

## PITMAN BOARD OF EDUCATION SEPTEMBER 16, 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

#### 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 <u>boepublichearing@pitman.k12.nj.us</u>. 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:

Wednesday, August 19, 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:

Wednesday, August 19, 2020"

#### PRESIDENT'S REPORT

#### **COMMITTEE REPORTS**

Communication and Policy Committee -Chairperson - Darlene Powell

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

Finance and Facilities Committee -Chairperson - Robert Uyehara

## SUPERINTENDENT'S REPORT

#### STUDENT REPRESENTATIVE REPORT

#### **OLD/NEW BUSINESS**

## FINANCE & FACILITIES COMMITTEE – Uyehara, Walker, Savage

- 1. Suggested motion "That all line-item transfers be approved for the month of July."
- 2. Suggested motion "That the Board Secretary's Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of July 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 month of July 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 July 2020. The Treasurer's Report and Board Secretary's Report are in agreement for the month of July 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 August 2020."
- 7. Suggested motion "That the Pitman Board of Education retroactively approves the Business Administrator to solicit Bid via competitive contracting for an Out of District Bus Route BB-1."
- 8. Suggested motion "That the Pitman Board of Education reject Bids for Bus Route BB-1 pursuant to 18A:18A-22 (a) (b), the lowest bid substantially exceeds cost estimates for the goods, or services and the lowest bid substantially exceeds the board of education's appropriation for the good or services. The board may re-bid this project at a later date. McGough \$776.00 per diem or \$139,680.00 for the 2020/2021 school year."
- 9. Suggested motion "That the Pitman Board of Education approves the Seamless Summer Option Application Packet submitted, Agreement number: 01504140."
- 10. Suggested motion "That the Pitman Board of Education approves Educere to provide educational services for the 2020/2021 school year: Educere, LLC."
- Suggested motion "That the Pitman Board of Education approves a contract for software implementation with PaySchools. QuickApps Annual Agreement for \$1,795.00 and Remote Installation, Setup & Training for \$600.00 totaling \$2,395.00."

- 12. Suggested motion "That the Pitman Board of Education approves the corrective action plan for the School Nutrition Procurement."
- 13. Suggested motion "That the Pitman Board of Education approves the Procurement Review of the School Food Authority's School Nutrition Program completed by PKF O'Connor Davies for the 2018-2019 school year ."
- 14. Suggested motion "That the Pitman Board of Education approves the Game Workers Pay rate per event for the 2020/2021 school year."
- 15. Suggested motion "That the Pitman Board of Education enters into a Joint Transportation Agreement with Delsea Regional High School District for the 2020/2021 school year for the following routes:

Start/End Date	Route#	Destination	Cost
9/1/2020 - 6/30/2021	AC01	GCIT	\$37,224.00"

16. 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
9/8/2020 - 6/30/2021	S7562	Charles Stratton School	\$31,230.00
9/8/2020 - 6/30/2021	S7558	Archway	\$33,831.00
9/8/2020 - 6/30/2021	S7561	Bancroft - Mt Laurel	\$29,691.00
9/29/2020 - 6/30/2021	S6884	YALE Cherry Hill	\$60,346.80'

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

1. Student Statistics September 2020:

Date	Elementary	Middle	High	Out of	Alternate	Total
				District		
9/16/20	500	285	341	18	0	1144
9/18/19	568	318	354	24	0	1264
6/30/20	559	314	351	25	1	1250

Suspensions/Reasons: 0

2. Suggested motion – "That additions to the Substitute List for the 2020/2021 school year be approved."

- 3. 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."
- 4. 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	ESY Tuition Cost	ESY Additional Services	Tuition Cost	Additional Services
5063830872	YALE	N/A	N/A	\$57,456.00	N/A"

- 5. Suggested motion "That the Pitman Board of Education approves the admission of regular tuition students for the 2020/2021 school year."
- 6. Suggested motion—"That the Pitman Board of Education approves the Annual Standing Medical Orders as outlined in N.J.A.C. 6:29 for approved job description for the position of School Nurse."
- 7. Suggested motion—"That the Pitman Board of Education approves the Annual School Nursing Services Plan which provides for a certified nurse in each school building as outlined in N.J.A.C. 6A:16-2.1 (e) 1, as follows:
  - 1. Christina Lawrence is assigned to Pitman High School
  - 2. Shana Redkoles is assigned to Pitman Middle School
  - 3. Susan Rosenberger is assigned to Kindle School
  - 4. Barbara Hess is assigned to Memorial School
  - 5. Sarah Weng is assigned to Walls School"
- 8. Suggested motion "That the Pitman Board of Education approves the following curricula for the 2020/2021 school year (on file in the Board of Education office):

School	Course	Level(s)/Grade
HS	Drama	9-12
ES	4th Grade Social Studies: NJ	4
ES	Elementary Social Studies Supplemental Resources Library	K-5
ES	Elementary Science Supplemental Resources Library	K-5
PK-12	School Counseling Curriculum/Character Education (Social-Emotional Learning)	PK-12
MS	Media I	6-8
ES	Creative Curriculum	РК
ES	Phonics/Word Study	РК

ES	Mathematics	РК
6-12	Science: ELA Companion Standards	6-12
	Resources Repository	
6-12	Social Studies: ELA Companion Standards	6-12
	Resources Repository	
6-12	Technology: ELA Companion Standards	6-12
	Resources Repository	
HS	CBI Instructional Framework	9-12
MS	Financial Literacy	6-8
HS	ELA I-II	9-12
HS	Spanish: Culture and Conversation	9-12
MS	ELA Lab Resources	6-8
MS/HS	History of Disabled and LGBT Persons	6-12
HS	Math I-III	9-12"

- 9. Suggested motion "That the Pitman Board of Education retroactively approves the appointment of Eileen Rothstein, Fifth Teacher at W.C.K. Walls School (remote), effective September 2, 2020 through on or about January 31, 2021, for the 2020/2021 school year, at a prorated salary of \$49,897.00 BA/Step 7, with benefits, and also be approved for emergent hiring 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 of Schools. Salary in accord with the negotiated agreement with the Pitman Education Association (pending contract negotiations)."
- 10. Suggested motion "That the Pitman Board of Education retroactively approves the appointment of Robert Willins, Part-Time Bus Driver, effective September 8, 2020 through June 30, 2021, for the 2020/2021 school year, 29.75 hours per week, at an hourly rate of \$21.00, with benefits, and also be approved for emergent hiring 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 of Schools. Salary in accord with the negotiated agreement with the Pitman Board of Education (pending contract negotiations)."
- 11. Suggested motion "That the Pitman Board of Education approves the following Part-Time Instructional Aide (maximum of 29.5 hours per week) effective September 1, 2020, for the 2020/2021 school year, at the recommendation of the Superintendent of Schools (pending contract negotiations):

Name	Hours	Salary/Step
Aaron Miller	29.5 wk	\$12.69/I/0 Credits"

- 12. Suggested motion "That the Pitman Board of Education retroactively accepts the resignation of Christine Giessubel, Library Aide at W.C.K. Walls School, effective August 26, 2020."
- 13. Suggested motion "That the Pitman Board of Education retroactively accepts the resignation of Kelly Rollins, Part Time Instructional Aide at W.C.K. Walls School, effective August 31, 2020."
- 14. Suggested motion "That the Pitman Board of Education accepts the resignation of Steven Carey, Music Teacher at Pitman High School, effective October 19, 2020."

15. Suggested motion - "That the Pitman Board of Education rescinds the following Extra Service contracts for the 2020/2021 school year effective October 19, 2020 (previously approved at the July 15, 2020 and August 19, 2020 meetings) :

	High School			
Steven Carey	Marching Band Director	\$6,415.00		
		(to be prorated)		
Steven Carey	Content Area Leader: K-12 Visual Performing Arts	\$1,500.00		
		(to be prorated)"		

- 16. Suggested motion That the Pitman Board of Education rescinds the appointment of Christine Ware, Panther Club Site Leader at W.C.K. Walls School, for the 2020/2021 school year (previously approved at the May 20, 2020 meeting)."
- 17. Suggested motion –"That the Pitman Board of Education retroactively approves an adjustment in salary for the following staff member effective September 1, 2020:

Name	Location	Degree/Step	Salary
Kevin Casey	High School	MA+30 Step 18 to MA+45 Step 18	\$89,580.00 (Salary pending negotiated agreement with the PEA)"

18. Suggested motion – "That the Pitman Board of Education approves the following leaves of absences:

Employee	Location	Type of Leave	FMLA/FLA	Dates
13949524	High School	Medical	Not Eligible	9/9/2020-9/23/2020 (paid sick leave)
22634349	High School	Medical	Not Eligible	9/18/2020-10/23/2020: 9/18/2020-10/1/2020 (paid sick leave) 10/2/2020-11/13/2020 (unpaid leave)
67028829	Middle School	FFCRA - Emergency Paid Sick Leave	N/A	9/1/2020-9/14/2020 (paid no time charged)
14107866	Memorial	Medical	FMLA	9/8/2020-9/22/2020 (paid sick leave)"

19. Suggested motion - That the Pitman Board of Education approves the following transfers effective September 1, 2020:

Employee Name	Assignment/Location	New Assignment/Location		
Elizabeth Altamuro	Basic Skills/Memorial	Grade 3/Walls		

Kim Bridges	Basic Skills/Kindle/Walls	Grade 2/Kindle
Samantha Cangiano	Grade 1/Walls	Grade 1/ Remote (Walls)
Katherine Hoh	Grade 3/Walls	Grade 3/ Remote (Walls)
Laura Malinowski	Grade 4/Kindle	Grade 4/ Remote (Kindle)
Jennifer Massari	Grade 2/Kindle	Grade 4/Kindle
Laura Rodi	Basic Skills/Kindle	Grade 2/ Remote (Kindle)"

20. 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*) (pending contract negotiations):

High School		
Michael Finley	Freshman Class Advisor (0.5)	\$523.00
Shelly Nichols	Freshman Class Advisor (0.5)	\$523.00
Kandice Hanrahan	Sophomore Class Advisor (0.5)	\$673.50
Patrick Polimeni	Sophomore Class Advisor (0.5)	\$673.50
Paul Blass	Junior Class Advisor (0.5)	\$1,335.00
Jessica Morrone	Junior Class Advisor (0.5)	\$1,335.00
Carrie Schwank	Senior Class Advisor (0.5)	\$1,320.00
Jeffrey McAfee	Senior Class Advisor (0.5)	\$1,320.00
Sarah Mickle	Choral Director Tri-M	\$3,829.00
Erin Cunningham	Key Club Advisor (0.5)	\$837.50
Stacie Hess	Key Club Advisor (0.5)	\$837.50
Lauren Mecholsky	National Honor Society	\$1,340.00
Jessica Morrone	SADD Advisor	\$1,357.00
Shelly Nichols	Student Council Advisor	\$2,296.00
Joseph Lippincott	National Art Honor Society Advisor	\$1,227.00
Lauren Mecholsky	Yearbook Advisor (0.5)	\$2,967.50
Michael Finley	Yearbook Advisor (0.5)	\$2,967.50
Middle School		
Robert DiTizio	8th Grade Class Advisor	\$862.00
Bethany Lawlor	MS Newspaper Advisor (0.5)	\$767.00
Jennifer Cuesta	MS Newspaper Advisor (0.5)	\$767.00
Nicole Weber	MS Memory Book Advisor	\$1,534.00
Jennifer Cuesta	Masquers Advisor	\$4,214.00
Jon Botbyl	MS Band Advisor	\$4,214.00
Sarah Mickle	MS Chorus Advisor	\$3,102.00
Laurie Boyle	MS Builders' Club (0.5)	\$628.50
Michelle Tucci	MS Builders' Club (0.5)	\$628.50
Christina Skanes	MS Mentor Club	\$1,404.00
Amanda Esposito	MS Student Council Advisor	\$1,437.00

21. 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
Jaclyn Schanz	PEP Kindle Enrichment	\$3,483.00
Stacy Specht	PEP Walls Enrichment	\$3,483.00
Michelle Tucci	PEP MS Enrichment	\$3,483.00
Robert DiTizio	PEP MS Enrichment	\$3,483.00"

22. Suggested motion- "That the Pitman Board of Education approves the increase in hourly rate (due to increase in minimum wage) for the following cafeteria staff for the 2020/2021 school year at the recommendation of the Superintendent of Schools:

Name	Position	Rate	Rate as of January 2021
Virginia DeSimine	Cafeteria Staff	\$11.00/hr.	\$12.00/hr.
Erika Morton	Cafeteria Staff	\$11.00/hr.	\$12.00/hr.
Deborah Riccardelli	Cafeteria Staff	\$11.00/hr.	\$12.00/hr."

23. Suggested motion - "That the Board of Education approves the following stipends for the 2020/2021 school year. Stipend in accord with the agreement with the Pitman Board of Education (*Italics – In-house*):

Name	Position	Stipend
Brian Burton	Boiler License	\$ 500.00
Kyle Chrzanowski	Boiler License	\$ 500.00
David Hampton	Custodian-In-Charge \$ 750.	
David Hampton	Boiler License \$ 50	
Paul Maden	Boiler License \$ 50	
Paul Pike	Boiler License \$ 50	
Daniel Reader	Boiler License \$ 500.0	
Christopher Williams	Boiler License \$ 500.00	

24. 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 members (paid at 15, 30 and 45 years):

Name	Position	Years of Service
Jeffrey Flood	Maintenance	30
Paul Pike	Custodian	15"

25. 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		
Carrie Schwank	Fellowship of Christian Athletes	
Aliana Katz Jeffrey McAfee	Gay/Straight Alliance	

Jeffrey McAfee	Pitman Rocks"
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26. Suggested motion - "That the Pitman Board of Education approves the revised Panther Club schedule/fees for the 2020/2021 school year:

Panther Club Schedule/Fees 2020/2021		
September 2020 – June 2021	\$7.00 \$11.00	
Early Dismissal Days	\$ 10.00"	

27. Suggested motion – "That the Pitman Board of Education employs the following personnel for Panther Club effective September 1, 2020 through June 30, 2021 for the 2020/2021 school year (pending contract negotiations), at the recommendation of the Superintendent of Schools (Account #62-105-100-101/106).

Site Leaders (Contracted)				
Name School Position Rate Hours/Week				
Kellianne Barr	Kindle	AM	\$16.50	7.75
Kellianne Barr	Kindle	PM	\$16.50	18
Jessica Romer	Memorial	AM	\$15.75	7.75
Jessica Romer	Memorial	Extended	\$15.75	21.75 "

28. Suggested motion - "That the Pitman Board of Education approves the following Game Workers on an as needed basis for the 2020/2021 school year:

Name	Position(s)
Laura Blass	Ticket Seller
Paul Blass	Ticket Seller, Ticket Taker, Football Clock, Event Staff
Ryan Blass	Ticket Taker, Football Film
Jennifer Coles	Wrestling Clock
Erin Cunningham	Ticket Seller, Ticket Taker, Scorebook
Kandice Hanrahan	Ticket Seller, Ticket Taker
John Hopely	Ticket Seller, Ticket Taker, Event Staff, Scorebook, Clock
John Kraemer	Football Announcer
Ron Myers	Event Staff
Michelle Natali-Muldoon	Ticket Seller, Ticket Taker, Event Staff
Denise Pallies	Ticket Seller, Ticket Taker, Wrestling Clock
Tracey Pinque	Ticket Seller, Ticket Taker, Event Staff
Carrie Schwank	Ticket Seller, Ticket Taker, Event Staff, Scorebook, Clock
Bethany Shivers	Ticket Seller, Ticket Taker
Jeff Smith	Basketball Clock
Chris Thomas	Ticket Taker, Event Staff'

29. Suggested motion - "That the Pitman Board of Education approves the following physician(s) to cover Pitman football home games for the 2020/2021 season:

Name	Dates
Dr. Sean Sussman Inspira Urgent Care	10/9/20, 10/16/20, 11/26/20"

- 30. Suggested motion -"That the Pitman Board of Education approves the 2021 Senior Class Trip to Orlando, Florida on April 27, 2021 – May 1, 2021, to confirm reservation and secure the dates; at a revised cost per student of approximately \$1,599.00 (originally approved on March 18, 2020 at an approximate cost of \$1,659.00 per student)."
- 31. Suggested motion "That the Pitman Board of Education approves Holly MacNeil and Nicole Seczech, Bayada employed nurses, to assist a student (NJSSID 8358736477) while in attendance on school property."

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

- 1. Policy 1648 Restart and Recovery Plan (M) (New)
- 2. Policy 1648.02 Remote Learning Options for Families (M) (New)
- 3. 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 (M)(New) and Policy 1648.02 (M)(New) be approved for **second** reading." Suggested motion - "That Policy 1648.03(M)(New) be approved for **first** reading."

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

## 5. 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 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 <u>boepublichearing@pitman.k12.nj.us</u>. 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, October 21, 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.