

## **AGENDA**

### **PITMAN BOARD OF EDUCATION**

**OCTOBER 9, 2019**

Regular Meeting – Wednesday, October 9, 2019 – convenes at 7:00 p.m. for Executive Closed Session followed by the Regular Meeting at 7:30 p.m. in the Pitman High School Cafeteria.

#### **EXECUTIVE CLOSED SESSION**

#### **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 Cafeteria. 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.

#### **MOTION TO CREATE POSITIONS OF STUDENT REPRESENTATIVES**

1. Suggested motion - "That the Pitman Board of Education approves the creation of the positions of student representatives for the 2019/2020 school year."
2. Suggested motion - "That the Pitman Board of Education appoints the following students as student representatives for the 2019/2020 school year."

Angela Bevilacqua                      Dalton Gipe  
Michael Franchi

#### **PRESENTATIONS**

Introduction of New Staff Members  
2018/2019 Violence and Vandalism Report  
2018/2019 Student Assessment Performance  
2020/2021 School Configuration

#### **PUBLIC HEARING – (15 minutes)**

#### **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, September 18, 2019"

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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, September 18, 2019 – 7:00 pm”

### FINANCE & FACILITIES COMMITTEE – Uyehara, Walker, Savage (Committee Report - Mr. Uyehara)

1. Suggested motion – “That all line-item transfers be approved for the month of September 2019.”
2. Suggested motion – “That the Board Secretary’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 2019. 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 month of September 2019 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 month of September 2019. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month September 2019.”
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 September 2019.”
7. Suggested motion - “That the Pitman Board of Education approves the Budget Preparation Calendar for the 2020/2021 school year.”
8. Suggested motion – “That the Pitman Board of Education approves the disposal of the following items:

FOOD SERVICE EQUIPMENT TO SELL OR DISPOSE OF							
ITEM	MAKE	MODEL#	SERIAL#	YEA R	LOCATION	TAG #	WORKING CONDITION

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MIXER	HOBART	D-300-DT	1929289	1981	HS	01298	YES
MIXER	HOBART	H600DT	11044006	1985	MS	01466	YES
ELECTRIC RANGE	GARLAND	36ES36	0710100100958	2007	HS	5450	YES
STOVE/OVEN	GARLAND				MS	01450	NO
FRYER	HOBART	HFD-50	48-1430366	2002	HS	05352	YES
FRYER	FRYMASTER	RE14BLSC	0710NA0153	2007	HS	05451	YES
REFRIGERATOR	VICTORY				HS	01313	NO
FREEZER	CONTINENTAL	2F	A98E80S0		HS	03562	NOT GOOD
HEATED CABINET	CRES COR	H339X1286	KAI-J194638-1093	2008	HS		NO
HEATED CABINET	CRES COR	H339X1286	KAI-J194638-1094	2008	HS		NO
HEATED CABINET	CRESCOR	H339X1286	KAI-J194638-1095	2008	HS		NO
KETTLE	MARKET FORGE	MT40	0572001KIL9093		HS		NO

9. Suggested motion - “That the Pitman Board of Education enters into an agreement with the New Jersey Commission for the Blind for the 2019/2020 school year to provide services for the following eligible student. Services are based on educational needs.”

Student ID	Cost
6533773754	\$1,900.00”

10. Suggested motion - “That the Pitman Board of Education approves the Corporate Resolution for Use of Facsimile Signature, Signature Authorization and Indemnification Agreement/Resolution, and Authorized Signers with Ocean First Bank for the Panther Club Account as attached.”

**CURRICULUM & INSTRUCTION COMMITTEE – Savage, Koniecki, Powell**  
(Committee Report - Ms. Savage)

1. Student Statistics September 30, 2019:

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Date	Elementary	Middle	High	Out of District	Alternate	Total
9/30/19	568	315	354	24	0	1261
9/30/18	576	308	378	23	0	1285
9/18/19	568	318	354	24	0	1264

Suspensions/Reasons:

Fighting: 1

HIB

Reported: 3

Confirmed: 2

2. Fire and Lockdown Drills for the month of September 2019:

School	Date	Time of Drill	Type of Drill	Persons in Building	Persons Participating	Weather Conditions	Time Required
<b>High School</b>	9/10/19	9:39 AM	Shelter in Place	412	412	Cloudy 67°	12 minutes
	9/11/19	9:07 AM	Fire	403	403	Sunny 72°	1:18 minutes
<b>Middle School</b>	9/23/19	9:30 AM	Evacuation	359	359	Sunny 84°	6 minutes
	9/30/19	2:15 PM	Lockdown	356	356	Sunny 75°	6 minutes
<b>Kindle School</b>	9/10/19	10:40 AM	Fire	201	201	Cloudy 74°	1.5 minutes
	9/17/19	9:45 AM	Lockdown	205	205	Sunny 72°	2 minutes
<b>Memorial School</b>	9/5/19	2:30 PM	Fire	215	215	Cloudy 73°	2 minute
	9/11/19	9:00 AM	Lockdown	210	210	Cloudy 76°	3 minutes
<b>Walls School</b>	9/16/19	11:15 AM	Fire	228	228	Partly Cloudy 87°	13 minutes
	9/17/19	1:56 PM	Lockdown	234	234	Sunny 79°	4 minutes

3. Suggested motion – “That additions to the Substitute List for the 2019/2020 school year be approved.

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4. 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.”
5. Suggested motion – “That the Pitman Board of Education approves all field trips as submitted.”
6. Suggested motion – “That the Pitman Board of Education approves Steven Hempel, Teaching and Learning Consultant, to conduct a full day in-service workshop for teachers and staff on October 22, 2019 as an introduction and refresher on Writing and Reading for \$1300.00 (Title IIA funding).”
7. Suggested motion - That the Pitman Board of Education approves the following transfer effective October 1, 2019, for the 2019/2020 school year:

Employee Name	Assignment/Location	New Assignment/Location
Denise Curry	Part Time Instructional Aide/ Middle School	Part Instructional Aide/ High School”

8. Suggested motion – “That the Pitman Board of Education retroactively approves the following leave(s) of absence:

Employee	Location	FMLA/FLA	Type of Leave	Dates
14007181	Kindle	FMLA	Medical	9/3/2019-9/20/2019 <i>(paid sick days)</i> ”

9. Suggested motion – “That the Pitman Board of Education approves the following leave(s) of absence:

Employee	Location	FMLA/FLA	Type of Leave	Dates
66510066	High School	<i>FMLA:</i> 1/2/20-3/27/20 <i>FLA:</i> 1/20/20-3/31/20	Maternity/Child Rearing	1/2/2020-2/18/2020 <i>(paid sick days)</i> 2/19/2020-3/31/2020 <i>(unpaid leave)</i> ”

10. Suggested motion - “That the Pitman Board of Education moves to rescind the appointment of Brad Spicer for curriculum writing (*Italics – In-house*) (previously approved at the June 19, 2019 meeting) as follows:

School	Course	Level/ Grade	Teacher	Hours
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MS	Math Lab Resources	6-8	Brad Spicer	Up to 35 hours”
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11. Suggested motion - “That the Pitman Board of Education approves additional curriculum writing, at an hourly rate of \$36.00 per hour, stipend in accord with the agreement with the Pitman Education Association:

School	Course	Level/Grade	Hours
MS/HS	Science-ELA Companion Standards Repository	7-12	Up to 15
MS/HS	Technology-ELA Companion Standards Repository	7-12	Up to 15
MS/HS	Social Studies-ELA Companion Standards Repository	7-12	Up to 15
Grades 6-8	ELA Lab Resources - Companion Resource Standards	7-12	Up to 18”

12. Suggested motion - “That the Pitman Board of Education approves the following curriculum for the 2019/2020 school year (on file in the Board of Education office):

Courses	Grade
Growth Mindset	7”

13. Suggested motion—“That the Pitman Board of Education approves the following high school academic teachers to be compensated at a rate of \$2,315.00 for a sixth teaching assignment for the 2019/2020 school year (as per negotiated agreement with Pitman Education Association):

Teacher	Subject
Lauren Mecholsky Matthew Newcomb Matthew Smith	English Language Arts
Doris Cioffi Matthew Elmuccio Michael Yeager	Math
Paul Blass Kevin Casey Erica Crowley	Social Studies
Suzanne Granato-Castro	Spanish
Alice Contravo	Special Education”

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Kandice Hanrahan Michael C. Thomas	
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14. Suggested motion – “That the student(s) listed below be approved for homebound instruction as follows:

Student ID	Hours of Instruction	Duration
9670259538	10 hours per week	9/26/19 - 11/13/19
146261728	10 hours per week	10/3/19 - 10/18/19”

15. Suggested motion – “That the Pitman Board of Education approves Gloucester County Vocational-Technical School District’s tuition for the 2019/2020 school year, for the following programs (3% increase over 2017/2018 school year), (students on file in the Board Office):

Program	Amount	# of Students
Career – Technical Program	\$2,448.00	per student (58 students)”

16. Suggested motion — “That the Pitman Board of Education approves the following out of district placements by the Special Services Department for the 2019/2020 school year:

Student ID	Placement	Tuition Cost	One-on-One Aide
5063830872	YALE	\$56,061.00	N/A
6556554389	GCSSSD	\$41,400.00	N/A
8232174199	GCSSSD	\$39,510.00	\$41,580.00
7716307925	GCSSSD	\$39,510.00	N/A
5163357883	GCSSSD	\$39,510.00	\$41,580.00
4148404710	GCSSSD	\$39,510.00	N/A
3625578259	GCSSSD	\$39,510.00	N/A
7397416698	GCSSSD	\$39,510.00	\$41,580.00
1705342853	GCSSSD	\$39,510.00	N/A
3518765023	GCSSSD	\$41,400.00	N/A
2447690478	GCSSSD	\$62,820.00	N/A
2164494612	GCSSSD	\$39,510.00	\$41,580.00
1610693978	GCSSSD	\$39,510.00	\$41,580.00
2908160088	GCSSSD	\$43,290.00	\$41,580.00
1775082782	GCSSSD	\$39,510.00	\$41,580.00
1496261728	GCSSSD	\$41,400.00	N/A”

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

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<b>High School</b>		
Ronald Myers	Boys' Basketball Head Coach	
Fred Georgette	Freshman Boys' Basketball Coach	
<i>Eugene Reid</i>	Girls' Basketball Head Coach	
<i>Matthew Newcomb</i>	Swimming Head Coach	
<i>Robert Tender</i>	Swimming Assistant Coach	
<i>Matthew Elmuccio</i>	Winter Track Head Coach	
David Smith	Wrestling Head Coach	
Jeffrey D. Smith	Wrestling Assistant Coach	

18. Suggested motion — “That the Pitman Board of Education approves the following volunteer coaches for the 2019/2020 school year (*Italics-In-house*):

<b>Volunteer Coaches</b>	
<i>Daniel Ward</i>	Winter Track Coach's Aide
Patrick Collins	Winter Track Coach's Aide
Bill Cioffi	Wrestling Assistant Coach
Lewis Fowler	Wrestling Assistant Coach
<i>Mark Camma</i>	Wrestling Coach's Aide
Will Cioffi	Wrestling Coach's Aide
Steve Smith	Wrestling Coach's Aide”

19. Suggested motion - “That the Pitman Board of Education approves the following dues and athletic ticket prices for the 2019/2020 school year:

Tri-County Conference Dues - \$1,475.00;

Tri-County Conference tickets for athletic events: \$3.00 for Adults; \$2.00 for Students, Senior Citizens, and Military Personnel;

West Jersey Football League Varsity Football Games; \$4.00 for Adults”

20. Suggested motion – “That the Pitman Board of Education retroactively approves the appointment of the following effective September 1, 2019, for the 2019/2020 school year:

<b>Name</b>	<b>Position</b>	<b>Rate</b>
John Madison	Substitute Bus Driver	\$26.25/hr.
Thomas Velykis	Substitute Bus Aide	\$17.00/hr.”

21. Suggested motion — “That the Pitman Board of Education approves Paul Schnetzler as the On-Call Emergency After-Hours Contact, at a rate of \$30.00 per hour, as needed for the 2019/2020 school year.”

22. Suggested motion –“That the Pitman Board of Education retroactively approves an adjustment in salary for the following staff member effective September 1, 2019 (salary pending negotiated contract with the Pitman Education Association):



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<b>Name</b>	<b>Location</b>	<b>Degree/Step</b>	<b>Salary</b>
Daniel Ward	Middle School	BA+30 Step 1 to MA Step 1	\$51,774.00”

23. Suggested motion –“That the Pitman Board of Education approves the following evaluations through Gloucester County Special Services School District/CRESS:

<b>SID#</b>	<b>Type of Evaluation</b>	<b>Fee</b>
2908160088	Physical Therapy	\$324.00
4148404710	Physical Therapy	\$324.00”

**COMMUNICATION & POLICY – Conley, Wilson-Doherty, Powell**

1. **Regulation 5600 Student Discipline/Code of Conduct (M) (Revised)**

*Info: Regulation 5600 has been revised to update current practice regarding code of conduct.*

Suggested motion – “That **Regulation 5600 (M) (Revised)** be approved for **second** reading.”

2. **Bylaw 0143.2 Student Representatives to the Board of Education (New)**

Suggested motion - “That Bylaw 0143.2 (New) be approved for **first** reading.”

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC HEARING – (15 minutes)**

**EXECUTIVE SESSION – if necessary**

**ADJOURNMENT**

The next Board of Education Meeting is scheduled for Wednesday, November 20, 2019, in the Pitman High School Cafeteria.

*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.*