

PITMAN SCHOOL DISTRICT

Board of Education Meeting

November 19, 2025

MINUTES

Open Public Meeting

Motion to Open the Public Meeting at 7:00 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: yes

Mrs. Farrell: yes

Mr. Grossman: yes

Mrs. Higbee-Ionno: yes

Mrs. Miller: yes

Mrs. Pappalardo: yes

Mrs. Pote: yes

Quorum: 7-0

Public Comment

none

Correspondence

none

Approval of Minutes

October 15, 2025

Approval of Minutes

Motion: Miller

Second: Pappalardo

In Favor: ALL

Presentation

- Staff Spotlight - Pitman Elementary School Staff
 - ❖ Janine Morrison

- Student Spotlight - Pitman Elementary School - Board of Education Panther Award
 - ❖ Colton Carey - Grade 2
 - ❖ Cody MacGuigan - Grade 3
 - ❖ Thomas Shown - Grade 4
 - ❖ Emma Glass and Nicolena Gray - Grade 5
 - ❖ Lucy Vanderslice - Grade 6

Awards and certificates were presented by Karolyn Mason and Chris Morris

Board went into recess at 7:16pm

Board returned to meeting at 7:25pm

President's Report

1. NJSBA Workshop Feedback

The President reported on the NJSBA workshop, noting that sessions felt spread out and difficult to access, making it hard to attend desired topics. The structure and room sizes made it challenging to attend many sessions. This feedback will be shared with the NJSBA.

2. Community Events

Pep Rally: The President thanked the board and everyone who assisted with the recent pep rally, calling it a successful "trial run." They hope to continue it as a tradition in years when Homecoming is not held on Thanksgiving. Community Involvement: The President stressed the importance of having local 501(c) organizations take the lead on such community events to ease liaising with the district.

3. NJSBA & County Leadership Updates

The President attended the County Leadership Association meeting and the Gloucester County School Board Association meeting, where several NJSBA initiatives were discussed.

Policy Tools: The NJSBA will provide new policy tools that may be used alongside existing services like Strauss Esmay, currently at no additional charge.

Crisis Management: Laura Bishop's firm, which assisted with the district's referendum, is now contracted with the NJSBA to provide crisis management services with a guaranteed lowest rate.

Civility Training: Ray Penny will lead training sessions on civility, a conversation the NJSBA is focused on fostering.

HR Services: The NJSBA is now offering an in-house HR person, similar to its existing in-house attorney and business administrator.

AI Bot "Carla": The NJSBA is introducing an AI bot named "Carla" to require interaction and engagement during self-paced governance training classes, ensuring members are paying attention.

Legislative Updates:

Charter School Bills: Senator Gopal introduced several charter school bills concerning student acceptance and funding, but there is no sister bill yet in the Assembly.

Regionalization Bill: Senator Gopal also introduced a regionalization bill intended to encourage shared services and grant the Executive County Superintendent more power in this area. It is not expected to impact Pitman and is mainly intended to start a dialogue rather than proceed to a vote.

PILOT Program Legislation: Proposed legislation would require municipalities to ensure school districts have a "fair shot" at Payment in Lieu of Taxes (PILOT) agreements, ensuring that tax revenue from new development is shared with school districts.

4. Fair Funding & Delegate Assembly

Fair Funding Collective: A meeting with the collective suggested creating a school funding class to partner with groups like the League of Municipalities. The goal is to educate municipalities on school funding to help them anticipate the budget implications of the Governor's address.

Delegate Assembly: The Board confirmed attendance for the upcoming Delegate Assembly on Saturday morning.

Resolutions: There are three resolutions up for discussion: Criminal History Review, Special Education Funding, and Universal Free School Meals.

5. Board Logistics

Committee Review: The President requested to review committee assignments next month ahead of the Reorganization (Reorg) meeting.

Board Retreat: The Board confirmed plans to use the evening of the Reorg meeting for a board retreat immediately following the regular meeting.

Ethics Training: The board will contract the free services of Miss Higbee-Ionno to conduct a more detailed and nuanced ethics training, going beyond the basic state requirements.

Superintendent's Report

1. Safety and Compliance

HIBs (Harassment, Intimidation, Bullying): There were no HIBs reported or confirmed for the month.

Security Drills: All required security drills were successfully completed at each school.

2. District Events and Outreach

Junior Senior High Open House: The open house was held last Thursday night and was credited as a great success, welcoming prospective students (especially grades 5-8) from both Pitman and outside the community. Staff, clubs, teachers, and the Board of Education participated.

Senior Outreach Lunch-in: Mrs. Mason, Mrs. Stewart, and I presented at the Senior Outreach lunch-in at the Methodist Church. The presentation was primarily a thank you to seniors for voting in the recent referendum. A video showcasing the Open House was played and was very well received by the seniors. The event included an active Q&A session. The district is planning for increased future outreach with this senior group.

3. Student Achievement (Sports & Arts)

Girls Tennis: The team were named South Jersey State Champions for the second consecutive year.

Soccer: Both the Boys and Girls Soccer teams qualified for the playoffs.

Cross Country: Rhys Blackman and Peyton Coyle qualified for states.

All South Jersey Chorus: Five students were named to the chorus: James Sullivan, Scott Powell, Felix Knauss, Ella Patalinghug, and Fiona James, who was also named Section Leader.

Theater Program: The theater program will put on a play on Thursday and Friday night.

4. Upcoming Events

Thanksgiving Football Game: The 100th anniversary meeting between Pitman and Clayton will be celebrated. A special celebration dinner is scheduled for Tuesday night to honor all previous players and coaches, jointly hosted by both districts.

Student Representative Report

At Pitman Jr. Sr. High School, we started spirit week with a dress-up day and homecoming on 10/17. PJ day was on 10/17, Monochromatic Monday was on 10/20, Jersey vs. Jersey Shore was on 10/21, Duo Day was on 10/22, Country vs. Country Club was on 10/23, and Black and Orange was on 10/24. Students enjoyed our spirit week activities, including powderpuff, dress-up days, hallway decorating, quizzo, the homecoming dance, the pep rally, and the homecoming game. We had a lot of supporters at the homecoming game this year, including students and parents. We also had a decent amount of students

(mostly little ones) come out for the community-wide pep rally as well, despite the cold weather. On another note, our goal for the food drive this year was 1,200, but we almost doubled that with over 2,000 cans donated. It was a really fun month for the students!

The following week, students celebrated Red Ribbon Week to emphasize the negative consequences of drug use. During that week, students participated in dress-up days, and teachers decorated their doors to raise awareness for the cause. Fall sports are coming to an end, with only the last football game at Clayton on Thanksgiving Day remaining. The end of the marking period was last week, and students met with teachers as they finalized grades for the marking period. Winter sports are also starting this week for some people, allowing students to participate in basketball, winter track, swim, dive, and wrestling very soon. Lastly, National Honors Society inductions are on December 4th.

At Pitman Elementary School, 4th Graders are enjoying Rowan's Engineers on Wheels visits, which focus on engaging STEM experiments and activities. They hosted their annual Halloween Parade on Davis Field, and it was a huge success. The newest after-school clubs have begun, which include Game Club and Cursive Club. Also, Mrs. Rodi is in the planning stages of a NEW cooking club! The 5th graders are organizing a Thanksgiving Food Drive and will be donating to the Food Bank of South Jersey! The Women's Club of Pitman is hosting the 3rd annual spelling bee club, which started this month. Parents have the opportunity to meet with teachers later in the month to discuss their student's progress at Parent/Teacher conferences. The students are still enjoying the Character Champions program, in which they earn tickets to be eligible for weekly prizes. Also, Safety Patrol is underway. Students are helping around the school with morning announcements, arrival, dismissal, flag duty, and so much more! Lastly, our Home & School Association is hosting a Grinch Night for 2nd and 3rd graders in December.

At Memorial, they hosted their first literacy night sponsored by their Early Childhood Council. It was open to grade PS-1. The Women's Club Readers visited a first-grade classroom in October. They are working together as book buddies, so first graders get to listen to a story and also get to read stories, and they look forward to hosting them again next month. Students had a blast on Halloween, and Memorial hosted two parades, one for preschool and one for kindergarten and first grade. In the upcoming month, teachers are looking forward to conferencing with parents and hosting the annual HSA-sponsored holiday shop.

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

The committee met for over an hour and discussed several key budgetary and facility items:

1. Budget and Finance

Business Academy Grant: The committee recommended that the board vote to accept the renewal of the Business Academy grant.

Comprehensive Maintenance Plan (CMP): An adjustment was made to the CMP report to include all expenses for that department, including salaries.

Capital and Maintenance Reserve Funds: The committee discussed the draft audit and how to allocate these reserves as of June 30, 2025.

Out-of-District Tuition Rates: A lengthy discussion was held regarding setting next year's non-resident tuition rates. After exchanging pros, cons, and budgetary concerns, the committee did not reach a final decision and will follow up once more data has been collected on the matter.

2. Facilities and Athletics

New Track Logo: After discussion with administration and stakeholders, the decision was made to use the Panther profile with "Pitman" written below it.

Girls Assistant Wrestling Coach: The committee agreed to award a stipend for a girls assistant wrestling coach. This decision was made based on logic, common sense, and the need to support and appeal to prospective female wrestlers.

The committee moved items one through four for approval.

1. Recommend motion to approve all bills which are properly approved and certified to be paid. ([Attachment F&F-1](#))
2. Recommend motion to accept the award for the BCCP (Building Capacity for Career Pathways) in the amount of \$168,750.00.

Note: The grant will run from February 1, 2025 through January 31, 2026 and this represents year 4 out of 4.

The board previously approved this motion in November 2024; however, the NJDOE had not approved the application at that time. Therefore, another approval is required.

3. Recommend motion to approve the Panther Club calendars for the months of January through June 2026. ([Attachment F&F-2](#))
4. Recommend motion to approve the 2025/2026 Comprehensive Maintenance Plan and the 2025/2026 Form M-1, as submitted. ([Attachment F&F-3](#))

Motion to Approve Items #1-4

Motion: Grossman

Second: Boulton

Mrs. Boulton: yes

Mrs. Farrell: yes

Mr. Grossman: yes

Mrs. Higbee-Ionno: yes

Mrs. Pappalardo: yes

Mrs. Pote: yes

Mrs. Miller: yes

Motion Carried: 7-0

CURRICULUM & INSTRUCTION COMMITTEE – Boulton, Pote, Miller

The committee met in person in the newly renovated school board office and the meeting lasted approximately one hour.

1. Staffing and Enrollment

The committee reviewed enrollment numbers.

A teacher will be shifting to the PEES school to cover several special education students.

Volunteer coaches for the winter sports season at the high school were discussed.

2. Academic and Graduation Requirements

ASVAB Test: The committee discussed the ASVAB test, which will now be an option to meet a high school graduation requirement for students.

3. Facilities and Programs

Walls School Building: Discussion continued regarding the Walls School building. The committee reviewed potential tenants and explored programs that the district might run out of the building before a lease agreement is finalized.

4. Legal Updates and Policy

Court Cases: The committee discussed two new court cases related to the curriculum area:

One case dealing with reading material in the classroom.

The other case dealing with religious exemptions in the curriculum.

Policy Review: The committee will continue to monitor these legal areas. If legal advice indicates that policy changes are necessary, the Curriculum and Instruction Committee will pass the recommendations to the Policy Committee for official changes.

A motion was made to approve agenda items 2 through 26.

1. Student Statistics - October 2025

Date	Memorial	PES	Jr./Sr. HS	Out of District	Alternative	Total
10/31/25	274	392	467	26	0	1159
9/30/25	274	394	469	26	0	1163
10/31/24	270	431	471	26	0	1198

Suspensions/Reasons:

Inappropriate Behavior: 1

([Attachment C&I-1](#))

HIB:

Reported: 0 Confirmed: 0

2. Recommend motion to approve additions to the Substitute List for the 2025/2026 school year. ([Attachment C&I-2](#))
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-3](#))
4. Recommend motion to approve all field trips as submitted. ([Attachment C&I-4](#))
5. Recommend approval of the Use of Facilities as attached. ([Attachment C&I-5](#))
6. Recommend Board approval for authorization to the Superintendent to offer contracts to staff as needed in consultation with the Board President beginning November 20, 2025 through December 31, 2026 before the regularly scheduled Board Meetings.
7. Recommend motion to approve the submission of the Title I Comparability Report for the 2025/2026 school year.
8. Recommend motion to approve the submission of the 2025/2026 Pre-Kindergarten Projected Enrollment to the New Jersey Department of Education. ([Attachment C&I-6](#))

9. Recommend the Board acknowledge receipt of the New Jersey Quality Single Continuum (NJQSAC) placement results for the Pitman School District, as issued by the Gloucester County Office of Education. ([Attachment C&I-7](#)) The district received the following placement scores:

Instruction and Program 79%	Fiscal Management 90%
Governance 76%	Operations 81%
Personnel 88%	

10. Recommend motion to approve the District Improvement Plan (DIP) required under NJQSAC for the areas of Instruction & Program and Governance, and authorize the Administration to submit the approved DIP to the Gloucester County Office of Education and implement all corrective actions as outlined. ([Attachment C&I-8](#))

11. Recommend motion to retroactively approve the following leave(s) of absence:

Employee	Location	Type of Leave	FMLA/FLA
14085302	Memorial	FMLA	10/14/25-10/30/25
75439406	District	FMLA/FLA	FMLA/FLA: 11/3/25-1/23/26

12. Recommend motion to approve the following revised leave(s) of absence:

Employee	Location	Type of Leave	FMLA/FLA
60126729	PES	Maternity/Child Rearing	FMLA/FLA: 11/3/25-3/6/26 Revised: 10/27/25-3/6/26

13. Recommend motion to approve the following teacher as mentor for first year teacher for the 2025/2026 school year with the approved rate:

<u>Mentoree</u>	<u>Mentor</u>	<u>Stipend</u>
Hannah DiBella (CE)	Laurie Boyle	\$1,000.00 (prorated)

Background: Ms. DiBella is a replacement teacher and; therefore, will be responsible for the prorated mentoring fee.

14. Recommend motion to retroactively approve Richard Hurst as custodian for the Pitman School District, effective October 27, 2025 through June 30, 2026, at a prorated annual salary of \$39,190.00, Step O of the custodian salary guide.

15. Recommend motion to approve Colleen O'Neill Green as a part-time special education instructional aide at Pitman Elementary School, effective November 24, 2025 through June 30, 2026, 29.5 hours per week, at an hourly rate of \$18.58, Step B/Degree (pending receipt of proper paperwork).

Background: Replacing Kimberly Soltys (now a full-time preschool aide).

16. Recommend motion to ratify the transfer of Nicole Beach from preschool teacher at Memorial School to special education teacher at Pitman Elementary School effective November 10, 2025.

Background: Replacing Kandice Hanrahan

17. Recommend motion to ratify the transfer of Kandice Hanrahan from special education teacher at Pitman Elementary School to preschool disabled teacher at Memorial School effective November 10, 2025.

Background: Replacing Nicole Beach

18. Recommend motion to retroactively approve the resignation of Shannon Monteith, full-time preschool aide at Memorial School, effective November 5, 2025.
19. Recommend motion to approve Michael Finley as the Work Based Learning Coordinator for the 2025/2026 school year, stipend in the amount of \$3,800.00 (funded through the BCCP grant).

20. Recommend motion to approve the following revised 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>
Michael Finley	Freshman Class Advisor	\$1,067.00
Shelly Nichols	Freshman Class Advisor	\$1,067.00
Amanda Esposito	Sophomore Class Advisor	\$1,374.00
Jeffrey Smith	Sophomore Class Advisor	\$1,374.00
Melissa Bianchini	Junior Class Advisor	\$2,724.00
Jeffrey McAfee	Junior Class Advisor	\$2,724.00
Susann Driscoll	Senior Class Advisor	\$2,693.00
Matthew Newcomb	Senior Class Advisor	\$2,693.00

Background: Previously approved on July 23, 2025 at a shared stipend (0.50) for each advisor.

21. Recommend motion to approve the following volunteers/advisors/supervisors for the 2025/2026 school year:

<u>Name</u>	<u>Club/Position</u>
Michael Graham*	Wrestling/Volunteer
Lewis Fowler*	Wrestling/Volunteer
Zane Coles*	Wrestling/Volunteer (pending receipt of proper paperwork)
Olivia Tuzi	Swimming/Volunteer
Jason Shivers	Basketball/Volunteer
Matthew Pensebene	Basketball/Para-Volunteer (pending receipt of proper paperwork)
Michael Redrow	Back-up Announcer (pending receipt of proper paperwork)

**not a district employee*

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

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Noemie Hernandez Reyna	Substitute Site Leader	\$16.25/hr.
Grace Woelpper	Counselor	\$15.49/hr.
Nathan Bollinger (pending receipt of proper paperwork)	Counselor	\$15.49/hr.

23. Recommend motion to approve a new Yearbook Club at Pitman Elementary School; it will feature all students in grades two through sixth. The club will be led by fifth and sixth grade students, advisor Kimberly Gavin.

24. Recommend motion to approve a new yearbook vendor, Tree Ring, for the 2025/2026 school year.
25. Recommend motion to approve the presentations, Let's Play with Words, author Nancy Viau, (five interactive story time sessions) for kindergarten and first grade students at Memorial School on Thursday, March 5, 2025 and Friday, March 6, 2025 at a cost of \$2,250.00 (funded through HSA).
26. Recommend motion to approve TCC Scheduling System, Go Bound, for the 2026/2027 school year.

Background: Each Tri County Conference school will be transitioning to the Go Bound platform for managing athletics and activities. It centralizes various functions like scheduling, registration, ticketing, and communication into a single system. The platform aims to automate processes, streamline management, and provide a central hub for fans to find information like schedules and scores.

27. Recommend motion to approve the following Rowan University early childhood clinical practice placement during the 2025/2026 and 2026/2027 school years:

Name	Cooperating Teacher	Dates	Location
Bailey Swietanski	Michelle Kelly	<i>Spring 2026:</i> 1/21/26-4/30/26 2 full days, Wednesday/Friday or Thursday/Friday <i>Fall 2026:</i> 9/1/26-12/17/26 5 days per week	Memorial

Motion to Approve Items #2-27

Motion: Boulton

Second: Pote

Mrs. Boulton: yes (Abstain #21)

Mrs. Farrell: yes

Mr. Grossman: yes

Mrs. Higbee-Ionno: yes (Abstain #20)

Mrs. Pappalardo: yes

Mrs. Pote: yes

Mrs. Miller: yes (Abstain #2)

Motion Carried: 7-0 (3-19,22-27)

6-0-1 (2,20-21)

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

The Communication and Policy Committee met on November 12, 2025, at 4:30pm. In attendance were Stacey Pappalardo, Melissa Farrell, Dr. Preston, Mr. Caltabiano, and me. We have one action item this month, which is the second reading of the revised policy on Booster clubs.

Strauss Esmay issued a proposed policy addressing the NJ Freedom to Read Act. It's being reviewed and we'll have a policy on the agenda likely next month for a first reading. With that, I move to adopt item 1 as written.

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

POLICY (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. Pappalardo: yes

Mrs. Pote: yes

Mrs. Miller: yes

Motion Carried: 7-0

Public Comment

A Pitman parent, Samantha Calabrese, addressed the board regarding the lack of specialized services for her autistic son who has significant behavioral needs. Cited insufficient services, lack of ABA, and lack of routine. Awaiting further discussion with Mr. Morris.

Advocate Mary Rodriguez also spoke in support of Mrs Calabrese.

Old Business

New Business

Adjournment

Motion to Adjourn the Public Meeting at 7:58 PM

Motion: Pappalardo

Second: Boulton

In Favor: All

The next Board of Education Meeting is scheduled for Wednesday, December 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 motions in this agenda up to the time of the meeting and during the actual meeting.

Board Minutes Certified by *Christopher DeStratis*, Board Secretary;

In Attendance on Wednesday, 11/19/25