

# PITMAN SCHOOL DISTRICT

## Board of Education Meeting

September 20, 2023

### AGENDA

Public Meeting

Notice of Meeting per Sunshine Law Requirements

Executive Session

1. Review of Agenda Items
2. District Staff/Personnel
3. School Office Aides Hourly Wage
4. Superintendent Search
5. Negotiations with PAA
6. Sick Leave #14161483
7. Other

Pledge of Allegiance

Roll Call

Public Comment

Correspondence

Approval of Minutes

February 11, 2023 Minutes Board Retreat

August 16, 2023 Minutes

August 16, 2023 Executive Session Minutes

August 22, 2023 Minutes Board Retreat

President's Report

Superintendent's Report

1. District Goals for 2023/2024
  - Prepare a superior, comprehensive educational program with a range of opportunities that fully prepare students for college, careers, and a productive life in the future.
  - Create and maintain a safe, clean, and dynamic learning environment for teaching and learning.
  - Create a culture of community engagement and support for the district's mission.
2. Opening of School
3. Summit Playground
4. Strategic Planning
5. PSAT's
6. ROD Grant
7. Security Drills

Student Representative Report

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

1. Recommend motion to retroactively approve a transfer from June 30, 2023 from account 11-000-221-104 to account 11-130-100-105 in the amount of \$203.24 and \$40,500 from tuition account 11-000-100-565 to tuition state facilities account 11-000-100-568.
2. Recommend motion to approve line item transfers for the month of August 2023.
3. 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 August 2023. 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.
4. 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 August 2023 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.
5. Recommend motion to approve the Treasurer's Report which is in accordance with 18A:17-36 and 18A:17-9 for the month of August 2023. The Treasurer's Report and Board Secretary's Report certification are in agreement for the month of August 2023.
6. Recommend motion to approve all bills which are properly approved and certified to be paid.
7. Recommend approval to enter into a Joint Transportation Agreement with the following district for the 2023/2024 school year:

<u>District</u>	<u>State/End Date</u>	<u>Route #</u>	<u>Destination</u>	<u>Cost</u>
Camden County Educational Services Commission	9/5/2023-6/2024	S49E	Garfield Park Academy	\$18,000

8. Recommend approval to enter into Joint Transportation Agreements with the following district for the 2023/2024 school year:

<u>District</u>	<u>State/End Date</u>	<u>Route #</u>	<u>Destination</u>	<u>Cost</u>
Gateway Regional	7/1/23-6/30/24	N/A	Trips/Sports	\$50,000 (approx.)

9. Recommend motion to approve the Game Workers pay rate per event for the 2023/2024 school year.
10. Recommend motion to approve Virtual High School, \$4,950 annual fee, the fee includes 30 seats.
11. Recommend motion to approve the GoGuardian Classroom Management Tool for the 2023/2024 school year in the amount of \$12,075.
12. Recommend motion to approve the contracts with Level Data for the 2023/2024 school year in the amount of \$6,255.

13. Recommend motion to approve Educere, LLC to provide educational services for the 2023/2024 school year.
14. Recommend motion to approve the contract with Pineland Golf Club for the 2023/2024 Pitman Jr./Sr. High School prom to be held on Thursday, May 16, 2024, at a cost of \$44.95 per person.

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

1. Student Statistics September 20, 2023:

Date	Memorial	PES	Jr./Sr. HS	Out of District	Alternative	Total
9/20/23	236	410	485	20	0	1151
Date	Elementary	Middle	High	Out of District	Alternate	Total
9/21/22	549	266	319	17	0	1108
6/30/23	562	252	318	15	0	1147

Suspensions/Reasons: 0

HIB:

Reported: 0  
Confirmed: 0

2. Recommend motion to approve the list of substitutes for the 2023/2024 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 submission of the High Impact Tutoring Competitive Grant to the New Jersey Department of Education.
7. Recommend motion to approve the Annual Standing Medical Orders for the 2023/2024 school year as outlined in N.J.A.C. 6:29 for approved job description for the position of School Nurse.
8. Recommend motion to approve the updated list of admission of non-resident students of Board of Education employees for the 2023/2024 school year pursuant to District Policy #5111 - Eligibility of Resident/Non-Resident Students.

Background: Originally approved on August 16, 2023

9. Recommend motion to retroactively approve the following Extended School Year placement by the Special Services Department effective July 10, 2023 through August 3, 2023:

<u>Student ID#</u>	<u>Placement</u>	<u>Tuition</u>	<u>Additional Services</u>
5737121252	Deptford (Good Intent School)	\$5,500	\$1,550.16 (1:1 Aide)

10. Recommend motion to approve the following out of district placements by the Special Services Department for the 2023/2024 school year:

<u>Student ID#</u>	<u>Placement</u>	<u>Tuition</u>	<u>Additional Services</u>
2779434836	Bancroft	\$82,250.70	N/A
1476518104	Bancroft	\$87,116.40	N/A
7397416698	Bancroft	\$82,250.70	\$46,200
9411012907	Archway	\$55,520.58	\$38,340
3698387746	YALE School	\$73,966.20	N/A
5520898145	Larc School	\$61,765.20	\$39,900
1678133130	Larc School	\$61,765.20	\$39,900

11. Recommend motion to approve the following curricula for the 2023/2024 school year (on file in the Board of Education office):

<u>School/Grade</u>	<u>Course</u>
Jr./Sr. High	Music Technology & Industry 2
Jr./Sr. High	Music Keyboard and Guitar
Jr./Sr. High	General Music 7
Jr./Sr. High	General Music 8
Jr./Sr. High	STEM 7
Jr./Sr. High	STEM 8
Jr./Sr. High	Origins of the Universe
PES	Technology 6
Memorial	Kindergarten Phonics
Memorial	Creative Curriculum

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

<u>Employee</u>	<u>Location</u>	<u>Type of Leave</u>	<u>FMLA/FLA</u>	<u>Dates</u>
53460739	PES	Medical	FMLA: 12/7/23-3/7/24 FLA: 1/26/24-4/19/24	Paid Sick Days: 12/7/23-1/25/24 Unpaid Leave: 1/26/24-4/19/24

13. Recommend motion to retroactively approve to extend the student listed below for homebound instruction by the Special Services Department at a rate of \$39 per hour from April 17, 2023 - June 30, 2023 and at a rate of \$60 from July 1, 2023 - September 1, 2023 and as follows:

<u>Student ID#</u>	<u>Hours of Instruction</u>
4595655856	English 9 - 60 hrs. Foundation of Algebra - 60 hrs. World History - 60 hrs. Biology - 60 hrs. Health/PE - 60 hrs.

Background: Originally approved on April 19, 2023 - homebound instruction from April 17, 2023 - August 1, 2023

14. Recommend motion to retroactively approve the following members of the Special Services Department to work a maximum of the following number of days from July 1, 2023 through August 31, 2023, at their 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 (timesheets):

Jennifer Gillin	Up to 5 days
Roseann Humphreys	Up to 5 days
Heather Lester	Up to 5 days
Cassandra Wright	Up to 5 days

Background: Correction - approved on June 21, 2023 at a rate of \$39 per hour

15. Recommend motion to retroactively approve the following preschool aides to complete forty (40) hours of free online RBT training via The Autism Foundation, paid through the Preschool Expansion Aid Grant.

Matthew Loveland      Stephanie McFarland      Margaret Nielsen

16. Recommend motion to retroactively approve the following staff members to attend IEP meetings as needed from July 5, 2023 through August 31, 2023, at a rate of \$40 per hour, stipend in accord with the agreement with the Pitman Education Association (timesheets):

Nicole Beach      Kimberly Hemmes      Ashlee Sheppard

17. Recommend motion to retroactively approve the following office aide to work up to an additional 40 hours at her contracted hourly rate, from July 1, 2023 through August 31, 2023 (timesheets):

<u>Name</u>	<u>School</u>
Jennifer Christinizio	PES

18. Recommend motion to approve district instructional aides to participate in Handle with Care training on Friday, October 6, 2023 for up to three hours at their hourly rate of pay.

19. Recommend motion to retroactively approve the resignation of Catherine Bernat, full-time preschool aide at Memorial School, effective August 23, 2023.

20. Recommend motion to retroactively approve the resignation of Olivia Van Mater, Panther Club counselor, effective August 24, 2023.

21. Recommend motion to approve the resignation of Kimberly Ruhl, part time basic skills teacher, at Pitman Jr./Sr. High School, effective September 22, 2023.

22. Recommend motion to approve the resignation of Patrick Polimeni, Media Specialist at Pitman Jr./Sr. High School, effective October 13, 2023.

23. Recommend motion to retroactively approve the rehire of Dorothy Morgan, custodian, effective August 28, 2023, for the 2023/2024 school year, at a prorated annual salary of \$37,246, Step N of the custodian salary guide.

Background: Originally approved on August 16, 2023

24. Recommend motion to approve Christine Rainey as full-time long term substitute secretary at Memorial School effective September 21, 2023 through March 31, 2024, at an hourly rate of \$25.

Background: Replacing Diane Zimmerman

25. Recommend motion to retroactively approve Jennifer Coles as a replacement teacher at Pitman Jr./Sr. High School effective September 5, 2023 through November 27, 2023, 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: Originally approved on August 16, 2023, replacing Shelly Nichols

26. Recommend motion to retroactively approve a 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 December 22, 2023, 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: Replacing Alice Contravo

27. Recommend motion to retroactively approve Elizabeth Hess as a full-time preschool aide at Memorial School effective September 6, 2023 through June 30, 2024, at an hourly rate of \$16.62 based on Step C/Degree of the salary guide.

Background: Replacing Catherine Bernat

28. Recommend motion to approve Ornella Paternostro as a part-time instructional aide at Pitman Elementary School effective on or about September 21, 2023 through June 30, 2024, at an hourly rate of \$16.62 based on Step C/College Degree of the salary guide (pending receipt of proper paperwork).

29. Recommend motion to approve Christopher Hauer as a computer science teacher at Pitman Jr./Sr. High School, effective on or about September 21, 2023 through June 30, 2024, at a prorated annual salary of \$49,927 based on BA/Step 4 of the salary guide (pending receipt of proper paperwork).

30. Recommend motion to approve Christina Lawrence as a school nurse at W.C.K. Walls School, effective on or about September 21, 2023 through June 30, 2024, at a prorated annual salary of \$59,102 based on BA/Step 11 of the salary guide.

Background: School nurse for Elk Township Preschool

31. 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>
Dorothy Morgan	Boiler License	\$550

32. Recommend motion to retroactively approve Paul Blass, teacher at Pitman Jr./Sr. High School, to provide Danielson evaluation training at new staff orientation on August 29, 2023, for a total of up to three hours at a rate of \$40 per hour.

33. Recommend motion to approve Paul Schnetzler as the On-Call Emergency After-Hours Contact for the 2023/2024 school year, at a rate of \$30.00 per hour, as needed.

34. Recommend motion to approve Carisa Rose and Mark Morris as additional On-Call After-Hours Contacts for the 2023/2024 school year.

35. Recommend motion to approve Holly Macneil, Nicole Seczech, Glenelle Bouyer, Rose Kullman, Brittany Faust, and Angela Dawson, Bayada employed nurses, to assist a student (NJSSID 8358736477) while in attendance on school property.

36. Recommend motion to approve the following Data Leader for the 2023/2024 school year, stipend to be paid with Title IIA grant funding.

<u>Name</u>	<u>Subject</u>	<u>Stipend</u>
Janine Morrison	PreK-6/ELA	\$1,000

37. Recommend motion to approve the following Content Area Leaders for the 2023/2024 school year, stipend to be paid with Title IIA grant funding.

<u>Name</u>	<u>Subject</u>	<u>Stipend</u>
Brad Spicer	7-12/Math	\$1,000
Vicki Palaganas	7-12/Science	\$1,000

38. Recommend motion to approve Vicki Palaganas as STEM tutor, stipend in the amount of \$1,500, for the 2023/2024 school year, funded from Building Capacity to Career Pathways Grant.

39. Recommend motion to approve Karen Kowalski as the Business/Finance tutor, stipend in the amount of \$1,500, for the 2023/2024 school year, funded from Building Capacity to Careers Grant.

40. Recommend motion to approve Heather Sherrill as FBLA advisor, stipend in the amount of \$1,500, for the 2023/2024 school year, funded from the Building Capacity to Careers Pathway Grant.

41. Recommend motion to approve the following Anti-Bullying Specialists for the 2023/2024 school year:

<u>Position</u>	<u>Location</u>	<u>Name</u>
Anti-Bullying Coordinator	District	Rebecca Brill Moody
Anti-Bullying Specialists	Memorial	Cynthia Thompson
	PES	Alicia Walsh
	Jr. High	Erica Davidson
	Sr. High	Jeffrey McAfee

42. Recommend motion to approve the following individuals to be appointed as Section 504 Compliance Representatives for the 2023/2024 school year:

<u>Location</u>	<u>Representative</u>
Memorial	Cynthia Thompson
PES	Chris Morris
Jr. High	Erica Davidson
Sr. High	Susann Driscoll

Background: Originally approved on May 17, 2023.

43. Recommend motion to approve the following Student Voice Club advisors for the 2023/2024 school year, stipend in the amount of \$1,000 each, to be paid from Title IV funds:

<u>Name</u>	<u>Position</u>
Laurie Boyle/Sara Weng	Jr./Sr. High
Nicole Beach/Jennifer Cuesta	PES Grades 5-6

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

<u>Name</u>	<u>Position</u>	<u>Years of Service</u>
Mary Clark	Guidance Secretary	15
Jennifer Shalaway	Instructional Aide	15
Diane Walker	Instructional Aide	15
Nora Weirich	Instructional Aide	15

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

<u>Name</u>	<u>Position</u>
Michael Plagianakos*	Football Coach
(pending receipt of proper paperwork)	
*not a district employee	

46. 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>
Aaron Hickman	Auditorium Manger	\$5,375
Robert Tender	Supervisor Weight Training/Fall	\$1,569
John Hopely	Supervisor Weight Training/Winter	\$1,569
John Wiseburn*	Supervisor Weight Training/Spring	\$1,569
*not a district employee		

47. 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:

Jr. High

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Bethany Lawlor	Newspaper Advisor	\$1,549
Jonathan Botbyl	Band Advisor	\$4,256
Sarah Mickle	Chorus Advisor	\$4,256
Amanda Esposito	Student Council Advisor	\$1,451
Robert Tender	Floor Hockey	\$1,353
Robert DiTizio	8th Grade Class Advisor	\$871

48. Recommend motion to approve the following personnel for Panther Club for the 2023/2024 school year. (Account #62-105-100-101/106):

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Kellie Owens	Sub Site Leader	\$16.00/hr.
Kellie Owens	Counselor	\$15.13/hr.
Miah Glackin*	Counselor	\$15.13/hr.
Noemi Hernandez	Counselor	\$15.13/hr.
Reyna		

\*pending receipt of proper paperwork

49. Recommend motion to approve the following Game Workers on an as needed basis for the 2023/2024 school year:

<u>Name</u>	<u>Position</u>
Melissa Bianchini	Ticket Seller, Ticket Taker, Event Staff
Laura Blass*	Ticket Seller
Paul Blass	Ticket Seller, Ticket Taker, Football Clock, Event Staff
Jennifer Coles*	Wrestling Clock
John Cutsavage*	Ticket Seller, Ticket Taker, Event Staff
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



Jason Rafferty*	Ticket Seller, Ticket Taker, Event Staff
Carrie Schwank*	Ticket Seller, Ticket Taker, Event Staff, Scorebook, Clock
Jeff Smith	Basketball Clock
Chris Thomas	Ticket Taker, Event Staff
Sarah Weng	Ticket Taker, Event Staff

\* not district staff

50. Recommend motion to approve the following fieldwork placements from Stockton University during the 2023/2024 school year:

Name	Cooperating Teacher	Dates	Location
Alison Bocchicchio	Jill DuBois	9/5/23-12/15/23 (100 hours)	Memorial School
Jennifer Kerrigan	Anne Himmer	9/5/23-12/15/23 (100 hours)	Memorial School

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

1. Recommend motion to approve the first reading of the policy listed below.

Policy 2415.04, Title I - District-Wide Parent and Family Engagement (M) (Revised)

2. Recommend motion to approve the district created Title I School Level Parent and Family Engagement Policies for the 2023/2024 school year.

Public Comment

Old Business

New Business

Executive Session (if needed)

Adjournment

The next Board of Education meeting is scheduled for Wednesday, October 18, 2023, 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 this agenda up to and during the actual meeting.