

# PITMAN SCHOOL DISTRICT

## Board of Education Meeting

August 20, 2025

### AGENDA

Open Public Meeting

Notice of Meeting per Sunshine Law Requirements

Executive Session

Pledge of Allegiance

Roll Call

Public Comment

Correspondence

Approval of Minutes

July 23, 2025

July 23, 2025 Executive Session

President's Report

Superintendent's Report

1. Building Preparations
2. Pitman Business Academy
3. Referendum Projects Update

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

1. Recommend motion to approve all line-item transfers for the month of June 2025.
2. Recommend motion to approve the monthly transfer reports for the month of June 2025.
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 June 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.C.A. 6A: 23A-16.10(c) certifies that there are no changes in anticipated revenue amounts or revenue sources.
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 June 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 June 2025. The Treasurer's Report and the Board Secretary's Report are in agreement for the month of June 2025.

6. Recommend motion to approve all bills which are properly approved and certified to be paid.
7. Recommend motion to approve the submission of the Waiver Application for Insurance Requirements - parent transportation contracts.
8. Recommend motion to approve the Panther Club calendars for the months of September through December 2025.
9. Recommend motion to to approve submission of the ESEA application and acceptance of funds for the 2025/2026 school year in the following amounts:

<u>Title I-A</u>	<u>Title II-A</u>	<u>Title III</u>	<u>Title III Immigrant</u>	<u>Title IV-A</u>
\$208,379	\$26,988	\$2,062	\$1,368	\$10,000

10. Recommend motion to accept the allocations and submission (with their Statement of Assurances) of the IDEA-B Grant for the 2025/2026 school year in the following amounts:

<u>Basic</u>	<u>Preschool</u>
\$371,420	\$15,204

11. Recommend motion to approve the Game Workers pay rate per event for the 2025/2026 school year.
12. Recommend motion to approve the 2025/2026 Technology Parent Handbook.
13. Recommend motion for the Pitman Board of Education to enter into an agreement with the New Jersey Commission for the Blind for the 2025/2026 school year to provide services for the following eligible students. Services are based on educational needs.

<u>Student ID#</u>	<u>Cost</u>
1678133130	\$2,541
3007979039	\$2,541
5520898145	\$2,541
9512982449	\$2,541

14. Recommend motion to approve the agreement between Pitman Public Schools and Hedenberg Real Estate Company for the provision of Professional Services for the school fiscal year beginning July 1, 2025.

Note: Hedenberg will serve as Agent/Broker for the purpose of leasing the W.C.K. Walls School.

15. Recommend motion to approve the submission of the Water Infrastructure Improvement Grant Application. The school district will utilize funds from its Maintenance Reserve if estimated costs exceed the grant allowance. If applicable, future costs to maintain proper filtration will be included in the annual budget.
16. Recommend motion to approve Room A-9 in the Jr./Sr. High School as a dual use educational space for the 2025/2026 school year, in accordance with N.J.A.C. 6A:26.

17. Recommend motion to approve the submission of the Waiver Application Form in order to utilize the following preschool classrooms at Memorial School for the 2025/2026 school year.

Room 114

Room 115

Room 120

Note: These classrooms are less than 950 feet, but greater than 700 square feet and as a result, need NJDOE approval for use.

18. Recommend motion to approve the alternate method of compliance with N.J.A.C. 6A:26-6.3 for the following bathrooms at Memorial School for the 2025/2026 school year:

Preschool

Room 101

Room 120

Kindergarten

Room 116

Room 117

Room 118

Room 119

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

1. Recommend motion to approve the list of substitutes for the 2025/2026 school year.
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.
3. Recommend motion to approve the Use of Facilities as attached.
4. Recommend motion to approve the following out of district placements with Gloucester County Special Services School District and the 2025/2026 school year:

<b>Student ID#</b>	<b>Program</b>	<b>Cost</b>	<b>1:1 Teacher Assistant</b>
8232174199	Multiple Disabilities	\$43,540	\$42,410
7716307925	Multiple Disabilities	\$43,540	N/A
4982665746	Multiple Disabilities	\$43,540	\$42,410
6556554389	Multiple Disabilities	\$43,540	N/A
9411012907	Multiple Disabilities	\$43,540	\$42,410
3198603579	Multiple Disabilities	\$43,540	\$42,410
5626752185	Multiple Disabilities	\$43,540	\$42,410
5143170850	Multiple Disabilities	\$43,540	N/A
4510433277	Multiple Disabilities	43,540	N/A

2447690478	Auditory Impairments	\$65,360	N/A
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5. Recommend motion to approve the following out of district ESY and RSY placement by the Special Services Department for the 2025/2026 school year:

Student ID#	Placement	ESY Tuition Cost	RSY Tuition Cost
3698387746	Y.A.L.E.	\$12,076.20	\$72,457.20
4221726315	Pineland Learning Center	\$10,350	\$62,100

6. Recommend approval of the admission of regular tuition students and the admission of non-resident students of Board of Education employees for the 2025/2026 school year pursuant to District Policy #5111 - Eligibility of Resident/Non-Resident Students.
7. Recommend motion to approve the admission of an exchange student on a J-1 visa (through an agreement with Greenheart International; student name on file at the Board of Education Office) to attend Pitman Jr./Sr. High School for the 2025/2026 school year.
8. Recommend motion to approve the Pitman School District Mentoring Plan for the 2025/2026 school year (on file in the Board of Education office).
9. Recommend motion to approve the Pitman School District Professional Development Plan for the 2025/2026 school year.
10. Recommend motion to approve the submission of the District Professional Development Plan and District Mentoring Plan Statement of Assurance to the New Jersey Department of Education for the 2025/2026 school year.
11. Recommend motion to approve the Annual School Nursing Services Plan for the 2025/2026 school year which provides for a certified nurse in each school building as outlined in N.J.A.C. 6A:16-2.1 (e) 1, as follows):
  - Megan Fields is assigned to Memorial School
  - Gianna Morganti is assigned to Pitman Elementary School
  - Sarah Weng is assigned to Pitman Jr./Sr. High School
12. Recommend motion to approve the Annual Medical Standing Medical Orders for the 2025/2026 school year as outlined in N.J.A.C. 6:29 for approved job description for the position of School Nurse.
13. Recommend motion to approve the annual adoption of evaluation frameworks/tools for district teachers and administrators and the submission of the Annual Evaluation Survey to the New Jersey Department of Education for the 2025/2026 school year:
  - Teachers and Professional Staff: Charlotte Danielson Framework
  - Administrators: Multidimensional Principal Performance Rubric

- 14. Recommend motion for approval to utilize the Measures of Academic Progress Reading Fluency Assessment for grades K-3 during the 2025/2026 school year. MAP Reading Fluency will be used to meet the Universal Screener state requirement. Funding will come from the following sources at a cost of \$8,820:

FOCUS Grant

ESEA Title I

- 15. Recommend motion for approval to enter into a formal agreement with Language & Cognition, LLC to provide professional development on student engagement to Pitman Public Schools at a cost of \$11,000. Funding provided through ESEA Title II.
- 16. Recommend motion for approval to utilize CITRS to provide professional development on character education on September 3, 2025. There is no cost to the district for this in-service.
- 17. Recommend motion to approve all teaching staff members as homebound instructors on an as needed basis at a rate of \$68 an hour for the 2025/2026 school year.
- 18. Recommend motion to approve the following teachers to receive training on the Envisions Math program on August 25, 2025, 2 hours, at a rate of \$49 per hour. (Funding provided through Title I 20-230-100-100-22-0-000).

Shon Jablonsky-Watkins  
Kimberly Nefferdorf

Michael (Chris) Thomas  
Rachel Vassallo

- 19. Recommend motion for approval to utilize Sarah’s Spanish School for 6th grade students at a cost of \$7,125. Sarah’s Spanish School is a curriculum designed to be delivered by a classroom facilitator.
- 20. Recommend approval to allow a therapy dog at the Jr./Sr. High School and Memorial School two to three days per week during the 2025/2026 school year.

Background: The dog belongs to Kristen Stewart and has been accepted into a therapy certification program which will be completed in August 2025.

- 21. Recommend motion to approve “Pitman’s Got Talent” event scheduled for Thursday, November 20, 2025 at 7:00 PM in the Pitman Elementary School auditorium.
- 22. Recommend motion to approve the job description of Assistant Superintendent of Pitman Public Schools.
- 23. Recommend motion to approve Suzanne Granato-Castro and Jason Shivers to revise the following courses to align with the semester scheduling and to qualify for dual credit through the RSCJ and SCC, at the contractual rate of \$49 per hour, not to exceed 10 hours.

Introduction to Business  
Microsoft Certificate  
Accounting II

Microsoft Certificate  
Accounting I  
MicroEcon (new)

- 24. Recommend motion to approve the following leave of absence:

Employee	Location	FMLA/FLA
33198979	Pitman Elementary	FMLA: 9/1/2025-6/20/2026

- 25. Recommend motion to accept the resignation of Anthony Fabbj, preschool instructional aide at Memorial School, effective August 12, 2025.
- 26. Recommend motion to accept the resignation of Faye Raively-Soto, part-time instructional aide at Memorial School, effective August 14, 2025.
- 27. Recommend motion to approve an adjustment in salary for the following staff member effective September 1, 2025:

Name	Location	Degree/Step	Salary
Deanna Shinn	Memorial	MA/Step 9 to MA+15/Step 9	\$64,979 to \$65,795

- 28. Recommend motion to retroactively approve Chelsea Pfahl as a special education teacher at Pitman Elementary School, effective July 30, 2025, for the 2025/2026 school year, at an annual salary of \$75,679 based on Step 14 of the MA salary guide.
- 29. Recommend motion to approve Melissa Jones as a replacement teacher effective September 4, 2025 through September 30, 2025, five days per week for four weeks, to be paid her current rate of \$135 per day for the duration of the assignment.

Background: Replacing Chelsea Pfahl who is under a contractual obligation until September 30, 2025.

- 30. Recommend motion to approve Valerie Hossler as a replacement teacher effective September 2, 2025 through on or about October 3, 2025, to be paid the substitute rate of \$130 per day up to day 20 and to be paid at 75% of the per diem rate after 21 consecutive days in the position (if needed) based on Step 1 of the BA salary guide.

Background: Replacing Laurie Boyle

- 31. Recommend motion to approve Regina Shannon as a preschool teacher at Memorial School, effective on or about September 1, 2025, at an annual salary of \$54,597 based on Step 4 of the BA salary guide.

Background: Replacing Shannon Mitten

- 32. Recommend motion to approve Jennifer Grasso as a part-time drama teacher at Pitman Jr./Sr. High School, effective September 1, 2025, at a prorated annual salary of \$32,218 (.60) based on Step 1 of the BA salary guide.

- 33. Recommend motion to approve Paige Blaker as a part-time Instructional Aide at Memorial School, effective September 1, 2025, 29.5 hours per week, at an hourly rate of \$17.13 based on Step F/Degree of the salary guide.

Background: Replacing Faye Raively-Soto

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

<b>Employee Name</b>	<b>2024/2025 Assignment/Location</b>	<b>2025/2026 Assignment/Location</b>
Amanda Giorno	Science Teacher Grade 8 / Jr./Sr. High School	Science Teacher Grade 6 / PES
Kandice Hanrahan	Special Education Teacher / Jr./Sr. High School	Special Education Teacher / PES
Michelle Tucci	N/A	Science Teacher Grade 8 / Jr./Sr. High School <i>(approved 6/25/25 Science Teacher Grade 6 / PES)</i>

35. 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:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Janine Morrison	Safety Patrol Advisor	\$1,170
Roman Cella*	Assistant Band Director PEP (0.5)	\$1,878.50
Jake Apicella*	Assistant Band Director PEP (0.5)	\$1,878.50
Jake Apicella*	Percussion Instructor	\$ 781

(\*not a district employee)

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

<u>Name</u>	<u>Position</u>
Christopher Canglin*	Band
Jack Kelly* <i>(pending receipt of proper paperwork)</i>	Soccer Coach
Benjamin Newcomb* <i>(pending receipt of proper paperwork)</i> <i>(*not a district employee)</i>	Soccer Coach

37. Recommend motion to approve Jennifer Carr, office aide at Pitman Elementary School, to work one day (5.5 hours) in August 2025 at her hourly rate of \$18.18.

Background: To organize the attendance office due to the construction of the PES vestibule.

38. Recommend motion to approve John Hopely as site manager of all fall and winter athletic events for the 2025/2026 school year, to be paid a stipend of \$3,000 for each season, total of \$6,000. Stipend in accord with the agreement with the Pitman Board of Education.

39. Recommend motion to approve the following stipends 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>
Mark Morris	Boiler License	\$550
Thomas Cox	Boiler License <i>(pending receipt)</i>	\$550 <i>(prorated)</i>
David Hampton	Custodian in Charge	\$750
Dorothy Morgan	Boiler License	\$550
Joseph Piccioni	Boiler License	\$550

40. Recommend motion to approve the following personnel for Panther Club for the 2025/2026 school year. (Account #62-105-100-101/106):

Site Leaders (Contracted):

<u>Name</u>	<u>School</u>	<u>Position</u>	<u>Rate</u>
Matthew Loveland	Memorial	AM	\$16.54
Kellie Barr	PES	AM/PM	\$19.17
Katelyn Danner		Sub Site Leader	\$16.50
Kellie Owens		Sub Site Leader	\$16.75
Deborah Vencius		Sub Site Leader	\$17.25
Ava Dougherty		Sub Site Leader	\$16.50
Paige Blaker		Sub Site Leader	\$16.50

Counselors (Time Sheets):

<u>Name</u>	<u>Rate</u>
Paige Blaker	\$15.75/hr.
Katelyn Danner	\$15.75/hr.
Ava Dougherty	\$15.75/hr.
Devyne Johnson*	\$15.49/hr.
Alyssa Owens	\$15.49/hr.
Hannah Phifer	\$15.49/hr.
Deborah Vencius	\$15.49/hr.
Paige Lynd	\$15.49/hr.
Riyahn Gaines*	\$15.49/hr.
Angelina Daley	\$15.49/hr.
Ella Forchic	\$15.49/hr.
Amy Hansen	\$15.49/hr.

\*pending receipt of criminal history approval

41. Recommend motion to approve the following Game Workers for the 2025/2026 school year:

Melissa Bianchini	Daniel Miller
Laura Blass	Ronald Myers
Paul Blass	Michelle Natali-Muldoon
Jennifer Coles	Matthew Newcomb
John Cutsavage	Jason Rafferty
Robert DiTizio	Carrie Schwank
Tara Hartwyk	Grant Shivers
John Hopely	Jeffrey Smith
Angel Keifner	Chris Thomas
John Kraemer	Sarah Weng

42. Recommend motion to rescind the following fieldwork placement during the 2025/2026 school year:

Name	University	Co-Operating Teacher	Dates	Location
Alyssa Monckton	Stockton University	Jill DuBois	Fall 2025: 9/8/25-12/19/25	Memorial School

43. Recommend motion to approve the substitute pay rates effective July 1, 2025, for the 2025/2026 school year as follows:

<u>Substitute Position</u>	<u>Rate</u>
Nurse	\$225.00 per day
Custodian	\$15.49 per hour
Maintenance/Grounds	\$15.49 per hour
Secretary	\$15.49 per hour
Cafeteria Aide	\$15.49 per hour
Food Service	\$15.49 per hour
Instructional/Library Aide PT	\$16.00 per hour (\$96.00 per diem)
Instructional Aide FT	\$16.00 per hour (\$112.00 per diem)
Teacher	\$17.33 per hour (\$130.00 per diem) for up to 20 school days of continuous employment in the same position 75% of per diem rate of Step 1 of the BA salary guide per day effective day 21 of continuous service in the same position, provided that the substitute minimally hold a Certificate of Eligibility appropriate for the position

The per diem rate of pay will be at the recommendation of the Superintendent for long-term scheduled (beyond three (3) months) replacement teacher positions

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

1. Recommend motion to approve the second reading of the policies/regulations below:

POLICY/REGULATION (Second Reading 8/20/25)	
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, September 17, 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 this agenda up to and during the actual meeting.