



**PITMAN BOARD OF EDUCATION
JANUARY 20, 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 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 website. 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

[2019-2020 Audit](#)
HIB Semi-Annual Report

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 date listed below are approved as printed and reading dispensed with:

Wednesday, December 16, 2020”

COMMITTEE REPORTS

Communication and Policy Committee -
Chairperson - Darlene Powell

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

Finance and Facilities Committee - January 2021
Chairperson - Robert Uyehara

SUPERINTENDENT’S REPORT

STUDENT REPRESENTATIVE REPORT - January 2021

OLD/NEW BUSINESS

FINANCE & FACILITIES COMMITTEE - Uyehara, Koniecki, Savage

1. Suggested motion – “That all line-item transfers be approved for the months of November 2020 and December 2020.”

(Backup materials - F&F-1)

(Backup materials - F&F-2)

2. Suggested motion – “That the Board Secretary’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the months of November 2020 and December 2020. 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.”

(Backup materials - F&F-3)

(Backup materials - F&F-4)

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 months of November 2020 and December 2020 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 months of November 2020 and December 2020. The Treasurer’s Report and Board Secretary’s Report are in agreement for the months of November 2020 and December 2020.”

(Backup materials - F&F-5)

(Backup materials - F&F-6)

5. Suggested motion – “That all bills are properly approved and certified to be paid.”

(Backup materials - F&F-7)

6. Suggested motion – “That the Student Fund Report be accepted and approved for the months of November and December 2020.”

(Backup materials - F&F-8)

(Backup materials - F&F-9)

7. Suggested motion – “That the Pitman Board of Education approves the 2020/2021 Purchasing Manual.”

(Backup materials - F&F-10)

8. Suggested motion – “That the Pitman Board of Education accepts the 2019/2020 Audit as presented and approves submission (no findings) to the state and county offices.”
9. Suggested motion – “That the Pitman Board of Education approves the Professional Development contract for Inspired Instruction, LLC, for seven half day asynchronous workshops (best practices in math and ELA blended learning, assessment, and learning practices in blended learning, and alternative assessment practices for specialists) to be delivered via Google Classroom at a cost of \$8,400.00 (purchased through Title IIA funds).”
10. Suggested motion - “That the Pitman Board of Education approves the Professional Development contract for Reimagine Education Group for six one-hour online workshops (to include hybrid, distance, and blended learning) at a cost of \$4,995.00 (purchased through Title IIA funds).”
11. Suggested motion- “That the Pitman Board of Education approves a transfer from Fund balance 10-770 (fund 10) to Fund 40 in the amount of \$333.00 to clear a deficit from the 2017/2018 school year.”
12. Suggested motion- “That the Pitman Board of Education approves the amendment to the CARES Emergency Relief Grant from \$121,385.00 to \$128,016.00 as attached.”

(Backup materials - F&F-11)

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

1. Student Statistics December 2020:

Date	Elementary	Middle	High	Out of District	Alternate	Total
12/31/20	497	283	339	20	0	1139
12/31/19	571	316	356	25	0	1268
11/30/20	498	283	339	19	0	1139

Suspensions/Reasons: 0

(Backup materials CI&P-1)

2. HIB:
 Reported: 0
 Confirmed: 0

3. Fire and Lockdown Drills for the month of December 2020:

School	Date	Time of Drill	Type of Drill	Persons in Building	Persons Participating	Weather Conditions	Time Required
High School	12/11/20	8:30 AM	Shelter in Place	167	167	Sunny 48°	7 minutes
	12/14/20	10:00 AM	Fire	25	25	Cloudy 44°	3 minutes
	12/15/20	9:40 AM	Shelter in Place	25	25	Sunny 39°	5 minutes
Middle School	12/14/20*	10:00 AM	Fire	N/A	N/A	N/A	N/A
	12/18/20*	10:10 AM	Fire	N/A	N/A	N/A	N/A
	12/21/20*	8:35 AM	Shelter in Place	N/A	N/A	N/A	N/A
	12/23/20*	11:25 AM	Shelter in Place	N/A	N/A	N/A	N/A
*Drills scheduled, but not held due to remote instruction at the Middle School.							
Kindle School	12/8/20	9:45 AM	Fire	110	110	Cloudy 38°	5 minutes
	12/10/20	9:45 AM	Fire	106	106	Sunny 44°	5 minutes
	12/14/20	10:35 AM	Lockdown	93	93	Rainy 40°	2 minutes
	12/18/20	9:40 AM	Lockdown	101	101	Cloudy 29°	2 minutes
Memorial School	12/8/20	10:45 AM	Shelter in Place	80	80	Cloudy 36°	4 minutes
	12/11/20	12:38 PM	Shelter in Place	70	70	Sunny 55°	4 minutes
	12/14/20	8:45 AM	Fire	75	75	Rain 43°	3 minutes
	12/18/20	12:38 PM	Fire	70	70	Cloudy 34°	3 minutes
Walls School	12/10/20	12:20 PM	Non-Fire Evacuation	81	81	Sunny 50°	5 minutes
	12/14/20	12:20 PM	Non-Fire Evacuation	71	71	Rainy 44°	5 minutes
	12/18/20	11:18 AM	Fire	81	81	Sunny 34°	4 minutes
	12/21/20	10:50 AM	Fire	74	74	Cloudy 37°	4 minutes

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.”

(Backup materials CI&P-2)

5. Suggested motion - “That the Pitman Board of Education approves the submission of the Addressing Student Learning Loss New Jersey Department of Education competitive grant.”
6. Suggested motion — “That the Pitman Board of Education approves the following out of district placement(s) by the Special Services Department for the 2020/2021 school year:

Student ID	Placement	Duration	Tuition Cost	One-on-One Aide
1548830562	CRESS	1/12/20 - TBD (10 hours per week)	\$66.00/hour	N/A”

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

Employee	Location	FMLA/FLA/FFCRA	Type of Leave	Dates
19826858	High School	FMLA	Medical	Paid Sick Days: 1/13/21-2/16/21
14218911	Memorial	FFCRA	N/A	Paid (10 days): 12/8/20, 12/10/20-12/15/20, 12/17/20-12/23/20
14154025	Middle School	FFCRA	N/A	Paid (2 days): 12/14/20-12/15/20
14054274	Memorial	FMLA	Medical	Paid Sick Days: Revised Request: 10/7/20-1/31/21 Original Request: 10/7/20-12/23/20
14047823	Memorial	FMLA	Medical	Paid Sick Days: 10/2/20-11/3/20 Paid Personal Days (donated time): 11/11/20-12/23/20 Revised Request: 10/2/20-12/23/20 Intermittent: 1/4/21-TBD Original Request: 10/2/20-12/23/20

14127393	Kindle	FLA: 1/11/21 - 4/5/21	Medical	Paid Family Illness Days: 1/11/21, 1/12/21 Unpaid Leave: 1/15/21 - 6/30/21
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8. Suggested motion - “That the Pitman Board of Education rescinds the approval of the following high school academic teachers for a sixth teaching assignment for the 2020/2021 school year:

Teacher	Subject
Alice Contravo Michael C. Thomas	Special Education”

9. Suggested motion—“That the Pitman Board of Education approves the following high school academic teacher to be compensated at a rate of \$2,315.00 for a sixth teaching assignment for the 2020/2021 school year (as per negotiated agreement with Pitman Education Association - pending contract negotiations):

Teacher	Subject
Steven Cooke	Special Education”

10. Suggested motion - “That the Pitman Board of Education approves the extension of the appointment of Eileen Rothstein, Fifth Teacher at W.C.K. Walls School (remote), effective September 2, 2020 through on or about March 31, 2021, for the 2020/2021 school year, at a prorated salary of \$49,897.00 BA/Step 7, with benefits, at the recommendation of the Superintendent of Schools. Salary in accord with the negotiated agreement with the Pitman Education Association (pending contract negotiations).

11. Suggested motion - “That the Pitman Board of Education approves the appointment of Kerry Burke, Language Arts Replacement Teacher, at Pitman Middle School, effective on or about January 25, 2021 through June 17, 2021, for the 2020/2021 school year, at a prorated salary of \$51,847.00 BA/Step 8, no benefits (pending receipt of proper paperwork), at the recommendation of the Superintendent of Schools. Salary in accord with the negotiated agreement with the Pitman Education Association (pending contract negotiations).”

(Backup materials CI&P-3)

12. Suggested motion — “That the Pitman Board of Education approves the following Extra Service Contracts for the 2020/2021 school year. Stipend in accord with the agreement with the Pitman Education Association (*Italics – In-house*). Approval and amounts are based on current budget and proposed state aid amounts. If the district budget is reduced, stipend positions may be reduced or removed. Stipend positions are contingent upon school being open and the stipend duties being able/permitted to be performed. If duties cannot be performed due to school closure, stipend payments will be prorated for time served in role.”

High School		
Name	Position	Stipend
<i>Matthew Newcomb</i>	Swimming Head Coach	\$6,702.00
<i>Robert Tender</i>	Swimming Assistant Coach	\$5,360.00
<i>Matthew Elmuccio</i>	Winter Track Head Coach	\$6,702.00”

13. Suggested motion - “That the Pitman Board of Education approves the following Extra Service contract for the 2020/2021 school year. Stipend in accord with the agreement with the Pitman Board of Education (*Italics – In-house*). Approval and amount are based on current budget and proposed state aid amounts. If the district budget is reduced, stipend positions may be reduced or removed. Stipend positions are contingent upon school being open and the stipend duties being able/permitted to be performed. If duties cannot be performed due to school closure, stipend payments will be prorated for time served in role.”

High School		
Name	Position	Stipend
<i>Daniel Ward</i>	Winter Track Assistant Coach	\$5,360.00”

14. Suggested motion - “That the Pitman Board of Education approves the stipend in the amount of \$350.00 for years of service be paid to the following support staff member (paid at 15, 30 and 45 years):

Name	Position	Years of Service
Leslie Dove	PT Instructional Aide	30”

COMMUNICATION & POLICY COMMITTEE - Powell, Wilson-Doherty, Pappalardo

1. Policy 2431 Athletic Competition (M)(Revised)

Info: This Policy is revised due to a new law requiring school districts that include any of the grades six through twelve to establish and implement an emergency action plan for responding to a serious or life-threatening sports-related injury sustained while participating in sports and other athletic activities. The title of Regulation 2341.1 has been revised to “Emergency Procedures for Sports and other Athletic Activity” to align with the new language in N.J.S.A. 18A:40-41.11 and 18A:40-41.12. Regulation 2431.1 Section C. “Emergency Procedures” is now titled “Emergency Action Plan and Procedures” and has been revised to align with the language from the new law and outlines all of the requirements placed on school districts by N.J.S.A. 18A:40-41.11.

Suggested motion - “That Policy 2431 Athletic Competition (M)(Revised) be approved for **second** reading.

2. Regulation 2431.1 Emergency Procedures for Sports and Other Athletic Activity (M)(Revised)

Suggested motion - “That Regulation 2431.1 Emergency Procedures for Sports and Other Athletic Activity (M)(Revised) be approved for **second** reading.”

(Backup materials C&P-1)

PUBLIC HEARING – (15 minutes)

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 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.

ADJOURNMENT

The next Board of Education Meeting is scheduled for Wednesday, February 17, 2021, 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.