

PITMAN SCHOOL DISTRICT

Board of Education Meeting

December 13, 2023

Minutes

***Motion - Pappalardo
2nd - Grossman***

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

All in Favor

Executive Session

***Motion by: Farrell
2nd: Boulton***

"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: Farrell
2nd: Boulton**

"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

- ❖ Student Spotlight - Memorial School - Board of Education Panther Award
- ❖ Kingsley Waddington - Preschool
- ❖ Benjamin Patterson - Kindergarten
- ❖ Gia Roberto - Grade 1

- Staff Spotlight - Memorial School
 - ❖ Barbara Schmidt

Break starting at 7:40 pm
Returning to session at 7:45 pm

Public Comment - No Comment

Correspondence - No Correspondence

Approval of Minutes

Motioned by: Miller
2nd: Pappalardo

November 15, 2023
November 15, 2023 Executive Session

All in Favor

President's Report

- Congratulations David Grossman for the certified board member
- NJSBA delegate assembly was held December 2, 2023
 - 5 resolutions on the table
- NJSBA - meeting on December 14, 2023 several members will be attending in person
- Mrs. Pappalardo - Board members are in the process of completing the self survey as board members
- Board Retreat - Interest in having a board retreat prior to a regularly scheduled meeting
 - Board members felt January 3rd 6-7 would work well
- Every board member must send an interest regarding to a committee so committees can be structured

Superintendent's Report

1. Security Drills
2. PES Playground
 - a. Playground is complete - waiting on Fence to be installed - tentative scheduled for Winter break
3. High Impact Tutoring Grant
 - a. received \$58,000 to provide tutoring to student beginning in February
 - b. 9 student in Mathematics and ELA for the 1st cycle we will have a total of 3 cycles
 - c. Afternoon session Tuesday, Wednesday, and Thursday
4. Leasing of Kindle and Walls Schools
 - a. Walls is being leased by Elk
 - b. Admin offices may move Walls

Student Representative Report

- Ms Pote will be the board liaison for student project

DATA AD HOC COMMITTEE - Farrell, Pote, Miller

- The data committee met on Friday, November 17th at 4:00 p.m. In attendance were Mr. Crispin, Mrs. Moody, Mrs. Miller, Mrs. Pote and myself. During the meeting, the committee discussed various aspects related to education data. We talked about the Link It scores from last spring, along with how IXL is being used in the classroom. The committee also talked about the different math programs that are being considered for future use. We talked about looking into policies to be considered in relation to re-assessment, which would give students the opportunity to retake assessments if they performed poorly. We also had the opportunity to talk about ways to make math a double period at the Jr/Sr high. The data committee will meet again in the spring.

CSA SEARCH AD HOC COMMITTEE - Boulton, Farrell, Miller

- Thank you to the staff for completing the survey
- Posting will be out December 18th

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

***Motioned by: Grossman
2nd: Higbee-Ionno***

1. Approve line item transfers for the month of November 2023.
2. Approve the Board Secretary's Report which is in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 2023. 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. Approve the Board of Education certification, 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 November 2023 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. Approve the Treasurer’s Report which is in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 2023. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month of November 2023.
5. Approve all bills which are properly approved and certified to be paid.
6. Accept the 2023 fiscal year grant acceptance certification for the Building Capacity in Careers Pathway Grant.
7. Approve the Gloucester County Vocational Technical School District pool rental fee in the amount of \$7,922 for the 2023/2024 school year.
8. Approve the submission of the 2023/2024 Health and Safety Evaluation of School Buildings Checklist Statement of Assurance to the County Office of Education.
9. Approve the following parent transportation contract for the 2023/2024 school year:

<u>Student ID #</u>	<u>Route#</u>	<u>School</u>	<u>Contracted Amount</u>
5626752185	P5	Bankbridge Elementary	\$3,134.52

Roll Call – 1-9

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

Abstain 0: Miller (7)

No: 0

Absent : -

CURRICULUM & INSTRUCTION COMMITTEE – Pappalardo, Pote, Boulton

Motioned by: Pappalardo
2nd: Grossman

1. Student Statistics - November 2023:

Date	Memorial	PES	Jr./Sr. HS	Out of District	Alternate	Total
11/30/23	237	414	489	19	0	1159
10/31/23	237	413	490	19	0	1159
Date	Elementary	Middle	High	Out of District	Alternate	Total
11/30/22	556	250	327	15	0	1148

Suspensions/Reasons:

- Inappropriate Behavior: 2
- Assault: 1
- Threat: 1
- Fight: 2

2. Approve the Substitute List for the 2023/2024 school year.
3. Approve 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.
4. Approve all field trips as submitted.
5. Approve the Use of Facilities as attached.

6. Approve the submission of the Title IA Comparability and Performance Report for the 2023/2024 school year.
7. Approve the articulation agreement with Camden County College on a series of courses at Pitman High School (High School Plus Program) for the 2023/2024 school year.
8. Approve all teaching staff members as homebound instructors on an as needed basis at a rate of \$60 an hour for the 2023/2024 school year.

Background: Originally approved in August 2023 at a rate of \$40 per hour.

9. Approve the students listed below for homebound services by the Special Services Department as follows:

<u>Student ID#</u>	<u>Hours of Instruction</u>	<u>Duration</u>	<u>Rate</u>
4970246729	10 hours/week	12/4/23-TBD	\$60/hr.
4221726315	10 hours/week	12/8/23-TBD	\$60/hr.

10. Approve the students listed below for homebound instruction through CRESS-GCSSSD as follows:

<u>Student ID#</u>	<u>Hours of Instruction</u>	<u>Duration</u>	<u>Rate</u>
4970246729	1 hour/week (speech)	12/4/23-TBD	\$108/hr.
	1 hour/week (occupational therapy)	12/4/23-TBD	\$108/hr.
5322149730	10 hours/week	12/1/24-TBD	\$108/hr.
	30 minutes/week (speech)		

11. Approve the following out of district placement by the Special Services Department effective November 13, 2023 for the 2023/2024 school year:

<u>Student ID#</u>	<u>Placement</u>	<u>Tuition</u>	<u>Additional Services</u>
5724868413	Brookfield Elementary	\$56,853.63	\$22,879

12. Approve the following Jr./Sr. High School academic teachers to be compensated at a rate of \$2,315 for a sixth teaching assignment for the 2023/2024 school year:

<u>Teacher</u>	<u>Subject</u>
Megan Bracken	Math
Jeffrey Smith	Math
Sean Kahoun	Special Education
Melody Smythe	Special Education

13. Rescind Janine Morrison as Data Leader PreK-6/ELA for the 2023/2024 school year.

14. Rescind the following Extra Service contracts effective December 22, 2023 for the 2023/2024 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Dawn Bell	Jr. High Mentor Club Advisor	\$1,418 (prorated)
Dawn Bell	Jr. High After School Detention Proctor	\$2,849 (prorated)

15. Rescind the following Extra Service contracts for the 2023/2024 school year.

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Jessica Morrone	Key Club Advisor (0.5)	\$846
Suzanne Granato-Castro	Key Club Advisor (0.5)	\$846
Jessica Morrone	SADD Advisor (0.5)	\$685.50

Board of Education Meeting

December 13, 2023

Suzanne Granato-Castro SADD Advisor (0.5) \$685.50

16. 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>
Suzanne Granato-Castro	Key Club Advisor	\$1,692
Jessica Morrone	SADD Advisor	\$1,371

17. Approve the following volunteer for the 2023/2024 school year:

<u>Name</u>	<u>Club</u>
Melody Smythe	Fellowship of Christian Athletes - Jr./Sr. High School

18. Approve the following volunteer coaches for the 2023/2024 school year:

<u>Name</u>	<u>Position</u>
Olivia Tuzi* (pending receipt of fingerprint approval)	Swimming
Eugene Miller* (pending receipt of fingerprint approval)	Tennis

**not a district employee*

19. 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>
Joseph Piccioni	Boiler License	\$550 (prorated)

20. Approve Jaclyn Schanz and Laura Rodi to provide up to 45 hours each of proctoring (up to \$1,800 each), funded by the high impact tutoring grant.

21. Approve the professional development workshop, Inspired Instruction, LLC - Integrating the Revised NJSLs for Math and ELA into Social Studies and Science Curriculum and Instruction, to be held on Friday, February 16, 2024, at a cost of \$1,500, paid for by Title IIA funds.

22. Approve the professional development workshop, Inspired Instruction, LLC - Understanding and Unpacking the Revised NJSLA in Math and ELA, to be held on Friday, May 17, 2024, at a cost of \$5,100, paid for by Title IIA funds.

23. Approve the professional development workshop, Learning A-Z - Data Literacy Workshop, at a cost of \$3,000.

24. Approve the following professional development workshops for technology teachers, paid for by the Building Capacity to Career Pathways Grant and local professional development funds:

<u>Date</u>	<u>Workshop</u>	<u>Cost</u>
2/16/24	Inspired Instruction (in person): Literature-Based STEM Designs and STEM Designs-Survival!	\$2,550
5/17/24	Inspired Instruction (in person): Aligning Practices with the NJSLs for Computer Science and Design Thinking	\$1,550
5/17/24	Liberty Science Center (virtual): Engineering is Elementary!	\$ 875

- 25. Approve the extension of the 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 April 30, 2024, 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: Replacement for Alice Contravo - approved through December 22, 2023 in September 2023.

- 26. Approve to extend the contract of Jacquelyn Sutcliffe as a replacement speech language specialist effective November 20, 2023 through on or about May 23, 2024, at a prorated annual salary of \$80,100, no benefits.

Background: Replacement for Laura Spadaforda - approved through April 19, 2024 in November 2023.

- 27. Retroactively approve Angela Friedrich as a part-time lunchroom aide at Pitman Elementary School effective December 4, 2023 through June 30, 2024, three hours per day, at an hourly rate of \$15.13.

- 28. Approve the appointment of Doreen Steely as a custodian at Pitman Jr./Sr. High School at an annual prorated salary of \$37,246, Step N Custodian Guide, with benefits, effective on or about December 14, 2023 through June 30, 2024 (pending receipt of proper paperwork).

Background: Replacement for Ace Leest.

- 29. Approve Jennifer Coles as a replacement music teacher at Pitman Jr./Sr. High School effective January 2, 2024 through March 1, 2024, 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: Replacement for Philip Verespy.

- 30. Approve the resignation of Heather Sherrill business teacher at Pitman Jr./Sr. High School effective January 31, 2024.

- 31. Approve Jenny Mazzola as a replacement business teacher at Pitman Jr./Sr. High School effective on or about January 25, 2024 through June 30, 2024, at an annual prorated salary of \$49,027, BA/Step 1, no benefits.

Background: Replacement for Heather Sherrill.

- 32. Approve Amanda Giorno as a science teacher at Pitman Jr./Sr. High School effective on or about February 12, 2024, at an annual prorated salary of \$53,027, BA/Step 7 (pending receipt of proper certification).

Background: Replacement for Dawn Bell.

- 33. Approve Delaina Rainey as a part-time Panther Club counselor at Memorial School and Pitman Elementary School effective December 14, 2023, at a rate of \$15.13 per hour.

- 34. Approve the following chaperones for the Pitman High School Senior Class trip April 23, 2024 - April 27, 2024, and meal money reimbursement pursuant to the Federal Travel Regulations:

Dr. Cherie Lombardo

Michael Finley

Shelly Nichols

- 35. Approve the following leave(s) of absence:

Employee	Location	Type of Leave	FMLA/FLA	Dates
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53460739	PES	Medical	FMLA: 12/7/23-3/7/24 FLA: 1/26/24-4/19/24	Revised: Paid Sick Days: 11/15/23-1/5/24 Unpaid Days: 1/8/24-5/23/24
13947940	Memorial	Medical	N/A	Paid Sick Days: 11/30/23-12/14/23
14030019	Jr./Sr. HS	Medical	FMLA: 12/5/23-1/26/24	Paid Sick Days: 12/5/23-1/26/24

36. Approve the termination of employee id#2341 effective January 12, 2024.

Roll Call – 2-36

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

Abstain : Miller (36), Boulton (18),

No: 0

Absent : -

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

Public Comment - No Comment

New Business

Mr. Crispin gave a shout out to the staff. Especially our facilities, for their hard work and dedication.

The board wishes the community a Happy Holiday.

Adjournment

Motion: Pappalardo

2nd: Farrell

“The Pitman Public Schools board meeting adjourned at 8:12 pm”

All in Favor