of Synergy, LLC, presented the next step(s) in the solar energy project and reviewed the new proposed energy regulations. Mr. Durst discussed the Blue Sky proposal at 10.1 cents. The Synergy proposal is 9.2 cents with a maximum escalator of 2%, which is available to us through a Shared Services bid with SJTP/Sterling High School. The project would take approximately 120 days to complete. Synergy would reimburse all previous expenses related to the project from Garrison Architects and would work with Garrison Architects and Blue Sky.

PRESENTATIONS

Communications

No communications were received.

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MINUTES
6/7/12
6/21/12
6/26/12

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

- Board of Education Meeting and Closed Session June 7, 2012;
- Board of Education Meeting and Closed Session June 21, 2012;
- Board of Education Meeting June 26, 2012.

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

Noes: (0) Abstain: (1*) Mrs. Schneider to June 7th only Motion Carried

BOARD OF EDUCATION BUSINESS

Unfinished Business

Moved by Mrs. Schneider and seconded by Mrs. Smith that the Board of Education approve the following Board meeting schedule: *(See page 458)*

- Work Session every third Thursday of the month;
- Voting Session every fourth Monday of the month.

Unanimously approved

New Business - None

Committee Reports

Negotiations will be discussed in Closed Session.

FOR YOUR INFORMATION:

- Special Education ESY Cost
- Paper profit .31/carton for 29,438 cartons
- BOE shirts

WORK AND
VOTING BOE
SCHEDULE

STUDENT
REPRESENTA-
TIVE'S REPORT

STUDENT REPRESENTATIVE'S REPORT –None

NJ DELEGATE
REPORT

NJ DELEGATE REPORT – Absent

SUPERINTENDENT'S REPORT

The Board of Education tabled the motion for the Part Time APSHS Guidance Counselor until the August 16, 2012 Work Session.

Mrs. Snyder arrived at 7:57 P.M.

NEW
POSITION
SUPERVISOR
OF MATH/
TECHNOLOGY

With the Superintendent's recommendation, it was moved by Mrs. Schneider and seconded by Mr. Miletta that the Board of Education approve to establish a new supervisory position, *Supervisor of Mathematics/Technology*. The Board also approved to post and advertise for this position for the 2012-2013 school year. Funding to be provided thru the offset of tuition expenses because of increase in IDEA funding and breakage from the Assistant Superintendent and Supervisor positions. *(See pages 458-460)*

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

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

CERTIFICATED
STAFF LANE
CHANGES

Moved by Mr. Schmidt and seconded by Mr. Miletta that the Board of Education approve the Certificated Staff Lane Changes. *(See page 460)*

Unanimously approved

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –JULY 19, 2012

Moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education approve the Administrative Substitute Rate for the 2012-2013 school year at \$400/day, reflecting no increase over the 2011-2012 salary.
Unanimously approved

ADMINISTRATIVE SUB SALARY

With the Superintendent's recommendation, it was moved by Mr. Schmidt and seconded by Mr. Miletta that the Board of Education approve to contract Tiffany Duca as the long-term maternity leave substitute for Jessica Botto, PTMS Guidance Counselor, effective September 1, 2012 through November 30, 2012, Step 1MA, \$51,894 prorated. No health benefits will be provided.

TIFFANY DUCA
LONG TERM
SUB

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

Noes: (0)

Abstain (0)

Motion Carried

With the Superintendent's recommendation, it was moved by Mr. Miletta and seconded by Mr. Schmidt that the Board of Education approve to contract Deborah Basilone as the long-term maternity leave substitute for Jessica Downer, PTMS teacher, effective September 1, 2012 through November 30, 2012. She will be paid through Pittsgrove Township payroll at the long-term retiree rate of \$135/day.

LONG TERM
SUB DEBORAH
BASILONE

Unanimously approved

With the Superintendent's recommendation, it was moved by Mr. Schmidt and seconded by Mrs. Snyder that the Board of Education approve David Hadley, Jr. as a substitute bus driver for the 2012-2013 school year. All appropriate documentation has been received.

DAVID HADLEY
SUB BUS
DRIVER

Unanimously approved

With the Superintendent's recommendation, it was moved by Mr. Schmidt and seconded by Mrs. Snyder that the Board of Education approve Barbara Pace as a Summer School bus aide, July 9, 2012 through August 3, 2012, at the rate of \$16.52 per hour.

BARBARA PACE
SUMMER
SCHOOL BUS
AIDE

Unanimously approved

Moved by Mrs. Smith and seconded by Mrs. Berwick that the Board of Education approve the Memorandum of Agreement with the Salem County Health Department for the 2012-2013 school year. The APSHS facility will be used by the Salem County Health Department in times of emergency. (See pages 460-461)

2012-2013
APSHS
AGREEMENT
WITH SALEM
COUNTY
HEALTH
DEPARTMENT

Unanimously approved

Moved by Mrs. Schneider and seconded by Mrs. Snyder that the Board of Education approve the 2012-2013 Student/Parent Handbooks for Norma, Elmer, Olivet, PTMS, and APSHS. The Board also approved the APSHS School Discipline Process for the 2012-2013 school year.

2012-2013
STUDENT/
PARENT
HANDBOOKS

Note: All handbooks are on file in the Superintendent's office.

Ayes: (6) Mrs. Schneider, Mrs. Snyder, Mr. Miletta, Mr. Rumpp, Mr. Schmidt, Mrs. Conover

Noes: (1) Mrs. Berwick

Abstain: (1) Mrs. Smith

Motion Carried

PITTSBORO TOWNSHIP BOARD OF EDUCATION MINUTES –JULY 19, 2012

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

SCOREBOARD
DONATION

2012-2013
ATHLETIC
CHANGE FUND

ROBERT
HOLLEMBEAK
VOLUNTEER
FOOTBALL
COACH

2012-2013
NIGHT
SECURITY
WORKERS

- To accept two scoreboards, donated by the Schalick Boys Soccer Boosters and the Schalick Diamond Club, to be used by the soccer, baseball and field hockey teams at APSHS. The donation totals approximately \$15,000 and will be welcomed additions to the athletic fields;
- A \$450 Athletic Change Fund for the 2012-2013 school year;
- The APSHS Liaisons and the co-curricular appointments, together with their respective stipends for the 2012-2013 school year; *(See page 462)*
- The athletic extracurricular appointment of volunteer football coach, Robert Hollembeak. All appropriate documentation has been provided; *(See page 462)*
- The Night Security Workers for the 2012-2013 school year. They will be used on an as needed basis. *(See page 463)*

Unanimously approved

2012-2013
PTMS CO-
CURRICULAR
APPOINT-
MENTS

Moved by Mr. Schmidt and seconded by Mrs. Snyder that the Board of Education approve the PTMS 2012-2013 co-curricular appointments. *(See page 463)*

Unanimously approved

The Board of Education held the following items until the August 16, 2012 Board of Education Meeting:

- *Approval to expand the Norma ELLI (Early Launch to Learning Initiative), from three half-day sections to four half-day sections, Transportation to/from the program for the 12-13 year, and to adjust Danielle Feaster from part time (49%) to full time, Step 2BA, \$49,749 plus health benefits;*
- *Approval of the re-creation of the Norma ABC Kindergarten Program at Norma for the 2012-2013 school year. Kindergarten teacher, Kara Rex will be assigned to this class.*

CHRISTIE
CUNNINGHAM
TO GRADE 3
AT OLIVET

2012-2013 CO-
CURRICULAR
APPOINT-
MENTS FOR
NORMA,
ELMER,
OLIVET

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

- With the Superintendent's recommendation, to transfer Christie Cunningham from Grade K-2 MD teacher at Elmer School to Grade 3 teacher at Olivet School for the 2012-2013 school year and to relocate the Grade K-2 MD program from Elmer School to Olivet School due to lack of space at Elmer School for this class;
- The 2012-2013 co-curricular appointments for Norma, Elmer, and Olivet Schools. *(See page 464)*

Roll Call: Ayes: (8) Mr. Miletta, Mrs. Schneider, Mr. Rummpp, Mr. Schmidt, Mrs. Schmidt, Mrs. Snyder, Mrs. Berwick, Mrs. Conover

Noes: (0)

Abstain: (0)

Motion Carried

ANNETTE
SCHOLL
TUTOR

2012-2013
EXTENDED
SCHOOL YEAR
OUT DISTRICT
PLACEMENTS

MONTHLY
STUDENT
PLACEMENT

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

- To hire Annette Scholl as a tutor for the Summer Enrichment Program, July 9, 2012 through August 3, 2012 at \$36/hour, due to Student #13000's medical condition;
- The 2012-2013 Extended School Year Out-Of-District special education placements for Pittsgrove and Elmer; *(See pages 464-465)*
- The Special Education Monthly Student Placement Update, dated July 6, 2012. *(See page 465)*

Unanimously approved

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CURRICULUM & INSTRUCTION

Moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education approve of *The Practice of Statistics* by Freeman Publishers.

Roll Call: Ayes: (6) Mr. Schmidt, Mrs. Smith, Mr. Miletta, Mr. Rumpp, Mrs. Schneider, Mrs. Conover

Noes: (1) Mrs. Berwick

Abstain: (1) Mrs. Snyder

Motion Carried

TEXTBOOK
APPROVAL
THE PRACTICE
OF STATISTICS

The Board of Education reviewed Pearson's Algebra I Common Core Edition Book. Action will be taken on the Monday, August 20, 2012 Meeting.

TEXTBOOK
REVIEW
PEARSON'S
ALGEBRA I
COMMON
CORE EDITION

Moved by Mrs. Berwick and seconded by Mrs. Snyder that the Board of Education approve the additional summer professional development. (See page 466)

Unanimously approved

ADDITIONAL
SUMMER
PROFESSIONAL
DEVELOPMENT

FOR YOUR INFORMATION

- County Professional Development Board Feedback on the District Professional Development Plan.

AUDIENCE
PARTICIPATION I

AUDIENCE PARTICIPATION I

No Comments were made.

ADJOURN
INTO CLOSED
SESSION I

CLOSED SESSION I

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

1. Student Matters

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

ADJOURN
FROM CLOSED
SESSION I

Moved by Mrs. Schneider and seconded by Mr. Miletta that the Board of Education adjourn from Closed Session. (9:27 P.M.)

Unanimously approved

STUDENT
PLACEMENT
REQUEST

Moved by Mrs. Snyder and seconded by Mrs. Schneider that the Board of Education deny the request regarding Student #10636 placement that was discussed in Closed Session.

Unanimously approved

BUSINESS AND FINANCE REPORT

Moved by Mr. Schmidt and seconded by Mrs. Smith 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 May 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 466-482)

BOARD
SECRETARY'S
CERTIFICATION

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –JULY 19, 2012

TREASURER'S
REPORT

- Treasurer's Report, in accordance with 18A:22-8.1 and 18A:22-8.2, for the month of May, 2012. The Treasurer's Report and Secretary's Report are in agreement for the month of May, 2012. (See pages 482-491)

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 May 31, 2012. (See pages 491-496)

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 July 19, 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.

TRANSFERS
AND
TRANSFER
STATUS
REPORT

- The transfers of May 28, 2012 and the transfer status report for May, 2012. (See pages 497-500)

WARRANTS

- The bills paid and the bills for payment. (See pages 1-9)

FINANCIAL
REPORTS

- The Financial reports for May, 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

Unanimously approved

BUDGET
SUMMARY

The Budget Summary for June, 2012 was presented.

TODD BOSTON
NJ MOTOR
VEHICLE
COMMISSION
REP.

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

- To authorize, by Resolution, Todd Boston to act as the Board's representative to complete and deliver paperwork regarding district vehicles to NJ Motor Vehicle Commission, for the 2012-2013 school year; (See pages 9-10)
- The final 2011-2012 transportation jointures, totaling \$180,262.94. This is revenue for Pittsgrove. (See page 10)

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

Noes: (0) Abstain: (1) *Mrs. Conover to Upper Pittsgrove only Motion Carried

2012-2015
INSURANCE
AGREEMENTS

Moved by Mr. Schmidt and seconded by Mrs. Smith that the Board of Education approve, by Resolution, the following insurance agreements, effective July 1, 2012 through July 1, 2015: (See pages 11-13)

- Resolution to join the Educational Risk Insurance Consortium-South, a fund within the NJSBAIG. ERIC-South provides services and savings relating to insurance;
- Resolution for the Indemnity and Trust Renewal Agreement with NJSBAIG, to establish and renew the districts membership with NJSBAIG;

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- Resolution to participate in the Southern New Jersey Insurance Group (Utica), a consortium of Boards of Education that have agreed to jointly purchase workers compensation, liability and property insurance.

Unanimously approved

Moved by Mrs. Berwick and seconded by Mr. Miletta that the Board of Education approve the Agreement for Local Education Agencies (LEA) Consolidating School Meal Programs, with Salem County Special Services School District (SCSSSD). SCSSSD will transfer authority to Pittsgrove, to include the SCSSSD students located in the middle school in the National School Lunch and School Breakfast Programs for Pittsgrove for the 2012-2013 school year. (See page 14)

Unanimously approved

2012-2013
SCSSSD
NATIONAL
LUNCH AND
SCHOOL
BREAKFAST
PROGRAMS

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

- The Group Registration for Board members, Superintendent, Business Administrator, Director of Curriculum and Instruction, and Technology Supervisor for the NJSBA/NJASA/NJASBO Annual Workshop, October 23, 2012 through October 25, 2012, Atlantic City Convention Center, Atlantic City, NJ. Group registration fee is \$900;
- By Resolution, that the Board will bear the appropriate expenses incurred by the Board of Education members and School District Administration who attend the NJSBA/NJASA/NJASBO Annual Workshop, October 23, 2012 through October 25, 2012, Atlantic City Convention Center, Atlantic City NJ. (See page 15)

Unanimously approved

WORKSHOPS
NJSBA/NJASA/
NJASBO
ANNUAL
WORKSHOP

FOR YOUR INFORMATION

- APSHS Media Center – Fourth Quarter Report

ADDENDUM I

Moved by Mrs. Schneider and seconded by Mr. Miletta that he Board of Education approve Linda Cataldi as a substitute bus driver for the 2012 summer school program at \$21.80 per hour.

Unanimously approved

LINDA
CATALDI SUB
BUS DRIVER
FOR THE 2012
SUMMER
PROGRAM

Moved by Mr. Schmidt and seconded by Mr. Miletta that the Board approve the textbook, *Accounting: Real-World Applications & Connections*, by Donald Guirriere, Glencoe-McGraw-Hill.

Roll Call: Ayes: (7) Mr. Schmidt, Mr. Miletta, Mr. Rump, Mrs. Smith, Mrs. Snyder, Mrs. Schneider, Mrs. Conover

Noes: (1) Mrs. Berwick

Abstain: (0)

Motion Carried

TEXTBOOK
REVIEW
REAL WORLD
APPLICATIONS
&
CONNECTIONS

Moved by Mrs. Berwick and seconded by Mrs. Schneider that the Board of Education approve Jessica Saunderlin, University of Phoenix student, for Fall 2012 student teaching with Karen Conroy at Olivet Elementary School.

Unanimously approved

JESSICA
SAUNDERLIN,
STUDENT
TEACHER

PITTSBORO TOWNSHIP BOARD OF EDUCATION MINUTES –JULY 19, 2012

TEACHERS
INSURANCE OF
NJ FUNDS

Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education accept the funds, in the amount of \$80 from Plymouth Rock, for the quotes for cash program offered by Teachers Insurance of New Jersey.
Unanimously approved

ALL AMERICAN
INVESTMENT
GROUP LEASE
PURCHASING
AGREEMENT
INCREASE

Moved Mr. Schmidt and seconded by Mrs. Snyder that the Board of Education approve by Resolution, an increase to the All American Investment Group Lease Purchasing Agreement TE-1847, in the amount of \$250,000, with an interest rate of 4.32%, for the purchase of trash compactors, fueling station and roof top units be increased by \$131,056, to include the purchase of trash compactors, fueling stations, roof top units and student transportation vans.
(See page 15)
Unanimously approved

NEW ACTIVITY
ACCOUNT

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

- To open new activity account #227, for the Class of 2016;
- The staff workshop/mileage requests; (See page 16)
- The Field Trips for the 2012-2013 school year; (See page 16)
- The Fundraisers for the 2012-2013 school year. (See page 17)

STAFF
WORKSHOP/
MILEAGE

FIELD TRIPS

FUNDRAISERS

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

Noes: (0) Abstain: (1)*Mrs. Snyder to new activity account and fundraisers Motion Carried

ADDENDUM II

Communications

1. Letter of Resignation from Olivet Assistant Principal, Latifah Potter, effective September 14, 2012 (60 days from date of notice), or upon finding a suitable replacement, whichever occurs sooner.

RESIGNATION
LATIFAH
POTTER

Move by Mrs. Berwick and seconded by Mr. Schmidt that the Board of Education approve, with regret, the resignation from Olivet Assistant Principal, Latifah Potter, effective September 14, 2012 (60 days from date of notice), or upon finding a suitable replacement, whichever occurs sooner.

Unanimously approved

FOR YOUR INFORMATION:

- Article: Paperless Dream (Scholastic Administrator.com, Summer 2012)

AUDIENCE
PARTICIPATION II

AUDIENCE PARTICIPATION II

Comments included questions regarding when BOE members get agendas, the procedures on work session versus voting sessions, and when the audience can participate within the new sessions.

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –JULY 19, 2012

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:

2. Negotiations

The results of this session will be made public immediately after, or as soon thereafter as a decision is reached if permitted by law. (9:54 P.M.)

Unanimously approved

ADJOURN
INTO CLOSED
SESSION II

Moved by Mrs. Smith and seconded by Mrs. Snyder that the Board of Education adjourn from Closed Session. (10:20 P.M.)

Unanimously approved

ADJOURN
FROM CLOSED
SESSION II

Moved by Mr. Rumpp and seconded by Mrs. Schneider that the Board of Education meeting be adjourned. (10:20 P.M.)

Unanimously approved

ADJOURNMENT

bd