

PITMAN SCHOOL DISTRICT

Board of Education Meeting

March 19, 2025

MINUTES

Motion to Open the Meeting at 7:00 PM

Motion: Pote
Second: Farrell
In Favor: ALL

Open Public Meeting

Motion to Enter Into Executive Session at 7:01 PM

Motion: Farrell
Second: Boulton
In Favor: ALL

Executive Session

Motion to Close Executive Session at 7:23 PM

Motion: Boulton
Second: Pote
In Favor: ALL

Motion to Reopen the Meeting at 7:30 PM

Motion: Grossman
Second: Farrell
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: Absent
Mrs. Pote: Present
Quorum: 6-1

PRESENTATIONS

- **Governor's Educators of the Year and Educational Services Professionals of the Year**
 - **Dr. Preston, Mrs. Miller, and the Principals recognized the following individuals:**
 - **Linda Pramov**
 - **Shannon Mitten**
 - **Jillian Young**
 - **Stefanie Collum**
 - **Jeff McAfee**
- **Budget Presentation**
 - **Dr. Preston and Mr. Miles presented an overview of the tentative budget, which included the following: budget goals, an overview/highlights, managing spending, and tax impact.**

Public Comment

No Public Comment

Correspondence

No Correspondence

Approval of Minutes

February 19, 2025

February 19, 2025 Executive Session

Approval of Minutes

Motion:	Miller
Second:	Boulton
In Favor:	Miller, Boulton, Farrell, Grossman
Abstention:	Higbee-Ionno, Pote
Motion Carried:	4-0-2

President's Report

- **2/27/25 Meeting with the NJ Attorney General Platkin Regarding Policy Shifts**
- **2/28/25 Meeting with the County Superintendents and BAs Regarding the State Funding Formula and How Deficiencies in the Formula Affected the Recent State Aid Numbers**
- **3/15/24 NJSBA Legislative Committee Meeting Regarding the Funding Formula and Pending Legislation**
- **A Letter Being Drafted by Mrs. Miller to Senator Burzichelli**
- **Committee Meetings Were Held on 3/5/25 in Advance of the Budget Presentation**

Superintendent's Report

- **Thanks to Mrs. Miller for Presenting at the County Superintendent & BA Roundtable**
- **Read Across America**
- **QSAC (Quality Single Accountability Continuum) Visit/Walkthrough**
- **Congratulations to Students Regarding the Successful Masquers Performance**
- **HIB**
- **Security Drills**

Student Representatives' Report

- **Memorial:**
 - **Read Across America Week**
 - **Read-a-Thon Sponsored by the HSA**

- **Preschool Registration Has Completed & Parents Have Been Notified**
- **PES:**
 - **Masquers Performed Madagascar Jr. to a Packed House on Two Separate Nights**
 - **The HSA is Sponsoring Bingo on 4/4/25**
 - **Class & Individual Photos on 4/3/25**
 - **Partnership with the Pitman Manor to Hold a Book Drive**
- **Jr./Sr. High School:**
 - **Spring Sports are in High Gear**
 - **SADD is Utilizing the Month of March to Draw Awareness to Suicide Prevention**
 - **3/24/25 is the Kick-off for Academic Spirit Week**
 - **Student Council to Host a Staff Appreciation Dinner on 3/27/25**
 - **The National Honor Society Partnered with Brewed Awakening to Remodel the Teachers' Lounge**

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

Mr. Grossman provided an update regarding the recent Finance & Facilities Committee meeting that took place on Wednesday, 3/12/25 at 3:30 PM. In attendance were Mrs. Higbee-Ionno, Mrs. Miller, Mr. Grossman, Dr. Preston, and Mr. Miles. Topics that were discussed included the following: Panther Club rates will not be raised for the 2025-26 school year; the new lease for copiers that will save the district money; the upcoming Food Services RFP; the resolution to approve the sale of bonds; and, the renovation of the district offices at Walls School.

1. Recommend motion to approve all line-item transfers for the months of December 2024 and January 2025. (Attachments F&F-1 and F&F-2)
2. Recommend motion to approve the monthly transfer report for the months of December 2024 and January 2025. (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 December 2024 and January 2025. 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. (Attachments 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 December 2024 and January 2025 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 December 2024 and January 2025. The Treasurer's Report and Board Secretary's Report are in agreement for the months of December 2024 and January 2025. (Attachments 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 approve the Panther Club Summer Registration Packet for 2025 and the Panther Club Registration Packet for the 2025/2026 school year. (Attachments F&F-10 and F&F-11)
8. Recommend motion to approve the agreement with Newborn Nurses for the 2025/26 school year in the amount of \$75/hour for a Licensed Practical Nurse and \$85/hour for a Registered Nurse. (Attachment F&F-12)

Note: Newborn Nurses will provide substitute nurses to the school district upon request.

9. Recommend motion to approve the agreement with Verita Neutral Workplace Investigations for the purpose of independent workplace investigations in the amount of \$295 per hour. (Attachment F&F-13)

Note: Services will be utilized upon request.

10. Recommend motion for approval to issue a request for proposals for a Food Services Management Company for the 2025/26 school year. (Attachment F&F-14)

Note: The five-year contract with Nutri-Serve ends on June 30, 2025 and an RFP must be issued in order to secure a future contract.

11. Recommend motion to approve the two-month agreement with Computer Solutions, Inc. for July 2025 through August 2025 in the amount of \$1,954. (Attachment F&F-15)

Note: The district is moving to Systems 3000 for Accounting, Payroll, and Personnel software for the 2025/26 school year. Computer Solutions, Inc. will need to be utilized for the first two months of the 2025/26 school year during the budgetary rollover process.

12. Recommend motion to approve a five-year lease agreement with Ricoh for the replacement of seven copiers throughout the district in the amount of \$2,536.41 per month. (Attachments F&F-16 and F&F-17)

Note: The prior lease agreement was in the amount of \$2,820.50 per month. This new agreement saves the district \$284.09 per month.

13. Recommend motion to open a Capital Projects Fund (Fund 30) for the purpose of tracking revenues and expenditures related to the district's referendum projects.

14. Recommend motion to approve U.S. Bank, N.A. as a depository account for the 2024/2025 school year.

15. Recommend motion to open two depository accounts with Ocean First Bank and U.S. Bank, N.A, respectively, for the purpose of housing bond proceeds for the Capital Projects Fund.

16. Recommend motion to approve the following resolution in order to utilize the New Jersey Asset & Rebate Program (NJ/ARM):

BE IT RESOLVED, by the Board of Education of Pitman Public Schools, the following:

A. The Board of Education hereby finds and determines that (a) the School Business Administrator has received and reviewed

(i) the Information Statement dated as of January 3, 2005 describing the New Jersey Asset & Rebate Management Program (NJ/ARM) and

(ii) the Amended and Restated Interlocal Services Investment Agreement governing the NJ/ARM Program ("Program Agreement") and (b) the School Business Administrator has been afforded the opportunity to discuss NJ/ARM with the Investment Administrator and Special Counsel to NJ/ARM and the Board of Education has determined that it is in the best interests of Pitman Public Schools to authorize the school district to participate in NJ/ARM.

B. The Program Agreement is hereby approved and the School Business Administrator is authorized to execute the Program Agreement on behalf of Pitman Public Schools.

C. U.S. Bank, N.A., as Custodian for the NJ/ARM Program, is hereby approved to act as a depository of Public Funds for Pitman Public Schools.

D. Pitman Public Schools acknowledges that its decision to authorize the participation in NJ/ARM is based solely on the information set forth in the Information Statement and in the Program Agreement.

E. This resolution shall take effect immediately upon its adoption.

17. Recommend motion to approve both the Advanced Endpoint Protection Solution Agreement and Memorandum of Agreement with the State of New Jersey for the State and Local Cybersecurity Grant Program. (Attachments F&F-18 and F&F-19)

Note: The agreement runs from 4/1/25 through 3/31/29 and the total cost to the district is \$14,306.50 and the total cost to the State of New Jersey is \$49,280.70.

18. Recommend motion to rescind the prior agreement with ACES for energy procurement services.

Note: The district will be utilizing National Energy, Inc. in order to obtain competitive supply rates for electricity and natural gas.

19. Recommend motion to approve National Energy Network, Inc. for energy procurement services for the purpose of obtaining competitive rates for electricity and natural gas.

20. Recommend motion to approve the following individuals to drive district owned vehicles for the purpose of transporting items and equipment.

Mark Morris	Thomas Harbora
Joseph Piccioni	Jeffrey Flood
Gerry Moore	Robert Miles
Ralph Eldredge	Richard Barr
Thomas Cox	David Hampton

21. Note: Employees must also possess a valid driver's license.

22. Recommend motion to approve both the Standard Abbreviated Form of Agreement (Form B104) and the Amendment to the Professional Services Agreement (Form G802) with FVHD as a result of the updated referendum project schedule. (Attachments F&F-20 and F&F-21)

23. Recommend motion to accept bids for Alterations for new Board of Education Office at Walls Elementary School and award a contract to the lowest responsible bidder, Kavi Construction, for the lump sum bid in the amount of \$409,000. (Attachments F&F-22, F&F-23, F&F-24, and F&F-25)

24. Recommend motion to approve the submission of the 2025/2026 preschool workbook budget. (Attachment F&F-26)

25. Recommend motion to adopt the following resolution related to the sale of bonds to fund the referendum projects:

RESOLUTION DETERMINING THE FORM AND OTHER DETAILS OF \$21,252,000 AGGREGATE PRINCIPAL AMOUNT OF SCHOOL BONDS, SERIES 2025 OF THE BOARD OF EDUCATION OF THE BOROUGH OF PITMAN IN THE COUNTY OF GLOUCESTER, NEW JERSEY, PROVIDING FOR THEIR SALE AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF PITMAN IN THE COUNTY OF GLOUCESTER, NEW JERSEY AS FOLLOWS:

SECTION 1. The \$21,252,000 School Bonds, Series 2025 of The Board of Education of the Borough of Pitman in the County of Gloucester, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed by the Board) authorized by virtue of two (2) proposals adopted by the Board on November 20, 2024, and approved by the affirmative vote of a majority of the legal voters present and voting at a special School District election held on January 28, 2025 pursuant to N.J.S.A. 18A:24-1 et seq., as amended and supplemented, shall be issued as School Bonds (the "Bonds"). The Bonds shall mature in the principal amounts on July 15 in each of the years as follows:

Year	Principal Amount	Year	Principal Amount
2027	\$ 752,000	2037	\$1,140,000
2028	800,000	2038	1,185,000
2029	835,000	2039	1,235,000
2030	870,000	2040	1,285,000
2031	900,000	2041	1,340,000
2032	935,000	2042	1,395,000
2033	970,000	2043	1,450,000
2034	1,010,000	2044	1,500,000
2035	1,050,000	2045	1,500,000
2036	1,100,000		

The Bonds shall be subject to optional redemption prior to maturity as set forth therein. The Bonds shall be nineteen (19) in number, with one certificate being issued for each year of maturity and shall be numbered SCH-1 to SCH-19 inclusive. The Bonds are entitled to the benefits of the New Jersey School Bond Reserve Act, 1980 N.J. Laws c. 72, as amended and supplemented.

SECTION 2. The Bonds will be issued in fully registered book-entry form, without certificates. One certificate shall be issued for the aggregate principal amount of Bonds maturing in each year. Both principal of and interest on the Bonds will be payable in lawful money of the United States of America. Each certificate will be registered in the name of and held by Cede & Co., as nominee of The Depository Trust Company, Brooklyn, New York ("DTC"), which will act as securities depository for the Bonds (the "Securities Depository"). The certificates will be on deposit with DTC. DTC will be responsible for maintaining a book-entry system for recording the interests of its participants or the transfers of the interests among its participants. The participants will be responsible for

maintaining records regarding the beneficial ownership interests in the Bonds on behalf of individual purchasers of such beneficial interests. Individual purchases of the beneficial interests in the Bonds may be made in the principal amount of \$1,000 each or any integral multiple thereof with a minimum purchase of \$5,000 required, through book entries made on the books and the records of DTC and its participants.

Individual purchasers of the Bonds will not receive certificates representing their beneficial ownership interest in the Bonds, but each book-entry Bond owner will receive a credit balance on the books of its nominee, and this credit balance will be confirmed by an initial transaction statement stating the details of the Bonds purchased.

The Bonds will be dated their date of delivery and will bear interest from such date, which interest shall be payable, commencing July 15, 2026 and semi annually thereafter on the fifteenth day of January and July in each year until maturity or prior redemption, at a rate or rates per annum, expressed in a multiple of one-eighth (1/8) or one-twentieth (1/20) of one per centum (1%), as proposed by the successful bidder in accordance with the Notice of Sale authorized and defined herein. The principal of and interest on the Bonds will be paid to the Securities Depository by the Board on the respective maturity dates and due dates and will be credited on the respective maturity dates and due dates to the participants of DTC as of each next preceding January 1 and July 1 (the "Record Dates" for the Bonds). The Bonds shall be executed by the manual or facsimile signature of the Board President under the official seal (or facsimile thereof) affixed, imprinted, engraved or reproduced thereon and attested by the manual signature of the Business Administrator/Board Secretary. The following matters are hereby determined with respect to the Bonds:

Date of Bonds:	Date of Delivery
Principal Payment Dates:	July 15, 2027 and each July 15 thereafter until maturity or prior redemption
Interest Payment Dates:	Semiannually on each January 15 and July 15 of each year beginning July 15, 2026 until maturity or prior redemption

Place of Payment:

Cede & Co., Brooklyn, New York

SECTION 3. The Bonds shall be substantially in the form set forth in Exhibit A attached hereto, with such additions, deletions and omissions as may be necessary for the Board to market the Bonds in accordance with the requirements of DTC.

SECTION 4. The Notice of Sale (the "Notice of Sale") and the Official Form of Proposal for Bonds shall be substantially in the form set forth in Exhibit B with such additions, deletions and omissions as may be necessary for the Board to market the Bonds in accordance with the requirements of DTC.

SECTION 5. The Bonds shall be sold upon receipt of electronic bids on June 25, 2025 at 11:00 a.m. by the Business Administrator/Board Secretary of the Board on i-Deal's Bidcomp®/PARITY® electronic competitive bidding system ("PARITY") in accordance with the Notice of Sale authorized herein. The use of the services provided by PARITY and the fees associated therewith are hereby approved. The Business Administrator/Board Secretary or

Wilentz, Goldman & Spitzer, P.A., Bond Counsel ("Bond Counsel") is hereby authorized and directed to arrange for the publication of the Notice of Sale, such publication to be not less than seven (7) days prior to the date of sale, in summary form in The Bond Buyer, a nationally recognized local government bond marketing publication devoted to financial news and municipal bonds, and the full text of such Notice of Sale in the South Jersey Times. The Board hereby delegates to and designates the Business Administrator/Board Secretary as the officer authorized to sell and to award the Bonds in accordance with the Notice of Sale authorized herein, and the Business Administrator/Board Secretary shall report in writing the results of the sale to this Board as required by law. **Furthermore, the Board hereby delegates to the Business Administrator/Board Secretary the authority to postpone and/or to reschedule the sale of the Bonds, upon consultation with Bond Counsel, without readvertisement in accordance with the Notice of Sale authorized herein and to adjust the maturity schedule of the Bonds up to twenty-four (24) hours prior to the date of sale indicated herein and/or within twenty-four (24) hours after the award, which adjustment shall not exceed ten percent (10%) of the principal amount of any maturity or in the aggregate, the overall issue.**

The Board President, the Business Administrator/Board Secretary, Bond Counsel, the Municipal Advisor, Phoenix Advisors, a division of First Security Municipal Advisors, Inc. (the "Municipal Advisor"), the Board Auditor and the Board Attorney, are each hereby further authorized and directed to do and accomplish all matters and things necessary or desirable to effectuate the offering and sale of the Bonds.

SECTION 6. The Bonds shall have affixed thereto a copy of the written opinion with respect to the Bonds that is to be rendered by Bond Counsel to the Board.

SECTION 7. The Official Statement to be distributed in preliminary form on or about June 18, 2025 (the "Preliminary Official Statement"), prepared in connection with the offering and sale of the Bonds, is hereby "deemed final" for the purposes of Rule 15c2-12, as amended and supplemented (the "Rule") promulgated by the Securities and Exchange Commission pursuant to the provisions of the Securities and Exchange Act of 1934, as amended and supplemented, with the exception of certain information permitted to be omitted thereby and is hereby approved and authorized for the information of purchasers of the Bonds, with such changes and corrections not inconsistent with the substance thereof, including those required to reflect the effect of the sale of the Bonds, as are deemed necessary and advisable by the Business Administrator/Board Secretary in consultation with Bond Counsel.

SECTION 8. Bond Counsel is hereby authorized and directed to arrange for the printing of the Preliminary Official Statement and the Official Statement. Bond Counsel is hereby authorized and directed to arrange for the distribution of the Preliminary Official Statement on behalf of the Board to those financial institutions that customarily submit bids for such Bonds. The Board President or the Business Administrator/Board Secretary is hereby authorized and directed to deliver the Official Statement to the purchaser of the Bonds for its use in connection with the sale, resale and distribution of the Bonds, where and if applicable. Bond Counsel is hereby authorized and directed to prepare the Preliminary Official Statement and the Official Statement as necessary in connection with the issuance of the Bonds, and the Board President or the Business Administrator/Board Secretary is hereby authorized and directed to execute the Official Statement and any certificates necessary in connection with the distribution of the Official Statement. Bond Counsel is hereby further authorized and directed to arrange for the printing of the Bonds.

SECTION 9. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the Bonds, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Bonds.

SECTION 10. The Business Administrator/Board Secretary, Bond Counsel, the Municipal Advisor and the Board Attorney are hereby authorized and directed to make representations and warranties, to enter into agreements and to make all arrangements with DTC, as may be necessary in order to provide that the Bonds will be eligible for deposit with DTC and to satisfy any obligation undertaken in connection therewith.

SECTION 11. The Board reasonably expects to reimburse itself from the proceeds of the Bonds for certain costs of the school project paid prior to the issuance of the Bonds. No funds from sources other than the Bonds have been or are reasonably expected to be reserved, allocated on a long-term basis or have otherwise been set aside by the Board, or any member of the same "Controlled Group" as the Board, within the meaning of Treasury Regulation Section 1.150-1(e), pursuant to their budget or financial policies with respect to any expenditures to be reimbursed. This Section 11 is intended to be and hereby is a declaration of the Board's official intent to reimburse any expenditures toward certain costs of the school project, as described above, to be incurred and paid prior to the issuance of the Bonds in accordance with Treasury Regulation Section 1.150-2, and no further action (or inaction) will be an abusive arbitrage device in accordance with Treasury Regulation Section 1.148-10 to avoid, in whole or in part, arbitrage yield restrictions or arbitrage rebate requirements under Section 148 of the Code. The proceeds of the Bonds used to reimburse the Board for any expenditures toward certain costs of the school project to be financed by the Bonds will not be used directly or indirectly (i) to "refund" an issue of governmental obligations within the meaning of Treasury Regulation Section 1.150-1(d), (ii) to create or increase the balance in "replacement proceeds", within the meaning of Treasury Regulation Section 1.148-1 of the Bonds, or any other Bond issue, with respect to any obligation of the Board or to replace funds or (iii) to reimburse the Board for any expenditure or payment that was originally paid

with the proceeds of any obligation of the Board (other than borrowing by the Board from one of its own funds or the funds of a member of the same "Controlled Group" within the meaning of Treasury Regulation Section 1.150-1(e). The Bonds used to reimburse the Board for any expenditures toward certain costs of the school project, as described

above, will be issued in an amount not to exceed \$21,252,000. The costs to be reimbursed with the proceeds of the Bonds will be "capital expenditures" in accordance with the meaning of Section 150 of the Code and Treasury Regulation Section 1.150-1. This section shall take effect immediately, but will be of no effect with regard to expenditures for costs paid outside the permitted reimbursement period set forth in Treasury Regulation Section 1.150-2(d)(2).

SECTION 12. In the event that DTC may determine to discontinue providing its service with respect to the Bonds or is removed by the Board and if no successor securities depository is appointed, the Bonds which were previously issued in book-entry only form shall be converted to registered Bonds (the "Registered Bonds") in denominations of \$1,000, or any integral multiple thereof with a minimum purchase of \$5,000 required. The beneficial owner under the book-entry system, upon registration of the Bonds held in the beneficial owner's name, will become the registered owner of the Registered Bonds. The Board shall be obligated to provide for the execution and delivery of the Registered Bonds in certified form.

SECTION 13. The Board hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate (the "Certificate") which will set forth the obligation of the Board to file budgetary, financial and operating data and notices of certain enumerated events deemed material in accordance with the provisions of the Rule. The Business Administrator/Board Secretary is hereby authorized and directed to execute and deliver the Certificate evidencing the Board's undertaking with respect to the Rule. Notwithstanding the foregoing, failure of the Board to comply with the Certificate shall not be considered a default on the Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandamus or specific performance to cause the Board to comply with its obligations hereunder.

SECTION 14. The Board President and the Business Administrator/Board Secretary are each hereby authorized and directed to determine all matters in connection with the issuance of the Bonds by the Board not determined by this or a subsequent resolution, all in consultation with Bond Counsel and the manual or facsimile signature of the Board President or the Business Administrator/Board Secretary upon any documents shall be

conclusive as to all such determinations. The Board President and the Business Administrator/Board Secretary and any other Board representative, including but not limited to, Bond Counsel and the Board Attorney, are each hereby authorized and directed to take such actions or refrain from such actions as are necessary to consummate the transaction contemplated by the issuance of the Bonds by the Board and any and all such actions or inactions heretofore taken by the Board President and the Business Administrator/Board Secretary and any other Board representative, including, but not limited to Bond Counsel and the Board Attorney, are hereby ratified and confirmed. Wherever herein the Board President is authorized and directed to act or execute and deliver documents, including the Bonds, the Board Vice President is hereby authorized and directed to do same in the Board President's place.

SECTION 15. After a process seeking proposals, the Business Administrator/Board Secretary, in consultation with the Municipal Advisor is hereby authorized to invest the proceeds of the Bonds and provide arbitrage/rebate services.

SECTION 16. The Bonds shall not be designated as "qualified tax-exempt obligations" for purposes of Section 265(b)(3)(B)(ii) of the Code.

SECTION 17. This resolution shall take effect immediately.

26. Recommend motion to approve the following resolution:

BE IT RESOLVED that the tentative budget be approved for the 2025/26 school year using the 2025/26 state aid figures and the School Business Administrator / Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenue	Debt Service	TOTAL
2025-2026 Total Expenditures	\$23,210,771	\$3,164,945	\$568,400	\$26,944,116
<u>Less:</u> Anticipated Revenues	\$6,730,414	\$3,164,945	\$247,924	\$10,143,283
Taxes to be Raised	\$16,480,357	\$0.00	\$320,476	\$16,800,833

And to advertise said tentative budget in The South Jersey Times in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Pitman Jr./Sr. High School Media Center located at 225 Linden Avenue, Pitman, NJ 08071 on Wednesday, April 30, 2025 at 7:30 PM for the purpose of conducting a public hearing on the budget for the 2025/2026 School Year.

BE IT RESOLVED that the Pitman Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$205,952. The additional funds will be used to pay for the additional increases in health benefit premiums.

BE IT RESOLVED that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$100,000 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

WHEREAS, the Pitman Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the General Fund Budget, in accordance with N.J.A.C. 6A:23A-8.1, includes the following appropriations:

- Solicitor: \$50,000
- Auditor: \$35,000
- Architect/Engineer: \$10,000
- Physical Therapy: \$91,552

WHEREAS, the Pitman Board of Education established \$45,000 as the maximum travel amount for the current school year and has expended \$9,445.32 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$27,910 for the 2025/2026 school year.

Motion to Approve Items #1-26

Motion: Grossman
Second: Higbee-Ionno
Mrs. Boulton: Yes
Mrs. Farrell: Yes
Mr. Grossman: Yes
Mrs. Higbee-Ionno: Yes
Mrs. Miller: Yes
Mrs. Pote: Yes
Motion Carried: 6-0

CURRICULUM & INSTRUCTION COMMITTEE – Boulton, Pote, Miller

Mrs. Boulton provided an update regarding the recent Curriculum & Instruction Committee Meeting that took place on Wednesday, 3/12/25 at 4:30 PM. In attendance were Mrs. Miller, Mrs. Pote, Mrs. Boulton, Dr. Preston, and Mr. Caltabiano. Topics that were discussed included the following: the upcoming presentation by CITRS; the approval of the 2025-26 school calendar; the changing of the start time from 8:45 AM to 9:00 AM at Memorial School effective September 2025; and, class rank.

1. Student Statistics February 2025:

Date	Memorial	PES	Jr./Sr. HS	Out of District	Alternate	Total
2/28/25	271	430	469	25	0	1200
1/31/25	273	431	471	25	0	1200
2/29/24	244	420	484	24	0	1172

Suspensions/Reasons:

Weapon Possession: 1

(Attachment C&I-1)

2. 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-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 all field trips as submitted. (Attachment C&I-4)
5. Recommend motion to approve the Affirmative Action Team to begin writing the 2025/2028 Comprehensive Equity Plan.
6. Recommend motion to approve educational consultants CITRS (Character, Integrity, Trust, Relationships & Success) to present *Journey to the Heart - Becoming Great Leaders and Decision Makers* to selected Pitman High School juniors and seniors at a date to be determined during marking period 4.

Background: At no cost to the district, CITRS President Gene Miller, a former F-14 fighter pilot and Division 1 coach, will lead this character and leadership development session. The program, based on mentoring models from the U.S. Naval Academy and TYL Program, focuses on ethical decision-making and effective leadership.

7. Recommend motion to approve the school calendar for the 2025/2026 school year. (Attachment C&I-5)
8. 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
4566106137	Brookfield/Inspira	2/24/25 - TBD	10 hours/week	\$64/hr.
5401995797	CRESS	11/26/24 - TBD	10 hours/week	\$102/hr.

9. Recommend motion to approve a school day time change for Memorial School from 8:45 AM to 9:00 AM effective September 1, 2025 for the 2025/20256 school year.
10. Recommend motion to rescind the appointment of Stacey DeCaro, School Library Media Specialist at the Jr./Sr. High School, as temporary Communications Coordinator effective March 1, 2025.
11. Recommend motion to retroactively approve Joseph Joyce, Computer Technician, as temporary Communications Coordinator to be paid a monthly stipend in the amount of \$250 effective March 1, 2025 through on or about May 19, 2025.

Background: Replacement for Stacey DeCaro. The current Communications Coordinator is out on leave.

12. Recommend motion to retroactively accept the resignation of Alexis Johnston, part-time Instructional Aide at Pitman Jr./Sr. High School, effective February 28, 2025.
13. Recommend motion to approve the resignation of Alice Contravo, Special Education Teacher at PES, effective June 30, 2025.
14. Recommend motion to approve Christopher Paul as a custodian at Pitman Jr./Sr. High School at an annual prorated salary of \$38,105, Step O Custodian Guide, effective on or about March 20, 2025 through June 30, 2025.

Background: Replacing Doreen Steely.

15. Recommend motion to approve Gerry Moore as a maintenance worker for the Pitman School District effective on or about March 20, 2025, at a prorated annual salary of \$60,590 based on Step C of the negotiated salary guide for Maintenance (pending receipt of proper paperwork).

Background: Replacing Christopher Williams.

16. Recommend motion to approve Joseph Joyce from a part-time computer technician to a full-time computer technician at an annual prorated salary of \$48,000 effective April 1, 2025.

Note: Salary will remain \$48,000 for the 2025/2026 school year.

17. Recommend motion to approve April Furey as the district's Secretary to the Business Administrator/Board Secretary, Accounts Payable Specialist and Food Services Operations Specialist in the amount of \$60,000 effective April 1, 2025.

Note: Food Services Specialist duties involve managing the direct certification tracking process for free and reduced breakfast and lunch students. One-third (\$20,000) of the total salary will be charged to Food Services and two-thirds (\$40,000) will be charged to the general fund. The new salary will not be eligible for an increase on July 1, 2025.

18. Recommend motion to approve the appointment of Kristen Stewart as Principal of Pitman Jr./Sr. High School at an annual salary of \$143,170 effective July 1, 2025.

Background: Replacing Dr. Cherie Lombardo.

19. Recommend motion to approve Laura Rodi and Stephanie Daley, teachers at Pitman Elementary School, to work the High Impact Tutoring after school program.

Background: Laura Rodi is replacing Tracey Gerace and Stephanie Daley is replacing Catherine Liebmann-Jacobo.

20. Recommend motion to approve Robert Miles to attend five Safety Specialist training sessions on the following dates: Friday, 3/7/25, Tuesday, 3/11/25, Friday, 3/21/25, Friday, 3/28/25, and Friday, 4/4/25.

Note: The training is offered by the NJ Office of Emergency Planning and School Preparedness at no cost to the school district.

21. Recommend motion to approve the following revised extra service contracts for the 2024/2025 school year. Stipends in accord with the Pitman Board of Education Association and Pitman Board of Education:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Melissa Bianchini	Co-Head Coach Winter Track	\$6,122
Dan Miller	Co-Head Coach Winter Track	\$6,122

Background: Stipend in the amount of \$6,109 was approved at the October 16, 2024 Board of Education meeting. Winter Track Head Coach \$6,803 and Board of Education Assistant Winter Track Coach \$5,441 = 50% each Co-Head Coach.

22. Recommend motion to rescind the following extra service contracts for the 2024/2025 school year.

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Michael (Chris) Thomas	Softball Assistant Coach	\$5,441
Sarah Mickle	Musical/Play Set Builder	\$1,747

23. 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>
Sarah Mickle	Musical Play/Assistant Director	\$2,330
Michelle Natali-Muldoon	Softball Assistant Coach	\$5,441
Dan Miller	Freshman Baseball Coach	\$4,632
Sam Grossman*	Masquers Advisor	\$4,277
Abby Donahue*	Masquers Assistant Advisor	\$1,263

**not a district employee*

24. Recommend motion to approve Chloe Shields, Rowan College student majoring in education, to observe health/physical education classes at Pitman Jr./Sr. High School on Friday, 3/21/25 (2 hours).

Motion to Approve Item #18 (Moved Separately)

Motion: Miller
Second: Grossman
Mrs. Boulton: Yes
Mrs. Farrell: Yes
Mr. Grossman: Yes
Mrs. Higbee-Ionno: Yes
Mrs. Miller: Yes
Mrs. Pote: Yes
Motion Carried: 6-0

Motion to Approve Items #2-17 & #19-24

Motion: Boulton
Second: Pote
Mrs. Boulton: Yes
Mrs. Farrell: Yes
Mr. Grossman: Yes; #2-17, #19-22 & #24
Abstain; #23
Mrs. Higbee-Ionno: Yes; #2-17, #19-20 & #22-24
Abstain; #21
Mrs. Miller: Yes; #2, #4-17, #19-24
Abstain; #3
Mrs. Pote: Yes
Motion Carried: 6-0; #2, #4-17, #19-20, #22 & #24
5-0; #3, #21 & #23

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

Mrs. Higbee-Ionno provided an update regarding the recent Communication & Policy Committee Meeting that took place on Wednesday, 3/12/25 at 5:30 PM. In attendance were Mrs. Pappalardo, Mrs. Farrell, Mrs. Higbee-Ionno, Dr. Preston, Mr. Caltabiano, and Mr. Miles. Topics that were discussed included the following: the need to have an artificial intelligence plan for both students and staff in order to set forth the parameters for appropriate use; and, the revision of the academic integrity policy to include a restriction on students utilizing artificial intelligence to complete assignments.

1. Recommend motion to approve the second reading of the policies/regulations listed below: (Attachment C&P-1)

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)

2. Recommend motion to approve the first reading of the policies/regulations listed below and as well as the AI Guidance Plan. (Attachments C&P-2 and C&P-3)

General Policy Updates	
Policy 2365	Acceptable Use of Generative Artificial Intelligence (AI)(New)
Policy 5701	Academic Integrity (Revised)

Motion to Approve Items #1-2

Motion: Higbee-Ionno
Second: Farrell
Mrs. Boulton: Yes
Mrs. Farrell: Yes
Mr. Grossman: Yes
Mrs. Higbee-Ionno: Yes
Mrs. Miller: Yes
Mrs. Pote: Yes
Motion Carried: 6-0

Public Comment

- **Dr. Debbie Shabler:** Dr. Shabler congratulated the Masquers students for their recent performance and expressed her disappointment in the communication regarding the drama program.
- **Mr. Greg Yordy:** Mr. Yordy congratulated Dr. Lombardo on her upcoming retirement and Mrs. Stewart on her appointment as Jr./Sr. High School Principal.

Old Business

No Old Business

New Business

No New Business

Adjournment

Motion to Adjourn the Meeting at 8:55 PM

Motion: Miller
Second: Boulton
In Favor: ALL

The next Board of Education Meeting is scheduled for Wednesday, April 30, 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, 3/19/25