

PITMAN SCHOOL DISTRICT

Board of Education Meeting

September 18, 2024

MINUTES

Motion to Open the Meeting at 7:00 PM

Motion: Pappalardo
Second: Grossman
In Favor: ALL

Public Meeting

Motion to Enter Into Executive Session at 7:01 PM

Motion: Pappalardo
Second: Farrell
In Favor: ALL

Executive Session

Motion to Close Executive Session at 7:28 PM

Motion: Pappalardo
Second: Pote
In Favor: ALL

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 supporting reasons, to the conduct of this meeting on the grounds that it violates the Open Public Meetings Act.*

Moment of Silence

Pledge of Allegiance

Roll Call

Attendance:

Mrs. Boulton: Present
Mrs. Farrell: Present
Mr. Grossman: Present
Mrs. Higbee-Ionno: Present
Mrs. Miller: Present
Mrs. Pappalardo: Present
Mrs. Pote: Present
Quorum: 7-0

Public Comment

No Public Comment

Correspondence

No Correspondence

Approval of Minutes

August 21, 2024

August 21, 2024 Executive Session

Approval of Minutes - August 21, 2024 (Regular Session & Executive Session)

Motion: Miller
Second: Pappalardo
In Favor: ALL

President's Report

Mrs. Miller discussed the following items during her President's Report:

- 1. HSA - Mrs. Miller thanked the PES HSA for holding an open house and inviting the BOE to help. Mrs. Miller also thanked the BOE members who attended the event.**
- 2. Gloucester/Camden County NJ School Board Association Meeting - Mrs. Miller reminded the BOE about the upcoming Gloucester/Camden County NJ School Board Association Meeting on Tuesday, October 1st and how attendance is part of the certified new board member and master board member certification. Mrs. Miller took a pole to gauge likely attendance and discussed the relevance of the training and topics.**

Superintendent's Report

Dr. Preston discussed the following topics during his presentation:

- Introduction and swearing in of Student Representatives - Dr. Preston opened his presentation by talking about the student representative selection process and his gratefulness in having Rebecca Mazzola and Aubrie Yordy serve in this role. Dr. Preston also talked about how he will prioritize dialoguing with both of them as a means to grow and improve the district. Following this, he briefly introduced both Miss Mazzola and Miss Yordy and directed Mr. Miles to swear them in. Miss Mazzola and Miss Yordy were sworn-in as Student Representatives.**
- Referendum Updates - Dr. Preston and Mrs. Miller then discussed the background of the referendum, which included a strategic planning process with stakeholders throughout the community. These community members visited the five schools to assess the areas of needed improvement. This feedback was utilized to develop the project list. Dr. Preston then discussed the timetable involving a possible January 2025 or March 2025 referendum date. Dr. Preston also outlined the projects in both questions and Mrs. Miller talked about the facilities study that helped prioritize the projects.**
- The Loss of a Recent Graduate - Dr. Preston discussed the extraordinary loss of a former student and the community coming together through this tragedy.**
- Meetings - Dr. Preston discussed his recent meetings with community members, such as Chief McAteer, Mr. Holwitt of the Pitman Environmental Commission, Mrs. Salmon of the Senior Center, and Mrs. Russell of the Pitman Education Foundation. Dr. Preston encouraged individuals to support the upcoming Panther Prowl.**
- Summit Field - Dr. Preston reminded parents to supervise children after hours at Summit Field in an effort to cut down on disciplinary issues after school dismisses.**
- Security Drills**

Student Representative Report - **Miss Mazzola provided an excellent report that relayed the following information:**

- 1. Recent activities, such as the Back-to-School Nights, picture days, the annual Activities Fair, and athletic events.**
- 2. Miss Mazzola paid specific attention to the Pink-Out football game that will take place on Thursday, 10/10. She also informed everyone that the Corner Press would be selling apparel for residents and students through Friday, 10/4, with 25% of proceeds benefiting the organization, Unite for Her.**
- 3. The Jr./ Sr. High School's upcoming fall musical performance of The Wizard of Oz for the Fall musical.**
- 4. The Pitman Music Association's performance at the 9/11 ceremony to honor those lives lost.**
- 5. Lastly, Miss Mazolla discussed how the 100th Anniversary Celebration had begun and that the seniors look forward to further celebration as the year progresses.**

FINANCE & FACILITIES COMMITTEE – Grossman, Boulton, Miller

Mrs. Boulton provided an update regarding the recent Finance & Facilities Committee Meeting that took place on Wednesday, 9/11/2024 at 3:30 PM. In attendance were Mrs. Miller, Mrs. Boulton, Dr. Preston, and Mr. Miles. The Committee discussed the upcoming agenda items, as well as the following topics: the 2025-26 budget calendar, the purchase of Turf Tank that will be used to paint the lines on the athletic fields and the purchase of which will be split 50/50 with the Borough, the ESEA grant allocation, posting snack prices in the lunch lines, recent issues at Summit Field, and the student representation election process. Lastly, Mrs. Boulton encouraged parents to provide supervision.

1. Recommend motion to approve line item transfers for the month of July 2024. (Attachment F&F-1)
2. Recommend motion to approve all bills which are properly approved and certified to be paid. (Attachment F&F-2)
3. Recommend motion to approve the 2025/2026 Budget Preparation Calendar. (Attachment F&F-3)
4. Recommend motion to approve the submission of the Food Services Corrective Action Plan for the year ended June 30, 2023. (Attachment F&F-4)

Note: This plan is required due to the fact that the district's net cash resources for 2022/2023 exceeded the three month's average.

5. Recommend motion to accept the following ESEA federal grant funds for the 2024/2025 school year:

Title III	\$2,541
-----------	---------

6. Recommend motion to accept the Memorandum of Understanding between the Pitman Board of Education and the Borough of Pitman regarding shared use of the Turf Tank Two Pro. (Attachment F&F-5)

Note: The Borough of Pitman will pay \$8,000 annually for the use of the device.

7. Recommend motion to adopt the resolution to add Dr. Robert Preston as a signer on the following accounts. (Attachment F&F-6)

Warrant	Unemployment
Payroll	Citizens Scholarship
Agency	Capital Reserve
Senior Class	Flexible Spending
Student Activities	Panther Club

- 8. Recommend motion to approve the submission of the Waiver Application Form in order to utilize the following preschool classrooms at Memorial School for the 2024/2025 school year. (Attachment F&F-7)

Note: These preschool classrooms are less than 950 feet, but greater than 700 square feet and as a result, need NJDOE approval for use.

- 9. Recommend motion to approve Gloucester County Vocational-Technical School District’s tuition for the 2024/2025 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	\$2,592	per student (67)	\$173,664

- 10. Recommend motion to approve the following contracts with Deptford Township School District for the 2024/2025 school year:

<u>Student ID#</u>	<u>Tuition</u>	<u>Transportation Cost</u>
N/A (Grade 10-Sp. Ed)	\$36,946.80	\$30,614.40
N/A (Grade 8)	\$17,747.40	\$30,614.40

- 11. Recommend motion to approve the following parent transportation contracts for the 2024/2025 school year:

<u>Student ID #</u>	<u>Route#</u>	<u>Amount</u>
5626752185	P3	\$2,954.52
2779434836	P4	\$13,573.98

- 12. Recommend approval to enter into a Joint Transportation Agreement with the following district for the 2024/2025 school year: (Attachment F&F-8)

<u>District</u>	<u>State/End Date</u>	<u>Destination</u>	<u>Cost</u>
Gateway Regional	7/1/24-6/30/25	Trips/Sports (as needed)	\$30,000 (approx.)

- 13. Recommend motion to approve the Game Workers pay rate per event for the 2024/2025 school year. (Attachment F&F-9)

- 14. Recommend motion to approve the contract with Auletto Caterers for the 2024/2025 Senior Banquet to be held on Monday, June 2, 2025, at a cost of \$38.50 per person.

- 15. Recommend motion to approve Link It! Data Warehousing and Reporting, Analytics (LinkIt! Navigator & Consultative Services), Assessment Solutions, and Support License effective July 1, 2024 through June 30, 2025, for a cost of \$13,738.

- 16. Recommend motion to approve Virtual High School for the 2024/2025 school year at an annual fee of \$3,400.

- 17. Recommend motion to approve the GoGuardian Classroom Management Tool for the 2024/2025 school year in the amount of \$14,546.50

- 18. Recommend motion to approve the contracts with Level Data for the 2024/2025 school year in the amount of \$8,073.

- 19. Recommend motion to approve the contract with Teaching Strategies for Coach Membership, PD Teacher Membership, and Creative Curriculum Cloud for the 2024/2025 school year in the amount of \$14,761.10.

Note: 100% of the Teaching Strategies expense is being paid out of Pre-School Expansion Aid funds (20-218-100-321-00-000).

Motion to Approve Items #1-19

Motion: Boulton
Second: Grossman
Mrs. Boulton: Yes
Mrs. Farrell: Yes
Mr. Grossman: Yes
Mrs. Higbee-Ionno: Yes (Items #1-12 & #14-19)
 Abstain (Item #13)
Mrs. Pote: Yes
Mrs. Pappalardo: Yes
Mrs. Miller: Yes
Motion Carried: 7-0 (Items #1-12 & #14-19)
 6-0 (Item #13)

CURRICULUM & INSTRUCTION COMMITTEE – Farrell, Pappalardo, Miller

Mrs. Farrell provided an update regarding the recent Curriculum & Instruction Committee Meeting that took place on Wednesday, 9/11/2024 at 4:30 PM. In attendance were Mrs. Miller, Mrs. Pappalardo, Mrs. Farrell, Dr. Preston, Mr. Caltabiano, and Mr. Miles. The Committee discussed the following items: the importance of 10th graders taking the PSATs and budgeting for that in the future, the extension of the High Impact Tutoring Grant with the running of sessions at three different times throughout the year, the referendum, and the non-resident tuition rate.

1. Student Statistics September 18, 2024:

Date	Memorial	PES	Jr./Sr. HS	Out of District	Alternative	Total
9/18/24	271	428	469	26	0	1194
9/20/23	236	410	485	20	0	1151
6/30/24	250	420	487	25	1	1183

Suspensions/Reasons: 0

(Attachment C&I-1)

HIB:

Reported: 0
 Confirmed: 0

2. Recommend motion to approve the list of substitutes for the 2024/2025 school year. (Attachment C&I-2)
3. Recommend motion to approve travel and related expenses of staff members and board members on the attached list. (Attachment C&I-3)
4. Recommend motion to approve the Use of Facilities as attached. (Attachment C&I-4)
5. Recommend motion to approve all field trips as submitted. (Attachment C&I-5)
6. Recommend motion to approve the updated list of admission of regular tuition students and the admission of non-resident students of Board of Education employees for the 2024/2025 school year pursuant to District Policy #5111 - Eligibility of Resident/Non-Resident Students. (Attachment C&I-6)

Background: Originally approved on August 21, 2024

7. Recommend motion to approve an after school math tutoring program at Pitman Elementary School. The program will run from October 7, 2024 through May 1, 2025, and operate Tuesday through Thursday from 3:00 pm - 4:00 pm. (up to 8 teachers). The tutoring program is being funded through the High Impact Tutoring grant.
8. Recommend motion to approve the following teachers to tutor the High Impact Tutoring after school program for the 2024/2025 school year (3 days per week, 1 hour per day):

Nicole Beach	Janine Morrison
Kathy Beaver	Jaclyn Schanz
Tracy Gerace	Jill Young
Catherine Liebmann-Jacobo	

9. Recommend motion to approve Rowan’s Engineers on Wheels - STEM presentations to Pitman Elementary School fourth grade students on Thursdays in September 2024 through May 2025.
10. Recommend motion to retroactively approve the students listed below for homebound instruction by the Special Services Department at the 2024/2025 contracted hourly rate as follows:

Student ID	Placement	Duration	Hours of Instruction	Rate
6937336404	Brookfield/Inspira Bridgeton	9/9/24-TBD	10 hours/week	\$64/hr.
4595655856	Medical	9/9/24-12/6/24	10 hours/week 2h English 11 2h Geometry 2h US History I 2h Origins of the Universe 2h Health/PE	\$64/hr.
5401995797	Pending Placement	9/9/24-TBD	10 hours/week	\$64/hr.

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

Employee	Location	Type of Leave	FMLA/FLA	Dates
94882586	District	Medical	N/A	Paid Sick Days: 8/5/24-8/22/24

12. Recommend motion to retroactively accept the resignation of Hannah Kehoe, part-time instructional aide at Pitman Elementary School, effective August 27, 2024.
13. Recommend motion to accept the resignation of Elizabeth Kelly, full-time preschool aide at Memorial School, effective September 20, 2024.
14. Recommend motion to ratify the resignation of Megan Bracken, math teacher at Pitman Jr./Sr. High School, effective November 17, 2024.
15. Recommend motion to retroactively approve Ralph Eldredge as a part-time district courier two hours per day and a part-time maintenance worker for two hours per day, effective September 1, 2024 through June 30, 2025, up to 20 hours per week, at an hourly rate of \$17.35.

Background: Split between accounts 11-000-262-100-00-C-000 and 60-910-310-110-00-0-000.

- 16. Recommend motion to rescind the Extra Service Contracts for the 2024/2025 school year for the following:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Megan Bracken	Assistant Marching Band Director	\$3,738
Sarah Mickle	Musical/Play Director (Spring)	\$3,887
Bethany Lawlor	Grade 8 Class Advisor	\$ 875

- 17. Recommend motion to retroactively approve Christine Rainey as a 12 month Registrar/PEA clerk for the district effective September 3, 2024 through June 30, 2025 at a prorated annual salary of \$55,000.

Background: Previously approved as an office aide at Memorial School.

- 18. Recommend motion to increase the hours of Karen Wintjen, Cafeteria Worker at Pitman Jr./Sr. High School, from up to 5.00 hours per day to up to 5.30 hours per day for the 2024/2025 school year.

- 19. Recommend motion to increase the hours of Mary Downs, Cafeteria Worker at Memorial School, from up to 4.25 hours per day to up to 4.75 hours per day effective September 16, 2024.

- 20. Recommend motion to retroactively approve Melissa Barton, as a part-time Occupational Therapist, effective or or about September 10, 2024 through June 30, 2025, for the 2024/2025 school year, two days per week, at a prorated annual salary of \$34,737 based on Step 17 of the MA salary guide. (Attachment C&I-7)

- 21. Recommend motion to retroactively approve Joanna Bottiglieri as a Preschool Relief Teacher, effective on or about September 16, 2024 through June 30, 2025, for the 2024/2025 school year, at an annual salary of \$51,882 based on Step 5 of the BA salary guide. (Attachment C&I-8)

Background: Replacing Elizabeth Altamuro who replaced Kimberly Castle

- 22. Recommend motion to retroactively approve Nicole Civalier as a replacement Special Education Teacher, effective on or about September 3, 2024 through June 30, 2025, for the 2024/2025 school year, at an annual salary of \$50,482 based on Step 1 of the BA salary guide. (Attachment C&I-9)

Background: Replacing Alice Contravo

- 23. Recommend motion to retroactively approve Linda Coremin as a replacement Preschool Teacher effective September 3, 2024 through on or about December 2, 2024 at a prorated annual salary of \$50,682.00 based on Step 2 of the BA salary guide.

Background: Replacing Sarah Baraldi. Ms. Coremin is a retired Pitman teacher and also a district substitute.

- 24. Recommend motion to retroactively approve Nicholas Wenzke as a part-time Instructional Aide effective September 1, 2024 through June 30, 2025, 29.5 hours per week, at hourly rate of \$17.93 based on the Step B/Degree of the salary guide.

Background: Replacing Thomas McCarty (1:1 Nurse)

- 25. Recommend motion to retroactively approve Janeta Antonucci as a part time Instructional Aide at Pitman Elementary School effective September 1, 2024 through June 30, 2025, 29.5 hours per week, at an hourly rate of \$15.83 based on Step F/0 Credits of the salary guide.

Background: Replacing Hannah Kehoe. Ms. Antonucci was previously approved as a Lunchroom Aide for the 2024/2025 school year.

- 26. Recommend motion to retroactively approve Ashley Braegger as a part-time Lunchroom Aide at Pitman Elementary School effective September 1, 2024 through June 30, 2025, up to three hours per day, at an hourly rate of \$15.13.

Background: Replacing Angela Friedrich

- 27. Recommend motion to retroactively approve Joan Strouse as a part-time Lunchroom Aide at Pitman Elementary School effective on or about September 1, 2024 through June 30, 2025, up to three hours per day, at an hourly rate of \$15.13 (pending receipt of proper paperwork).

Background: Replacing Sherry DiTonno

- 28. Recommend 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>
Theresa Van Mater	Instructional Aide	15

- 29. 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 27, 2024, for a total of up to three hours at a rate of \$44 per hour.
- 30. Recommend motion to approve Joseph Piccioni as the On-Call Emergency After-Hours Contact for the 2024/2025 school year, at a rate of \$30.00 per hour, as needed.
- 31. Recommend motion to approve Robert Miles and Mark Morris as additional On-Call After-Hours Contacts for the 2024/2025 school year.
- 32. Recommend motion to approve Holly Macneil, Nicole Seczech, Gloria Geary, Rose Kullman, Brittany Faust, and Arianna Pierce, Bayada employed nurses, to assist a student (NJSSID 8358736477) while in attendance on school property.
- 33. Recommend motion to approve Jessica Romer to become a member of the NJ Schools Public Relations Association at a cost of \$375.
- 34. Recommend motion to approve Jason Shivers as FBLA tutor, for the 2024/2025 school year, stipend in the amount of \$1,500 (Building Capacity to Careers Pathway Grant).
- 35. Recommend motion to approve the following volunteers for the 2024/2025 school year:

<u>Name</u>	<u>Club</u>
Kevin Casey	Fellowship of Christian Athletes
Alexis Johnston	Gay/Straight Alliance
Daniel Miller	Disc Golf (Jr. HS)

- 36. Recommend motion to approve the following Extra Service Contracts for the 2024-2025 school year. Stipend in accord with the agreement with the Pitman Education Association:

Sr. High

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Robert Tender	Supervisor Weight Training/Fall	\$1,576
John Hopely	Supervisor Weight Training/Winter	\$1,576
John Wiseburn*	Supervisor Weight Training/Spring	\$1,576

*not a district employee

Jr. High

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Christine Lenentine	Newspaper Advisor	\$1,557
Robert DiTizio	8th Grade Advisor	\$ 875
Robert Tender	Floor Hockey	\$1,360
Karen Roberts	Mentor Club	\$1,425
Robert Tender	Volleyball	\$1,360
Shelly Nichols	Builders Club (0.5)	\$ 638
Michael Finley	Builders Club (0.5)	\$ 638
Shelly Nichols	Jr. HS Student Council (0.5)	\$ 729.50
Michael Finley	Jr. HS Student Council (0.5)	\$ 729.50

37. Recommend motion to rescind offers made to Emily Williams, Panther Club Site Leader, and Kalieggh Bruno, Panther Club Counselor, for the 2024/2025 school year.

Background: Approved on August 21, 2024.

38. Recommend motion to rescind the following fieldwork placement during the 2024/2025 school year:

Name	University	Co-Operating Teacher	Dates	Location
Jacquelyn Bonner	Stockton	Jill DuBois	Fall 2024: 9/9/24-12/17/24 Spring 2024: 1/2/25-5/9/25	Memorial School

39. Recommend motion to approve the following fieldwork placement during the 2024/2025 school year:

Name	University	Co-Operating Teacher	Dates	Location
Carly Cianciulli	Stockton	Jill DuBois	Fall 2024: 9/9/24-12/17/24 Spring 2024: 1/2/25-5/9/25	Memorial School

40. Recommend motion to approve the following Game Workers on an as needed basis for the 2024/2025 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
Kelly Roberts	Ticket Seller, Ticket Taker

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

* not district staff

Motion to Approve Items #1-40

Motion: Farrell
Second: Pappalardo
Mrs. Boulton: Yes
Mrs. Farrell: Yes
Mr. Grossman: Yes
Mrs. Higbee-Ionno: Yes (Items #1-39)
 Abstain (Item #40)
Mrs. Pote: Yes
Mrs. Pappalardo: Yes
Mrs. Miller: Yes (Items #1 & #3-40)
 Abstain (Item #2)
Motion Carried: 7-0 (Items #1 & #3-39)
 6-0 (Items #2 & #40)

COMMUNICATION & POLICY COMMITTEE - Higbee-Ionno, Pote, Farrell

Mrs. Higbee-Ionno provided an update regarding the recent Communication & Policy Committee Meeting that took place on Monday, 9/9/2024 at 4:30 PM. In attendance were Mrs. Pote, Mrs. Farrell, Mrs. Higbee-Ionno, Dr. Preston, Mr. Caltabiano, and Mr. Miles. The Committee has no action items on the agenda but discussed the following items: lunch arrears, non-resident tuition rates, the technology repair policy, the student awards policy, and the possibility of restructuring the committees at the January reorganization meeting.

Public Comment

No Public Comment

Old Business

No Old Business

New Business

No New Business

Adjournment

Motion to Adjourn the Meeting at 7:59 PM

Motion: Pappalardo
Second: Pote
In Favor: ALL

The next Board of Education meeting is scheduled for Wednesday, October 16, 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 this agenda up to and during the actual meeting.

Board Minutes Certified by Robert Miles, Board Secretary; In Attendance on Wednesday, 9/18/24