

# PITMAN SCHOOL DISTRICT

## Board of Education Meeting

December 13, 2023

### AGENDA

Open Public Meeting

Notice of Meeting per Sunshine Law Requirements

Executive Session

- Personnel Agenda
- Student Issue
- 8th Grade Science
- Staff Issue

Pledge of Allegiance

Roll Call

Presentations

- Student Spotlight - Memorial School - Board of Education Panther Award
  - ❖ Kingsley Waddington - Preschool
  - ❖ Benjamin Patterson - Kindergarten
  - ❖ Gia Roberto - Grade 1
- Staff Spotlight - Memorial School
  - ❖ Barbara Schmidt

Public Comment

Correspondence

Approval of Minutes

November 15, 2023

November 15, 2023 Executive Session

President's Report

Superintendent's Report

- Security Drills
- PES Playground
- High Impact Tutoring Grant
- Leasing of Kindle and Walls Schools

Student Representative Report

**DATA AD HOC COMMITTEE - Farrell, Pote, Miller**

**CSA SEARCH AD HOC COMMITTEE - Boulton, Farrell, Miller**

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

1. Recommend motion to approve line item transfers for the month of November 2023.
2. Recommend motion to approve the Board Secretary’s Report which is in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 2023. 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. 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 month of November 2023 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 month of November 2023. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month of November 2023.
5. Recommend motion to approve all bills which are properly approved and certified to be paid.
6. Recommend motion to accept the 2023 fiscal year grant acceptance certification for the Building Capacity in Careers Pathway Grant.
7. Recommend motion to approve the Gloucester County Vocational Technical School District pool rental fee in the amount of \$7,922 for the 2023/2024 school year.
8. Recommend motion to approve the submission of the 2023/2024 Health and Safety Evaluation of School Buildings Checklist Statement of Assurance to the County Office of Education.
9. Recommend motion to approve the following parent transportation contract for the 2023/2024 school year:

<u>Student ID #</u>	<u>Route#</u>	<u>School</u>	<u>Contracted Amount</u>
5626752185	P5	Bankbridge Elementary	\$3,134.52

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

1. Student Statistics - November 2023:

Date	Memorial	PES	Jr./Sr. HS	Out of District	Alternate	Total
11/30/23	237	414	489	19	0	1159
10/31/23	237	413	490	19	0	1159
Date	Elementary	Middle	High	Out of District	Alternate	Total
11/30/22	556	250	327	15	0	1148

Suspensions/Reasons:

Inappropriate Behavior: 2  
 Assault: 1  
 Threat: 1  
 Fight: 2

2. Recommend motion to approve the Substitute List for the 2023/2024 school year.
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 all field trips as submitted.
5. Recommend motion to approve the Use of Facilities as attached.
6. Recommend motion to approve the submission of the Title IA Comparability and Performance Report for the 2023/2024 school year.
7. Recommend motion to approve the articulation agreement with Camden County College on a series of courses at Pitman High School (High School Plus Program) for the 2023/2024 school year.
8. Recommend motion to approve all teaching staff members as homebound instructors on an as needed basis at a rate of \$60 an hour for the 2023/2024 school year.

Background: Originally approved in August 2023 at a rate of \$40 per hour.

9. Recommend motion to approve the students listed below for homebound services by the Special Services Department as follows:

<u>Student ID#</u>	<u>Hours of Instruction</u>	<u>Duration</u>	<u>Rate</u>
4970246729	10 hours/week	12/4/23-TBD	\$60/hr.
4221726315	10 hours/week	12/8/23-TBD	\$60/hr.

10. Recommend motion to approve the students 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>
4970246729	1 hour/week (speech)	12/4/23-TBD	\$108/hr.
	1 hour/week (occupational therapy)	12/4/23-TBD	\$108/hr.
5322149730	10 hours/week	12/1/24-TBD	\$108/hr.
	30 minutes/week (speech)		

11. Recommend motion to approve the following out of district placement by the Special Services Department effective November 13, 2023 for the 2023/2024 school year:

<u>Student ID#</u>	<u>Placement</u>	<u>Tuition</u>	<u>Additional Services</u>
5724868413	Brookfield Elementary	\$56,853.63	\$22,879

12. Recommend motion to approve the following Jr./Sr. High School academic teachers to be compensated at a rate of \$2,315 for a sixth teaching assignment for the 2023/2024 school year:

<u>Teacher</u>	<u>Subject</u>
Megan Bracken	Math
Jeffrey Smith	Math
Sean Kahoun	Special Education
Melody Smythe	Special Education

13. Recommend motion to rescind Janine Morrison as Data Leader PreK-6/ELA for the 2023/2024 school year.
14. Recommend motion to rescind the following Extra Service contracts effective December 22, 2023 for the 2023/2024 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Dawn Bell	Jr. High Mentor Club Advisor	\$1,418 (prorated)
Dawn Bell	Jr. High After School Detention Proctor	\$2,849 (prorated)

15. Recommend motion to rescind the following Extra Service contracts for the 2023/2024 school year.

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Jessica Morrone	Key Club Advisor (0.5)	\$846
Suzanne Granato-Castro	Key Club Advisor (0.5)	\$846
Jessica Morrone	SADD Advisor (0.5)	\$685.50
Suzanne Granato-Castro	SADD Advisor (0.5)	\$685.50

16. Recommend motion to approve the following Extra Service Contracts for the 2023/2024 school year. Stipend in accord with the agreement with the Pitman Education Association.

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Suzanne Granato-Castro	Key Club Advisor	\$1,692
Jessica Morrone	SADD Advisor	\$1,371

17. Recommend motion to approve the following volunteer for the 2023/2024 school year:

<u>Name</u>	<u>Club</u>
Melody Smythe	Fellowship of Christian Athletes - Jr./Sr. High School

18. Recommend motion to approve the following volunteer coaches for the 2023/2024 school year:

<u>Name</u>	<u>Position</u>
Olivia Tuzi* (pending receipt of fingerprint approval)	Swimming
Eugene Miller* (pending receipt of fingerprint approval)	Tennis

*\*not a district employee*

19. Recommend motion to approve the following stipend for the 2023/2024 school year. Stipend in accord with the agreement with the Pitman Board of Education:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Joseph Piccioni	Boiler License	\$550 (prorated)

20. Recommend motion to approve Jaclyn Schanz and Laura Rodi to provide up to 45 hours each of proctoring (up to \$1,800 each), funded by the high impact tutoring grant.
21. Recommend motion to approve the professional development workshop, Inspired Instruction, LLC - Integrating the Revised NJSLs for Math and ELA into Social Studies and Science Curriculum and Instruction, to be held on Friday, February 16, 2024, at a cost of \$1,500, paid for by Title IIA funds.
22. Recommend motion to approve the professional development workshop, Inspired Instruction, LLC - Understanding and Unpacking the Revised NJSLA in Math and ELA, to be held on Friday, May 17, 2024, at a cost of \$5,100, paid for by Title IIA funds.

23. Recommend motion to approve the professional development workshop, Learning A-Z - Data Literacy Workshop, at a cost of \$3,000.
24. Recommend motion to approve the following professional development workshops for technology teachers, paid for by the Building Capacity to Career Pathways Grant and local professional development funds:

<u>Date</u>	<u>Workshop</u>	<u>Cost</u>
2/16/24	Inspired Instruction (in person): Literature-Based STEM Designs and STEM Designs-Survival!	\$2,550
5/17/24	Inspired Instruction (in person): Aligning Practices with the NJSLs for Computer Science and Design Thinking	\$1,550
5/17/24	Liberty Science Center (virtual): Engineering is Elementary!	\$ 875

25. Recommend motion to approve the extension of the volunteer transfer of Elizabeth Kelly from full-time preschool aide at Memorial School to replacement teacher at Pitman Elementary School effective September 5, 2023 through April 30, 2024, to be paid the substitute teacher rate of \$120 per day plus a stipend in the amount of \$40 per day through the duration of her placement in that assignment.

Background: Replacement for Alice Contravo - approved through December 22, 2023 in September 2023.

26. Recommend motion to extend the contract of Jacquelyn Sutcliffe as a replacement speech language specialist effective November 20, 2023 through on or about May 23, 2024, at a prorated annual salary of \$80,100, no benefits.

Background: Replacement for Laura Spadaforda - approved through April 19, 2024 in November 2023.

27. Recommend motion to retroactively approve Angela Friedrich as a part-time lunchroom aide at Pitman Elementary School effective December 4, 2023 through June 30, 2024, three hours per day, at an hourly rate of \$15.13.

28. Recommend motion to approve the appointment of Doreen Steely as a custodian at Pitman Jr./Sr. High School at an annual prorated salary of \$37,246, Step N Custodian Guide, with benefits, effective on or about December 14, 2023 through June 30, 2024 (pending receipt of proper paperwork).

Background: Replacement for Ace Leest.

29. Recommend motion to approve Jennifer Coles as a replacement music teacher at Pitman Jr./Sr. High School effective January 2, 2024 through March 1, 2024, to be paid the substitute teacher rate of \$120 per day plus a stipend in the amount of \$40 per day through the duration of her placement in that assignment.

Background: Replacement for Philip Verespy.

30. Recommend motion to approve the resignation of Heather Sherrill business teacher at Pitman Jr./Sr. High School effective January 31, 2024.

31. Recommend motion to approve Jenny Mazzola as a replacement business teacher at Pitman Jr./Sr. High School effective on or about January 25, 2024 through June 30, 2024, at an annual prorated salary of \$49,027, BA/Step 1, (4.75 hours per day), no benefits.

Background: Replacement for Heather Sherrill.

- 32. Recommend motion to approve Amanda Giorno as a science teacher at Pitman Jr./Sr. High School effective on or about February 12, 2024, at an annual prorated salary of \$53,027, BA/Step 7 (pending receipt of proper certification).

Background: Replacement for Dawn Bell.

- 33. Recommend motion to approve Delaina Rainey as a part-time Panther Club counselor at Memorial School and Pitman Elementary School effective December 14, 2023, at a rate of \$15.13 per hour.
- 34. Recommend motion to approve the following chaperones for the Pitman High School Senior Class trip April 23, 2024 - April 27, 2024, and meal money reimbursement pursuant to the Federal Travel Regulations:

Dr. Cherie Lombardo                      Michael Finley                      Shelly Nichols

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

Employee	Location	Type of Leave	FMLA/FLA	Dates
53460739	PES	Medical	FMLA: 12/7/23-3/7/24 FLA: 1/26/24-4/19/24	Revised: Paid Sick Days: 11/15/23-1/5/24 Unpaid Days: 1/8/24-5/23/24
13947940	Memorial	Medical	N/A	Paid Sick Days: 11/30/23-12/14/23
14030019	Jr./Sr. HS	Medical	FMLA: 12/5/23-1/26/24	Paid Sick Days: 12/5/23-1/26/24

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

Public Comment

Old Business

New Business

Executive Session (if needed)

Adjournment

The next Board of Education Reorganization Meeting is scheduled for Wednesday, January 3, 2024 in the Pitman Jr./Sr. 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.*