

PITMAN SCHOOL DISTRICT

Board of Education Meeting

February 19, 2025

MINUTES

Motion to Open the Meeting at 5:30 PM

Motion: Pappalardo
Second: Grossman
In Favor: ALL

Open Public Meeting

Motion to Enter Into Executive Session at 5:31 PM

Motion: Pappalardo
Second: Farrell
In Favor: ALL

Executive Session

Motion to Close Executive Session at 6:01 PM:

Motion: Farrell
Second: Pappalardo
In Favor: ALL

Motion to Reopen Regular Session at 6:02 PM

Motion: Pappalardo
Second: Grossman
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: Absent
Mrs. Miller: Present
Mrs. Pappalardo: Present
Mrs. Pote: Absent
Quorum: 5-0

PRESENTATIONS

[The presentation from the Girls Tennis Team was postponed until the meeting on Wednesday, 3/5/25.]

Public Comment

No Public Comment

Correspondence

- **Letter from Andrea Evans, Superintendent of East Greenwich Township Schools, thanking Mrs. Miller and Dr. Preston for hosting the recent School Funding Roundtable on Monday, 1/27/25.**
- **Letter from 7th Grade Students thanking the Board of Education for volunteering their time and hard work to improve the schools via the referendum.**

Approval of Minutes

January 22, 2025

January 22, 2025 Executive Session

Approval of Minutes

Motion: Miller
Second: Pappalardo
In Favor: ALL

President's Report

- **Fair Funding Roundtable held at Pitman Media Center on Monday, 1/27/25**
- **Virtual County Meeting on Tuesday, 2/4/25**
- **Fair Funding Collective on Wednesday, 2/5/25**
- **State Aid Numbers to be Released Next Week**

Superintendent's Report

- **HIB (none)**
- **Security Drills**
- **Referendum timeline**
- **Budget timeline**

Student Representatives' Report

- **Memorial:**
 - **Author and illustrator Timothy Young visited the students in January**
 - **Lunch with Grown-up - Kindergarten and First Grade**
 - **Spirit Day was a fun time to cheer on the Eagles**
 - **100th Day took place on Wednesday, 2/12/25**
- **PES:**
 - **5th/6th grade Masquers to perform Madagascar on Thursday, 3/13/25 and Friday, 3/14/25**
 - **Game Club and Craft Club are underway**
 - **The Spelling Bee Club wrapped the competition; Three students are advancing to districts**
 - **4th grade is enjoying Rowan's "Engineers on Wheels"**
 - **The Eagles Pep Rally was a huge success**
 - **Read Across America Week will take place in early March**
- **Jr./Sr. High School:**
 - **Sr. High students have concluded mid-term exams**
 - **Playoffs for Winter Sports have begun**
 - **Spring Sports sign-ups were held on Wednesday, 2/5/25**
 - **Student Council is planning the Academic Spirit Week, the Academic Bowl & Staff Luncheon**

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

Mr. Grossman provided an update regarding the recent Finance & Facilities Committee meeting that took place on Wednesday, 2/12/25 at 3:30 PM. In attendance were Mrs. Miller, Mrs. Higbee-Ionno, Mr. Grossman, Dr. Preston, and Mr. Miles. The Committee discussed the upcoming agenda items, as well as the following topics: Panther Club rates will remain the same for the Summer of 2025 and the 2025-26 school year; the district is looking to utilize Panther Club funds to upgrade the sound system at Memorial School; the tax levy payments are in good-standing; outside organizations have approached the district about utilizing Walls School but that has stalled; the district's Nutri-Serve contract ends on 6/30/25 and therefore, an RFP will be issued in the coming weeks.

1. Recommend motion to approve all line-item transfers for the months of October 2024 and November 2024. (Attachments [F&F-1](#) and [F&F-2](#))
 2. Recommend motion to approve the monthly transfer report for the months of October 2024 and November 2024. (Attachments [F&F-3](#) and [F&F-4](#))
 3. Recommend motion to approve the Board Secretary's Report which is in accordance with 18A: 17-36 and 18A: 17-9 for the months of October 2024 and November 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-5](#) and [F&F-6](#))
 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 months of October 2024 and November 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 months of October 2024 and November 2024. The Treasurer's Report and Board Secretary's Report are in agreement for the months of October 2024 and November 2024. (Attachment [F&F-7](#) and [F&F-8](#))
 6. Recommend motion to approve all bills which are properly approved and certified to be paid. ([Attachment F&F-9](#))
 7. Recommend motion to retroactively approve the new quote and bid thresholds for Pitman Public Schools, effective January 21, 2025:

Quote Threshold:	\$6,600 (formerly \$4,800)
Bid Threshold:	\$44,000 (formerly \$32,000)
 8. Recommend motion to approve a change order in the amount of \$9,005 for the HVAC project at the Jr./Sr. High School. ([Attachment F&F-10](#))
 9. Recommend motion to approve the Hometown Digital Ticketing and Event Management Software Service Agreement for the 2024/2025 school year. ([Attachment F&F-11](#))
 10. Recommend motion to approve the 2025/2026 Panther Club Handbook. ([Attachment F&F-12](#))
- Note: Panther Club rates for the summer of 2025 and the 2025/2026 school year will remain the same.
11. Recommend motion to approve the facilities use agreement with the County of Gloucester for the use of the tennis courts at Atkinson Park (138 Bethel Mill Road, Sewell, NJ) on May 5, 2025. ([Attachment F&F-13](#))

12. Recommend motion to approve a fundraiser for the PES Masquers program at Chuck-E-Cheese (1500 Almonesson Road, Deptford, NJ) on Friday, February 28, 2025 from 3:00 PM to 10:00 PM. The PES Masquers program will receive 20% of the sale proceeds.

Motion to Approve Items #1-12

Motion: Grossman
Second: Pappalardo
Mrs. Boulton: Yes
Mrs. Farrell: Yes
Mr. Grossman: Yes; #1-11
Abstain; #12
Mrs. Pappalardo: Yes
Mrs. Miller: Yes
Motion Carried: 5-0; #1-11
4-0; #12

CURRICULUM & INSTRUCTION COMMITTEE – Boulton, Pote, Miller

Mrs. Boulton provided an update regarding the recent Curriculum & Instruction Committee Meeting that took place on Wednesday, 2/12/25 at 4:30 PM. In attendance were Mrs. Miller, Mrs. Pote, Mrs. Boulton, Dr. Preston, and Mr. Caltabiano. Items discussed were the upcoming agenda items, as well as the following topics: the Southwest Council; PD from Inspired Instruction; Envisions curriculum; the updated Pitman seal; class sizes; and, the Memorial School start-time.

1. Student Statistics January 2025:

Date	Memorial	PES	Jr./Sr. HS	Out of District	Alternate	Total
1/31/25	273	431	471	25	0	1200
12/31/24	272	433	471	26	0	1202
1/31/24	243	420	487	23	0	1173

Suspensions/Reasons:

Damage to Property: 2

([Attachment C&I-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 January 22, 2025 meeting. ([Attachment C&I-2](#))
3. Recommend motion to approve the 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 a two hour delayed opening for all students not participating in NJSLA testing at Pitman Jr./Sr. High School on the following dates: May 5, 6, 7, 8, 12, and 13, 2025.

8. Recommend motion to approve Southwest Council to teach the following curricula in grades 1-6. Southwest counselors will teach one 30 minute lesson per week for 7 weeks at no cost to the district ([Attachment C&I-7](#)):
- Grade 1 - Too Good for Drugs (grade appropriate material about making healthy decisions)
 - Grade 2 - Footprints for Life
 - Grade 3 - Too Good for Drugs
 - Grade 4 - Keepin' it Real
 - Grade 5/6 - Media Ready
9. Recommend motion to approve Inspired Instruction to run three half day sessions on February 14, 2025 for the Jr./Sr. High School staff - Formative Assessment to Drive Teaching and Learning, Empowering Educators: Integrating AI in the Classroom and Safeguarding Academic Integrity, Positive Pathways: Managing and Challenging Behaviors in General Education Settings. ([Attachment C&I-8](#))
10. Recommend motion to reinstate the previously approved district logo as an alternate district logo. ([Attachment C&I-9](#))
11. Recommend motion to approve the addendum to the PEA Contract (2023-2028). ([Attachment C&I-10](#))
12. Recommend a motion to approve the PEA stipend for the After School Administrative Detention proctor at PES for the remainder of the 2024/2025 school year. This approval allows all certified staff at PES to be eligible to serve as a proctor, though only one proctor is required when detention is in session.
13. Recommend motion to approve student #2201388915 to remain in district as a tuition student for the remainder of the 2024/2025 school year.
14. Recommend motion to retroactively approve the student(s) 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 |
|------------|-----------|-----------------|----------------------|----------|
| 5863238108 | Medical | 1/22/25-1/31/25 | 10 hours/week | \$64/hr. |
| 5863238108 | Medical | 2/03/25-TBD | 10 hours/week | \$64/hr. |
| 9220587134 | Medical | 2/3/25-5/5/25 | 10 hours/week | \$64/hr. |
15. Recommend motion to approve Katelyn Danner as a part-time Instructional Aide effective on or about February 27, 2025 through June 30, 2025, 29.5 hours per week, at hourly rate of \$16.03 based on the Step F/60 Credits of the salary guide.
16. Recommend motion to approve Faye Raively-Soto as a part-time Instructional Aide effective on or about March 10, 2025 through June 30, 2025, 29.5 hours per week, at hourly rate of \$18.64 based on the Step A/Degree of the salary guide.
17. Recommend motion to accept the resignation of Denise DiCastelnuovo, part-time Computer Technician, effective February 28, 2025.
18. Recommend motion to accept the resignation of Christopher Williams, Maintenance Worker, effective March 4, 2025.
19. Recommend motion to accept the resignation of Doreen Steely, Custodian at PES, effective March 4, 2025.
20. Recommend motion to accept the retirement resignation, with regret, of Dr. Cherie Lombardo, Pitman Senior High School Principal, effective September 1, 2025.
21. Recommend motion to approve the following Camden County College field experience student beginning February 21, 2025 through April 25, 2025 (Fridays only, total of 15 hours):

Name
Nathan Oberg

Cooperating Teachers
Dr. Paul Blass/Philip Verespy

22. Recommend motion to approve the 2025 Summer Panther Club schedule/fees:

Base: (6:45 AM - 3:00 PM) - \$35.00
PM: (3:00 PM - 6:00 PM) - \$11.50

23. Recommend motion to approve the following 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>
Sarah Mickle	Musical/Play Set Builder	\$1,747
Gabrielle Wilson	Musical/Play Director	\$6,217

Note: Gabrielle Wilson was approved at the January 22, 2025 meeting at a rate of \$3,887. Per the addendum she is now being approved at the revised rate.

24. 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:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
John Hopely	Baseball Head Coach	\$6,803
Ron Myers*	Baseball Assistant Coach	\$5,441
Julie Gillespie*	Softball Head Coach	\$6,803
Michael (Chris) Thomas	Softball Assistant Coach	\$5,441
Fred Georgette*	Tennis Head Coach	\$6,173
Matthew Newcomb	Boys Track & Field Head Coach	\$6,803
Robert Tender	Boys Track & Field Assistant Coach	\$5,441
Robert DiTizio	Girls Track & Field Head Coach	\$6,803
Melissa Bianchini	Girls Track Assistant Coach	\$5,441
Steve Gangloff	Golf Head Coach	\$6,173

**not a district employee*

25. Recommend motion to approve the following volunteer coaches for the 2024/2025 school year:

<u>Name</u>	<u>Position</u>
Dan Brown*	Baseball
(pending receipt of proper paperwork)	
Jason Williams*	Baseball
Mike Sharkey*	Baseball
Carrie Schwank*	Softball
Jennifer Stech-Rebman*	Softball
Patrick Quinn*	Softball
Thomas Slenkamp*	Tennis
Dennis Bonner*	Tennis
Eugene Miller*	Tennis
Steve Crispin*	Golf
Andy Fox*	Golf
Jason Shivers	Golf

**not a district employee*

Motion to Approve Items #2-25

Motion: Boulton
Second: Grossman
Mrs. Boulton: Yes
Mrs. Farrell: Yes
Mr. Grossman: Yes
Mrs. Pappalardo: Yes
Mrs. Miller: Yes; #2 & #4-25
Abstain; #3
Motion Carried: 5-0; #2 & #4-25
4-0; #3

COMMUNICATION & POLICY COMMITTEE – Higbee-Ionno, Farrell, Pappalardo

Mrs. Farrell provided an update regarding the recent Communication & Policy Committee Meeting that took place on Wednesday, 2/12/25 at 5:30 PM. In attendance were Mrs. Pappalardo, 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 policy revisions on the agenda; and, the requirement of high school students to complete the FAFSA

1. Recommend motion to approve the first reading of the policies/regulations below. ([Attachment C&P-1](#))

POLICIES/REGULATIONS (First Reading 2/19/25)	
A Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (2023 Revisions)	
Policy 5512	Harassment, Intimidation, or Bullying (M) (Revised)
Policy/Regulation 5533	Student Smoking (M) (Revised) Student Smoking (New)
Policy/Regulation 7441	Electronic Surveillance in School Buildings and on School Grounds (M) (Revised)
Policy/Regulation 9320	Cooperation with Law Enforcement Agencies (M) (Revised)
General Policy/Regulation Updates	
Policy 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
Policy 5460	High School Graduation (M) (Revised)
Policy 5710	Student Grievance (Revised)
Policy 8500	Food Services (M) (Revised)
Policy 9163	Spectator Code of Conduct for Interscholastic Events (M) (New)

Motion to Approve Item #1

Motion: Farrell
Second: Pappalardo
Mrs. Boulton: Yes
Mrs. Farrell: Yes
Mr. Grossman: Yes
Mrs. Pappalardo: Yes
Mrs. Miller: Yes
Motion Carried: 5-0

Public Comment

No Public Comment

Old Business

No Old Business

New Business

No New Business

Adjournment

Motion to Adjourn the Meeting at 6:33 PM

Motion: Pappalardo
Second: Boulton
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, 2/19/25