

**THE REGULAR MEETING  
OF THE  
PITMAN BOARD OF EDUCATION  
AUGUST 16, 2017**

The Regular Meeting of the Pitman Board of Education was held on Wednesday, August 16, 2017. The meeting convened at 7:30 p.m. in the Pitman High School Media Center.

**With the following in attendance:**

Len E. Clark	Board President
Mary Beth Koniecki	Member
Lisa McConnell	Member (Absent)
Edward W. Powell	Member
Bonnie Savage	Member
Laura Schultz	Member
Judy Walker	Vice-President
Patrick McAleer	Superintendent
Rebecca Brill Moody	Supervisor of Curriculum & Instruction (Absent)
Deborah J. Roncace	Business Administrator/Board Secretary
Lenny Wood	Solicitor

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** - None

**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.*

Mrs. Dougherty, a parent, expressed her concerns of incidents and conversations that occurred between her preschool child and the Director of Special Services. Mrs. Dougherty read e-mail correspondences between herself and Dr. McAleer. Mrs. Dougherty is requesting that the complaints be handled as a HIB case.

**CORRESPONDENCE** - None

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**APPROVAL OF MINUTES**

Motioned by Board Member Clark  
Second by Board Member Walker

“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, July 19, 2017  
Tuesday, August 1, 2017”

Motion Approved, 5-0-1

(Board Member Walker abstained for July 19, 2017)  
(Board Member Schultz abstained for August 1, 2017)

Motioned by Board Member Clark  
Second by Board Member Walker

“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, July 19, 2017 - 7:00 pm”

Motion Approved, 5-0-1 (Board Member Walker abstained)

**FINANCE & INSURANCE COMMITTEE – Walker, Schultz, Powell**

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

“That all line-item transfers be approved for the month of June 2017.”

“That the Board Secretary’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2017. 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.”

“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 June 2017 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.”

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“That the Treasurer’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2017. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month of June 2017.”

“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 2017.”

“That the Pitman Board of Education accepts allocations and submission (with their Statement of Assurances) of the NCLB grant for the 2017/2018 school year in the following amounts:

<b>Title IA</b>	<b>Title IIA</b>	<b>Title III</b>	<b>Title IVA</b>
\$157,703.00	\$26,086.00	\$655.00	\$10,000.00”

“That the Pitman Board of Education accepts and closes the financing of a 3-year lease purchase of \$120,513.96 in technology equipment and mathematics textbooks with KS State Bank at an interest rate of 3.542%”.

Motions Approved, 6-0-0

**EDUCATION COMMITTEE – Schultz, Koniecki, Savage**

Motioned by Board Member Schultz

Second by Board Member Koniecki to approve the following motions:

“That the Pitman Board of Education approves the following curricula for the 2017/2018 school year (on file in the Board of Education office):

<b>Courses</b>	<b>Grade</b>
Science	Grades 1-5
Social Studies	Grades 1-5
ELA	Grades K-5
ELA	Grades 6-8
ELA	Grades 9-12”

“That Matthew Newcomb, High School English teacher, is approved to teach two (2) eight-week English sections of the evening SAT Review Program (Fall/Spring), dates to be determined, for the 2017/2018 school year, stipend \$3,056.00. Stipend in accord with the agreement with the Pitman Board of Education.”

“That Doris Cioffi, High School Mathematics teacher, is approved to teach two (2) eight-week Mathematics sections of the evening SAT Review Program (Fall/Spring), dates to be determined, for the 2017/2018 school year, at a stipend of \$3,056.00.00. Stipend in accord with the agreement with the Pitman Board of Education.”

“That the Pitman Board of Education approves the admission of regular tuition students for the 2017/2018 school year.”

“That the Pitman Board of Education approves the following out of district placements by the Special Services Department for the 2017/2018 school year:

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<b>Student ID#</b>	<b>Placement</b>	<b>Tuition Cost</b>	<b>Additional Services</b>
5163357883	Holly Dell School	\$14,384.88	N/A
9693294625	Abilities Solution	\$37,973.00	N/A
3698387746	YALE School	\$60,301.50	N/A”

“That the Pitman Board of Education approves the following for practicum student /internship placement during the 2017/2018 school year:

<b>Name/University</b>	<b>Co-Operating Teacher/Supervisor</b>	<b>Dates</b>	<b>Location</b>
Kristen Marie Brundage/ Thomas Jefferson University (Occupational Therapist intern)	Ashlee Sheppard	One Day Per Week	District
Samantha Scott Wilmington University	Anne Himmer	September thru December (50 hours observation)	Memorial School”

“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 approves the submission of the 2016/2019 Comprehensive Equity Plan Annual Statement of Assurance for the 2017/2018 school year to the County Office of Education.”

“That the Pitman Board of Education approves the Pitman School District Professional Development Plan for the 2017/2018 school year (on file in the Board of Education office).”

“That the Pitman Board of Education approves the submission of the District Professional Development Plan and District Mentoring Plan Statement of Assurance to the New Jersey Department of Education for the 2017/2018 school year.”

Motions Approved, 6-0-0

**ATHLETIC & EXTRA-CURRICULAR ACTIVITIES COMMITTEE – Powell, McConnell, Walker**

Motioned by Board Member Powell

Second by Board Member Walker to approve the following motions:

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

<i>Jamey Brown</i>	MS Student Council Advisor	\$1,409.00
<i>Sean Cunningham</i>	Freshman Coach – Boys’ Soccer	\$4,473.00”

“That the Board of Education approves the following Extra Service Contracts for the 2017/2018 school year. Stipend in accord with the negotiated agreement with the PEA (*Italics – In-house*):

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<i>Amanda Esposito</i>	MS Student Council Advisor	\$1,409.00
<i>John Hopely</i>	Assistant Football Coach	\$5,255.00
<i>Patrick Polimeni</i>	Freshman Coach Boys' Soccer	\$4,473.00"

“That the Pitman Board of Education approves the following volunteer coaches/advisors (*Italics – In-house*):

<b>Name</b>	<b>Position</b>
Patrick Collins*	Cross Country Boys Varsity
Linda Gipe*	Soccer Girls Varsity
Daniel Thomas*	Football”

\*(pending receipt of proper paperwork)

“That the Board of Education approves the following stipends for the 2017/2018 school year. Stipend in accord with the agreement with the Pitman Board of Education (*Italics – In-house*):

<b>Name</b>	<b>Position</b>	<b>Stipend</b>
<i>Richard Booth</i>	Boiler License	\$ 500.00
<i>Linda Bennett</i>	Boiler License	\$ 500.00
<i>David Hampton</i>	Custodian-In-Charge	\$ 750.00
<i>David Hampton</i>	Boiler License	\$ 500.00
<i>Christina Hatley</i>	Boiler License	\$ 500.00
<i>Paul Maden</i>	Boiler License	\$ 500.00
<i>Daniel Reader</i>	Boiler License	\$ 500.00
<i>Christopher Williams</i>	Boiler License	\$ 500.00
<i>Thomas Rumaker</i>	Marching Band Equipment Driver	\$3,069.00”

“That the Board of Education approves the following Extra Service Contracts for the 2017/2018 school year. Stipend in accord with the agreement with the Pitman Education Association (*Italics – In-house*):

<b>Middle School</b>		
<i>Jon Botbyl</i>	Middle School Band Advisor	\$4,131.00”

Motions Approved, 6-0-0

**LEGISLATION & INTERNAL POLICIES COMMITTEE – Koniecki, Savage, McConnell**

Motioned by Board Member Koniecki

Second by Board Member Savage to approve the following motions:

“That **Policy/Regulation 1240 (M) (Revised)** be approved for second reading.”

“That **Policy/Regulation 3216 (M) (Revised)** be approved for second reading.”

“That **Policy 3134 (Revised)** be approved for second reading.”

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“That **Policy/Regulation 3221 (M) (Revised)** be approved for second reading.”

“That **Policy/Regulation 3222 (M) (Revised)** be approved for second reading.”

“That **Policy/Regulation 3223 (M) (Revised)** be approved for second reading.”

“That **Policy/Regulation 3224 (M) (Revised)** be approved for second reading.”

“That **Policy/Regulation 3240 (M) (Revised)** be approved for second reading.”

“That **Policy/Regulation 5610 (M) (Revised)** be approved for second reading.”

“That **Policy 5620 (M) (Revised)** be approved for second reading.”

“That **Policy 8505 (M) (Revised)** be approved for second reading.”

“That **Policy 8550 (M) (Revised)** be approved for second reading.”

Motion Approved, 6-0-0

**PROPERTY & SUPPLY COMMITTEE – McConnell, Walker, Koniecki**

Motioned by Board Member Walker

Second by Board Member Powell to approve the following motions:

“That the Pitman Board of Education enters into a joint purchasing agreement with Penns Grove-Carneys Point Regional School District consortium to purchase baked goods, milk, juice, and dairy for the 2017/2018 school year.”

“That the Pitman Board of Education approves the sale and/or disposal of the following items:

46 desks at Kindle School          24 Chairs at Kindle School”

“That the Pitman Board of Education approves the following resolution to withdraw Maintenance Reserve.

**Resolution to Withdraw Maintenance Reserve**

WHEREAS, NJSA 6A:23A-14.2(d) permits a Board of Education to withdraw such funds from the maintenance reserve account and appropriate into the required maintenance account lines at budget time or any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to NJAC 6A:26A-4.

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WHEREAS, the aforementioned statutes authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district's Maintenance Reserve Account any time during the year by resolution, and

WHEREAS, the Pitman Board of Education is desirous to withdraw funds from the Maintenance Reserve Account and appropriate said funds into the required maintenance account line in the general fund for the following:

- \$27,570.00 for the demolition of old HVAC Nesbitt system and installation of the Carrier Roof Top HVAC system at Pitman High School

WHEREAS, according to 6A:23A-14.2(e), the Pitman Board of Education shall restore any unexpended required maintenance appropriations, up to the amount of maintenance reserve account funds withdrawn, to the maintenance reserve account at year-end.

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

"That the Pitman Board of Education approves the disposal of the following items:

Out-of-date encyclopedias and series of references - Media Center at Pitman High School"

Motions and Resolution Approved, 6-0-0

**PERSONNEL COMMITTEE – Savage, Powell, Schultz**

Motioned by Board Member Savage

Second by Board Member Koniecki to approve the following motions:

"That additions to the Substitute List for the 2017/2018 school year be approved.

"That the Pitman Board of Education accepts the resignation of Melissa Zubert, Food Service Worker at Memorial School, effective July 1, 2017."

"That the Pitman Board of Education accepts the resignation of Sean Matteo, Part Time Instructional Aide at Walls School, effective July 1, 2017."

"That the Pitman Board of Education rescinds the appointment of Melinda Hudson, Language Arts Teacher at Pitman High School, for the 2017/2018 school year, effective August 1, 2017."

"That the Pitman Board of Education accepts the resignation of Andrew Palmentieri, Music Teacher at Pitman Middle School, effective September 25, 2017 (pending early release)."

"That the Pitman Board of Education approves Dr. Cherie Lombardo, Pitman High School Principal, for the responsibilities of Director of Guidance at a monthly stipend of \$1,000.00 for the 2017/2018 school year. Stipend in accord with the negotiated agreement with the PAA."

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“That the Pitman Board of Education approves the following transfer for the 2017/2018 school year:

<b>Name</b>	<b>Position</b>	<b>Current School Position</b>	<b>2017/2018 School/Position</b>
Ryan Kraft	PT Instructional Aide	Memorial School	High School”

“That the Pitman Board of Education approves an adjustment in salary for the following staff member(s) effective September 1, 2017:

<b>Name</b>	<b>Location</b>	<b>Degree/Step</b>	<b>Salary</b>
Carrie Parkin	Walls	MA Step 11 to MA+15 Step 11	\$62,815.00”

“That the Pitman Board of Education approves the increase in hours for Debra Ricciardelli, Part-Time Food Service Worker, from 15 hours per week to 22.5 hours per week at \$10.00 per hour effective September 1, 2017 through June 30, 2018 for the 2017/2018 school year with the placement at Pitman High School and Memorial School.”

“That the Pitman Board of Education approves the appointment of Shaylen Pearson, Replacement Spanish Teacher at Pitman High School, effective September 1, 2017 through on or about February 1, 2018 for the 2017/2018 school year at a salary of \$47,472.00/BA Step 2 with benefits, and also be approved for emergent hiring (if necessary) as 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 appointment of Michael (Chris) Thomas, Special Education Teacher at Pitman High School, effective September 1, 2017 through June 30, 2018, for the 2017/2018 school year at a salary of \$54,049.00/MA Step 7 with benefits. Salary in accord with the negotiated agreement with the PEA.”

“That the Pitman Board of Education approves the appointment of Christine Giessuebel, Basic Skills Teacher at Walls School, effective September 1, 2017 through June 30, 2018, for the 2017/2018 school year at a salary of \$47,372.00/BA Step 1 with benefits. Salary in accord with the negotiated agreement with the PEA.”

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

<b>Site Leaders (Contracted)</b>				
<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Rate</b>	<b>Hours/Week</b>
Laura Gallucci	Kindle	PM	\$13.67	18
Kellie Barr	Memorial	AM	\$16.13	7.5
Kellie Barr	Memorial	PM	\$16.13	18
Jessica Mitchell	Kindle	AM	\$13.90	7.5
Jessica Mitchell	Walls	PM	\$13.90	18
Shawn VanMeter	Walls	AM	\$19.18	7.5



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Shawn VanMeter	Walls	Extended Day AM	\$19.18	22
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**Counselors (Time Sheets)**

<b>Name</b>	<b>Rate</b>	<b>Name</b>	<b>Rate</b>
Owen Anderson	\$8.91/hr.	Jadan Kingston	\$8.70/hr.
Deanna Beaucher	\$8.70/hr.	Logan Johnson	\$8.91/hr.
Madeline Campisi	\$8.91/hr.	Brianna Jones	\$9.14/hr.
Kathleen Evridge	\$10.75/hr.	Rylee van Oyen	\$8.70/hr.
Angelina Faustino	\$9.14/hr.	Kaydee Weaver	\$8/91/hr.
Alexa Folker	\$8.70/hr.	Chelsea Wilson	\$10.20/hr.
Cali Folker	\$9.14/hr.	Amanda Wright	\$9.75/hr.

“That the Pitman Board of Education accepts the retirement resignation, with regret, of Susan Armstrong, Assistant to the School Business Administrator, for the Pitman School District, effective June 1, 2018.”

“That the Pitman Board of Education approves the following teacher as mentor for first year teacher for the 2017/2018 school year with the approved rate:

<b>Mentor</b>	<b>Mentoree</b>	<b>Amount</b>
Christine Giessuebel	Stephanie Dougherty	\$550.00”

“That the Pitman Board of Education approves the appointment of Jon Botbyl, Music Teacher at Pitman Middle School, effective on or about October 18, 2017 (pending early release from current contract) through June 30, 2018 for the 2017/2018 school year at a salary of \$60,122.00/BA Step 12 with benefits, and also be approved for emergent hiring (if necessary) as 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 appointment of Ashley Townsend, Language Arts Teacher at Pitman High School, effective September 1, 2017 through June 30, 2018 for the 2017/2018 school year at a salary of \$42,472.00/BA Step 2 with benefits, and also be approved for emergent hiring (if necessary) as 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.”

Motions Approved, 6-0-0

Information - The Pitman Board of Education will be approving the contract amendment for the following individual for the 2017/2018, 2018/2019, and 2019/2020 school years:

Patrick J. McAleer, Superintendent

Copies of the contract are available for viewing by members of the public.

Open Meeting to the Public – Public Hearing – *the following was read to the public*

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Pursuant to P.L. 2007, Chapter 52, the Pitman Board of Education provided public notice of its intent to take action to amend and/or modify contract terms and conditions of the school district's Superintendent contract at a meeting held in the Media Center at Pitman High School on Wednesday, August 16, 2017.

At this time members of the public are invited to submit public comments regarding the renegotiation of this contract. Please note that the board, pursuant to N.J.S.A. 10:4-12(b), the Open Public Meetings Act, shall not publicly discuss personnel matters and shall not respond to comments made by members of the public; however, the board will give all comments appropriate consideration. Please be aware that the subject of this hearing retains the right of privacy and shall retain all rights regarding defamation and slander according to the laws of New Jersey and that the board shall not be held liable for comments made by the members of the public.

*No one spoke at this time.*

Motioned by Board Member Savage  
Second by Board Member Koniecki

“That the Pitman Board of Education approves the contract amendment for the 2017/2018, 2018/2019, 2019/2020 school years for Patrick J. McAleer as Superintendent of Schools at the salaries listed below (Acct. #11-000-230-104-00).

<b>Contract Term</b>	<b>Salary</b>	<b>High School</b>	<b>Total</b>
2017/2018	\$151,000.00	\$5,000.00	\$156,000.00
2018/2019	\$154,120.00	\$5,000.00	\$159,120.00
2019/2020	\$157,302.00	\$5,000.00	\$162,302.00”

Motion Approved, 6-0-0

## **OLD BUSINESS**

### **Football Program**

Dr. McAleer stated that there have been nine JV games scheduled with cheerleading and marching band accommodations.

Board Member Schultz expressed her concerns of the number of competitions for the marching band, due to the dwindling size of the student participation.

### **Possible Referendum**

Dr. McAleer updated the Board on the proposed costs from the architect. He suggested that a special meeting be scheduled to discuss and review the possible referendum.

Board Member Walker expressed her concerns.

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**Public Relations – Rowan University**

Dr. told the Board that he had scheduled a meeting with Dr. Kim from Rowan University to discuss how Rowan might offer public relations services to Pitman. Board Member Koniecki will also attend the meeting.

**EMC**

Mrs. Roncace explained to the Board that she is researching other software vendors.

**Facilities Summer Work**

Dr. McAleer gave the Board an update on the status of summer facilities projects.

**Strategic Plan**

Dr. McAleer told the Board that he would like to present the final Strategic Plan at the September board meeting.

**NEW BUSINESS**

**Task Force on District Configuration**

Dr. McAleer reviewed the timeline, format and schedule for discussing alternative models for district configuration.

**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.*

No one spoke at this time.

**ADJOURNMENT**

Motioned by Board Member Savage

Second by Board Member Walker

“That the meeting is adjourned at 9:10 pm.”

Motion Approved, All in Favor

Respectfully Submitted by:  
Deborah J. Roncace, Board Secretary

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