



**PITMAN BOARD OF EDUCATION  
NOVEMBER 17, 2021  
7:00 PM – EXECUTIVE SESSION  
7:30 PM – PUBLIC MEETING**

**EXECUTIVE SESSION**

**PUBLIC MEETING AGENDA**

*Building on our unique traditions, the mission of the Pitman School District, in partnership with families and our community, is to educate all students through exceptional learning experiences to be discerning, ethical, confident citizens. It is the expectation of this school district that all pupils achieve the New Jersey Student Learning Standards at all grade levels.*

*Students, parents, community, and the Board of Education are responsible for sharing, pursuing, and achieving this vision.*

**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 Auditorium. The President shall entertain any objections, with support reasons, to the conduct of this meeting on the grounds it violates the Open Public Meetings Act.

**PRESENTATIONS**

PMS Media Class  
Staff Spotlight  
Safe Return Plan Revision ARP ESSER III Grant - Presentation and Public Comment

**PUBLIC HEARING – (15 minutes) (Agenda Items Only)**

*This is the first of two public comments we will have tonight. This is public comment and not a dialogue between the board and the public. You will have three minutes to speak and it's your opportunity to comment*

*or ask questions. At the close of public comment, we will respond as best as we can. If we do not have the information available at this time and if it is something we can share with you, we will get back to you.”*

## **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 20, 2021”

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 20, 2021”

### **PRESIDENT’S REPORT**

### **SUPERINTENDENT’S REPORT**

### **STUDENT REPRESENTATIVE REPORT - November Report**

### **OLD/NEW BUSINESS**

### **FINANCE & FACILITIES – Uyehara, Savage, Powell**

1. Suggested motion – “That all line-item transfers be approved for the month of October 2021.”
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 2021. 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 2021, 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 2021. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month of October 2021.”
5. Suggested motion – “That all bills are properly approved and certified to be paid.”

6. Suggested motion - “That the Pitman Board of Education approves the following transportation jointure with Delsea/Glassboro Board of Education for the 2021/2022 school year:

Date	Route	Destination	Cost
8/31/2021 - 6/30/2021	BBE01	Bankbridge Elementary	\$16,830.00
8/31/2021 - 6/30/2021	BBNS02	Bankbridge Regional	\$31,416.00
8/31/2021 - 6/30/2021	SP06	Bankbridge Career Center	\$33,660.00
8/31/2021 - 6/30/2021	AC02	GCIT	\$44,793.00
8/31/2021- 6/30/2021	AC03	GCIT	\$48,080.00”

7. Suggested motion - “That the Pitman Board of Education enters into a Joint Transportation Agreement with GCSSSD for the 2021/2022 school year for the following routes:

Start/End Date	Route#	Destination	Cost
8/31/2021 - 6/30/2022	BB2	Bankbridge Regional	\$9,673.00
8/31/2021 - 6/30/2022	S7242	YALE Cherry Hill	\$25,915.00
8/31/2021 - 6/30/2022	S7545	GCIT	\$9,405.00
8/31/2021 - 6/30/2022	S7778	Bancroft - Mt Laurel	\$14,160.00
8/31/2021 - 6/30/2022	S7840	Archway	\$42,210.00”

8. Suggested motion – “That the Pitman Board of Education revises the authorization of the following signatories on the following accounts as of January 1, 2022:

Warrant Account	Board President, Board Secretary, Assistant Business Administrator, Account Specialist, Superintendent
Agency Account	Board Secretary, Assistant Business Administrator, Account Specialist, Superintendent
Payroll Account	Board Secretary, Assistant Business Administrator, Account Specialist, Superintendent
Student Activities Account	Superintendent, Board Secretary, Assistant Business Administrator, Account Specialist

Senior Class Account	Board Secretary, Assistant Business Administrator, Account Specialist, or Superintendent
Unemployment Account	Board Secretary, Assistant Business Administrator, Account Specialist, or Superintendent
Capital Project Account	Board Secretary, Assistant Business Administrator, Account Specialist, or Superintendent
Panther Club Account	Board Secretary, Assistant Business Administrator, Account Specialist, or Superintendent
Flex Spending Account	Board Secretary, Assistant Business Administrator, Account Specialist, or Superintendent”

9. Suggested motion - "That the Pitman Board of Education approves the Co-Operative Golf Program Agreement between Pitman Public Schools and Clayton Public Schools (LEA) for the 2021/2022 and 2022/2023 school years."

**CURRICULUM & INSTRUCTION – Powell, Pappalardo, Miller**

1. Student Statistics - October 2021

Date	Elementary	Middle	High	Out of District	Alternate	Total
10/31/21	547	256	324	15	0	1142
10/31/20	498	284	342	19	0	1143
9/30/21	544	254	324	16	0	1138

Suspensions/Reasons:

Inappropriate Behavior: 5  
 Substance Abuse: 3  
 Vandalism: 1

HIB

Reported: 1  
 Confirmed: 1

2. Fire and Lockdown Drills for the month of October 2021.

School	Date	Time of Drill	Type of Drill	Persons in Building	Persons Participating	Weather Conditions	Time Required
High School	10/14/21	9:20 AM	Fire Shelter in Place	348	348	Cloudy 63°	1:17 minutes
	10/15/21	11:25 AM		354	354	Sunny 82°	3:18 minutes

<b>Middle School</b>	10/11/21 10/15/21	9:45 AM 8:40A M	Fire Shelter in Place	280 291	280 291	Cloudy 64° Mostly Sunny 77°	12 minutes 3 hours
<b>Kindle School</b>	10/14/21 10/15/21 10/15/21	10:07 AM 10:00 AM 11:27 AM	Fire Shelter in Place Shelter in Place	202 200 197	202 200 197	Cloudy 66° Cloudy 68° Sunny 81°	1 minute 1 minute 3:30 minutes
<b>Memorial School</b>	10/15/21 10/15/21	9:20 AM 11:30 AM	Fire Shelter in Place	230 210	230 210	Sunny 63° Sunny 75°	3 minutes 3:40 minutes
<b>Walls School</b>	10/15/21 10/15/21	9:39 AM 11:34 AM	Fire Shelter in Place	187 187	187 187	Cloudy 66° Cloudy 66°	7 minutes 3:20 minutes

3. Suggested motion – “That additions to the Substitute List for the 2021/2022 school year be approved.
4. 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.”
5. Suggested motion – “That the Pitman Board of Education approves all field trips as submitted.”
6. Suggested motion—“That the Pitman Board of Education approves the submission of the Harassment, Intimidation and Bullying (HIB) Grades School Self Assessments - Statement of Assurances to the New Jersey Department of Education for the 2020/2021 school year.”
7. Suggested motion - “That the Pitman Board of Education approves the submission of the Gifted Service Report for the 2021/2022 school year (copy on file in the Board of Education Office).”
8. Suggested motion - “That the Pitman Board of Education approves the submission of the Remote Learning Plan for the 2021/2022 school year to the County of Office of Education (posted on district website).”
9. Suggested motion - “That the Pitman Board of Education approves the submission of the ESSA (formerly ESEA) consolidated Grant amendment - SIA (originally approved on June 23, 2021).”
10. Suggested motion - “That the Pitman Board of Education approves the Seminar “Restorative Discipline: Decrease the Need for Traditional Discipline and Increase Instructional Minutes” Grades 6-8 on February 18, 2022 for a live online event for an all-inclusive price estimate for 1-75 participants at a cost of \$3,524.00.”
11. Suggested motion - “That the Pitman Board of Education approves Tracey Pinque to provide CPR training on November 22, 2021, for a total of seven (7) hours at a rate of \$39.00 per hour, and at a cost of \$18.00 per person, for up to 10 winter coaches/volunteers, and on December 7, 2021 for up to 10 staff members.”

12. Suggested motion - "That the Pitman Board of Education approves the submission of the Title I Comparability Report for the 2021/2022 school year."
13. Suggested motion - "That the Pitman Board of Education retroactively approves the below listed student(s) for homebound instruction as follows:

Student ID#	Hours of Instruction	Duration
8232174199	Up to 10 hours/week	10/7/21-6/17/22
5063830872	Up to 10 hours/week	10/19/2021-1/18/22
5943969025	Up to 10 hours/week	10/27/2021-1/18/222

14. Suggested motion – "That the Pitman Board of Education approves the following leave(s) of absence:

Employee	Location	Type of Leave	FMLA/FLA	Dates
14041560	High School	Personal	<b>FMLA:</b> 9/20/21-10/4/21	<b>Paid Sick Days:</b> 9/20/21-10/4/21 AM <b>Paid Personal Days:</b> 10/4/21/ PM
14149124	Kindle	Personal	<b>FMLA:</b> 11/22/21-1/24/22	<b>Paid Sick Days:</b> 11/22/21-1/24/22
66510066	High School	Maternity	<b>FMLA Revised:</b> 11/2/21-1/28/22 <b>Originally Approved:</b> 11/15/21-2/11/22 <b>FLA:</b> 2/21/22-5/13/22	<b>Paid Sick Days Revised:</b> 11/2/21-12/15/21 <b>Unpaid Days Revised:</b> 12/16/21-5/13/22 <b>Originally Approved:</b> <b>Paid Sick Days:</b> 11/15/21-1/5/22 <b>Unpaid Days:</b> 1/6/22-5/13/22

15. Suggested motion – "That the Pitman Board of Education approves the appointment of Michele Roemer, Interim School Business Administrator/Board Secretary for the Pitman School District, no less than two (2) days per week and no more than four (4) days per week, not to exceed 25 days in any given month, at a per diem rate of \$525.00 (no benefits), effective December 6, 2021 through June 30, 2022, for the 2021/2022 school year at the recommendation of the Superintendent. Contract approved by the Executive County Superintendent. Salary in accord with the agreement with the Pitman Board of Education."
16. Suggested motion – "That the Pitman Board of Education approves Michelle Roemer, Business Administrator/Board Secretary, for the following appointments for the 2021/2022 fiscal school year effective January 1, 2022.

- 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. Public Records Officer
- d. Title IX Coordinator

17. Suggested motion - “That the Pitman Board of Education approves the job description of Assistant School Business Administrator.”
18. Suggested motion - “That the Pitman Board of Education approves Shannon Monteith as a substitute Preschool Aide at Memorial School on an as needed basis at a rate of \$13.00 per hour (timesheets).”
19. Suggested motion – “That the Pitman Board of Education approves the appointment of Nancy Sanker, Part Time Instructional Aide at Memorial School, effective on or about November 18, 2021 through June 30, 2022, for the 2021/2022 school year, (pending receipt of proper paperwork) 29.5 hours per week, at an hourly rate of \$13.15 (Step J/0 Credits), at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association.”
20. Suggested motion – “That the Pitman Board of Education approves the appointment of Katherine Grady, Part Time Instructional Aide at Memorial School, effective November 29, 2021 through June 30, 2022, for the 2021/2022 school year, (pending receipt of proper paperwork) 11 hours per week, at an hourly rate of \$16.64 (Step A/Degree), at the recommendation of the Superintendent. Salary in accord with the negotiated agreement with the Pitman Education Association.”
21. Suggested motion – “That the Pitman Board of Education employs the following personnel for Panther Club effective on or about November 18, 2021 through June 30, 2022 for the 2021/2022 school year, at the recommendation of the Superintendent of Schools (Account #62-105-100-101/106).

<b>Counselor</b>	
<b>Name</b>	<b>Rate</b>
Sophia Pfeffer (pending receipt of proper paperwork)	\$13.00/hr.”

22. Suggested motion - “That the Pitman Board of Education approves Ken Kirkland to provide counseling services on an as needed basis at a rate of \$50.00 per hour for the 2021/2022 school year.”
23. Suggested motion - “That the Pitman Board of Education approves the resignation of Kyle Chrzanowski, Custodian at Pitman Middle School, effective December 16, 2021.”
24. Suggested motion - “That the Pitman Board of Education approves the following District Resiliency Team Members to be paid with ESSER II - Learning Acceleration funds (Account #20-484-219-110-00-0-000):

<b>Name</b>	<b>Stipend</b>
Matthew Elmuccio	\$500.00
Jessica Morrone	\$500.00
Cynthia Thompson	\$500.00
Alicia Walsh	\$500.00
Sarah Weng	\$500.00”

25. Suggested motion - “That the Pitman Board of Education approves the following after school STEM academy teachers (Spring 2022) (Account #20-484-100-101-00-B-000) and Visual Art Project academy teachers (Winter/Spring 2022) (Account #20-484-100-101-00-A-000) to be paid with ESSER II - Learning Acceleration Funds:

<b>Teacher</b>	<b>School/Grades</b>	<b>Hours</b>	<b>Rate</b>
Robin Arabia (VPA)	Middle School (Grades 6-8) Kindle School (Grades 2-5)	Up to 12.5 (each)	\$39.00/hr.
Christina Gargano Lupo (VPA)	Walls School (Grades 2-5)	Up to 12.5	\$39.00/hr.
Joseph Lippincott (VPA)	High School (Grades 9-12)	Up to 12.5	\$39.00/hr.
Michelle Tucci (STEM)	Middle School (Grades 6-8)	Up to 12.5	\$39.00/hr.
Norman Van Fossen (STEM)	Middle School (Grades 6-8)	Up to 37.5	\$39.00/hr.”

26. Suggested motion - “That the Pitman Board of Education approves the following Extra Service Contracts for the 2021/2022 school year. Stipend in accord with the agreement with the Pitman Education Association (*Italics – In-house*):

<b>High School</b>		
<i>Aliana Katz</i>	Auditorium Manager (effective 11/1/21 - 6/30/22)	\$4,258.00 prorated
<i>Fred Georgette</i>	Freshman Boys’ Basketball Coach	\$4,563.00”

27. Suggested motion - “That the Pitman Board of Education approves the following volunteer coaches for the 2021/2022 school year (*Italics-In-house*):

<b>Volunteer Coach</b>	
<i>Sarah Smythe</i> (pending receipt of proper paperwork)	Swimming
<i>Eric Stafford</i>	Boys’ Basketball”

28. Suggested motion - “That the Pitman Board of Education approves Washington Township High School and Salem County Vocational Technical School to join the Tri-County Conference in the Fall of 2022.”

29. Suggested motion – “That the Pitman Board of Education approves the following clinical/field work assignments during the 2021/2022 and 2022/2023 school years:

<b>Name/University</b>	<b>Co-Operating Adm./Teacher/Counselor</b>	<b>Dates</b>	<b>Location</b>
Madison Pidliskey	Christina Skanes	January 18, 2022 -	Middle School



Marshall University		May 31, 2022	
Christina Skanes Wilmington University	Kristen Stewart	January 2022 - May 2023 (300 hours)	Middle School”

**COMMUNICATION & POLICY - Pappalardo, Wilson-Doherty, Martin**

1. Suggested motion - “That the Pitman Board of Education approves the revision of the Safe Return Plan as part of the American Rescue Plan ESSER grant application.”
2. Suggested motion - “That the Policy listed below be approved for **second** reading:

POLICIES/REGULATIONS READINGS 11/17/21	
SECOND READING	
Policy 2425	Emergency Virtual or Remote Instruction Program (M)(New)”

3. Suggested motion - “That the Policies/Regulations listed below be approved for **first** reading:

POLICIES/REGULATIONS READINGS 11/17/21	
FIRST READING	
Policy 1648.13	School Employee Vaccination Requirements (M)(New)
Policy/Regulation 5751	Sexual Harassment of Students (M)(Revised)”

**PUBLIC HEARING – (15 minutes)**

*This is public comment and not a dialogue between the board and the public. You will have three minutes to speak and it’s your opportunity to comment or ask questions. There will not be a back and forth exchange between the speaker and the Board. At the close of public comment, we will respond as best as we can. If we do not have the information available at this time and if it is something we can share with you, we will get back to you.”*

**ADJOURNMENT**

The next Board of Education Meeting is scheduled for Wednesday, December 15, 2021, 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.*