

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

Regular Meeting – Wednesday, April 10, 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 Media Center.

**With the following in attendance:**

Judy Walker	President
Mary Beth Koniacki	Vice-President
Lisa Conley	Member
Darlene Powell	Member
Bonnie Savage	Member
Robert K. Uyehara	Member
Ruth Ann Wilson-Doherty	Member
Patrick McAleer	Superintendent
Rebecca Brill Moody	Director of Curriculum & Instruction
Kelly Brazelton	Business Administrator/Board Secretary
Dan Long	Solicitor

**EXECUTIVE CLOSED SESSION**

**Moved by Board Member - Savage**

**Second by Board Member – Koniacki**

“That the following Resolution is adopted:

**BE IT RESOLVED** by the Pitman Board of Education that pursuant to the Open Public Meetings Law (NJSA 10:4-1 et. seq.) that it shall immediately enter into an Executive Session to discuss a matter that the disclosure of which would constitute an unwarranted invasion of individual privacy and a matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation performance, promotion or disciplining of any prospective or current public officer or employee.

The information discussed at this meeting can be disclosed to the public only upon formal written request to the Secretary of the Board of Education at the next Special or Action meeting to disclose the information discussed.”

**Carried by Voice Vote**

**Moved by Board Member –Savage**

**Second by Board Member – Koniacki**

“That the Pitman Board of Education reconvenes in open session at 7:34 pm.”

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

**Carried by voice vote**

The meeting convened in open-session with visitors as identified on Sign-In Sheets

**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**

Staff Spotlight- Dare Euler from Memorial School was introduced by Mrs. Calabree and presented a plaque

Showcase: Memorial After School Clubs- Mrs. Euler talked about the after school clubs and a video was shown of the types of clubs Memorial has.

W.C.K. Walls School Pepsters- the following students gave a presentation on their Mega Bird project.

Luke Driscoll  
Gwyn Geyer  
Sara Wojtkowiak  
Grady Datz  
Aiden Evan's  
Matthew Wojtkowiak  
Reed Collum  
Tyler Mcilvaine  
Ava Mollenhauer  
Elena Marshall

**PUBLIC HEARING – (15 minutes) –**

Tony Tartaglia of Evergreen Avenue spoke about cutting Freshman sports from the budget. He explained that he coaches kids for the rec program in town. He is asking the board to reconsider

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

cutting freshman sports as it can be detrimental to the upcoming players and the time they will get to play if they get playing time at all. He stated that parents in town are willing and open to making it happen next year. He has been in contact with Dr. McAleer already about some ideas.

Alisson Kostick of Linden Avenue stated her son is a senior and has played his high school career, cutting sports at High School level will affect kids at the lower middle school level.

Jacki Tiger-Williams of Blvd Avenue gave out a chart regarding administrator ratios throughout the county. She wants the board to look at administration instead of cutting 11.5 teachers in the district.

Mrs. Powell addressed Mrs. Tiger-Williams and stated that her chart reflected we had 6 buildings and we only have 5. She stated that administration has been cut in the past, a guidance director position was not replaced and the current athletic director is part time.

Greg Yordy of Grandview Avenue wanted to know why administrators can't be shared between buildings instead of cutting teachers. He urged the board not to pass the motion on the agenda for the HS Vice Principal position. He questioned Mrs. Brazelton on fund balances and what was being used for the 19-20 school year. Mrs. Brazelton responded with the exact figures being used.

Matt Newcomb of Adams Avenue stated he moved to Pitman because of sports. If Freshman sports is lost kids will have to be cut from teams. He stated that town teams will only get to play once a week. He stated that the district has hired additional secretaries and administrators.

Jessica Denney of Ardmore Avenue wanted to know why, when the Kindle principal retired she was replaced, the Superintendent knew then enrollment was declining and admins should have been shared. She stated there are limited electives at the high school, taking sports away will lessen the draw of students into the high school. She urged the board to listen to the public and be mindful when making decisions this evening.

Jacob Bernard- Student spoke about his experience in Washington D.C. , he was addressed by the president during this summit. He was of a select few who were chosen to represent New Jersey at this conference.

Dr. McAleer spoke to the crowd about their comments, he stated that since the last board meeting there has been some movement in expenditures and that there may be a possibility of freshman sports but at this time the entire amount needed has not been funded, he is committed to taking a second look and working hard to figure out a solution.

Greg Yordy spoke again asking the board to table motion #20 Vice Principal appointment until after the public hearing on the budget.

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

**CORRESPONDENCE--None**

**APPROVAL OF MINUTES**

**Moved by Board Member – Walker  
Second by Board Member- Savage**

“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, March 6, 2019  
Wednesday, March 13, 2019”

“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, March 6, 2019 - 7:04 pm  
Wednesday, March 13, 2019 -7:05 pm”

**Roll Call:**

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

**Abstain: 0**

**No: 0**

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

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

“That all line-item transfers be approved for the month of February 2019.”

“That the Board Secretary’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 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.”

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

“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 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.”

“That the Treasurer’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 2019. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month of February 2019.”

“That all bills are properly approved and certified to be paid.”

“That the Student Fund Report be accepted and approved for the month of March 2019.”

“That the Pitman Board of Education accepts the donation of a picnic table, four wooden benches, and a movable whiteboard for use at Pitman High School from student, Humphrey Foard, as part of his Eagle Scout Service Project.”

“That the Pitman Board of Education accepts donations for the Memorial School auditorium curtain.”

“That the Pitman Board of Education accepts the contract for demographic services from Statistical Forecasting LLC in the amount of \$8,900.00.”

“That the Pitman Board of Education adopts the following resolution appointing Len Eckman, Inc. as Risk Management Consultant for the 2019/2020 school year.

**ATLANTIC & CAPE MAY COUNTIES ASSOCIATION OF  
SCHOOL BUSINESS OFFICIALS JOINT INSURANCE FUND  
(ACCASBOJIF) RESOLUTION APPOINTING A RISK MANAGEMENT  
CONSULTANT**

**WHEREAS**, the Pitman Board of Education hereinafter referred to as DISTRICT, is a member of the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund, a self-insurance pooling fund; and

**WHEREAS**, the Bylaws of said Fund require that each DISTRICT appoint a Risk Management Consultant, hereinafter referred to as RMC, to perform various professional services as detailed in the Bylaws; and

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

**WHEREAS**, the Bylaws indicate a fee as indicated in the attached Risk Management Consultant Agreement which expenditure represents reasonable compensation for the services required and was included in the cost considered by the DISTRICT; and

**WHEREAS**, the Public School Contracts Law (NJSA 18A:18A-1 et. seq.) defines Insurance as an Extraordinary Unspecifiable Service requiring that the awarding of contracts without competitive bidding must be approved by resolution of this DISTRICT;

**NOW THEREFORE**, be it resolved that the DISTRICT does hereby appoint Len Eckman, Inc. as its RMC and;

**BE IT FURTHER RESOLVED** that the DISTRICT's Business Official/Board Secretary is hereby authorized and directed to execute the Risk Management Consultant Agreement annexed hereto.

“That the Pitman Board of Education adopts a Risk Management Consultant Agreement with Len Eckman, Inc. for the 2019/2020 school year.”

**RISK MANAGEMENT CONSULTANT AGREEMENT**

**THIS AGREEMENT**, entered into this 10<sup>th</sup> day of April, 2019, between the Pitman Board of Education hereinafter referred to as DISTRICT, and Len Eckman, Inc. a Corporation of the State of New Jersey, having its principal office at the following address: 302 Montgomery Avenue, Pitman, NJ 08071, hereinafter referred to as RMC.

**WITNESSETH:**

**WHEREAS**, the RMC has offered to the DISTRICT professional insurance and risk management consulting services as required in the Bylaws of the Atlantic & Cape May Counties School Business Officials Joint Insurance Fund, and;

**WHEREAS**, the DISTRICT desires these Extraordinary Unspecifiable Services pursuant to a resolution adopted by the DISTRICT at a meeting held on the 10<sup>th</sup> day of April, 2019;

**NOW THEREFORE**, the parties in consideration of the mutual promises and covenants set forth herein agree as follows:

1. The RMC, for and in consideration of the amount stated hereinafter agrees to provide services to the DISTRICT as follows:

Annually update or assist in the updating of all exposure data and insurable interests relative to

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

the DISTRICT using the forms, procedures, time lines and methodologies established by the Fund;

- A. Assist the DISTRICT in understanding and selecting the various optional coverages (if any) available through the Fund;
- B. Assist the DISTRICT and/or Fund as required in researching data needed to respond to claims;
- C. Assist the DISTRICT in understanding the coverages afforded through the Fund including requesting written coverage clarifications as needed;
- D. Maintain current licensure as a Property/Casualty Producer as required under the New Jersey Producer Licensing Act;
- E. Attend a majority of monthly Fund meetings and all meetings of the Fund Committees on which the RMC serves;
- G. As requested by the DISTRICT, complete Certificate of Insurance request forms and forward same to appropriate parties as designated by the Fund;
- H. Review Certificates of Insurance and Hold Harmless & Indemnity documents received by the district
- I. Accompany Fund Safety Professionals on such periodic loss control inspections as may be conducted and assist the DISTRICT in understanding and implementing any recommendations resulting therefrom as may be requested by the DISTRICT;
- J. Assist the DISTRICT and Fund Safety Professional in establishing and encouraging effective operation of DISTRICT sponsored Safety Committees.
- K. Perform any other services required by the Fund's Bylaws or the DISTRICT.

2. The term of this Agreement shall be for one (1) year from the first day of July, 2019, unless earlier terminated as hereinafter provided in this Agreement.

3. The DISTRICT authorizes the Fund to pay its RMC as compensation for services rendered an amount equal to four percent (4%) of the DISTRICT's annual assessment as promulgated by the Fund. Said fee shall be paid to the RMC in equal installments on a monthly basis. The RMC shall receive no other compensation or commission for the placement or servicing of any DISTRICT coverage with the Fund.

4. For any coverage authorized by the DISTRICT to be placed outside of the Fund, the RMC shall receive as his/her full compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Fund's assessment in computing the fee outlined in Item 3 above. The RMC shall not be entitled to collect a commission from an

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

insurance company or the DISTRICT if the DISTRICT or its employees negotiate the placement of a coverage directly with an insurance company which is outside the Fund.

5. Either party may cancel this Agreement at any time by mailing to the other written notice calling for termination effective at any time not less than ninety (90) days thereafter. Fees shall be prorated to the date of termination.

“That the Pitman Board of Education enters into a contract for participation in cooperative transportation services (as needed) with the Gloucester County Special Services District for the 2019/2020 school year; as per contract on file in the Business Office.”

“The adoption of the following resolution:

Resolution of the Board of Education of the Borough of Pitman in the County of Gloucester, New Jersey endorsing approval of the concept of lease purchase financing authorizing and ratifying publication of the notices of public hearing and request for proposals for selection of a lessor and investor in connection with the transaction; authorizing application to the commissioner of education for approval of the proposed lease purchase agreement; delegating the award of the lease to the Business Administrator/Board Secretary contingent upon receiving approval of the Commissioner of Education of the proposed lease purchase agreement; authorizing certain officials to execute the lease purchase agreement and related agreements and documents; and authorizing other actions necessary to accomplish the transaction.”

**Roll Call Items:**

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

**Abstain: 0**

**No: 0**

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

**Moved by Board Member - Savage**

**Second by Board Member- Powell**

**Motion by Mrs. Koniecki seconded by Mrs. Conley to table item #20 until the May meeting**

**Roll Call Items:**

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

**Abstain: 0**

**No: 1 - Walker**



**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

Student Statistics March 2019:

<b>Date</b>	<b>Elementary</b>	<b>Middle</b>	<b>High</b>	<b>Out of District</b>	<b>Alternate</b>	<b>Total</b>
3/31/19	580	306	379	25	0	1290
3/31/18	606	303	402	22	0	1333
2/28/19	575	307	380	25	0	1287

Suspensions/Reasons:

Fighting: 3  
 Inappropriate Behavior: 1  
 Insubordination 1  
 Substance Abuse: 1

HIB

Reported: 1  
 Confirmed: 1

Fire and Lockdown Drills for the month of March 2019:

<b>School</b>	<b>Date</b>	<b>Time of Drill</b>	<b>Type of Drill</b>	<b>Persons in Building</b>	<b>Persons Participating</b>	<b>Weather Conditions</b>	<b>Time Required</b>
<b>High School</b>	3/8/19	10:15 AM	Shelter in Place	412	412	Sunny 74°	5 minutes
	3/15/19	10:15 AM	Fire	425	425	Cloudy 41°	1:20 minutes
<b>Middle School</b>	3/1/19	2:36 PM	Shelter in Place	335	335	Sunny 46°	7 minutes
	3/20/19	11:29 AM	Evacuation	331	331	Cloudy 54°	19 minutes

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

<b>Kindle School</b>	3/28/19	9:15 AM	Shelter in Place Fire	202	202	Sunny 38°	1.5 minutes
	3/29/19	9:55 AM		207	207	Cloudy 46°	2 minutes
<b>Memorial School</b>	3/15/19	12:55 PM	Fire Evacuation	205	205	Cloudy 71°	3 minutes
	3/28/19	10:05 AM		210	210	Sunny 46°	3 minutes
<b>Walls School</b>	3/22/19	10:46 AM	Fire Non-Fire Evacuation	248	248	Cloudy 44°	5 minutes
	3/28/19	11:26 AM		244	244	Cloudy 52°	5 minutes

“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.”

“That the Board of Education approves all field trips as submitted.”

“That the Pitman Board of Education retroactively approves the following out of district placement by the Special Services Department effective September 1, 2019 through June 30, 2019 for the 2018/2019 school year:

<b>Student ID#</b>	<b>Placement</b>	<b>Tuition Cost</b>	<b>Additional Services</b>
1036332218	Burlington County Special Services	\$237.79 per diem	N/A”

“That the Pitman Board of Education retroactively approves the following out of district placement transfer by the Special Services Department effective April 1, 2019 through June 30, 2019 for the 2018/2019 school year:

<b>Student ID#</b>	<b>Placement From</b>	<b>Placement To</b>	<b>Tuition Cost</b>	<b>Additional Services</b>
--------------------	-----------------------	---------------------	---------------------	----------------------------

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

1036332218	Burlington County Special Services	Hampton Academy	\$283.47 per diem	N/A”
------------	---------------------------------------	--------------------	----------------------	------

“That the Pitman Board of Education retroactively approves the following out of district placement per the Ed Stability Act effective January 2, 2019 through June 30, 2019, for the 2018/2019 school year:

<b>Student ID#</b>	<b>Placement</b>	<b>Tuition Cost</b>	<b>Additional Services</b>
310279	Washington Township School District (Grenloch)	\$17,555.00	N/A”

“That the Board of Education approves the admission of an exchange student on a J-1 visa (through an agreement with AnB Education; student name on file at the Board of Education Office) to attend Pitman High School for the 2019/2020 school year.”

“That additions to the Substitute List for the 2018/2019 school year be approved.

“That the Pitman Board of Education approves the following overnight staff chaperones for the Camp Ockanickon Trip on May 1, 2019 – May 2, 2019, at a rate of \$170.00. Stipend in accord with the negotiated agreement with the Pitman Education Association (*Italics – In-house*):

<b>Chaperones</b>	
<i>Patrick McAleer</i>	<i>Deborah Calabree</i>
<i>Karolyn Mason</i>	<i>Chris Morris</i>
<i>Christopher Chapman</i>	<i>Max Pozza</i>
<i>Alice Contravo</i>	<i>Jillian Young</i>
<i>Melissa Bianchini</i>	<i>Tracy Gerace</i>
<i>Ashley Bitterman</i>	<i>Sarah Weng (nurse)</i>
<i>Dan Miller</i>	<i>Dan Ward</i>
<i>Jaclyn Schanz</i>	<i>Pat DiJoseph</i>
<i>Sherri Tulini</i>	<i>Roy Rambo</i>

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

<i>Valerie Hossler</i>	<i>Mary Pierson</i>
<i>Steve Hare</i>	

“That the Pitman Board of Education approves the following volunteer overnight parent/student chaperones for the Camp Ockanickon Trip on May 1, 2019 – May 2, 2019:

<b>Volunteer Chaperones</b>	
Humphrey Foard (student)	Christine Loughlin (student)
James McPeak (student)	Josh Patrick (student)
Mason Smith (student)	Brett Williams (parent)”

“That the Pitman Board of Education retroactively approves the following leave of absence:

<b>Employee</b>	<b>Location</b>	<b>FMLA/FLA</b>	<b>Type of Leave</b>	<b>Dates</b>
71208029	High School	FMLA	Medical	2/26/19 - 3/15/19 (paid sick days)”

“That the Pitman Board of Education approves the following leaves of absence:

<b>Employee</b>	<b>Location</b>	<b>FMLA/FLA</b>	<b>Type of Leave</b>	<b>Dates</b>
13949524	Middle School	FMLA	Medical	<i>Amended:</i> 2/25/18 - 3/5/19 AM (paid sick days) 3/15/19 PM - 4/15/19 (unpaid)”
96964705	High School		Child Rearing	9/3/2019 - 9/30/2019 (paid sick days)”

“That the Pitman Board of Education approves the following transfer effective March 28, 2019, for the 2018/2019 school year:

<b>Name</b>	<b>Current Position</b>	<b>New Position</b>

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

Deborah Raniero	Middle School Secretary (12 months)	Special Services Secretary (10 onths)”
-----------------	--	---

“That the Pitman Board of Education retroactively approves the transfer of Stacey McIlvaine, from Part Time Special Services Secretary to Full Time Middle School Secretary (10 months), effective on April 1, 2019 through June 30, 2019, for the 2018/2019 school year, at a prorated salary of \$42,127.00 with benefits, at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association.”

“That the Pitman Board of Education retroactively approves the administrative leave for employee 99148017 effective March 28, 2019 through April 11, 2019.”

“That the Pitman Board of Education accepts the resignation of Mark Camma, Part-Time Instructional Aide at Pitman High School, effective April 16, 2019.”

“That the Pitman Board of Education approves the appointment of Autumn Schoen, Part-Time Instructional Aide at W.C.K. Walls School, effective on or about April 23, 2019 through June 30, 2019, 29.5 hours per week, at an hourly rate of \$13.74 (Step E/Degree), at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association.” (Replacing Kathy Ramos)

“That the Pitman Board of Education approves the appointment of Amy Trowbridge, Replacement Grade 5 Teacher at Memorial School, effective on or about April 29, 2019 through June 14, 2019, for the 2018/2019 school year, at the recommendation of the Superintendent as follows:

\$191.52 per day, (75% of the per diem rate of BA/Step 1 - \$47,497.00  
(no benefits) - timesheets.”

“That the Pitman Board of Education approves the appointment of Lauren Deacon, Assistant Principal at Pitman High School, effective July 1, 2019 through June 30, 2020, for the 2019/2020 school year, at a salary of \$89,000.00 at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Administrators’ Association.” (replacing Shea Murray)

“That the Pitman Board of Education approves the agreement with FUREver As Friends, Inc., non-profit pet therapy organization, annual fee \$50.00 for Pitman Middle School for the 2018/2019 school year. (The \$150.00 annual fee for initial therapy team and \$93.75 for each additional therapy team for the 2018/2019 school year was approved in February.)”

**Roll Call Items 1-19, 21:**

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

**Abstain: 0**

**No:**

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

**COMMUNICATION & POLICY – Conley, Wilson-Doherty, Powell  
(Committee Report – Ms. Conley)**

**Moved by Board Member – Conley  
Second by Board Member- Wilson-Doherty**

**Policy 2422 Health and Physical Education (M)(Revised)**

*Info: Any references to CCCS have been changed to NJSLS (New Jersey Student Learning Standards). Specific references to statutory topics in health and PE standards are revised. The policy delineates revisions regarding the instructional minutes per week for health, safety, and PE and the mandate of 20 minutes or recess outside this instruction. There is also reference to statutory requirement for instruction once during middle school on the social, emotional, and legal consequences of distributing and soliciting sexually explicit images through electronic means as part of the New Jersey Student Learning Standards in Comprehensive Health and Physical Education.*

“That **Policy 2422 (M) (Revised)** be approved for **second** reading.”

**Policy 2431.3 Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities (Revised)**

*Info: The New Jersey State Interscholastic Athletic Association (NJSIAA) recently revised their recommended Pre-Season Heat-Acclimation Guidelines for school districts with the purpose of minimizing injury and enhancing the player’s health, performance, and well-being. The first option authorizes the Superintendent of Schools or designee to develop and approve a practice and pre-season heat-acclimation procedure and to ensure its implementation for all school-sponsored athletic programs and extra-curricular activities during warm weather and does not include detailed procedures in the Policy. The second option requires implementation of the NJSIAA recommended procedures for all school-sponsored athletic programs and extra-curricular activities during warm weather months. Both options extend these procedures to all school-sponsored athletic programs and extra-curricular activities during warm weather which also explains the revision to the Policy title. Regardless of the option selected, this Policy and any practice and pre-season heat-acclimation procedures should be reviewed by administrative and athletic department staff members. In addition, the Policy requires the school physician to review the pre-season and heat-acclimation procedures and this Policy prior to Board approval. Implementing pre-season heat-acclimation procedures for students is not required by any statute or administrative code, but this Policy is highly recommended for school districts with school-sponsored activities occurring during the warm weather months.*

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

“That **Policy 2431.3 (Revised)** be approved for **second** reading.”

**Policy 2610 Educational Program Evaluation (M) (Revised)**

*Info: Policy 2610 has been revised to provide additional details regarding the New Jersey Quality Single Accountability Continuum (NJQSAC) requirement that districts monitor the progress of students and measure the effectiveness of programs, initiatives, and strategies. NJQSAC Operations Indicator #4 on the new District Performance Review (DPR) requires a school district to use multiple (more than two) sources of data to monitor student achievement and to evaluate the effectiveness of programs, initiatives, and strategies.*

“That **Policy 2620 (M) (Revised)** be approved for **second** reading.”

**Policy 4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)**

*Info: This Policy has been updated, removing the table of prohibited substances and unacceptable levels for testing results and replaced it with a citation to the Federal regulations where the most current table can be found. It also reflects a change in the Federal agency governing the regulations from the Federal Highway Administration to the Federal Motor Carrier Safety Administration.*

“That **Policy 4219 (M) (Revised)** be approved for **second** reading.”

**Policy/Regulation 5111 Eligibility of Resident/Nonresident Students (M) (Revised)**

*Info: Pursuant to NJ law, this Policy references prohibiting the refusal of admittance of any student from public elementary and secondary schools on the basis of immigration/visa status, except for students on F-1 Visas. The Federal regulations clearly indicate school districts may only allow F-1 Visa students to enroll in the district if full tuition is paid.*

“That **Policy/Regulation 5111 (M) (Revised)** be approved for **second** reading.

**Policy 5330.4 Administering an Opioid Antidote (M) (Revised)**  
**Regulation 5330.4 Administering an Opioid Antidote (New)**

*Info: NJ law requires schools with grades nine through twelve to obtain an opioid antidote under a standing order. It requires an opioid antidote to be accessible in the school building during regular school hours and during school-sponsored functions that take place in the school or on school grounds adjacent to the school building at any time.*

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

*The updated Policy has a few key provisions:*

1. *The requirement to acquire an opioid antidote and administer it in an emergency situation is now mandated for all schools with grades nine through twelve and optional for all other schools;*
2. *The school district shall require training through the specified appropriate entity or entities for the school nurse and designated staff members who volunteer to administer the opioid antidote;*
3. *A person that was administered an opioid antidote must be transported to the hospital by emergency services personnel after the administration, even if the individual's symptoms appear to be resolved; and*
4. *The school nurse and designated trained staff members who volunteer to administer the opioid antidote shall not be held liable for any good faith act or omission when administering an opioid antidote.*

*A school district with a school with grades nine through twelve is required to have a school nurse or staff member trained to administer an opioid antidote promptly available on site at the school during regular hours and at all school-sponsored functions that take place in the school or on school grounds adjacent to the school building at any time. This requirement will be challenging for school districts.*

“That **Policy (M) (Revised)/Regulation 5330.4 (New)** be approved for **second** reading.”

**Policy 5337 Service Animals (Revised)**

*Info: NJ law requires public school districts to permit the use of service animals by individuals with disabilities who require such support. Additionally, a Board of Education may not require an individual with a disability using a service animal to carry liability insurance for the service animal.*

“That **Policy 5337 (Revised)** be approved for **second** reading.”

**Policy 5756 Transgender Students (M) (Revised)**

*Info: NJ law required information and guidance for New Jersey's public schools. The October 2018 Transgender Student Guidance for School Districts (Guidance) includes seven sections: Definitions/Terms; Student-Centered Approach; Safe and Supportive Environment; Confidentiality and Privacy; School Records; Activities; and Use of Facilities. It also includes*



**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

*resources and professional development opportunities for school and district staff. Any use of the terms “shall,” “should,” “will,” and “may” in the Policy aligns verbatim with the Guidance document. It is recommended any revisions to the terms “shall,” “should,” “will,” and “may”, as they appear in the Guidance and Policy 5756 be reviewed by the Board Attorney. Below are a few important issues in the Guidance and Policy 5756:*

- 1. The school district shall accept a student’s asserted gender identity and parental consent is not required.*
- 2. In the event a parent objects to the minor student’s name change request, the Superintendent or designee should consult the Board Attorney regarding the minor student’s civil rights and protections under the New Jersey Law Against Discrimination.*
- 3. The Principal or designee, during an initial meeting with a student, should also discuss with the student, and any other individuals at the student’s request, the risks associated with the student’s transgender status being inadvertently disclosed.*
- 4. Due to a specific and compelling need, such as the health and safety of a student or an incident of a bias-related crime, a school district may be obligated to disclose a student’s status. In this event, the Principal or designee should inform the student the school or school district intends to disclose the student’s transgender status for the student’s protection and well-being. Prior to disclosure, the student should be given the opportunity to personally disclose the information.*
- 5. If a student has expressed a preference to be called by a name other than their birth name, permanent student records containing the student’s birth name should be kept in a separate, confidential file. This file should only be shared with appropriate school staff members after consultation with a student. A separate file containing records bearing the student’s chosen name may also be kept.*
- 6. With respect to gender-segregated classes or athletic activities, including intramural and interscholastic athletics, all students must be allowed to participate in a manner consistent with their gender identity.*
- 7. All students are entitled to have access to restrooms, locker rooms, and changing facilities in accordance with their gender identity to allow for involvement in various school programs and activities. Non-transgender students should also be afforded the option to use a private facility, such as a unisex facility or the nurse’s restroom, should the student feel uncomfortable.*

“That **Policy 5756 (M) (Revised)** be approved for **second** reading.”

**Policy/Regulation      7440      School      District      Security      (M)      (Revised)**

*Info: The Superintendent of Schools may designate a school employee with expertise in school*

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

*safety and security as the School Safety Specialist for the school district with supervision and oversight responsibilities for all school safety and security personnel and school safety policies/procedures in the school district. The School Safety Specialist shall also serve as the school district liaison with law enforcement.*

“That **Policy/Regulation 7440 (M) (Revised)** be approved for **second** reading.”

**Policy 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)**

*Info: This Policy is revised to ensure compliance with the USDA’s new regulations. The Policy has also been revised to include a note underneath the revised chart indicating the chart is subject to change, citing the applicable New Jersey Statute, and the location of the source document on the NJDA’s website.*

“That **Policy 8561(M) (Revised)** be approved for **second** reading.”

**Policy 8860 Memorials (Revised)**

*Info: Policy 8860 has been revised removing the provision permitting a school district to fly an American Flag at half-staff for reasons not authorized in the Flag Code. The Flag Code states the American Flag should not be flown at half-staff unless directed to do so by the President of the United States for national mourning or Governor of a State for local mourning. However, there is no penalty for violating the Flag Code and local governmental entities routinely fly an American Flag at half-staff to recognize the loss of local individuals. Notwithstanding local practices, Policy 8860 has been revised to align with the Flag Code.*

“That **Policy 8860** be approved for **second** reading.”

***The Student Safety Data System (SSDS) Replaces the Electronic Violence and Vandalism Reporting System (EVVRS):***

**Policy 2415.06 Unsafe School Choice Option (M) (Revised)**

*Info: This Policy has been revised to update the New Jersey Department of Education’s change of the reporting system from “Electronic Violence and Vandalism Reporting System (EVVRS)” to the current reporting system “Student Safety Data System (SSDS)”.*

“That **Policy 2415.06 (M) (Revised)** be approved for **second** reading.”

**Regulation 2460.8 Special Education Free and Appropriate Public Education (M) (Revised)**

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

*Info: Regulation 2460.8 has been revised to update the New Jersey Department of Education's change of the reporting system from "Electronic Violence and Vandalism Reporting System (EVVRS)" to the current reporting system "Student Safety Data System (SSDS)".*

**"That Regulation 2460.8 (M) (Revised) be approved for second reading."**

**Regulation 5530 Substance Abuse (M) (Revised)**

*Info: Regulation 5530 has been revised to update the New Jersey Department of Education's change of the reporting system from "Electronic Violence and Vandalism Reporting System (EVVRS)" to the current reporting system "Student Safety Data System (SSDS)".*

**"That Regulation 5530 (M) (Revised) be approved for second reading."**

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

*Info: Policy 5600 has been revised to update the New Jersey Department of Education's change of the reporting system from "Electronic Violence and Vandalism Reporting System (EVVRS)" to the current reporting system "Student Safety Data System (SSDS)". Policy 5600 also includes the language in N.J.A.C. 6A:16-7.1(d) which indicates a Board of Education may deny participation in certain extra-curricular activities for a violation of the Student Code of Conduct or Policy 5600 and several administrative code citation revisions*

**"That Policy/Regulation 5600 (M) (Revised) be approved for second reading."**

**Policy/Regulation 5611 Removal of Students for Firearms Offenses (M)(Revised)**

*Info: Policy 5611 has been revised to update the New Jersey Department of Education's change of the reporting system from "Electronic Violence and Vandalism Reporting System (EVVRS)" to the current reporting system "Student Safety Data System (SSDS)." Policy 5611 has also been revised to include the language in N.J.A.C. 6A:16-5.5(b)1 which indicates a Superintendent may modify the removal of a general education student on a case-by-case basis to align with Regulation Guide 5611. Regulation 5611 - Section A has been revised as follows: the definition of "Removal" was removed as there is no definition of "Removal" in statute or administrative code; the definition of "Suspension" was removed as it is not used in the Policy or Regulation Guide; the definition of "Expulsion" was removed as there is no accurate definition of "Expulsion" in statute or administrative code; and some minor revisions were made to expand the definition of "School buildings and school grounds" to incorporate multiple definitions included in the administrative code.*

**"That Policy/Regulation 5611 (M) (Revised) be approved for second reading."**

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

**Policy/Regulation 5612 Assaults on District Board of Education Members or Employees  
(M) (Revised)**

*Info: Policy 5612 has been revised to update the New Jersey Department of Education's change of the reporting system from "Electronic Violence and Vandalism Reporting System (EVVRS)" to the current reporting system "Student Safety Data System (SSDS)." Regulation 5612 - Section A has been revised to remove the definitions as follows: the definition of "Removal" was removed as there is no definition of "Removal" in statute or administrative code; the definition of "Suspension" was removed as it is not used in the Policy or Regulation Guide; the definition of "Expulsion" was removed as there is no accurate definition of "Expulsion" in statute or administrative code; and the definition of "School buildings and school grounds" was removed as it is not used in the Policy or Regulation Guide.*

"That **Policy/Regulation 5612(M) (Revised)** be approved for **second** reading."

**Policy/Regulation 5613 Removal of Students for Assault with Weapons Offenses (M)  
(Revised)**

*Info: Policy 5613 has been revised to update the New Jersey Department of Education's change of the reporting system from "Electronic Violence and Vandalism Reporting System (EVVRS)" to the current reporting system "Student Safety Data System (SSDS)." Policy 5613 has been revised to include the language in N.J.A.C. 6A:16-5.5(b)1 which indicates a Superintendent may modify the removal of a general education student on case-by-case basis to align with Regulation 5613. Regulation 5613 - Section A has been revised as follows: the definition of "Removal" was removed as there is no definition*

*of "Removal" in statute or administrative code; the definition of "Suspension" was removed as it is not used in the Policy or Regulation Guide; the definition of "Expulsion" was removed as there is no accurate definition of "Expulsion" in statute or administrative code; and some minor revisions were made to expand the definition of "School buildings and*

"That **Policy/Regulation 5613 (M) (Revised)** be approved for **second** reading."

**Policy/Regulation 8461 Reporting Violence, Vandalism, Harassment, Intimidation,  
Bullying, Alcohol, and Other Drug Offenses (M) (Revised)**

*Info: Policy and Regulation 8461 have been revised to update the New Jersey Department of Education's (NJDOE) change of the reporting system from "Electronic Violence and Vandalism Reporting System (EVVRS)" to the current reporting system "Student Safety Data System (SSDS)." Policy 8461 has been revised to include the requirement of N.J.S.A. 18A:40-44 regarding the school district distributing a NJDOE prepared pamphlet on how a parent*

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

*can limit a child's exposure to violence on television, cell phones, computers, and other electronic devices on an annual basis. In addition, this Policy also incorporates the HIB reporting requirement into the SSDS. The Regulation has also been revised to remove the specific procedural hearing requirements for the Board to determine if reported information has been knowingly falsified by a school employee, as these details were removed from the administrative code. The Regulation indicates there will be a Board hearing to make such a determination and does not restrict the Board by the procedural details that were previously in the administrative code.*

“That **Policy/Regulation 8461 (M) (Revised)** be approved for **second** reading.”

**Roll Call:**

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

**Abstain: 0**

**No: 0**

**OLD BUSINESS-**

2018-19 School Calendar-Dr. McAleer stated that there were extra days built into the calendar for weather, since the district didn't need any of those days the last day of school will be Friday, June 14, 2019.

Configuration Committee- Dr. McAleer stated that the demographics study should be complete by June 2019. The committee has met several times and has been communicating with him.

SOS Coalition- Dr. McAleer testified at the assembly budget hearing. He also attended the Senate Hearing at Salem County College.

May 3<sup>rd</sup> is the Uptown Take Over at Ballard Park

**NEW BUSINESS**

Dr. McAleer spoke about Atlantic Electric replacing a transformer at the high school they will be on site during spring break. The entire High School will be without power for approximately 2 full days. Mr. Booth and his team will be onsite monitoring the situation.

Dr. McAleer spoke about summer hours, the district will be open four (4) days a week Monday-Thursday with longer work days and be closed on Fridays. This may conserve some energy and lower our utility bills.

CSA Evaluation- Mrs. Walker explained the process to the new board members. In previous years the board would meet after the awards meeting in June. Dr. McAleer said he would have his section of the evaluation completed by the first week of May but no later than May 8, 2019.

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

At the May 1, 2019 meeting the board will have an informal discussion with Dr. McAleer in Executive Session and then complete their section.

Mrs. Walker stated the May 8<sup>th</sup> action meeting will be moved to May 15, 2019.

Dr. McAleer spoke about the Naviance Guidance Software and how it is benefiting the High School students.

**PUBLIC HEARING**

Tammy Razze of N. Broadway asked who would be in charge of the district if all three elementary principals and Dr. McAleer were going on the Camp Ockanickon trip.

Dr. McAleer responded that Mrs. Brazelton and Mrs. Moody will be in district those days.

Greg Yordy asked about scoreboards, he said the baseball scoreboard doesn't work because the remote control is missing and has been missing for a very long time. He also asked about the basketball scoreboard. He stated that the Hall of Fame group will be looking to offset some of the costs of those scoreboards.

Jacki Tiger Williams addressed the board and said thank you for tabling motion #20 .

**EXECUTIVE CLOSED SESSION**

**Moved by Board Member - Walker**

**Second by Board Member – Powell**

“That the following Resolution is adopted:

**BE IT RESOLVED** by the Pitman Board of Education that pursuant to the Open Public Meetings Law (NJSA 10:4-1 et. seq.) that it shall immediately enter into an Executive Session to discuss a matter that the disclosure of which would constitute an unwarranted invasion of individual privacy and a matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation performance, promotion or disciplining of any prospective or current public officer or employee.

The information discussed at this meeting can be disclosed to the public only upon formal written request to the Secretary of the Board of Education at the next Special or Action meeting to disclose the information discussed.”

**Carried by Voice Vote**

**Moved by Board Member –Uyeharda**

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
April 10, 2019**

**Second by Board Member – Wilson-Doherty**

“That the Pitman Board of Education reconvenes in open session at 10:08 pm.”

**ADJOURNMENT**

**Motioned by Board Member –Koniecki**

**Second by Board Member –Uyehara**

“That the meeting be adjourned at 10:10 pm.”

**Voice vote, with all in favor of adjournment.**

Respectfully Submitted by:

Kelly Brazelton, Board Secretary