

PITMAN SCHOOL DISTRICT

Board of Education Meeting

March 15, 2023

Open Public Meeting

Motion by: Pappalardo
2nd: Grossman

"That the Pitman Board of Education was called to order at 7:02 p.m."

All in Favor

Executive Session

Motion by: Pappalardo
2nd: Grossman

"That the following Resolution is adopted:

BE IT RESOLVED by the Pitman Board of Education that pursuant to the Open Public

Meetings Law (NJSA 10:4-1 et. seq.) that it shall immediately enter into an Executive Session to discuss a matter that the disclosure of which would constitute an unwarranted invasion of individual privacy and a matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation performance, promotion or disciplining of any prospective or current public officer or employee.

The information discussed at this meeting can be disclosed to the public only upon formal written request to the Secretary of the Board of Education at the next Special or Action meeting to disclose the information discussed."

Carried by Voice Vote

Return to Public Meeting:

Motion by: Pappalardo
2nd: Boulton

"The Pitman Board of Education was called to order at 7:30pm"

Notice of Meeting per Sunshine Law Requirements

Notice of this Regular Meeting of the Pitman Board of Education was advertised in the South Jersey Times, posted at Borough Hall, a copy thereof delivered to all Pitman Schools to be posted, and posted on the district's web site. Further, notice was posted and filed as required by law stating that the Board would meet in Executive Closed Session at 7:00 p.m. followed by the Regular Meeting at 7:30 p.m. in the Pitman High School Media Center. The President shall entertain any objections, with support reasons, to the conduct of this meeting on the grounds it violates the Open Public Meetings Act.

Pledge of Allegiance

Roll Call

April Miller - President
Stacey Pappalardo - Vice President

David Grossman - Member
Rebecca Higbee-Ionno - Member
Sara Boulton - Member
Melissa Farrell - Member
Natalie Pote - Member
Carisa Rose - Board Secretary
Steven Crispin - Superintendent

PRESENTATIONS

Budget Update

- Possibly closing 2 schools
- Strong possibility of it being Walls and Kindle
- 2.5 million plus or minus
- 25-30 staff members
- Timeline final budget is due on April 19th

Public Comment

Judy Walker - are you planning to appeal the decision to the state?

Mr Crispin - what we would be appealing is the funding formula of S2. The state came up with an adequate budget known as adequacy. We are at 120% adequacy state would like us at 90%. Enrollment is declining.

Greg Patterson - We knew we would lose money but didn't know we took money from grants. Why weren't planning to close schools prior to this, since we knew this was coming. Have we considered what the impact would be closing the high school and sending the elsewhere?

Mr. Crispin - the calculation is not easy to figure out and it is also politics. You never know until you get the numbers. We have talked about moving the high school but we would like to see if we could sustain the high school. We would also need to look into where they would go. We should look into this early next year as a just in case.

Jason Blackmore - Has there been any studies or dialogue with schools who are doing 7-12. Can they provide us what works for them and what does not?

Mr Crispin - Clearview, Gateway, Dealsea are all 7-12 schools. We will want to visit the schools to see how they run and handle the schools.

Jeff Knauss - Time frame on the plan so we can stay abreast?

Mr. Crispin - It will move somewhat quickly - April 19th is the deadline to submit to the county we are not bound to it but we want it to be as close as it can be. We will be using Strategic plan, school configuration to help with these strategies. It will be more logistics.

JN - Even if the budget is done can grades still move.

SC - Yes but we will would like it to be as close as we can get it. k-2 will probably have 3 classes

Sarah Mickle - Is this sustainable as far as projectability if more people move in?

Mr. Crispin - feels comfortable with the grade level building. Still a possibility of a referendum with possible an addition to the HS.

Ms. Miller - we had a demographer in 2021 and it was projected we will remain flat

Mrs. Miller addressed Mrs. Walker in regards to appealing. We have made every effort as well as the staff to see if there has been any relief.

Diane Shirley - Thanks Mr Crispin. Thinks it is long overdue that we close a school and it is financial decision that needed to be made. Why keep the oldest school open?

Mr. Crispin - it is a matter of number of classrooms.

Alision Dematteo - Parent, sub and coach, bullying is prevalent at the middle school and does not feel safe having her children in the middle school.

Mr. Crispin - that is a great point and there are concerns as what the perception will be. This is not an uncommon structure.

Catherine Lawrence - Why were there no plans put in place for our surplus knowing where we were going? What was the purpose of the organization in the past if it didn't save us any money?

Mr. Crispin - Yes we could have planned better but this is a very new board and no one was here during that time.

Ms. Miller - Not going to speak on behalf of the people not at the table

Heather Lanier - concerns of the district shrinking - taking away from the district such as programs, activities. Have we thought about what things get cut?

Mr. Crispin - I don't see the loss of the things just described. We are not looking at cutting programs. Class sizes will be impacted. Strengths - having all the same grades together, special education, this will give students the ability to move freely to the programs that fits their needs

Chris Totoro - Growth in the elementary and we keep putting bandaids on things and I feel what is being discussed we are putting more bandaids and we should put more emphasis on excelling in the elementary and possibly send the high school students out. Our High School students are leaving and going to GCIT to experience 21st century programs.

Mr Crispin - In the HS we brought in a career pathway, Steam program. The second is coming next year of Business Leadership. We will continue to grow and strengthen our programs.

Allison Massamini - I don't want the High School to close. How long will the high school be sustainable in the model?

Mr. Crispin - we have 330 students at the High School. We have a high school sustainability group. it may be through the tuition program. If we can not sustain the high school it could easily become the middle school.

Mayor Michael Razzo - Piggyback Ms Walker - seeing other districts the formula doesn't make sense to me. Why did we see such a reduction? It might be an effort in vain to challenge this.

Mr. Crispin - The calculation is based on enrollment and net assessed value of homes.

Ms. Miller - The formula is pretty concrete. They don't calculate our special ed categorical aid at the current number of students.

Christopher MacGuiga - We are not a choice district has it been brought up to reopen choice. Cutting staff is it more beneficial to cut staff vs leaving a building empty

Mr. Crispin - Choice is done. Cost of a school is being factored in but hard to estimate.

Catherine Lawrence - What do we expect for elementary class sizes?

Mr. Crispin - The numbers will increase. Anyone can send Ms Rose or myself and we will answer those questions.

Melissa Brown - Self-contained classrooms. Will we maintain the class sizes and how will we maintain programs and services?

Mr. Crispin - strong possibility that they will move schools. I feel this will be a benefit for special education students. Are we going to be able to maintain the same amount of time in co teaching classes?

Allison Dematteo - How do we get a prek grant and at the same time we get such a large decrease in funding.

Mr. Crispin - these are 2 different funding. Prek is an initiative to provide prek for all students.

Recess 8:46 pm

Resume Open session at 8:57 pm

Correspondence - None

Approval of Minutes

Motioned by: Miller

2nd: Boulton

February 15, 2023 Minutes
 February 15, 2023 Executive Session Minutes

All in favor

President’s Report

- NJSBA held a Gloucester and Camden county presentation as a training
- Feb 28th met with Adam Mazzola - BOE appreciates the support of the borough of school events
- strategic planning survey is up and will remain open until March 24th

Superintendent’s Report

- HIB
- Security Drills

Student Representative Report

This past weekend the drama department finished the Little Mermaid.
 Upcoming event is the academic bowl.

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

Motioned by: Grossman
2nd: Higbee Ionno

1. Approved all bills which are properly approved and certified to be paid.
2. Approved 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. Approved 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. Approved 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
2023/2024 Total Expenditures	\$23,635,737	\$2,841,364	\$759,600	\$27,176,536
Less: Anticipated Revenues	\$6,001,044	\$2,841,364	\$329,916	\$9,172,324
Taxes to be Raised	\$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.

Roll Call – 1-6

Yes 7: Highbee-Ionno, Pappalardo, Boulton, Farrell, Pote, Grossman, Miller

Abstain:

No: 0

Absent: 0

CURRICULUM & INSTRUCTION COMMITTEE – Pappalardo, Pote, Boulton

Motioned by: Pappalardo

2nd: Pote

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. Approved 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. Approved all field trips as submitted.
6. Approved the revised school calendar for the 2022/2023 school year.
7. Approved the school calendar for the 2023/2024 school year.
8. Approved 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. Approved the job description of Certified School Nurse.
10. Approved the resignation of Aaron Miller, part-time instructional aide at Pitman Middle School, effective March 20, 2023.
- 11. Approved the retirement resignation, with regret, of Rita Marquez-Williams, teacher at Pitman Middle School, effective February 1, 2023.**
- 12. Approved the resignation of Jennifer Williams, preschool teacher at Memorial School, effective March 17, 2023.**
- 13. Approved the retirement resignation, with regret, of Cindy Wood, part-time instructional aide at Pitman Middle School, effective May 31, 2023.**
- 14. Approved the resignation of Shannon Vallaster, secretary at Kindle School, effective June 14, 2023.**
15. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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. Approved Ashley McConnell, homebound instructor, to provide instruction to student #8358736477 effective February 28, 2023 through a date to be determined.**

27. Approved the following volunteer for the the 2023 spring musical:

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

28. Approved 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
Thomas McCarty 1:1 Nurse	Walking Club	PMS/Grades 6-8

29. Approved 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. Approved 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* *not a district employee	Baseball Freshman Coach	\$4,563

31. Approved the following volunteer coach for the 2022/2023 school year:

<u>Name</u>	<u>Position</u>
Art Wharton* *not a district employee	Baseball

32. Approved the following Game Workers on an as needed basis for the 2022/2023 school year:

Melissa Bianchini
Denise Pallies
Matthew Smick

33. Approved the following leave(s) of absence:

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

Roll Call – 3-33

Yes 7: Highbee-Ionno, Pappalardo, Boulton, Farrell, Pote, Grossman, Miller

Abstain: Higbee Ionno -(32)

No: 0

Absent: 0 -

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

Public Comment

Adjournment- 9:08 pm

Motion by: Pappalardo
2nd: Grossman

Voice vote, with all in favor of 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.