

PITMAN SCHOOL DISTRICT

Board of Education Meeting

September 21, 2022

AGENDA

Open Public Meeting

Notice of Meeting per Sunshine Law Requirements

Executive Session

Pledge of Allegiance

Roll Call

Public Comment

Correspondence

Approval of Minutes

August 17, 2022 Minutes and Executive Session Minutes

August 29, 2022 Minutes

President's Report

Superintendent's Report

1. District Goals for 2022/2023
2. Pitman Youth Advisory Council - Municipal Alliance Grant
3. Preschool Program
4. Community Meeting - Monday, October 17, 2022
5. Committee Meetings
 - Security Drills

Student Representative Report

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

1. Recommend motion to approve line item transfers for the month of July 2022.
2. Recommend motion to approve the Board Secretary's Report Draft which is in accordance with 18A:17-36 and 18A:17-9 for the month of July 2022. The Board Secretary certifies that no budgetary line item account has been over-expanded in violation of NJAC 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 NJAC 6A:23A-16.10(c)2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

3. Recommend motion to approve the Board of Education certification, pursuant to NJAC 6A:23A-16.10(c)4, that after review of the Board Secretary’s monthly financial report for the month of July 2022 and upon consultation with the appropriate district officials, that to the best of its knowledge no major account or fund has been over expended in violation of NJAC 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 month of July 2022. The Treasurer’s Report and Board Secretary’s Report certification are in agreement for the month of July 2022.
5. Recommend motion to approve all bills which are properly approved and certified to be paid.
6. Recommend motion to approve the Game Workers pay rate per event for the 2022/2023 school year.
7. Recommend motion to approve the revised professional contract to Dr. Gregory Herman, doing business as G & M Consulting, as a District Physician and Medical Inspector for the fiscal year July 1, 2022 to June 30, 2023, in the amount of \$9,000.

Background: Originally approved on August 17, 2022 in the amount of \$10,000.

8. Recommend motion to approve the contract with Inspira Health Network Medical Group, P.C. to provide on-site licensed physician medical coverage for each home varsity football game at Pitman High School at a rate of \$250 per game (approximately five games during the 2022/2023 season).
9. Recommend motion to approve the contract with Rosetta Stone - Foundation for K-12 (Silver) for the 2022/2023 school year in the amount of \$1,320.
10. Recommend motion to approve the GoGuardian Classroom Management Tool for the 2022/2023 school year in the amount of \$5,699.40.
11. Recommend motion to approve the contract with Teaching Strategies for Early Childhood for the 2022/2023 school year:

<u>Product</u>	<u>Cost</u>
GOLD New Jersey Bundle	\$598
The Creative Curriculum for Preschool Guided Edition	\$15,697

12. Recommend motion to approve the contracts with Level Data for the following products and services for the 2022/2023 school year:

<u>Product</u>	<u>Cost</u>
AD Gold (Staff) + HR Resources Flat File	\$1,925.13
State Data Validation Suite	\$1,007.10

13. Recommend motion to approve the Affiliation Agreement for Student Interns between Rowan University and the Pitman Board of Education for the 2022/2023 school year.
14. Recommend motion to approve the change order, as attached, for the partial window replacement at Memorial School, in the amount of \$1,500.

15. Recommend motion to approve the following revised Parent Transportation Contract for the 2022/2023 school year:

<u>Student ID #</u>	<u>Route#</u>	<u>School</u>	<u>Contracted Amount</u>
12779434836	P4	Bancroft Early Childhood Center	\$12,994.50

Background: This was approved on August 17, 2022 for a contracted amount of \$11,172.

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

1. Student Statistics September 21, 2022:

Date	Elementary	Middle	High	Out of District	Alternate	Total
9/21/22	513	250	328	17	0	1108
9/15/21	549	266	319	15	0	1149
6/30/22	556	259	330	16	0	1161

Suspensions/Reasons: 0

HIB:

Reported: 0

Confirmed: 0

2. Recommend motion to approve the list of substitutes for the 2022/2023 school year.
3. Recommend motion to approve travel and related expenses of staff members and board members on the attached list.
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 submission of the 2022/2023 HIB Grades Self Assessment to the New Jersey Department of Education.
8. Recommend motion to approve the submission of the Virtual/Remote Instruction Plan for the 2022/2023 school year to the County Office of Education.
9. Recommend motion to approve the Memorandum of Understanding between Pitman School District and Gateway Community Action Agency to establish working procedures for children living within the district that qualify for additional services.
10. Recommend motion to approve the Annual Standing Medical Orders for the 2022/2023 school year as outlined in N.J.A.C. 6:29 for approved job description for the position of School Nurse.

11. Recommend motion to approve Gloucester County Vocational-Technical School District's tuition for the 2022/2023 school year, for the following program, (students on file in the Board Office):

<u>Program</u>	<u>Amount</u>	<u>Number of Students</u>	<u>Total</u>
Career Technician Program	\$2,574	per student (73)	\$187,902

12. Recommend motion to approve the Special Education tuition contract for the following student effective September 6, 2022 through the 2022/2023 school year:

<u>Student ID#</u>	<u>Sending District</u>	<u>Tuition Cost</u>	<u>Additional Services</u>
1410947957	Westville School District	\$26,715	\$19,554

13. Recommend motion to approve the below listed students for homebound instruction as follows:

<u>Student ID#</u>	<u>Hours of Instruction</u>	<u>Duration</u>	<u>Fee</u>	<u>Total</u>
7706881822	3 hours/week	9/6/22-TBD	\$39/hr.	TBD
4989145613	5 hours/week	9/7/22-TBD	\$39/hr.	TBD

14. Recommend motion to approve the below listed out of district placement by the Special Services Department for homebound instruction for the 2022/2023 school year as follows:

<u>Student ID#</u>	<u>Placement</u>	<u>Duration</u>	<u>Tuition Cost</u>	<u>Total Cost</u>
4221726315	Brookfield/Inspira	9/8/22-TBD	\$39/hr.	TBD

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

<u>School/Grade</u>	<u>Course</u>
ES K-5	Social Studies
ES K-5	Science
ES PK-5	PE
ES PK-5	Health
ES K-5	Technology
ES K-5	Art
ES 1-5	World Cultures
ES PK-5	Music
MS 6-8	Science
MS 6-8	Art
MS6-8	Technology (Computer Skills/STEM 6-8)
MS6-8	Music
MS6-8	PE
MS6-8	Health
HS 9-12	Art
HS 9-12	Music
HS 9-12	PE
HS 9-12	Health
HS 9-12	Social Studies
HS 9-12	Science
HS 9-12	Technology
HS 9-12	Business
HS 9-12	Financial Literacy
HS 9-12	Math IV

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

Employee	Location	Type of Leave	FMLA/FLA	Dates
19826858	District	Medical	Revised FMLA: 7/14/22-9/1/22 (originally approved: 7/14/22-10/14/22)	7/14/2022-9/1/22 Paid Sick Days (originally approved: 7/14/22-10/14/22)
14159032	Memorial	Medical	N/A	Unpaid Leave: 11/28/22-1/9/23

17. Recommend motion to retroactively approve Kimberly Hemmes to attend IEP meetings as needed from July 5, 2022 through August 31, 2022. Compensation is at a rate of \$39.00 per hour based on the submission of timesheets.
18. Recommend motion to retroactively approve Samanta Hunt, School Psychologist, to work up to two days from July 1, 2022 through August 31, 2022, at her per diem rate, to meet the mandated obligations of providing evaluation plan meetings for newly referred/transferred students and to accept, case manage, and plan for special requests, review and design programs for transfer students based on reports and scheduling new students. Compensation is based on the submission of timesheets.
19. Recommend motion to approve Paul Blass, Teacher at Pitman High School, to provide Danielson evaluation training at new staff orientation on August 22, 2022 for a total of 2.75 hours and September 28, 2022 for a total of 2 hours at a rate of \$39.00 per hour.
20. Recommend motion to approve Michelle Panchelli-Cappello to attend an in-house co-teaching workshop for up to 12 hours at a rate of \$39.00 per hour (maximum \$486).
- Background: Replacing Valerie Hossler
21. Recommend motion to approve Gregory Walter as the On-Call Emergency After-Hours Contact for the 2022/2023 school year, at a rate of \$30.00 per hour, as needed.
22. Recommend motion to accept the resignation of Nancy Sanker, part-time instructional aide at Memorial School, effective August 30, 2022.
23. Recommend motion to rescind the contract of Katherine Grady, part-time instructional Aide, for the 2022/2023 school year.
24. Recommend motion to retroactively approve an increase in hours for Shannon Monteith as a part-time instructional aide at Memorial School from 11 hours a week to 26 hours a week effective September 6, 2022.
- Background: Replacing Katherine Grady.
25. Recommend motion to reaffirm the approval of Shannon Mitten as Master Teacher and Preschool Intervention and Referral Specialist at Memorial School effective date to be determined, at a salary of \$61,162 based on Step 12 of the BA salary guide.
26. Recommend motion to reaffirm the approval of Michele Arechavala as a Preschool Teacher at Memorial School effective September 22, 2022 at a salary of \$48,710 based on Step 1 of the BA salary guide.
27. Recommend motion to reaffirm the approval of Jennifer Williams as a Preschool Teacher at Memorial School effective date to be determined, at a salary of \$48,710 based on Step 1 of the BA salary guide.

28. Recommend motion to reaffirm the approval of Danielle Mazzola as a Preschool Teacher at Memorial School effective date to be determined, at a salary of \$54,610 based on Step 8/9 of the BA salary guide.
29. Recommend motion to approve Kalley Petito as a Preschool Teacher at Memorial School effective date to be determined, at a salary of \$54,610 based on Step 8 of the BA salary guide.
30. Recommend motion to reaffirm the approval of Cheryl Giacomucci as a full-time preschool aide at Memorial School effective October 3, 2022, at an hourly rate of \$16.59 based on Step A/0 Credits of the salary guide.
31. Recommend motion to reaffirm the approval of Amy Hansen as a full-time preschool aide at Memorial School effective October 3, 2022 at an hourly rate of \$15.88 based on Step B/0 Credits of the salary guide.
32. Recommend motion to reaffirm the approval of Shannon Monteith as a full-time preschool aide at Memorial School effective October 3, 2022 at an hourly rate of \$16.99 based on Step A/Degree of the salary guide.
33. Recommend motion to approve Stephanie McFarland as a full-time instructional aide at Memorial School effective September 22, 2022 at an hourly rate of \$14.08 based on Step F/60 Credits of the salary guide.

Background: To assist an out of district student (Westville); previously approved as part-time.

34. Recommend motion to approve Hannah Kehoe as a part-time instructional aide at Walls School effective September 22, 2022 at an hourly rate of \$14.00 based on Step G/0 Credits of the salary guide.
35. Recommend motion to approve Kendrick Huston as a part-time custodian at W.C.K. Walls School effective September 22, 2022, three hours per day, at a rate of \$17.36 per hour.
36. Recommend motion to approve Shane Kenney as a part-time custodian at W.C.K. Walls School effective September 22, 2022, three hours per day, at a rate of \$17.36 per hour.
37. Recommend motion to approve Frank Iannuzzi as a custodian at Pitman Middle School effective, date to be determined (pending receipt of proper paperwork), at a prorated salary of \$40,909 based on Step H of the negotiated salary guide for Custodians.

Background: Daniel Reader presently at the Middle School will be moving to Kindle School to replace Thomas Tulini who retired. Mr. Iannuzzi is replacing Daniel Reader at the Middle School.

38. Recommend motion to approve Dorothy Morgan as a custodian at Pitman Middle School effective date to be determined (pending receipt of proper paperwork), at a prorated salary of \$36,109 based on Step O of the negotiated salary guide for Custodians.

Background: Ms. Morgan is replacing Cheryl Buckingham.

39. Recommend motion to approve Karen Wintjen as a cafeteria worker at Pitman High School and Walls School, effective date to be determined (pending receipt of proper paperwork), four hours per day, at a rate of \$14.00 per hour.

40. 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>
Michele Arechavala Preschool Teacher	Lisa Lyons	\$550

41. Recommend motion to approve an adjustment in salary for the following staff member effective September 1, 2022:

<u>Staff Member</u>	<u>Location</u>	<u>Degree/Step</u>	<u>Salary</u>
Lauren Plum	Kindle	BA/Step 10 to MA/Step 10	\$56,562 to \$60,839

42. Recommend motion to rescind the following Data Leader for the 2022/2023 school year.

<u>Staff Member</u>	<u>Grade/Subject</u>	<u>Stipend</u>
Jaclyn Thorpe	Pre-K-6/ELA	\$1,500

43. Recommend motion to approve the following Data Leader for the 2022/2023 school year. Stipend to be paid with Title IIA grant funding.

<u>Staff Member</u>	<u>Grade/Subject</u>	<u>Stipend</u>
Jaclyn Schanz	Pre-K-6/ELA	\$1,500

44. Recommend motion to approve the following Content Area Leaders for the 2022/2023 school year. Stipend to be paid through Title IIA grant funds.

<u>Staff Member</u>	<u>Grade/Subject</u>	<u>Stipend</u>
Carrie Parkin	Pre-K-6 Math	\$1,500
Janine Morrison	Pre-K 6 Science	\$1,500

45. Recommend motion to approve the following MTSS implementation team member funded by the American Rescue Plan – NJTSS Mental Health Support Staffing for the 2022/2023 school year:

<u>Staff Member</u>	<u>School</u>	<u>Stipend</u>
Cassandra Wright	Walls	\$500

46. Recommend motion to approve the job description of the Technology Student Association advisor.

Background: This position is funded by a grant.

47. 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>
Brian Burton	Boiler License	\$550
David Hampton	Custodian in Charge	\$750
David Hampton	Boiler License	\$550
Daniel Reader	Boiler License	\$550
Christopher Williams	Boiler License	\$550

48. Recommend motion to approve the stipend in the amount of \$350 for years of service to be paid to the following support staff member (paid at 15, 30 and 45 years):

<u>Name</u>	<u>Position</u>	<u>Years of Service</u>
Nancy Davenport	Instructional Aide	15

49. Recommend motion to approve Tamara Ballier, Holly Macneil, Nicole Seczech, and Glenelle Bouyer, Bayada employed nurses, to assist a student (NJSSID 8358736477) while in attendance on school property.

50. 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.

High School:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Paul Blass	Senior Class Advisor (0.5)	\$1,320
Joseph Lippincott	National Art Honor Society Advisor	\$1,227

Middle School:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Jennifer Cuesta	Dance Coordinator	\$1,291

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

High School:

<u>Name</u>	<u>Club</u>
Jeffrey McAfee	Pitman Rocks

52. Recommend motion to retroactively approve the following Rowan University supervised clinical experience placement (School Nurse Practicum) beginning September 1, 2022 through December 16, 2022:

<u>Name</u>	<u>Cooperating Teacher/Supervisor</u>
Christina Lawrence	Sarah Weng/Walls School Nurse

53. Recommend motion to approve the following Game Workers on an as needed basis for the 2022/2023 school year:

<u>Name</u>	<u>Position</u>
Laura Blass*	Ticket Seller
Paul Blass	Ticket Seller, Ticket Taker, Football Clock, Event Staff
Ryan Blass*	Ticket Taker, Football Film
Jennifer Coles*	Wrestling Clock
John Cutsavage*	Ticket Seller, Ticket Taker, Event Staff
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
Shelly Nichols	Ticket Seller, Ticket Taker, Event Staff
Denise Pallies	Ticket Seller, Ticket Taker, Wrestling Clock
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

* not district staff

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

1. Recommend motion to approve the second reading of the policies listed below:

Policy 0143.2	High School Student Representative to the Board of Education (M) (Revised)
Policy 0163	Quorum (Revised)
Policy 1511	Board of Education Website Accessibility (M)(New)
Policy 2415	Every Student Succeeds Act (M)(Revised)
Policy 3270	Professional Responsibilities (Revised)

Regulation 3270	Lesson Plans and Plan Books (Revised)
Policy 5111	Eligibility of Resident/Non-Resident Students (M)(Revised)
Regulation 5511	Dress Code (Revised)
Policy/Reg 5513	Care of School Property (M)(Revised)
Policy 5517	School District Issued Student Identification Cards (M)(New)
Policy 5722	Student Journalism (M)(New)

Public Comment

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 this agenda up to and during the actual meeting.