

# PITMAN SCHOOL DISTRICT

## Board of Education Meeting

June 25, 2025

### **MINUTES**

#### **Motion to Open the Public Meeting at 7:00 PM**

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

Open Public Meeting

#### **Motion to Enter into Executive Session at 7:01 PM**

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

Executive Session

#### **Motion to Close Executive Session at 7:19 PM**

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

#### **Motion to Reopen the Public Meeting at 7:30 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:** Present  
**Mrs. Miller:** Present  
**Mrs. Pappalardo:** Present  
**Mrs. Pote:** Absent  
**Quorum:** 6-1

Public Comment

**No Public Comment**

## **PRESENTATIONS**

Public Comment

Correspondence - **Thank you from Stacie Hess**

Approval of Minutes

May 21, 2025

May 21, 2025 Executive Session

June 4, 2025

### **Approval of Minutes**

**Motion:** Miller

**Second:** Pappalardo

**In Favor:** ALL

President's Report

- **The recognition Ceremony & Graduation Ceremony were a success.**
- **Shout out to the team for making Davis Field look great!**
- **The Board should inform Mrs. Miller and Mrs. Pappalardo of their availability for Committee meetings. A possible reconfiguration may take place.**
- **Executive session will possibly move from 7:00 PM to 6:30 PM and regular session from 7:30 PM to 7:00 PM. The Board will give approximately one-month for the public to voice any possible concerns.**
- **BOE self-evaluation and potential date for a retreat; more information forthcoming.**
- **The referendum projects have started early.**

Superintendent's Report

- **End-of-Year events were a success.**
- **There will be two new student representatives in 2025-26:**
  - **Emily Ward & Abigail Heil**
- **Thank you to Aubrie Yordy and Becca Mazzola for serving as student reps!**
- **Project Updates:**
  - **Safety vestibule project and partial roof replacement project at the Jr./Sr. High School underway.**
  - **The parking lot, drainage, and track reconstruction project at the Jr./Sr. High School will start very soon.**
  - **The PES safety vestibule is scheduled to begin in July.**
- **We are looking to obtain a real estate broker in order to rent space at Walls School.**
- **HIB Semi-Annual Report (6 reported / 4 confirmed): This is a testament to the culture of Pitman Schools.**
- **The district will be partnering with CITRS (Character, Integrity, Trust, Relationships & Success) in order to provide education *with* values.**
- **New Hires:**
  - **Rachel Vassallo**
  - **Christi Baldissero**
  - **Alexandria Parker**
  - **Michelle Tucci**
  - **Madonna Haines**
- **Security Drills**

***--- The Board & Public Entered into a Brief Recess from 7:49 PM to 7:58 PM. ---***

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

**Mr. Grossman provided an update regarding the recent Finance & Facilities Committee meeting that took place on Wednesday, 6/18/25 at 3:30 PM. In attendance were Mrs. Miller, Mrs. Higbee-Ionno, and Mr. Miles. Topics that were discussed included the following: *the bus sale that grossed the district \$30,000; the Kindle School rental increase of 2%; the tax levy payment schedule; the security vestibule construction at the Jr./Sr. High School; the PES security vestibule has been approved by the DOE; the partial roof replacement at the Jr./Sr. High is underway; the parking lot, drainage, and track reconstruction will begin any day now; visitors to the Jr./Sr. High are not permitted to park in the staff parking lot due to the impending construction; the district office relocation project has begun at Walls School which will free up rental space in the building; the end-of-year budget update projects adequate reserves for the district; and, the district will be installing a marquee in front of Memorial School and this will be fully funded by state aid (preschool expansion aid)***

1. Recommend motion to approve all line-item transfers for the month of May 2025. (Attachment F&F-1)
2. Recommend motion to approve the monthly transfer report for the month of May 2025. (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 May 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. (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 May 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 month of May 2025. The Treasurer's Report and the Board Secretary's Report are in agreement for the month of May 2025. (Attachment 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 authorize the schedule of taxes to be remitted to the Borough of Pitman and paid accordingly. (Attachment F&F-6)
8. Recommend motion to renew the annual lease with Washington Township Public Schools for use of Kindle Elementary School, 211 Washington Avenue, Pitman, NJ 08071, for the 2025/2026 school year, at an annual rate of \$11.22 per square foot. (Attachment F&F-7)  
  
Note: The total annual lease amount equals \$233,880.90. This represents a 2% increase from the 2024/2025 rate. The 2% annual increase is stipulated in the agreement and the 2025/2026 year represents year two of four.
9. Recommend motion to approve the service agreement OMNI in the amount of \$3,700 for the 2025/2026 school year for the purpose of managing employee contributions to retirement plans. (Attachment F&F-8)
10. Recommend motion to approve \$0.47/mile as the mileage rate for the 2025/2026 school year, unless otherwise changed by the State of New Jersey. (Note: This rate was established July 1, 2022 and has been in effect since that date.)

11. Recommended motion to approve the membership agreement with the Interlocal Purchasing Systems Program (TIPS) for the purpose of procuring goods and services at a competitive rate. (Attachment F&F-9)

Note: Membership is no cost to the district.

12. Recommend motion to approve the cooperative pricing system agreement with the Interlocal Purchasing Alliance for the purchase of procuring goods and services at a competitive rate. (Attachments F&F-10 and F&F-11)

Note: Membership is no cost to the district.

13. Recommend motion to accept the \$30,000 bid from Dom Transit for the 2016 Chevy Minotour DRW Small Bus (VIN #1GB3G3BG9F1238490). (Attachment F&F-12 and F&F-13)

Note: The sealed bid opening took place on May 29, 2025 and there were nine total bids for the district's bus. The district will receive the full \$30,000 sale price and there is no cost associated with the sale.

14. Recommend motion to approve the following Capital Reserve transfer resolution:

#### **Resolution Transfer of Current Year Surplus to Capital Reserve**

**WHEREAS**, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permits a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Pitman Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

**WHEREAS**, the Pitman Board of Education has determined that an amount not to exceed \$600,000 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Pitman Board of Education that it hereby authorizes the district's Business Administrator to make this transfer consistent with all applicable laws and regulations.

15. Recommend motion to approve the following Maintenance Reserve transfer resolution:

#### **Resolution Transfer of Current Year Surplus to Maintenance Reserve**

**WHEREAS**, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permits a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Pitman Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end, and

**WHEREAS**, the Pitman Board of Education has determined that an amount not to exceed \$600,000 is available for such purpose of transfer;

- 16. Recommend motion to cancel the following outstanding checks from the prior fiscal year (2023/2024). (Attachment F&F-14)
- 17. Recommend motion to approve the attached resolution directing the ACCASBO to return the surplus of \$12,722 to the Pitman Board of Education in the form of a check. (Attachment F&F-15)
- 18. Recommend motion to approve the updated language as an addendum to the PAA contract (2024-2029). (Attachment F&F-16)

Note: This language was board approved as an addendum to the prior PAA contract (2020-2024) on November 15, 2023 but the language did not carry over into the current contract.

- 19. Recommend motion to approve the following 2025/2026 tuition rates for the purpose of billing other Local Education Agencies (LEA's):

<u>Grade/Program</u>	<u>Tuition Rate</u>
Grades Preschool/K	\$19,997
Grades 1-5	\$16,741
Grades 6-8	\$12,007
Grades 9-12	\$20,572
MD Program	\$31,707
BD Program	\$31,707
LLD Program	\$31,707
Autism Program	\$31,707
Preschool Disabilities F/T	\$14,398

- 20. Approve the collection and maintenance of Pupil Records (per FERPA) for the 2025/2026 school year.
- 21. Recommend motion to approve member participation in the following purchasing consortiums during the 2025/2026 school year:
  - Camden County Education Service Commission (CCESC)
  - Educational Data Services, Inc.
  - Educational Services Commission of New Jersey (ESCNJ)
  - Educational Technology Consortium of South Jersey
  - Hunterdon County Educational Services Commission (HCESC)
  - Monmouth-Ocean Educational Services Commission (MOESC)
  - New Jersey Cooperative Purchasing Alliance
  - OMNIA Partners
  - State of New Jersey Cooperative Purchasing Program
  - TIPS USA

- 22. Approve the following Professional Services for the 2025/2026 school year:

<b>Company Name</b>	<b>Professional Service</b>
Wilentz, Goldman & Spitzer, P.A.	Bond Counsel
Epic Environmental Services	Environmental Services
GCSSD JIF	Broker of Record (Liability Insurance)
Brown & Brown	Broker of Record (Medical and Prescription )

Ford-Scott & Associates, LLC.	Auditing
Fraytak Veisz Hopkins Duthie, P.C.	Architect
OMNI	Retirement Plan Administrative Services
Phoenix Advisors, LLC	Financial Disclosure Services
South Jersey School Doctors, LLC	School Physician
Wade, Long, Wood, Long	Legal
Integrity Consulting	Broker of Record (Vision and Dental)

23. Recommend motion to approve the following: Pursuant to PL 2015, Chapter 47, the Pitman Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200 for the 2025/2026 school year. (Attachment F&F-17)

24. Recommend motion to approve the following cafeteria prices for the 2025/2026 school year:

<u>Breakfast</u>	<u>2024/2025</u>	<u>2025/2026</u>
All Grades	\$2.00	\$2.00
<u>Student Lunch</u>		
Preschool	\$3.20	\$3.20
Elementary	\$3.20	\$3.20
Junior/Senior High	\$3.70	\$3.70
Preschool Milk	\$0.60	\$0.60
Lunch Milk - All Schools (Extra)	\$0.60	\$0.60
Assorted Snacks/Drinks	\$0.50 to \$3.00	\$0.50 to \$3.00
<u>Adult Lunch</u>		
Preschool	\$4.50	\$5.00
Elementary	\$4.50	\$5.00
Junior/Senior High	\$4.50	\$5.00

**Motion to Approve Items #1-24**

**Motion:** Grossman  
**Second:** Higbee-Ionno  
**Mrs. Boulton:** Yes  
**Mrs. Farrell:** Yes  
**Mr. Grossman:** Yes  
**Mrs. Higbee-Ionno:** Yes  
**Mrs. Miller:** Yes  
**Mrs. Pappalardo:** 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, 6/18/25 at 4:30 PM. In attendance were Mrs. Miller, Mrs. Boulton, Mrs. Pote, Mr. Caltabiano. Topics that were discussed included the following: *item #7 on accepting funds from a grant; new hires; coaching staff*

### Motion to Amend the Agenda by Removing Items #25 and #27

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

### Motion to Amend the Agenda for Item #46 by Removing the Two Field Hockey Positions

**Motion:** Boulton  
**Second:** Grossman  
**In Favor:** ALL

#### 1. Student Statistics May 2025:

Date	Memorial	PES	Jr./Sr. HS	Out of District	Alternate	Total
5/31/25	275	431	465	22	0	1193
4/30/25	273	431	466	23	0	1193
5/31/24	250	420	487	25	0	1183

#### Suspensions/Reasons:

Inappropriate Behavior: 5  
Fighting: 1  
Threat: 1

(Attachment C&I-1)

- 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 May 21, 2025 meeting.(Attachment C&I-2)
- Recommend motion to approve additions to the Substitute List for the 2024/2025 school year. (Attachment C&I-3)
- 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)
- Recommend motion to approve the Use of Facilities as attached. (Attachment C&I-5)
- Recommend motion to approve all field trips as submitted. (Attachment C&I-6)
- Recommend motion to to submit for an acceptance of the Funding for Optimal Comprehensive Universal Screens (FOCUS) grant in the amount of \$2,820. The FOCUS grant money will be used to purchase a universal screener in order to meet the new requirements for grades K-3.
- Recommend motion to purchase and adopt the Envisions math program for grades 9-12 in Algebra I, Geometry, and Algebra II. The purchase is a six year license for digital subscriptions and student editions along with teacher editions, Spanish editions, and professional development. The amount cost is \$55,717.19.

9. 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
8254436990	Bancroft	\$14,305.80	\$16,500	\$85,834.80	\$99,000
2779434836	Bancroft	\$11,338.50	N/A	\$68,031	N/A
9512982449	Larc School	\$10,240.80	N/A	N/A	N/A
1678133130	Larc School	\$10,240.80	N/A	N/A	N/A
5520898145	Larc School	\$10,240.80	\$7,500	N/A	N/A
9512982449	Larc School	N/A	N/A	\$61,444.80	N/A
1678133130	Larc School	N/A	N/A	\$61,444.80	N/A
5520898145	Larc School	N/A	N/A	\$61,444.80	\$45,000
5737121252	Deptford Middle School	\$6,000	\$4,200.29	\$38,503.80	\$47,253.24
3217742931	Archway School	\$9,042.90	N/A	\$54,257.40	N/A
2876230660	Archway School	\$9,042.90	\$6,600	\$54,257.40	\$39,600
1775082782	Clearview Regional High School	N/A	N/A	\$34,500	N/A

10. Recommend motion to approve the schedule of the district for the summer months to be closed on Fridays beginning Friday, June 27, 2025 through Friday, August 30, 2025, with office hours of 7:30 AM to 3:30 PM.
11. Recommend motion to approve the Special Services Extended School Year Program from July 7, 2025 through July 31, 2025 (Monday through Thursday).
12. Recommend motion to accept the resignation of Kendall Read, preschool teacher at Memorial School, effective June 30, 2025.
13. Recommend motion to accept the resignation of Nicole Weber, science teacher at Pitman Elementary School, effective June 30, 2025.
14. Recommend motion to accept the retirement resignation, with regret, of Thomas Rumaker, maintenance/custodian, effective September 1, 2025.
15. Recommend motion to revise the 2025/2026 employment contract of Mary Downs, cafeteria worker, to reflect a change from 5 days per week to 4 days per week.

Note: This change was requested by employee.



16. Recommend motion to retroactively approve Aaron Hickman\* to assist with lighting and audio for various end-of-year events from May 1, 2025 to June 30, 2025 at a rate of \$30 per hour. (\*not a district employee).
17. Recommend motion to approve teacher, Robert DiTizio, to run credit completion the week of June 16, 2025, for Jr./Sr. High School students in need of making up unexcused absences. The program will run from 7:30 AM -12:30 PM for staff and 8:00 AM -12:00 PM for students (Monday-Thursday).
18. Recommend motion to retroactively approve Nathan Schultz as a Summer Panther Club counselor at an hourly rate of \$16.50, effective June 17, 2025 through August 21, 2025.
19. Recommend motion to approve up to 133.5 hours (July 1, 2025 to August 31, 2025) to Jennifer Smith, Athletic Trainer/Coordinator, at her hourly per diem rate of pay, this includes time to provide extra coverage for evening football practices (timesheets).
20. Recommend motion to approve the following summer workers from on or about July 7, 2025 through August 21, 2025, Monday through Thursday, 7:00 AM - 3:30 PM, at an hourly rate of \$15.49 (timesheets):

Jonathan Bruno

Ryan Buttari

21. Recommend motion to approve the following positions for the 2025/2026 school year funded by the Building Capacity in Career Pathways Discretionary grant: STEM Tutor, Finance/Business Tutor, Future Business Leaders of America (FBLA) advisor, and Technology Student Association (TSA) advisor.
22. Recommend motion to approve an adjustment in salary for the following staff member effective September 1, 2025:

Name	Location	Degree/Step	Salary
Shelly Nichols	Jr./Sr. High School	BA+30/Step 18 to MA/Step 18	\$92,578 to \$94,379

23. Recommend motion to approve Rachel Vassallo as a math teacher at Pitman Junior/Senior High School, effective September 1, 2025 at an annual salary of \$53,697 based on Step 1 of the BA salary guide. (Attachment C&I-7)

Background: Replacing Stacie Hess

24. Recommend motion to approve Christi Baldissero as a fourth grade teacher at Pitman Elementary School, effective September 1, 2025, at an annual salary of \$75,679 based on Step 14 of the MA salary guide. (Attachment C&I-8)

**25. Background: Replacing Tracey Gerace**

26. Recommend motion to approve Alexandria Parker as a preschool teacher at Memorial School, effective September 1, 2025, at an annual salary of \$53,897 based on Step 2 of the BA salary guide. (Attachment C&I-9)

**27. Background: Replacing Kendall Read**

28. Recommend motion to approve Michelle Tucci as a science teacher at Pitman Elementary School, effective September 1, 2025, at an annual salary of \$94,379 based on Step 18 of the MA salary guide. (Attachment C&I-10)

Background: Nicole Weber

29. Recommend motion to approve Madonna Haines as a part-time non-instructional aide at Pitman Jr./Sr. High School effective September 1, 2025, 29.5 hours per week, at an hourly rate of \$16.18.

30. Recommend motion to approve the continuation of employment to Melissa Jones as a permanent substitute teacher, three days per week at a per diem rate of \$135, for the 2025/2026 school year.

31. Recommend motion to approve the following transfers for the 2025/2026 school year:

Employee Name	2024/2025 Assignment/Location	2025/2026 Assignment/Location
Nicole Beach	Special Education Grade 6 Teacher/PES	Preschool Disabled Teacher/Memorial
Erica Davidson	Guidance Counselor/Jr./Sr. High School	Guidance Counselor/PES
Kimberly Soltys	PT Special Education Aide/Memorial	FT Preschool Aide/Memorial

32. Recommend motion to approve the attached list of employees to receive the negotiated amount for mentoring. (Attachment C&I-11)

33. Recommend motion to approve the job description of Preschool Instructional Coach. (Attachment C&I-12)

34. Recommend motion to approve the job descriptions of Assistant Principal Grades 7-9 and Academic Services and Assistant Principal Grades 10-12 and Athletics. (Attachments C&I-13 and C&I-14)

35. Recommend motion to approve the following 2025 summer work from July 7, 2025 through July 31, 2025, for the Special Services staff (stipend in accord with the agreement with the Pitman Board of Education:

Special Education Teacher: (\$49 per hour - up to 14 hours per week- timesheets)	Nicole Beach
Special Education Teacher: (\$49 per hour - up to 14 hours per week - timesheets)	Roy Rambo
Special Education Teacher: (\$49 per hour - up to 14 hours per week - timesheets)	Jacqueline Bradley
Special Education Teacher: (\$49 per hour - up to 14 hours per week - timesheets)	Kristin Chapman
Special Education Teacher: (\$49 per hour - up to 14 hours per week - timesheets)	Christine Lenentine
Extended School Year Occupational Therapist: (\$49 per hour - up to 15 hours per week - timesheets)	Ashlee Sheppard
School Counselor: (\$49 per hour - up to 16 hours per week - timesheets)	Cynthia Thompson
School Counselor: (\$49 per hour - up to 14 hours per week - timesheets)	Alicia Walsh
Substitute Teacher (\$49 per hour - up to 14 hours per week - timesheets)	Kimberly Gavin
Instructional Aide: (\$18.18 per hour up to 12 hours per week)	Ashley Carey
Instructional Aide: (\$18.18 per hour up to 12 hours per week)	Kimberly Soltys
Instructional Aide: (\$18.00 per hour up to 12 hours per week)	Melissa Jones

Instructional Aide: (\$18.89 per hour up to 12 hours per week)	Nicolette Obidos
Instructional Aide: (\$17.52 per hour up to 12 hours per week)	Megan Gallagher
Instructional Aide: (\$17.32 per hour up to 12 hours per week)	Jennifer Nicastro
Instructional Aide: (\$19.29 per hour up to 12 hours per week)	Michelle Natali-Muldoon
Instructional Aide: (\$19.29 per hour up to 12 hours per week)	Emily James-Luu
Instructional Aide: (\$19.29 per hour up to 12 hours per week)	Emily James-Luu
Instructional Aide: (\$19.29 per hour up to 12 hours per week)	Nicholas Wenzke
Instructional Aide: (\$17.33 per hour up to 12 hours per week)	Hannah Kehoe
Instructional Aide: \$16.93 per hour up to 12 hours per week)	Katelyn Danner
Nurse: (\$49 per hour - up to 12 hours per week - timesheets)	Sarah Weng
Substitute Nurse (\$49 per hour - up to 12 hours per week - timesheets)	Marianne McCarty

36. Recommend motion to approve the following members of the Special Services Department to work a maximum of the following number of days from July 1, 2025 through August 31, 2025, at their per diem rate, to meet the mandated obligations of providing evaluation plan meetings for newly referred/transferred students and to accept, case manage, and plan for special requests, review and design programs for transfer students based on reports and scheduling new students (timesheets):

Jenifer Gillin/Social Worker	Up to 5 days
Heather Lester/LDTC	Up to 5 days
Emily Seabrook/School Psychologist	Up to 5 days

37. Recommend motion to approve the following members of the Special Services Department to perform summer evaluations from July 7, 2025 through July 31, 2025, at a rate of \$325.00 per case (timesheets):

Jenifer Gillin	Roseann Humphreys
Heather Lester	Kimberly Hemmes
Emory Seabrook	Ashlee Sheppard
Melissa Barton	Laura Spadafora

38. Recommend motion to approve the following staff members to attend IEP meetings as needed from July 7, 2025 through August 31, 2025, at a rate of \$49 per hour, stipend in accord with the agreement with the Pitman Education Association (timesheets):

<u>Special Education</u>	<u>General Education Teachers</u>	<u>Speech Therapist</u>	<u>Occupational Therapist</u>
Jacqueline Bradley	Laurie Boyle	Kimberly Hemmes	Ashlee Sheppard
Paul Blass	Michael Finley		Melissa Barton
	Heather Lester		
	Janine Morrison		
	Laura Rodi		
	Jaclyn Schanz		
	Kristie Thompson		
	Jillian Young		

39. Recommend motion to approve the following summer curriculum work, at an hourly rate of \$49 per hour, stipend in accord with the agreement with the Pitman Education Association paid from Title I funds (time sheets):

School	Course	Level(s)/ Grade	Work to be Completed	Teacher	Hours (up to)
District	Standards Revisions	K-5	Scope, Sequence & Benchmark Alignment	K-Himmer 1-Cangiano 2-A. Casey 3-Parkin 4-Young 5-Morrison	20 hours

40. Recommend motion to approve the following staff for the summer support program, at an hourly rate of \$49 per hour, stipend in accord with the agreement with the Pitman Education Association paid from Title I funds (time sheets):

Kindergarten - Kristie Thompson	Grade 5 - Stephanie Daley
Grade 1 - Laura Pirrone	Grade 6 - Jaclyn Schanz
Grade 2 - Sherri Rambo	Grade 3 - Stacey Specht
Lead Teacher PES - JillianYoung	Grade 4 - Laura Rodi
Lead Teacher Memorial - Dana Giorgianni	ELL - Catherine Liebmann-Jacobo
Nurse - Gianna Morganti	Substitute Teacher - Janine Morrison
Substitute Nurse - Christina Lawrence	

41. Recommend motion to approve the 2024/2025 evaluation of Dr. Robert Preston, Superintendent.
42. Recommend motion to approve Michael Finley as Technology Student Association Advisor for the 2025/2026 school year, stipend in the amount of \$1,500 (Building Capacity to Career Pathways Grant).
43. Recommend motion to approve Michael Finley as STEM tutor for the 2025/2026 school year, stipend in the amount of \$1,500 (Building Capacity to Careers Pathway Grant).
44. Recommend motion to approve Suzanne Granato Castro as the Business/Finance tutor for the 2025/2026 school year, in stipend in the amount of \$1,500 (Building Capacity to Careers Pathways Grant).

45. Recommend motion to approve Jason Shivers as FBLA tutor for the 2025/2026 school year, stipend in the amount of \$1,500 (Building Capacity to Careers Pathway Grant).

46. 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>
Michael (Chris) Thomas	Head Football Coach	\$7,707
Jeffrey Smith	Assistant Football Coach	\$5,468
John Wiseburn*	Assistant Football Coach	\$5,468
James Rizzolo*	Assistant Football Coach	\$5,468
Elizabeth Kelly	Head Coach - Cheerleading	\$3,906
Matthew Newcomb	Head Coach - Boys' Soccer	\$6,837
Matthew Smick	Assistant Boys' Soccer Coach	\$5,468
Kristin Chapman	Head Coach - Girls' Soccer	\$6,837
Linda Gipe*	Co-Assistant Coach - Girls' Soccer (0.5)	\$2,734
Carrie Schwank	Co-Assistant Coach - Girls' Soccer	\$2,734
<del>Jennifer Sykes*</del>	<del>Head Coach - Field Hockey</del>	<del>\$6,837</del>
<del>Allison Rue*</del>	<del>Assistant Coach - Field Hockey</del>	<del>\$5,468</del>
Robert DiTizio	Head Coach - Cross Country	\$6,211
Eugene Reid	Head Coach - Girls' Tennis	\$6,203
Robert Tender	Weight Training - Fall	\$1,584
John Hopely	Weight Training - Winter	\$1,584
Jeffrey Smith	Weight Training - Spring	\$1,584

47. Recommend motion to approve the extra service position of Weight Training - Summer. Stipend to be in paid in accord with the agreement with the Pitman Board of Education.

48. Recommend motion to approve the following Extra Service Contracts for the 2025/2026 school year. Stipends in accord with the agreement with the Pitman Board of Education:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Daniel Miller	Assistant Coach - Girls' Tennis	\$5,468
Michael (Chris) Thomas	Weight Training - Summer	\$1,584

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

<u>Name</u>	<u>Position</u>
Daniel Powell*	Football
Mike Palagianakos*	Football
Guy Davidson*	Football
Kyle Leach*	Soccer
Meghan Brown*	Soccer
Paige Mecouch*	Cheerleading

50. Recommend motion to approve the following Extra Service Contracts for the 2025/2026 school year. Stipend in accord with the agreement with the Pitman Board of Education.

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Paul Blass	Mock Trial Advisor	\$1,000
Jaclyn Schanz	PEP Elementary	\$3,483
Jillian Young	PEP Elementary	\$3,483

51. Recommend motion to approve the following individuals be appointed as Section 504 Compliance Representatives for the 2025/2026 school year as follows:

School(s)	Representative
Memorial School	Cynthia Thompson
Pitman Elementary School Grades 2-4	Alicia Walsh
Pitman Elementary School Grades 5-6	Erica Davidson
Junior High School	Erica Davidson
Senior High School	Susann Driscoll

52. Recommend motion to approve the following Personnel Services for the 2025/2026 school year:

Employee Name	Type of Service
Ryan Caltabiano	Affirmative Action Compliance Officer for Personnel
Ryan Caltabiano	Data Coordinator
Ryan Caltabiano	Truancy and Attendance Officer
Ryan Caltabiano	HIB Coordinator
Jennifer Gillin	Homeless Liaison
Christopher Morris	504 Officer
Christopher DeStratis	Title IX Coordinator
Christopher DeStratis	Board Secretary
Christopher DeStratis	Public Agency Compliance Officer
Christopher DeStratis	Custodian of Records
Christopher DeStratis	Authorization to Award Contracts Up to the Bid Threshold of \$44,000
Christopher DeStratis	Authorization to Solicit Bids on Behalf of the District
Kristen Stewart	Safety Specialist
Mark Morris	Integrated Pest Management
Mark Morris	Right to Know Officer
Mark Morris	Indoor Air Quality Designee
Nancy Christoff	Officer for Reconciling Monthly Bank Statements

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

Mark Morris  
Jeffrey Flood  
Richard Barr  
Christopher DeStratis

Thomas Harbora  
Gerry Moore  
Thomas Cox  
Philip Verespy

Joseph Piccioni  
Ralph Eldredge  
David Hampton  
Jon Botbyl

54. Recommend motion to approve the following leave of absence:

Employee	Location	Type of Leave	FMLA/FLA
60126729	Jr./Sr. High School	Maternity/Child Rearing	FMLA/FLA: 11/3/2025-3/6/2026

55. Recommend motion to approve the 2026 Senior Class Trip to Orlando, Florida on April 27, 2026 - May 1, 2026 to confirm reservation and secure dates.

56. Recommend motion to adopt the following Resolution:

**WHEREAS, TRACY GERACE** has served thirty-one years as a Teacher in the Pitman School District at Pitman High School, Pitman Jr./Sr. High School, W.C.K. Walls School, Memorial School, and Pitman Elementary School and during that time has performed her duties in a manner which has been beneficial to the children of Pitman, the Pitman Board of Education, and to the community of Pitman; and

**WHEREAS,** she has constantly striven for professional growth, for the enrichment of students and staff, and the betterment of the school system; and

**WHEREAS,** she has given of her time and talents, and has worked effectively with hundreds of students during her tenure, and has manifested a spirit of cooperation with parents, administrators, and colleagues;

**NOW, THEREFORE, BE IT RESOLVED** that on the occasion of her retirement, July 1, 2025, the Board of Education, of the Borough of Pitman, hereby expresses to **TRACY GERACE**, thanks and appreciation for her many years of dedicated service to the youth of Pitman, and sincerely wishes her many happy and healthful years of retirement, and

**BE IT FURTHER RESOLVED,** that this Resolution be recorded in the minutes of this meeting and a copy thereof be delivered to Ms. Tracy Gerace.

57. Recommend motion to adopt the following Resolution:

**WHEREAS, STACIE HESS** has served twenty-nine years as a Teacher in the Pitman School District at Pitman High School and Pitman Jr./Sr. High School and during that time has performed her duties in a manner which has been beneficial to the children of Pitman, the Pitman Board of Education, and to the community of Pitman; and

**WHEREAS,** she has constantly striven for professional growth, for the enrichment of students and staff, and the betterment of the school system; and

**WHEREAS,** she has given of her time and talents, and has worked effectively with hundreds of students during her tenure, and has manifested a spirit of cooperation with parents, administrators, and colleagues;

**NOW, THEREFORE, BE IT RESOLVED** that on the occasion of her retirement, July 1, 2025, the Board of Education, of the Borough of Pitman, hereby expresses to **STACIE HESS**, thanks and appreciation for her many years of dedicated service to the youth of Pitman, and sincerely wishes her many happy and healthful years of retirement, and

**BE IT FURTHER RESOLVED,** that this Resolution be recorded in the minutes of this meeting and a copy thereof be delivered to Ms. Stacie Hess.

58. Recommend motion to adopt the following Resolution:

**WHEREAS, DR. CHERIE LOMBARDO** has served twenty-two years as a Principal in the Pitman School District at Pitman High School and Pitman Jr./Sr. High School and during that time has performed her duties in a manner which has been beneficial to the children of Pitman, the Pitman Board of Education, and to the community of Pitman; and

**WHEREAS,** she has constantly striven for professional growth, for the enrichment of students and staff, and the betterment of the school system; and

**WHEREAS,** she has given of her time and talents, and has worked effectively with hundreds of students during her tenure, and has manifested a spirit of cooperation with parents, administrators, and colleagues;

**NOW, THEREFORE, BE IT RESOLVED** that on the occasion of her retirement, September 1, 2025, the Board of Education, of the Borough of Pitman, hereby expresses to **DR. CHERIE LOMBARDO**, thanks and appreciation for her many years of dedicated service to the youth of Pitman, and sincerely wishes her many happy and healthful years of retirement, and

**BE IT FURTHER RESOLVED,** that this Resolution be recorded in the minutes of this meeting and a copy thereof be delivered to Dr. Cherie Lombardo.

59. Recommend motion to adopt the following Resolution:

**WHEREAS, MICHELLE PANCHELLI-CAPPELLO** has served twenty-five years as a Teacher in the Pitman School District at Memorial School, Kindle School, Pitman Middle School, and Pitman Elementary School and during that time has performed her duties in a manner which has been beneficial to the children of Pitman, the Pitman Board of Education, and to the community of Pitman; and

**WHEREAS,** she has constantly striven for professional growth, for the enrichment of students and staff, and the betterment of the school system; and

**WHEREAS,** she has given of her time and talents, and has worked effectively with hundreds of students during her tenure, and has manifested a spirit of cooperation with parents, administrators, and colleagues;

**NOW, THEREFORE, BE IT RESOLVED** that on the occasion of her retirement, July 1, 2025, the Board of Education, of the Borough of Pitman, hereby expresses to **MICHELLE PANCHELLI-CAPPELLO**, thanks and appreciation for her many years of dedicated service to the youth of Pitman, and sincerely wishes her many happy and healthful years of retirement, and

**BE IT FURTHER RESOLVED,** that this Resolution be recorded in the minutes of this meeting and a copy thereof be delivered to Ms. Michelle Panchelli-Cappello.

60. Recommend motion to adopt the following Resolution:

**WHEREAS, GRANT SHIVERS** has served seven years as a Part-Time Athletic Director in the Pitman School District, and during that time has performed his duties in a manner which has been beneficial to the children of Pitman, the Pitman Board of Education, and to the community of Pitman; and

**WHEREAS,** he has constantly striven for professional growth, for the enrichment of students and staff, and the betterment of the school system; and

**WHEREAS,** he has given of his time and talents, and has worked effectively with hundreds of students during his tenure, and has manifested a spirit of cooperation with parents, administrators, and colleagues;



**NOW, THEREFORE, BE IT RESOLVED** that on the occasion of his retirement, July 1, 2025, the Board of Education, of the Borough of Pitman, hereby expresses to **GRANT SHIVERS**, thanks and appreciation for his many years of dedicated service to the youth of Pitman, and sincerely wishes him many happy and healthful years of retirement, and

**BE IT FURTHER RESOLVED**, that this Resolution be recorded in the minutes of this meeting and a copy thereof be delivered to Mr. Grant Shivers.

**Motion to Approve Items #1-24, #26, & #28-60**

**Motion:** Boulton  
**Second:** Pappalardo  
**Mrs. Boulton:** Yes  
**Mrs. Farrell:** Yes  
**Mr. Grossman:** Yes  
**Mrs. Higbee-Ionno:** Yes  
**Mrs. Miller:** Yes; #1-2, #4-24; #26; #28-60  
Abstain; #3  
**Mrs. Pappalardo:** Yes  
**Motion Carried:** 6-0; #1-2, #4-24; #26; #28-60  
5-0; #3

**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, 6/18/25 at 5:30 PM. In attendance were Mrs. Pappalardo, Mrs. Farrell, Mrs. Higbee-Ionno and Mr. Caltabiano. Topics that were discussed included the following: *Policy #9191 (which is on the agenda for adoption); and, a recently adopted statute requiring every school district to have a policy on the use of sunscreen (guidance forthcoming)***

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

General Policy Updates (Second Reading)	
Policy 9191	Booster Clubs (Revised)

**Motion to Approve Item #1**

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

Public Comment

**No Public Comment**

Old Business

**No Old Business**

New Business

**No New Business**

Adjournment

The next Board of Education Meeting is scheduled for Wednesday, July 23, 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, 6/25/25***