



**PITMAN BOARD OF EDUCATION
OCTOBER 21, 2020
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 state of emergency that requires school buildings and offices to be closed, 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 Violence and Vandalism Report
2019/2020 Student Assessment Performance

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. 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 Regular Pitman Board of Education Regular Meeting as held on the dates listed below are approved as printed and reading dispensed with:

August 25, 2020
September 16, 2020”

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:

September 16, 2020”

PRESIDENT’S REPORT

COMMITTEE REPORTS

Communication and Policy Committee - October Report
Chairperson - Darlene Powell

Curriculum, Instruction, & Personnel Committee - October Report
Chairperson - Bonnie Savage

Finance and Facilities Committee - October Report
Chairperson - Robert Uyehara

SUPERINTENDENT’S REPORT

STUDENT REPRESENTATIVE REPORT

OLD/NEW BUSINESS

FINANCE & FACILITIES COMMITTEE – Uychara, Walker, Savage

1. Suggested motion – “That all line-item transfers be approved for the months of August and September 2020.”
2. Suggested motion – “That the Board Secretary’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the months of August and September 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.”
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 August and September 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 August and September 2020. The Treasurer’s Report and Board Secretary’s Report are in agreement for the months of August and September 2020.”
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 September 2020.”
7. Suggested motion - “That the Pitman Board of Education approves the Budget Preparation Calendar for the 2021/2022 school year.”
8. Suggested motion - “That the Pitman Board of Education approves Occupational Health Service Agreement with Inspira Health Network Urgent Care, P.C. for the 2020/2021 school year.”
9. Suggested motion - “That the Pitman Board of Education approves the Affiliation Agreement for Student Interns between Rowan University and the Pitman Board of Education for the 2020/2021 school year.”
10. Suggested motion - “That the Pitman Board of Education approves the Pitman School District as part of the Seamless Summer Option Program for the 2020 fiscal year. (Agreement# 01504140).”

11. Suggested motion - “That the Pitman Board of Education approves the Pitman School District in the Waiver to Request Meal Pattern Flexibility in the Seamless Summer Option (SSO), national Lunch Program (NSLP) and School Breakfast Program (SBP) during school year 2020/2021.”
12. Suggested motion - “That the Pitman Board of Education enters into a Parental Contract with Sherry DiTonno for Route - P1 to Archbishop Damiano from September 2, 2020 through June 30, 2021. Total contract cost \$3,800.00.”
13. Suggest motion - “That the Pitman Board of Education enters into a Joint Transportation Agreement with Gateway Regional High School District for the following routes:

Start/End Date	Route #	Destination	Cost
7/1/20-6/30/21	N/A	Field Trip/Athletic Events	\$50,000.00 (approx)”

14. Suggested motion - “That the Pitman Board of Education approves Gloucester County Special Services School district for Professional Services in the 2020/2021 school year.”
15. “Suggested motion - “That the Pitman Board of Education enters into a Transportation Agreement with Gloucester County Special Services School District for the 2020/2021 school year for the following routes:

Start/End Date	Route#	Destination	Cost
10/5/2020 - 10/5/2020	S7583	Bancroft	\$500.00 per diem”

16. “Suggested motion - “That the Pitman Board of Education rescind the Transportation Agreement with Gloucester County Special Services School District for the 2020/2021 school year for the following routes:

Start/End Date	Route#	Destination	Cost
10/5/2020 - 10/5/2020	S7583	Bancroft	\$500.00 per diem”

17. Suggested motion - “That the Pitman Board of Education enters into a Transportation Agreement with Camden County Special Services School District for the 2020/2021 school year for the following routes:

Start/End Date	Route#	Destination	Cost
10/6/2020 - 6/30/2020	West Berlin	Bancroft	\$339.00 per diem”

18. Suggested motion – ““That the Pitman Board of Education approves the following resolution:

Resolution
Approving Submission of Comprehensive Maintenance Plan

For Years 2018/19, 2019/20, and 2020/21/ M-1 20/21

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Pitman School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid, and

Now, Therefore, Be It Resolved, that the Pitman School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan/M1 for the Pitman School District in compliance with Department of Education requirements.”

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

1. Student Statistics September 30, 2020:

Date	Elementary	Middle	High	Out of District	Alternate	Total
9/30/20	498	285	342	19	0	1144
9/30/19	568	315	354	24	0	1261
9/16/20	500	285	341	18	0	1144

Suspensions/Reasons: 0

HIB:

Reported: 0

Confirmed: 0

2. Fire and Lockdown Drills for the month of September 2020:

School	Date	Time of Drill	Type of Drill	Persons in Building	Persons Participating	Weather Conditions	Time Required
High School	9/16/20	2:00 PM	Fire	59	59	Cloudy 72°	3:45 minutes
	9/22/20	1:54 PM	PA System Check	64	64	Partly Cloudy 74°	
Middle School	9/16/20	1:04 PM	Shelter in Place	38	38	Clear 79°	4 minutes
	9/23/20	2:52 PM	Fire	42	42		5 minutes
Kindle School	9/21/20	1:55 PM	Fire	30	30	Sunny 64°	1 minute
	9/28/20	1:43 PM	PA System Check	28	28	Sunny 79°	1 minute

Memorial School	9/15/20	11:15 AM	Fire Security Drill	55	55	Cloudy 61° Cloudy 70°	3 minutes
	9/24/20	11:05 AM		52	52		4 minutes
Walls School	9/14/20	12:34 PM	Fire PA System Check	228	22	Sunny 76°	3 minutes
	9/22/20	1:25 PM		32	32		

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 approves the Memorandum of Agreement between the Pitman Board of Education and the Pitman Police Department for the 2020/2021 school year, (documentation on file in the Board of Education Office).”
7. Suggested motion – “That the Pitman Board of Education approves the following leave(s) of absence:

Employee	Location	Dates	Type of Leave	Dates
14113914	Middle School	10/5/20-12/23/20	FFCRA Childcare Leave, FFCRA Emergency Paid Sick Leave	Paid Leave 80 hours under emergency paid sick/childcare leave <i>10/5/2020-10/16/2020</i> Personal Days <i>10/19/20 - 10/21/20</i> 2/3 pay per federal leave <i>10/22/20 - 12/23/20</i>
89503668	Memorial	10/7/20-12/23/20	Medical/ FFCRA	Sick Days <i>10/7/20-11/10/20 (.5)</i> Personal Days <i>11/10/20 (.5)-11/11/20,</i> <i>11/12/20 , 11/13/20 (.5)</i> Family Illness Days <i>11/13/20 (.5), 11/16/20 (.5)</i> FFCRA Paid Leave <i>11/16/20 (.5) - 12/7/20</i> Unpaid Leave <i>12/8/20-12/23/20</i>
14107866	Memorial	Revised <i>9/8/20-10/22/20</i> Original Request	Medical	Sick Days Revised <i>9/8/20 - 10/22/20</i> Previously Approved <i>9/8/20-9/22/20”</i>

		9/8/20-9/22/20		
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8. Suggested motion—“That the Pitman Board of Education approves the following high school academic teachers 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
Lauren Mecholsky Matthew Newcomb	English Language Arts
Matthew Elmuccio Stacie Hess Michael Yeager	Math
Paul Blass Kevin Casey Erica Crowley	Social Studies
Suzanne Granato-Castro Shelly Nichols	Spanish
Alice Contravo Kandice Hanrahan Michael C. Thomas	Special Education”

9. Suggested motion – “That the Pitman Board of Education approves Gloucester County Vocational-Technical School District’s tuition for the 2020/2021 school year, for the following programs, (students on file in the Board Office):

Program	Amount	# of Students
Career – Technical Program	\$2,502.00	per student (53 students)
Career - Technical Program (½ time)	\$1,251.00	per student (1 student)”

10. Suggested motion — “That the Pitman Board of Education approves the following out of district placements by the Special Services Department for the 2020/2021 school year:

Student ID	Placement	Tuition Cost	One-on-One Aide
6556554389	GCSSSD	\$40,320.00	N/A
8232174199	GCSSSD	\$40,320.00	\$41,580.00
7716307925	GCSSSD	\$40,320.00	N/A
5163357883	GCSSSD	\$40,320.00	\$41,580.00
4148404710	GCSSSD	\$40,320.00	N/A
3625578259	GCSSSD	\$40,320.00	N/A
3518765023	GCSSSD	\$42,210.00	N/A

2447690478	GCSSSD	\$64,080.00	N/A
1610693978	GCSSSD	\$40,320.00	N/A
1775082782	GCSSSD	\$40,320.00	N/A”

11. Suggested motion — “That the Pitman Board of Education approves the following Ed Stability placements for the 2020/2021 school year:

Student ID	Placement	Residential District	Tuition Cost
1671836331	PreK 3 - Memorial	National Park	\$15,000.00
5724868413	PreK 3 - Memorial	National Park	\$15,000.00
9442338392	3rd Grade - Walls	National Park	\$16,330.00”

12. Suggested motion — “That the Pitman Board of Education approves the following out of district service proposal for an Educational Interpreter during the 2020/2021 ESY program:

Student ID	Days	Total days	Fee	Total Cost
2447690478	2/days	10/days	\$353.00/day	\$3,530.00”

13. 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
8358736477	2 hours per week	10/19/20 - through the remainder of the school year”

14. Suggested motion - “That the Pitman Board of Education approves Lisa Lyons, Teacher, as a homebound instructor at a rate of \$36.00 per hour beginning October 19, 2020, through the remainder of the school year.”

15. Suggested motion — “That the Pitman Board of Education approves Educere course as follows:

Student ID	Course	Total Cost
2244629209	DCQSP4746	\$199.50”

16. Suggested motion - “That the Pitman Board of Education approves the job description of Proctor for the 2020/2021 school year.”

17. Suggested motion - “That the Pitman Board of Education approves Rebecca Moody, Director of Curriculum and Instruction, as Gifted and Talented Coordinator for the 2020/2021 school year.”

18. Suggested motion - “That the Pitman Board of Education approves the submission of the Gifted Service Report for the 2020/2021 school year (copy on file in the Board of Education Office).”
19. Suggested motion - “That the Pitman Board of Education approves the following Anti-Bullying Coordinator and Anti-Bullying Specialists for the 2020/2021 school year:

Position	Location	Name
Anti-Bullying Coordinator	District	Rebecca Brill Moody
Anti-Bullying Specialists	Kindle Memorial Walls Middle School High School	Erica Davidson Cynthia Thompson Alicia Walsh Christina Skanes Jeffrey McAfee”

20. Suggested motion - “That the Pitman Board of Education rescinds the appointment of the following Content Area Leader for the 2020/2021 school year effective September 28, 2020 (approved in August 2020):

Name	Position	Stipend
<i>Tracey Pinque</i>	K-12 Physical Education/Health	\$1,500.00”

21. Suggested motion - “That the Pitman Board of Education approves the following Content Area Leaders for the 2020/2021 school year. Stipend to be paid through Title II grant funds and local funds (*Italics – In-house*):

Name	Position	Stipend
<i>Melissa Bianchini</i>	K-12 Physical Education/Health	\$1,500.00 prorated
<i>Sarah Mickle</i>	K-12 Visual Performing Arts	\$1,500.00 prorated”

22. Suggested motion - “That the Pitman Board of Education retroactively approves an increase in hours for the following cafeteria staff effective September 14, 2020:

Name	From	To
Virginia DeSimine	7.5 hours per week	14 hours per week”

23. Suggested motion—“That the Pitman Board of Education retroactively approves the following transfer for the 2020/2021 school year effective September 29, 2020:

Employee Name	From	To
Kellianne Barr	Panther Club Site Leader/ Kindle School	Panther Club Site Leader/ W.C.K. Walls School”

24. Suggested motion — “That the Pitman Board of Education approves Paul Schnetzler as the On-Call Emergency After-Hours Contact, at a rate of \$30.00 per hour, as needed for the 2019/2020 school year.”
25. 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 (pending contract negotiations) (*Italics – In-house*):

High School		
Renee Post	Fall Drama	\$3,829.00
Renee Post	Musical Director	\$3,829.00
Patricia Perez (pending receipt of proper paperwork)	Musical Assistant Director	\$2,295.00
Ronald Myers	Boys’ Basketball Head Coach	\$6,702.00
Fred Georgette	Freshman Boys’ Basketball Coach	\$4,563.00
<i>Eugene Reid</i>	Boys’ Basketball Assistant Coach	\$5,360.00
David Smith	Wrestling Head Coach	\$6,702.00
Jeffrey D. Smith	Wrestling Assistant Coach	\$5,360.00

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

Volunteer Coaches	
Kyle Leach	Soccer Coach’s Aide
Bill Cioffi	Wrestling Assistant Coach
Lewis Fowler	Wrestling Assistant Coach
Mark Camma	Wrestling Coach’s Aide
Will Cioffi	Wrestling Coach’s Aide”

27. Suggested motion - “That the Pitman Board of Education approves the following volunteers/advisors/supervisors for the 2020/2021 school year (*Italics-In-house*):

High School Volunteers	
<i>Doris Cioffi</i>	Fellowship of Christian Athletes

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

Name	Position	Stipend
<i>Paul Blass</i>	Mock Trial Advisor	\$1,000.00
<i>Leonard Sheridan</i>	School Year Printing	\$8,872.00 (prorated thru December 2020)”

29. Suggested motion - “That the Pitman Board of Education approves the termination of Robert Willins, Bus Driver for the Pitman School District, effective September 24, 2020.”

30. Suggested motion - "That the Pitman Board of Education approves the Shared Service contract with Deptford Board of Education for the bus driver on Pitman 1, at a rate of \$195.00 per diem."
31. Suggested motion - "That the Pitman Board of Education approves the appointment of Philip Verespy, Music Teacher at Pitman High School, effective on or about January 4, 2021 through June 30, 2021, for the 2020/2021 school year, at a salary of \$53,747.00 BA/Step 9 with benefits, at the recommendation of the Superintendent of Schools (pending contract negotiations). Salary in accord with the negotiated agreement with the Pitman Education Association."
32. Suggested motion – "That the Pitman Board of Education employs the following personnel for Panther Club effective or or about October 19, 2020 through June 30, 2021, for the 2020/2021 school year (pending contract negotiations and receipt of proper paperwork), at the recommendation of the Superintendent of Schools (Account #62-105-100-101/106).

Site Leaders (Contracted)				
Name	School	Position	Rate	Hours/Week
Jamie Ciarrocchi	Kindle	AM	\$14.00	7.75
Jamie Ciarrocchi	Kindle	PM	\$14.00	18"

33. Suggested motion – "That the Pitman Board of Education retroactively employs the following personnel for Panther Club effective October 5, 2020 through June 30, 2021, for the 2020/2021 school year, at the recommendation of the Superintendent of Schools (Account #62-105-100-101/106).

Counselors (Time Sheets)	
Name	Rate
Emma Coles <i>(pending receipt of proper paperwork)</i>	\$12.00/hr.
Emma Coslop <i>(pending receipt of proper paperwork)</i>	\$12.00/hr.
Angela Faustino	\$12.00/hr.
Emily Faustino	\$12.00/hr.
Cali Folker	\$12.00/hr.
Lexy Folker	\$12.00/hr.
Carmella Grasso <i>(pending receipt of proper paperwork)</i>	\$12.00/hr.
Hannah Kehoe	\$12.00/hr.
Erin Kelly <i>(pending receipt of proper paperwork)</i>	\$12.00/hr.
Kayla Wentzel <i>(pending receipt of proper paperwork)</i>	\$12.00/hr."

34. Suggested motion – "That the Pitman Board of Education approves the appointment of the following Substitute Bus Driver for the 2020/2021 school year:

Name	Position	Rate
John Madigan	Substitute Bus Driver	\$26.25/hr."

35. Suggested motion - "That the Pitman Board of Education approves the following dues and athletic ticket prices for the 2020/2021 school year:

Tri-County Conference Dues - \$1,760.00;

Tri-County Conference tickets for athletic events: \$3.00 for Adults; \$2.00 for Students, Senior Citizens, and Military Personnel;

West Jersey Football League Varsity Football Games; \$4.00 for Adults"

COMMUNICATION & POLICY – Powell, Wilson-Doherty, Pappalardo

1. Policy 1648.03 Restart and Recovery Plan - Full Time Remote Instruction (M)(New)

Info: On June 26, 2020, the New Jersey Department of Education (NJDOE) published "The Road Back - Restart and Recovery Plan for Education" (NJDOE Guidance), a guidance document for reopening New Jersey schools in September 2020 during the COVID-19 pandemic. School districts are required to develop a Restart and Recovery Plan (Plan) for the reopening of schools for September 2020 that is consistent with the NJDOE Guidance.

The Plan includes items a school district should incorporate into their Plan referred to as "anticipated minimum standards" in the NJDOE Guidance and identifies those areas where the school district must develop protocols that best fit the district's local needs.

*Suggested motion - "That Policy 1648.03(M)(New) be approved for **second** reading."*

2. Policy 3282 - Use of Social Networking Sites (New)

3. Policy 4282 - Use of Social Networking Sites (New)

Info: The Commissioner of Education has determined inappropriate conduct by a school staff member outside their professional responsibilities may be considered conduct unbecoming a staff member. Therefore, school staff members are advised to be concerned with such conduct which may include, but are not limited to, communications and/or publications using e-mails, text-messaging, social networking sites, or any other medium that is directed and/or available to pupils or for public display.

*Suggested motion - "That Policy 3282(New) and Policy 4282 (New) be approved for **second** reading."*

4. Policy 2464 Gifted and Talented Students (M)(Revised)

Info: This mandated Policy is revised to address changes in the law regarding Gifted and Talented education, effective for the 2020/2021 school year. It outlines requirements placed on schools regarding their "Gifted and Talented Education Programs". The revisions include requirements regarding the accessibility and development of the Gifted and Talented Education Program, submission of an annual report to the New Jersey Department of Education (NJDOE), a complaint procedure for individuals who believe the district has violated N.J.S.A. 18A:35-34 through 18A:35-39, and notice requirements for the district's policy on "Gifted and Talented Education Programs".

*Suggested motion - "That Policy 2464 (M)(Revised) be approved for **first** reading."*

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 (Special Meeting) is scheduled for Monday, November 2, 2020 (virtual meeting - conference call).

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.