

# PINE HILL PUBLIC SCHOOLS October 18, 2016 Board Minutes

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## BOARD MEETING

### OF THE PINE HILL BOARD OF EDUCATION

October 18, 2016

6:30 PM

- Call to Order                    **I** The Board Meeting of the Pine Hill Board of Education was called to order at 6:38PM by Mr. Joseph Keyek, Jr., Board President.
- Flag Salute                      **II** All those in attendance were invited to pledge allegiance to the flag. Mr. Keyek to Salute the Flag.
- Open Public Meeting Act      **III** The Board Secretary read the required Open Public Meeting Act Statement: "The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meeting of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Pine Hill Board of Education, on October 18, 2016 caused notice of this meeting to be published by having the date, time and place thereof posted at the Board of Education Office, the Dr. Albert M. Bean School, the John H. Glenn School, the Pine Hill Middle School, Overbrook High School, and filed with the Pine Hill Borough Hall. Also notice of this has been sent to the Courier Post."
- Roll Call                         **IV** The following members answered roll call:
- |                              |         |
|------------------------------|---------|
| Mrs. Lori Corry              | present |
| Mrs. Zipporah Daniels-Browne | absent  |
| Mr. Randy Freiling           | present |
| Mr. Les Gallagher            | present |
| Mrs. Lois Parker             | present |
| Ms. Kimberly Reed            | present |
| Mr. Roger Schwartz           | present |
| Mrs. Barbara Villari-Peters  | absent  |
| Mr. James Wakeley            | present |
| Mr. Joseph Keyek, Jr.        | present |
- Also present were:
- |                     |                               |
|---------------------|-------------------------------|
| Dr. Kenneth Koczur: | Superintendent of Schools     |
| Deborah Piccirillo: | School Business Administrator |
| Amy Guerin          | Board Solicitor               |
- Motion to Caucus              Motioned by Mr. Schwartz seconded by Mr. Gallagher at 6:37pm to go into executive session. Voice vote. All in favor.
- VI** Mr. Keyek read Resolution #10182016 authorizing legal and executive session as the issues to be discussed pertained to student matter. **(Attachment V)**
- Motion to Return from Caucus      Motioned by Mr. Schwartz, seconded by Mrs. Reed at 6:59pm to come out of executive session. Voice vote. All in favor.
- Presentations                  1. 2016 Assessment Data Presentation by Mrs. Daunoras.

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Open Floor to Public Statements

Motioned by Mrs. Reed, seconded by Mr. Schwartz to open the floor for public statements. Voice vote. All in favor.

Close Floor to Public Statements

There being no further statements, it was motioned by Mr. Schwartz seconded by Mr. Gallagher to close the floor. Voice vote. All in favor.

## **IX COMMITTEE REPORTS**

### Curriculum/Technology

None at this time

### Finance

None at this time

### Negotiations

None at this time

### Personnel

None at this time

### Policy

None at this time

### Property

Arch was review of L/T Project as well as correction taken into consideration on public coming.

### Student Disciplinary Review

None at this time

## **X LIAISON REPORTS**

### Camden County Educational Services Commission

None at this time

### Camden County School Boards Association

Army Makerspace

### DEAC

Teacher Evaluation, STEAM and Evidence Documents

### Municipal Alliance

None at this time

### NJ School Boards Association

December 10, 2016 next meeting

### Pine Hill Borough Liaison

Police retirements and changes within that department

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## Education Foundation

Saturday Oct 22, 2016 Trick or Treat  
Fall Festival

## PTO

None at this time

## Site Council –

*John Glenn School – Mr. Gallagher*

*Dr. Albert Bean School – Mrs. Corry*

*Pine Hill Middle School – Mr. Schwartz*

*Overbrook High School – Mr. Freiling, Mrs. Villari-Peters*

## **SUPERINTENDENT'S REPORT**

**A. PERSONNEL-** The Superintendent recommends approval of the following items:

**Motioned by Mrs. Reed, seconded by Mr. Schwartz Roll Call. All in Favor.**

Substitute List

**XIA1** The motion to approve the 2016-2017 substitute list.

Miranda Altringer  
Nicholas Stio

Resignation

**XIA2** The motion to approve the resignation of Mr. Daniel Lehman Custodian at Overbrook High School, effective October 30, 2016.

Ratification of  
Long Term  
Substitute

**XIA3** The motion to ratify Ms. Kristen Katsigiannis as Long Term Substitute Guidance Counselor at Pine Hill Middle School, step 1 MA at a salary of \$54,450.00 prorated without benefits, effective October 11, 2016.

Ratification of  
Twilight Art  
Teacher

**XIA4** The motion to ratify Ms. Janey Dean as Art Teacher for the Overbrook High School Twilight program at a rate of \$27.00 per hour, effective October 4, 2016.

Long Term  
Substitute Art  
Teacher

**XIA5** The motion to approve Ms. Janey Dean as Long Term Substitute Art Teacher at Overbrook High School, Step 1 BA at a salary of \$50,336.00 prorated without benefits, effective October 19, 2016-November 22, 2016 or the return of classroom teacher.

Guidance Counselor

**XIA6** The motion to approve Ms. Holly Lewis as Guidance Counselor for Overbrook High School, Step 6 MA+45, at a salary of \$60,135.00, effective upon release of current contract.

Ratification of  
Developmental Support  
Assistant

**XIA7** The motion to ratify Ms. Somalia Maloy as Developmental Support Assistant at John Glenn Elementary School, Step 3, at a salary of \$13,643.00, effective September 7, 2016.

Ratification of

**XIA8** The motion to approve to ratify Mr. Joseph Youngkin as Part Time Cleaner

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- Part Time Cleaner for Pine Hill School District, at a rate of \$10.65 per hour, effective October 4, 2016.
- Custodian/Cleaner **XIA9** The motion to approve Mr. Terrance Alphonso as Full Time Custodian/Cleaner at Overbrook High School, Step 1 with benefits, at a salary of \$28,546.00, effective October 31, 2016.
- Salary Adjustment **XIA10** The motion to approve a salary adjustment for Ms. Lisa Bariana to Step 4 MA+15 at a salary of \$56,778.00, retroactive to September 1, 2016. Ms. Bariana has supplied all necessary paperwork to warrant this move.
- Ratification of Club Advisor **XIA11** The motion to ratify Ms. Nicole Smith as Overbrook High School International Affairs Club Advisor for the 2016-2017 School year at a stipend of \$1,175.00. This is a correction of advisor title from the August Agenda.
- Part Time Custodian Cleaner **XIA12** The motion to approve Mr. John Reifsneider as custodian/cleaner for Pine Hill Public Schools at a rate of \$10.65 per hour effective October 19, 2016.
- Substitute Morning Duty Proctor **XIA13** The motion to approve Ms. Kathryn Clemency as substitute morning duty proctor at Overbrook High School at a rate of \$44.00 per hour.
- Coaching **XIA14** The motion to approve the following coaches:

Name	Position	Stipend
Stephen Burick	Overbrook High School Boys Bowling Head Coach	\$4,128.00
Mark Bottino	Overbrook High School Girls Bowling Head Coach	\$4,128.00
Marcus Hollman	Overbrook High School Boys Winter Track Coach	\$3,183.00
Jessica Tanski	Overbrook High School Girls Winter Track Coach	\$3,183.00
Jeff Mack	Overbrook High School Boys Tennis Head Coach	\$4,128.00
Katie Clemency	Overbrook High School Boys Tennis Assistant Coach	\$3,290.00
Jason Handy	Overbrook High School Boys Track Head Coach	\$6,637.00
Marcus Holman	Overbrook High School Boys Track Assistant Coach	\$4,712.00
Raheem Covington	Overbrook High School Girls Track Head Coach	\$6,637.00
Lindsey Sampolski	Overbrook High School Softball Head Coach	\$6,824.00

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Chuck Marciano	Overbrook High School Baseball Head Coach	\$6,824.00
Michael Stutz	Overbrook High School Baseball Assistant Coach	\$4,712.00
Stephen Burick	Overbrook High School Golf Head Coach	\$4,128.00
Michael Stutz	Middle School Soccer Referee	\$56.00 per game
Jessica Dalessandro	Substitute Ticket Taker	\$48.00 per game
Lindsey Sampolski	Clock Operator	\$48.00 per game

### B. POLICY -

The Superintendent recommends approval of the following items:

**Motioned by Mrs. Reed, seconded by Mr. Schwartz Roll Call. All in Favor.**

1. The motion to approve the following Policies:

1st reading	P5511	Standard of Dress Policy for Students
1st reading	R551	Standard of Dress for Students
	5511	Dress Code Uniform Reimbursement Form
2nd reading	R5600	Pupil Discipline Code of Conduct

**C. FINANCE –** The Superintendent recommends approval of the following items:

Pinelands Golf

**XIC1** The motion to approve the use of Pinelands Golf Course for all Overbrook High School Golf practices and home matches for the 2017 golf season in the amount of \$1,650.00

Professional

**XIC2** The motion to approve the following Professional Development:

Date	Staff	Event	Provider/Location	Cost
October 2016	Nicole Kerber	McRel Evaluation Administrator	EIRC/On-Site at Overbrook High	\$1500.00

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		Training	School	
10/24/2016	Nicole Kerber District Supervisor of Guidance	Ed Stability Training	Camden County Partnership for Children/Voorhees	-0-
11/1/2016	Aleah Braxton, Overbrook High School Guidance Counselor	HESAA Financial Aid Workshop	New Jersey Higher Education Student Assistance Authority/Trenton	-0-
11/4/2016	Nicole Kerber, District Supervisor of Guidance	Training for Section 504 of Rehabilitation Act of 1973	Legal One, Monroe	\$75.00
11/5/2016	Pamela Marmon, John H. Glenn School Nurse	Basic Life Support, CPR Certification Trainer Training	Virtua EMS/Voorhees	\$325.00
11/15/2016	Heidi Daunoras, Director of Curriculum & Instruction	Effective Instructional Strategies Workshop	NJDOE/EIRC, Blackwood	-0-
11/17/2016	Heidi Daunoras, Director of Curriculum & Instruction	From NCLB to ESSA Funding and Requirements Meeting	NJDOE/EIRC, Blackwood	-0-
11/18/2016	Sharon Nadelbach , Overbrook High School Librarian	School Librarians Conference	New Jersey Association of School Librarians/Long Branch	\$11.00
12/8/2016	Kimberly Seifring, Director of Special Services	Special Education Committee Meeting	New Jersey Principal and Supervisor Association/Monroe	-0-

### Fundraisers

**XIC3** The motion to approve the following fundraisers:

Group	Event	Purpose	Date
Overbrook High School Multi-Culture Club	School Spirit Day	Raise funds for Ronald Mc Donald House Toy Drive	12/2/16
Dr. Albert Bean School Safety Patrol	Pretzel Sale	Raise funds for Police Unity Tour and School Activity	Throughout the year

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		Account	
Overbrook High School Cheerleading	Panera Bread Night	Raise funds for competition fees	11/21/16
Overbrook High School Renaissance	Snack Sale	Raise funds for student activities	Throughout the year
Overbrook High School Renaissance	Renaissance Tailgate breakfast party before football game 10/29/16	Raise funds for student activities	Throughout the year
Overbrook High School Renaissance	Muffin Sale	Raise funds for student activities	Monday mornings throughout the year

**D. CURRICULUM** – The Superintendent recommends approval of the following items:

Approval of  
The findings of the  
Anti-Bullying Specialists

**XID1** The motion to approve at Dr. Albert Bean Elementary School, John H. Glenn Elementary School, Pine Hill Middle School and Overbrook High School.

Acceptance of  
Fire and Lockdown  
Drills

**XID2** The motion to approve at Dr. Albert Bean Elementary School, John H. Glenn Elementary School, Pine Hill Middle School and Overbrook High School.

Program Licenses

**XID3** The motion to approve the purchase of 50 Renaissance Accelerated Math Remediation Program licenses for Overbrook High School Math Lab courses at a Cost of \$1,635.60 to be paid through NCLB Title One Grand Funds.

Receipt of Grant

**XID4** The motion to approve the receipt of the South Jersey Energy for the Arts Grant to Collette Staab, Dr. Albert Bean Elementary Art Program in the amount Of \$1,000.00.

Receipt of Grant

**XID5** The motion to approve the receipt of the Special Olympics of New Jersey Play Unified Grant to Overbrook High School Athletics Department in the amount Of \$2,800.00.

Acceptance of Donation

**XID6** The motion to approve the acceptance of donation of field hockey goalie equipment donated by Renee' Gilson.

Nursing Services Plans

**XID7** The motion to approve the Nursing Service Plans for the 2016-2017 School Year. See Attachment XI D7.

Sustainable Jersey for

**XID8** The motion to approve Pine Hill Middle School to participate in the

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- Schools Program                      Sustainable Jersey for Schools Program. The program promotes best practices that result in healthier school climate, improve the educational program, and conserve schools' limited physical and financial resources.
- Field Experience                      **XID9** The motion to approve Ms. Heather Hunsberger to complete a 15-hour field experience with Ms. Karen Bennett at the Dr. Albert Bean Elementary School during the fall 2016 Semester in order to complete her course work for Camden County College.
- Guest Speaker                        **XID10** The motion to approve Mr. Dave Groves from Cooper Hospital to speak to 10<sup>th</sup> grade Physical Education students at Overbrook High School on December 8 & 9, 2016, regarding seat belt safety and distracted driving dangers.
- Guest Speaker                        **XID11** The motion to approve Republic Bank to speak to 5<sup>th</sup> grade students at Dr. Albert Bean Elementary School regarding financial literacy, date to be determined.
- Guest Speaker                        **XID12** The motion to approve "Sambulance" to speak to the MD Classes at Pine Hill Middle School on November 18, 2016, to enhance safety awareness and basic first aid.
- Graduate Work                        **XID13** The motion to approve Ms. Nicole D. Smith, Reading Specialist at Dr. Albert Bean Elementary School, to complete Graduate Work Thesis project implementing authentic learning experiences into Writer's Workshop in order to promote student engagement and to increase proficiency in student writing.
- Field Trips                              **XID14** The motion to approve the following field trips:

**Motioned by Mr. Schwartz, seconded by Mrs. Reed Roll Call. All in Favor.**

Date	Group	Event	Cost to Board
10/21/16	John H. Glenn – 1 <sup>st</sup> Grade classes	Pine Hill Municipal Complex	\$288.80
10/24/2016	John H. Glenn - Kindergarten classes	McCann Farm	\$348.54
10/27/2016	Overbrook High School - Senior class	Riverwinds College Fair	No cost to the board - Career Council provides buses
11/4/2016	Overbrook High School – Interact/ Leo Clubs	Pine Hill Senior Center	No cost to the board
11/10/2016	21 <sup>st</sup> Century Scholars	Liberty Science Center	No cost to the board – 21 <sup>st</sup> Century Scholars Program



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			provides buses
11/15/2016	Overbrook High School -11th & 12th Graders	BB& T Pavilion College Fair Camden	\$58.09 per hour
12/9/2016	21 <sup>st</sup> Century Scholars	Millennium Skate World	No cost to the board – 21 <sup>st</sup> Century Scholars Program provides buses
12/12/2016	John H. Glenn students	Franklin Institute	\$348.54
01/07/2017	Overbrook High School - All South Jersey Choir	All South Jersey Choir rehearsal	\$348.54 per bus
01/12/2017	Overbrook High School- All South Jersey Choir	All South Jersey Choir rehearsal	\$406.63 per bus
01/20/2017	Overbrook High School - All South Jersey Choir	All South Jersey Choir rehearsal	\$348.54 per bus
01/27/2017	Overbrook High School - All South Jersey Choir	All South Jersey Choir rehearsal	\$290.45 per bus
01/28/2017	Overbrook High School - All South Jersey Choir	All South Jersey Choir rehearsal	\$232.36 per bus
01/29/2017	Overbrook High School - All South Jersey Choir	All South Jersey Choir rehearsal	\$232.36 per bus
02/05/2017	Overbrook High School - All State Women	All State Women's Choir rehearsal	\$464.72
02/23/2017	Overbrook High School - All State Women	All State Women's Choir rehearsal	\$174.27
05/30/2017	Overbrook Honors & AP Physics students	Liberty Lake Day Camp	\$232.36
06/07/2017	John H. Glenn - 3rd Grade	Philadelphia Mint	\$697.08

**E. MISCELLANEOUS**

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## **F. ITEMS OF GENERAL INTEREST**

### **SCHOOL BUSINESS ADMINISTRATOR'S REPORT**

#### **A. INFORMATION**

#### **B. CORRESPONDENCE**

#### **C. MINUTES**

Work session Minutes **XIIC1** September 27, 2016 Work session/Regular Meeting Minutes  
**XIIC2** September 27, 2016 Caucus Minutes

**Motioned by Mr. Schwartz, seconded by Mr. Gallagher Roll Call Vote. All in favor.**

#### **D. FINANCE**

Secretary's Report **XIID1** Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the months of September 2016. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. **See Attachment XIID1-1a**

Treasurer's Report **XIID2** Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the months of September 2016. The Treasurer's Report and Secretary's Report are in agreement for the month of June 2016. **See Attachment XIID2-2a**

Board Secretary **XIID3** Board Secretary Certification in accordance with N.J.A.C. 6A:23A-16.10(c)2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

Board of Education Certification **XIID4** Pursuant to N.J.A.C 6A:23A – 16.10 (c), the Pine Hill Board of Education certifies that after review of the September Secretary's Monthly Financial Report and the September Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, that to be the best of the Board's knowledge, no major account or fund had been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Line Item Transfers **XIID5** Transfers for September 2016 **See Attachments XIID5**

Payment of Bills **XIID6 See Attachments XIID6a**  
a. Bill List- September 29 \$37,463.58  
Total out of General Account: \$37,463.58

Payment of Bills **XIID7 See Attachments XIID7a-b**  
a. Bill List- October 3 \$377,202.81  
b. Bill List- October 13 \$351,826.55  
Total Out of General Account: \$729,029.36

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a. Nutri-Serve – Check #1283	\$38.85
b. Nutri-Serve – Check #1284	\$298.00
c. Nutri-Serve – Check #1286	\$68.05
d. Nutri-Serve – Check #1287	\$75,272.78
<u>Total Out of Cafeteria Account:</u>	<u>\$75,677.68</u>

**Motioned by Mr. Schwartz seconded by Mr. Gallagher Roll Call Vote. All in favor.**

- NJSBA**                                **XIID8** The motion to approve Mrs. Heidi Daunoras, Director of Curriculum and Instruction to attend the NJSBA Convention being held on October 25<sup>th</sup>-27<sup>th</sup>, 2016.
- Educational Services**            **XIID9** The motion to approve education services for student #117687, at a rate of \$32.00 per hour while attending program.
- Student Tuition Contracts**        **XIID10** The motion to approve the following students, to Pine Hill Schools, McKinney Vento:

District	Student ID	Start Date	End Date	Program	Bd Appr Rates
Camden	118118	9/15/2016	6/30/2017	2nd Gr	\$12,180.00
Eastern	117573	9/3/2016	9/12/2016	10th	\$328.00
Eastern	117574	9/7/2016	6/30/2017	10th	\$14,774.00
Gloucester City	111263	9/7/2016	6/30/2017	9th	\$14,774.00
Gloucester City	111967	9/7/2016	6/30/2017	7th	\$14,000.00
Gloucester City	111264	9/7/2016	6/30/2017	9th	\$14,774.00
Gloucester City	118107	9/12/2016	6/30/2017	4th	\$12,320.00
Gloucester Twp	113317	9/7/2016	10/5/2016	3rd Grade-MD	\$2,742.00
Gloucester Twp	113317	9/7/2016	10/5/2016	1:1 Aide	\$3,115.00
Gloucester Twp	115204	9/7/2016	6/30/2017	10 <sup>th</sup> Grade-RR/ICS	\$14,774.00
Gloucester Twp	115212	9/7/2016	6/30/2017	5 <sup>th</sup> -MD	\$23,500.00
Lawnside	118034	9/7/2016	6/30/2017	4th	

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							\$12,600.00
Lawnside		118035	9/7/2016	6/30/2017	5th-LLD		\$23,000.00
Lindenwold		114708	9/3/2016	6/30/2017	1st-LLD		\$23,000.00
Lindenwold		117068	9/3/2016	6/30/2017	5th Gr RR		\$12,600.00
Lindenwold		117741	9/3/2016	6/30/2017	11th Gr		\$14,774.00
Paulsboro		117724	9/7/2016	6/30/2017	4th-LLD		\$23,000.00
Paulsboro		117725	9/7/2016	6/30/2017	2nd Gr		\$12,600.00
Voorhees		117092	9/7/2016	6/30/2017	2nd Gr		\$12,600.00
Voorhees		115009	9/7/2016	6/30/2017	4th Gr		\$12,600.00
Washington Twp		118038	9/7/2016	6/30/2017	"K"-RR/ICS		\$10,000.00
Washington Twp		118037	9/7/2016	6/30/2017	MD		\$23,500.00
Washington Twp		118037	9/7/2016	6/30/2017	1:1 Aide		\$27,600.00
Winslow		117881	9/1/2016	6/30/2017	9th		\$14,774.00
							<b>\$349,929.00</b>

The Pine Hill Board of Education welcomes and values input from the community. The public comment portion of the Board meeting is the time where any member of the public can share their thoughts directly with the Board. At the same time, the Board encourages members of the public to bring specific, individual issues to the attention of the Administration first. Anyone who wishes to speak has five minutes to make their comments. Please keep your comments respectful, not defamatory, and suitable for a meeting of a public body. When you approach the podium, please begin by stating your name and address.

Open Floor to Public

**XIII.** Motioned by Mr. Schwartz, seconded by Mrs. Daniels-Browne to open the floor Statements for public

Close Floor to Public Statements

**XIII.** There being no further statements, it was motioned by Mr. Schwartz, seconded by Mrs. Daniels-Browne to close the floor. Voice vote. All in favor.

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## **XV. OLD BUSINESS- None**

## **XVI. NEW BUSINESS-**

1. Ratification Anti-Bullying Specialist Certification – The motion to ratify Ms. Dana Degrande to attend Legal One – Anti-Bullying Specialist Certification October 13, 2016, at the cost of \$150.00.
2. Substitute Teacher Pay – The motion to approve the increase the Substitute teacher rate to \$90.00, effective November 1, 2016.
3. Educational Services - The motion to approve student # to attend alternative program.
4. Borough Facilities – The motion to approve the Pine Hill facilities department work with the Pine Hill Borough basketball grounds.
5. Atlantic City Convention – The motion to approve Dr. Kozcur to attend the NJSBA Convention being held in Atlantic City on October 24-26, 2016.
6. Pine Hill Fire Company – The motion to approve Pine Hill Fire Department to utilize Pine Hill School District’s scrubbers to wax their facility.

### **Motion by Mr. Gallagher, seconded by Mr. Schwartz**

Next Board Meeting

Tuesday, November 15, 2016.

Motion to Adjourn

**XV** Motioned by Mr. Schwartz, seconded by Mrs. Reed to adjourn the meeting. Voice vote. All in favor. The Worksession/Regular Business Meeting of the Pine Hill Board of Education was adjourned at 8:09pm.

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Deborah A. Piccirillo, School Business Administrator

Date