

AGENDA

PITMAN BOARD OF EDUCATION

JUNE 20, 2018

Regular Meeting – Wednesday, June 20, 2018 – convenes at 6:30 p.m. for Executive Closed Session followed by the Regular Meeting at 7:30 p.m. 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 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

[Semi-Annual Report on Harassment, Intimidation and Bullying](#)

Interviews Board of Education Candidates

Our attorney has advised us that we cannot prevent you from making remarks about our employees. He has requested we advise you that our employees are not Public Officials and you are not immune from civil actions they may bring as a result of your remarks.

CORRESPONDENCE

Numerous Thank You Notes from Memorial Fifth Grade Students.

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, May 9, 2018](#)
[Wednesday, May 23, 2018](#)
[Wednesday, May 30, 2018](#)
[Wednesday, June 6, 2018”](#)

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, May 9, 2018 – 7:00 pm](#)
[Wednesday, May 23, 2018 - 7:00 pm](#)
[Wednesday, May 30, 2018 – 6:30 pm”](#)

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FINANCE & INSURANCE COMMITTEE – Schultz, E. Powell, D. Powell

1. Suggested motion – “That all line-item transfers be approved for the month of April 2018.”

[\(Backup materials F&IC-1\)](#)

2. Suggested motion – “That the Board Secretary’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of April 2018. 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.”

[\(Backup materials F&IC-2\)](#)

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 April 2018 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 April 2018. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month of April 2018.”

[\(Backup materials F&IC-3\)](#)

5. Suggested motion – “That all bills are properly approved and certified to be paid.”

[\(Backup materials F&IC-4\)](#)

6. Suggested motion – “That the Student Fund Report be accepted and approved for the month of May 2018.”

[\(Backup materials – F&IC-5\)](#)

7. Suggested motion - “That the Pitman Board of Education approves the following resolution in accordance with the requirements of the New Jersey Administrative Code, Section 6A:23-4.5(a), the Pitman Board of Education hereby agrees and consents to the following:

Be it resolved that the Pitman Board of Education does not require the Archway Schools to charge students for any reduces and/or paid meals provided as part of their educational program in compliance with the New Jersey Department of Agriculture’s Child Nutrition Program regulations. This shall be effective for the fiscal year beginning July 1, 2018 and ending June 30, 2019.”

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8. Suggested motion – “That the Pitman Board of Education authorizes the schedule of taxes to be remitted to the Borough of Pitman and paid accordingly.

BE IT RESOLVED, that the Pitman Board of Education approve the following Requisition of Taxes Schedule for the 2018/2019 school year for the annual operating budget and debt service:

General Fund	Debt Service	Total
\$13,883,866.00	\$385,407.00	\$14,269,273.00

Date	Current Expense	Debt Service	Total
July 1, 2018	\$ 1,157,299.00	\$ 1,419.00	\$ 1,158,718.00
August 1, 2018	\$ 1,157,000.00		\$ 1,157,000.00
September 1, 2018	\$ 1,157,000.00		\$ 1,157,000.00
October 1, 2018	\$ 1,157,000.00		\$ 1,157,000.00
November 1, 2018	\$ 1,157,000.00		\$ 1,157,000.00
December 1, 2018	\$ 1,157,000.00		\$ 1,157,000.00
January 1, 2019	\$ 1,157,067.00	\$ 64,488.00	\$ 1,221,555.00
February 1, 2019	\$ 1,156,900.00	\$ 63,900.00	\$ 1,220,800.00
March 1, 2019	\$ 1,156,900.00	\$ 63,900.00	\$ 1,220,800.00
April 1, 2019	\$ 1,156,900.00	\$ 63,900.00	\$ 1,220,800.00
May 1, 2019	\$ 1,156,900.00	\$ 63,900.00	\$ 1,220,800.00
June 1, 2019	\$ 1,156,900.00	\$ 63,900.00	\$ 1,220,800.00
TOTAL	\$13,883,866.00	\$ 385,407.00	\$14,269,273.00

9. Suggested motion—“That the Pitman Board of Education accepts allocations and submission (with their Statement of Assurances) of the IDEA-B Grant for the 2018/2019 school year in the following amounts:

Basic	Pre-School
\$354,763.00	\$14,409.00”

10. Suggested motion – “That the Pitman Board of Education accepts allocations and submissions (with their Statement of Assurances) of the ESEA Consolidated Grant for the 2018/2019 school year in the following amounts:

TITLE I-A	TITLE II-A	TITLE III
\$158,828.00	\$36,895.00	\$381.00”

11. Suggested motion – “That the Board of Education approves to purchase the following insurance through ACCASBO Joint Insurance Fund at a total cost of \$334,271.00 for the 2018/2019 school year (this is an increase of \$4,012.00 from 2017/2018 school year).

ACCASBO JOINT INSURANCE FUND		
Property	Auto Liability	General Liability
Worker’s Compensation	Educator’s Legal Liability	Pollution/Environment
Boiler & Machinery	Student Accident”	

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12. Suggested motion—“That the Board of Education approves the following individuals be identified as being paid through NCLB Title grants for the 2017/2018 school year as follows:

TITLE I			
Name	Position	Amount	Account #
<i>Christine Roberts</i>	FT Basic Skills Teacher	\$49,772.00	20-231-100-101
<i>Stephanie Dougherty</i>	FT Basic Skills Teacher	\$46,717.00	20-231-100-101
<i>Michael Kenney</i>	FT Basic Skills Teacher	\$21,393.81	20-232-100-101

13. Suggested motion—“That the Board of Education approves the following individuals be identified as being paid through IDEA grants for the 2017/2018 school year as follows:

IDEA PRESCHOOL			
Name	Position	Amount	Account #
GINNA FESTA	Part Time Instructional Aide	\$14,258.00	20-251-100-106

14. Information:

Pursuant to P.L. 2015, Chapter 47 the Pitman Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, and have been, in full compliance with all State and Federal regulations; in particular, N.J.S.A. 18A:18. et. seq. N.J.A.C. Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200. Compliance with new contracts, not listed here, will be addressed prior to Board action.

Service	Contractor	Status
Board Solicitor	Wade, Long, Wood & Long	Renewal
Board Auditor	Petroni & Associates	Renewal
Architect of Record	Regan Young England Butera	Renewal
FSA Administrator	Wageworks	Renewal
School District Physician	Gregory Herman, MD	Renewal
Broker of Record (Liability Insurance)	ACCASBOJIF	Renewal
Broker of Record (Health Insurance)	Brown & Brown	Renewal”

EDUCATION COMMITTEE – Koniecki, D. Powell, Schultz

1. Student Statistics May 2018

Date	Elementary	Middle	High	Out of District	Alternate	Total
5/31/18	604	303	402	22	0	1331
5/31/17	635	307	401	20	1	1364
4/30/18	606	305	403	22	0	1336

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Suspensions/Reasons:

Inappropriate Behavior:	4	1
Fighting:	2	
Threat	1	
Cyber Harassment	1	

[\(Backup materials EC-1\)](#)

HIB

Reported:	0
Confirmed:	0

2. Fire and Lockdown Drills for the month of May 2018.

[\(Backup materials EC-2\)](#)

3. 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.”

[\(Backup materials EC-3\)](#)

4. Suggested motion – “That the Board of Education approves all field trips as submitted.”

[\(Backup materials EC-4\)](#)

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

ID#	Hours of Instruction
1084343187 (retroactive began 5/7/18)	5 hours per week

6. Suggested motion - “That the Board of Education approves the extended year/Special Services Summer Camp program from July 2, 2018 – July 26, 2018 (Monday through Thursday).”

7. Suggested motion — “That the Pitman Board of Education approves the following out of district placement by the Special Services Department for Extended School Year (July 9, 2018 through August 9, 2018) at Gloucester County Special Services School District – CRESS:

Student ID#	Tuition Cost	1:1 Aide
2447690478	\$3,430.00	N/A

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8. Suggested motion - “That the following staff members be approved for summer curriculum work, at an hourly rate of \$36.00 per hour, stipend in accord with the agreement with the Pitman Education Association (time sheets):

School	Course	Teacher	Hours
Elementary	Social Studies/Kindergarten	Christine Giessuebel	Up to 10
Elementary	Social Studies/Grade 1	Samantha Cangiano	Up to 10
Elementary	Social Studies/Grade 2	Allyson Horowitz	Up to 10
Elementary	Social Studies/Grade 3	Danielle Pricskett	Up to 10
Elementary	Social Studies (revise)/Grade 5	Alice DeTolla	Up to 5
HS Technology	STEAM	Michael Finley	Up to 10
HS Technology	Robotics	Michael Finley	Up to 5
HS Technology	Architecture and Design	Michael Finley	Up to 10
HS Technology	Engineering Design	Michael Finley	Up to 10
HS Business	Digital Media II	Karen Kowalski	Up to 10
HS Business	Technology Concepts II	Lisa Lopes	Up to 10
HS Business	21 st Century Skills	Suzie Granato-Castro	Up to 10
HS Music	Pop Music and Culture	Sarah Mickle	Up to 10
HS Music	Hand Chimes (revise)	Sarah Mickle	Up to 5
HS Music	Select Ensemble	Sarah Mickle (5) Steve Carey (5)	Up to 10
HS Music	HS Music, Technology, and Industry	Steve Carey	Up to 10
HS Math	Intro to Computer Science	Matthew Elmuccio	Up to 5
HS Math	Foundations of Algebra	Matthew Elmuccio (5) Alexandra Grote (5)	Up to 10
HS World Language	French IV-V	Erin Cunningham	Up to 10
Elementary	Special Education/Specific Population Modification lists by subject	Christe Leaken (10) Angela Chapman (10)	Up to 20
Middle School	Special Education/Specific Population Modification lists by subject	Melody Smythe	Up to 20
High School	Special Education/Specific Population Modification lists by subject	Sean Kahoun	Up to 20
Grade 9-12 Social Studies	Assessment update summative, benchmark, formative, and alternative differentiation on all maps	Paul Blass (5) Robert DiTizio (5)	Up to 10
K-12 Visual/Performing Arts	Assessment update summative, benchmark, formative, and alternative differentiation on all maps	Sarah Mickle (7.5) Steve Carey (7.5)	Up to 15
K-12 World Language	Assessment update summative, benchmark, formative, and alternative differentiation on all maps	Erin Cunningham	Up to 15
K-12 Math	Assessment update summative, benchmark, formative, and alternative differentiation on all maps	Alexandra Grote (7.5) Thomas Tocco (7.5)	Up to 15
K-12 Science	Assessment update summative, benchmark, formative, and alternative differentiation on all maps	Aliana Katz	Up to 15
K-12 ELA	Assessment update summative, benchmark, formative, and alternative differentiation on all maps	Stephanie Dougherty	Up to 15
K-12 Technology	Assessment update summative, benchmark, formative, and alternative differentiation on all maps	Lauren Mecholsky	Up to 15

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9. Suggested motion – “That the Pitman Board of Education approves the following counseling internship placement during the 2018/2019 school year:

Name/University	Co-Operating Teacher/Supervisor	Dates	Location
Requel Avena/ Rowan University	Christina Skanes	600 hours	Middle School”

10. Suggested motion – “That the Pitman Board of Education approves the following practicum students from Rowan University for field experience on the following dates (Fridays): September 21, September 28, October 5, October 12, October 19, October 26, November 2, November 16, and November 30, 2018 from 8:45 AM to 11:30 AM:

Name	Co-Operating Teacher	Location
Callahan, Bonnie	Cindy Vidal	Walls School”
Cottrell, Mariah		
Fisher, Danielle		
Gaudin, Matthew		

11. Suggested motion – “That the Pitman Board of Education approves the following Junior Field Experience student from Rowan University on the following dates (Thursdays): October 3, October 10, October 17, October 24, and October 31, 2018:

Name	Co-Operating Teacher	Location
Mark J. Tessier	Stephen Gangloff	Kindle School”

12. Suggested motion – “That the Pitman Board of Education approves a contract with Newborn Nurses to provide nursing services for the 2018/2019 school year at a rate of \$55.00 per hour.

[\(Backup materials EC-5\)](#)

13. Suggested motion – “That the Pitman Board of Education approves a contract with Victory Physical Therapy, P.C. to provide physical therapy services for the 2018/2019 school year at a rate of \$73.00 per hour.

[\(Backup materials EC-6\)](#)

ATHLETIC&EXTRA-CURRICULAR ACTIVITIES COMMITTEE – E. Powell, Savage

1. Suggested motion – “That the Pitman Board of Education employs the following Panther Club counselor effective May 20, 2018 through June 30, 2018, for the 2017/2018 school year, at the recommendation of the Superintendent of Schools (Account #62-105-100-101/106).

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Panther Club Counselors	
Name	Rate
Colette Plourde	\$8.70”

2. Suggested motion—“That the Highland Chemical Engine Company is permitted to hold their Annual Labor Day Carnival on the grounds of Pitman High School, Thursday, August 30, 2018 through Monday, September 3, 2018, with construction beginning in the student parking lot on Saturday, August 25, 2018 and dismantled, cleaned and ready for school activities by 8:00 AM Tuesday, September 4, 2018.”

3. Suggested motion - “That the Board of Education approves the following Extra Service Contracts for the 2018/2019 school year. Stipend in accord with the agreement with the Pitman Board of Education (*Italics – In-house*):

Name	Position	Stipend
Leonard Sheridan	Summer Printing	\$7,566.00
Leonard Sheridan	School Year Printing	\$8,872.00
<i>Dawn Conner</i>	P-TV Coordinator	\$3,754.00
<i>Alice DeTolla</i>	PEP Memorial Enrichment	\$3,483.00
<i>Jaclyn Schanz</i>	PEP Kindle Enrichment	\$3,483.00
<i>Katherine Hoh</i>	PEP Walls Enrichment	\$3,483.00
<i>Robin Arabia</i>	PEP MS Enrichment	\$3,483.00
<i>Robert DiTizio</i>	PEP MS Enrichment	\$3,483.00”

4. Suggested motion—“That the Pitman Board of Education approves the following volunteer advisors for the 2018/2019 school year:

Middle School	
<i>Vincent Chiaro</i>	PEP Enrichment
<i>Norman VanFossen</i>	PEP Enrichment”

5. Suggested motion –“That the Pitman Board of Education approves the following 2018 summer print shop workers for up to 16 hours per week at Pitman High School (*Italics in-house*):

Summer Print Shop	
Name	Rate
<i>Stacie Hess</i>	\$8.94/hr.
Chelsea Richmond	\$8.60/hr.”

6. Suggested motion - “That the Board of Education approves the following Extra Service Contracts for the 2018/2019 school year. Stipend in accord with the agreement with the Pitman Education Association (*Italics – In-house*):

Name	Position	Stipend
<i>Paul Blass</i>	District Computer Coordinator	\$4,541.00
<i>Michael (Chris) Thomas</i>	Head Football Coach	\$7,555.00

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<i>John Hopely</i>	Assistant Football Coach	\$5,360.00
<i>Lauren Mecholsky</i>	Head Coach – Fall Cheerleading	\$3,829.00
<i>Matthew Newcomb</i>	Head Coach – Boys’ Soccer	\$6,702.00
<i>Matthew Smick</i>	Asst. Coach – Boys’ Soccer	\$5,360.00
<i>Patrick Polimeni</i>	Freshman Coach – Boys’ Soccer	\$4,563.00
<i>Carrie Schwank</i>	Head Coach – Girls’ Soccer	\$6,702.00
<i>Tracey Pinque</i>	Head Coach – Field Hockey	\$6,702.00
Rachel Morrison	Assistant Coach – Field Hockey	\$5,360.00
<i>Matthew Elmuccio</i>	Head Coach – Cross Country	\$6,088.00
<i>Fred Mossbrucker</i>	Weight Training – 1 st Semester	\$1,164.75
<i>Fred Mossbrucker</i>	Weight Training – 2 nd Semester	\$1,164.75
<i>Steven Carey</i>	Marching Band Director	\$6,415.00
Adam Jarvela	Assistant Band Director	\$3,683.00
Sam Brooks	Assistant Band Director (.5)	\$1,841.50
Kathleen MacIntosh	Assistant Band Director (.5)	\$1,841.50
Alphonso Gonzalez	Percussion Instructor	\$766.00”

7. Suggested motion - “That the Board of Education approves the following volunteer coaches for the 2018/2019 school year (Italics-In-house).

Volunteer Coaches	
Jenna Ducat	Cheerleading
Patrick Collins	Cross Country – Boy Varsity
Daniel Thomas	Football Varsity
Fred Georgette	Tennis – Girls Varsity
Linda Gipe	Soccer – Girls Varsity”

8. Suggested motion - “That the Board of Education approves the following Marching Band volunteers for the 2018/2019 school year (Italics-In-house).

Marching Band Volunteers
Alex Bierman
Christopher Cancglin
Erik Krebl
Colin Mahon
Caitlin Sullivan”

9. Suggested motion - “That the Board of Education approves the following music/marching band/band camp instructors for the 2018/2019 school year (stipend to be paid by Pitman Band Parents Association).

Marching Band/Band Camp Instructors
Alex Bierman
Chris Cancglin
Jordan Creamer
Alphonso Gonzalez

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Colin Mahon
Caitlyn Sullivan

LEGISLATION & INTERNAL POLICIES COMMITTEE – D. Powell, Savage

1. Suggested motion - “That the present Pitman Board of Education Policy and By-Laws be adopted for the 2018/2019 school year.”

PROPERTY & SUPPLY COMMITTEE – Koniecki, E. Powell

1. Suggested motion - “That the Pitman Board of Education approves the following Maintenance Reserve transfer resolution:

Resolution Transfer of Current Year Surplus to Maintenance Reserve

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permits a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Pitman Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end, and

WHEREAS, the Pitman Board of Education has determined that up to \$200,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Pitman Board of Education that it hereby authorizes the district’s Business Administrator to make this transfer consistent with all applicable laws and regulations.”

2. Suggested motion - “That the Pitman Board of Education approves the following Capital Reserve transfer resolution:

Resolution Transfer of Current Year Surplus to Capital Reserve

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permits a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

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WHEREAS, the Pitman Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Pitman Board of Education has determined that up to \$200,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Pitman Board of Education that it hereby authorizes the district's Business Administrator to make this transfer consistent with all applicable laws and regulations."

3. Suggested motion - "That the Pitman Board of Education approves the sale and/or disposal of the following item:

Kiln at Pitman High School

PERSONNEL COMMITTEE – Savage, Schultz, Koniecki

1. Suggested motion – "That the Pitman Board of Education approves the amended leave of absence for Paul Schnetzler, Jr., Part Time Maintenance Worker for the Pitman School District, through May 23, 2018."
2. Suggested motion – "That the Pitman Board of Education retroactively approves the extension of the appointment of Kristi Tamasitis, Third Grade Replacement Teacher at Memorial School, through June 19, 2018, for the 2017/2018 school year."
3. Suggested motion – "That the Pitman Board of Education retroactively approves the appointment of Diane Owen, Part-Time Night Custodian at Pitman Middle School, effective June 1, 2018 through June 30, 2018, for the 2017/2018 school year, five hours per day at a rate of \$15.22 per hour, Step Q (Custodian Guide) (no benefits) for the Pitman School District, at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association."
4. Suggested motion - "That notice of continuation of employment is extended to the following custodian for the 2018/2019 school year at the recommendation of the Superintendent of Schools. Salary in accord with negotiated agreement with the Pitman Education Association.

Name	Months	Salary/Step
Diane Owen	12 (Part Time – 25 hours per week)	\$15.35/Q"

5. Suggested motion – "That the Pitman Board of Education accepts the resignation of Courtney Brodzik, Part Time Instructional Aide at Memorial School, effective June 30, 2018."
6. Suggested motion – "That the Pitman Board of Education accepts the resignation of Pamela Harrison, Part Time Food Service Worker at Pitman Middle School, effective June 30, 2018."

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7. Suggested motion – “That the Pitman Board of Education accepts the resignation of Robert Kraft, Part Time Instructional Aide at Pitman High School, effective June 30, 2018.”
8. Suggested motion – “That the Pitman Board of Education approves the appointment of the following Social Media/Public Relations Interns, effective on or about June 25, 2018 through on or about August 31, 2018. Each intern will work approximately ten hours per week (unpaid positions).

Social Media/Public Relations Interns	
Kerri Anderson	Samantha Sparks”

9. Suggested motion – “That the Pitman Board of Education approves the amended leave of absence for Carisa Rose, Secretary for the Pitman School District, to return on Monday, June 18, 2018 (original return date Friday, June 29, 2018).”
10. Suggested motion – “That the Pitman Board of Education retroactively approves the appointment of Carisa Rose, Secretary to the Business Administrator/Board Secretary, effective June 18, 2018 through June 30, 2018, at a prorated annual salary of \$51,500.00 at the recommendation of the Superintendent.”
11. Suggested motion - “That the Pitman Board of Education approves the reappointment of the following Central Office secretaries, effective July 1, 2018 through June 30, 2019, for the 2018/2019 school year, at the recommendation of the Superintendent of Schools.

Name	Title	Salary
Angela Addeo	Executive Secretary to Superintendent	\$63,458
Colleen Flaherty	Secretary to Director of Curriculum & Instruction	\$52,500
Susan Hitchner	Account Specialist	\$53,000
Carisa Rose	Secretary to Business Administrator/Board Secretary	\$51,500
Danielle Trucano	Payroll/Benefits Secretary	\$53,000”

12. Suggested motion -“That notice of continuation of employment for the 2018/2019 school year is issued to tenure staff member as listed, at the recommendation of the Superintendent of Schools. Salary in accord with the Pitman Education Association:

Teacher	Degree/Step	Salary
Jessica Morrone	MA/11	\$62,124”

13. Suggested motion—“That the Board of Education approves up to an additional four days over the summer to Joelle Sweigart, Food Service Manager, at her hourly rate of pay - timesheets.”
14. Suggested motion—“That the Board of Education approves the following elementary secretaries/office aides to work an additional 40 hours each July 1, 2018 through August 31, 2018, at their hourly rate of pay – timesheets:

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Name	School
Shannon Vallaster/Secretary Donna Platt/Office Aide	Kindle
Diane Zimmerman/Secretary Chrisa Riviello/Office Aide	Memorial
Lisa DePiano/Secretary Jennifer Christinzio/Office Aide	Walls"

15. Suggested motion -“That notice of continuation of employment be extended to the following cafeteria staff for the 2018/2019 school year at the recommendation of the Superintendent of Schools. Salary in accord with the Pitman Education Association:

Teacher	Salary/Step	Hours/Days
Elizabeth Matteo	\$13.27	Up to 3.60 hours”

16. Suggested motion –“That the Pitman Board of Education approves an adjustment in salary for the following staff member(s) effective September 1, 2018:

Name	Location	Degree/Step	Salary
Sharon Clayton	High School	MA +15 Step 8 to MA+30 Step 9	\$59,487
Alice DeTolla	Memorial	BA+30 Step 7 to MA Step 7	\$54,174”

17. Suggested motion – “That the Pitman Board of Education approves the change in appointment of Suzie Granato-Castro, from Part-Time Foreign Language Teacher (.8) at Pitman High School to Full-Time Foreign Language/Business Teacher at Pitman High School for the 2018/2019 school year, at a salary of \$83,502 – BA/Step 18, with benefits, effective September 1, 2018 through June 30, 2019, for the 2018/2019 school year. Salary in accord with the negotiated agreement with the Pitman Education Association.”
18. Suggested motion – “That the Pitman Board of Education approves the change in appointment of Lisa Lopes, from Full Time Business Teacher at Pitman High School to Part Time Business Teacher at Pitman High School for the 2018/2019 school year, at a salary of \$50,478 (.8) – BA/Step 13, with benefits, effective September 1, 2018 through June 30, 2019, for the 2018/2019 school year. Salary in accord with the negotiated agreement with the Pitman Education Association.”
19. Suggested motion - “That the Pitman Board of Education approves the re-appointment of the following Full-Time Instructional Aides (7 hours per day, not including lunch), for the 2018/2019 school year, at the recommendation of the Superintendent of Schools. All aide assignments will be finalized in July once all IEP’s and program needs have been reviewed. Salary in accord with the negotiated agreement with the Pitman Education Association:

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Name	Salary/Step
Joyce Brewer	\$15.14 hr./A/No Degree
Leslie Dove	\$15.14 hr./A/No Degree
Janet Rainier	\$15.14 hr./A/No Degree
Deborah Vencius	\$15.14 hr./A/No Degree”

20. Suggested motion - “That the Pitman Board of Education approves the re-appointment of the following Full-Time Instructional Assistant, for the 2018/2019 school year, at the recommendation of the Superintendent of Schools. Salary in accord with the negotiated agreement with the Pitman Board of Education.

Name	Salary
Robert Cressman	\$16.13/hr.”

21. Suggested motion - “That the Pitman Board of Education approves the re-appointment of the following Part-Time Instructional Aides (maximum of 29.5 hours per week) for the 2018/2019 school year, at the recommendation of the Superintendent of Schools. All aide assignments will be finalized in July once IEP’s and program needs have been reviewed. Salaries in accord with negotiated agreement with the Pitman Education Association:

Name	Hours	Salary/Step
Katherine Bernhardt	29.5 wk	\$13.74/E/Degree
Sally Bierman	29.5 wk	\$15.54/A/Degree
Ashley Bitterman	29.5 wk	\$12.89/I/60 Credits
Dawn Conner	29.5 wk	\$15.54/A/Degree
Denise Curry	29.5 wk	\$14.01/D/60 Credits
Nancy Davenport	29.5 wk	\$15.14/A/0 Credits
Stephanie Donaldson	29.5 wk	\$14.21/D/Degree
GINNA FESTA	29.5 wk	\$14.06/C/0 Credits
Kathleen Figlioli	29.5 wk	\$12.89/G/0 Credits
Alberta Foster	29.5 wk	\$15.14/A/0 Credits
Julie Solorzano-Gallelli	29.5 wk	\$14.21/D/Degree
Karen Gannone	29.5 wk	\$13.29/G/Degree
Amy Hansen	29.5 wk	\$12.99/F/0 Credits
Christine Heier	29.5 wk	\$15.14/A/0 Credits
Katherine Hess	14.5 wk	\$14.46/C/Degree
Diana Joyce	29.5 wk	\$15.54/A/Degree
Ryan Kraft	29.5 wk	\$12.99/H/60 Credits
Breana Marchek	29.5 wk	\$13.29/G/Degree
Mary Ellen McGaley	29.5 wk	\$12.69/I/0 Credits
Michelle Natali-Muldoon	29.5 wk	\$15.54/A/Degree
Jennifer Nicastro	29.5 wk	\$13.19/F/60 Credits
Kathy Ramos	29.5 wk	\$15.14/A/0 Credits
Kelly Rollins	29.5 wk	\$12.99/F/0 Credits
Barbara Schmidt	29.5 wk	\$15.14/A/0 Credits

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Jennifer Shalaway	29.5 wk	\$15.54/A/Degree
Stacie Streater	29.5 wk	\$13.74/E/Degree
Jennifer Strockbine	29.5 wk	\$15.54/A/Degree
Daniel Thomas	29.5 wk	\$13.09/I/Degree
Theresa VanMater	29.5 wk	\$14.46/C/Degree
Diane Walker	29.5 wk	\$15.54/A/Degree
Nora Weirich	29.5 wk	\$15.14/A/0 Credits
Ann Marie Weitzel	29.5 wk	\$14.71/B/60 Credits
Cindy Wood	29.5 wk	\$15.34/A/60 Credits”

22. Suggested motion – “That the Pitman Board of Education approves the appointment of Marilyn Hicks, Part-Time Instructional Aide, effective September 1, 2018 through June 30, 2019, 29.5 hours per week, at an hourly rate of \$12.89 (Step I/60 Credits), at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association.”
23. Suggested motion – “That the Pitman Board of Education approves Colleen Flaherty, Panther Club Coordinator, at a stipend of \$2,000.00 (Acct # 62-105-100-101-00) for the 2018/2019 school year (stipend to be paid quarterly).”
24. Suggested motion - “That the Pitman Board of Education approves a contract for the 2018/2019 school year for Deborah J. Roncace, Business Administrator/Board Secretary at an annual salary of \$119,526.00 (Acct. #11-000-251-104-00).”

[\(Backup materials PC-1\)](#)

25. Suggested motion—“That the Pitman Board of Education approves the following transfers for the 2018/2019 school year (*indicates voluntary):

Teacher	Position	Current School Position	2018/2019 School/Position
Kandice Hanrahan	Teacher	Middle School – Special Education	High School – Special Education
Cynthia Thompson	Guidance	Middle School - Guidance	Memorial - Guidance
Daniel Miller*	Teacher	High School - Science	Middle School - Science
Jacqueline Bradley	Teacher	Walls - Special Education	Kindle - Special Education
Jacqueline Goetz*	Teacher	Kindle - Special Education	Memorial - Special Education
Cassandra Wright	School Psychologist	Memorial – Child Study Team	Middle School – Child Study Team
RoseAnne Humphreys	Guidance	Memorial - Child Study Team Counselor	Middle School - Child Study Team Counselor
Jenifer Gillin	Social Worker	Kindle - Child Study Team	Memorial - Child Study Team
Christine Giessuebel	Teacher	Walls - BSI	Middle School – TBD”

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26. Suggested motion – “That the following individuals be appointed as Section 504 Compliance Representatives for the 2018/2019 school year for the Pitman Public Schools as follows:

School(s)	Representative
Kindle	Erica Davidson
Memorial	Cindy Thompson
Walls	Alicia Walsh
Middle School	Dawn Bell
High School	Shea Murray”

27. Suggested motion - “That the Pitman Board of Education approves up to an additional 15 hours/week starting July 1, 2018 through August 14, 2018, to Jennifer Smith, Athletic Trainer/Coordinator, at her per diem rate of pay (timesheets).”
28. Suggested motion - “That the Pitman Board of Education approves the following 2018 summer work for the Special Services staff (stipend in accord with the agreement with the Pitman Board of Education):

Summer Social Skills Camp: 15 days/3 hours per day (\$36.00 per hour – timesheets)	Teachers/Counselors: Melinda Brokenshire, Angela Chapman, Christopher Chapman, Christine Giessuebel, Sarah Godley, Diana Neff, Jody Miller, Alicia Walsh
Summer Social Skills Camp: 8 days/3 hours per day (\$36.00 per hour – timesheets)	Teachers/Counselors: Heather Lester, Denise Pallies
Summer Social Skills Camp Aide: 8 days/3 hours per day (as per hourly rate – timesheets)	Summer Aide: Leslie Dove
Summer Aides: 15 days/3 hours per day (as per hourly rate – timesheets)	Summer Aides: Ginna Festa, Christine Heier, Diana Joyce, Breanna Marchek, Kelly Rollins, Barbara Schmidt, Theresa Van Mater, Deborah Vencius
Summer Occupational Therapy: (\$36.00 per hour – one day per week - timesheet)	Occupational Therapist: Ashlee Sheppard
Summer Camp Nurse: (\$36.00 per hour – timesheet)	Nurse: Barbara Hess
Summer Camp Volunteer	Volunteer: Robert Brokenshire
Summer Academic Tutoring (\$36.00 per hour – as needed per IEP)	Teachers: Kristin Chapman, Tracy Gerace, Valerie Hossler, Christe Leaken, Fred Mossbrucker, Denise Pallies”

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29. Suggested motion – “That the Pitman Board of Education approves the following members of the Special Services Department to work a maximum of the following number of days during the summer of 2018 for a total of 30 days, at their per diem rate, to meet the mandated obligations of providing evaluation plan meetings for newly referred/transferred students and to accept and plan for special requests, review and design programs for transfer students based on reports and scheduling new students (timesheets):

Name	Days
Melinda Brokenshire	Up to 5 Days
Jenifer Gillin	Up to 5 Days
Heather Lester	Up to 5 Days
Diane Thomas	Up to 5 Days
Cassandra Wright	Up to 5 Days”

30. Suggested motion – “That the Pitman Board of Education approves the following six members of the Special Services Department to perform summer evaluations, at a rate of \$325.00 per case, (timesheets):

Summer Evaluations	
Melinda Brokenshire	Heather Lester
Jenifer Gillin	Diane Thomas
Kim Hemmes	Cassandra Wright”

31. Suggested motion - “That the Pitman Board of Education employs the following personnel for Summer Panther Club for the 2017/2018 school year (June 20, 2018 – August 24, 2018) (timesheets):

Site Leaders	
Kelliann Barr	\$16.50/hr.
Laura Gallucci	\$13.98/hr.
Elizabeth Matteo	\$14.95/hr.
Lisa Rennie (sub)	\$12.50/hr.
Jessica Romer	\$14.22/hr.
Shawn VanMeter	\$19.62/hr.
Counselors	
Owen Anderson	\$ 9.11/hr.
Hope Brown	\$ 9.35/hr.
Madeline Campisi	\$ 9.11/hr.
Adrianna DeGori	\$ 8.90/hr.
Kathleen Evridge	\$ 11.00/hr.
Angelina Faustino	\$ 9.35/hr.
Alexa Folker	\$ 8.90/hr.
Cali Folker	\$ 9.35/hr.
Carmella Grasso	\$ 8.70/hr.
Logan Johnson	\$ 9.11/hr.
Brianna Jones	\$ 9.35/hr.
Jadah Kingston	\$ 8.90/hr.
Colette Plourde	\$ 8.70/hr.

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Sara Porch	\$ 8.70/hr.
Rylee VanOyen	\$ 8.90/hr.
Chelsea Wilson	\$ 10.50/hr.
Amanda Wright	\$ 9.97/hr.”

32. Suggested motion - “That the Pitman Board of Education approves the appointment of John Madigan, summer bus driver, (approximately 2.5 hours per day-timesheet) at a rate of \$26.52 per hour for the 2018/2019 school year, at the recommendation of the Superintendent of Schools. Salary in accord with the negotiated agreement with the Pitman Board of Education.”
33. Suggested motion - “That the Pitman Board of Education approves the appointment of Thomas Velykis, summer bus aide, (approximately 2.5 hours per day-timesheets) at a rate of \$17.00 per hour for the 2018/2019 school year, at the recommendation of the Superintendent of Schools. Salary in accord with the negotiated agreement with the Pitman Board of Education.”
34. Suggested motion - “That the Pitman Board of Education approves the appointment of Ginna Festa, summer bus aide, (approximately 2.5 hours per day-timesheets) at a rate of \$14.06 per hour for the 2018/2019 school year, at the recommendation of the Superintendent of Schools. Salary in accord with the negotiated agreement with the Pitman Board of Education.”
35. Suggested motion – “That the following Resolution be adopted:

WHEREAS, CLARE BONNER has served eighteen years as a Math Teacher in the Pitman School District at Pitman Middle School, and during that time has performed her duties in a manner which has been beneficial to the children of Pitman, the Pitman Board of Education, and to the community of Pitman; and

WHEREAS, she has constantly striven for professional growth, for the enrichment of students and staff, and the betterment of the school system; and

WHEREAS, she has given of her time and talents, and has worked effectively with hundreds of students during her tenure, and has manifested a spirit of cooperation with parents, administrators and colleagues;

NOW, THEREFORE, BE IT RESOLVED that on the occasion of her retirement, July 1, 2018, the Board of Education, of the Borough of Pitman, hereby expresses to CLARE BONNER, thanks and appreciation for her many years of dedicated service to the youth of Pitman, and sincerely wishes her many happy and healthful years of retirement, and

BE IT FURTHER RESOLVED, that this Resolution be recorded in the minutes of this meeting and a copy thereof be delivered to Mrs. Clare Bonner.”

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36. Suggested motion – “That the following Resolution be adopted:

WHEREAS, SUSAN ARMSTRONG, has served twenty-three years as a Secretary/Bookkeeper and Assistant to the Business Administrator/Board Secretary in the Pitman Public School District and during that time has performed her duties in a manner which has been beneficial to the children of Pitman, to the Pitman Board of Education, and to the community of Pitman; and

WHEREAS, she has given of her time and talents, and has worked effectively with the Board of Education, administrators and staff during her tenure, and has manifested a spirit of cooperation with Board of Education members, administrators and colleagues;

NOW, THEREFORE, BE IT RESOLVED that on the occasion of her retirement, June 1, 2018, the Board of Education, of the Borough of Pitman, hereby expresses to **SUSAN ARMSTRONG** thanks and appreciation for her many years of dedicated service to the School District of Pitman, and sincerely wishes her many happy and healthful years of retirement, and

BE IT FURTHER RESOLVED, that this Resolution be recorded in the minutes of this meeting and a copy thereof be delivered to Mrs. Susan Armstrong.”

OLD BUSINESS

NEW BUSINESS

PUBLIC HEARING – (15 minutes)

Our attorney has advised us that we cannot prevent you from making remarks about our employees. He has requested we advise you that our employees are not Public Officials and you are not immune from civil actions they may bring as a result of your remarks.

EXECUTIVE SESSION – *if necessary*

ADJOURNMENT

The next Board of Education Meeting is scheduled for Wednesday, July 18, 2018, 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.