

PITMAN SCHOOL DISTRICT

Board of Education Meeting

December 18, 2024

MINUTES

Motion to Open the Meeting at 7:00 PM

Motion: Pappalardo
Second: Boulton
In Favor: ALL

Open 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 7:26 PM:

Motion: Grossman
Second: Pappalardo
In Favor: ALL

Motion to Reopen Regular Session at 7:30 PM

Motion: Pappalardo
Second: Boulton
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

Mrs. Sager-Miller, Principal of Memorial Elementary School, honored the following students and staff:

Presentations

- Student Spotlight - Memorial School - Board of Education Panther Award
 - ❖ Margot Stranahan - Preschool
 - ❖ Blaine Boulton - Kindergarten
 - ❖ Kolby Ruffenach - Grade 1
- Staff Spotlight - Memorial School
 - ❖ Kalley Petito

[A five-minute recess took place following the awards portion of the meeting.]

Public Comment

No Public Comment

Correspondence

No Correspondence

Approval of Minutes

November 20, 2024

November 20, 2024 Executive Session

Approval of Minutes

Motion: Miller
Second: Pappalardo
In Favor: ALL

President’s Report

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

1. **Camden-Gloucester County Meeting** - Mrs. Miller updated the BOE on the meeting that she and Mrs. Higbee-Ionno attended at Winslow Middle School. The topic was economizing and the presenter was Mr. Charles Mueller, NJSBA BA in residence (which is a new position added last year).
2. **Delegate Assembly** - Mrs. Miller asked Mr. Grossman to update the BOE on the recent Delegate Assembly meeting. Mr. Grossman provided updates regarding possible changes to communication for upcoming meetings and the policy for excused absences related to military/recruiting visits. Mrs. Miller also discussed the goal of having an alternate to Mr. Grossman for 2025.
3. **NJSBA Legislative Committee Hearing** - Mrs. Miller talked about the recent committee hearing and the topics discussed, such as: school funding, staffing shortages, cell phone and social media use, transportation costs related to special education students, a potential pause to SGOs, and the school district regionalization bill (specific to districts under 250 students), among other topics.
4. **Email to Senator Burzichelli** - Mrs. Miller reminded the BOE about the email they were included on regarding attendance and other miscellaneous matters
5. **Senate Education Committee Hearing on Monday, 12/16/24** - Mrs. Miller informed the BOE that she would be sending an email about the recent hearing that she attended on the status of Charter Schools.
6. **Funding Formula Hearings** - Mrs. Miller discussed the recent hearing that took place on Tuesday, 12/17/24 that she attended in order to speak to issues related to a lack of funding for the school district. Mrs. Miller talked about directing the testimony toward the actions that the DOE could take to rectify these funding issues, such as: our increase in our local fair share and corresponding rising

municipal tax base, last year's state aid appeal, creating a process by which districts to appeal in the future, underfunding related to Extraordinary Aid and Debt Service relief, the inability of districts to appeal enrollment counts to the State.

Dr. Preston provided his Superintendent Report, which included the following topics below:

Superintendent's Report

- **HIB - 3 reported, 1 confirmed**
- **Security Drills**
- **Hall of Fame Inductees - Ten Pitman Alumni were inducted (William Fetty, Allison Harris-Rue, Dylan Colgate, Shawna Petruski, Chelsea Cioffi, Laura Deal-Beato, Luke Dickson, Mary Beato-Monzo, Rachel Greenberg, and Jake Lane)**
- **Homecoming and Holiday Activities**
- **Referendum Updates - The referendum will take place on 1/28/25 and there will be two town hall meetings. One will be in-person at PES on Wednesday, 1/8/25 and another will take place virtually on Wednesday, 1/15/24. Postcards will also be sent after Christmas in order to provide information to those residents more peripherally connected to the schools.**
- **TOY and ESPOY - Dr. Preston acknowledged the following Teachers of the Year and Educational Services Professionals of the Year:**
 - **Teachers of the Year**
 - **Linda Pramov (Memorial)**
 - **Jill Young (PES)**
 - **Stefanie Collum (Jr./Sr. High School)**
 - **Educational Services Professionals of the Year**
 - **Shannon Mitten (Memorial)**
 - **Jeff McAfee (Jr./Sr. High School)**

Student Representatives' Report

Miss Mazzolla and Miss Yordy provided the following report:

- **Memorial:**
 - **The students and staff raised \$630 for CHOP as a result of the Pajama Day drive.**
 - **The holiday shop (sponsored by the HSA) is taking place in the library.**
 - **The Winter Concert took place on 12/12/24.**
 - **Dr. Preston and his team have been reading to the students.**
 - **The preschool classrooms are wrapping up their light study.**
 - **In kindergarten and 1st grade the students are learning about holidays around the world.**
- **PES:**
 - **A candyland holiday event (sponsored by the HSA) took place in December.**
 - **The students and staff raised over \$800 for CHOP as a result of the Pajama Day drive.**
 - **The students and staff also collected many items for the Pitman Food Pantry. These goods were delivered by PES students.**
 - **Students were able to purchase gifts at the annual holiday shop.**
 - **Dr. Preston and Mr. Caltabiano have been reading to students.**
 - **The final Winter Concert took place on 12/11/24 and Mr. Chapman led a beautiful concert.**
- **Jr./Sr. High School:**
 - **Students recently participated in Spirit Week, Quizzo, Homecoming, hall decorating, Powder Puff, and the Pep Rally.**
 - **The students and staff donated over approximately 1,000 cans to the Pitman Food Pantry.**
 - **The Seniors won the Spirit Week competition and will enjoy a breakfast on Friday, 12/20/24.**
 - **Students have been participating in toy drives through Toys for Tots and Kiernan's Kids Toy Drive.**

- **Students have also been donating socks to the Happy Feet Sock Collection to help those in homeless shelters.**
- **On Friday, 12/13/24, the Jr. High students took part in the winter formal dance hosted by Student Council.**
- **The Jr. High Winter Concert took place on Monday, 12/9/24 and the Sr. High Winter Concert took place on Tuesday, 12/17/24.**
- **The National Honor Society recently inducted 19 new members. Senior members were given the opportunity to spotlight an impactful staff member.**

FINANCE & FACILITIES COMMITTEE – Grossman, Boulton, Miller

Mrs. Boulton provided an update regarding the recent Finance & Facilities Committee meeting that took place on Wednesday, 12/11/24 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: switching the accounting, payroll, and personnel software from CSI to Systems 3000; the J-schedule related to maintenance expenditures showing a decrease in recent years; the ASSA report and the number of students receiving free and/or reduced lunch rising from 214 to 278 and then number of ELL students rising from 14 to 28; and changes to our Technology Department.

1. Recommend motion to approve line item transfers for the month of August 2024. (Attachment F&F-1)
2. Recommend motion to approve the monthly transfer report for the month of August 2024. (Attachment F&F-2)
3. Recommend motion to approve the Board Secretary's Report which is in accordance with 18A: 17-36 and 18A: 17-9 for the month of August 2024. 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. (Attachment F&F-3)
4. Recommend motion to 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 August 2024 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.
5. Recommend motion to approve the Treasurer's Report which is in accordance with 18A: 17-36 and 18A: 17-9 for the month of August 2024. The Treasurer's Report and Board Secretary's Report are in agreement for the month of August 2024. (Attachments F&F-4)
6. Recommend motion to approve all bills which are properly approved and certified to be paid. (Attachment F&F-5)
7. Recommend motion to approve the license agreement with Systems 3000 for the 2025/2026 school year. (Attachment F&F-6)
8. Recommend motion to approve the Gloucester County Vocational Technical School District pool rental fee in the amount of \$8,080.50 for the 2024/2025 school year. (Attachment F&F-7)
9. Recommend motion to approve the 457(b) plan as an additional retirement vehicle for Pitman Public School employees.

Motion to Approve Items #1-9

Motion: Boulton
Second: Grossman
Mrs. Boulton: Yes
Mrs. Farrell: Yes
Mr. Grossman: Yes
Mrs. Higbee-Ionno: Yes
Mrs. Pappalardo: Yes
Mrs. Pote: Yes
Mrs. Miller: Yes (#1-7 & #9)
 Abstain (#8)
Motion Carried: 7-0 (#1-7 & #9)
 6-0 (#8)

CURRICULUM & INSTRUCTION COMMITTEE – Farrell, Pappalardo, Miller

Mrs. Farrell provided an update regarding the recent Curriculum & Instruction Committee Meeting that took place on Wednesday, 12/11/24 at 4:30 PM. In attendance were Mrs. Miller, Mrs. Pappalardo, Mrs. Farrell, Dr. Preston, and Mr. Caltabiano. Items discussed were the upcoming agenda items, as well as the following topics: the World Music in the Schools Program grant that the district received; the 2/14/25 staff training schedule; and open positions currently available.

Dr. Preston introduced two new hires, Shon Jablonsky-Watkins and Mario Vitola, to the BOE.

1. Student Statistics - November 2024:

Date	Memorial	PES	Jr./Sr. HS	Out of District	Alternative	Total
11/30/24	271	432	472	26	0	1201
10/31/24	270	431	471	26	0	1198
11/30/23	237	413	489	19	0	1159

Suspensions/Reasons:
 Damage to Property: 1
 Assault: 1

(Attachment C&I-1)

HIB:
 Reported: 3
 Confirmed: 1

2. Recommend motion to affirm that the Pitman Board of Education is in receipt of the District Harassment, Intimidation and Bullying monthly report as presented by the Superintendent, and is in agreement with all actions taken in regard to the incidents reported at the November 20, 2024 meeting. (Attachment C&I-2)
3. Recommend motion to approve additions to the Substitute List for the 2024/2025 school year. (Attachment C&I-3)

4. Recommend motion to 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. (Attachment C&I-4)
5. Recommend motion to approve all field trips as submitted. (Attachment C&I-5)
6. Recommend motion to approve the Use of Facilities as attached. (Attachment C&I-6)
7. Recommend motion to approve the contract with SAVVAS for professional development during the February 14, 2025 in-service for K-5 teachers using Envisions 2.0. Funds are available in the general fund.
8. Recommend motion to accept the World Music in the Schools program grant offered by the Perkins Center of the Arts. The grant was submitted by music teacher, Ms. Sarah Mickle.
9. Recommend motion to retroactively approve the following out of district placements with Larc School by the Special Services Department for the 2024/2025 school year:

<u>Student ID#</u>	<u>Program</u>	<u>Tuition</u>	<u>Additional Services</u>
5520898145	MD	\$67,298.70	N/A
1678133130	MD	\$67,298.70	N/A
9512982449	PSD	\$67,298.70	N/A

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
4595655856	Medical	12/9/24-3/14/25	10 hours/week 2h English 11 2h Geometry 2h US History I 2h Origins of the Universe 2h Health/PE	\$64/hr.
6937336404	Pending Placement	12/9/24-TBD	10 hours/week	\$64.00

11. Recommend motion to approve the job description of the Preschool Interventionist and Referral Specialist (PIRS) stipend in the amount of \$10,000. (Attachment C&I-7)
12. Recommend motion to approve Shannon Mitten as the Preschool Interventionist and Referral Specialist (PIRS) for the 2024/2025 school year.
13. Recommend motion to rescind the the following Extra Service Contracts for the 2024/2025 school year due to resignations:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Renee Post*	Musical/Play Director	\$3,887
Patricia Perez*	Musical/Play Assistant Director	\$2,330

**not a district employee*

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

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Christopher Canglin*	Assistant Band Director	\$3,738
Roman Cella*	Assistant Band Director	\$3,738
Janine Morrison	Safety Patrol Advisor PES	\$1,164

**not a district employee*

Background: Mr. Cancglin and Mr. Cella were approved on July 17, 2024 stipends in the amount \$1,869 each (shared stipend of \$3,738); replaced Megan Bracken. Ms. Morrison was approved on October 16, 2024 stipend in the amount of \$1,182.

- 15. Recommend motion to retroactively approve the transfer of the following employees effective December 5, 2024:

<u>Name</u>	<u>Position</u>	<u>From</u>	<u>To</u>
Thomas Cox	Custodian	PES	Jr./Sr. High School
David Hampton	Custodian	Jr./Sr. High School	PES

- 16. Recommend motion to change the hours of Mary Downs, Food Service Worker, from 4.75 hours per day to 5.00 hours per day effective January 1, 2025.

- 17. Recommend motion to ratify Joseph Joyce as tech support for PSAT testing on Saturday, October 26, 2024, five hours, at a rate of \$44.00 per hour.

Background: Approved at the November 20, 2024 board meeting at a rate of \$18.41 per hour.

- 18. Recommend motion to accept the resignation of Sean Kahoun, Special Education Teacher at Pitman Jr./Sr. High School, effective January 20, 2025.

- 19. Recommend motion to approve the following chaperones for the Pitman High School Senior Class trip April 28, 2025 - May 2, 2025, and meal money reimbursement pursuant to the Federal Travel Regulations:

Dr. Cherie Lombardo Dr. Paul Blass Jessica Morrone

- 20. Recommend motion to approve Shon Jablonsky-Watkins as a math teacher at Pitman Junior/Senior High School, effective on or about January 2, 2025, at an annual prorated salary of \$88,902 based on Step 18 of the BA salary guide. (Attachment C&I-8)

Background: Replacing Megan Bracken

- 21. Recommend motion to approve the following teacher as mentor for first year teacher for the 2024/2025 school year with the approved rate:

<u>Mentoree</u>	<u>Mentor</u>	<u>Stipend</u>
Shon Jablonsky-Watkins (CEAS)	Anthony Capello	\$550 (prorated)

- 22. Recommend motion to approve Mario Vitola as a special education/math resource teacher at Pitman Junior/Senior High School effective on or about February 18, 2025, at an annual prorated salary of \$65,610, based on Step 10-11 of the MA+15 salary guide. (Attachment C&I-9)

Background: Replacing Sean Kahoun

- 23. Recommend motion to approve Gabrielle Wilson as a permanent substitute teacher, at a per diem rate of \$135, for the 2024/2025 school year.

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

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

Background: This field placement was approved on September 18, 2024. The student teacher decided not to pursue full-time student teaching this spring.

25. Recommend motion to approve the revised substitute pay rates for the following positions effective January 1, 2025, for the 2024/2025 school year as follows:

<u>Substitute Position</u>	<u>Rate</u>
Custodian	\$15.49 per hour
Maintenance/Grounds	\$15.49 per hour
Secretary	\$15.49 per hour
Cafeteria Aide	\$15.49 per hour
Food Service	\$15.49 per hour

Note: Minimum wage increase from \$15.13 per hour to \$15.49 per hour.

26. Recommend motion to approve an updated job description for the position of Technology Supervisor. (Attachment C&I-10)

27. Recommend motion to appoint Maximilian Pozza as Technology Supervisor at an annual salary of \$85,000, effective January 1, 2025. The prorated salary from January 1, 2025 through June 30, 2025 will equal \$42,500.

28. Recommend motion to appoint Jonathan Wagner as Technology Supervisor at an annual salary of \$85,000, effective January 1, 2025. The prorated salary from January 1, 2025 through June 30, 2025 will equal \$42,500.

29. Recommend motion to authorize the Superintendent to take personnel actions between Board of Education meetings with notice to the Board and subsequent ratification at the next Board meeting. **(Walk-on Item)**

Motion to Approve Items #1-29

- Motion:** Farrell
- Second:** Pappalardo
- Mrs. Boulton:** Yes
- Mrs. Farrell:** Yes
- Mr. Grossman:** Yes (#1-12 & #14-29)
Abstain (#13)
- Mrs. Higbee-Ionno:** Yes
- Mrs. Pappalardo:** Yes
- Mrs. Pote:** Yes
- Mrs. Miller:** Yes (#1-12 & #14-29)
Abstain (#13)
- Motion Carried:** 7-0 (#1-12 & #14-29)
5-0 (#13)

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

Mrs. Higbee-Ionno provided an update regarding the recent Communication & Policy Committee Meeting that took place on Monday, 12/9/24 at 4:30 PM. In attendance were Mrs. Pote, Mrs. Farrell, Mrs. Higbee-Ionno, Dr. Preston, Mr. Caltabiano, and Mr. Miles. The Committee discussed the agenda items, as well as the following topics: the possible need to revise the policy on self-administration of certain medication by students but are awaiting further guidance.

[No motions for Communication & Policy]

Public Comment

No Public Comment

Old Business

No Old Business

New Business

No New Business

Adjournment

Motion to Adjourn the Meeting at 8:17 PM

**Motion: Pappalardo
Second: Pote
In Favor: ALL**

The Board of Education Reorganization Meeting is scheduled for Wednesday, January 8, 2025 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 motions in this agenda up to the time of the meeting and during the actual meeting.

Board Minutes Certified by Robert Miles, Board Secretary; In Attendance on Wednesday, 12/18/24