

# PITMAN SCHOOL DISTRICT

## Board of Education Meeting

March 15, 2023

Open Public Meeting

Notice of Meeting per Sunshine Law Requirements

Executive Session

Pledge of Allegiance

Roll Call

### **PRESENTATIONS**

Budget Update

Public Comment

Correspondence

Approval of Minutes

February 15, 2023 Minutes

February 15, 2023 Executive Session Minutes

President's Report

Superintendent's Report

- HIB
- Security Drills

Student Representative Report

### **FINANCE & FACILITIES COMMITTEE – Grossman, Higbee-Ionno, Miller**

1. Recommend motion to approve all bills which are properly approved and certified to be paid.
2. Recommend motion to approve the renewal of the Software Support Contract with Computer Solutions, Inc. in the amount of \$10,728 for the 2023/2024 school year.
3. Recommend motion to accept the Building Capacity for Career Pathways in Comprehensive Schools grant in the amount of \$168,750 for the 2023/2024 school year.
4. Recommend motion to approve the submission of the year two application (2023/2024) for the Building Capacity for Career Pathways in Comprehensive Schools grant.

5. Recommend motion to accept the 2021/2022 audit and corrective action plan for food service and approve submission to the state and county offices.
6. Recommend motion to approve the following resolution for the Adoption of the 2023/2024 Tentative Budget:

**BE IT RESOLVED** that the tentative budget be approved for the 2023/2024 School Year using the 2023/2024 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenues	Debt Service	Total
<b>2023/2024 Total Expenditures</b>	\$23,635,737	\$2,841,364	\$759,600	\$27,176,536
<b>Less: Anticipated Revenues</b>	\$6,001,044	\$2,841,364	\$329,916	\$9,172,324
<b>Taxes to be Raised</b>	\$15,493,944	\$0	\$429,684	\$15,923,628

**WHEREAS**, the Pitman Board of Education in accordance with N.J.A.C. 6A:23A-14.2(d) will withdraw \$117,000 from maintenance reserve for the 2023/2024 budget, as reported in the district comprehensive maintenance plans, and

**WHEREAS**, the Pitman Board of Education in accordance with N.J.A.C. 6A:23A-14.1 will withdraw \$838,449 from Capital Reserve for the 2023/2024 budget,

**WHEREAS**, the Pitman Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

**WHEREAS**, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

**WHEREAS**, a Board of Education may establish an annual school year threshold of \$3,000 per staff member where Board approval shall be required in a given school year (July 1 through June 30); and

**WHEREAS**, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board Out of District Travel and Reimbursement Forms; and

**WHEREAS**, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

**WHEREAS**, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$45,000 for all staff and board members; now

**BE IT FURTHER RESOLVED**, that a public hearing be held Wednesday, May 3, 2023 at the Pitman High School Media Center in Pitman, New Jersey at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2023/2024 School Year.

**CURRICULUM & INSTRUCTION COMMITTEE – Pappalardo, Pote, Boulton**

## 1. Student Statistics February 2023:

Date	Elementary	Middle	High	Out of District	Alternate	Total
2/28/2023	557	253	324	15	0	1149
2/28/2022	554	259	329	16	0	1158
1/31/2023	559	253	324	15	0	1151

## Suspensions/Reasons:

Substance Abuse: 2

Inappropriate Behavior: 2

Threat: 1

2. Recommend motion to affirm that the Pitman Board of Education is in receipt of the District Harassment, Intimidation, and Bullying monthly report as presented by the Superintendent, and is in agreement with all actions taken in regard to the incidents reported at the February 15, 2023 meeting.
3. Recommend motion to approve 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. Recommend motion to approve the Use of Facilities as attached.
5. Recommend motion to approve all field trips as submitted.
6. Recommend motion to approve the revised school calendar for the 2022/2023 school year.
7. Recommend motion to approve the school calendar for the 2023/2024 school year.
8. Recommend motion to approve the submission of the 2019/2022 Comprehensive Equity Plan Annual Statement of Assurance for the 2023/2024 school year to the County Office of Education.
9. Recommend motion to approve the job description of Certified School Nurse.
10. Recommend motion to approve the resignation of Aaron Miller, part-time instructional aide at Pitman Middle School, effective March 20, 2023.
- 11. Recommend motion to approve the retirement resignation, with regret, of Rita Marquez-Williams, teacher at Pitman Middle School, effective February 1, 2023.**
- 12. Recommend motion to approve the resignation of Jennifer Williams, preschool teacher at Memorial School, effective March 17, 2023.**
- 13. Recommend motion to approve the retirement resignation, with regret, of Cindy Wood, part-time instructional aide at Pitman Middle School, effective May 31, 2023.**
- 14. Recommend motion to approve the resignation of Shannon Vallaster, secretary at Kindle School, effective June 14, 2023.**

- 15. Recommend motion to approve Paul Schnetzler as a part-time maintenance worker/groundskeeper for the Pitman School District effective February 22, 2023 (35 hours per week), at a prorated annual salary of \$46,228 based on Step G of the negotiated salary guide for Maintenance.

Background: Approved in February as a full-time maintenance worker/groundskeeper at a prorated annual salary of \$52,832 based on Step G of the negotiated salary guide for Maintenance.

- 16. Recommend motion to approve Leslie Repsher as a part-time (.50) basic skills math teacher at Pitman Middle School, effective March 13, 2023, at an annual prorated salary of \$28,494 based on Step 7 of the MA salary guide (\$56,987).

Background: Approved in February at an annual prorated salary of \$26,494 based Step 1 of the MA salary guide (\$52,987).

- 17. Recommend motion to approve Eileen Rothstein as a Replacement Teacher at Pitman Middle School effective April 5, 2023, at a prorated annual salary of \$48,710 based on Step 1 of the BA salary guide.

Background: Replacement for Norman Van Fossen.

- 18. Recommend motion to approve Thomas Harbora as a full-time maintenance worker/groundskeeper for the Pitman School District effective date to be determined (pending receipt of proper paperwork), at a prorated annual salary of \$49,332 based on Step N of the negotiated salary guide for Maintenance.**

- 19. Recommend motion to approve the following middle school special education teachers to be compensated at a rate of \$2,315 (prorated) for a sixth teaching assignment for the 2022/2023 school year:

<u>Teacher</u>	<u>Dates</u>
Melody Smythe	11/29/22 - 1/20/23 and 2/21/23 until filled
Joan Garyantes	1/17/23 - 2/17/23
Lori Staman	1/20/23 - until filled
Daniel Ward	1/25/23 - until filled

- 20. Recommend motion to approve the following teacher as mentor for first year teacher with the approved rate:

<u>Mentoree</u>	<u>Mentor</u>	<u>Stipend</u>
Sarah Baraldi	Diana Neff	\$550

- 21. Recommend motion to approve the following stipends for the 2022/2023 school year. Stipend in accord with the agreement with the Pitman Board of Education:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Christopher Sowinski	Boiler License	\$550 (prorated)

- 22. Recommend motion to approve to extend homebound services for the student listed below as follows:

<u>Student ID#</u>	<u>Hours of Instruction</u>	<u>Duration</u>	<u>Rate</u>
8484731270	5 hours/week	2/3/23-4/10/23	\$39/hr.

Background: Approved in February for services from 2/3/23-3/3/23.

23. Recommend motion to approve the student listed below for homebound instruction through CRESS - GCSSSD as follows:

<u>Student ID #</u>	<u>Hours of Instruction</u>	<u>Duration</u>	<u>Rate</u>
9411012907	2 hours/week	1/9/23-4/6/23	\$80/hr.
9411012907	5 hours (speech)	3/6/23-4/6/23	\$98/hr
9411012907	5 hours (OT)	3/6/23-4/6/23	\$98/hr.

24. Recommend motion to approve the assessment by CRESS - GCSSSD for the following student:

<u>Student ID #</u>	<u>Total Hours</u>	<u>Fee</u>
5626752185	1 hour	\$998

25. Recommend motion to approve the student listed below for homebound instruction through Brookfield Schools/Jefferson Health Program as follows:

<u>Student ID #</u>	<u>Duration</u>	<u>Rate</u>
2533998120	3/2/23-TBD	\$39/hr.

- 26. Recommend motion to approve Ashley McConnell, homebound instructor, to provide instruction to student #8358736477 effective February 28, 2023 through a date to be determined.**

27. Recommend motion to approve the following volunteer for the the 2023 spring musical:

<u>Name</u>	<u>Position</u>
Gabriella Will	Music Director/Conductor

28. Recommend motion to approve the following staff for STEM/STEAM Mental Health Club, up to eight hours, stipend up to \$125.60 (ESSER II-Learning Acceleration / Esser II Mental Health Funds):

<u>Name</u>	<u>Club</u>	<u>School/Grade(s)</u>
Jennifer Nicastro Instructional Aide	Walking Club	PMS/Grades 6-8
<b>Thomas McCarty 1:1 Nurse</b>	<b>Walking Club</b>	<b>PMS/Grades 6-8</b>

29. Recommend motion to approve the following staff for professional development - Phonics Instruction in the Leveled Book Classroom with Wiley Blevins - online webinar, February 22, 2023, 5:00-6:30 PM, stipend in the amount of \$58.50 each (ESSER II- PD 20-484-200-320-00-0-000):

Aimee Casey	Laura Pirrone
Christe Leaken	Lauren Plum
Carrie Parkin	

30. Recommend motion to approve the following Extra Service Contract for the 2022/2023 school year. Stipend in accord with the agreement with the Pitman Education Association:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Michael Snyder*	Baseball Freshman Coach	\$4,563

\*not a district employee

**31. Recommend motion to approve the following volunteer coach for the 2022/2023 school year:**

<b>Name</b> <b>Arthur Wharton*</b> *not a district employee	<b>Position</b> <b>Baseball</b>
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32. Recommend motion to approve the following Game Workers on an as needed basis for the 2022/2023 school year:

Melissa Bianchini  
Denise Pallies  
Matthew Smick

33. Recommend motion to approve the following leave(s) of absence:

Employee	Location	Type of Leave	FMLA/FLA	Dates
14096028	Walls	Medical	<b>FMLA:</b> <b>Original:</b> 9/12/22-12/1/22 <b>Revised:</b> 9/12/22-12/2/22	<b>Paid Sick Days Original:</b> 9/12/22-12/1/22 <b>Paid Sick Days Revised:</b> 9/12/22-4/13/23 <b>Unpaid:</b> 4/14/23-4/27/23
14154025	Middle School	Medical	N/A	<b>Paid Sick Days:</b> 2/15/23-6/14/23
13994413	Memorial	Medical	<b>FMLA:</b> 3/30/23-5/25/23	<b>Paid Sick Days:</b> 3/30/23-5/25/23

**COMMUNICATION & POLICY COMMITTEE – Higbee-Ionno, Farrell, Miller**

Public Comment

Adjournment

The next Board of Education Meeting is scheduled for Wednesday, April 19, 2023, 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.*