

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –AUGUST 16, 2012

The Work Session of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Thursday, August 16, 2012, 6:30 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; 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; the press, staff members, and the public.

I. PLEDGE TO THE FLAG

II. CALL TO ORDER

Board President, Mrs. Melissa Conover, opened the meeting at 6:40 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

III. DISTRICT MISSION STATEMENT

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

IV. WORK SESSION STATEMENT

Board President, Mrs. Melissa Conover, read the Work Session Statement:

This is a Board of Education work session. All items on the Agenda appear for discussion only. No action will be taken during this session. All action items will be voted on at the Board Meeting on the Monday following the Thursday work session.

WORK SESSION STATEMENT

THE FOLLOWING ITEMS WERE REMOVED FROM THE AGENDA FOR THE VOTING SESSION ON AUGUST 20, 2012:

- XVII. Addendum, Item C. Power Purchasing Agreement with Synnergy, LLC;
- XI. Superintendent's Report, Item B. Policy 6142.10-Internet.

Note: The Board has requested that the Superintendent explore a modification of the existing contract with Mission One to facilitate changes in the terms and conditions of employment for aides assigned to Pittsgrove Township Schools.

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THE REMAINING AGENDA ITEMS, BY CONSENSUS, WERE MOVED FOR VOTING ON AUGUST 20, 2012:

V. PRESENTATIONS

No presentations

VI. COMMUNICATIONS

A. LETTERS OF RESIGNATION

1. Letter of resignation from Math/Science/LA Supervisor, Diane Bernstein, effective September 28, 2012, (60 days from date of notice), or upon finding a suitable replacement, whichever occurs first.

2. Letter of resignation from high school BD teacher, Tanya Harper, effective September 29, 2012, (60 days from date of notice), or upon finding a suitable replacement, whichever occurs first.

3. Letter of resignation from Olivet teacher, Cheryl Ismail, effective October 5, 2012, (60 days from date of notice), or upon finding a suitable replacement, whichever occurs first.

The Board requested the following be added to the motion *"At the discretion of the Superintendent when all obligations have been met."*

VII. MINUTES

Approval of the following Minutes:

- Board of Education Meeting July 11, 2012
- Board of Education Meeting and Closed Session July 19, 2012

VIII. BOARD OF EDUCATION BUSINESS

A. UNFINISHED BUSINESS

1. SUPERVISOR OF MATH/TECHNOLOGY POSITION- The Board discussed the justification for this position and the item is relisted on the Addendum. The Board also discussed the Money Wish List.

B. NEW BUSINESS

C. SPECIAL COMMITTEE REPORTS – Township Negotiations

IX. STUDENT REPRESENTATIVE'S REPORT - VOTING SESSION ONLY

X. NJ DELEGATE REPORT - VOTING SESSION ONLY

XI. SUPERINTENDENT'S REPORT

A. PERSONNEL

1. CERTIFICATED STAFF APPOINTMENTS

The Superintendent recommends approval of the following certificated staff appointments for the 2012-13 school year:

- PTMS Assistant Principal - Terrence Spencer, Step 1, \$79,063. Salary to be adjusted upon completion of negotiations and prorated upon start date. This is a 12-month position;
- APSHS Biology Teacher - Breanne Jacobson, Step 1BA, \$49,249;
- Maternity Leave Substitute- Joellen Collins-Cardona, Step 1MA, \$51,894 prorated 9/1/12 - 12/31/12. No health benefits will be provided;

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- Special Education-MD, K-1 Teacher - Amanda Lee, Step 1BA, \$49,249.

2. SUBSTITUTES

a. SOURCE4TEACHERS

Approval of the Source4Teachers substitutes for the 2012-13 school year.

b. SUBSTITUTE BUS DRIVER

Approval of Andrea Fulmer as a substitute bus driver, effective September 1, 2012, for the 2012-13 school year. All appropriate documentation has been received.

c. SUBSTITUTE BUS AIDE

Approval of Kylie Babnew as a substitute bus aide for the 2012-13 school year, pending return of her criminal history review.

d. SUBSTITUTE AIDE FOR SUMMER ENRICHMENT PROGRAM

The Superintendent recommends approval of Sandra Mitchell as a substitute aide for the 2012-13 Summer Enrichment Program, at the approved aide rate of \$18/hour.

3. TECH MENTORS

Approval of the Tech Mentors for the 2012-13 school year.

B. BOARD OF EDUCATION POLICY REVISIONS

Review, for the first reading, the following revised policies:

- 1330 - Use of Facilities
- 4111 - Recruitment, Selection and Hiring
- 4211 - Recruitment, Selection and Hiring
- 9270 - Conflict of interest
- 4121 - Substitute Teachers
- ~~6142.10 - Internet~~

The Board requested to hold the Policy 6142.10 – Internet from the August 20, 2012 voting session.

C. 2012-13 AGREEMENT FOR INSTRUCTION WITH BROOKFIELD HOMEBOUND SCHOOL PROGRAM

Approval of the 2012-13 Agreement For the Provision of Instruction with the Brookfield Homebound School Program at the current homebound rate of \$42.00/hour.

D. BUILDING SECURITY DRILLS

Approval of the building security drills at Olivet School for July and August, 2012.

E. SCHOOL REPORTS

1. APSHS

a. ALTERNATIVE HIGH SCHOOL PLACEMENTS

Approval of the regular education Alternative High School placements, effective September 6, 2012 for the 2012-13 school year, at a tuition rate of \$18,216/year/student.

b. 2012-13 CO-CURRICULAR APPOINTMENTS

Approval of the following co-curricular appointments for the 2012-13 school year. All appropriate documentation has been received.

- Field Hockey Head Coach - Lauren Frazier, at a stipend of \$4,405;
- Band Volunteer-Guard - Sheridan Lehman;
- Band Volunteer-Winds - John Toth.

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2. PTMS

a. BACK-TO-SCHOOL NIGHT RESCHEDULED

Approval to reschedule Middle School's Back-to-School Night from September 25, 2012 to October 10, 2012.

3. OLIVET - ELMER - NORMA

a. NORMA ELLI EXPANSION/TEACHER ADJUSTMENT

Approval to expand the Norma ELLI (Early Launch to Learning Initiative), from three half-day sections to four half-day sections. Also approval of transportation to/from the program for the 2012-13 school year.

To accommodate the expansion, the Superintendent recommends approval to adjust current teacher, Danielle Feaster, from part time (49%) Step 2BA, \$24,377, to full time, Step 2BA, \$49,749, plus health benefits for the 2012-13 school year.

The Board requested to separate "*transportation to/from the program for the 2012-2013 school year at no cost to the district*" to a separate motion item.

b. RE-CREATION OF NORMA ABC KINDERGARTEN PROGRAM

Approval of the re-creation of the Norma ABC Kindergarten Program at Norma School for the 2012-13 school year. Kindergarten teacher, Kara Rex will be assigned to this class.

XII. SPECIAL EDUCATION

A. UPDATE ON OUT-OF-DISTRICT STUDENT PLACEMENTS

Approval of the Special Education update on Elmer and Pittsgrove out-of-district student placements.

XIII. CURRICULUM & INSTRUCTION

A. 2013 NCLB APPLICATION SUBMISSION

Approval of submission of the 2012-2013 NCLB application that is due August 31, 2012. The completed application will be available at the September meeting.

B. TEXTBOOK APPROVAL

Approval of Pearson's Algebra I Common Core Edition iBook.

C. DANIELSON TRAINING

Approval of the service agreement with Danielson Group to provide a training session entitled "Introduction to the Framework" on the October 5, 2012 in-service day.

D. ADDITIONAL SUMMER PROFESSIONAL DEVELOPMENT

Approval of the following additional summer professional development:

- 4 staff members, 5 hours each for the K-2 Report Card Committee
- 1 staff member, 15 hours for Curriculum Transition

E. STUDENT TEACHERS

Approval of the following Rowan University Clinical Practice - Combined Special Education students for Fall, 2012:

- Alissa Francisco, with cooperating teachers Danielle Feaster and Mary Ellen Holton at Norma School
- Margaret Engleman, with cooperating teachers Patricia Jankauskas and Gina Cirino at Olivet School.

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XIV. BUSINESS AND FINANCE REPORT

A. BOARD SECRETARY'S CERTIFICATION

Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I certify that as of June 30, 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.

B. TREASURER'S REPORT

Treasurer's Report, in accordance with 18A:22-8.1 and 18A:22-8.2, for the month of June, 2012. The Treasurer's Report and Secretary's Report are in agreement for the month of June, 2012.

C. 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 June 30, 2012.

D. CERTIFICATION

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pittsgrove Township Board of Education certifies that as of August, 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.

E. TRANSFER OF FUNDS / TRANSFER STATUS REPORT

Approval of the transfers of June 15, 2012 and the transfer status report for June, 2012.

F. WARRANTS

Approval of the bills paid and the bills for payment.

G. FINANCIAL REPORTS

Approval of the financial reports, for June 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

H. BUDGET SUMMARY

The Budget Summary for June, 2012 is submitted for your review.

I. 2012-2013 CONTRACT FOR IN SCHOOL NURSING SERVICES

Approval of the Contract for In School Nursing Services with Bayada Nurses, Inc., for substitute nursing services for the 2012-2013 school year, at the following hourly rates:

- \$49.00/hour for Registered Nurse services
- \$39.00/hour for Licensed Practical Nurse services

Note: Rates are the same as 2011-2012 rates.

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J. NATURAL GAS SALES AGREEMENT WITH WOODRUFF ENERGY

Approval of the Natural Gas Sales Agreement with Woodruff Energy US, LLC., effective August 2012 through December 2015, with a price of \$1.26/ dekatherm. Note: prior agreement was at a price of \$5.88/dekatherm.

K. LEASE AGREEMENT - THE PARISH OF THE HOLY CROSS

Approval of the Lease Agreement with The Parish of the Holy Cross, effective September 19, 2012 through April 24, 2013, for use of classrooms at Olivet School. The lease agreement totals \$3,722. reflecting a 2% increase over the 2011-12 school year.

L. ELMER BOARD OF EDUCATION

1. SUPERINTENDENT

Approval of Henry Bermann as Superintendent for the Elmer Board of Education, for reporting purposes for the 2012-2013 school year.

2. TREASURER

Approval of Cindy Strang as Treasurer for the Elmer Borough Board of Education, for the 2012-2013 school year. All costs to be billed to Elmer.

XV. AUDIENCE PARTICIPATION I

There were no comments.

XVI. FOR YOUR INFORMATION

A. COMPASS ACADEMY STATUS

B. SPECIAL EDUCATION TARGETED REVIEW

C. SCHOOLS IN SALEM COUNTY LUNCH/BREAKFAST PRICES - Schools in Salem County Lunch/Breakfast prices for the current year and three previous years.

D. SALEM COUNTY SCHOOL BOARDS ASSOCIATION - MEETING 09/13/2012

Salem County School Boards Association will be holding the first meeting of the year, September 13, 2012, Salem County Vocational-Technical School, 7:00 P.M. Cost is free. Contact the business office to register by September 10, 2012. *Mr. Miletta, Mrs. Snyder, Mrs. Berwick, and Mrs. Smith requested to attend.*

E. ARTICLE: TENURE REFORM SIGNED

XVII. ADDENDUM

A. PERSONNEL

1. SUPERVISORS

The Superintendent recommends approval of the following certificated staff appointments for the 2012-13 school year:

- Supervisor of Mathematics/Technology - John Kidd, Step 1, \$78,075., prorated, effective upon start date. This is a 12-month position. This salary will not be adjusted upon completion of PASA negotiations.
- Supervisor of Language Arts/Science/Social Studies - Anne Daly, Step 7, \$87,925., prorated, effective September 1, 2012. This is a 12-month position. This salary will not be adjusted upon completion of PASA negotiations.

2. SECURITY SUPERVISOR/ATTENDANCE OFFICER

The Superintendent recommends approval of the appointment of Stephen Cerione to the position of Security Supervisor/Attendance Officer, effective August 15, 2012, for the 2012-13 school year, at a salary of \$31,905., plus ten (10) days at \$159.52/day, totaling \$33,500. There will be no salary adjustment for the 2012-13 school year. Mr. Cerione has worked as a security monitor at the high school since the 2009-10 school year.

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3. SECURITY MONITOR

The Superintendent recommends that the Board of Education approve the application of Brian Pooley for the position of Security Monitor, effective approximately October 1, 2012, for the 2012-13 school year, at a salary of \$25,000., to be prorated. All appropriate documentation to be received prior to October 1, 2012.

4. SUBSTITUTE BUS DRIVER

Approval of Kellie Almeida as a substitute bus driver, effective September 1, 2012, for the 2012-13 school year. All appropriate documentation has been received.

5. SUBSTITUTE BUS AIDE

The Superintendent recommends approval of Amanda Buck as a substitute bus aide for the 2012-13 school year, pending return of her criminal history review clearance.

B. OLIVET-ELMER-NORMA

1. PART TIME GUIDANCE COUNSELOR POSITION

Approval to establish a part time (50%) guidance counselor position for the elementary schools for the 2012-13 school year.

~~**C. POWER PURCHASING AGREEMENT WITH SYNENERGY, LLC.**~~

~~Approval of the outline of terms from Synnergy LLC, for a Power Purchasing Agreement, pending review by the Board Solicitor. This agreement is for the erection and implementation of a 2.0 MW solar array to serve the district needs.~~

The Board held the motion from the August 20, 2012 voting session to approve the outline of terms from Synnergy LLC, for a Power Purchasing Agreement, pending review by the Board Solicitor. The agreement is for the erection and implementation of a 2.0 MW Solar Array to serve the district needs.

D. TRANSPORTATION

1. 2012-2013 BUS ROUTES

Approval of the bus routes for the 2012-2013 school year.

2. 2012-2013 TRANSPORTATION JOINTURES

Approval of the 2012-2013 transportation jointures with various boards of education, in their respective amounts. Pittsgrove will provide transportation. This is revenue for Pittsgrove.

E. 2012-2013 STUDENT BREAKFAST PRICE

Approval of the 2012-2013 breakfast price for Pittsgrove Township Schools and Elmer School as \$1.35/breakfast, reflecting a \$.10 increase from the 2011-2012 school year price.

Note: The breakfast price on the June 7, 2012 Board agenda was listed in error as \$1.25/breakfast.

F. FIELD TRIPS 2012-2013

Approval of the Field Trips for the 2012-2013 school year.

G. FUNDRAISERS 2012-2013

Approval of the Fundraisers for the 2012-2013 school year.

H. STAFF WORKSHOP/MILEAGE REQUESTS

Approval of the workshop/mileage requests.

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XVIII. FOR YOUR INFORMATION

A. 2012 SCHOOL ELECTION - DRAWING FOR BALLOT POSITIONS

The Salem County Clerks Office held the drawing of names for ballot position on August 13, 2012. Below is the order, by term, for the November 6, 2012 Election:

Full Three Year Term (3 positions)

Tracey Hayman
Joseph Wentzell, Sr.
Patricia Snyder
Peter Voros

One Year Unexpired Term (1 position)

Michael Brodzik
Cheryl Berwick

B. SODEXO - FOOD SERVICES MANAGER

Mr. Joseph Olivieri, Food Services Manager for Sodexo.

Suzanne Fox Abdill left the meeting at 9:55 P.M.

XIX. AUDIENCE PARTICIPATION II

A question was asked if the Board is doing anything to encourage public participation at BOE meetings, especially at the Work Sessions.

The Board held a moment of silence for Pittsgrove Teacher, Sarah Dickerson.

XX. RECESS INTO CLOSED SESSION

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. Contractual Matter
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. (10:38 P.M.)

Unanimously approved

ADJOURN
INTO CLOSED
SESSION I

ADJOURN
FROM CLOSED
SESSION I

XXI. ADJOURN FROM CLOSED SESSION

Moved by Mrs. Snyder and seconded by Mrs. Smith that the Board of Education adjourn from Closed Session. (10:50 P.M.)

Unanimously approved

ADJOURNMENT

XXII. ADJOURNMENT

Moved by Mrs. Smith and seconded by Mr. Rump that the Board of Education meeting be adjourned. (11:07 P.M.)

Unanimously approved

Bd

SUZANNE R. FOX ABDILL, BOARD SECRETARY