



**PITMAN BOARD OF EDUCATION
FEBRUARY 17, 2021
7:00 P.M. – EXECUTIVE SESSION
7:30 P.M. – PUBLIC MEETING
(Virtual Per Governor’s Executive Order)**

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. Because the Governor of the State of New Jersey has declared a public health emergency, the Board of Education shall conduct a virtual meeting utilizing a conference call. Members of the public desiring to listen to and participate in the Board of Education meeting will be able to access the virtual meeting by following the directions posted on the district website.

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

PUBLIC HEARING – (15 minutes)

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. Commenters may send their written questions and remarks via email to boepublichearing@pitman.k12.nj.us. We ask that you only send one message during each comment period. During the meeting public comment via email will be monitored, and comments and questions will be read aloud into the public record. At the close of public comment, we will respond to questions to the best of our ability. If we do not have the information available at that time and, if appropriate, 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, January 6, 2021 Reorganization Meeting/Regular Meeting
Wednesday, January 20, 2021 Regular Meeting”

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

Wednesday, January 20, 2021 7:03 p.m.”

COMMITTEE REPORTS

Communication and Policy Committee - February 2021
Chairperson - Darlene Powell

Curriculum, Instruction, & Personnel Committee - February 2021
Chairperson - Bonnie Savage

Finance and Facilities Committee - February 2021
Chairperson - Robert Uyehara

SUPERINTENDENT’S REPORT

STUDENT REPRESENTATIVE REPORT - February 2021

OLD/NEW BUSINESS

FINANCE & FACILITIES COMMITTEE – Uyehara, Savage

1. Suggested motion – “That all line-item transfers be approved for the month of January 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 January 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 January 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 January 2021. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month of January 2021.”
5. Suggested motion – “That all bills are properly approved and certified to be paid.”
6. Suggested motion – “That the Student Fund Report be accepted and approved for the month of January 2021.”
7. Suggested motion - “That the Pitman Board of Education approves the School Business Administrator to post, advertise, and receive bids for the 2021/2022 school year.”
8. Suggested motion - “That the Pitman Board of Education accepts the donation/grant of goods and services from Golf Fore Autism in the amount of \$3,500.00 for the 2020/2021 school year.”
9. Suggested motion - “That the Pitman Board of Education enters into a contract with Gloucester County Vocational-Technical School District for use of pool and locker room for the 2020/2021 school year (half year) in the amount of \$3,732.50 (\$150.00 increase from 2019/2020 school year).”
10. Suggested motion - “That the Pitman Board of Education approves the following resolution:

**RESOLUTION OF THE BOARD OF EDUCATION OF THE
PITMAN SCHOOL DISTRICT
IN THE COUNTY OF GLOUCESTER, NEW JERSEY
AUTHORIZING THE SUBMISSION OF OTHER CAPITAL PROJECT DOCUMENTS
TO THE NEW JERSEY DEPARTMENT OF EDUCATION**

RESOLVED that the Pitman School District Board of Education approves the following project:

Partial Window Replacement at Pitman MS - FVHD #5296-DOE #4140-075-21-2000

BE IT FURTHER RESOLVED that the District’s Architects, Fraytak Veisz Hopkins Duthie, P.C., be authorized to submit the above project to the NJ Department of Education for approval on the District’s behalf.

BE IT FURTHER RESOLVED that the above project be approved as A Other Capital projects@ as defined in N.J.A.C. 6A:26 B The District will not seek State funding for the above project.

BE IT FURTHER RESOLVED that amendments to the Long-Range Facilities Plan by Fraytak Veisz Hopkins Duthie, P.C. to incorporate the above project be approved.

11. “That the Pitman Board of Education approves the Business Administrator to post, advertise and receive bids for Partial Window Replacement at Pitman MS - FVHD #5296-DOE #4140-075-21-2000.”
12. “That the Pitman Board of Education approves the Business Administrator to post, advertise and receive bids for cafeteria/kitchen equipment.”
13. “That the Pitman Board of Education approves the Corporate Resolution for Use of Facsimile Signature, Signature Authorization and Indemnification Agreement/Resolution, and Authorized Signers with Ocean First Bank for the Warrant Account as attached.”

CURRICULUM, INSTRUCTION, & PERSONNEL COMMITTEE – Savage, Miller, Powell

1. Student Statistics January 2021:

Date	Elementary	Middle	High	Out of District	Alternate	Total
1/31/21	499	283	338	20	0	1140
1/31/20	568	315	315	25	0	1265
12/31/20	497	283	339	20	0	1139

Suspensions/Reasons: 0

HIB

Reported: 0

Confirmed: 0

2. Fire and Lockdown Drills for the month of January 2021:

School	Date	Time of Drill	Type of Drill	Persons in Building	Persons Participating	Weather Conditions	Time Required
High School	1/21/21	9:29 AM	Fire	167	167	Cloudy 32°	1 minute
	1/22/21	8:29 AM	Bomb Threat	170	170	Sunny 35°	4 minutes
	1/26/21	10:22 AM	Fire	175	175	Cloudy 35°	1 minute
	1/28/21	8:42 AM	Bomb Threat	172	172	Sunny 27°	5 minutes

Middle School	1/12/21	10:15 AM	Lockdown	Virtual/ Verbal	Virtual/Verbal		
	1/12/21	11:45 AM	Lockdown	Virtual/ Verbal	Virtual/Verbal		
	1/19/21	9:22 AM	Remote	Remote	Remote		
	1/19/21	9:27 AM	Remote	Remote	Remote		
Kindle School	1/19/21	10:50 AM	Fire	98	98	Cloudy 41°	1.5 minutes
	1/22/21	11:45 AM	Fire	120	120	Partly Sunny 37°	2 minutes
	1/26/21	9:05 AM	Lockdown	122	122	Cloudy 34°	5 minutes
	1/28/21	10:34 AM	Lockdown	118	118	Cloudy 28°	5 minutes
Memorial School	1/15/21	12:38 PM	Fire	75	75	Cloudy 51°	2 minutes
	1/19/21	9:05 AM	Fire	70	70	Sunny 36°	3 minutes
	1/21/21	10:30 AM	Lockdown	75	75	Cloudy 34°	4 minutes
	1/29/21	12:38 PM	Lockdown	68	68	Sunny 27°	3 minutes
Walls School	1/21/21	10:08 AM	Fire	81	81	Sunny 36°	4 minutes
	1/22/21	10:21 AM	Bomb Threat	88	88	Sunny 43°	5 minutes
	1/25/21	11:57 AM	Fire	95	95	Overcast 34°	3 minutes
	1/26/21	9:07 AM	Bomb Threat	87	87	Overcast 35°	5 minutes

3. Suggested motion – “That additions to the Substitute List for the 2020\2021 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 the Use of Facilities as attached.”
6. Suggested motion - “That the Pitman Board of Education ratify the agreement between the Pitman Board of Education and the Pitman Education Association for following school years:

July 1, 2019 - June 30, 2020
July 1, 2020 - June 30, 2023”
7. Suggested motion – “That the Pitman Board of Education accepts the resignation of Erin Cunningham, French Teacher at Pitman High School, effective on or about March 30, 2021.”
8. Suggested motion - “That the Pitman Board of Education approves the retirement resignation, with regret, of Dare Euler, Teacher at W.C.K. Walls School, effective June 30, 2021.”
9. Suggested motion - “That the Pitman Board of Education approves the admission of regular tuition student(s) for the 2021/2022 school year.”

10. Suggested motion – “That the Pitman Board of Education approves the student(s) listed below for homebound instruction as follows:

Student ID#	Hours of Instruction	Duration	Rate
3002783340	10 hours per week	2/3/21- 2/26/21 (approximately four weeks)	\$36.00/hr.”

11. Suggested motion - That the Pitman Board of Education retroactively approves the following transfer(s) effective February 16, 2021:

Employee Name	Assignment/Location	New Assignment/Location
Deborah Vencius	FT Instructional Aide/Memorial	FT Instructional Aide/Walls”

12. Suggested motion – “That the Pitman Board of Education approves the following Extra Service Contracts for the 2020/2021 school year (pending contract negotiations). Stipend in accord with the negotiated agreement with the Pitman Education Association. (*Italics – In-house*):

Name	Position	Stipend
<i>John Hopely</i>	Baseball Varsity Head Coach	\$6,702.00
Ronald Myers	Baseball JV Assistant Coach	\$5,360.00
Dan McAteer (pending receipt of proper paperwork)	Baseball Freshman Coach	\$4,563.00
<i>Carrie Schwank</i>	Softball Varsity Head Coach	\$6,702.00
<i>Michael (Chris) Thomas</i>	Softball Assistant Coach	\$5,360.00
Fred Georgette	Tennis Boys Varsity Head Coach	\$6,081.00
<i>Matthew Newcomb</i>	Track & Field Boys Varsity Head Coach	\$6,702.00
<i>Robert Tender</i>	Track & Field Boys Varsity Assistant Coach	\$5,360.00
<i>Matthew Elmuccio</i>	Track & Field Girls Varsity Head Coach	\$6,702.00
<i>Daniel Ward</i>	Track & Field Girls Varsity Assistant Coach	\$5,360.00”

13. Suggested motion – “That the Pitman Board of Education approves the following volunteer coaches/advisors for the 2020/2021 school year (*Italics – In-house*):

Name	Position
Gene Reid	Baseball Varsity Coach's Aide
Brenna Linder	Softball Varsity Coach's Aide
Tom Slenkamp	Tennis Coach's Aide"

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

Employee	Location	Type of Leave	FMLA/FLA	Dates
89503668	Memorial	Medical/FFCRA	N/A	Revised Unpaid Leave: 12/8/20-6/17/21 Previously approved: 12/8/20-12/23/20 (unpaid leave)
14127393	Kindle	Medical	FMLA: N/A FLA: 1/11/21-4/5/21	Revised: 1/11/21-1/12/21 (paid family illness) 1/15/21-2/5/21 (unpaid leave) 2/8/21-6/30/21 (intermittent unpaid) Previously approved: 1/11/21-1/12/21 (paid family illness) 1/15/21-6/30/21 (unpaid leave)
19826858	High School	Medical	FMLA: Revised: 1/13/21-2/3/21 (paid sick days) Previously Approved: 1/13/21-2/16/21 (paid sick days)	Revised: 1/13/21-2/3/21 (paid sick days) Previously Approved: 1/13/21-2/16/21 (paid sick days)
62048574	Middle School	Medical	FMLA: 1/26/21-2/9/21	1/26/21-2/9/21 (paid sick days)
71982078	High School	Child Rearing	FMLA: 4/12/21-6/17/21 FLA: 6/7/21-6/17/21	4/12/21-5/14/21 (paid sick days) 5/17/21-6/17/21 (unpaid leave)"

COMMUNICATION & POLICY – Powell, Wilson-Doherty, Pappalardo

1. Bylaw 0145 Board Member Resignation and Removal (M) (Revised)

Info: Bylaw 0145 addresses when a Board member must resign, must be removed, or may be removed from the Board in accordance with New Jersey statute. This Bylaw has been revised to remove the option provided to a Board to only count “regular” Board meetings when attempting to remove a Board member for missing three consecutive meetings in accordance with N.J.S.A. 18A:12-3. The revision broadens a Board’s authority to remove a Board member who misses three consecutive meetings without good cause. In addition, the revised Bylaw Guide indicates a Board member will be provided at least forty-eight hours’ notice in advance of the meeting in which a vote is to be taken to remove the member.

Suggested motion - “That Bylaw 0145 (M)(Revised) be approved for **first** reading.”

2. Bylaw 0164.6 Remote Public Board Meetings During a Declared Emergency (M)(New)

Info: P.L. 2020, c.34 authorized the Director of the Division of Local Government Services to promulgate emergency regulations codified as N.J.A.C. 5:39-1.1 through 1.7 establishing standard protocols for conducting remote public Board meetings during a Governor-declared state of emergency. This new Bylaw 0164.6 is in compliance with the new administrative code and the LFN 2020-21. The administrative code provides several options for a Board conducting a remote public Board meeting during a declared emergency.

The Board must:

- 1. Determine if the Board will require members of the public to state, prior to providing public comment, if they wish to speak and to identify themselves prior to speaking – Bylaw 0164.6, Section D.2.b.;*
- 2. Designate a school official responsible for creating the meeting agenda to accept public comments in advance of the remote public meeting – Bylaw 0164.6, Section D.6.a.;*
- 3. Determine if the Board will accept public comment during the remote meeting via text messages – Bylaw 0164.6, Section D.6.b.; and*
- 4. Establish a reasonable time limit for each public comment made during the remote public meeting and to read each written comment submitted to a designated official prior to the remote public meeting. A reasonable time limit for individual public comment is typically between three and five minutes – Bylaw 0164.6, Section D.6.c.*

This Bylaw is only mandated if a Board of Education conducts remote public Board meetings during this Governor-declared emergency. Therefore, it is recommended a Board that conducts remote public Board meetings suspend Bylaw 0131 requiring two readings for adoption in order to adopt this Bylaw with one reading at the next Board meeting.

Suggested motion - “That Bylaw 0164.06 (M)(Revised) be approved for **first** reading (second reading not required).”

3. **Bylaw 0131 Bylaws and Policies**

Suggested motion - “That Bylaw 0131 that requires two readings to adopt a Bylaw or Policy be suspended, and adopt Bylaw 0164.06 with one reading to be in compliance with the new emergency regulations regarding remote meetings held during a Governor-declared emergency, N.J.A.C. 5:39-1.1 through 1.7, promulgated by the Department of Community Affairs.”

PUBLIC HEARING – (15 minutes)

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ADJOURNMENT

The next Board of Education Meeting is scheduled for Wednesday, March 3, 2021 Budget Development/Action Meeting and will be virtual.

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.