

PITMAN BOARD OF EDUCATION

July 20, 2022

Building on our unique traditions, the mission of the Pitman School District, in partnership with families and our community, is to educate all students through exceptional learning experiences to be discerning, ethical, confident citizens. It is the expectation of this school district that all pupils achieve the New Jersey Student Learning Standards at all grade levels.

Students, parents, community, and the Board of Education are responsible for sharing, pursuing, and achieving this vision.

Regular Meeting – Wednesday, July 20, 2022 – convenes at 7:00 pm at the Pitman High School Media Center.

With the following in attendance:

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

Absent:

Stacey Pappalardo	Member
Ruth Ann Wilson-Doherty	Member

OPEN PUBLIC MEETING

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

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

Carried by Voice Vote

EXECUTIVE CLOSED SESSION – 7:00 p.m.

Moved by Board Member – Powell
Second by Board Member – 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

Moved by Board Member – Powell
Second by Board Member – Miller

That the Pitman Board of Education was called to order at 7:35 p.m.”

Carried by Voice Vote

STATEMENT FOR REGULAR SESSION

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.

MOMENT OF SILENCE AND SALUTE TO THE FLAG

PRESENTATIONS -

PUBLIC HEARING – (15 minutes) - No Comment

This is the first of two public comments we will have tonight. This is public comment and not a dialogue between the board and the public. You will have three minutes to speak and it’s your opportunity to comment or ask questions. At the close of public comment, we will respond as best as we can. If we do not have the information available at this time and if it is something we can share with you, we will get back to you.”

CORRESPONDENCE

Thank You Note

APPROVAL OF MINUTES

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

“That the minutes of the Pitman Board of Education as held on the dates listed below are approved as printed and reading dispensed with:

Wednesday, May 18, 2022
Wednesday, June 8, 2022
Wednesday, June 22, 2022”

All in favor
Abstain May 18, 2022: 1 Higbee-Ionno

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

“That the minutes of the Closed Sessions of the Pitman Board of Education held on the dates listed below are approved as printed and the reading dispensed with:

Wednesday, May 18, 2022 - 7:00 pm
Wednesday, June 8, 2022 – 8:23 pm
Wednesday, June 22, 2022 - 6:30 pm”

All in favor
Abstain May 18, 2022: 1 Higbee-Ionno

PRESIDENT’S REPORT

Welcome Steve Crispin
Congratulate Darlene Powell achieve the Master Board Member status
Mr Uyehara attended legal continuing education class
Miss Pitman pageant - uplifting to see so many young women representing Pitman

SUPERINTENDENT’S REPORT

District Goals 2022/2023
Preschool Expansion Aid
Reunification Plan
District Calendar/Printing
Homeschooling
District Projects

FINANCE & FACILITIES COMMITTEE – Uyehara, Powell, Higbee-Ionno

Motion by Board Member - Uyehara
Second by Board Member – Higbee-Ionno

1. “That all line-item transfers be approved for the month of June 2022.”
2. “That the Board Secretary’s Report Draft is in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2022. 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. “That the Pitman Board of Education certifies – 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 June 2022 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. “That the Treasurer’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2022. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month of June 2022.”

5. “That all bills are properly approved and certified to be paid.”

6. “That the Pitman Board of Education approves the following educational services by the Special Services Department for the 2021/2022 school year:

Student ID	Placement	Duration	Tuition Cost	Cost
7966992467	Learn Well	3/23/22 - 3/25/22	\$38.00/hr.	\$303.24
		3/28/22 - 3/31/22	\$38.00/hr.	\$404.32
		4/1/2022 - 4/5/22	\$38.00/hr.	\$252.70”

7. “That the Pitman Board of Education enters into an agreement with the New Jersey Commission for the Blind for the 2022/2023 school year to provide services for the following eligible students. Services are based on educational needs.”

SID #	Cost
1678133130	\$2,200.00
3007979039	\$2,200.00
5163357883	\$2,200.00
6533773754	\$2,200.00
7434263478	\$2,200.00”

8. “That the Pitman Board of Education accepts allocations and submissions (with their Statement of Assurances) of the Consolidated Grant for the 2022/2023 school year in the following amount:

School Improvement Award (SIA)
\$27,500.00”

9. “That the Pitman Board of Education approves Link It! Data Warehousing and Reporting, Analytics (LinkIt! Navigator & Consultative Services), Assessment Solutions, and Support License effective July 1, 2022 through June 30, 2023, for a total cost of \$17,850.00.”
10. “That the Pitman Board of Education approves the 2022/2023 renewal subscription with Frontline Education for Absence & Substitution Management, Time & Attendance, and Employee Evaluation Management with Evaluation Frameworks at the flat rate of \$23,979.65.”
11. “That the Pitman Board of Education approves the purchase of the PowerSchool License/Subscription fees with Maintenance and Support effective July 1, 2022 through June 30, 2023, at a cost of \$7,825.00.”
12. “The Pitman Board of Education approves the contract with IXL Learning for the renewal of IXL site license (Grades 2-12: 975 students) - Math and ELA from August 15, 2022 through August 15, 2023, at a cost of \$12,431.00.”
13. “That the Pitman Board of Education approves the contract for professional services (reading recovery) between Evesham Township School District and Pitman Public Schools in the amount of \$1,000.00 for the 2022/2023 school year.”
14. “That the Pitman Board of Education approves the contract with Lunch Time, Cafeteria Data Management, in the amount of \$8,320.00 for the 2022/2023 school year.”
15. “That the Pitman Board of Education approves the contract with Vanguard Energy Partners, LLC for semi-annual operations and maintenance services (solar panels) in the amount of \$3,510.03 for the 2022/2023 school year.”
16. “That the Pitman Board of Education approves the contract with Teaching Strategies for Early Childhood for Creative Curriculum Cloud with ReadyRosie and Online Professional Development (digital only) in the amount of \$3,550.00 for the 2022/2023 school year.”
17. “That the Pitman Board of Education approves Brookfield School’s educational services program to provide the essential mandated academic instruction for students while they are out of school for the 2022/2023 school year.”
18. “That the Pitman Board of Education approves the Preschool Expansion Aid grant application and budget application for the 2022/2023 school year.”
19. “That the Pitman Board of Education approves the participation in the Gloucester County Special Services School District MVC On-line Abstract Request Program for the school year 2022/2023 at a cost of \$45.00.”
20. “That the Pitman Board of Education approves and authorizes the submission of the IDEA application for Fiscal Year 2023, and accepts the grant award of the funds upon subsequent approval of the Fiscal Year 2023 IDEA application.”

Roll Call – 1-20

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

Abstain:

No: 0

Absent: 2 - Pappalardo, Wilson-Doherty

CURRICULUM & INSTRUCTION COMMITTEE - Powell, Pappalardo, Miller

Table 6 - All in favor

Motion by Board Member - Powell

Second by Board Member – Miller

1. Student Statistics June 2022:

Date	Elementary	Middle	High	Out of District	Alternate	Total
6/30/22	556	259	330	16	0	1161
6/30/21	507	281	332	20	0	1140
5/31/22	556	259	330	16	0	1161

Suspensions/Reasons: 0

HIB:

Reported: 0

Confirmed: 0

2. Fire and Lockdown Drills for the month of June 2022:

School	Date	Time of Drill	Type of Drill	Persons in Building	Persons Participating	Weather Conditions
High School	6/7/2022	10:45 AM	Fire	345	345	Sunny 80°
	6/8/2022	8:20 AM	Non-Fire Evacuation	360	360	Sunny 86°
Middle School	6/8/2022	1:20 PM	Fire Shelter in Place	289	289	Sunny 85°
	6/23/2022	1:36 PM		10	10	Sunny 77°
Kindle School	6/14/2022	9:30 AM	Lockdown	200	200	Cloudy 75°
	6/22/2022	9:13 AM	Fire	4	4	Sunny 70°

Memorial School	5/23/2022 6/8/2022	2:30 PM 1:30 PM	Evacuation Fire	216 220	216 220	Sunny 75° Sunny 83°
Walls School	6/9/2022 6/23/2022	2:45 PM 7:59 AM	Reverse Evacuation Fire	192 9	192 9	Sunny 81° Partly Cloudy 63°

3. "That additions to the Substitute List for the 2022/2023 school year be approved.
4. "That the Pitman Board of Education finds 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."
5. "That the Pitman Board of Education approves the Use of Facilities as attached."
6. "That the Pitman Board of Education permits a student who resides with her grandparents (district employees) to attend Pitman Public Schools for the 2022/2023 school year."
7. "That the Pitman Board of Education approves the following out of district placements by the Special Services Department effective July 1, 2022 through June 30, 2023, for the 2022/2023 school year:

Student ID#	Placement	ESY Tuition Cost	ESY Additional Services	Tuition Cost	Additional Services
1548830562	Coastal Learning Center Monmouth Corp.	Included	N/A	\$74,546.01	\$37,324.00"

8. "That the Pitman Board of Education approves the contract with NJPSAFEPA for Outside Consultant Services, Virtual Workshop: Best Practices in Gifted and Talented Program Development, on October 7, 2022, February 17, 2023, and May 19, 2023 from 8:30 AM - 11:30 AM at a cost of \$4,800.00 (\$1,600 per session - Title IIA)."
9. "That the Pitman Board of Education approves the Frontline Training, Custom Virtual Session - Employee Evaluation Management, four hours of live remote training at a total cost of \$1,050.00."
10. "That the Pitman Board of Education approves the services agreement between the Pitman Public Schools and Rowan University, the Partnership for Education, Equity & Research

(PEER) effective July 1, 2022 through June 30, 2027, costs for proposed sessions for the 2022/2023 total \$9,500.00.”

11. “That the Pitman Board of Education approves the appointment of the High School Principal as Issuing Officer for Working Papers for the school year July 1, 2022 to June 30, 2023.”
12. “That the Pitman Board of Education approves the following individual be appointed as translator (forms, letters, meetings) for the Special Services Department for the Pitman School District as follows for the 2022/2023 school year (timesheets):

Name	Salary
Catherine Liebmann-Jacobo	\$39.00 per hour”

13. “That staff members successfully completing courses for the 2021/2022 school year be approved for tuition reimbursement in accord with the negotiated agreement with the Pitman Education Association.” (revised - originally approved on 5/18/22)
14. “That the Pitman Board of Education approves the Pitman School District Professional Development Plan for the 2022/2023 school year.”
15. “That the Pitman Board of Education accepts the resignation of Emma Coles, Panther Club Counselor, effective June 20, 2022.”
16. “That the Pitman Board of Education accepts the resignation of Jennifer Massari, Third Grade Teacher at W.C.K.Walls School, effective June 30, 2022.”
17. “That the Pitman Board of Education approves the resignation of Paul Schnetzler, Jr., Part-Time Maintenance/Grounds for the Pitman School District, effective August 9, 2022.”
18. “That notice of continuation of employment for the 2022/2023 school year is issued to the following tenured staff member. Salary in accord with the negotiated agreement with the Pitman Education Association:

Teacher	Degree/Step	Salary
Jennifer Cuesta	BA+30/12	\$63,638.00”

19. “That the Pitman Board of Education approves the following transfer for the 2022/2023 school year:

Employee Name	2021/2022 Assignment/Location	2022/2023 Assignment/Location
Jennifer Cuesta	ELA Teacher/MS	Grade 2 Teacher/Walls”

20. “That the Pitman Board of Education approves the appointment of Ace DeFay, Custodian at W.C.K. Walls School, at an annual prorated salary of \$36,109.00, Step O Custodian Guide, with benefits, effective August 1, 2022 through June 30, 2023 (pending receipt of proper paperwork). Salary in accord with the negotiated agreement with the Pitman Education Association.”

21. “That the Pitman Board of Education approves Cheryl Buckingham, Part-Time Custodian, to work up to 31.5 hours per week effective July 21, 2022 through August 31, 2022.”
22. “That the Pitman Board of Education approves up to 15 hours (July 1, 2022 through August 14, 2022), to Jennifer Smith, Athletic Trainer/Coordinator, at her per diem rate of pay (timesheets).
23. “That the Pitman Board of Education approves the appointment of Kimberly Ruhl, Basic Skills Teacher ELA (Grant Funded) at Pitman Middle School, at an annual prorated salary of \$36,095.00 (50% of MA/Step 14, \$72,189.00), no benefits, effective September 1, 2022 through June 30, 2023 (pending receipt of proper paperwork). Salary in accord with the negotiated agreement with the Pitman Education Association.”
24. “That the Pitman Board of Education approves the following MTSS implementation team members funded out of the American Rescue Plan - NJTSS Mental Health Support Staffing for the 2022/2023 school year:

Name	Location	Stipend
Aimee Casey Lauren Plum	Kindle	\$500.00
Cathy Jacobo	Walls	\$500.00
Melody Smythe	Middle School	\$500.00”

25. “That the Pitman Board of Education approves the following District Resiliency Team Members to be paid with ESSER II - Learning Acceleration funds for the 2022/2023 school year (Account #20-484-219-110-00-0-000):

Name	Stipend
Joan Garyantes	\$500.00
Laura Malinowski	\$500.00”

26. “That the Pitman Board of Education approves the following revised 2022 summer work from July 5, 2022 through July 28, 2022, for the Special Services staff (stipend in accord with the agreement with the Pitman Board of Education):

Extended School Year Special Education Nurse	Nurse
\$39.00 per hour - up to 17 hours per week - timesheets (revised originally approved for 12 hours per week)	Barbara Hess”

27. “That the Pitman Board of Education approves the following members of the Special Services Department to work a maximum of the following number of days from June 20, 2022 through August 31, 2022, 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) (originally approved in June from July 1, 2022):

Name	Days
Jenifer Gillin	Up to 5 Days
Heather Lester	Up to 5 Days
Cassandra Wright	Up to 5 Days”

28. “That the Pitman Board of Education approves the following members of the Special Services Department to perform summer evaluations from June 20, 2022 through August 31, 2022, at a rate of \$325.00 per case (timesheets) (originally approved in June from July 5, 2022):

Summer Evaluations	
Heather Lester	Kimberly Hemmes
Ashlee Sheppard	Cassandra Wright”

29. “That the Pitman Board of Education approves the following teaching staff members for an in-house co-teaching workshop, up to 12 hours at \$39.00 per hour, up to \$486.00 each (funded out of Title IIA):

Neff/Pramov	Leakan/Pirrone
Barnabie/Plum	Beach/Malinowski
Hossler/Young/Cieslak	Thorpe/Specht
Oliver/Tulini/Morrison	

30. “That the Pitman Board of Education approves the following summer curriculum work, at an hourly rate of \$39.00 per hour, stipend in accord with the agreement with the Pitman Education Association (time sheets):

School	Course	Level(s)/Grade	Teacher	Hours (up to)
Elementary	World Language	1-5	Cathy Jacobo (guides and maps)	15”

31. “That the Pitman Board of Education approves the following Content Area Leaders for the 2022/2023 school year. Stipend to be paid through Title IIA grant funds (*Italics – In-house*):

Name	Position	Stipend
<i>Edward Cieslak</i>	Pre-K-6 ELA	\$1,500.00
<i>Kandice Hanrahan</i>	7-12 ELA	\$1,500.00
<i>Matthew Elmuccio</i>	7-12 Math	\$1,500.00
<i>Robert DiTizio</i>	PK-12 Social Studies	\$1,500.00
<i>Melissa Bianchini</i>	PreK-12 PE & Health	\$1,500.00
<i>Aliana Katz</i>	7-12 Science	\$1,500.00

<i>Michael Finley</i>	Pre-K-12 Technology	\$1,500.00
<i>Sarah Mickle</i>	PK-12 Visual and Performing Arts	\$1,500.00
<i>Shelly Nichols</i>	K-12 World Language	\$1,500.00”

32. “That the Pitman Board of Education approves the following Data Leaders for the 2022/2023 school year. Stipend to be paid through Title IIA grant funds (*Italics – In-house*):

Name	Position	Stipend
<i>Nicole Beach</i>	PK-6 Math	\$1,500.00
<i>Lauren Mecholsky</i>	7-12 ELA	\$1,500.00
<i>Alice Contravo</i>	7-12 Math	\$1,500.00”

33. “That the Pitman Board of Education approves the following Extra Service Contracts for the 2022/2023 school year. Stipend in accord with the agreement with the Pitman Education Association (*Italics–In-house*):

Name	Position	Stipend
<i>Michael (Chris) Thomas</i>	Head Football Coach	\$7,555.00
<i>Jeffrey Smith</i>	Assistant Football Coach	\$5,360.00
John Wiseburn	Assistant Football Coach	\$5,360.00
<i>Lauren Mecholsky</i>	Head Coach – Fall Cheerleading	\$3,829.00
<i>Matthew Newcomb</i>	Head Coach – Boys’ Soccer	\$6,702.00
<i>Matthew Smick</i>	Assistant Boys’ Soccer Coach	\$5,360.00
<i>Carrie Schwank</i>	Head Coach – Girls’ Soccer	\$6,702.00
<i>Kristin Chapman</i>	Assistant Coach - Girls’ Soccer	\$5,360.00
Jennifer Sykes	Assistant Coach - Field Hockey	\$5,360.00
<i>Matthew Elmuccio</i>	Head Coach – Cross Country	\$6,088.00”

34. “That the Pitman Board of Education approves the following volunteer coaches for the 2022/2023 school year (*Italics-In-house*):

Volunteer Coaches	
Joseph Bement	Football
Guy Davidson	Football
Mike Giovinetti	Football
Joseph Ruggeri	Football
Elizabeth Kelly	Cheerleading

<i>John Hopely</i>	Soccer
Kyle Leach	Soccer
Meghan Brown (pending receipt of proper paperwork)	Soccer
Linda Gipe	Soccer
Robert Fisicaro	Girls' Tennis"

35. "That the Pitman Board of Education approves the substitute pay rates effective July 1, 2022, for the 2022/2023 school year as follows:

Position	Rate
Licensed Nurse (RN)	\$225.00/day
Custodian	\$14.00/hour
Maintenance/Grounds	\$14.00/hour
Secretary	\$14.00/hour
Cafeteria Aides	\$14.00/hour
Instructional or Library Aides	\$14.00/hour
Food Service	\$14.00/hour
Teacher	\$105.00/day for up to 20 school days of continuous service in the same position. 75% of the per diem rate of BA/Step 1 teacher per day from day 21 of continuous service in the same position provided that the substitute holds minimally a Certificate of Eligibility appropriate for the position. For long-term scheduled (beyond three months) replacement teacher positions, the per diem rate will be at the recommendation of the Superintendent of Schools. Benefits may also be included at the discretion of the Superintendent of Schools."

36. "That the Highland Chemical Engine Company is permitted to hold their Annual Labor Day Carnival on the grounds of Pitman High School, Wednesday, August 31, 2022 through Saturday, September 3, 2022, with construction beginning in the student parking lot on Saturday, August 27, 2022, and dismantled, cleaned, and ready for school activities by 8:00 AM Tuesday, September 6, 2022."

Table 6

Roll Call – 3-5 / 7-36

Yes 5: Grossman, Miller, Powell, Uyehara, Higbee-Ionno

Abstain 0:

No: 0

Absent: 2 - Pappalardo, Wilson-Doherty

COMMUNICATION & POLICY COMMITTEE - Pappalardo, Wilson-Doherty, Grossman

Motion by Board Member - Grossman

Second by Board Member – Powell

1. “That the Policies/Regulations listed below be approved for **second** reading:

SECOND READING	
Policy 1648.15	Recordkeeping for Healthcare Settings in School Buildings - COVID 19 (M) (New)
Policy 2415.04	Title I - District-Wide Parent and Family Engagement (M)(Revised)
Policy 2415.50	Title I - School Parent and Family Engagement (M) (New)
Policy 2416.01	Postnatal Accommodations for Students (New)
Policy 2417	Student Intervention and Referral Services (M) (Revised)
Policy 3161	Examination for Cause (Revised)
Policy 4161	Examination for Cause (Revised)
Policy 5512	Harassment, Intimidation, and Bullying (M) (Revised)
Policy/Regulation 7410	Maintenance and Repair (M) (Revised) (Regulation 7410 (New))
Regulation 7410.01	Facilities Maintenance, Repair, Scheduling, and Accounting (M) (Revised)
Policy 8420	Emergency and Crisis Situations (M) (Revised)
Policy/Regulation 9320	Cooperation with Law Enforcement Agencies (M) (Revised)

Roll Call – 1

Yes 5: Grossman, Miller, Powell, Uyehara, Higbee-Ionno,

Abstain:

No: 0

Absent: 2 - Pappalardo, Wilson-Doherty

PUBLIC HEARING – (15 minutes) - No Comment

This is public comment and not a dialogue between the board and the public. You will have three minutes to speak and it's your opportunity to comment or ask questions. There will not be a back and forth exchange between the speaker and the Board. At the close of public comment, we will respond as best as we can. If we do not have the information available at this time and if it is something we can share with you, we will get back to you."

ADJOURNMENT

Moved by Board Member – Powell

Second by Board Member – Grossman

Voice vote, with all in favor of adjournment.

Respectfully Submitted by:

Carisa Rose, Board Secretary