

PITMAN SCHOOL DISTRICT

Board of Education Workshop Meeting

October 12, 2022

AGENDA

Open Public Meeting

Notice of Meeting per Sunshine Law Requirements

Pledge of Allegiance

Roll Call

Public Comment

Correspondence

Approval of Minutes

September 6, 2022 Minutes Special Meeting

September 6, 2022 Minutes Closed Session

September 21, 2022 Minutes and Executive Session Minutes

September 21, 2022 Minutes Closed Session

President's Report

Superintendent's Report

1. Preschool
 2. Student Performance/QSAC
 3. HIB
 4. District Communication
 5. Community Meeting/Strategic Plan
 6. Workshop Sessions/Board Action Meetings
- Security Drills (Attachment)

Student Representative Report

Presentations

- Introduction of New Staff Members
- 2021/2022 Violence and Vandalism Report
- 2021/2022 Student Assessment Performance

A. Finance & Facilities Committee (R. Uyehara, D. Powell, R. Higbee-Ionno)

1. Recommend motion to approve line item transfers for the months of August 2022 and September 2022. (Backup materials F&F-1 and F&F-2)

2. Recommend motion to approve the Board Secretary's Report which is in accordance with 18A: 17-36 and 18A: 17-9 for the months of August 2022 and September 2022. 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-2 and F&F-3)
3. Recommend motion to approve the Board of Education certification, 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 2022 and September 2022 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. Recommend motion to approve the Treasurer's Report which is in accordance with 18A: 17-36 and 18A: 17-9 for the months of August 2022 and September 2022. The Treasurer's Report and Board Secretary's Report are in agreement for the months of August 2022 and September 2022. (Backup materials F&F-4 and F&F-5)
5. Recommend motion to approve all bills which are properly approved and certified to be paid. (Backup materials F&F-6)
6. Recommend motion to approve the change order, as attached, for the cafeteria and kitchen floor replacement at Pitman Middle School, in the amount of \$1,000. (Attachment F&F-7)
7. Recommend approval to enter into Joint Transportation Agreements with the following districts for the 2022/2023 school year: (Attachment F&F-8) (Attachment F&F-9) (Attachment F&F-10)

<u>District</u>	<u>State/End Date</u>	<u>Route #</u>	<u>Destination</u>	<u>Cost</u>
Gateway Regional	7/1/22-6/30/23	N/A	Trips/Sports	\$50,000 (approx.)
Delsea Regional	9/1/22-6/30/23	AC01	GCIT	\$45,540
Glassboro Schools	9/6/22-6/30/23	BBDC02	Bankbridge Dev. Ctr.	\$6,547
Glassboro Schools	9/6/22-6/30/22	BBN/SD2	Bankbridge Reg./ Bankbridge Elem.	\$17,078

8. Recommend motion to approve the submission of the Waiver Application for Insurance Requirements - parent transportation contracts. (Back-up materials F&F-11)
9. Recommend motion to approve the Educational Data Services e-PO Module, Support and Maintenance Fee in the amount of \$75 for the 2022/2023 school year.
10. Recommend motion to approve the Budget Preparation Calendar for the 2023/2024 school year. (Backup materials - F&F-12)
11. Recommend motion to approve the 2022/2023 Purchasing Manual. (Backup materials F&F-13)
12. Recommend motion to approve the following resolution:

Resolution
Approving Submission of Comprehensive Maintenance Plan
For Years 2021/22, 2022/23 and M-1 23/24

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. (Backup materials–F&F-14) (Backup materials-F&F-15)

13. Recommend motion to approve discarding plastic desk shields at all schools.

B. Curriculum & Instruction Committee (D. Powell, S. Pappalardo, A. Miller)

1. Student Statistics September 30, 2022:

Date	Elementary	Middle	High	Out of District	Alternate	Total
9/30/22	514	251	330	17	0	1112
9/30/21	544	254	324	16	0	1138
9/15/22	513	250	328	17	0	1108

Suspensions/Reasons:

Substance Abuse: 1
Inappropriate Behavior: 1
Vandalism: 1

(Backup materials C&I-1)

- Recommend motion to approve the Substitute List for the 2022/2023 school year. (Backup materials C&I-2)
- Recommend motion to approve travel and related expenses of staff members and board members on the attached list. (Attachment C&I-3)
- Recommend motion to approve all field trips as submitted. (Backup material C&I-4)
- Recommend approval of the Use of Facilities as attached. (Backup materials C&I-5)
- Recommend motion to approve the following leave(s) of absence:

Employee	Location	Type of Leave	FMLA/FLA	Dates
14096028	Walls	Medical	FMLA: 9/12/22-10/21/22	Paid Sick Days: 9/12/2022-12/01/22
735288499	Middle School	Medical	N/A	Paid Sick Days: 9/13/22-9/29/22 Unpaid Days: 9/30/22-10/11/22

14043194	Memorial	Medical	FMLA: 11/9/2022-11/27/22	Paid Sick Days: 11/9/22-11/27/2022
35298611	Middle School	Medical	FMLA: 11/29/22-1/24/23	Paid Sick Days 11/29/22-1/24/23

7. Recommend motion to approve Rebecca Moody, Director of Curriculum and Instruction, as Gifted and Talented Coordinator for the 2022/2023 school year.
8. Recommend motion to rescind the appointment of Frank Iannuzzi, full-time custodian at Pitman Middle School, for the 2022/2023 school year.
9. Recommend motion to rescind the appointment of Bethany Lawlor as Middle School eighth grade class advisor for the 2022/2023 school year.
10. Recommend motion to approve the appointment of Robert DiTizio as Middle School eighth grade class advisor for the 2022/2023, school year, stipend in the amount of \$862, as per the agreement with the Pitman Education Association.
11. Recommend motion to approve the following high school academic teachers to be compensated at a rate of \$2,315.00 for a sixth teaching assignment for the 2022/2023 school year:

<u>Teacher</u>	<u>Subject</u>
Paul Blass	Social Studies
Kevin Casey	Social Studies
Suzanne Granato Castro	Spanish

12. Recommend motion to approve the following curriculum for the 2022/2023 school year (on file in the Board of Education office):

<u>School/Grade</u>	<u>Course</u>
MS/HS	World Language standards revisions Spanish C/C, I-IV
MS 6-8	Spanish (Exploratory)
HS 9-12	Spanish

13. Recommend motion to approve Elizabeth Kelly as a full-time preschool aide at Memorial School effective date to be determined, at an hourly rate of \$14.97 based on Step D/Degree of the salary guide.
14. Recommend motion to approve Kellie Owens as a full-time 1:1 preschool aide at Memorial School effective date to be determined (pending receipt of proper paperwork), at an hourly rate of \$15.22 based on Step C of the salary guide.
15. Recommend motion to approve Nancy Sanker as a part-time instructional aide at Memorial School effective date to be determined (pending receipt of proper paperwork), 29.5 hours per week, at an hourly rate of \$14.00 based on Step G/0 Credits of the salary guide.
16. Recommend motion to approve Paul Schnetzler as a part-time maintenance worker/groundskeeper for the Pitman School District effective date to be determined (pending receipt of proper paperwork), 27.5 hours per week (5.5 hours per day) at a prorated annual salary of \$36,322 based on Step G of the negotiated salary guide for Maintenance.

17. Recommend motion to approve the revised job description of Principal of Pitman High School. (Attachment C&I-6)
18. Recommend motion to approve the following teacher as mentor for first year teacher for the 2022/2023 school year with the approved rate:

<u>Mentoree</u>	<u>Mentor</u>	<u>Stipend</u>
Jennifer Williams Preschool Teacher	Samantha Cangiano	\$550

19. Recommend motion to retroactively approve the following stipend 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>
Thomas Rumaker	Marching Band Equipment Driver	\$3,130

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

Middle School:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Laurie Boyle	Dance Assistant	\$960

21. Recommend motion to approve the following stipend 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>
Paul Schnetzler	Boiler License	\$550

22. Recommend motion to approve the job description of ELL/ESL/Bilingual Teacher. (Attachment C&I-7)

23. Recommend motion to approve the job description of the Peer to Peer advisor. (Attachment C&I-8)

Background: This position is sponsored by the Pitman Municipal Alliance Grant.

24. Recommend motion to approve the Pitman Youth Advisory Peer to Peer Club.

25. Recommend motion to approve Jeffrey McAfee as the Pitman Youth Advisory Peer to Peer Club Advisor, stipend in the amount of \$1,000.

26. Recommend motion to approve the Technology Student Association Club (paid by the Building Capacity to Career Pathways Grant) for the 2022/2023 school year.

Background: This position is funded by the Building Capacity Competitive Grant.

27. Recommend motion to approve Michael Finley as Technology Student Association Advisor, stipend in the amount of \$1,500.

28. Recommend motion to approve the following volunteer for the 2022/2023 school year:

High School:

<u>Name</u>	<u>Club</u>
Michael Finley	Engineering Club

29. Recommend motion to approve the following out of district placement (including ESY) by the Special Services Department for the 2022/2023 school year:

<u>Student ID#</u>	<u>Placement</u>	<u>ESY Cost</u>	<u>ESY Add'l Services</u>	<u>Tuition Cost</u>
7434263478	Archway	\$10,414.88	\$5,610.0	\$6,432.72

30. Recommend motion to approve the following out of district placements by the Special Services Department for the 2022/2023 school year:

<u>Student ID</u>	<u>Placement</u>	<u>Tuition Cost</u>	<u>One-on-One Aide</u>
6556554389	GCSSSD	\$41,850	N/A
8232174199	GCSSSD	\$41,850	\$41,580
7716307925	GCSSSD	\$41,850	N/A
5163357883	GCSSSD	\$41,850	\$41,580
5626752185	GCSSSD	\$41,850	\$41,580
2447690478	GCSSSD	\$64,080	N/A
7397416698	Deptford Schools	\$29,750	\$29,930.82
5737121252	Deptford Schools	\$29,750	N/A

31. Recommend motion to approve the student(s) listed below for homebound instruction as follows:

<u>Student ID</u>	<u>Hours of Instruction</u>	<u>Duration</u>
9411012907	10 hours/week	9/22/22-TBD
7402285499	5 hours/week	9/27/22-10/25/22

32. Recommend motion to approve an ESY sign language interpreter for student #2447690478 for the 2022/2023 school year at a cost of \$3,600.

33. Recommend motion to approve the following Anti-Bullying Coordinator and Anti-Bullying Specialists for the 2022/2023 school year:

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

34. Recommend motion to approve the following dues and athletic ticket prices for the 2023/2024 school year:

Tri-County Conference Dues - \$1,450.00;
 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

35. Recommend motion to approve the following personnel for Panther Club (pending receipt of proper paperwork) for the 2022/2023 school year. (Account #62-105-100-101/106):

Counselors (Time Sheets):

<u>Name</u>	<u>Rate</u>	<u>Rate as of 1/1/23</u>
Deborah Vencius	\$14/hr.	\$14.13/hr.
Jacob Powell	\$14/hr.	\$14.13/hr.
Miah Cooper	\$14/hr.	\$14.13/hr.

C. Communication & Policy Committee (S. Pappalardo, R. Wilson-Doherty, D. Grossman)

1. Recommend motion to approve the first reading of the policy listed below: (Attachment C&P-1)

Policy 5512 Harassment, Intimidation, or Bullying (M) (Revised)

Public Comment

Executive Session

Adjournment

The next Board of Education Meeting is scheduled for Wednesday, October 19, 2022 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.