

# AGENDA

## PITMAN BOARD OF EDUCATION

DECEMBER 12, 2018

Regular Meeting – Wednesday, December 12, 2018 – 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 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

Recognition – Dr. Laura Schultz  
Staff Spotlight  
American Education Week – Annual Shadowing Experience

### 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, October 17, 2018  
Wednesday, November 14, 2018  
Thursday, November 15, 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, October 17, 2018 - 7:00 pm  
Wednesday, November 14, 2018 - 7:00 pm”

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### FINANCE & INSURANCE COMMITTEE – Schultz, Uyehara, Powell

1. Suggested motion – “That all line-item transfers be approved for the month of October 2018.”
2. Suggested motion – “That the Board Secretary’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of October 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.”
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 October 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 October 2018. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month of October 2018.”
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 November 2018.”
7. 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 as attached.”
8. Suggested motion – “That the Pitman Board of Education approves the final agreement with the Pitman Administrators Association effective July 1, 2018 through June 30, 2020.”

### EDUCATION COMMITTEE – Koniecki, Powell, Schultz

1. Student Statistics November 2018

Date	Elementary	Middle	High	Out of District	Alternate	Total
11/30/18	576	308	381	23	0	1288
11/30/17	601	300	399	22	0	1322
10/31/18	575	309	380	23	0	1287

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Suspensions/Reasons:

Fighting: 3  
Threat: 1

HIB

Reported: 1  
Confirmed: 1

2. Fire and Lockdown Drills for the month of November 2018.
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.”
4. Suggested motion – “That the Board of Education approves all field trips as submitted.”
5. Suggested motion — “That the Pitman Board of Education approves the submission of the 2018/2019 QSAC Self-Assessment (District Performance Review) to the New Jersey Department of Education.”
6. Suggested motion — “That the Pitman Board of Education approves the following out of district placement by the Special Services Department for the 2018/2019 school year:

Student ID#	Placement	Tuition Cost	Additional Services
7207106596	The Mill Creek School	\$48,240.00	N/A”

7. Suggested motion – “That the Pitman Board of Education approves the following clinical practice placement(s) during the 2018/2019 and 2019/2020 school years:

Name/University	Co-Operating Teachers	Dates	Location
Samantha Herschman/Rowan	Lisa Lyons	<b>Spring 2019:</b> 1/22/19 – 5/3/19 (Monday/Wednesday) <b>Fall 2019:</b> 9/3/19 – 12/18/19	Memorial School”

### ATHLETIC&EXTRA-CURRICULAR ACTIVITIES COMMITTEE – Uyehara, Savage, Conley

1. 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*):

High School		
<i>Lauren Deacon</i>	National Art Honor Society Advisor	\$1,227.00 (prorated)

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<i>Steven Carey</i>	Jazz Band Director (.5)	\$1,337.50
Alphonso Gonzalez	Jazz Band Director (.5)	\$1,337.50”

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

Volunteer Coaches	
<i>Dan Ward</i>	Swim Coach’s Aide
Jason Shivers	Boys’ Basketball Coach’s Aide”

### LEGISLATION & INTERNAL POLICIES COMMITTEE – Powell, Savage, Conley

1. **Bylaw 0155 (Revised) and Bylaw 0164 (Revised)**

Suggested motion – “That **Bylaw 0155 (Revised) and Bylaw 0164 (Revised)** be approved for **first** reading.”

### PROPERTY & SUPPLY COMMITTEE – Conley, Koniecki, Uyehara

1. Suggested motion - “That the Pitman Board of Education enters into Joint Transportation Agreements with the following district(s) for the 2018/2019 school year:

District	Route(s)	Destination (9/1/8-6/30/19)	Cost
Delsea Regional	AC01	GCIT	\$49,680.00
Delsea Regional	AC03	GCIT	\$53,866.00 Apprx.”

### PERSONNEL COMMITTEE – Savage, Schultz, Koniecki

1. Suggested motion – “That additions to the Substitute List for the 2018/2019 school year be approved.
2. Suggested motion – “That the Pitman Board of Education approves Kelly A. Brazelton, School Business Administrator, for the following appointments for the remainder of the 2018/2019 fiscal school year:
- a. Board Secretary
  - b. Public Agency Compliance Officer as required for public agencies awarding contracts under P.L. 1975, c.127, Affirmative Action regulations.
  - c. Qualified Purchasing Agent to award contracts up to bid threshold
  - d. Public Records Officer
  - e. Title IX Coordinator”
3. Suggested motion - “That the Pitman Board of Education approves Joan Ruberton, Interim Supervisor of Special Services, as Section 504 Compliance Officer for the remainder of the 2018/2019 fiscal school year.”
4. Suggested motion—“That the Pitman Board of Education moves to rescind the following staff member as Content Area Leader for the 2018/2019 school year:

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Name	Position	Stipend
<i>Erin Cunningham</i>	Pre-K-12 World Language	\$1,500.00 (prorated)”

5. Suggested motion—“That the Pitman Board of Education approves the following staff member as Content Area Leader for the 2018/2019 school year:

Name	Position	Stipend
<i>Shelly Nichols</i>	Pre-K-12 World Language	\$1,500.00 (prorated)”

6. 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 2018/2019 school year (as per negotiated agreement with PEA):

Teacher	Subject
Paul Blass Kevin Casey Erica Crowley	Social Studies
Lauren Mecholsky Matthew Newcomb	English Language Arts
Erin Cunningham	World Language
Matthew Elmuccio	Math”

7. Suggested motion – “That the Pitman Board of Education employs the following Panther Club counselor(s) effective December 13, 2018 through June 30, 2019 for the 2018/2019 school year, at the recommendation of the Superintendent of Schools (Account #62-105-100-101/106).

Counselors	
Name	Rate
Hannah Walker	\$8.70”

8. Suggested motion – “That the Pitman Board of Education approves the amended leave of absence for Lisa DePiano, Secretary at W.C.K. Walls School, through Monday, December 31, 2018.”
9. Suggested motion- “That the Pitman Board of Education accepts the resignation of Danielle Trucano, Payroll Specialist for the Pitman School District, effective December 30, 2018.”
10. Suggested motion – “That the Pitman Board of Education approves the appointment of Danielle Trucano to assist the Business Office after hours for the period of January 1, 2019 through February 28, 2019, at a rate of \$30.00 per hour, not to exceed 10 hours per week.”

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11. Suggested motion – “That the Pitman Board of Education accepts the resignation of Arielle Pisaniello, Speech Language Specialist for the Pitman School District, effective January 11, 2019.”
12. Suggested motion – “That the Pitman Board of Education approves the reassignment of Kathryn Beaver, Replacement ELA Teacher at Pitman Middle School, effective from on or about January 16, 2019 through on or about June 30, 2019, for the 2018/2019 school year.”
13. Suggested motion – “That the Pitman Board of Education approves the transfer of Carisa Rose from Secretary to Business Administrator/Board Secretary to Account Specialist for the Pitman School District, effective December 13, 2018 through June 30, 2019, for the 2018/2019 school year.”
14. Suggested motion - "That the Pitman Board of Education approves the leave of absence for Lauren Plum, Teacher at Memorial School, as follows:

*Child Rearing Leave of Absence - beginning May 20, 2019 through June 18, 2019 (sick days with pay), June 19, 2019 (unpaid if needed due to inclement weather), September 3, 2019 through November 22, 2019 (unpaid FMLA), and November 25, 2019 through November 29, 2019 (unpaid) returning December 2, 2019."*

## OLD BUSINESS

## NEW BUSINESS

## PUBLIC HEARING – (15 minutes)

## EXECUTIVE SESSION – *if necessary*

## ADJOURNMENT

The next Board of Education Meeting is scheduled for Wednesday, January 9, 2019 (Re-organization and Regular Meetings) 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.*