

PITMAN SCHOOL DISTRICT

Board of Education Meeting

September 21, 2022

Minutes

Open Public Meeting

Moved by Board Member – Pappalardo
Second by Board Member – Powell

That the Pitman Board of Education was called to order at 7:00 p.m.”

Carried by Voice Vote

Notice of Meeting per Sunshine Law Requirements

Executive Session 7:01pm

Moved by Board Member – Grossman
Second by Board Member – Miller

Carried by Voice Vote

RETURN TO PUBLIC MEETING

Moved by Board Member – Miller
Second by Board Member – Grossman

That the Pitman Board of Education was called to order at 7:31 p.m.”

Carried by Voice Vote

Notice of Meeting per Sunshine Law Requirements

Pledge of Allegiance

Roll Call

With the following in attendance:

| | |
|----------------------|--|
| Robert K. Uyehara | President |
| Darlene Powell | Vice-President |
| David Grossman | Member |
| Rebecca Higbee Ionno | Member |
| April Miller | Member |
| Stacey Pappalardo | Member |
| Steve Crispin | Superintendent |
| Carisa Rose | Business Administrator/Board Secretary |

ABSENT

Ruth Ann Wilson-Doherty Member

Public Comment - No Comment

Approval of Minutes

Motion by Board Member - Uyehara
Second by Board Member – Powell

August 17, 2022 Minutes
August 29, 2022 Minutes

All in Favor

Motion by Board Member - Uyehara
Second by Board Member – Pappalardo

August 17, 2022 Executive Session Minutes
August 29, 2022 Executive Session Minutes

All in Favor

President’s Report

- Mr. Uyehara attended the 911 event, the band and the choir were there and Pitman High school was very well represented.
- Open house was well attended
- Panther Prowl is October 15th

Superintendent’s Report

1. District Goals for 2022/2023
 - 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 safe and dynamic learning environments for teaching and learning.
 - Create a culture of community engagement and support for the district’s mission.
 2. Pitman Youth Advisory Council - Municipal Alliance Grant
 3. Preschool Program
 - a. financial impact - special ed
 - b. drop off/pickup schedule
 4. Community Meeting - Monday, October 17, 2022
 5. Committee Meetings
 - a. Work Session - October 12th
 - b. Committee Meeting - Skip for October - resume in November
 - c. Action Meeting - October 19th
 6. Middle School Masquers - no advisor but it is being worked on.
- Security Drills

Student Representative Report

Pitman marching band performing this saturday, September 24, 2022

Excited to see activities coming back

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

Motion by Board Member - Uyehara

Second by Board Member – Powell

1. Motion to approve line item transfers for the month of July 2022.
2. 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. 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. 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. Motion to approve all bills which are properly approved and certified to be paid.
6. Motion to approve the Game Workers pay rate per event for the 2022/2023 school year.
7. 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. 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. 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. Motion to approve the GoGuardian Classroom Management Tool for the 2022/2023 school year in the amount of \$5,699.40.
11. 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. 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. 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. Motion to approve the change order, as attached, for the partial window replacement at Memorial School, in the amount of \$1,500.
15. 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.

Roll Call – 1-15

Yes 6: Grossman, Miller, Powell, Uyehara, Higbee-Ionno, Pappalardo,

Abstain:

No: 0

Absent: 0 - Wilson-Doherty

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

Motion by Board Member - Powell

Second by Board Member – Pappalardo

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. Motion to approve the list of substitutes for the 2022/2023 school year.
3. Motion to approve travel and related expenses of staff members and board members on the attached list.
4. Motion to approve the Use of Facilities as attached.
5. Motion to approve all field trips as submitted.
6. Motion to approve the revised school calendar for the 2022/2023 school year.
7. Motion to approve the submission of the 2022/2023 HIB Grades Self Assessment to the New Jersey Department of Education.
8. Motion to approve the submission of the Virtual/Remote Instruction Plan for the 2022/2023 school year to the County Office of Education.

9. 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. 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. 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. 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. 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. 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. 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
HS 9-12
HS 9-12

Business
Financial Literacy
Math IV

16. 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. 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. 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. 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. 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. 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. Motion to accept the resignation of Nancy Sanker, part-time instructional aide at Memorial School, effective August 30, 2022.
23. Motion to rescind the contract of Katherine Grady, part-time instructional Aide, for the 2022/2023 school year.
24. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. Motion to approve the job description of the Technology Student Association advisor.

Background: This position is funded by a grant.

47. 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. 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. 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. 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. 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. 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. 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

54. Motion to approve the sidebar agreement with the PAA.

Roll Call – 1-54

Yes 6: Grossman, Miller, Powell, Uychara, Higbee-Ionno, Pappalardo,

Abstain:

No: 0

Absent: 1 - Wilson-Doherty

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

Motion by Board Member - Pappalardo

Second by Board Member – Grossman

1. 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) |

Roll Call – 1

Yes 7: Grossman, Miller, Powell, Uyehara, Higbee-Ionno, Pappalardo,

Abstain:

No: 0

Absent: 0 - Wilson-Doherty

Public Comment

Mr Hoh - 101 Colonial - Questioning the times of the work session and if it will be open to the public.

Motion to Adjourn the meeting - 7:59pm

Motion - Grossman

2nd Miller

All in Favor

Meeting adjourned at 7:59 pm

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.