

AGENDA

PITMAN BOARD OF EDUCATION

AUGUST 21, 2019

Regular Meeting – Wednesday, August 21, 2019 – convenes at 7:00 PM for Executive Closed Session followed by the Regular Meeting at 7:30 PM in the Pitman High School Media Center.

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 PM followed by the Regular Meeting at 7:30 PM 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.

MOTION TO APPOINT ACTING BOARD SECRETARY

Suggested motion - "That the Pitman Board of Education appoints Carisa Rose as Acting Board Secretary for the August 21, 2019 Board of Education Meeting."

PRESENTATIONS

District Goals 2019-2020
Terry Lewis, NJSBA - Effective Committee Systems

PUBLIC HEARING – (15 minutes)

CORRESPONDENCE

APPROVAL OF MINUTES

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

Wednesday, July 17, 2019"

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FINANCE & FACILITIES COMMITTEE – Uyehara, Walker, Savage

(Committee Report - Mr. Uyehara)

1. Suggested motion – “That all line-item transfers be approved for the month of June 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 June 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 June 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 June 2019. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month of June 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 July 2019.”
7. Suggested motion - “That the Pitman Board of Education approves a sidebar agreement with the Pitman Administrators’ Association for the duration of the agreement.”
8. Suggested motion - “That the Pitman Board of Education approves a sidebar agreement with the Pitman Education Association for the 2019/2020 school year.”
9. Suggested motion – “That the Pitman Board of Education authorizes the financing of a 36 month lease purchase of \$11,805.20 AT 3.577% for 40 Dell Chromebook 14 3400 and 40 Chromeos MGM from Ocean Computer Group.”
10. Suggested motion - “That the Pitman Board of Education approves the School Business Administrator to post, advertise, and receive bids for replacement of two rooftop HVAC units at Pitman High School -NJDOE State Project Number: 4140-050-19-1000.”
11. Suggested motion – “That the Pitman Board of Education amends the following cafeteria prices for school year 2019/2020:

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Student Lunch	
Pre-K Milk	\$.35”

12. Suggested motion - “That the Pitman Board of Education approves the mileage reimbursement rate in the amount of \$.35 per mile effective July 1, 2019.”

13. Suggested motion - “That the Pitman Board of Education approves the change orders 1 and 2, as attached, for the Memorial Roof Replacement Bid Project 4140-065-19-1000 to A to Z Coatings Inc. in the amount of \$680.00 for wood deck removal and \$4,000.00 for the removal and replacement of wood nailers and fascia.”

14. Suggest motion - “That the Pitman Board of Education enter into a Joint Transportation Agreement with Gateway Regional High School District for the following routes:

Start/End Date	Route #	Destination	Cost
7/1/19-6/30/20	N/A	Field Trip/Athletic Events	\$50,000.00 (approx)”

15. Suggest motion - “That the Pitman Board of Education enter into a Joint Transportation Agreement with Delsea Regional High School District for the following ESY routes:

Start/End Date	Route #	Destination	Cost
7/1/19-8/30/19	SP02	Yale Cherry Hill	\$4,342.80
7/1/19-8/30/19	SP06	Archway School	\$3,038.58”

16. Suggest motion - “That the Pitman Board of Education enter into a Joint Transportation Agreement with Delsea Regional High School District for the 2019/2019 school year for the following routes:

Start/End Date	Route#	Destination	Cost
9/1/19 - 6/30/20	SP02	Yale - Cherry Hill	\$43,428.00
9/1/19 - 6/30/20	SP06	Archway	\$16,441.00
9/1/19 - 6/30/20	SP12	Bancroft - Mt Laurel	\$25,126.00

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17. Suggest motion - "That the Pitman Board of Education enter into the following lease agreements with Ricoh USA, starting September 1, 2019 under State Contract #40467:

Location	Model	Cost/Month	Duration
Memorial/BOE Business Office	2554SP	\$147.24	48 months"

18. Suggest motion - "That the Pitman Board of Education to approve Jefferson Health as the Student Drug Screening Program for the 2019/2020 School Year with no increase in rates from the 18/19 School Year.

CURRICULUM & INSTRUCTION – Savage, Koniecki, Powell

(Committee Report - Ms. Savage)

1. Suggested motion – "That the Board of Education approves all field trips as submitted."
2. Suggested motion – "That additions to the Substitute List for the 2019/2020 school year be approved.
3. Suggested motion - "That the Pitman Board of Education approves Heinemann Professional Development for PD offering - three day comprehensive training on Leveled Literacy Intervention Intermediate on September 19-20, 2019 (Day 3 TBD) with a maximum number of participants of 30 for a total fee of \$9,600.00 (Account #20-272-200-300-06-0-000)."
4. Suggested motion - "That the Pitman Board of Education approves Jacqueline Goetz, Teacher, to represent the Special Education Teachers at Child Study Team meetings during the summer of 2019 (July 1, 2019 - August 31, 2019), at a rate of \$36.00 per hour, on an as needed basis, stipend in accord with the agreement with the Pitman Education Association (timesheets).
5. Suggested motion - "That the Pitman Board of Education approves Daniel Thomas, Instructional Assistant, to represent the Instructional Assistants at Child Study Team meetings during the summer of 2019 (July 1, 2019 - August 31, 2019), at a rate of \$15.00 per hour, on an as needed basis (timesheets).
6. Suggested motion - "That the Pitman Board of Education approves Rebecca Chiselko for two hours of Extended School Year Speech/Language Therapy for summer 2019 (August 2019) at a rate of \$36.00 per hour (timesheets) (replacement for Jessica Pollander)."
7. Suggested motion – "That the Pitman Board of Education retroactively approves the re-appointment of Howard Galowitz, Supervisor of Technology, Data, and Assessment for the Pitman School District, effective July 1, 2019 through June 30, 2020, for the 2019/2020 school year, at an annual salary of \$88,500.00, with benefits, at the recommendation of the Superintendent of Schools. Salary in accord with the negotiated agreement with the Pitman Administrators Association."
8. Suggested motion - "That the Pitman Board of Education retroactively approves the re-appointments of the following System Administrators/Computer Technicians, for the Pitman School District, effective

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July 1, 2019 through June 30, 2020, for the 2019/2020 school year, at the recommendation of the Superintendent of Schools. Salaries in accord with the negotiated agreement with the Pitman Board of Education:

Name	Salary
Maximilian Pozza	\$52,581.00
Jonathan Wagner	\$51,441.00”

9. Suggested motion - “That the 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*):

High School		
<i>Lauren Mecholsky</i>	Yearbook (0.5)	
<i>Christine Ognibene</i>	Yearbook (0.5)	
Middle School		
<i>Sarah Mickle</i>	MS Chorus Advisor	
<i>Nicole Beach</i>	MS Builders’ Club (0.5)	
<i>Chrisinta Skanes</i>	MS Builders’ Club (0.5)	
<i>Christina Skanes</i>	MS Mentor Club	
<i>Amanda Esposito</i>	MS Student Council Advisor	
<i>Jennier Cuesta</i>	MS Dance Committee (0.5)	
<i>Ryan Kraft</i>	MS Dance Committee (0.5)	

10. Suggested motion—“That the Pitman Board of Education approves the following volunteer coaches/advisors/supervisors for the 2019/2020 school year:

Middle School Volunteers	
<i>Olivia Dunn</i>	Chorus/Chorale”

11. Suggested motion - “That the Pitman Board of Education approves the admission of regular tuition students for the 2019/2020 school year.
12. Suggested motion - “That the Pitman Board of Education approves the admission of non-resident students of Board of Education employees for the 2019/2020 school year pursuant to District Policy #5111 - Eligibility of Resident/Non-Resident Students.”
13. 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	Additional Services
5510	Bankbridge Regional	\$84,870.00	1:1 Aide”

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14. Suggested motion – “That the student(s) listed below be approved for homebound as follows, for the duration of their absence:

SID#	Location	Duration	Hours of Instruction
8358736477	CRESS Services	9/5/19 - 6/17/20	Up to 9 hours/week”

15. Suggested motion – “That the Pitman Board of Education approves the Pitman School District Professional Development Plan for the 2019/2020 school year.”
16. Suggested motion - “That the Pitman Board of Education approves the following curricula for the 2019/2020 school year (on file in the Board of Education office):

Courses	Grade
Spanish	Grades 1-5
Exploratory Spanish	Grades 6-8
Career Exploration	Grade 8
Physical Education/Health	Grades PK-12

17. Suggested motion—“That the Pitman Board of Education approves the Pitman School District Mentoring Plan for the 2019/2020 school year (on file in the Board of Education office).”
18. Suggested motion - “That the Pitman Board of Education approves the submission of the District Professional Development Plan and District Mentoring Plan Statement of Assurance to the New Jersey Department of Education for the 2019/2020 school year.”
19. Suggested motion - “That the Pitman Board of Education enters into a contract with Gloucester County Vocational-Technical School District for use of pool and locker room for the 2019/2020 school year in the amount of \$7,315.00 (\$145.00 increase from 2018/2019 school year).”
20. Suggested motion - “That the Pitman Board of Education approves the annual adoption of evaluation frameworks/tools for district teachers and administrators and the submission of the Annual Evaluation Survey to the New Jersey Department of Education for the 2019/2020 school year:

Teachers and Professional Staff	Charlotte Danielson Framework
Administrators	NJ Principal Evaluation for Professional Learning”

21. Suggested motion—“That the Pitman Board of Education moves to rescind the following extra-service contract (previously approved at the June 19, 2019 meeting):

High School

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Linda Gipe	Girls' Soccer - Assistant Coach"
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22. Suggested motion - "That the Board of Education approves the following stipends for the 2019/2020 school year. Stipend in accord with the agreement with the Pitman Board of Education (*Italics – In-house*):

Name	Position	Stipend
<i>Brian Burton</i>	Boiler License	\$ 500.00
<i>Linda Bennett</i>	Boiler License	\$ 500.00
<i>Kyle Chrzanowski</i>	Boiler License	\$ 500.00
<i>David Hampton</i>	Custodian-In-Charge	\$ 750.00
<i>David Hampton</i>	Boiler License	\$ 500.00
<i>Paul Maden</i>	Boiler License	\$ 500.00
<i>Paul Pike</i>	Boiler License	\$ 500.00
<i>Daniel Reader</i>	Boiler License	\$ 500.00
<i>Christopher Williams</i>	Boiler License	\$ 500.00
<i>Thomas Rumaker</i>	Marching Band Equipment Driver	\$3,130.00"

23. Suggested motion - "That the Pitman Board of Education amends the hours of the following cafeteria staff for the 2019/2020 school year:

Name	Salary/Step	Hours/Days
Debra Ricciardelli		Up to 5.50 hours (approved at 4.50 hours on 5/15/19)"

24. Suggested motion - "That the Pitman Board of Education rescinds the appointment of the following staff for the 2019/2020 school year:

Name	Position	Hours/Days
Shannon Monteith	Instructional Aide/Library Aide	29.5 hours/week
Ryan Kraft	Instructional Aide	29.5 hours/week"

25. Suggested motion - "That the Pitman Board of Education appoints the following library aide for the 2019/2020 school year. Salary in accord with the negotiated agreement with the Pitman Education Association:

Name	Hours	Salary/Step
Shannon Monteith	29.5 hours/week (Kindle/Walls)	

26. Suggested motion - "That the Pitman Board of Education - approves the amended start time for Panther Club for the 2019/2020 school year (previously approved at the June 19, 2019 meeting):

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Panther Club 2019/2020		
Summer Panther Club	Base Day: 7 AM – 6 PM	\$40.00
September 2019 – June 2020	<i>AM: 6:45 AM – 8:30 AM</i> PM: 3 PM – 6:00 PM	\$10.00 \$14.00
Early Dismissal Days	1:00 PM – 3:00 PM	\$ 10.00”

27. Suggested motion - “That the Pitman Board of Education approves the Panther Club daily fees for Walls School for 2019/2020 as follows (previously tabled at the July 17, 2019 meeting):

Panther Club Fees		
Extended Day	8:30 AM - 12:30 PM	\$15.00
Extended Half Day	8:30 AM - 11:00 AM	\$10.00”

28. Suggested motion – “That the Pitman Board of Education employs the following personnel for Panther Club effective September 1, 2019 through June 30, 2020 for the 2019/2020 school year, at the recommendation of the Superintendent of Schools (Account #62-105-100-101/106).

Site Leaders (Contracted)				
Name	School	Position	Rate	Hours/Week
Kellianne Barr	Walls	AM	\$16.50	7.75
Kellianne Barr	Walls	PM	\$16.50	18
Jessica Romer	Kindle	AM	\$14.22	7.75
Jessica Romer	Kindle	PM	\$14.22	18
Rian Shaw	Memorial	AM	\$12.50	7.75
Rian Shaw	Memorial	PM	\$12.50	18
Shawn VanMeter	Walls	Extended Day	\$19.62	22

Counselors (Time Sheets)		
Name	Rate	Rate as of January 2020
Owen Anderson	\$10.00/hr.	\$11.00/hr.
Hope Brown	\$10.00/hr.	\$11.00/hr.
Angelina Faustino	\$10.00/hr.	\$11.00/hr.
Emily Faustino	\$10.00/hr.	\$11.00/hr.
Alexa Folker	\$10.00/hr.	\$11.00/hr.
Cali Folker	\$10.00/hr.	\$11.00/hr.

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Carmella Grasso	\$10.00/hr.	\$11.00/hr.
Mariah Hainsworth	\$10.00/hr.	\$11.00/hr.
Hannah Kehoe	\$10.00/hr.	\$11.00/hr.
Erin Kelly	\$10.00/hr.	\$11.00/hr.
Juliana Magliozzo	\$10.00/hr.	\$11.00/hr.
Colette Plourde	\$10.00/hr.	\$11.00/hr.
Olivia Van Mater	\$10.00/hr.	\$11.00/hr.
Rylee VanOyen	\$10.00/hr.	\$11.00/hr.
Hannah Walker	\$10.00/hr.	\$11.00/hr.

29. Suggested motion - "That the Pitman Board of Education approves the appointment of Terri Schultz, Payroll/Benefits Secretary for the Pitman School District, effective on or about September 6, 2019 through June 30, 2020, for the 2019/2020 school year, at a prorated salary of \$50,000.00, with benefits, at the recommendation of the Superintendent."
30. Suggested motion – "That the Pitman Board of Education approves the appointment of Shanna Taub, Art Teacher at Pitman High School, effective September 1, 2019 through June 30, 2020, for the 2019/2020 school year, at a salary of \$48,497.00 BA/Step 4 with benefits, at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association."
31. Suggested motion – "That the Pitman Board of Education approves the appointment of Stephanie Donaldson, Kindergarten Teacher at Kindle School, effective September 1, 2019 through June 30, 2020, for the 2019/2020 school year, at a salary of \$52,074.00 MA/Step 3 with benefits, at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association."
32. Suggested motion – "That the Pitman Board of Education approves the appointment of Ryan Kraft, Basic Skills Math Teacher at Pitman Middle School, effective September 1, 2019 through June 30, 2020, for the 2019/2020 school year, at a salary of \$47,497.00 BA/Step 1 with benefits, at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association."
33. Suggested motion – "That the Pitman Board of Education approves the appointment of Laura Spadafora, Speech Language Therapist for the Pitman School District, effective September 1, 2019 through June 30, 2020, for the 2019/2020 school year, at a salary of \$52,774.00 MA/Step 4 with benefits, at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association."
34. Suggested motion – "That the Pitman Board of Education approves the appointment of Shea McGee, Replacement First Grade Teacher at Memorial School, effective September 1, 2019 through on or about November 27, 2019, for the 2019/2020 school year, at a prorated salary of \$47,597.00 BA/Step 2 with benefits, at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association."

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35. Suggested motion – “That the Pitman Board of Education approves the appointment of Venessa Schiavone, Part Time Instructional Aide at Pitman Middle School, effective September 1, 2019 through June 30, 2020, for the 2019/2020 school year, 29.5 hours per week, at an hourly rate of \$13.34 (Step E/0 Credits), pending receipt of proper paperwork) at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association.”
36. Suggested motion – “That the Pitman Board of Education approves the appointment of Ed Ewing, Part Time Instructional Aide at Pitman Middle School, effective or about September 20, 2019 through June 30, 2020, for the 2019/2020 school year, 29.5 hours per week, at an hourly rate of \$14.91 (Step B/Degree), pending receipt of proper paperwork, at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association.”
37. Suggested motion – “That the Pitman Board of Education approves the following teacher as mentor for first year teacher for the of the 2019/2020 school year with the approved rate:

Mentor	Mentoree	Amount
Ryan Kraft (BSI Math Middle School)	Jeffrey Smith	\$550.00 (prorated paid for six weeks in 2018/2019)”

38. Suggested motion – “That the Pitman Board of Education approves the following field experience placements from Rowan College of Gloucester County during the 2019/2020 school year:

Student	Cooperating Teacher	Grade Level/Subject	Location
Francesca Shainline	Jill DuBois	Kindergarten	W.C.K. Walls School
Hannah Kehoe	Soultana Costas	Grade 2	W.C.K. Walls School
Jaclyn Spencer	Stacy Specht	Grade 3	W.C.K. Walls School
Jillian O’Brien	Tracy Gerace	Grade 5	W.C.K. Walls School
Shyanne Snead	Kristin Chapman	Grade 2 / 3 Special Ed. Math/Reading	W.C.K. Walls School”

39. 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 Board of Education (*Italics – In-house*) (previously tabled at the July 17, 2019 meeting):

Name	Position	Stipend
<i>Tracey Siner</i>	Webmaster/Kindle	\$ 850.00

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<i>Jennifer Massari</i>	Webmaster/Memorial	\$ 850.00
<i>Roy Rambo</i>	Webmaster/Walls	\$ 850.00
<i>Robert DiTizio</i>	Webmaster/Middle School	\$1,000.00
<i>Karen Kowalski</i>	Webmaster/High School	\$1,200.00”

40. Suggested motion - “That the Pitman Board of Education accepts the resignation of Kathleen Figlioli, Part Time Instructional at Pitman High School, effective August 13, 2019.
41. Suggested motion – “That the Pitman Board of Education accepts the retirement resignation, with regret, of Laurie Drank, School Nurse at Pitman Middle School, effective October 1, 2019.”

COMMUNICATION & POLICY – Conley, Wilson-Doherty, Powell

1. Suggested motion- “That the Pitman Board of Education approves the annual district goals for the 2019/2020 school year.”

OLD BUSINESS

NEW BUSINESS

PUBLIC HEARING – (15 minutes)

EXECUTIVE SESSION – *if necessary*

ADJOURNMENT

The next Board of Education Meeting is scheduled for Wednesday, September 18, 2019, 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.