

# PITMAN SCHOOL DISTRICT

## Board of Education Meeting

January 3, 2024

### Minutes

#### ***Motion - Pappalardo 2nd - Pote***

"That the Pitman Board of Education Board Retreat was called to order at 6:04 p.m."

#### ***All in Favor***

#### **Board of Education - Retreat**

1. Ethics (Rebecca Higbee-Ionno)
  - a. Annual review of ethics acts for Board of Education members
    - i. Ms Higbee-Ionno reviewed the Code of Ethics
  - b. Ethics: CSA hiring process
  - c. Ethics: referendum process
2. Board of Education Self-Evaluation (Stacey Pappalardo)
  - reviewed the self evaluations
    - student performance and staffing consistently came up in the evaluation
    - Budget and finances are concerned
      - breakdown of spending
      - during budget more of a breakdown of the budget
    - enrollment
      - what can we do to increase
    - facilities
      - what can we do to make our facilities more up to date inside and out
    - find our strengths and using them to our advantage
  - Goals
    - student achievement
    - finance
    - policy

#### **Recess - 6:55**

#### **Reorganization Meeting**

#### **Back from recess at 7:00**

#### **Notice of Meeting per Sunshine Law Requirements**

Notice of the Reorganization 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 website. Further, notice was posted and filed as required by law stating that the Board would meet at 6:00 pm for the Board Retreat followed by the Reorganization Meeting 7:00 pm. in the Pitman Jr./Sr. High School Media Center. The Board secretary 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**

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

**Certification of Election**

1. That the Pitman Board of Education certifies the Annual School Board Election Results as listed below:

Candidate Vote Count:

\*April Miller - 2,526  
\*Sara Boulton - 2,494  
Write-In Totals - 197

\*elected for three (3) year terms as a board members

**Oath of Office**

- April Miller
- Sarah Boulton

**Nominations for President and Vice-President**

The Secretary requests nominations from the Board Members for the Office of President of the Board. Nominees:

The Secretary asks the Nominee(s) if he/she will accept the nomination, and if so, will you perform the office of President if so elected.

Motion by Farrell second by Higbee Ionno that the nominations for the position of President of the Board of Education be closed.

**ROLL CALL VOTE**

**Roll Call –**

**Yes 6:** Higbee-Ionno, Pappalardo, Boulton, Farrell, Pote, Grossman

**Abstain:**

**No: 0**

**Absent: 0 -**

The President requests nominations for the position of

Vice-President. Nominations: Stacey Pappalardo

Motion by Pote, second by Grossman, that a unanimous *vote* for as Vice-President be cast.

**ROLL CALL VOTE**

**Roll Call –**

**Yes 6:** Highbee-Ionno, Boulton, Farrell, Pote, Grossman, Miller

**Abstain:**

**No: 0**

**Absent: 0 -**

**Committee Appointments**

**Motion by Board Member - Miller**

**Second by Board Member – Pappalardo**

1. Recommend motion to approve the following board members to serve on committees as listed (committee chairperson is listed first):

| <b>Committee</b>         | <b>Board Members</b>                                 |
|--------------------------|--|
| Finance & Facilities     | David Grossman*, Sara Boulton, April Miller          |
| Curriculum & Instruction | Melissa Farrell*, Stacey Pappalardo, April Miller    |
| Communication & Policy   | Rebecca Higbee-Ionno*, Natalie Pote, Melissa Farrell |

Gloucester County School Board Executive  
Committee Representative:

Stacey Pappalardo

NJSBA Delegate Voting Member:  
Alternate:

David Grossman  
Sara Boulton

**Roll Call –**

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

**Abstain:**

**No: 0**

**Absent: 0 -**

**DATA AD HOC COMMITTEE -**

**CSA SEARCH AD HOC COMMITTEE -**

**FINANCE & FACILITIES COMMITTEE –**

No motions.

**CURRICULUM & INSTRUCTION COMMITTEE –**

No motions.

**COMMUNICATION & POLICY COMMITTEE -**

**Motioned by: Miller**  
**2nd: Pappalardo**

1. Approve Robert’s Rules of Order be adopted as the basis for the conduct of all meetings of the Pitman Board of Education.
2. Approve the Annual Schedule of Meetings, as listed, shall serve as sufficient notice of the Pitman Board of Education’s regularly scheduled meetings, and shall be posted at Pitman Borough Hall, filed with the Municipal Clerk of the Borough of Pitman and delivered to the Board’s official newspaper.

| Day       | Date               | Time    | Location                       | Purpose  |
|-----------|--------------------|---------|--------------------------------|--|
| Wednesday | February 21, 2024  | 7:00 pm | Jr./Sr. High School Media Ctr. | Action/Budget Meeting  |
| Wednesday | March 6, 2024      | 7:00 pm | Jr./Sr. High School Media Ctr. | Budget Development Meeting/Action Meeting                      |
| Wednesday | March 20, 2024     | 7:00 pm | Jr./Sr. High School Media Ctr. | Action/Budget Submission Meeting                               |
| Wednesday | April 17, 2024     | 7:00 pm | Jr./Sr. High School Media Ctr. | Action Meeting   |
| Wednesday | May 1, 2024        | 7:00 pm | Jr./Sr. High School Media Ctr. | Public Hearing on the Budget/Action Meeting                    |
| Wednesday | May 15, 2024       | 7:00 pm | Jr./Sr. High School Media Ctr. | Action Meeting   |
| Wednesday | June 5, 2024       | 7:00 pm | Jr./Sr. High School Auditorium | Student, Staff and Community Recognition Awards/Action Meeting |
| Wednesday | June 19, 2024      | 7:00 pm | Jr./Sr. High School Media Ctr. | Action Meeting   |
| Wednesday | July 17, 2024      | 7:00 pm | Jr./Sr. High School Media Ctr. | Action Meeting   |
| Wednesday | August 21, 2024    | 7:00 pm | Jr./Sr. High School Media Ctr. | Action Meeting   |
| Wednesday | September 18, 2024 | 7:00 pm | Jr./Sr. High School Media Ctr. | Action Meeting   |
| Wednesday | October 16, 2024   | 7:00 pm | Jr./Sr. High School Media Ctr. | Action Meeting   |
| Wednesday | November 20, 2024  | 7:00 pm | Jr./Sr. High School Media Ctr. | Action Meeting   |
| Wednesday | December 18, 2024  | 7:00 pm | Jr./Sr. High School Media Ctr. | Action Meeting   |
| Wednesday | January 8, 2025    | 7:00 pm | Jr./Sr. High School Media Ctr. | Re-Organization & Action Meeting                               |
| Wednesday | January 22, 2025   | 7:00 pm | Jr./Sr. High School Media Ctr. | Action Meeting   |

Meetings will begin as noted above with Executive Closed Session, followed by the Action Meeting at 7:30 pm; except for the Student, Staff, and Community Recognition Awards Program on June 5, 2024 and the Reorganization Meeting on January 8, 2025 that will start at 7:00 pm.

3. Approve that the Pitman Board of Education, in compliance with the Ethics Acts, certifies the following by roll call vote:
  - a. That the School Ethics Act and Code of Ethics for School Board Members has been received and discussed.
  - b. That Policies and Procedures regarding training of district Board of Education members have been adopted, and
  - c. That each Board of Education member acknowledges receipt of the Code of Ethics for School Board Members and has become familiar with the Code of Ethics.
4. Approve the Chairperson of Communication and Policy is appointed as the Pitman Board of Education representative to the Gloucester County School Boards Association Executive Committee, NJSBA Delegate, and that the Board President is appointed Liaison to Borough Council.

**Roll Call –**

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

Abstain:

No: 0

Absent: 0 -

**Public Comment - No Comment**

**New Business**

**Adjournment**

**Motion: Grossman**

**2nd: Farrell**

“The Pitman Public Schools board meeting adjourned at 7:10 pm”

*All in Favor*