

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
September 12, 2018**

Regular Meeting – Wednesday, September 12, 2018 – convenes at 7:00 PM for Executive Closed Session followed by the Regular Meeting at 7:30 PM in the Pitman High School Media Center

**With the following in attendance:**

Judy Walker	President
Mary Beth Koniecki	Vice-President
Lisa Conley	Member
Darlene Powell	Member
Bonnie Savage	Member
Laura Schultz	Member
Patrick McAleer	Superintendent
Rebecca Brill Moody	Director of Curriculum & Instruction
Deborah J. Roncace	Business Administrator/Board Secretary
Dan Long	Solicitor

**EXECUTIVE CLOSED SESSION**

Moved by Board Member - Koniecki  
Second by Board Member - Schultz

“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.”

Resolution Approved, All In Favor

Moved by Board Member - Savage  
Second by Board Member – Koniecki

“That the Pitman Board of Education reconvenes in open session at 7:30 pm.”

Motion Approved, All In Favor

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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**

Board of Education Interviews

The Board interviewed the following candidates:

Melissa E Farrell

Robert K. Uyehara, Jr. Esq.

Dean Post

Allison Massimini

Alex Snyder

Marcie M Geyer

Beverly Donofrio

**PUBLIC HEARING**

Jacob Bernard, high school student, expressed his thoughts of approval of a young democrat club.

Stacie Sheetz, resident, would like to thank the Board for offering Panther Club. The program is worth it for working families.

**CORRESPONDENCE**

**APPROVAL OF MINUTES**

Motioned by Board Member - Walker

Second by Board Member - Schultz

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“That the minutes of the Pitman Board of Education as held on the dates listed below are approved as printed and reading dispensed with:

Wednesday, August 15, 2018”

“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, August 15, 2018 - 7:00 pm

Motions Approved, 6-0

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

Motioned by Board Member - Schultz  
Second by Board Member – Savage

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

“That the Student Fund Report be accepted and approved for the month of July 2018.”

Motions Approved, 6-0

**EDUCATION COMMITTEE – Koniecki, D. Powell, Schultz**

Motioned by Board Member - Koniecki  
Second by Board Member – Schultz to approve the following motions:

Student Statistics September 2018

<b>Date</b>	<b>Elementary</b>	<b>Middle</b>	<b>High</b>	<b>Out of District</b>	<b>Alternate</b>	<b>Total</b>
9/12/18	578	310	381	22	0	1291
9/6/17	589	303	400	22	0	1314
6/30/18	602	302	401	22	0	1327

Suspensions/Reasons: 0

HIB

Reported: 0  
Confirmed: 0

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“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 for Extended School Year (July 9, 2018 through July 30, 2018) at Burlington County Special Services School District:

<b>Student ID#</b>	<b>Tuition Cost</b>	<b>1:1 Aide</b>
2447690478	\$3,800.00	N/A”

“That Pitman Board of Education approves the revised tuition rates for the 2018/2019 school year for the following student(s) who have been recommended for out-of-district placement by the Special Services Department.”

<b>Student ID#</b>	<b>Placement</b>	<b>Tuition Cost</b>
1476518104	Bancroft	\$78,995.44
8254436990	Bancroft	\$78,995.44”

“That the Pitman Board of Education enters into an agreement with the New Jersey Commission for the Blind for the 2018/2019 school year in the amount of \$4,500.00 to provide services for one eligible student. Services are based on educational needs.”

“That the Pitman Board of Education approves the annual district goals for the 2018/2019 school year.”

“That the Pitman Board of Education approves the submission of the application of the NJ Department of Education’s Seal of Biliteracy Program on behalf of Pitman High School.”

“That the Pitman Board of Education approves the creation of a new club, Mural Club, at the Pitman Middle School for the 2018/2019 school year.”

“That the Pitman Board of Education approves the following volunteer advisor for the 2018/2019 school year:

<b>Middle School</b>	
<i>Robin Arabia</i>	Mural Club”

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“That the Pitman Board of Education approves the following field experience placement during the 2018/2019 school year:

<b>Name/University</b>	<b>Co-Operating Teachers</b>	<b>Hours</b>	<b>Location</b>
Sarah Jacobo/ Rowan University	Robert DiTizio Irene Donnelly	10 hours	Middle School”

Motions Approved, 6-0

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

Motioned by Board Member - Savage

Second by Board Member - Koniecki to approve the following motions:

“That the Pitman Board of Education moves to rescind the following extra-service contract:

<b>Middle School</b>		
<i>Joseph Marano</i>	Yearbook Advisor	\$5,935.00”

“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 PEA (*Italics – In-house*):

<b>High School</b>		
<i>Ashley Townsend</i>	Yearbook Advisor	\$5,935.00
<b>Middle School</b>		
<i>Michael Brodzik</i>	MS Dance Committee Coor. (0.5)	\$ 645.50
<i>Jennifer Cuesta</i>	MS Dance Committee Coor. (0.5)	\$ 645.50
<i>Jennifer Cuesta</i>	MS After-School Detention Proctor (0.5)	\$1,410.50
<i>Michael Brodzik</i>	MS After-School Detention Proctor (0.5)	\$1,410.50
<i>Robin Arabia</i>	MS Builder’s Club Advisor (0.5)	\$ 628.50
<i>Michelle Tucci</i>	MS Builder’s Club Advisor (0.5)	\$ 628.50
<i>Christina Skanes</i>	MS Mentoring Club Advisor	\$1,404.00
<i>Nicole Beach</i>	6 <sup>th</sup> Grade Class Advisor (0.5)	\$ 431.00
<i>Nicole Weber</i>	6 <sup>th</sup> Grade Class Advisor (0.5)	\$ 431.00
<i>Norman VanFossen</i>	7th Grade Class Advisor	\$ 862.00
<i>Bethany Lawlor</i>	8th Grade Class Advisor	\$ 862.00”

“That the Pitman Board of Education approves the creation of a new club, Young Democrats Club, at the Pitman High School for the 2018/2019 school year.”

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“That the Pitman Board of Education approves the following volunteer advisor for the 2018/2019 school year:

High School	
<i>Kevin Casey</i>	Young Democrats Club”

“That the Pitman Board of Education approves the following teachers as mentors for first year teachers for the of the 2018/2019 school year with the approved rate:

Mentor	Mentoree	Amount
Jill Young	Ariana Cecil	\$550.00 (prorated)
Michelle Tucci	Alexandra McClure	\$550.00 (prorated)
Jennifer Massari	Shea McGee	\$550.00 (prorated)”

“That the Pitman Board of Education approves an extension of services of SD Gameday Athletic Training Services through October 12, 2018.”

Motions Approved, 6-0

**LEGISLATION & INTERNAL POLICIES COMMITTEE – D. Powell, Savage, Conley**

Motioned by Board Member - Powell

Second by Board Member - Savage to approve the following motions:

**Information: Policy 5533 Student Smoking (M)(Revised)**

*This Policy has been changed to address student possession and use of electronic smoking devices. N.J.S.A. 2A:170-51.4 prohibits the sale of cigarettes, tobacco products, and electronic smoking devices to any person under the age of twenty-one years old. There is no law that explicitly prohibits possessing these items by a person under twenty-one years old. While possession of these items by minors is not illegal, it is reasonable for a school district Policy to prohibit the possession of any of these items by students in school buildings, on school grounds, at school-sponsored events away from school, or on a school bus.*

“That **Policy 5533 (M) (Revised)** be approved for **first** reading.”

Motions Approved, 6-0

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**PROPERTY & SUPPLY COMMITTEE – Conley, Koniiecki, E. Powell**

**PERSONNEL COMMITTEE – Savage, Schultz, Koniiecki**

Motioned by Board Member - Savage

Second by Board Member - Schultz to approve the following motions:

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

“That the Pitman Board of Education employs the following Panther Club counselors effective September 1, 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).

<b>Counselors</b>	
<b>Name</b>	<b>Rate</b>
Hannah Kehoe	\$8.70
Erin Kelly	\$8.70
Robert Petersen	\$8.70
Isabella Shainline	\$8.70
Skylar van Oyen	\$8.70”

“That the Pitman Board of Education employs the following personnel for Panther Club effective September 1, 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).

<b>Name</b>	<b>Position</b>	<b>Rate</b>
Nora Weirich	Substitute Site Leader	\$12.50
Beverly White-Feoli	Substitute Site Leader	\$12.50”

“That the Pitman Board of Education approves the amended leave of absence for Nicole Weber, Teacher at Pitman Middle School, to begin on Wednesday, September 5, 2018.”

“That the Pitman Board of Education accepts the resignation of Karen Gannone, Part Time Instructional Aide at Kindle School, effective August 21, 2018.”

“That the Pitman Board of Education accepts the resignation of Joseph Marano, Art Teacher at Pitman High School, effective on or about October 20, 2018 (pending possible early release).”

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“That the Pitman Board of Education accepts the resignation of Sharon Clayton, Social Studies Teacher at Pitman High School, effective on or about October 29, 2018 (pending possible early release).”

“That the Pitman Board of Education accepts the resignation of Daniel Thomas, Part Time Instructional Aide at Pitman High School, effective August 31, 2018.”

“That the Pitman Board of Education approves the appointment of the Daniel Thomas, Full Time Instructional Assistant at Pitman Middle School, effective September 1, 2018 through June 30, 2019, for the 2018/2019 school year, at an hourly rate of \$15.00, at the recommendation of the Superintendent of Schools. Salary in accord with the negotiated agreement with the Pitman Board of Education.”

“That the Pitman Board of Education approves the appointment of Ryan Blass, Part Time Instructional Aide at Memorial School, effective September 1, 2018 through June 30, 2019, for the 2018/2019 school year, 29.5 hours per week, at an hourly rate of \$12.99 (Step J/Degree), at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the PEA.”

“That the Pitman Board of Education approves the appointment of Debra Guarni, Part Time Instructional Aide at Memorial School, effective on or about September 1, 2018 through June 30, 2019, for the 2018/2019 school year, 29.5 hours per week, at an hourly rate of \$14.26 (Step C/60 Credits), at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the PEA.”

“That the Pitman Board of Education approves the appointment of Drew Davenport, Part Time Instructional Aide at Memorial School, effective on or about September 1, 2018 through June 30, 2019, for the 2018/2019 school year, 29.5 hours per week, at an hourly rate of \$12.99 (Step J/Degree), at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the PEA.”

“That the Pitman Board of Education approves the appointment of Kimberly DeChristopher, Part Time Lunchroom Aide at Kindle School, effective on or about September 1, 2018 through June 30, 2019, for the 2018/2019 school year at a rate of \$9.00 per hour, 7.5 hours per week, (timesheets - pending receipt of proper paperwork). Salary in accord with the negotiated agreement with the PEA.”

“That the Pitman Board of Education approves the appointment of Jeanne Clifford, Part Time Lunchroom Aide at Kindle School, effective on or about September 1, 2018 through June 30, 2019, for the 2018/2019 school year, 4.5 hours per week, at an hourly rate of \$9.00 (timesheets – pending receipt of proper paperwork). Salary in accord with the negotiated agreement with the PEA.”



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“That the Pitman Board of Education approves to extend the appointment of Jennifer Smith as Acting Athletic Director at Pitman High School through October 12, 2018, for the 2018/2019 school year, at a stipend of \$754.00 per pay.”

“That the Pitman Board of Education approves the appointment of Grant Shivers, Part Time Supervisor of Athletics for the Pitman School District, 25 hours per week (no benefits), at an hourly rate of \$52.00 per hour, effective October 9, 2018 through June 30, 2019, for the 2018/2019 school year, at the recommendation of the Superintendent. Salary in accord with the agreement with the Pitman Board of Education.”

“That the Pitman Board of Education approves the appointment of Lauren Deacon, Art Teacher at Pitman High School, effective on or about November 12, 2018 through June 30, 2019, for the 2018/2019 school year, at a prorated annual salary of \$59,924.00, MA/Step 10 with benefits, and be approved for emergent hiring (if necessary) per N.J.S.A. 18A-6-7 et. seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-3.13 et. seq., as applicable; at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the PEA.”

“That the Pitman Board of Education approves the amended leave of absence for Karen Roberts, Teacher at Kindle School, returning January 2, 2019.”

“That the Pitman Board of Education retroactively approves the intermittent leave of absence for Lisa Lopes, Teacher at Pitman High School, as follows:

*Family Medical Leave Act (FMLA) – beginning September 1, 2018 through June 30, 2019 (unpaid FMLA). ”*

“That the Pitman Board of Education retroactively approves the leave of absence for Diana Joyce, Instructional Aide at W.C.K. Walls School, as follows:

*Medical Leave of Absence - beginning September 5, 2018 through September 24, 2018 (sick days with pay) returning September 25, 2018. ”*

“That the Pitman Board of Education approves the leave of absence for Jaclyn Schanz, Teacher at Kindle School, as follows:

*Medical Leave of Absence - beginning September 19, 2018 through October 19, 2018 (sick days with pay) returning October 22, 2018. ”*

“That the Pitman Board of Education approves the appointment of Shannon Monteith, Part Time Instructional Aide at Kindle School, effective September 13, 2018 through June 30, 2019, for the 2018/2019 school year, 14 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 PEA.”

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“That the Pitman Board of Education approves the appointment of Pamela Harrison, Part Time Food Service Worker at Pitman Middle School, effective on or about September 13, 2018 through June 30, 2019, for the 2018/2019 school year, for 7.5 hours per week at \$10.23 an hour (pending receipt of proper paperwork), at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the PEA.

“That the Pitman Board of Education accepts the resignation of Chelsea Wilson, Part Time Bus Aide for the Pitman School District, effective October 16, 2018.”

Motions Approved, 6-0

Motioned by Board Member - Savage

Second by Board Member - Schultz to approve the following motion:

“That the Pitman Board of Education approves the appointment of Kelly Brazelton, School Business Administrator/Board Secretary for the Pitman School District, at a pro-rated annual salary of \$112,500.00, effective on or about November 13, 2018 through June 30, 2019, for the 2018/2019 school year, at the recommendation of the Superintendent.”

Motion Approved, 4-0-2 (D.P, L.C. - Abstained)

**OLD BUSINESS**

**Pop-up Park**

Dr McAleer reminded the public of the event on September 20, 2018 from 6-8 PM at Ballard Park.

**BOE Retreat**

Board member Koniecki reminded the Board that the Board retreat will be in November.

**New Website**

Dr. McAleer stated that the new website should be “Live” next month.

**Standards based report cards**

Mrs. Moody presented information on moving to a standards based report card in the 19/20 school year. A discussion occurred.

**NEW BUSINESS**

**NJ School Boards Annual Convention**

Mrs. Roncace took a poll on what individual Board members would like to attend the convention in October.

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**QSAC**

Dr. McAleer explained the QSAC process and timeline.

**Community Meeting**

Dr. McAleer stated that he would like to schedule a community meeting on October 10, 2018 to discuss reconfiguration for the 19/20 school year.

**PUBLIC HEARING**

Beverly Donofrio inquired about the rolling out process of Standards Based Reporting.

**EXECUTIVE CLOSED SESSION - 2**

Moved by Board Member –Savage  
Second by Board Member – Schultz

“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.”

Resolution Approved, All In Favor

“That the Pitman Board of Education reconvenes in open session at 9:45 pm.”

Motion Approved, All In Favor

**LEGISLATION & INTERNAL POLICIES COMMITTEE – D. Powell, Savage, Conley**

Motioned by Board Member - Powell  
Second by Board Member - Schultz to approve the following motions:

“That the Pitman Board of Education appoints Robert Uyehara, as a Pitman Board of Education member (pending receipt of criminal history background check) effective on or about October 17, 2018 through December 31, 2018.”

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**ADJOURNMENT**

Motioned by Board Member – Konieki  
Second by Board Member – Savage

“That the meeting be adjourned at 9:47 pm.”

Motion Approved, All in Favor

Respectfully Submitted by:



Deborah J. Roncace, Board Secretary