

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –AUGUST 20, 2012

The regular meeting of the Board of Education of the Township of Pittsgrove, County of Salem, New Jersey, was held on Monday, August 20, 2012, 7:00 P.M., Arthur P. Schalick High School.

Members Present: Mr. Johnson, Mr. Miletta, Mr. Rump, Mr. Schmidt, Mrs. Snyder, Mrs. Schneider, Mrs. Berwick, Mrs. Conover, Mr. May (arrived at 7:03 P.M.)

ROLL CALL

Members Absent: Mrs. Smith

Mr. Henry Bermann, Superintendent; Mrs. Suzanne R. Fox Abdill, Business Administrator/Board Secretary; Ms. Yvette DuBois, Director of Curriculum & Instruction; Ms. Priscilla Ocasio-Jimenez, Principal Pittsgrove Township Middle School; the press, staff members, and the public.

Board President, Mrs. Melissa Conover, opened the meeting at 7:02 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

Board President, Mrs. Melissa Conover, provided an update from the August 16, 2012 Work Session by having the following items removed from the Agenda:

- 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.

PRESENTATIONS
No Presentations

PRESENTATIONS

Communications

The Following Communications were received:

1. Letter of resignation from Math/Science/LA Supervisor, Diane Bernstein, effective September 28, 2012 (60 days from date of notice, or at the discretion of the Superintendent when obligations have been met.

COMMUNICATIONS

PITTSBORO TOWNSHIP BOARD OF EDUCATION MINUTES –AUGUST 20, 2012

2. Letter of resignation from high school BD teacher, Tanya Harper, effective September 29, 2012, (60 days from date of notice), or at the discretion of the Superintendent when obligations have been met.
3. Letter of resignation from Olivet teacher, Cheryl Ismail, effective October 5, 2012, (60 days from date of notice), or at the discretion of the Superintendent when obligations have been met.

RESIGNATION

Moved by Mrs. Snyder and seconded by Mr. Miletta that the Board of Education accept, with regret, the resignations of the following staff members, effective on the dates listed below, or at the discretion of the Superintendent when the obligations have been met:

DIANE
BERNSTEIN

- Math/Science/LA Supervisor, Diane Bernstein, effective September 28, 2012;
- BD Teacher, Tanya Harper, effective September 29, 2012;
- Olivet Teacher, Cheryl Ismail, effective October 5, 2012.

TANYA
HARPER

CHERYL
ISMAIL

Unanimously approved

MINUTES
7/11/12
7/19/12

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

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

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

Noes: (0)

Abstain: (1) Mrs. Snyder* to 7/19/12 only

Motion Carried

BOARD OF EDUCATION BUSINESS

Unfinished Business –

- The Supervisor of Math/Technology Position
- Analysis of New Hires for the 2012-2013 school year (*See page 35*)
- 2012-2013 Wish Lists (*See page 35*)
- Analysis of ELLI Program for the 2012-2013 school year (*See page 36*)

New Business - None

Committee Reports – None

STUDENT
REPRESENTAT-
IVE'S REPORT

STUDENT REPRESENTATIVE'S REPORT – None

NJ DELEGATE
REPORT

NJ DELEGATE REPORT – Pat Snyder reported on the Closed Session rulings, Teacher Evaluations or Administrator Evaluations, The Academy's, Christopher Cerf is now the Commissioner of Education, and that as of August 13, 13 RACs opened with Mr. Bumpus appointed to our region.

TERRENCE
SPENCER PTMS
ASSISTANT
PRINCIPAL

SUPERINTENDENT'S REPORT

With the Superintendent's recommendation, it was moved by Mr. Johnson and seconded by Mrs. Snyder that the Board of Education approve Terrence Spencer, to position of Assistant Principal, PTMS, Step 1, \$79,063, with the salary to be adjusted upon completion of negotiations and prorated upon start date. This is a 12-month position.

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

Noes: (1) Mr. May

Abstain: (1) Mr. Rump

Motion Carried

PITTSBORO TOWNSHIP BOARD OF EDUCATION MINUTES –AUGUST 20, 2012

With the Superintendent's recommendation, it was moved by Mr. Johnson and seconded by Mrs. Snyder that the Board of Education approve:

- Breanne Jacobson, APSHS Biology Teacher, Step 1 BA, \$49,249;
- Amanda Lee, Special Education – MD, K-1 Teacher, Step 1BA, \$49,249.

Roll Call: Ayes: (9) Mr. Johnson, Mrs. Snyder, Mr. May, Mr. Miletta, Mr. Rumpp, Mr. Schmidt, Mrs. Schneider, Mrs. Berwick, Mrs. Conover

Noes: (0)

Abstain: (0)

Motion Carried

BREANNE
JACOBSON
APSHS
BIOLOGY
TEACHER

AMANDA LEE
SPECIAL
EDUCATION
MD- K1

With the Superintendent's recommendation, it was moved by Mr. Johnson and seconded by Mrs. Snyder that the Board of Education approve Joellen Collins-Cardona, Maternity Leave Substitute, Step 1MA, \$51,894 prorated 9/1/12-12/31/12. No health benefits will be provided.

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

Noes: (0)

Abstain: (1) Mrs. Conover

Motion Carried

MATERNITY
LEAVE
SUBSTITUTE

Moved by Mr. Johnson and seconded by Mrs. Snyder that the Board of Education approve the Source4Teachers substitutes for the 2012-2013 school year. (See pages 36-49)

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

Noes: (1) Mrs. Snyder

Abstain: (1) Mr. May

Motion Carried

SOURCE 4
TEACHER

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

- Andrea Fulmer as a substitute bus driver, effective September 1, 2012 for the 2012-2013 school year. All appropriate paperwork has been received;
- Kylie Babnew as a substitute bus driver aide for the 2012-2013 school year, pending return of her criminal history review.

Unanimously approved

ANDREA
FULMER SUB
BUS DRIVER

KYLIE BABNEW
SUB BUS AIDE

With the Superintendent's recommendation, it was moved by Mr. Johnson and seconded by Mrs. Snyder that the Board of Education approve the Sandra Mitchell as a substitute aide for the 2012-2013 Summer Enrichment Program, at the approved aide rate of \$18/hour.

Unanimously approved

SANDRA
MITCHELL SUB
AIDE

Moved by Mr. Johnson and seconded by Mrs. Snyder that the Board of Education approve the Tech Mentors for the 2012-2013 school year. (See page 50)

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

Noes: (1) Mrs. Schneider

Abstain: (0)

Motion Carried

TECH
MENTORS

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

- 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

POLICIES
FIRST
READING

PITTSBORO TOWNSHIP BOARD OF EDUCATION MINUTES –AUGUST 20, 2012

2012-2013
AGREEMENT
WITH
BROOKFIELD
HOMEBOUND
SCHOOL
PROGRAM

- The 2012-2013 Agreement for the Provision of Instruction with the Brookfield Homebound School Program at the current homebound rate of \$42.00 per hour; *(See page 50)*
- The Building security drills at Olivet School for July and August 2012. *(See pages 51-52)*

Unanimously approved

ALTERNATIVE
HIGH SCHOOL
PLACEMENTS

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

- The regular education Alternative High School placements, effective September 6, 2012 for the 2012-2013 school year, at a tuition rate of \$18,216/year/student; *(See page 53)*
- The following co-curricular appointments for the 2012-2013 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; *(See page 53)*
 - Band Volunteer – Winds – John Toth. *(See page 54)*

Unanimously approved

CO-
CURRICULAR
APPOINT-
MENTS

MIDDLE
SCHOOL BACK
TO SCHOOL
NIGHT
10/10/12

Moved by Mrs. Berwick and seconded by Mrs. Schneider that the Board of Education approve to reschedule the Middle’s Schools Back- to- School night from September 25, 2012 to October 10, 2012.

Unanimously approved

ELLI FROM 3
HALF DAY TO 4
HALF DAY
SECTIONS

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

- To expand the Norma ELLI (Early Launch to Learning Initiative), from three half-day sections to four half-day sections. The Superintendent will report back in January;
- With the Superintendent’s recommendation, 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 2012-2013 school year to accommodate the expansion;
- Transportation to/from the program for the 2012-2013 school year at no cost to district.

Unanimously approved

DANIELLE
FEASTER
FULL TIME
ADJUSTMENT

ELLI
TRANSPORTA-
TION

2012-2013
RE-CREATION
ABC
KINDERGAR-
TEN PROGRAM

Moved by Mrs. Schneider and seconded by Mr. Schmidt that the Board of Education approve the re-creation of the Norma ABC Kindergarten Program at Norma School for the 2012-2013 school year. Kindergarten teacher, Kara Rex will be assigned to this class.

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

Noes: (1) Mr. May

Abstain: (0)

Motion Carried

SPECIAL
EDUCATION
UPDATES

Moved by Mr. Johnson and seconded by Mr. Schmidt that the Board of Education approve the Special Education update on Elmer and Pittsgrove out-of-district student placements.

(See pages 54-55)

Unanimously approved

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –AUGUST 20, 2012

CURRICULUM & INSTRUCTION

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

- Submission of the 2012-2013 NCLB application that is due August 31, 2012. The completed application will be available at the September meeting;
- Pearson's Algebra I Common Core Edition Book;
- The Service Agreement with Danielson Group to provide training session entitled "Introduction to the Framework" on the October 5, 2012 in-service day; *(See page 55)*
- 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 translation
- The following Rowan University Clinical Practice – Combined Special Education students for Fall, 2012:
 - Alissa Franciso, 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

2012-2013
NCLB
SUBMISSION

PEARSON'S
ALGEBRA I
BOOK

DANIELSON
GROUP

ADDITIONAL
SUMMER
PROFESSIONAL
DEVELOPMENT

STUDENT
TEACHERS

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

Noes: (0)

Abstain: (0)

Motion Carried

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 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. *(See pages 56-71)*
- 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. *(See pages 71-84)*
- 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. *(See pages 84-87)*
- 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.
- The transfers of June 15, 2012 and the transfer status report for June, 2012. *(See pages 87-89)*
- The bills paid and the bills for payment. *(See pages 89-94)*

BOARD
SECRETARY'S
CERTIFICA-
TION

TREASURER'S
REPORT

REVENUE
SUMMARY

BOE
CERTIFICA-
TION

TRANSFERS
AND
TRANSFER
STATUS
REPORT

WARRANTS

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –AUGUST 20, 2012

FINANCIAL
REPORTS

- 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

Unanimously approved

The Budget Summary for June, 2012 was presented.

BUDGET
SUMMARY

Moved by Mr. May and seconded by Mr. Rump that the Board of Education approve the following:

2012-2013
BAYADA
NURSES
CONTRACT

- 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:
(See pages 95-96)

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

WOODRUFF
ENERGY
NATURAL GAS
SALES
AGREEMENT

- 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; (See page 97)

LEASE
AGREEMENT
PARISH OF
THE HOLY
CROSS

- The Lease Agreement with The Parish of the Holy Cross, effective September 19, 2012 through April 24, 2013, for the use of classrooms at Olivet School. The lease agreement totals \$3,722, reflecting a 2% increase over the 2011-2012 school year;
(See pages 98-99)

ELMER BOE
HENRY
BERMANN
CINDY STRANG

- Henry Bermann as Superintendent for the Elmer Borough Board of Education, for reporting purposes for the 2012-2013 school year;
- Cindy Strang as Treasurer for the Elmer Borough Board of Education, for the 2012-2013 school with and all costs to be billed to Elmer.

Unanimously approved

AUDIENCE
PARTICIPATION I

AUDIENCE PARTICIPATION I

Comments included ELLI ABC Kindergarten program and a question on why a Board member voted against the Tech Mentor position.

FOR YOUR INFORMATION

- Compass Academy Status
- Special Education Targeted Review
- Schools in Salem County Lunch/Breakfast Prices - Schools in Salem County Lunch/Breakfast prices for the current year and three previous years.
- Salem County School Boards Association – Meeting September 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.
- Article: Tenure Reform Signed

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ADDENDUM

With the Superintendent's recommendation, it was moved by Mr. May and seconded by Mr. Johnson that the Board of Education approve the appointment of John Kidd to the position of Supervisor of Mathematics/Technology, Step 1, \$78,075 prorated, effective upon start date. This is a 12-month position and this salary will not be adjusted upon completion of PASA negotiations. Roll Call: Ayes (9): Mr. May, Mr. Johnson, Mr. Miletta, Mr. Rump, Mr. Schmidt, Mrs. Snyder, Mrs. Schneider, Mrs. Berwick, Mrs. Conover

JOHN KIDD
SUPERVISOR
MATH/
TECHNOLOGY

Noes: (0) Abstain: (0) Motion Carried

With the Superintendent's recommendation, it was moved by Mr. May and seconded by Mr. Johnson that the Board of Education approve:

- The appointment of Anne Daly to the position of Supervisor of Language Arts/Science/Social Studies, Step 7, \$87,925 prorated, effective September 1, 2012. This is a 12-month position and this salary will not be adjusted upon completion of PASA negotiations;
- Kellie Almeida as a substitute bus driver, effective September 1, 2012, for the 2012-2013 school year. All appropriate documentation has been received;
- Amanda Buck as a substitute bus aide for the 2012-2013 school year, pending return of her criminal history review clearance.

ANNE DALY
SUPERVISOR
OF LANGUAGE
ARTS/SCIENCE
/ SOCIAL
STUDIES

KELLIE
ALMEIDA SUB
BUS DRIVER

AMANDA BUCK
SUB BUS AIDE

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

Noes: (0) Abstain: (0) Motion Carried

With the Superintendent's recommendation, it was moved by Mr. May and seconded by Mr. Johnson that the Board of Education approve the following:

- The appointment of Stephen Cerione to the position of Security Supervisor/Attendance Officer, effective August 15, 2012, for the 2012-2013 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 2012-2013 school year. Mr. Cerione has worked as a security monitor at the high school since the 2009-2010 school year;
- The application of Brian Pooley for the position of Security Monitor, effective approximately October 1, 2012, for the 2012-2013 school year, at a salary of \$25,000, to be prorated. All appropriate documentation to be received prior to October 1, 2012.

STEPHEN
CERIONE
SECURITY
SUPERVISOR/
ATTENDANCE
OFFICER

BRIAN POOLEY
SECURITY
MONITOR

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

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

Moved by Mrs. Snyder and seconded by Mr. Schmidt that the Board of Education approve to establish a part time (50%) guidance counselor position for the elementary schools for the 2012-2013 school year. Administration will see if funds are available for a full time position. Unanimously approved

PART TIME
GUIDANCE
COUNSELOR
POSITION

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

- Bus routes for the 2012-2013 school year;
- The 2012-2013 transportation jointures with various boards of education, in their respective amounts. Pittsgrove will provide transportation. This revenue is for Pittsgrove; (See page 99)

2012-2013
BUS ROUTES

TRANSPORTA-
TION
JOINTURES

PITTSGROVE TOWNSHIP BOARD OF EDUCATION MINUTES –AUGUST 20, 2012

2012-2013
BREAKFAST
PRICE

- 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;

FIELD TRIPS

- Field Trips for the 2012-2013 school year; *(See page 100)*

FUNDRAISERS

- Fundraisers for the 2012-2013 school year; *(See page 100)*

STAFF
WORKSHOPS/
MILEAGE

- Staff workshops/mileage requests. *(See page 101)*

Ayes: (9) Mr. Schmidt, Mr. Johnson, Mr. May, Mr. Miletta, Mr. Rumpp, Mrs. Snyder, Mrs. Schneider, Mrs. Berwick, Mrs. Conover *

Noes: (0) Abstain: (1*)Mrs. Conover-transportation jointures only–Upper Pittsgrove Motion Carried

FOR YOUR INFORMATION

- 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)

Trace Hayman
Joseph Wentzell, Sr.
Patricia Snyder
Peter Voros

One Year Unexpired Term (1 position)

Michael Brodzik
Cheryl Berwick

- Sodexo-Food Services Manager – Mr. Joseph Olivieri, Food Services Manager for Sodexo

AUDIENCE
PARTICIPATION II

AUDIENCE PARTICIPATION II

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

CLOSED
SESSION

CLOSED SESSION I

The Board did not adjourn into Closed Session.

ADJOURNMENT

Moved by Mrs. Schneider seconded by Mr. May that the Board of Education meeting be adjourned. (7:42 P.M.)

Unanimously approved

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