



**PITMAN BOARD OF EDUCATION
FEBRUARY 19, 2020
7:00 P.M. – EXECUTIVE SESSION
7:30 P.M. – PUBLIC MEETING
PITMAN HIGH SCHOOL MEDIA CENTER**

EXECUTIVE SESSION

PUBLIC MEETING AGENDA

Building on our unique traditions, the mission of the Pitman School District, in partnership with families and our community, is to educate all students through exceptional learning experiences to be discerning, ethical, confident citizens. It is the expectation of this school district that all pupils achieve the New Jersey Student Learning Standards at all grade levels.

Students, parents, community, and the Board of Education are responsible for sharing, pursuing, and achieving this vision.

MOMENT OF SILENCE AND SALUTE TO THE FLAG

STATEMENT FOR REGULAR SESSION

Notice of this Regular Meeting of the Pitman Board of Education was advertised in the South Jersey Times, posted at Borough Hall, a copy thereof delivered to all Pitman Schools to be posted, and posted on the district's web site. Further, notice was posted and filed as required by law stating that the Board would meet in Executive Closed Session at 7:00 p.m. followed by the Regular Meeting at 7:30 p.m. in the Pitman High School Media Center. The President shall entertain any objections, with supporting reasons, to the conduct of this meeting on the grounds that it violates the Open Public Meetings Act.

PRESENTATIONS

Staff Spotlight
2020/2021 Budget Development

PUBLIC HEARING – (15 minutes)

This is the first of two public comments we will have tonight. This is public comment and not a dialogue between the board and the public. You will have three minutes to speak and it’s your opportunity to comment or ask questions. There will not be a back and forth exchange between the speaker and the Board. At the close of public comment, we will respond as best as we can. If we do not have the information available at this time and if it is something we can share with you, we will get back to you.”

CORRESPONDENCE

APPROVAL OF MINUTES

Suggested motion – “That the minutes of the Pitman Board of Education as held on the dates listed below are approved as printed and reading dispensed with:

Wednesday, January 8, 2020 Reorganization Meeting/Regular Meeting
Monday, January 13, 2020 Board Retreat Meeting
Wednesday, January 15, 2020 Special Board Meeting”

Suggested motion – “That the minutes of the Closed Sessions of the Pitman Board of Education held on the dates listed below are approved as printed and the reading dispensed with:

Wednesday, January 8, 2020 - 8:05 p.m.
Wednesday, January 15, 2020 - 7:34 p.m. ”

BOE EXECUTIVE REPORT

COMMITTEE REPORTS

Communication and Policy Committee - January Meeting Report
Chairperson - Darlene Powell

Curriculum and Instruction Committee - February Meeting Report
Chairperson - Bonnie Savage

Finance and Facilities Committee - January Meeting Report
Chairperson - Robert Uyehara

SUPERINTENDENT’S REPORT

STUDENT REPRESENTATIVE REPORT

OLD/NEW BUSINESS

FINANCE & FACILITIES COMMITTEE – Uyehara, Walker, Savage

1. Suggested motion – “That all line-item transfers be approved for the months of December 2019 and January 2020.”
2. Suggested motion – “That the Board Secretary’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the months of December 2019 and January 2020. 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. 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 or revenue sources.”
3. Suggested motion – “That the Pitman Board of Education certifies – pursuant to N.J.A.C. 6A:23A-16.10(c)4, that after review of the Board Secretary’s monthly financial report for the months of December 2019 and January 2020 and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has 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.”
4. Suggested motion – “That the Treasurer’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the months of December 2019 and January 2020. The Treasurer’s Report and Board Secretary’s Report are in agreement for the months of December 2019 and January 2020.”
5. Suggested motion – “That all bills are properly approved and certified to be paid.”
6. Suggested motion – “That the Student Fund Report be accepted and approved for the month of January 2020.”
7. Suggested motion - “That the Pitman Board of Education approves the School Business Administrator to post, advertise, and receive bids for the 2020/2021 school year.”
8. Suggested motion - “That the Pitman Board of Education accepts the donation/grant of goods and services from Golf Fore Autism in the amount of \$3,500.00 for the 2019/2020 school year.”
9. Suggested motion - “That the Pitman Board of Education approves the Maintenance Agreement with South Jersey Elevator, LLC beginning February 5, 2020 to June 30, 2023 for monthly maintenance on 1- Hydraulic elevator and 2 - Chair Lifts at the cost of \$241.00 per month.”
10. Suggested motion - “That the Pitman Board of Education approves the General Service Contract with Camden County Educational Services Commission, effective July 1, 2019 through June 30, 2020, to provide services as needed.”
11. Suggest motion - “That the Pitman Board of Education approves the sales contract subscription with IXL Learning from January 13, 2020 thru July 1, 2021 in the amount of \$7,118.00 for 350 - 6th through 8th grade student site licenses.”
12. Suggested motion - “That the Pitman Board of Education approves the Business Administrator to solicit Request for Proposal (RFP) for the following services: Food Service, Auditor, and Architect.”

CURRICULUM & INSTRUCTION – Savage, Koniecki, Powell

1. Student Statistics January 2020:

Date	Elementary	Middle	High	Out of District	Alternate	Total
1/31/20	568	315	357	25	0	1265
1/31/19	578	309	379	24	0	1290
12/31/19	571	316	356	25	0	1268

Suspensions/Reasons:

Fighting: 2
 Inappropriate Behavior: 6

HIB

Reported: 1
 Confirmed: 1

2. Student Attendance January 2020 (21 student days):

School	Days Absent	Days Possible	Percentage
Kindle	197	3324	94.1%
Memorial	168	3731	95.5%
Walls	279	4278	93.5%
PMS	325	6302	94.9%
PHS	425	7041	94.4%
Total	1394	24,676	94.4%

3. Staff Attendance January 2020 (21 staff days):

Days Possible	Days Absent	Percentage Present
3,381	298	91.19%

4. Fire and Lockdown Drills for the month of January 2020:

School	Date	Time of Drill	Type of Drill	Persons in Building	Persons Participating	Weather Conditions	Time Required
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High School	1/16/20 1/22/20	10:46 AM 9:45 AM	Fire Shelter in Place	400 397	400 397	Sunny 50° Sunny 39°	1:19 minutes 6 minutes
Middle School	1/10/20 1/28/20	1:18 PM 1:42 PM	Evacuation Shelter in Place	349 353	349 353	Sunny 53° Cloudy 41°	5 minutes 4 minutes
Kindle School	1/10/20 1/30/20	10:56 AM 10:45 AM	Fire Lockdown	190 197	190 197	Cloudy 48° Fair 33°	1.5 minutes 2 minutes
Memorial School	1/10/20 1/17/20	2:06 PM 9:30 AM	Fire Lock Down	215 195	215 195	Sunny 56° Sunny 28°	2 minutes 2 minutes
Walls School	1/15/20 1/30/20	12:41 PM 12:57 PM	Evacuation Fire	230 240	230 240	Sunny 52° Partly Cloudy 37°	5 minutes 5 minutes

5. Suggested motion – “That additions to the Substitute List for the 2019/2020 school year be approved.
6. Suggested motion – “That the Pitman Board of Education finds the travel and related expenses particular to attendance of staff and board members on the attached list of approved school business leaves (Conference/Workshop/Meeting/Staff Training) are justified and therefore reimbursable.”
7. Suggested motion – “That the Board of Education approves all field trips as submitted.”
8. Suggested motion - “That the Pitman Board of Education approves the Use of Facilities as attached.”
9. Suggested motion - “That the Pitman Board of Education approves the admission of regular tuition student(s) for the 2019/2020 school year.”
10. Suggested motion - “That the Pitman Board of Education approves Kelly A. Brazelton for the following appointment for the 2019/2020 fiscal school year.
 - a. Public Agency Compliance Officer as required for public agencies awarding contracts under P.L. 1975, c.127, Affirmative Action regulations.”
11. Suggested motion - “That the Pitman Board of Education retroactively approves teacher, Megan Bourquin, as a homebound instructor at a rate of \$36.00 per hour effective January 22, 2020 through the remainder of the 2019/2020 school year. Stipend in accord with the negotiated agreement with the Pitman Education Association. ”
12. Suggested motion - “That the Pitman Board of Education approves substitute teacher, Rita McKenna, as a homebound instructor at a rate of \$36.00 per hour effective February 18, 2020 through April 17, 2020.”
13. Suggested motion - “That the Pitman Board of Education retroactively approves the below listed student(s) for homebound instruction as follows:

Student ID#	Hours of Instruction	Duration	Rate
1496261728	10 hours/week	1/22/2020-6/17/2020	\$36.00/hr.”

14. Suggested motion - “That the Pitman Board of Education approves the below listed student(s) for homebound instruction as follows:

Student ID#	Hours of Instruction	Duration	Rate
7903094692	5 hours/week	Revised: 12/13/2019 - 3/20/2020 (approved on 12/11/2019: 12/5/2020 - TBD)	\$36.00/hr.
1362796453	10 hours/week	2/7/2020 - 2/27/2020	\$36.00/hr.
9844527505	10 hours/week	2/18/2020 - 4/17/2020	\$36.00/hr.”

15. Suggested motion — “That the Pitman Board of Education retroactively approves the following out of district placement(s) effective January 27, 2020, by the Special Services Department for the 2019/2020 school year:

Student ID#	Placement	Tuition Cost	One-on-One Aide
5520898145	Archbishop Damiano School	\$ 56,943.60 (prorated)	N/A”

16. Suggested motion - “That the Pitman Board of Education approves the following Game Workers on an as needed basis for the 2019/2020 school year. The Game Workers’ Pay Schedule for the 2019/2020 school year was approved at the September 18, 2019 Board of Education Meeting.”

Name	Position
Laura Blass	Ticket Seller
<i>Paul Blass</i>	Ticket Seller
<i>Erin Cunningham</i>	Ticket Seller
<i>John Cutsavage</i>	Ticket Seller
<i>Drew Davenport</i>	Ticket Seller
<i>Kandice Hanrahan</i>	Ticket Seller
<i>Matthew Healy</i>	Ticket Seller
<i>John Hopely</i>	Ticket Seller
<i>Michelle Natali-Muldoon</i>	Ticket Seller
<i>Carrie Schwank</i>	Ticket Seller
Beth Shivers	Ticket Seller
<i>Paul Blass</i>	Ticket Taker
<i>Erin Cunningham</i>	Ticket Taker
<i>John Cutsavage</i>	Ticket Taker
<i>Drew Davenport</i>	Ticket Taker

<i>Kandice Hanrahan</i>	Ticket Taker
<i>Matthew Healy</i>	Ticket Taker
<i>John Hopely</i>	Ticket Taker
<i>Michelle Natali-Muldoon</i>	Ticket Taker
<i>Carrie Schwank</i>	Ticket Taker
<i>Chris Thomas</i>	Ticket Taker
<i>John Cutsavage</i>	Event Staff Security
<i>Drew Davenport</i>	Event Staff Security
<i>Matthew Healy</i>	Event Staff Security
<i>John Hopely</i>	Event Staff Security
Ron Myers	Event Staff Security
<i>Michelle Natali-Muldoon</i>	Event Staff Security
<i>Tracey Pinque</i>	Event Staff Security
<i>Carrie Schwank</i>	Event Staff Security
<i>Chris Thomas</i>	Event Staff Security
<i>Paul Blass</i>	Football Clock
John Kraemer	Football Announcer
<i>Drew Davenport</i>	Basketball Clock
<i>John Hopely</i>	Basketball Clock
<i>Carrie Schwank</i>	Basketball Clock
<i>Jeff Smith</i>	Basketball Clock
<i>John Hopely</i>	Basketball Clock
Jennifer Coles	Wrestling Clock
<i>Denise Pallies</i>	Wrestling Clock
Jason Rafferty	Wrestling Clock”

17. Suggested motion – “That the Pitman Board of Education approves the following Extra Service Contracts for the 2019/2020 school year (pending contract negotiations). Stipend in accord with the negotiated agreement with the Pitman Education Association. (*Italics – In-house*):

Name	Position	Stipend
<i>Matthew Healy</i>	Baseball Varsity Head Coach	\$6,702.00
Paul Seiter	Baseball JV Assistant Coach	\$5,360.00
<i>Vincent Chiaro</i>	Baseball Freshman Coach	\$4,563.00
<i>Carrie Schwank</i>	Softball Varsity Head Coach	\$6,702.00
<i>Michael (Chris) Thomas</i>	Softball Assistant Coach	\$5,360.00
Fred Georgette	Tennis Boys Varsity Head Coach	\$6,081.00
<i>Matthew Newcomb</i>	Track & Field Boys Varsity Head Coach	\$6,702.00
<i>Robert Tender</i>	Track & Field Boys Varsity Assistant Coach	\$5,360.00

<i>Matthew Elmuccio</i>	Track & Field Girls Varsity Head Coach	\$6,702.00
<i>Daniel Ward</i>	Track & Field Girls Varsity Assistant Coach	\$5,360.00
Stephen Belh	Golf Varsity Head Coach	\$6,081.00

18. Suggested motion – “That the Pitman Board of Education approves the following volunteer coaches/advisors (pending receipt of criminal history approval) for the 2019/2020 school year (*Italics – In-house*):

Name	Position
Kevin Gibbs	Baseball Varsity Coach’s Aide
Harry Armstrong	Baseball Varsity Coach’s Aide
<i>Drew Davenport</i>	Baseball Varsity Coach’s Aide
Rachel Morrison	Softball Coach’s Aide
Linda Gipe	Softball Coach’s Aide
Julia Gillespie	Softball Coach’s Aide
Michael Lindner	Softball Coach’s Aide
Jason Shivers	Golf Coach’s Aide”

19. Suggested motion – “That the Pitman Board of Education approves the appointment of Ashley Nock, Learning Disabilities Teacher Consultant (LDTC) for the Pitman School District, effective on or about March 23, 2020 through June 30, 2020, for the 2019/2020 school year, at a prorated salary of \$_____ MA+30/Step _____, (pending receipt of proper paperwork) at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association.”

20. Suggested motion – “That the Pitman Board of Education approves the following *amended* leaves of absence:

Employee	Location	Type of Leave	FMLA/FLA	Dates
36233245	Middle School	Maternity/Child Rearing	<i>FMLA:</i> 9/18/19-12/11/19 <i>FLA:</i> 11/13/2019-2/4/2020 (previously approved: 9/30/2019-1/2/2020)	<i>REVISED:</i> 9/18/2019-10/29/2019 (paid sick days) 10/30/2019-5/6/2020 (unpaid leave) (previously approved unpaid LOA: 10/30/2019-4/3/2020)
14078703	Middle School	Medical	<i>FMLA:</i> 11/27/2019-2/13/2020 (previously approved:	<i>REVISED:</i> 11/27/2019-2/13/2020 (paid sick days)

			11/27/2019-2/7/2020)	(previously approved 11/27/2019-2/7/2020)
66510066	High School	Maternity/Child Rearing	<i>FMLA:</i> 1/2/2020-4/3/2020 <i>FLA:</i> 2/17/2020-4/3/2020 (previously approved: 1/2/2020-4/1/2020)	<i>REVISED:</i> 1/2/2020-2/13/2020 (paid sick days) 2/14/2020-3/31/2020 (unpaid leave) (previously approved: 1/2/2020-2/25/2020 (paid sick days) 2/26/2020-4/1/2020 (unpaid leave))”

21. Suggested motion – “That the Pitman Board of Education approves the following leaves of absence:

Employee	Location	Type of Leave	FMLA/FLA	Dates
14157911	Middle School	Medical	<i>FMLA:</i> 1/3/2020-1/24/2020	1/3/2020-1/24/2020 (paid sick days)
00000850	Walls School	Medical/Intermittent	<i>FMLA:</i> 2/1/2020-2/28/2020	paid sick days until unpaid
00000805	Walls School	Medical	<i>FMLA:</i> 2/11/2020-5/5/2020	paid sick days
14101760	High School	Medical	<i>FMLA:</i> 3/6/2020-5/8/2020	3/16/2020-5/8/2020 (paid sick days)
99145013	Walls School	Maternity/Child Rearing	<i>FMLA:</i> 4/13/2020-6/19/2020 <i>FLA:</i> 5/25/2020-6/19/2020	4/14/2020-5/27/2020 (paid sick days) 5/28/2020-6/17/2020 (unpaid leave)”

22. Suggested motion – “That the Pitman Board of Education retroactively approves the following teacher as mentor for first year teacher effective January 29, 2020, for the of the 2019/2020 school year, with the approved rate:

Mentoree	Mentor	Amount
Karen Perez Replacement Grade 3 Teacher (Kindle)	Laura Pirrone	\$550.00 prorated”

23. Suggested motion – “That the Pitman Board of Education accepts the resignation of Denise Curry, Part Time Instructional Aide at Pitman High School, effective February 21, 2020.”

24. Suggested motion - “That the Pitman Board of Education accepts the resignation of Shawn Van Meter, Panther Club Site Leader Walls School, effective February 28, 2020.”
25. Suggested motion - “That the Pitman Board of Education accepts the resignation of the following Extra Service Contract effective March 5, 2020:

Name	Position
<i>Michael (Chris) Thomas</i>	Weight Training – 2 nd Semester”

26. Suggested motion - “That the Pitman Board of Education approves the following field placement students from Rowan University for the 2019/2020 school year, one day a week on the following scheduled days: Thursdays, 2/13/20, 2/20/20, 2/27/20, 3/5/20, 3/12/20, 3/26/20, and 4/2/20:

Name	Cooperating Teacher	Location
Emily Pavesi	Robin Arabia	Middle School”
Alexis Roth		
Larissa Silva		

27. Suggested motion – “That the Pitman Board of Education approves the following student(s) from Rowan College of South Jersey for field experience during the 2019/2020 school year:

Name	Cooperating Teacher	Hours	Location
Neslyn Sandoval	Stephanie Donaldson	10	Kindle School”

28. Suggested motion—“That the Pitman Board of Education approves the yearly tuition rates for the Preschool Program for the 2020/2021 school year:

Program	Tuition Rate
5 day	\$3,250.00
3 day	\$2,250.00”

COMMUNICATION & POLICY – Powell, Wilson-Doherty, Pappalardo

1. Policy 8508 Lunch Offer Versus Serve (OVS) (New)

Info: Offer Versus Serve is a policy for Federally reimbursable meals that allows students to decline a certain number of food components in the meal to reduce plate waste and food cost.

Suggested motion - “That Policy 8508 (New) be approved for **first** reading.”

PUBLIC HEARING – (15 minutes)

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ADJOURNMENT

The next Board of Education Meeting is scheduled for Wednesday, March 4, 2020, Budget Development/Action Meeting in the Pitman High School Media Center.

The Pitman Board of Education reserves the right to add and/or delete motions or make changes to motions in this agenda up to the time of the meeting and during the actual meeting.