PAULSBORO PUBLIC SCHOOLS

**Monday, February 22, 2016 - 7:00 PM**

**Minutes**

**Regular Meeting**

Mr. Ridinger reading the following called a Regular Meeting of the Paulsboro Board of Education to order on the above date: “As required under the guidelines of the Open Public Meeting Law, notice of this meeting was sent to The South Jersey Times. As President I, therefore, declare this to be a legal meeting of the Paulsboro Board of Education”. The meeting was called to order at approximately 7:00p.m.by pledging allegiance to the flag with the following members present: Ms. Dunn, Ms. Eastlack, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger and Mr. Walter. Mr. Hamilton, Mr. Lisa, Mrs. Stevenson and Mr. Hughes, Greenwich Township Representative were absent. Also present were Dr. Laurie Bandlow, Superintendent and Ms. Johnson, Business Administrator / Board Secretary.

**Presentations**

1. Student of the Month Awards for December 2015 & January 2016

|  |  |
| --- | --- |
| **Paulsboro Junior High** | **Paulsboro High School** |
| ***December*** **Makayla Tredway – Grade 7****Sahmya Garcia – Grade 8** | ***December*****Geno Duca – Grade 9****Sean Lucci – Grade 10****John Slusarski – Grade 11****Kyle Archut – Grade 12** |
| ***January*****Robert Lovett – Grade 7****Ivy Jenkins – Grade 7** | ***January*****Pauline Evans – Grade 9****Taylor George – Grade 10****Joseph Rone – Grade 11****Steven Priest – Grade 12** |

**Public Comment**

None

**Correspondence**

None

**Old Business**

1. Negotiations Update – PEA (Paulsboro Education Association)

The second meeting took place on Thursday, February 11, 2016 with the Paulsboro Education Association and Board of Education Negotiations Team. The next scheduled meetings will be held on Tuesday March 29, 2016 and Thursday, April 14, 2016.

1. Board of Education began discussing the 2016-2017 Budget at the last meeting held on Monday February 1, 2016.

**Board Secretary/Business Administrator’s Report**

Motion made by Walter, seconded by Lozada-Shaw to accept the Superintendent’s recommendation to approve the following items:

**Approval of Minutes** *(Attachments*)

Reorganization - January 4, 2016

Regular Meeting - February 1, 2016

**Recommend approval of the budget transfers**:

|  |  |  |  |
| --- | --- | --- | --- |
| From Account | To Account | Amount | Explanation |
| 11-000-270-420-998UndistributedStudent TransCleaning/Repair/Main | 11-000-270-107-00-98UndistributedStudent TransSal Non-Instr Aides | $4,466 | Reallocate department budget |

**Recommend approval of the Cash Receipts Report** (*Attachment)*

**Recommend payment of bills that are duly signed and authorized.** (*Attachment)*

**Recommend approval of the December Financial Reports:**



Informational: The Board may approve the above reports with a single motion. The Report of the Treasurer of School Monies and Report of Secretary to the Board of Education as well as associated accounts will be available at the meeting or in advance by contacting Business Administrator Jennifer Johnson.

**Recommend adoption of the following resolution**: Be It Resolved, pursuant to NJAC 6A:23-2-11(c)4, we, the members of the Paulsboro Board of Education, certify that as of December 31, 2015, after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of NJAC 6A:23-2.11(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Recorded via roll call vote of the Board of Education.

***Pursuant to NJAC 6A:23A-16.10(c)2***, I, Jennifer Johnson, Business Administrator to the Board of Education certify that anticipated revenue is as follows as of December 31, 2015.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger and Mr. Walter voting 6 YES; and Mr. Hamilton, Mr. Lisa, Mrs. Stevenson and Mr. Hughes, Greenwich Township Representative 4 ABSENT.

Motion carried



  Monday, February 22, 2016

***Pursuant to NJAC 6A:23-2.ll(c)3***, I Jennifer Johnson, Business Administrator to the Board of Education, certify that as of December 31, 2015, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district Board of Education pursuant to NJAC 6A:23-2-2.11(a).

  Monday, February 22, 2016

**Report Of The Superintendent**

**New Business**

The 21st Annual VIP Reception and Festival of the Arts will take place at 6:00 p.m. on Wednesday, March 16, 2016 at Paulsboro High School. All of the volunteers and donors will be invited to attend this event. The evening will begin with refreshments, art displays, a vocal music performance, student art galleries, and jazz music in the high school cafeteria. The program will continue with a private sneak preview of the Paulsboro High School music production of “***Mary Poppins*”**. Donors and volunteers also receive a lapel pin honoring their contributions to the Paulsboro Public Schools. Secretary Theresa Croce coordinates this activity.

**Personnel**

Motion by Lozada-Shaw, seconded by Walter to accept the Superintendent’s recommendation to approve

items A – G:

1. Recommend appointment of the substitute teachers on the attached list from Source 4

Teachers. (**Attachment**)

Informational: The Board of Education has a contract with Source 4 Teachers to provide substitute teachers for the district. Source 4 Teachers verifies proper certification, Criminal History Background checks, etc. The Paulsboro Board of Education must then approve the names of the substitute teachers in order for them to work within the district.

1. Recommend approval to appoint Lois Kidd to the position of Substitute Custodian for the 2015-2016 school year. Ms. Kidd will earn $8.38 per hour on an “as-needed” basis.

Informational: Ms. Kidd is an approved Substitute Bus Driver for the 2015-2016 school year.

1. Recommend approval to appoint Grace Ridgeway to the position of Substitute Bus Aide for the 2015-2016 school year. Ms. Ridgeway will earn $8.38 per hour on an “as-needed” basis.

Informational: Ms. Ridgeway is an approved Substitute Custodian for the 2015-2016 school year.

1. Recommend approval of a family leave of absence for Billingsport Early Childhood Center Speech and Language Specialist Kristen Shute with the following terms and conditions:

Dates of Leave Terms and Conditions of Leave

Monday, May 2, 2016 – With pay and benefits by use of accumulated

Friday, June 10, 2016 sick days as well as the concurrent use of Federal Family Leave.

1. Recommend approval of a medical leave of absence for Loudenslager Grade 4 Teacher Susan Piccione with the following terms and conditions:

Dates of Leave Terms and Conditions of Leave

Wednesday, April 13, 2016 – With pay and benefits by use of accumulated

Friday, May 6, 2016 sick days as well as the concurrent use of Federal Family Leave.

1. Recommend Loudenslager Teacher of Music Brian Betz as Buddy Teacher for newly hired Teacher of Art, Kimberly Reger.
2. Recommend approval to accept the resignation of Playground/Cafeteria Aide Dorothy Banks effective Friday, February 19, 2016.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger and Mr. Walter voting 6 YES; and Mr. Hamilton, Mr. Lisa, Mrs. Stevenson and Mr. Hughes, Greenwich Township Representative 4 ABSENT.

Motion carried

1. Informational:
	1. The following are paid class covers:

|  |  |
| --- | --- |
| **Month** | **Paulsboro High and Junior High School** |
| **Average Last 7 years** | **Range** | **2015-2016** |
| September | 2.8 | 0-11 | 10 |
| October | 31.3 | 9-62 | 122 |
| November | 38.4 | 19-60 | 109 |
| December | 47.9 | 31-71 | 110 |
| January | 47.5 | 15-73 | 107 |
| February | 43.7 | 12-63 |  |
| March | 71.7 | 28-96 |  |
| April | 60.0 | 36-97 |  |
| May | 100.9 | 65-157 |  |
| June | 48.3 | 22-97 |  |
| Total | 49.3 | 23.7-77.5 | 458 |

**Staff And Curriculum Development**

Motion by Walter, seconded by Dunn to accept the Superintendent’s recommendation

to approve items A – H:

1. Recommend approval for Paulsboro High School Assistant to the Athletic Director Mark Vogeding to attend the 56th Annual Directors of Athletics Association of New Jersey (DAANJ) Workshop in Atlantic City, New Jersey on March 22-25, 2016 (March 24-25 are during Easter break). Cost to the Board of Education includes mileage ($53.00), meals ($68.00), registration ($350.00), lodging ($285.00) and a substitute teacher for two days ($120.00 per day x 2 days = $240.00). Total cost to the Board of Education is $996.00.

Informational: This is Mr. Vogeding’s third year as Assistant to the Athletic Director so it is important to attend this workshop in order to learn more about the essential elements of this job. Workshop topics include ethical issues, legal issues, medical risks and liabilities, effective coaching strategies, and monitoring volunteer and out of district coaches.

1. Recommend approval for Director of Assessment Lucia Pollino and Supervisor of Technology Joseph Magazu to attend the 2016 PARCC Training on Monday, February 29, 2016 at Salem Community College, Carneys Point, New Jersey. The total cost to the Board of Education is $13.93 for mileage.

Informational: This workshop is in preparation for the administration of the 2016 PARCC Test.

1. Recommend approval for Director of Assessment Lucia Pollino, Loudenslager Principal Matthew Browne and Supervisor of Technology Joseph Magazu to attend NJSBA Technology Conference on Thursday, March 3, 2016 at Princeton Marriot Hotel and Conference Center in Princeton, NJ.

Cost to the Board of Education includes mileage ($46.82) and registration ($500.00). Total cost to the Board of Education is $546.82.

Informational: Digital learning is at the forefront of every conversation about the future of education and is a critical component to facilitate student achievement. This conference will offer a variety of sessions covering the most pressing school technology challenges in advancing digital learning in the classroom.

1. Recommend approval for Gifted and Talented Teacher Rebecca Richardson and Paulsboro High School Teacher of Mathematics Nelson Hall to attend The CSM STEM CENTER/McSiip workshop. The workshop will be held on Thursday, March 3, 2016 and Friday, March 4, 2016 at Rowan University. The cost to the Board of Education will be $540.00 ($270.00 x 2) for registration and a substitute teacher for two days ($120.00 per day x 2 days = $240.00). Total cost to the Board of Education is $780.00.

Informational: McSiip at the CSM STEM Center of Rowan University is offering a wide variety of engaging, hands-on workshops that focus on technology in mathematics and science education. Funded through the Paulsboro High School Robotics Grant.

1. Recommend approval to advertise for the following curriculum writing opportunities. This recommendation follows the previously approved Five Year Curriculum Review Cycle. Vendors are presently being invited into the district for presentation of their materials. Committee recommendations for Mathematics K-8 and Science K-12 program purchases will be made May 1, 2016 for approval at the May 23, 2016 Board of Education Meeting.

|  |  |  |  |
| --- | --- | --- | --- |
| **CONTENT / Grade Level of Curriculum**  | **# of Teachers** | **# of Hours Each at $32.00 per Hour** | **TOTAL** |
| Science (K through 2nd) | 3 | 20 | $1,920.00 |
| Science (3rd through 6th) | 4 | 20 | $2,560.00 |
| Science (7th & 8th) | 2 | 20 | $1,280.00 |
| Science (High School) | 3 | 25 | $2,400.00 |
|   |   |   | **$8,160.00** |
| Gifted & Talented/ Science (K through 2nd) | 1 | 20 | $640.00 |
| Gifted & Talented/ Science (3rd through 4th) | 1 | 20 | $640.00 |
|   |   |   | **$1,280.00** |
| Gifted & Talented/ Science Robotics (5th through 6th) | 1 | 40 | $1,280.00 |
| Robotics Program (11th through 12th) | 1 | 40 | $1,280.00 |
|   |   |   | **$2,560.00** |
| Math (K through 2nd) | 3 | 20 | $1,920.00 |
| Math (3rd through 6th) | 4 | 20 | $2,560.00 |
| Math (7th & 8th) | 2 | 20 | $1,280.00 |
|   |   |   | **$5,760.00** |
| Facilitator(s) (80 hours x $32/hour) | 1 | 80 | $2,560.00 |
|   |   |   | **2,560.00** |

1. Recommend approval for Billingsport Early Childhood Center Speech and Language Specialist Kristen Shute and Loudenslager Speech and Language Specialist Matthew Brady to attend The Annual Symposium for Speech Language Pathologists at EIRC. The conference will be held on Friday, March 18, 2016. Total cost to the Board of Education is $338.00 ($169.00 x 2) for the registration fees.

Informational: Speech Language Specialists are in a unique position to work with children who have difficulty with reading and writing. The Annual Symposium will assist our speech and language specialists who are involved with the treatment of students with language deficits that may impact overall learning.

1. Recommend approval for Billingsport Early Childhood Center Teachers Eileen Bertolino-Russell, Candell Maxie and Lauren Kaplan to attend the Creative Curriculum Training. The conference will be held on Monday, March 14, 2016 and Tuesday, March 15, 2016 at Cumberland County Community College. The cost to the Board of Education will be $120.00 per day for 3 substitute teachers for 2 days and $51.84 for mileage reimbursement. The total cost to the Board of Education is $771.84.

Informational: Our teachers will learn how to design an effective learning environment, develop a daily schedule that reflects programmatic and curricular objectives, and incorporate intentional teaching throughout the day to support each preschool child’s development and leaning in all areas.

1. Recommend approval for Billingsport Early Childhood Center Teachers Caitlin Cusack and Prudence Hanly to attend the Next Generation Science Standards – Conception, Connection, Classroom workshop held on Friday, March 4, 2016 at the Holiday Inn in Swedesboro, New Jersey. The cost to the Board of Education will be $240.00 for 2 substitute teachers.

Informational: This workshop will assist teachers with both the general education and special education students to implement the Next Generation Science Standards. Both teachers will turn key information to their colleagues.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger and Mr. Walter voting 6 YES; and Mr. Hamilton, Mr. Lisa, Mrs. Stevenson and Mr. Hughes, Greenwich Township Representative 4 ABSENT.

Motion carried

1. Informational:
2. The following are class enrollments for Paulsboro Senior High School:

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 9 | 73 |
| 10 | 89 |
| 11 | 91 |
| 12 | 82 |
| TOTAL | **335** |

1. The following are class enrollments for Paulsboro Junior High School:

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 7 | 82 |
| 8 | 69 |
| TOTAL | **151** |

1. The following are class enrollments for Loudenslager Elementary School and Billingsport Early Childhood Center:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GRADE** | **ENROLLMENT PER CLASS BILLINGSPORT EARLY CHILDHOOD CENTER** |  **GRADE** | **ENROLLMENT PER CLASS****LOUDENSLAGER ELEMENTARY SCHOOL** |  |
| Pre-School Disabled | 7 |  |  |  |  | 3 | 22 | 24 | 20 |  |  |
| Pre-school | 15 | 11 | 15 | 14 |  | 4 | 20 | 22 | 20 |  |  |
| K | 21 | 20 | 21 | 21 | 21 | 5 | 19 | 18 | 18 | 19 |  |
| 1 | 27 | 25 | 24 | 26 |  | 6 | 16 | 16 | 15 | 18 |  |
| 2 | 23 | 24 | 23 |  |  | Special Education | 11 | 6 |  |  |  |
| Special Education | 10 | 11 | 5 |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | **364** | TOTAL |  |  |  |  | **284** |

**Instructional Services**

Motion by Dunn, seconded by Walter to accept the Superintendent’s recommendation

to approve items A – H:

1. Recommend approval for 10 freshman and sophomore female students to attend the Women’s Stem Fair at Rowan College at Gloucester County, Sewell, New Jersey on Monday, March 14, 2016. This fair is intended for women who want to pursue careers in Science, Technology, Engineering and Math. Paulsboro High School Teachers of Business Patricia DellaVecchia and Gina Morina will chaperone the field trip. The cost to the Board of Education is school bus transportation and two substitute teachers ($120.00 per day x 2 = $240.00).

Informational: Paulsboro students have, in the past, participated in this activity. Admission is free and the college provides lunch for the students and chaperones.

1. Recommend approval to provide homebound instruction for the following students:

|  |  |  |
| --- | --- | --- |
| **Student Name/Case #** | **Grade:** | **Hours of Instruction** |
| 1723 | 11 | Student will be placed on home Instruction, due to medical reasons. Student will receive home instruction for the remainder of the 2015-2016 school year, at $32/hour, 10 hours a week. |
| A.A. | 11 | Student will be placed on home Instruction, due to medical reasons. Student will receive home instruction for the remainder of the 2015-2016 school year, at $32/hour, 5 hours a week. |

Informational: Students who are hospitalized, at home but too ill to attend school, or who are awaiting evaluation by the Child Study Team receive homebound instruction. General Education students receive 5 hours per week of instruction. Special education students receive 10 hours of instruction per week. In some cases, facilities or a company under contract to the facility, provide the instruction then bill the home district. It is not unusual for the facility to provide 10 hours of education to all students on homebound instruction.

1. Recommend approval of the following tuition and/or transportation costs for students who are homeless:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Initials** | **Grade** | **Location of Temporary Residence** | **Home District/District Responsible for Tuition and/or Transportation** | **Transportation** | **Tuition** |
| A.M. | 1 | Gloucester City | Paulsboro School District | Yes | n/a |
| C.M. | 6 | Gloucester City | Paulsboro School District | Yes | n/a |
| J.M. | 2 | Gloucester City | Paulsboro School District | Yes | n/a |
| L.J. | K | Deptford | Paulsboro School District | No | $11,148.80 |
| L.J. | PK | Deptford | Paulsboro School District | No | $9,142.40 |

Informational: When students must reside in a location as a result of economic necessity they are considered homeless. The parents have two options for the schooling of the children. They can request the home district to provide transportation from the temporary place of residence to the home school. The second option is for the child to attend the school served by the temporary residence. In this case, the home district is responsible to pay tuition. The home district is responsible to pay tuition and/or transportation cost for one year from the date each family becomes homeless. If a family’s living arrangement changes within the year, the timeline “resets” and the year starts over.

1. Recommend approval to provide homebound instruction for the following students:

|  |  |  |
| --- | --- | --- |
| **Student Name/Case #** | **Grade** | **Hours of Instruction** |
| C.A. | 02 | Student received home instruction through Brookfield School for 10 hours/week at $30/hour. Student attended Inspira Children’s Behavioral Health Center in Bridgeton, New Jersey from December 3 – December 9 2015. Final bill 10 hours at $30.00 per hour for a total of $300.00. |
| C.A. | 02 | Student is in transition from one care facility to another. Student will be placed on home instruction. Student will receive home instruction starting January 14, 2016 pending his return to Inspira Children’s Behavioral Health Center in West Deptford, New Jersey.  |
| C.A. | 02 | Student received home instruction through Brookfield School for 5 hours/week at $32/hour. Student attended Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was on January 26, 2016. |
| 2731 | 8 | Student is receiving home instruction through Brookfield School for 10 hours/week at $32/hour. Student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was on February 1, 2016. |
| B.T. | K | Student will be placed on home instruction. Student will receive home instruction starting January 8, 2016 for approximately 6 weeks, pending admission to the CASTLE Program.  |
| G.M. | 1 | Student received home instruction through Brookfield School for 5 hours/week at $32/hour. Student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was on January 12, 2016. |
| A.H. | 3 | Student will be placed on home instruction. Student will be attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey at $32/hour, 5 hours a week. Student will receive home instruction starting January 27, 2016. |
| 2858 | 5 | Student will be placed on home instruction, due to medical reasons. Student will receive home instruction starting 1/19/2016, at $32/hour, 10 hours a week. |
| J.S.  | 1 | Student received home instruction through Brookfield School for 5 hours/week at $32/hour. Student attended Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was on January 26, 2016. |

Informational: Students who are hospitalized, at home but too ill to attend school, or who are awaiting evaluation by the Child Study Team receive homebound instruction. General education students receive 5 hours per week of instruction. Special education students receive 10 hours of instruction per week. In some cases, facilities or a company under contract to the facility, provide the instruction then bill the home district. It is not unusual for the facility to provide 10 hours of education to all students on homebound instruction.

1. Recommend to approve 6 students that the Department of Child Protection and Permanency placed in residences outside of the District. Paulsboro will be responsible for the tuition costs.

Informational: The Department of Child Protection and Permanency removed these students from their homes in Paulsboro. The administration maintains a list of these students and approvals but does not publish them in the agenda due to the very sensitive nature of the situations.

1. Recommend the following student (case number 2886) for Out of District placement for the 2015-2016 school year at Watch Me Grow Preschool. Tuition cost for this student is for three full days a week at $145.00/week. Preferred Home Health Care cost is 18 hours/week at approximately $50.00/hour for his nurse during school hours to be paid by the District.
2. Recommend the following student (case number 2863) to have a one-on-one aide for the remainder of the school year.
3. Recommend the following student (case number 2878) to have a one-on-one aide for the remainder of the school year.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger and Mr. Walter voting 6 YES; and Mr. Hamilton, Mr. Lisa, Mrs. Stevenson and Mr. Hughes, Greenwich Township Representative 4 ABSENT.

Motion carried

1. Informational:
2. Monthly Reports of Administrators (**Attachment**)
3. Mid-Year Report of Student Assistance Counselor Lessie Jean Brown (**Attachment**)

**Student Activities**

Motion by Lozada-Shaw, seconded by Walter to accept the Superintendent’s recommendation to approve

items A –G:

1. Recommend approval for Senior Class Advisor Brenda Caltabiano, Paulsboro High School, Teacher Monica Garner, Paulsboro High School Guidance Counselor Vincent Giovannitti, and Paulsboro High School Assistant Principal James Pandolfo to serve as chaperones for the Senior Class Trip. The class trip was approved at the June 18, 2015 Board of Education Meeting.

Informational: As of February 10, 2016, there are 26 out of 82 members of the Class of 2016 going on the trip thus far.

1. Recommend approval to accept the resignation of Joseph Dreger from the positions of Head Boys Soccer and Head Boys Tennis Coach effective immediately.

Informational: Mr. Dreger has moved out of state.

1. Recommend approval to appoint Andrea Lilley as the Head Boys Tennis Coach Step 3 - $4,317 for the 2015-2016 school year as per agreement with the Paulsboro Education Association.

Informational: Ms. Lilley is the current Head Girls Tennis Coach and has coached softball and tennis at Paulsboro since 2009.

1. Recommend the resignation of Crystal Henderson as Concession Stand Manager of the High School Musical.
2. Recommend appointment of Roseanne Lombardo and Anne Thompson as the Concession Stand Managers for the High School Musical with a shared stipend of $300. The stipend is paid from the profits earned by the sale of concessions.
3. Recommend approval of the following volunteers to assist with the Paulsboro High School production of ***“Mary Poppins”.***

| **Volunteer** | **Background** |
| --- | --- |
| David Valiante | Paulsboro Junior High School teacher.  |
| Alicia Thomson | Helped with the musical last year. She will help with the concession stand. |
| Rosemary Haley | Parent who will assist with make-up and costumes. Also worked with the musical last year. |
| Michael Yarabinee | Theatric Design major at Neumann University. He will help with lighting as well as set-up and break-down of the equipment. Also worked on the musical in the past.  |
| Madison Pidliskey | Paulsboro High School alumnus. She will assist with hair and make-up. |
| Tim McLean | Paulsboro High School alumnus. He will assist with set-up and break-down of the stage. Also worked on the musical last year.  |
| Keenan Pierce | Paulsboro High School alumnus. He will help with stage crew. |
| Sean McFarland, Jr. | Paulsboro High School alumnus. He will help with stage crew. |
| Norman Scott | Paulsboro High School alumnus. He will help with stage crew. |
| Rebecca Smith | She will help with the choreography. She also helped last year while doing her college internship at Paulsboro High School. |
| Nick Renna | Assistant Dance Instructor. He is a member of the staff of the Vivianna Theatre Company in Prospect Park, PA. |

1. Recommend approval of the following Volunteer Assistant Coaches for the Paulsboro High School athletic teams:

|  |  |  |
| --- | --- | --- |
| **Sport** | **Name of the Volunteer Assistant Coach** | **Background** |
| Girls Track and Field7th & 8th Grade | Amy Bria | Teacher at Paulsboro High School and the coach for Junior High School Cross Country. |
| Girls Track and Field | Paulette Cwik | Retired Paulsboro High School Teacher and Coach of Girls Track and Field. |
| Anita Evans | Retired Billingsport Early Childhood Center Teacher and Coach of Girls Track and Field. |
| Michele Relation | Paulsboro High School graduate and participant in Track and Field. She is currently a student at Rowan University.  |
| Boys Baseball | Susan Schaffer | Teacher at Paulsboro High School. |
| Brian Zane, Sr. | Parent of a Paulsboro High School student and retired correctional officer. Also volunteered last year. |

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger and Mr. Walter voting 6 YES; and Mr. Hamilton, Mr. Lisa, Mrs. Stevenson and Mr. Hughes, Greenwich Township Representative 4 ABSENT.

Motion carried

**Finance**

Motion by Walter, seconded by Lozada-Shaw to accept the Superintendent’s recommendation to approve items A – C:

1. Recommend to accept a donation of $500.00 from the Paulsboro Refining Company to be used for the purchase of tickets to a Philadelphia 76ers Basketball Game to be attended by members of the Paulsboro Boys Basketball Team as a way of recognizing their state championship last March. The only cost to the Board of Education is school bus transportation.

Informational: The specific details concerning the game date are to be coordinated by Mr. Jared Crockett of the 76ers, Mr. Gordon Jiles, Mr. Mark Wilgus and Head Coach Sean Collins.

1. Recommend to accept a donation of $105.00 towards the Paulsboro High School yearbook and a gift basket from Tastefully Simple for the Paulsboro High School Play from Board Member Lisa Lozada-Shaw.

Informational: A Tastefully Simple fundraiser was held at Paulsboro High School for costs for the yearbook.

1. Recommend approval to accept a donated copy of a painting of Mr. Robert Fredrick’s wrestlers.

Informational: Ms. Marcia Jenkins Allman, PHS Class of 1982 did the painting herself and donated it to Paulsboro High School Wrestling Coach Paul Morina.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger and Mr. Walter voting 6 YES; and Mr. Hamilton, Mr. Lisa, Mrs. Stevenson and Mr. Hughes, Greenwich Township Representative 4 ABSENT.

Motion carried

1. Informational:

1. Budget Calendar (**Attachment)**

**School Safety**

Motion by Lozada-Shaw, seconded by Walter to accept the Superintendent’s recommendation to approve

items A - B:

1. Recommend that the Board of Education confirm the decision of the Superintendent

of Schools for the following cases of Harassment, Intimidation and Bullying (HIB) at Paulsboro High School.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Case Number** | **Date of Incident** | **Status of Investigation** | **Nature of Case Based on Protection Categories** | **Names of Investigators** | **Type and Nature of Discipline Imposed** | **Other Measures** |
| PHS011416001 | 1/14/2016 | Complete | HIB Victim | Melba Moore-Suggs, ABS | In School Suspension 1 day, Out of School Suspension 1 day | Schedule change |
| PHS011816001 | 1/18/2016 | Complete | Non-HIB | Christie Rego-Konzik, ABS | n/a | n/a |

1. Recommend that the Board of Education confirm the decision of the Superintendent

of Schools for the following cases of Harassment, Intimidation and Bullying (HIB) at Paulsboro Junior High School and Loudenslager Elementary School.

| **Case Number** | **Date of Incident** | **Status of Investigation** | **Nature of Case Based on Protection Categories** | **Names of Investigators** | **Type and Nature of Discipline Imposed** | **Other Measures** |
| --- | --- | --- | --- | --- | --- | --- |
| BECC011916001 | Various | Complete | Non Actionable HIB | Jackie Centifonti, ABS | Admonishment, and 2 Lunch Detentions | n/a |
| BECC011216001 | Various | Complete | Intentional but not designed to harass, intimidate, or bully | Jackie Centifonti, ABS | Admonishment, and Out of School Suspension 1 day | n/a |
| BECC011516001 | 1/15/2016 | Complete | Intentional (w/out hate speech) and designed to harass, intimidate, and bully | Charisse Generette, ABS | Admonishment, and Out of School Suspension 1 day | Counseling type |
| LOUD010416001 | 1/4/2016 | Complete | Non-HIB | Nicole Crosby, ABS | Lunch Detention 4 days | Increased supervision of pupil before and/or after school. Informed staff of parent concerns and requested that interactions be monitored.  |
| PHSJR010516001 | Various | Complete | Non- Actionable HIB | Christie Rego-Konzik, ABS | In school Suspension 2 days | Parent Conference |
| PHSJR011516001 | 1/15/2016 | Complete | Non-HIB | Christie Rego-Konzik, ABS | n/a | n/a |

Informational: The New Jersey Department of Education requires all suspected cases of HIB to be investigated. Some of these cases are confirmed as HIB incidents. At the end of each investigation, the Superintendent must officially act on the case. In general, she confirms the findings of those who investigated the incident. Each month, the Superintendent must request that the Board of Education confirm, reject or modify his decision. The Superintendent informs the parents of this decision as well as their right to appeal.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger and Mr. Walter voting 6 YES; and Mr. Hamilton, Mr. Lisa, Mrs. Stevenson and Mr. Hughes, Greenwich Township Representative 4 ABSENT.

Motion carried

1. Informational
2. Report of School Security Drills

**SCHOOL SECURITY DRILLS**

|  |  |  |
| --- | --- | --- |
| **Type of Drill** | **Notation** | **School** |
| **Paulsboro Senior High School****and****Paulsboro Junior High School** | **Loudenslager Elementary School** | **Billingsport Early Childhood Center** |
| Fire Evacuation | Each school must conduct one per month | 7/6/15, 9/18/15, 10/30/15, 11/4/15, 12/21/15 | 9/14/15, 10/8/15, 11/9/15, 12/7/15, 1/22/16, 2/8/16 | 7/6/15, 9/14/15, 10/20/15, 11/3/15, 12/14/15, 1/22/16, 2/18/16 |
| Evacuation (Non-Fire) | Each school must conduct two annually |  | 10/14/15, 11/18/15 | 10/8/15 |
| Lockdown | Each school must conduct two annually | 7/8/15, 12/23/15 | 1/14/16 | 7/7/15, 9/21/151/7/16 |
| Bomb Threat | Each school must conduct two annually |  |  |  |
| Active Shooter | Each school must conduct two annually | 11/30/15 | 12/8/15 | 12/2/15 |
| Other Drills | Each school must conduct two annually | Shelter in Place10/21/15 | Shelter in Place9/17/15 | Shelter in Place11/10/15, 2/2/16 |
| Bus Evacuation  | Conduct two annually |  |  |  |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure |  |  |  |

1. Informational: The Paulsboro Police Department along with the Gloucester County Office of Emergency Management will be conducting practice drills at the Paulsboro High School on March 22nd and March 23rd during the hours of 5:00 to 10:00 PM.

**Construction**

1. Phase I Update

**Loudenslager Elementary School** - Exterior renovations to replace the roof, brick veneer, a new skylight, and repair the front stairs are completed. In addition, the staff will now have permanent ladders on the buildings to gain access to the roof.

**Billingsport Elementary School** – Exterior renovations to repair both cheek walls at the entrances have been completed.

**Paulsboro High School –** The lintel on the upper window facing the Administration Building reported to you last month in need of repair has been completed. The lintel on the exterior of staircase two (also called “Platt Alley”) per the architects was not an emergency and will be included in Phase III with the remaining brick veneer.

**Financial Status –** Reimbursement for Phase I will be submitted to the School Development Authority in the next few weeks. The Business Administrator will provide an updated monthly on the status until full reimbursement has been received.

1. Administration met with the architects and engineers on Thursday February 4, 2016 and developed phase II below.

|  |  |  |  |
| --- | --- | --- | --- |
| **Construction Component** | **Billingsport** | **Loudenslager** | **Paulsboro High School** |
| Install Dehumidification in 2001 Wing | 31,250.00 |  |  |
| Heater Distribution Valves | 12,500.00 |  |  |
| Roof | 312,500.00 |  |  |
| Heating Controls | 145,728.75 | 155,625.00 | 483,750.00 |
| Security System | 62,500.00 | 62,500.00 | 187,500.00 |
| Move Alarm System |  | 31,250.00 |  |
| Boiler PHS |  |  | 375,000.00 |
| Replace Hot Water PHS |  |  | 31,250.00 |
| **Total Construction Costs** | $564,478.75 | $249,375.00 | $1,077,500.00 |

**Executive Session**

Motion made by Lozada-Shaw, seconded by Priest and unanimously carried (6-0) to adopt the following resolution:

BE IT RESOLVED: The Paulsboro Board of Education adjourned to Executive Session to discuss personnel issues including the Business Administrators contract and positions under consideration for the 2016-2017 budget. The results of which may be made known at this meeting.

Motion made by Priest, seconded by Walter and unanimously carried (6-0) to return to the regular meeting.

Motion made by Walter, seconded by Priest to approve the Business Administrator contract for the 2015-2016 school year.

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger and Mr. Walter voting 6 YES; and Mr. Hamilton, Mr. Lisa, Mrs. Stevenson and Mr. Hughes, Greenwich Township Representative 4 ABSENT

**Presentation On 2016-2017 Budget** by the Superintendent of Schools.

The Budget Calendar and important dates for the 2016-2017 Annual School Budget were discussed. The presentation included audited expenditures of prior years, year to date expenses for the current budget, any new requests from administrators, and an explanation of any increase in the area proposed for the 2016-2017 budget. The following areas were reviewed at this meeting: Co-Curricular, Athletics, Technology, Food Service, and Transportation. Discussion took place and direction was given to the Superintendent how to proceed when finalizing the budget.

**Next Public Meeting**

Saturday, March 19, 2016 -11:00AM – Special Meeting 2016-2017 Budget

•The Board will take no official action at this meeting.

•The meeting is open to the public and comments will be solicited from citizens in attendance.

Monday, March 21, 2016 - 7:00 PM

Regular Meeting – Paulsboro High School Library

•The Board will take official action at this meeting.

•The meeting is open to the public and comments will be solicited from citizens in attendance.

Motion made by Lozada-Shaw, seconded by Walter and unanimously carried (6-0) to adjourn the meeting at 8:39p.m.

Regular Meeting convened at approximately 7:00 p.m.

Regular Meeting recessed at approximately 7:25 p.m.

Executive Session convened at approximately 7:27 p.m.

Executive Session recessed at approximately 7:58 p.m.

Regular Meeting reconvened at approximately 8:00 p.m.

Regular Meeting adjourned at approximately 8:39 p.m.

Respectfully submitted,



Business Administrator/Board Secretary