

**SPECIAL MEETING
OF THE
PITMAN BOARD OF EDUCATION
March 18, 2020**

Regular Meeting – Wednesday, March 18, 2020 – convenes at 6:00 p.m. for the Regular Meeting in the Pitman High School Media Center.

With the following in attendance:

Judy Walker	President
Mary Beth Koniecki	Vice-President
Stacey Pappalardo	Member
Darlene Powell	Member
Bonnie Savage	Member
Robert K. Uyehara	Member
Ruth Ann Wilson-Doherty	Member
Patrick McAleer	Superintendent
Kelly Brazelton	Business Administrator/Board Secretary
Dan Long	Solicitor

STATEMENT FOR REGULAR SESSION

Notice of this Regular Meeting of the Pitman Board of Education was 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 at 6:00 PM followed immediately by the Regular Meeting 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.

PUBLIC HEARING –

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.”

- Matt Newcomb- Adams Ave – Wants to talk about cuts in sports and athletics, tell the board not cut freshman sports. Make cuts elsewhere in educational software programs.
- Jack Kelley- Ardmore Avenue- has new neighbors who moved from Clearview to Pitman for our sports teams.

APPROVAL OF MINUTES

Moved by Board Member – Walker

Second by Board Member – Koniecki

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“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, February 19, 2020”

Roll Call:

Yes 7: Walker, Koniecki, Conley, Powell, Savage, Uyehara, Wislon-Doherty

Abstain: 0

No: 0

Absent: 0

Moved by Board Member – Walker

Second by Board Member – Koniecki

“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, February 19, 2020 - 7:02 pm”

Roll Call:

Yes 7: Walker, Koniecki, Conley, Powell, Savage, Uyehara, Wislon-Doherty

Abstain: 0

No: 0

Absent: 0

PRESIDENT’S REPORT

Board of Education Goals

COMMITTEE REPORTS

Communication and Policy Committee - February Meeting Report

Chairperson - Darlene Powell

Curriculum & Personell Committee - March Meeting Report

Chairperson - Bonnie Savage

Finance and Facilities Committee - February Meeting Report

Chairperson - Robert Uyehara

SUPERINTENDENT’S REPORT

Update on SOS/OPRA request

NJSBA opened window for CSA evals.

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20-21 calendar on the agenda for approval

OLD/NEW BUSINESS

Ms. Walker reminded everyone that if they want to get involved in the SOS initiative to let her know.

Ms. Walker wanted to talk about the current situation and how we will conduct board meetings going forward. Mr. Long spoke to the board, he will be working on remote meetings going forward and logistics to that.

FINANCE & FACILITIES COMMITTEE – Uyehara, Walker, Savage

Items 1-6

Moved by Board Member – Uyehara

Second by Board Member – Savage

1. “That all line-item transfers be approved for the month of February 2020.”
2. “That the Board Secretary’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 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. “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 February 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. “That the Treasurer’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 2020. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month of February 2020.”
5. “That all bills are properly approved and certified to be paid.”
6. “That the Student Fund Report be accepted and approved for the month of February 2020.”

Roll Call: 1

Yes 7: Walker, Koniecki, Conley, Powell, Savage, Uyehara, Wislon-Doherty

Abstain: 0

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**No: 0
Absent: 0**

**Moved by Board Member – Uyehara
Second by Board Member – Savage**

7. “That the Pitman Board of Education approves the following resolution for the Adoption of the 2020/2021 Tentative Budget:

BE IT RESOLVED that the tentative budget be approved for the 2020/2021 School Year using the 2020/2021 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenues	Debt Service	Total
2020/2021 Total Expenditures	\$24,780,214	\$490,228	\$751,950	\$26,022,392
Less: Anticipated Revenues	\$10,179,924	\$490,228	\$326,594	\$10,996,746
Taxes to be Raised	\$14,600,290	\$0	\$425,356	\$15,025,646

WHEREAS, the Pitman Board of Education in accordance with N.J.A.C. 6A:23A-14.2(d) will withdrawal \$100,000 from maintenance reserve for the 2020-2021 budget, as reported in the district comprehensive maintenance plans, and

WHEREAS, the Pitman Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish an annual school year threshold of \$3,000 per staff member where Board approval shall be required in a given school year (July 1 through June 30); and

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WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board Out of District Travel and Reimbursement Forms; and

WHEREAS, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

WHEREAS, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$45,000 for all staff and board members; now

BE IT FURTHER RESOLVED, that a public hearing be held Wednesday, May 6, 2020 at the Pitman High School Media Center in Pitman, New Jersey at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2020/2021 School Year.”

NOTES:

Dr. McAleer gave out papers to the board and spoke about the budget and budget cuts.

Mrs. Brazelton talked about the budget books that were given out.

Mrs. Koniecki spoke about freshman sports and thinks the district will lose students if this budget does not include that.

Mrs. Powell also spoke about sports.

The board had questions about the \$80,000 transfer to food service funds and also Pre-K.

The Board has been clear they want Freshman Sports put back into the budget, the cost is \$25,416

Roll Call: 1

Yes 7: Walker, Koniecki, Conley, Powell, Savage, Uyehara, Wislon-Doherty

Abstain: 0

No: 0

Absent:0

CURRICULUM & INSTRUCTION – Savage, Koniecki, Powell

Moved by Board Member – Savage

Second by Board Member – Koniecki

1. Student Statistics February 2020:

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Date	Elementary	Middle	High	Out of District	Alternate	Total
2/28/2020	570	314	354	25	1	1264
2/28/2019	575	307	380	25	0	1287
1/31/2020	568	315	357	25	0	1265

Suspensions/Reasons:

Inappropriate Behavior: 1
HIB: 2

HIB

Reported: 4
Confirmed: 0

2. Student Attendance February 2020 (18 student days):

School	Days Absent	Days Attended	Percentage
Kindle	148	2,855	95%
Memorial	213	3,124	93.6%
Walls	59	3,669	94%
PMS	328	5,311	94%
PHS	423	5,962	93%
Total	1,171	20,921	94.6%

3. Certified Staff Attendance February 2020 (19 staff days):

Days Possible	Days Absent	Percentage Present
3,091	268	91.33%

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

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School	Date	Time of Drill	Type of Drill	Persons in Building	Persons Participating	Weather Conditions	Time Required
High School	2/7/2020	10:06 AM	Shelter in Place	388	388	Cloudy 59°	1:25 minutes
	2/26/2020	12:18 PM	Fire	367	367	Cloudy 49°	60 minutes
Middle School	2/7/2020	9:45 AM	Shelter in Place	346	346	Rainy 47°	69 minutes
	2/28/2020	3:01 PM	Fire	16	16	Clear 41°	16 minutes
Kindle School	2/7/2020	10:00 AM	Shelter in Place	191	191	Rainy 45°	1.25 minutes
	2/18/2020	1:45 PM	Fire	190	190	Sunny 63°	2 minutes
Memorial School	2/7/2020	10:00 AM	Lockdown	217	217	Rain 59°	1:15 minutes
	2/13/2020	11:08 AM	Fire	210	210	Sunny 46°	3 minutes
Walls School	2/7/2020	10:02 AM	Shelter in Place	227	227	Cloudy/ Windy 60°	58 minutes
	2/24/2020	8:52 AM	Fire	235	235	Sunny 43°	5 minutes

5. "That additions to the Substitute List for the 2019/2020 school year be approved.
6. "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. "That the Board of Education approves all field trips as submitted."
8. "That the Pitman Board of Education approves the Use of Facilities as attached.

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9. "That the Pitman Board of Education approves the admission of regular tuition student(s) for the 2019/2020 school year."
10. "That the Pitman Board of Education approves the following amended leave(s) of absence:

Employee	Location	Type of Leave	FMLA/FLA	Dates
99145013	W.C.K. Walls	Maternity/Child Rearing	<i>REVISED:</i> <i>FMLA:</i> 3/23/2020-6/12/2020 <i>FLA:</i> 5/4/2020-6/19/2020 (previously approved: 2/19/2020)	<i>REVISED:</i> 3/23/2020-5/18/2020 (.5) (paid sick days) 5/18/2020 (.5) - 6/17/2020 (unpaid leave) (previously approved: 4/14/2020-5/27/2020 (paid sick days) 5/28/2020-6/17/2020) (unpaid leave)"

11. "That the Pitman Board of Education retroactively approves the following Extra Service Contract effective March 6, 2020 for the 2019/2020 school year. Stipend in accord with the agreement with the Pitman Education Association (*Italics – In-house*):

Name	Position	Stipend
<i>Daniel Thomas</i>	Weight Training – 2 nd Semester	\$1,164.75 (prorated)"

12. "That the Pitman Board of Education approves homebound instruction for the below listed student(s) as follows:

Student ID#	Hours of Instruction	Duration	Cost
7021021152	10 hours/week	2/27/2020 - 4/9/2020	\$36.00/hr.
3002783340	5 hours/week	2/27/2020-3/5/2020 (Inspira -Bridgeton Health Center) 3/6/2020-4/17/2020 (approximate) Inspira - Adolescent Behavioral Health Service	\$36.00/hr.

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6770430404	10 hours/week	3/3/2020 - 4/3/2020	TBD”
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13. “That the Pitman Board of Education approves the following out of district placement by the Special Services Department. The educational services shall commence on February 21, 2020:

Student ID #	Placement	Tuition Cost	One on One Aide
1548830562	Garfield Park Academy	\$312.98 per diem	N/A”

14. “That the Pitman Board of Education approves the following auxiliary services through Gloucester County Special Services School District:

SID	Cost
8262603019	\$400.00
6170363272	\$400.00
5901003413	\$400.00”

15. “That the Pitman Board of Education enter into a Parental Transportation Agreement for the following route:

Start/End Date	Route #	Destination	Cost
1/28/2020 - 6/30/2020	P1	Archbishop Damiano	\$2,142.43”

16. “That the Pitman Board of Education enter into a Transportation Agreement with Camden County Education Service Commission for the following route:

Start/End Date	Route #	Destination	Cost
3/9/2020 - 6/30/2020	1676	Garfield Park Academy	\$161.00 per diem plus 5% admin fee”

17. “That the Pitman Board of Education approves the professional development and training with Teaching Strategies, LLC, 1-Day Introduction to GOLD Exploring MyTeachingStrategies, in the amount of \$3,465.00 (Title IIA funds).”

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18. “That the Pitman Board of Education approves Kindle School to participate in the Pitman Clean Communities on Friday, April 17, 2020 at Glen Lake.”
19. “That the Pitman Board of Education rescinds the appointment of Ashley Nock, Learning Disabilities Teacher Consultant (LDTC) for the Pitman School District, for the 2019/2020 school year.”
20. “That the Pitman Board of Education accepts the resignation of Stephanie Dougherty, Basic Skills Teacher at W.C.K. School, effective April 8, 2020.”
21. “That the Pitman Board of Education accepts the retirement resignation with regret of Maryellen Covely, teacher at W.C.K.Walls School effective June 30, 2020.”
22. “That the Pitman Board of Education accepts the retirement resignation with regret of Susan Miranda, Food Service Worker at Pitman High School effective June 30, 2020.”
23. “That the Pitman Board of Education approves the following chaperones for the Pitman High School Senior Class trip on April 28, 2020 - May 2, 2020, and meal money reimbursement pursuant to Federal Travel Regulations:

2020 Senior Class Trip Chaperones		
Dr. Cherie Lombardo	Jeffrey McAfee	Lauren Mecholsky
Matthew Newcomb	Carrie Schwank”	

24. “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
Dan McAteer	Baseball Varsity Coach’s Aide”

25. “That the Pitman Board of Education approves Kindle School’s outside Spring Concert in front of the school on Thursday, May 21, 2020.”
26. “That the Pitman Board of Education approves the 2021 Senior Class Trip to Orlando, Florida on April 27, 2021 – May 1, 2021, to confirm reservation and secure the dates; at a cost per student at approximately \$1,659.00.”

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27. “That the Pitman Board of Education approves the revised school calendar for the 2019/2020 school year.”
28. “That the Pitman Board of Education approves the school calendar for the 2020/2021 school year.”
29. “That the Pitman Board of Education approves the following clinical practice placement(s) during the 2019/2020 and 2020/2021 school years:

Name/University	Co-Operating Teacher(s)	Dates	Location
Kelly Henderson/ Rowan University	Cynthia Vidal	Fall 2020: 10/28/2020 - 12/9/2020 (2 days per week) Spring 2021: 1/19/2021 - 3/12/2021 (5 days per week)	W.C.K. Walls School”

Roll Call: 5-29

Yes 7: Walker, Koniecki, Conley, Powell, Savage, Uyehara, Wislon-Doherty

Abstain: 0

No: 0

Absent: 0

COMMUNICATION & POLICY – Powell, Wilson-Doherty, Pappalardo

Moved by Board Member – Powell

Second by Board Member- Pappalardo

1. Policy 2430 Co-Curricular Activities (M)(Revised)

Info: Revision removing “eligibility for participation shall be the same as those promulgated by the NJSIAA”.

“That Policy 2430 (M)(Revised) be approved for **first** reading.

2. Policy 5450 - Student Awards (Revised)

Info: Minor changes regarding eligibility to receive a championship jacket from the district.

“That Policy 5450 (Revised) be approved for **first** reading.”

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Roll Call:

Yes 7: Walker, Koniacki, Conley, Powell, Savage, Uyehara, Wislon-Doherty

Abstain: 0

No: 0

Absent: 0

PUBLIC HEARING – (15 minutes)

This is public comment and not a dialogue between the board and the public. You will have three minutes to comment or ask questions. We ask that you only speak once during each comment period. At the close of public comment, we will respond to questions to the best of our ability. If we do not have the information available at that time and, if appropriate, we will get back to you.”

- Matt Newcomb- freshman sports
- Tony Cappello – Talked about the shutdown being about 4 weeks. Spoke about the RFP for food service.
- Lisa Conley- 658 West Holly Avenue- fully supports keeping money in budget for freshman sports. Talked about cutting aides in the classrooms.
- Dr. McAleer spoke about that cut. Changes programmatically and student needs are driving the reduction.
- Jack Kelly 512 Ardmore Avenue- talked about cutting activities directly impacting students.

ADJOURNMENT

Motioned by Board Member – Uyehara

Second by Board Member – Wilson-Doherty

“That the meeting be adjourned at 7:38 pm.”

Voice vote, with all in favor of adjournment.

Respectfully Submitted by:

Kelly Brazelton, Board Secretary