

# PITMAN SCHOOL DISTRICT

## Board of Education Meeting

July 23, 2025

Open Public Meeting

Notice of Meeting per Sunshine Law Requirements

Executive Session

Pledge of Allegiance

Roll Call

### **PRESENTATIONS**

- 2025 NJGPA Scores

Public Comment

Correspondence

Approval of Minutes

June 25, 2025

June 25, 2025 Executive Session

President's Report

Superintendent's Report

- Back to School Nights
- August Open Houses (Memorial and PES)
- Security Drills

Student Representative Report

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

1. Recommend motion to approve all bills which are properly approved and certified to be paid.
2. Recommend motion to approve contract with United Therapy for the 2025/2026 school year.
3. Recommend motion to approve a 10 year sponsorship signage program to benefit the Pitman High School Football program. The program will include the fabrication and installation of a permanent sign, coordinated through Salmon Signs of Pitman. The sponsorship cost will be \$3,500 per sponsor for a 10 year term, beginning upon installation of the sign. The superintendent reserves discretion over the approval of all sponsors participating in the program.

4. Recommend motion to approve the following resolution:

**RESOLUTION TO INCREASE THE BID THRESHOLD**

WHEREAS, Christopher DeStratis, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to **\$53,000**, effective July 1, 2025;

NOW, THEREFORE BE IT RESOLVED that the Pitman Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of **\$53,000** for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

5. Recommend motion to approve the purchase of Chromebooks, Cases, and Management Licenses from Bluum USA Inc. in the amount of \$67,493.40 under the Educational Data Services Bid #12297 as submitted. I certify that there are sufficient funds available to purchase the items listed in this award (Funding Source: Local Funds).
6. Recommend motion to approve the following individuals to drive district owned vehicles for the purpose of transporting items and equipment:

Maximilian Pozza

Jonathan Wagner

7. Recommend motion to approve Pitman Recreation to use the Pitman Elementary School gym for their Summer Basketball Dribbling Academy from 9:00 AM to 10:00 AM on the following dates: Monday, 8/4/25, Tuesday, 8/5/25, Thursday, 8/7/25, and Friday, 8/8/25.
8. Recommend motion to approve the Highland Chemical Engine Company to hold their Annual Labor Day Carnival on the grounds of Pitman Jr./Sr. High School, Wednesday, August 27, 2025 through Saturday, August 30, 2025, with construction beginning in the student parking lot on Saturday, August 23, 2025, and dismantled, cleaned, and ready for school activities by 8:00 AM Wednesday, September 2, 2025.

**CURRICULUM & INSTRUCTION COMMITTEE – Boulton, Pote, Miller**

## 1. Student Statistics June 2025:

Date	Memorial	PES	Jr./Sr. HS	Out of District	Alternate	Total
6/30/25	273	427	465	22	0	1187
5/31/25	275	431	465	22	0	1193
Date	Memorial	PES	Jr./Sr. High	Out of District	Alternate	Total
6/30/24	250	420	487	25	1	1183

Suspensions/Reasons: 0

- 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 June 25, 2025 meeting.
- Recommend motion to approve additions to the Substitute List for the 2025/2026 school year.
- 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.
- Recommend motion to approve the following out of district ESY and RSY placements by the Special Services Department for the 2025/2026 school year:

Student ID#	Placement	ESY Tuition Cost	Extraordinary Services	RSY Tuition Cost	Extraordinary Services
73974166698	Bancroft	\$14,305.80	\$8,250	\$85,834.80	\$49,500
8232174199	Bankbridge Regional School	\$4,770	\$3,900	N/A	N/SA
7716307925	Bankbridge Regional School	\$4,770	N/A	N/A	N/A
4982665746	Bankbridge Development Center	\$4,770	\$3,900	N/A	N/A
6556554389	Bankbridge Regional School	\$4,770	N/A	N/A	N/A
9411012907	Bankbridge Elementary School	\$4,770	\$3,900	N/A	N/A
3198603579	Bankbridge Elementary School	\$4,770	\$3,900	N/A	N/S

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5626752185	Bankbridge Development Center	\$4,770	\$4,770	N/A	N/A
5143170850	Bankbridge Regional School	\$4,770	N/A	N/A	N/A

6. Recommend motion to submit the Emergency Virtual/Remote Instruction Plan for the 2025/2026 school year to the New Jersey Department of Education.
7. Recommend motion to approve the appointment of the Jr./Sr. High School Principal as issuing Officer for Working Papers for the school year July 1, 2025 to June 30, 2026.
8. Recommend motion to approve the amended hourly rate of the following cafeteria staff for the 2025/2026 school year:

Virginia DeSimine	\$16.18
Mary Downs	\$16.18
Karen Wintjen	\$16.18

Background: Previously approved at an hourly rate of \$16.17.

9. Recommend motion to retroactively approve Mark Meholosky as a summer worker from on or about July 14, 2025 through August 21, 2025, Monday through Thursday, 7:00 AM - 3:30 PM, at an hourly rate of \$15.49 (timesheets).
10. Recommend motion to approve Angelina Daley as a substitute counselor for the 2025 Summer Panther Club at an hourly rate of \$15.49 (June 17, 2025–August 21, 2025 timesheets).
11. Recommend motion to approve up to 10 additional work days in July and August 2025 for Assistant Principal, Caitlin Hess, as needed, at her per diem rate.
12. Recommend motion to approve a job description title change from Director of Curriculum and Instruction to Assistant Superintendent. Job requirements/responsibilities remain the same.
13. Recommend motion to approve a job description title change from Administrative Assistant to the Director of Curriculum and Instruction to Administrative Assistant to the Assistant Superintendent. Job requirements/responsibilities remain the same.
14. Recommend motion to approve Pitman Elementary School guidance counselors, Alicia Walsh and Erica Davidson, to work two days each during the summer to plan for the 2025/2026 school year initiative.
15. Recommend motion to approve Tonya Catando, Stefanie Collum, and Victoria Nastasi as substitute teachers for the summer support program, at an hourly rate of \$49, stipend in accord with the agreement with the Pitman Education Association paid from Title I funds (timesheets).
16. Recommend motion to approve Ornella Paternostro Gonzalez as a multi-language learner aide for the summer support program, 16 days, two hours per day, at an hourly rate of \$19.29 (Title I funds - timesheets).

17. Recommend motion to accept the resignation of Shannon Mitten, preschool master teacher/coach at Memorial School, effective July 1, 2025.
18. Recommend motion to approve Shae Davies as a preschool instructional coach at Memorial School, effective September 1, 2025 at an annual salary of \$79,802 based on Step 16 of the BA salary guide. Funded 100% by the PEA Grant.
19. Recommend motion to approve Stacey DeCaro as an art teacher/library media specialist at Pitman Junior/Senior High School, effective September 1, 2025 at an annual salary of \$82,830 based on Step 15 of the MA+60 salary guide.

Background: Replacing Kelly Roberts

20. Recommend motion to approve Keri McConnell as Replacement Teacher at Pitman Elementary School, effective September 1, 2025 through June 30, 2026, at an annual salary of \$58,797 based on Step 8 of the BA salary guide.

Background: Replacing Lauren Plum

21. Recommend motion to approve the following Extra Service Contracts for the 2025/2026 school year. Stipend in accord with the agreement with the Pitman Education Association (\*not a district employee).

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Jennifer Sykes*	Head Coach - Field Hockey	\$6,837
Allison Rue*	Assistant Coach - Field Hockey	\$5,468

22. Recommend motion to approve the following volunteer coaches for the 2025/2026 school year (\*not a district employee):

<u>Name</u>	<u>Position</u>
Robert S. Fiscaro, Sr.* (pending receipt of proper paperwork)	Girls' Tennis
Melissa Jones	Cheerleading

23. Recommend motion to approve the following Anti-Bullying Coordinator and Anti-Bullying Specialists for the 2025/2026 school year:

<u>Position</u>	<u>Location</u>	<u>Name</u>
Anti-Bullying Coordinator	District	Ryan Caltabiano
Anti-Bullying Specialists	Memorial	Cynthia Thompson
	Pitman Elementary Grades 2-4	Alicia Walsh
	Pitman Elementary Grades 5-6	Erica Davidson
	Pitman Jr. High Grades 7-9	Christina Skanes
	Pitman Sr. High Grades 9-12	Caitlin Hess

24. Recommend motion to appoint Catherine Liebmann-Jacobo as translator (forms, letters, meetings) for the Special Services Department for the Pitman School District on an as needed basis for the 2025/2026 school year at a stipend of \$49 per hour (timesheets).
25. Recommend motion to approve the PEA stipend of After School Detention proctor for PES for the 2025/2026 school year. This would include all certified staff at PES the ability to be a proctor.

26. Recommend motion to approve the following Extra Service Contracts for the 2025/2026 school year. Stipend in accord with the agreement with the Pitman Education Association (\*not a district employee).

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Aaron Hickman*	Auditorium Manager	\$5,429
Michael Finley	Freshman Class Advisor (0.5)	\$ 533.50
Shelly Nichols	Freshman Class Advisor (0.5)	\$ 533.50
Amanda Esposito	Sophomore Class Advisor (0.5)	\$ 687
Jeffrey Smith	Sophomore Class Advisor (0.5)	\$ 687
Melissa Bianchini	Junior Class Advisor (0.5)	\$1,362
Jeffrey McAfee	Junior Class Advisor (0.5)	\$1,362
Susann Driscoll	Senior Class Advisor (0.5)	\$1,346.50
Matthew Newcomb	Senior Class Advisor (0.5)	\$1,346.50
Philip Versepy	Jazz Band Director	\$2,729
Philip Verespy	Marching Band Director (PEP)	\$6,544
Jonathan Botbyl	Marching Band Assistant Director (PEP)	\$3,757
Suzanne Granato-Castro	Key Club Advisor	\$1,709
Suzanne Granato-Castro	National Honor Society (0.5)	\$683.50
Kimberly Nefferdorf	National Honor Society (0.5)	\$683.50
Jessica Morrone	SADD Advisor	\$1,384
Shelly Nichols	Student Council Co-Advisor	\$1,171
Michael Finley	Student Council Co-Advisor	\$1,171
Sarah Mickle	National Art Honor Society Advisor	\$1,252
Sarah Mickle	Choral Director/Tri M	\$3,906
Sarah Mickle	Teen Arts Coordinator	\$1,252
Stefanie Collum	Literary Magazine Advisor	\$1,367
Stefanie Collum	Yearbook Advisor (0.5)	\$3,027
Michael Finley	Yearbook Advisor (0.5)	\$3,027
Daniella Fiscella	Detention (0.5)	\$2,149.50
Mario Vitola	Detention (0.5)	\$2,149.50
Robert Tender	Floor Hockey	\$1,367
Robert Tender	Volleyball	\$1,367
Michael Finley	Builders Club (0.5)	\$641
Shelly Nichols	Builders Club (0.5)	\$641
Michael Finley	Jr. HS Student Council (0.5)	\$733
Shelly Nichols	Jr. HS Student Council (0.50)	\$733
Cynthia Schiavo	Mentor Club (0.5)	\$716
Mario Vitola	Mentor Club (0.5)	\$716
Christine Lenentine	Jr. HS Newspaper	\$1,565
Michael Finley	Jr. High Memory Book	\$1,565
Cynthia Schiavo	Grade 7 Class Advisor	\$ 879
Bethany Lawlor	Grade 8 Class Advisor	\$ 879
Jonathan Botbyl	Jr. High Band Director	\$4,299
Sarah Mickle	Jr. High Chorus	\$4,299

27. Recommend motion to approve the following volunteers for the 2025/2026 school year:

<u>Name</u>	<u>Position</u>
Sarah Mickle	Hand Chimes
Melody Smythe	Fellowship of Christian Athletes
Mario Vitola	Jr. HS Chess Club
Irene Donnelly	Cooking Club

28. Recommend motion to approve the following teachers as mentors for first year teachers for the 2025/2026 school year with the approved rate:

<u>Mentoree</u>	<u>Mentor</u>	<u>Stipend</u>
Alexandria Parker (CE)	Kalley Petito	\$1,000 (prorated 10 weeks)
Rachel Vassallo (CEAS)	Jeffrey Smith	\$500

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

1. Recommend motion to approve the first reading of the policy/regulation below:

<b>POLICY/REGULATION (First Reading 7/23/25)</b>	
Policy 5440 (Revised) Regulation 5440 (New)	Honoring Student Achievement

Public Comment

Old Business

New Business

Adjournment

The next Board of Education Meeting is scheduled for Wednesday, August 20, 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.*