

PITMAN SCHOOL DISTRICT

Board of Education Meeting

September 20, 2023

AGENDA

***Motion - Pappalardo
2nd - Farrell***

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

All in Favor

Executive Session

***Motion by: HIgbee-Ionno
2nd: Pote***

"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: Farrell**

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

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
Melissa Farrell - Member
Natalie Pote - Member
Sara Boulton - Member
Steven Crispin - Superintendent
Carisa Rose - Board Secretary

PRESENTATIONS

Public Comment - No Comment

Approval of Minutes

***Motioned by: Miller
2nd: Boulton***

February 11, 2023 Minutes Board Retreat
August 16, 2023 Minutes
August 16, 2023 Executive Session Minutes
August 22, 2023 Minutes Board Retreat

All in Favor

President's Report

- BOE members attended PES Welcome back to school night
- End of October the SBA workshop will be held in AC BOE members will be attending this training
- Data Committee will reconvene in October
- BOE would like to thank all staff for all of the extra efforts to begin the 23-24 SY they are committed to maintaining the Pitman Public Schools Pk -12.

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
 - a. Delayed
4. Strategic Planning
 - a. reconvene the committees to provide objectives - Wednesday, October 4, 2023
 - b. Shift in the facilities group to discuss a possible Referendum
5. PSAT's
 - a. transition from paper/pencil to online
 - b. There are some challenges in training the staff and we may not be able to provide the testing during the day and will need to be held on a Saturday.
 - c. If a Saturday it will be October 14, 2023
6. ROD Grant
7. Other

- a. Elk is renting 6 classrooms out of Walls School
 - b. Potential for another school to lease Kindle and additional classrooms at Walls
8. Security Drills

Student Representative Report

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

Motioned by: Grossman

2nd: Higbee Ionno

1. 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. Approve line item transfers for the month of August 2023.
3. 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. 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. 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. Approve all bills which are properly approved and certified to be paid.
7. 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. 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. Approve the Game Workers pay rate per event for the 2023/2024 school year.

10. Approve Virtual High School, \$4,950 annual fee, the fee includes 30 seats.
11. Approve the GoGuardian Classroom Management Tool for the 2023/2024 school year in the amount of \$12,075.
12. Approve the contracts with Level Data for the 2023/2024 school year in the amount of \$6,255.
13. Approve Educere, LLC to provide educational services for the 2023/2024 school year.
14. 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.

Roll Call – 1-14

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

Abstain 0:

No: 0

Absent : -

CURRICULUM & INSTRUCTION COMMITTEE – Pappalardo, Pote, Boulton

Motioned by: Pappalardo

2nd: 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. Approve the list of substitutes for the 2023/2024 school year.
3. Approve travel and related expenses of staff members and board members on the attached list.
4. Approve the Use of Facilities as attached.
5. Approve all field trips as submitted.
6. Approve the submission of the High Impact Tutoring Competitive Grant to the New Jersey Department of Education.
7. 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.

- 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

- 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)

- 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

- 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

- Approve the following leave(s) of absence:

Employee	Location	Type of Leave	FMLA/FLA	Dates
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

- 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 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. 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. 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
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- 16. 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
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- 17. 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. 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. Retroactively approve the resignation of Catherine Bernat, full-time preschool aide at Memorial School, effective August 23, 2023.

- 20. Retroactively approve the resignation of Olivia Van Mater, Panther Club counselor, effective August 24, 2023.

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

- 22. Approve the resignation of Patrick Polimeni, Media Specialist at Pitman Jr./Sr. High School, effective October 13, 2023.

- 23. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. Approve Carisa Rose and Mark Morris as additional On-Call After-Hours Contacts for the 2023/2024 school year.

- 35. 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. 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. 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. Approve Vicki Palaganas as STEM tutor, stipend in the amount of \$1,500, for the 2023/2024 school year, funded from Building Capacity to Careers Pathway Grant.

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

40. 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. 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. 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. 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. 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>
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Board of Education Meeting

August 16, 2023

Mary Clark	Guidance Secretary	15
Jennifer Shalaway	Instructional Aide	15
Diane Walker	Instructional Aide	15
Nora Weirich	Instructional Aide	15

45. 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. 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. 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. 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. 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. 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

Roll Call – 1-50

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

Abstain 2: (49) Higbee-Inno, (2) Miller

No: 0

Absent : -

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

Motioned by: Higbee-Ionno

2nd: Farrell

1. Approve the first reading of the policy listed below.

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

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

Roll Call – 1-2

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

Abstain 0:

No: 0

Absent : -

Public Comment

- Gene Reid - PSD Coach - Thank you for the weight room. Support paid coach for the Tennis program. Has the support from the principal and the athletic director. They have 16 girls playing. 5 games going on at the same time. In between every odd game girls can be coached. He has a paid assistant in mind and he would be fully committed. Indoor track has an assistant coach and does not have as many students. Assistant field hockey coach

- Faith Ralph - Pitman Resident - Thanks Coach Reid. She has a daughter on the team and she appreciates everything Coach Reid does for them. This past weekend they were in a tournament and it would have been a lot of ground for one coach to cover.

New Business

- Mr. Crispin had met with teachers and he was speaking with some teachers. The staff mentioned how a student had returned to Pitman and expressed how happy they are to be here.

Adjournment

Motion: Higbee Ionno

2nd: Farrell

“The Pitman Public Schools board meeting adjourned at 8:04 pm”

All in Favor

The next Board of Education meeting is scheduled for Wednesday, September 20, 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.