**Paulsboro Public Schools**

**Monday, January 27, 2020**

**Minutes**

**Executive Session**

**If an Executive Session is needed it will take place near the end of the Open Public Meeting. Prior to entering into Executive Session, the President will inform the public if it plans to conduct any additional business upon the completion of Executive Session.**

**Regular Meeting**

As required by the Open Public Meetings Act as presiding officer, I announce that adequate notice of this meeting has been provided by mailing on Tuesday, January 8, 2019 to the Paulsboro Clerk, Greenwich Township Clerk, Courier Post, South Jersey Times, Secretary of the Greenwich Township Board of Education and by posting the schedule of meetings in a public place reserved for such announcements by the Board of Education. The 2020 Board of Education schedule of meetings was adopted by the Board of Education at the Reorganization Meeting on January 2, 2020.

The meeting was called to order at approximately 7:00 PM by pledging allegiance to the flag with the following members present: Theresa Cooper, Robert Davis, Marvin Hamilton, Crystal L. Henderson, Joseph L. Lisa, William S. MacKenzie, Elizabeth Reilly, Danielle Scott, Irma R. Stevenson, and the Greenwich Township Representative, Gerald Michael. Dr. Walt Quint, Interim Superintendent, Mr. Scott Henry, Interim Business Administrator/Board Secretary and Student Member Jynise Williams

**Upcoming Scheduled Events**

***Parent Conferences:*** February 6, 2020 through February 7, 2020

**Recognition and Presentations**

**A. Teacher Recognition**

1. Congratulations to the following educators who have been selected as Governor’s Teacher Recognition Award and Governor’s Educational Services Professional Award recipients.

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| --- |
| **Governor’s Teacher Recognition Award** |
| Billingsport Early Childhood Center | Noreen DeMarco | Technology  |
| Loudenslager Elementary School | Krista Lange | Grade 4 |
| Paulsboro Junior High School | Jenny Hunt | Special Education |
| Paulsboro High School | Holly Klein | English Grade 9-12 |
| **Educational Services Professional Award** |
| Billingsport Early Childhood Center | Maryann Costa | Instructional Aide |
| Loudenslager Elementary School | Charisse Generette | School Social Worker |

 The Annual Teacher Recognition Awards Ceremony and Reception will take place on May 18, 2020 prior to the regular scheduled meeting.

2. Congratulation to Euridee Gunter upon her selection as the 2018-2019 New Jersey Girls Outdoor Track and Field Coach of the Year. Ms. Gunter was selected for this honor by the National Federation of State High School Associations as nominated by the New Jersey State Interscholastic Athletic Association. Ms. Gunter was selected based on her coaching performance during the 2018-2019 school year, lifetime community involvement, school involvement and philosophy of coaching.

**B. Resolution – Honoring Christian Sparks – All South Jersey Wind Ensemble**

 **All State Symphonic Band**

1. Recommend adoption of Resolution Number 01-27-20-001 honoring Paulsboro High School Student Christian Sparks on his acceptance into the All South Jersey Wind Ensemble and the All State Symphonic Band.

Motion made by Stevenson, seconded by Hamilton and unanimously carried (10-0) to adopt Resolution Number 01-27-20-001

**C. Student of the Month Awards – November and December 2019**

Student of the Month awards were presented by their respective Principals.

|  |  |
| --- | --- |
| **Billingsport Early Childhood Center** | **Loudenslager Elementary School** |
| **November Students of the Month** A’Liya Hoxey - PreschoolAminah Wallace - KindergartenMae’Kalah Clark – 1st GradeSarah Wagenvoord – 1st GradeZaiya Robinson - 2nd Grade**December Students of the Month**Inas Ait-Ouabbar - PreschoolAndrew Mills – KindergartenHeba Borkoko - 1st GradeOlivia Colna - 2nd Grade | **November Students of the Month** Dylan Luff – 3rd GradeJaniyah Jefferson - 4th GradeSiennah Hill – 5th GradeCheyanne Harvey – 6th Grade**December Students of the Month**Rose Hardan – 3rd GradeAva Kauffman – 4th GradeRyan Ejjalili – 5th GradeBrian Tortella – 6th Grade |

**Public Comments**

None

**Correspondence**

1. Thank you note from Pauline Evans (PHS 2019). Ms. Evans expressed thanks for receiving the Myra Norris Scholarship at Commencement 2019. (The note will be available at the meeting for examination by members of the Board of Education.)

Motion made by Stevenson, seconded by Hamilton and unanimously carried (10-0) to accept correspondence.

**Report of the Student Board of Education Member – Jynice Williams**

 Ms. Williams presented an idea and proposal that focuses on improving Scholastic Aptitude Scores (SAT) for students attending Paulsboro High School.

**Old Business**

1. **Increasing the number of students eating breakfast**

At the December 16, 2019 meeting, a discussion took place concerning strategies to increase the number of students eating breakfast at Paulsboro High School. Please see more information in the **Finance** section, Item E.

1. **Food Delivery to PHS – From merchants such as Pat’s, Wendy’s, Etc.**

At the December 16, 2019 meeting, a member of the Board of Education expressed concern that food deliveries from restaurants are being made to students at Paulsboro Junior-Senior High School.

The Interim Superintendent reviewed this matter with the high school administration. He also considered his own observations in Paulsboro High School. It is rare that a food delivery is made to students by a restaurant. In fact, Mr. Morina did intercept one such delivery early in the 2019-2020 school year. He took possession of the food, told the students not to do this again then let them eat in his conference room.

What is somewhat more common (but still not frequent) is for parents to bring their child’s lunch to school. In some cases, these meals are from merchants such as Pat’s, Wendy’s, etc.

1. **How do we monitor Homeless**

At the December 16, 2019 meeting, a citizen asked how the district monitors the domicile status of students who are homeless. Please see **Instruction** – Informational - Students Living in Difference Places Due to Economic Necessity (Homeless). This involves approximately 11% of the students attending the Paulsboro Public Schools.

Monitoring the location of the domiciles is a significant task. The district relies on official documents from agencies such as the New Jersey Division of Child Protection and Permanency and other school districts to determine where these youngster are living. In some cases, the district Attendance Officer conducts investigations in order to determine if a child is eligible to attend the Paulsboro Public Schools. Transportation costs and tuition payments (both incoming and outgoing) are also significant.

1. **Alyssa’s Law**

During early February 2019, Governor Phil Murphy signed Alyssa’s Law. This law requires every public school building to have a silent panic alarm that can be activated in case of an active-shooter situation. The law is named for Student Alyssa Alhadeff who was killed in the shooting at Marjory Stoneman Douglas High School, Parkland, Florida.

At this point, Interim Business Administrator Scott Henry has provided the leadership needed to have the silent panic alarm systems installed in all of the district schools as well as the administration building.

The cost of the silent panic alarms is $14,642. Mr. Henry is now applying for a School Security Grant in order to offset some or all of the costs of the silent panic alarms.

1. **Board of Education Calendar and Documents – Posting on Social Media**

At the January 2, 2020 meeting, a member of the Board asked if the Board of Education meeting calendar and other documents could be placed on social media in addition to the district website. The Interim Superintendent met with District Website Coordinator Tahje Thomas to discuss the matter. The district currently has a website, Facebook Page and Twitter Account. The information posted on Facebook and Twitter are very similar. In response to the above question, the meeting schedule including the special meetings is now posted on both social media pages. The administration will make every effort to post more information to social media.

The district website contains a great deal of out of date information in addition to missing other information completely. The Board of Education policies and courses of study posted on the website are incorrect. Please refer to the information concerning the policy manual in this agenda. The administration is currently working to add the newest curriculum to the website. In addition, the administration is adding the Board of Education meeting agendas to the website.

1. **Signing of Checks – Central Office Administrators**

At the January 2, 2020 meeting, a member of the Board of Education inquired about what steps could be taken to assure that, in the future, Central Office Administrators do not sign reimbursement checks for themselves. The situation in question occurred in the past and does not reflect on the current Interim Superintendent or Interim Business Administrator.

This matter was previously referred to the School Attorney who felt that it might result in an audit citation. It must be noted that the current administration also reviewed the matter in question and determined that, based on the available records, no over payments were made.

The Board of Education should consider this matter when it rewrites its Policy Manual. The Interim Superintendent will alert, in writing, the Business Office staff to be watchful to be certain that Interim Superintendent and Interim Business Administrator are not the only two signatures on any check made payable to either of them. If a reimbursement check needs to be signed for either administrator, they will ask either the Board President or Board Vice President to verify the payment. It is rare that either of these administrators request reimbursement.

The Interim Superintendent does not sign paychecks so the situation in question cannot happen with salary payments. In fact, the Interim Superintendent and Board President must independently verify the payroll on a biweekly basis.

1. **Bid Threshold – Quote Threshold**

At the January 2, 2020 meeting, the Board of Education approved the following resolution:

**BE IT RESOLVED,** that pursuant to N.J.S.A. 18A:18A-3 Paulsboro Board of Education approve the bid threshold in the amount of $40,000.00 and quote threshold in the amount of $6,000.00.

Informational: The recommended bid and quote limits are set at the maximum allowed by law. The Board of Education can lower the limits if they so choose. If it seems appropriate in given situations, the administration does obtain quotes on purchases under the $6,000.00 threshold to obtain the best possible pricing.

At that time, the members discussed the possibility of changing the limits established in this resolution. The following information may be useful.

**Quote** is a less formal process than a bid. When obtaining quotes, the administration contacts two or three vendors to obtain competitive pricing. By illustration, the administration might ask Weiss True Value, Best Buy and Woodbury Application to provide their best price for a Model GE -0100 Electric Range.

**Bid** is a more formal process used for the purchase of larger items or services. Bids include very detailed specifications, requirements for insurance by vendors, performance bonds, etc. Bids are advertised in the newspaper with specific due dates. When bids are received, the materials are generally reviewed by the School Attorney and, in many cases, the School Architect. This lengthy process requires several months to complete. By illustration, a Board of Education might go to bid for the purchase of school buses.

**State Contracts** allow school districts to obtain fair pricing without using quotes or bids. By illustration, a vendor of school buses may go through the process to obtain a “state contract”. The state contract assures school districts that the pricing by the approved vendor for a given product is fair.

**Cooperative Purchasing Groups** also provide a streamlined method of obtaining fair pricing without using quotes or bids. Paulsboro is a member of the following cooperative purchasing groups:

|  |  |
| --- | --- |
| **Agency** | **Purpose** |
| Gloucester County Special Services School District  | Transportation |
| Winslow Township Elementary School District #6 | Transportation |
| Burlington County Special Services School District  | Transportation  |
| Camden County Special Services Commission | Transportation |
| Clearview Regional School District | Transportation |
| Gateway Regional School District | Transportation |
| Glassboro Board of Education | Transportation |
| High Point Regional School District | Transportation |
| Salem County Cooperative Transportation Program | Transportation |
| Camden County Special Services Commission  | Pricing |
| Hunterdon County Educational Services Commission  | Pricing |
| The Educational Services Commission of New Jersey  | Pricing |
| South Jersey Technical Partnership  | Pricing |
| Gloucester County Special Services School District | Nursing  |
| Gloucester County Special Services School District | Technology  |
| Gloucester County Special Services School District | Textbook  |
| Gloucester County Special Services School District | Auxiliary  |
| Gloucester County Special Services School District | 1 on 1 Aides  |

In order to clarify the resolution approved by the Board of Education permits:

**For purchases under $6,000** – The administration can move forward without obtaining quotes or bids. The administration frequently obtains quotes, uses state contracts or cooperative purchasing groups in order to obtain fair pricing even if the item(s) cost less than $6,000.

**For purchases of $6,000 to $40,000** – The administration must obtain quotes or obtain pricing via state contract or cooperative purchase group.

**For purchases over $40,000** – The administration must seek Board of Education approval to use the bid process. The administration may also use state contract or cooperative purchasing groups in some cases. These purchases are approved by the Board of Education.

Motion made by Stevenson, seconded by Hamilton to approve change in bid and quote thresholds which The Greenwich Township Representative may vote on.

**Board of Education Action Requested** - Recommend approval to change the bid threshold to $29,000 and a quote threshold of $4,350 (15% of the bid threshold)

effective February 1, 2020.

*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson, Mr. Michael voting 10 YES.

 Motion carried

Informational: The recommended thresholds are the lower limits established by the New Jersey Department of Education.

1. **Student-Athlete Physicals**

At the January 2, 2020 meeting, a citizen asked if it was correct that the School Physician must approve physicals completed by the student’s personal physician. If so, this process can delay participation by the student on an athletic team.

The Interim Superintendent immediately reviewed this with the Paulsboro High School Nurse and Director of Athletics. He also reviewed the Policy Manual and consulted School Physician Anthony Villare for insight.

The School Nurse stated that the procedure is to request that the School Physician review and approve physicals completed by a student’s personal physician. This can be time consuming because the nurse must take the documents to the School Physician then wait for him to receive, check and return them.

Neither Board Policy nor the New Jersey State Interscholastic Athletic Association (NJSIAA) requires the School Physician to approve physicals completed by student’s personal doctor. In all cases, the physician must use the form provided by NJSIAA.

Dr. Villare cautions that physicians or nurse practitioners may be examining the student-athlete for the first time when they complete the physicals. That is, the exam is not completed by the family doctor or student’s pediatrician but rather by a clinic such as Patient First or MedExpress. He feels that a second option by the School Physician is prudent.

**Board Input Requested**: Should the administration continue the current practice of asking the School Physician to approve physicals completed by another doctor? Should we change the procedure so that the School Nurse can screen the physical examination forms and approve participation except in cases where she identifies a component of the exam that may be a “red flag?”

The citizen also asked how much the Board of Education pays the School Physician and expressed concern that the amount was too high.

The School Physician earns $26,010 per year plus a maximum of $285 if the Paulsboro High School Football Team competes in three home playoff games.

The Interim Superintendent also did a quick survey of the stipend paid to the school physicians serving in other Gloucester County districts. Smaller K-6 and K-8 districts pay the physician between $3,500 and $12,000. The K-12 districts pay between $17,210 and $46,390.

1. **Sale of Out of Service School Busses**

At the January 2, 2020 meeting, a citizen asked what the plan was for the two out of service school busses. The Interim Superintendent indicated that the busses would be sold.

During the past few weeks, the Interim Superintendent developed an advertisement for bids to sell the busses. On January 21, 2020 the advertisement was posted online and in Borough Hall. Those citizens who asked for bid forms were provided with the hard copy documents.

Minimum bid amount was established in consultation with H.A. DeHart and Sons (bus and truck company).

1. **Policy Manual – Update Needed**

At the December 16, 2019 meeting, the Interim Superintendent of Schools mentioned that the Board of Education Policy and Standard Operating Procedure Manuals need to be updated. The manual received its last complete review and update in the late 1990s. During the 2000s, it appears that the Board of Education and Administration began a policy update with the help of New Jersey School Boards Association. Many of the policies posted online are actually drafts that were not completed and adopted by the Board of Education. Having said this, the documents posted online and those in the hard copy Policy Manual are different. By illustration, the Intervention and Referral Services exists in two forms that are attached for review by the Board of Education (**Attachments**). This amplifies the need to prioritize Policy Manual review and update for the next administration.

1. **Hiring of the New Superintendent of Schools**

The Board of Education conducted special meetings for the purpose of interviewing candidates for the position of Superintendent of Schools. These meetings took place on Saturday, January 11, 2020 at 9:00 AM and Monday, January 13, 2020 at 7:00 PM. The Board of Education interviewed six candidates before agreeing to move four people forward in the process.

On the evening of Wednesday, January 29, 2020, the four candidates will be interviewed twice:

1. A committee of faculty and staff selected by the Paulsboro Education Association.
2. The administrative team.

Following these interviews, the Interim Superintendent will bring feedback to the Board of Education. The Board will then decide who will move forward in the process.

The Board of Education is currently providing the names of people to serve on the committee of citizens who will interview the candidates. Following this interview, the Board of Education will meet with the finalists.

1. **Paulsboro High School Hiring of Coaches for the Girls Track and Field Team**

At the December 16, 2019 meeting of the Board of Education, citizens expressed concern with coaching of the Girls Track and Field Team during the 2018-2019 school year. One of the citizens is seeking to become Head Coach of the Team for the 2019-2020 school year. Another citizen was the Head Coach of the 2018-2019 Girls Track and Field Team.

Coaching positions were advertised then re-advertised so that all interested parties had the opportunity to apply. Interviews were conducted by the Paulsboro High School Director of Athletics who then passed his suggestions along to the Principal of Paulsboro High School.

Following review, the Principal made his suggestions for coaching appointments to the Superintendent of Schools. The Superintendent, in turn, reviewed the suggestions made by the administration then made a recommendation to the Board of Education at its December 16, 2019 meeting. At that meeting, the Board of Education opted to table the recommendation until January 27, 2020. Please refer to the **Student Activities** section of the Report of the Superintendent for more information on this matter.

A third citizen presented a letter to the members of the Board of Education concerning her daughter as it related to the 2018-2019 Girls Track and Field Team. The letter stated, “You the superintendent may not have felt that what I’m said had no truth…” This is a mischaracterization of the conversation between the citizen and Interim Superintendent of Schools circa October 31, 2019. During that conversation, the Interim Superintendent expressed concern and suggested several actions to the citizen. He also immediately contacted the administration of both Paulsboro High School and Gloucester County Institute of Technology in order to provide “wrap around services” for the child. Since the December 16, 2019 meeting, the Interim Superintendent has again followed up with the administration of both Paulsboro High School and Gloucester County Institute of Technology. In addition, he consulted with the School Attorney, launched an internal review, and consulted with the appropriate New Jersey agency.

1. **Paulsboro High School Gas Line Leak**

On the afternoon of Monday, December 16, 2019, a contractor for South Jersey Gas made a routine inspection of service to Paulsboro High School. At that time, the contactor detected a leak under the parking lot. At the direction of the contractor, the high school as well as the administration building were evacuated and closed for the evening.

Upon investigation, the leak was located in the gas line that supplies the cooking classroom located on the main floor of the 1965 addition. This gas line supplies three stoves in the cooking classroom. The classroom also has four electric stoves. This gas line was disconnected and the gas supply blocked. This resolved the leak.

The gas line to the cooking classroom will be very expensive to replace. As a result, the plan is to replace the three gas stoves with electric units. There is 220-volt electric service adjacent to this classroom so the conversion from gas to electric will be relatively economical.

It should be noted that South Jersey Gas went “above and beyond” on the evening of December 16, 2019. The company could have shut off gas service until repairs were made. Company staff stayed on site until after midnight in order to verify that the leak was resolved. This allowed schools to open on a normal schedule on Tuesday, December 17, 2019. Supervisor of Facilities Jack Henderson is also to be commended for working with South Jersey Gas and the plumber until the problem was resolved. Dormann’s Custom Plumbing responded to Mr. Henderson call at 11 PM in order to make the needed repair. Again, the prompt, after hours response allow the school to reopen on Tuesday morning.

1. **Loudenslager Elementary School Ceiling Repairs**

On Friday, November 1, 2019, plaster fell from the original ceiling onto the suspended ceiling of a second floor classroom. This triggered an inspection of all ceilings on the second floor of the school. As a result, the second floor was taken out of service until the old ceilings could be removed and new ones installed.

By early December 2020, the Board of Education, contractor, maintenance staff, Executive County Superintendent of School, Executive County Business Administrator, Interim Business Administrator and Interim Superintendent completed and submitted all required documentation needed to move forward with this project. Unfortunately, the New Jersey Commissioner of Education, as of January 21, 2020, has not approved the project.

1. **Support Staff Holiday – December 23, 2019**

At the December 16, 2019 meeting, the Board of Education provided a paid holiday on Monday, December 23, 2019 for members of the support staff represented by the Paulsboro Education Association. At that time, a member of the Board of Education expressed concern that this holiday would be precedent setting. The Interim Superintendent and President of the Paulsboro Education Association signed agreement that the holiday on December 23, 2019 will not be precedent setting.

1. **Teacher Observations and Non-Tenure Evaluation**

At the January 11, 2020 meeting, a member of the Board of Education asked if evaluations of teachers were announced to the teacher in advance or not. The answer is, in general two of the three annual observations are announced. The third observation is not announced to the teacher in advance.

On a related topic, the Interim Superintendent plans to request a special meeting of the Board of Education during late April or early May, 2020. The purpose of this meeting is to review summary information about the evaluations of non-tenured teachers. The Board of Education may not examine the actual evaluation reports of teachers but they can hear administrative summaries of the information. This meeting will take place prior to the Board of Education voting on contract renewal for non-tenured teachers. Rice Notices will be served to the non-tenured teachers.

1. **Paulsboro High School Track and Field Area**

At the November 25, 2019 meeting, the Board of Education agreed to close the track and field areas at the Bennett Fields Athletic Complex for home meets during the 2019 - 2020 school year. The Board took this action since the track and jumping area surfaces must be replaced because they are cracked. In addition, the rubberized surface has deteriorated to the point that spikes will no longer provide grip for athletes who are hurdling, high jumping, pole vaulting, long jumping, etc.

Director of Athletics John Giovannitti is currently working with the West Deptford High School Athletic Department in order to make arrangements to use its track and field areas for practice at least three days per week. At this point, the estimated cost is $600 per week for 10 weeks for a total of $6,000. Paulsboro will need to arrange for and pay for transportation to and from West Deptford High School. The Paulsboro javelin and shot put areas are available for practice. The track itself can be used for running practice using tennis shoes. More information will be forthcoming for the February 2020 meeting.

Director of Athletics John Giovannitti informed the administration of Guardian Angels School that the Paulsboro High School track and field areas are not available for use this year.

1. **Paulsboro High School Auditorium**

On Wednesday, January 15, 2020 and Thursday, January 23, 2020, Interim Business Administrator Scott Henry arranged a series of meetings including District Architect Robert Garrison, Jr, Contract William Gross, Director of Facilities Jack Henderson, Interim Superintendent Walter Quint as well as representatives from insurance company for the roofer and the school district insurance company. These meetings were very helpful.

As a result of the meetings, a formal claim has been filed with the district insurance carrier. Neither the insurance company for the roofer nor the school district insurance carrier denies that they are to some degree responsible to pay for the damage to the Paulsboro High School Auditorium.

In the past, the district focused on asking the insurance company for the roofer to pay for the damage rather than working through its own insurance company. The administration is now working directly with district insurance carrier to have the damage repaired. The district insurance carrier will then look to recover some of its expenses from the insurance company for the roofer.

More information will be forthcoming as soon as possible.

**New Business**

1. **Gas Leak at Loudenslager Elementary School**

During the late afternoon of December 13, 2020, several members of the staff at Loudenslager Elementary School smelled an odor believed to be natural gas. They promptly took the appropriate steps to notify central administration, emergency response and South Jersey Gas. They also efficiently cleared the building of occupants and made arrangements for after school activities.

Emergency responders and the technician for South Jersey Gas checked the building carefully but could not find natural gas in the air. In fact, all of the gas service is located at the opposite end of the building from where the odor was detected. Ultimately, the technician for South Jersey Gas did find a very small leak in a pipe located in the boiler room. The leak was repaired within an hour or so.

1. **Science, Technology, Engineering, Art and Mathematics (STEAM)**

On Tuesday, January 14, 2020, District Architect Robert Garrison, Jr. met with Technology Teacher Monica Moore-Cook, STEAM Teacher Rebecca Richardson, District Coach Christine Lindenmuth, Principal Matthew Browne and the Interim Superintendent to begin the redesign of the Loudenslager Elementary School Library into a hybrid library and STEAM Center.

Mr. Garrison will develop plans that allow the redesign to be phased-in as funds become available. He also will include a library type area within the STEAM Center. Mr. Garrison volunteered his time and expertise as a donation to the Pegasus Education Foundation.

The Pegasus Education Foundation continues to raise money to help make the STEAM Academy a reality within the Paulsboro Public Schools. A significant announcement is anticipated in the near future.

1. **Internet**

During the early morning hours of Monday, January 13, 2020, the district “firewall” stopped functioning. This disrupted telephone and Internet service districtwide. The “firewall” is a hardware component that was only a few years old.

Computer Technician Matthew Shannon quickly worked with the district telephone provider so that service was restored by the end of the day. He also diagnosed the problem, contacted the “firewall” provider, clarified that the equipment was under warranty, and ordered a new device. As soon as the device arrived he installed it. The challenge was configuring the equipment. The “firewall” was originally configured by a former employee who did not leave a complete record of the setup. Mr. Shannon worked almost single handedly to restore Internet access by the early afternoon of Friday, January 17, 2020. This was extraordinary work well above the “pay grade” of Mr. Shannon. He is to be commended for his hard work, extra effort, attention to detail, and ability to “think on his feet.” Great work Matt.

Commendations to the faculty, staff, administration and community for their resourcefulness and patience during this outage. By illustration, Payroll Secretary Linda Laun took all of the records to her home where she had Internet then worked late into the night to be certain that payroll took place on time. Thank you Linda.

1. **Mid-Year Budget Review and Quality Single Audit Continuum (QSAC)**

The New Jersey Department of Education will conduct both the Mid-Year Budget Review and QSAC evaluation of the school district on February 20, 2020. The reviews cover every aspect of the school system including Personnel, Finance, Instruction and Programs, Operations and Governance. The mid-year budget review includes, in addition to finance, equity, enrollment, program, etc. for the 2019-2020 school year. QSAC evaluates the district based on data from the 2018-2019 school year. Central administration is spending a considerable amount of time preparing for these evaluations.

1. **Meeting Procedures (Board of Education Policy 9325)**

Board of Education Policy 9325 – Meeting Procedures specifies Robert Rules of Order as the parliamentary procedure for meetings. The Board of Education readopted Roberts Rules of Order as part of its January 2, 2020 Reorganization Meeting. The attached “Asked and Answered: 7 Things Board Members Should Know about Robert’s Rules of Order” may be of interest. **(Attachment)**

1. **Collective Bargaining – Paulsboro Education Association and Paulsboro Administrators Association**

The collective bargaining agreements for both the Paulsboro Education Association and Paulsboro Administrators Association expire on June 30, 2021. As a result, collective bargaining will begin during the early part of the 2020-2021 school year. It would be appropriate for the Board of Education to appoint its Negotiations Committees in the very near future. This will allow them to review the existing contracts as well as attend training provided by New Jersey School Boards Association.

**Report of The Board Secretary/Business Administrator**

**Recommend Approval of A – E:** The Greenwich Township Representative may vote on items in this section of the agenda.

Motion made by Stevenson, seconded by Hamilton to approve items A which The Greenwich Township Representative may vote on.

Informational: The Report of Secretary to the Board of Education as well as associated reports of accounts will be available for review at the meeting or in advance in the Office of the Interim Business Administrator/Secretary to the Board of Education.

1. Approval of Minutes (**Attachments**)

Regular Meeting December 16, 2019

Executive Session December 16, 2019

Reorganization Meeting January 2, 2020

Special Meeting To Interview Candidates

For Superintendent Of Schools January 11, 2020

Special Meeting To Interview Candidates

For Superintendent Of Schools January 13, 2020

*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson, Mr. Michael voting 10 YES.

 Motion carried

Motion made by Stevenson, seconded by MacKenzie to approve items B,D,E,F which The Greenwich Township Representative may vote on.

1. Approval of the December 2019 transfers. (**Attachments**)
2. There is no Secretary’s Monthly Financial Report for October 31, 2019. As a result, the Board of Education cannot certify it. The reason that the Secretary to the Board did not generate a report is that the Genesis software package did not accurately roll payroll payments into the required accounts. The Interim Business Administrator is currently working to make the transfers needed to correct this problem.
3. Approval of the December 2019 Revenue Report (**Attachment**)
4. Approval for payment of bills that are duly signed and authorized. (**Attachments**)

Informational: A copy of the Bill List will be available at the meeting or in advance in the office of the Business Administrator/Secretary to the Board for review by members of the Board of Education.

1. *Pursuant to NJAC 6A:23A-16.10(c)2*, I, Scott Henry, Interim Business Administrator to the Board of Education certify that anticipated revenue is as follows as of December 31, 2019.

**** Monday, January 27, 2020



*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson, Mr. Michael voting 10 YES.

 Motion carried

**Report of The Superintendent**

**Personnel B - M:** The Greenwich Township Representative may vote on items in this section of the agenda.

Motion made by Stevenson, seconded by Hamilton to approve items B-M which The Greenwich Township Representative may vote on.

1. Informational: All people being recommended for employment must have completed a Criminal History Background Review and met certificate / license requirements along with all necessary paperwork prior to Board of Education action unless otherwise noted.
2. Recommend approval of the substitute teachers on the attached list from ESS (formerly

 known as Source 4 Teachers). (**Attachment)**

Informational: The Board of Education has a contract with ESS to provide substitute teachers for the district. ESS 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 grant the Interim Superintendent authority to use a letter of intent to hire staff, as needed, prior to the next regular meeting of the Board of Education.

Informational: “Letter of Intent” authority allows the Interim Superintendent to offer positions to candidates prior to the next regular meeting of the Board of Education. At its next regular meeting, the Board of Education would be obligated to approve these appointments. The Interim Superintendent will only use letters of intent when absolutely necessary.

1. Recommend approval of the attached job description for Part-Time Interim Supervisor of Special Services (**Attachment**).

Informational: The Board of Education recently adopted a job description for Part-Time Interim Director of Special Services. The candidate being recommended for the position holds certification as a Supervisor so the title and certification requirements on the job description must be changed. The new position was advertised open within the district.

1. Recommend approval to appoint Robert Harris to the position of Part-Time Interim Supervisor of Special Services effective January 28, 2020 until June 30, 2020. Mr. Harris will work 2 days per week at a rate of $425 per day. This position does not include benefits. Mr. Harris’ resume is attached (**Attachment**). This recommendation is contingent on completion of the Criminal History Background review.

Informational: Interim Superintendent Walter Quint conducted the interviews and checked references. The position of Assistant Superintendent is not being replaced following the retirement of Paul Bracciante. Instead of a full-time Assistant Superintendent, two part-time interim positions are being recommended. One part-time interim position is for Special Services. If approved Mr. Harris will work two day per week until June 30, 2020. His time will increase to 2.5 days per week for the 2020-2021 school year if approved by the Board of Education. The second part-time interim position will be for Curriculum, Instruction and Assessment. Instructional Coach Christine Lindenmuth is currently covering these duties on a “stipend” basis. The Interim Superintendent expects to make a recommendation for the position within a month. Total salaries for the two part-time interim positions are less than the remaining portion of the salary of the Assistant Superintendent for the 2019-2020 school year.

1. Recommend approval to appoint Shaun O’Bryant to the position of Part-Time Director of Technology effective February 1, 2020 for the remainder of the 2019-2020 school year. Mr. O’Bryant will earn $35 per hour not to exceed 29 hours per week. This is a part-time position that does not include benefits. This recommendation is contingent on completion of the Criminal History Background check. Mr. O’Bryant’s resume is attached. (**Attachment**)

Informational: The district has been without a Director of Technology for one year. The position has been advertised and re-advertised a number of times. A number of excellent candidates were interviewed but they required salaries much higher than the amount budgeted. Mr. O’Bryant has a full time position but is seeking to work additional hours. Having said this, his work hours in the Paulsboro Public Schools will be flexible including evenings and weekends. Interviews were conducted by Computer Technician Matthew Shannon, Interim Business Administrator Scott Henry and Interim Superintendent Walter Quint. Dr. Quint checked references. Mr. O’Bryant will follow the existing job description for Director of Technology.

1. Recommend retroactive, temporary, voluntary transfer of Todd Palmisano from Teacher Assigned to Monitor Internal Suspension at Paulsboro High School to Teacher of Grade 2 at Billingsport Early Childhood Center. The transfer is for the period January 1, 2020 until March 13, 2020 or until Brittany Bielski returns from leave of absence whichever comes first. At the December 16, 2019 meeting, the Board of Education granted the Interim Superintendent Letter of Intent authority to make this type of transfer.

Informational: Ms. Bielski is currently on childbearing/childrearing leave as approved by the Board of Education on October 28, 2020. Mr. Palmisano is an experienced, certified elementary school teacher. While Mr. Palmisano is working at Billingsport Early Childhood Center, he will be replaced at the high school by a substitute teacher provided by ESS (aka Source 4 Teachers).

1. Recommend retroactive approval to January 1, 2020 to change the pay rate for the following categories of workers from $10 per hour to $11 per hour as per New Jersey state law.

 Substitute Custodians Substitute Cafeteria Workers

 Bus Aides Substitute Bus Aides

1. Recommend retroactive approval to July 1, 2019 to appoint Substitute Custodian James Wood for the 2019-2020 school year.

Informational: Mr. Wood has served as a Substitute Custodian for many years. It seems that his name was inadvertently dropped from the list of employees when they were reapproved for the current school year.

1. Recommend approval of childbearing/childrearing leave of absence for Speech/Language Specialist Kristin Shute with the following terms and conditions.

Dates of Leave Terms and Conditions of Leave

Monday, April 27, 2020 - Friday, June 12, 2020 With pay and benefits by use of

 accumulated sick days as well as

 the concurrent use of Federal Family

 Leave (34 days).

1. Recommend approval to accept the resignation of Payroll Secretary Linda Laun effectively February 14, 2019. (**Attachment**)

Informational: Upon the effective date of her resignation, Ms. Laun will have worked for the district for approximately 6 months. Interviews are being conducted for her replacement. The Interim Superintendent will, most likely, use a Letter of Intent to hire the replacement.

1. Recommend approval to accept the resignation with intent to retire of Teacher of Music Wendy Stocker effective July 1, 2020. (**Attachment**)

 Informational: Ms. Stocker served the Paulsboro Public Schools for 30 years. She worked in every school and led virtually every instrumental group at one time or another during her career.

1. Recommend approval to appoint Ms. Renee Smallwood-Thigpen to the position of School Social Worker effective on or about February 1, 2020 for the remainder of the 2019-2020 school year. Ms. Smallwood-Thigpen will earn Step J – M.A. - $57,777.00 prorated as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of a Criminal History Background review. Ms. Smallwood-Thigpen’s resume is attached. (**Attachment)**

Acct# 11-000-219-104-02-999

Acct# 11-000-219-104-01-999

*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson, Mr. Michael voting 10 YES.

 Motion carried

Informational: Billingsport Early Childhood Center Principal Tina Morris and Interim Superintendent Walter Quint conducted the interviews. Dr. Quint checked references. Ms. Smallwood-Thigpen replaces Katelyn Dilks who recently resigned.

1. Informational: The Interim Superintendent just completed a review of the staff attendance for the 2017-2018, 2018-2019 and 2019-2020 (until December 31, 2019) school years. Five people received perfect attendance letters because they did not use any sick or personal leave days. Twenty-four staff members received letters for excellent attendance because they used fewer than eight sick and personal leave days during the past two and one half years. Nineteen employees received “need to improve attendance” letters.

**Personnel O - S:** The Greenwich Township Representative may not vote on items in this section of the agenda.

Motion made by Stevenson, seconded by Hamilton to approve items O-S.

1. Recommend retroactive approval of a temporary, voluntary transfer of Michele Relation from Part-Time Instruction Aide at Loudenslager Elementary School to Long-Term Substitute Teacher of Health and Physical Education at Billingsport Early Childhood Center. The transfer was effective on January 1, 2020 until February 13, 2020 or until Teacher of Health and Physical Education Anthony DellaVecchia returns to work whichever comes first. Ms. Relation will earn BA Step A - $47,061 prorated. This is a temporary position that does not include benefits. At the December 16, 2019 meeting, the Board of Education granted the Interim Superintendent Letter of Intent authority to make this type of transfer.

Informational: Ms. Relations holds a Certificate of Eligibility as Teacher of Health and Physical Education. This is the required certificate for this position.

1. Recommend approval to accept the resignation of Billingsport Early Childhood Center Part-Time Playground/Cafeteria Aide Christy Yandach effective December 13, 2019.

Informational: Ms. Yandach served the Paulsboro Public Schools for 2 months.

1. Recommend retroactive approval to January 1, 2020 to change the pay rate for the following categories of workers from $10 per hour to $11 per hour as per New Jersey state law.

 Playground/Cafeteria Aides Substitute Playground/Cafeteria Aides

1. Recommend approval retroactive to January 1, 2020 to change the pay rates for the following elementary school Playground/Cafeteria Aides from $10 per hour to $11 per hours as required by New Jersey state law.

 Traci Dyess Julie Perry Mary Bailey

 Alana Dixon Arrie Davis Taylor Fox

 Norman Scott (Substitute)

S. Recommend approval to appoint Tiaja Harrold to the position of Part-Time Inclusion Aide at Loudenslager Elementary School effective January 28, 2020 for the remainder of the 2019-2020 school year. Ms. Harrold will earn Step 1 - $22.25 per hour for 3.8 hours per day not to exceed 19 hours per week as per agreement with the Paulsboro Education Association. This is a part-time position that does not include benefits.

 Informational: Ms. Harrold has worked a substitute teacher and aide throughout the district. She replaces Samantha Strube who became a full-time aide.

*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson voting 9 YES.

 Motion carried

 T. **Informational - Paid Class Covers**

The following table is a report of class covers.

| **Month** | **Historic Data on** **Paid Class Covers** | **Paulsboro High and Junior High School** | **Loudenslager****Elementary School**  | **Billingsport****Early Childhood Center** |
| --- | --- | --- | --- | --- |
| **Average** **2009-2015** | **Range****2009-2015** | **2018-2019 Note 1** | **2019-2020 Paid Covers**  |
| September | 1.4 | 0-6 | 12 | 41 | 0 | 0 |
| October | 26.2 | 9-46 | 57 | 175.5 | 0 | 1 |
| November | 34.8 | 19-53 | 118 | 102 | 0 | 3 |
| December | 44.0 | 31-65 | 205 | 112 | 0 | 5 |
| January | 43.3 | 15-69 | 257 |  |  |  |
| February | 40.5 | 12-53 | 306 |  |  |  |
| March | 68.2 | 28-96 | 392 |  |  |  |
| April | 53.9 | 36-88 | 266 |  |  |  |
| May | 91.5 | 65-127 | 485 |  |  |  |
| June | 41.7 | 22-97 | 159 |  |  |  |
| Total | 44.6 | 23.7-70.0 | 2,257 |  |  |  |

**Note 1**: The total cost of class covers at Paulsboro High School during the 2018-2019 school years was $72,224.00.

**Staff and Curriculum Development A - G:** The Greenwich Township Representative may vote on items in this section of the agenda.

Motion made by Stevenson, seconded by MacKenzie to approve items A-G which The Greenwich Township Representative may vote on.

1. Recommend approval for Gloucester County Office of Education Intern Robert Scott to observe classes at Paulsboro High School during January, February and March 2020. Mr. Scott anticipates going to classes taught by Chelsea Brown, Mike Calabrese and Rachel Wulk.

Informational: As an Intern, Mr. Scott visits schools and classrooms. He also “sits-in” on meetings with New Jersey Department of Education officials. The goal is to provide the Intern with a well-rounded picture of public schools from the local to state level.

1. Recommend retroactive approval for Loudenslager School Principal Matthew Browne to attend After School Sports and Special Events Security training at Burlington Township High School on Friday, January 17, 2019. There is no cost to the Board of Education. On September 30, 2019, the Board of Education granted the Interim Superintendent authority to approve this type of workshop then seek its approval retroactively.

Informational: Mr. Brown is the certified School Security Specialist. This training is directly relevant to his duties. This workshop focuses on preventive security measures for after school and large venue events. Workshop topics include human induced, weather induced and technologically induced security threats. Crowd management, evacuation procedures and staff training will be discussed.

1. Recommend approval for Speech Language Specialist Addie Shmuel to attend Enhancing Therapy Effectiveness for Auditory Processing Disorder, Memory Deficits, Attention Deficit Disorder and Language Processing training in Cherry Hill, New Jersey on March 16, 2020.

Cost the Board of Education is registration - $279.

Informational: Workshop topics include screening and differential diagnosis between Auditory Processing Disorder, Attention Deficit Disorder and Language Processing. The district pays Ms. Shmuel to maintain additional certification so that her services can be partially reimbursed via the Special Education Medicaid Initiative (SEMI). The recommended training is required to maintain this certification.

1. Recommend retroactive approval for Paulsboro High School Nurse Mary Porter to attend Stop the Bleed training in Sayreville, New Jersey on Tuesday, January 14, 2020. Cost to the Board of Education includes mileage ($66.42). On September 30, 2019, the Board of Education granted the Interim Superintendent authority approve this type of workshop then seek its approval retroactively.

Informational: Stop the Bleed training is designed to help staff members respond to life threatening wounds. Training topics include explanation of Bleed Control Kits, Direct Pressure, Tourniquets, Wound Packing, Hemostatic Agents, Chest and Abdominal Injuries and How to Apply a Chest Seal. The workshop also included a hands-on component as well as strategies to train others in the district. As part of the training, Ms. Porter was given ten Bleed Control Kits valued at $550. She is placing the kits with the Automatic Electronic Defibrillators (AED). Ms. Porter is also preparing to train the other School Nurses as well as the Athletic Trainer.

1. Recommend approval of a Pegasus Education Foundation – Paulsboro Board of Education Action Grant in the amount of $1,360 to offer a transitional Pre-Calculus and Honors Algebra II to Advance Placement Calculus tutorial program at Paulsboro High School from February 1, 2020 through June 30, 2020. This approval includes the following:
2. Stipend for Paulsboro High School Teacher of Mathematics Nelson Hall to provide tutorial sessions before the contracted day. Tutorial sessions will be held once per week for approximately 1.5 hours at $32 per hours (20 weeks x 1.5 hours/week x $32/hour) = $960.
3. Money to provide refreshments as an incentive to attend the tutorial sessions. Cost: 20 weeks at $20 per week = $400.

Funding for the Action Grant will be split equally between the Board of Education and the Pegasus Education Foundation.

Informational: The current situation is that Mr. Hall has approximately 20 students enrolled in Pre-Calculus but only 3 or 4 of these students continue into Advanced Placement Calculus. The goal of this Action Grant is to increase college options for Paulsboro High School students. The tutorial sessions will provide the content knowledge and, more importantly, the confidence needed for Pre-Calculus and Honors Algebra II students to make the leap to Advanced Placement Calculus.

1. Recommend approval for Paulsboro High School Director of Athletics to attend the 60th Annual Director of Athletic Association of New Jersey (DAANJ) Conference in Atlantic City, New Jersey from Tuesday, March 17, 2020 through Friday, March 20, 2020. Cost to the Board of Education includes registration ($387.19).

Informational: This is the annual meeting of the Directors of Athletic in New Jersey. Meeting topics include updates on new regulations for interscholastic sports, emergency management at athletic events, vaping, and standards for college eligibility. Mr. Giovannitti plans to attend Emergency Management of Interscholastic Events, The Athletic Director and Athletic Trainer Relationship, and How to Apply Promising Practices as well as other workshops.

1. Recommend approval to establish a “Satellite Library” at the Paulsboro Boys and Girls Club.

Informational: The Boys and Girls Club does not have a sufficient supply of teen books for the students participating in its programs. If approved, the Paulsboro Board of Education will loan the Boys and Girls Club a supply of books from the Paulsboro High School Library. If available, a few bookcases will also be on loan. The staff of the Boys and Girls Club will check the books in and out. From time to time, they will returns the books and borrow others from the Paulsboro High School Library. This idea was reviewed with Boys and Girls Club Director Christa Cooper.

*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson, Mr. Michael voting 10 YES.

 Motion carried

**Staff and Curriculum Development** **H - K:** The Greenwich Township Representative may not vote on items in this section of the agenda.

Motion made by Stevenson, seconded by Scott to approve items H-K.

1. Recommend approval for Teacher of STEAM and Gifted and Talented Rebecca Richardson to attend the South Jersey STEM (Science, Technology, Engineering and Math)/Gifted and Talented meeting in Glassboro, New Jersey on Friday, May 8, 2020. There is no cost to the Board of Education.

Informational: The teachers of STEM and Gifted and Talented have been meeting on a regular basis to share ideas in their teaching areas. They have formed a Professional Learning Community (PLC) in order to enhance curriculum and instruction. The group meets at a different school each time it gets together.

1. Recommend approval for Loudenslager Elementary School Teacher of Grade 4 Special Education Amber Berry to attend Strength-Based IEP (Individual Education Plan) Writing at Rowan University in Glassboro, New Jersey on February 11, 2020. There is no cost to the Board of Education.

Informational: Strength-Based IEP writing focuses on what a student can do. In contrast, deficit based IEPs focus on what the student cannot do. Current thinking within the special education community is that the education of students with disabilities should not be based on DISabilities but rather on DisABILITIES. That is, educate based on a child’s strengths. Ms. Berry assists with IEP writing so this workshop matches her duties.

1. Recommend approval for Loudenslager Elementary School Principal Matthew Browne to register the school for the New Jersey Audubon Eco Schools Program. Approval for this program includes a lesson and field experience provided by NJ Audubon’s Environmental Educators, participation in a 3-day summer institute in August 2020, teaching materials, and a $200.00 stipend. This recommendation includes approval for Loudenslager Elementary School Teacher Susan Piccione to attend the training program.

Informational: This program is sponsored by the Foundation for Environmental Education and is an internationally acclaimed “green” recognition program that provides teachers with a 7-step framework to integrate sustainability practices within the existing curriculum. This program is aligned with New Jersey’s Student Learning Standards for Science as well as the Next Generation Science Standards, provides STEAM-based educational opportunities, and will engage students with authentic learning experiences that positively impact the environment. Additionally, this program aligns directly with the district’s participation in the Sustainable New Jersey Program. This program will be led by Loudenslager Elementary School Teacher Susan Piccione and Loudenslager Elementary School Principal Matthew Browne.

1. Recommend approval for Loudenslager Elementary School Principal Matthew Browne in conjunction with the JOY Making A Difference Inc. to submit a grant application for a 21st Century Community Learning Center (CCLC) for the 2020 – 2021 school year.

*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson voting 9 YES.

 Motion carried

Informational: The purpose of the 21st CCLC Program is to supplement the education of students in grades 3-6, who attend a school eligible for Title I schoolwide programs or schools where a minimum 30% of the students are from low-income families. This is a competitive grant designed to assist students in attaining the skills necessary to meet New Jersey’s Student Learning Standards.

This grant is a five-year program and will be awarded on an annual basis with the New Jersey Department of Education reviewing program performance through onsite and desk monitoring to determine if funding should be continued.

Loudenslager Elementary School participated in this program through a partnership with the Regional Enrichment and Learning Centers (REAL) in Cherry Hill, New Jersey from 2014 until spring 2019. The REAL Center elected not to re-apply for the grant. JOY Making a Difference Inc. will now serve as the lead grantee with Loudenslager Elementary School as the partner organization.

1. **Informational- Enrollment and Class Size:**
2. The following chart presents the enrollment data for Preschool -8:

| **Grade** | **Enrollment - December** |
| --- | --- |
| **2015** | **2016** | **2017** | **2018** | **2019** |
| Pre- School Age 3 & 4 | 57 | 69 | 62 | 78 | 81 |
| K | 104 | 97 | 86 | 102 | 97 |
| 1 | 111 | 86 | 93 | 83 | 84 |
| 2 | 79 | 87 | 79 | 80 | 76 |
| 3 | 56 | 64 | 100 | 90 | 80 |
| 4 | 65 | 70 | 60 | 103 | 83 |
| 5 | 64 | 61 | 72 | 60 | 98 |
| 6 | 53 | 81 | 59 | 72 | 68 |
| 7 | 73 | 72 | 93 | 70 | 73 |
| 8 | 62 | 78 | 68 | 89 | 67 |
| Self-Contained Special Education Billingsport/Loudenslager\*  | 26 | 27 | 20 | 20 | 21 |
| Grand Totals | **750** | **792** | **792** | **847** | **828** |

\* At Loudenslager Elementary School, students in self-contained classes are included with general education students for purposes of this report.

1. The following chart presents the enrollments for Paulsboro Senior High School:

|  |  |
| --- | --- |
| **Grade** | **Enrollment – December** |
| **2015** | **2016** | **2017** | **2018** | **2019** |
| 9 | 63 | 84 | 92 | 92 | 109 |
| 10 | 82 | 77 | 82 | 82 | 87 |
| 11 | 80 | 81 | 66 | 74 | 71 |
| 12 | 78 | 97 | 84 | 68 | 86 |
| **Total** | **303** | **339** | **324** | **316** | **353** |

1. The following chart presents the class sizes for Billingsport Early Childhood Center and Loudenslager Elementary School for December 2019:

| **Grade** | **Number of Students per Class** |
| --- | --- |
| Pre-School  | 15 | 14 | 13 | 12 | 13 | 14 |
| Kindergarten  | 24 | 25 | 24 | 24 |  |  |
| 1 | 21 | 21 | 21 | 21 |  |  |
| 2 | 20 | 20 | 19 | 17 |  |  |
| 3 | 20 | 20 | 20 | 20 |  |  |
| 4 | 20 | 22 | 20 | 21 |  |  |
| 5 | 26 | 24 | 26 | 23 |  |  |
| 6 | 19 | 15 | 23 |  |  |  |
| Special Education \* | 8 | 13 |  |  |  |  |

\* At Loudenslager School, students in self-contained classes are included with general education students for purposes of this report.

**Instructional Services A - B:** The Greenwich Township Representative may vote on items in this section of the agenda.

Motion made by Hamilton, seconded by Stevenson to approve items A-B which The Greenwich Township Representative may vote on.

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

Grades 9-12:

| **Case Number** | **Grade** | **Hours of Instruction** |
| --- | --- | --- |
| 222089 | 11 | Student is receiving home instruction through Education Inc. for a minimum of 10 hours/week at $44/hour. Start date was 12/13/2019.  |
| 200540 | 12 | Student is receiving home instruction from Paulsboro Public Schools for a minimum of 5 hours a week at $32/hour. Start date was 12/20/2019. |

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.

B. Recommend approval for Chase Bish, the son of Paulsboro High School English Teacher Andrea Bish, to attend Paulsboro Senior High School during the 2020-2021 school year as a professional courtesy student. **(Attachment)**

Informational: Chase will be a freshman at Paulsboro High School. The district always considers it an honor and a vote of confidence when members of the faculty, staff and administration send their children to the Paulsboro Public Schools.

*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson, Mr. Michael voting 10 YES.

 Motion carried

**Instructional Services C – F:**  The Greenwich Township Representative may not vote on items in this section of the agenda.

Motion made by Stevenson, seconded by Hamilton to approve items C-F.

1. Recommend retroactive approval for Student Case Number 2949 to attend Bankbridge Elementary School beginning on or about January 2, 2020 for the remainder of the 2019-2020 school year. Cost to the Board of Education includes tuition in the amount of $41,400 per year prorated per day ($230 per day) and transportation to and from school.

1. Recommend approval for Student Case Number 3118 to attend Bankbridge Elementary School beginning on or about February 1, 2020 for the remainder of the 2019-2020 school year. Cost to the Board of Education includes tuition in the amount of $41,400 per year prorated per day ($230 per day) and transportation to and from school.

Informational Items C and D: The Individuals with Disabilities Education Act (IDEA) requires students with disabilities to be educated with their non-disabled peers to the greatest extent appropriate. This is called Least Restrictive Environment (LRE). LRE is a continuum ranging from mainstreaming, self-contained class, attending out-of-district school, etc. Out of district placements are recommended when the student has a severe disability, a very unusual disability or when the youngster is a danger to themselves and others. The long-term goal is for the student to return to their home school.

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

Grades PreK-8:

|  |  |  |
| --- | --- | --- |
| **Case Number** | **Grade** | **Hours of Instruction** |
| 312158 | 1 | Student is receiving home instruction through Brookfield School for a minimum of 10 hours/week at $32/hour. Start date was 1/3/2020. |
| 332873 | K | Student is receiving home instruction through Brookfield School for a minimum of 10 hours/week at $32/hour. Start date was 1/3/2020. |
| 322947 | 1 | Student is receiving home instruction through Brookfield School for a minimum of 10 hours/week at $32/hour. Start date was 12/11/2019. |
| 280287 | 5 | Student is receiving home instruction through Brookfield School for a minimum of 10 hours/week at $32/hour. Start date was 1/17/2020. |

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, provides the instruction then bills the home district. It is not unusual for the facility to provide 10 hours of education to all students on homebound instruction.

1. Recommend retroactive approval (Contract signed on July 3, 2019) of a contract with Delicate Homecare Agency Corporation located at 141 South Blackhorse Pike, Blackwood, New Jersey to provide one-on-one private duty nursing services to Student Case Number 3148 who is attending an out of district school for students with disabilities. Nursing services are provided during school hours as delineated in the Individual Education Plan (IEP) at a rate of $45 per hour for Licensed Practical Nurse and $55 per hour for a Register Nurse.

Informational: The Individuals with Disabilities Education Act (IDEA) requires that students with disabilities receive educational services tailored to their individual needs. In addition, to education services, IDEA requires that students with disabilities receive the “related services” needed so that the student can take full advantage the educational services. A one-on-one nurse, if delineated in the IEP, is considered a related service.

*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson voting 9 YES.

 Motion carried

1. **Informational – Out of District Placements for Students with Disabilities**

The Individuals with Disabilities Education Act (IDEA) requires that students with disabilities receive a free and appropriate education designed to meet their individual needs. This education is provided, to the greatest extent appropriate, with their non-disabled peers. This is called Least Restrictive Environment (LRE). LRE is a continuum ranging from remaining in general education classrooms with accommodations, to self-contained classrooms serving only students with disabilities, to out of district placements. The goal is to seek opportunities to increase the amount of time that children spend with their non-disabled peers. Having said this, out of district placements are used when a disability is severe, too unusual to be served in the home school, or when the youngster is a danger to themselves or others. The Individual Education Plan (IEP) created by the Child Study Team (CST) in consultation with the parents and other professionals directs the education of the child.

As of January 10, 2020, thirty-four (34) Paulsboro students have attended or are attending out of district schools for students with disabilities. In addition to tuition, many of the students also receive “related services” such as physical therapy, speech therapy, occupational therapy, behavioral supports, one-on-one aides, nursing services and extended school year programs. Not including transportation to and from school, the annual cost of these out of district services is approximately $2,243,239.

1. **Informational: Students Living in Difference Places Due to Economic Necessity (Homeless)**

If a family is displaced and must live in another community because of economic necessity, they are considered homeless. In these cases, the parents have two options. First, they can opt to have their children attend school where they are temporarily living. In this case, Paulsboro pays tuition to that district. Second, they can opt to have their children transported back to Paulsboro to continue their education.

Thus far, in the 2019-2020 school year, 19 Paulsboro students have attended or are currently attending school in other districts because of either economic necessity or placement by the New Jersey Division of Child Protection and Permanency. The tuition costs for these students are approximately $265,000.

Thus far, in the 2019-2020 school year, 29 Paulsboro students have lived or are living in other communities due to economic necessity or placement by New Jersey Division of Child Protection and Permanency. The Board of Education pays to transport these youngsters back to Paulsboro to continue their education.

Thus far in the 2019-2020 school year, 55 Paulsboro students were living or are currently living in alternate domiciles within the Borough because of economic necessity. There is no cost to the Board of Education in these cases but the educators must be aware of the situation in order to provide the best possible education to youngsters who are experiencing challenges relative to housing.

As of January 10, 2020, 13 students who are homeless from other communities are living in Paulsboro. Their home district is responsible for tuition costs. The tuition payments are expected to be approximately $132,134. It is difficult to collect these fees in many cases.

Thus far, in the 2019-2020 school year, 9 unaccompanied youth are living within the Borough of Paulsboro. These young people do not have parents or guardians in their lives so they are making arrangements for residence and support on their own while attending school.

Commendations to Central Office Secretary Lauren Abbott for maintaining excellent records for all of the above cases. It must be noted, that this is only one component of her job.

**Student Activities A - I:** The Greenwich Township Representative may vote on items in this section of the agenda.

Motion made by Stevenson, seconded by Hamilton to approve items A-I which The Greenwich Township Representative may vote on.

1. Recommend retroactive approval for Paulsboro High School Teacher of History Rachel Wulk and Paulsboro High School Teacher of Art Margaret LaDue to serve as co-advisors for the SURE (Students United for Respect and Equality) Club at Paulsboro High School. Ms. Wulk and Ms. LaDue will equally split the $851 stipend for this activity as delineated in the agreement with the Paulsboro Education Association. This recommendation includes approval to rescind the contract offered to Ms. LaDue as the sole advisor for SURE. This recommendation includes approval for Ms. LaDue and Ms. Wulk to chaperone SURE field trips.

Informational: Ms. LaDue served as the advisor for SURE for many years. She has been on a leave of absence for most of the 2019-2020 school year. Ms. Wulk worked with Ms. LaDue so that SURE continued its important work. On October 28, 2019 the Board of Education approved trips related to the Annual SURE Summit. This recommendation adds Ms. Wulk to the list of approved chaperones.

1. Recommend approval to appoint Euridee Gunter as Head Coach for the Girls Track and Field Team for the 2019 - 2020 school year. Ms. Gunter will earn Step 3 - $6,427 of the salary guide as per agreement with the Paulsboro Education Association.

Informational: Ms. Gunter was the Head Coach for the State Championship Girls Track and Field Team during the 2018-2019 school year. Earlier in this agenda it was mentioned that she earned Coach of the Year honors.

1. Recommend approval of the following Assistant and Volunteer Coaches for the Girls Track and Field Team for the 2019 - 2020 school year with salaries as per agreement with the Paulsboro Education Association.

 David Platt Assistant Coach Step 3 $5,006.00

 Ron Wenzel Assistant Coach Step 3 $5,006.00

 Paulette Cwik Volunteer Paraprofessional

 Anita Evans Volunteer Paraprofessional

 Erica Scott 7th / 8th Grade Coach $3,181.00

 Kevin Harvey 7th / 8th Grade Coach $3,181.00

Informational: The coaches being recommended served in the same positons during the 2018 – 2019 school year.

1. Recommend approval to rescind the contract offered (August 28, 2019) to Paulsboro High School Teacher Gina Morina for the position of Assistant Coach for the Girls Field Hockey Team during the 2019-2020 school year at Step 1- $3,653 of the salary guide then reappoint her at Step 2 - $4,002 of the salary guide as per agreement with the Paulsboro Education Association.

 Informational: Upon closer examination, it was discovered that Ms. Morina also served as a coach for the Girls Field Hockey during the 2016-2017 school year.

1. Recommend approval to add Stacy Anuszewski to the list of event personnel approved by the Board of Education on June 24, 2019 for the 2019-2020 school year. The approval was for employees so Ms. Anuszewski was not included on the list.

Informational: Ms. Anuszewski serves as a ticket seller, ticket collector, clock operator, etc. for home athletic events.

1. Recommend approval for approximately 20 Paulsboro High School students to visit the Philadelphia Museum of Art in Philadelphia, Pennsylvania on Friday, April 24, 2020. Paulsboro High School Art Teachers Margaret LaDue and Christine O’Malley will chaperone the trip. The cost to the Board of Education includes school bus transportation and two substitute teachers ($129 per day x 2 =$258). This recommendation is contingent upon the district being able to provide transportation. This recommendation includes authorization for Board Education Member Irma Stevenson to attend as a volunteer.

Informational: Similar trips have been approved for many years. The students participating in the field trip are members of the Art 4 and Gifted and Talented Art classes. The trip includes a guided tour of the museum. Cost to the students is $7.00 admission plus the lunch. These fees are paid by donations by teachers when needed.

1. Recommend approval for approximately twelve Paulsboro High School Freshmen and Sophomore students to attend the Women’s STEM (Science, Technology, Engineering and Mathematics) Fair at Rowan College of South Jersey on March 16, 2020. Paulsboro High School Teacher Gina Morina will chaperone the trip. Cost to the Board of Education includes substitute teachers (2 x $129 = $258) and school bus transportation. This recommendation is contingent upon the district being able to provide transportation.

Informational: This fair is intended for young women who want to pursue careers in Science, Technology, Engineering and Mathematics. There is no cost to the students and lunch is included.

1. Recommend approval for the Paulsboro Junior-Senior High School students who earned Gold and Red Renaissance Cards to attend the annual “Pasta with the Principal” luncheon at the Paulsboro Sportsman’s Club in Paulsboro, New Jersey on February 27, 2020 between 11:15 AM and 1:00 PM. Paulsboro High School Principal Paul Morina is in charge of this activity. Cost to the Board of Education includes school bus transportation.

Informational: The Renaissance Program recognizes students who have excellent grades, excellent attendance and excellent behavior records. The Sportsman’s Club hosts the event free of charge. The meal is prepared by volunteers. The renaissance account is used to pay for the food.

1. Recommend approval for interested Paulsboro High School Juniors to attend the Spring College and Career Fair on Thursday, March 5, 2020 at Riverwinds Community Center in West Deptford, New Jersey. Guidance Counselors Vincent Giovannitti and Melba Moore-Suggs will chaperone the activity. There is no cost to the Board of Education.

Informational: Registration is free for all attendees. Transportation to and from Paulsboro High School is provided by the Career Council College Fairs, Inc. Paulsboro High School Seniors attended the Fall Fair. The Spring Fair gives Paulsboro High School Juniors the opportunity to explore post-graduation options.

*Roll Call Vote*: Mrs. Cooper abstain C, Mr. Davis, Mr. Hamilton abstain B,C, Mrs. Henderson, Mr. Lisa abstain B, Mr. MacKenzie, Ms. Reilly, Mrs. Scott abstain C, Mrs. Stevenson abstain F, Mr. Michael abstain D voting 10 YES.

 Motion carried

1. Informational - Reports of the Football Team **(Attachment)**

**Student Activities:**

1. Informational – Holiday Donations – Billingsport Early Childhood Center

The staff and administration at Billingsport Early Childhood Center worked with community organizations to provide food and gifts for needy families during the holiday season. The organizations include Bethel AME Church, Borough of Paulsboro employees, and Second Baptist Church. In addition, Kevin and Shanin Baisch provided donations to the school Toys for Tots drive. Helen Layton contributed by cooking meals for families.

1. Informational - Santa’s Elves Project – Loudenslager Elementary School

Elementary School Librarian Tammi Minix and Loudenslager Elementary School Teacher Tara Stahl recently completed the 2019 Santa’s Elves Project. They worked with Paulsboro Refining Company, Paulsboro Neighborhood Watch and St. Paul’s Methodist Church to provide holiday gifts and/or dinners for 36 families.

**Facilities**:

None at this time

**Finance A - D:** The Greenwich Township Representative may vote on items in this section of the agenda.

Motion made by Stevenson, seconded by Henderson to approve items A-D which The Greenwich Township Representative may vote on.

1. Recommend retroactive approval of a transportation jointure agreement with host district Winslow Township Board of Education effective September 1, 2019 – June 30, 2020 for Route Number WTHS – 107 to Winslow Township High School at cost of $7.14 per day x 180 days = $1,285.20. Student Number 230274

Informational: Jointure agreements provide for more efficient transportation of students by allowing a host district to add students from another school to an existing bus route.

1. Recommend approval to dispose of the following items that are obsolete and out of service for many years:
2. Numerous computer keyboards, speakers, monitors, mice, telephones, etc. These items will be placed in recycling for electronic materials.

Informational: These items have been stored in the administration building for at least ten years. They are in various states of disrepair and, in the main, no longer work on the current computers.

1. Two AED units (Automatic Electronic Defibrillator) including oxygen bottles and cabinets. These items will be disposed of in metal recycling and/or rendered inoperable then placed in recycling for electronic materials.

Informational: These units have been out of service for at least 6 or 7 years. They have been stored in the damp basement of the Administration Building.

1. Recommend approval to accept approximately 10 boxes of children’s, social studies, science and English books donated following a book exchanged conducted at the Sons of Italy Lodge in Paulsboro, New Jersey. The value of the donation is approximately $200.

Informational: The books were given to the principals and/or teachers to use as they see fit.

1. Recommend retroactive approval to accept 22 new winter coats that were distributed to students at Paulsboro Junior-Senior High School on January 8, 2020. The donation was made by Benjamin J. Connor (PHS Graduate) and is valued at $1,650. Paulsboro High School Nurse Mary Porter coordinated the project.

*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson, Mr. Michael voting 10 YES.

 Motion carried

1. **Informational - Breakfast at Paulsboro Junior High School**

As explained below, participation in the breakfast program at Paulsboro Junior-Senior High School is low. This is most likely caused by students needing to arrive at school early in order to eat breakfast in the cafeteria. In the past (and currently in the elementary schools), breakfast was served during homeroom. The high school administration and Nutri-Serve are working together in order to re-establish the breakfast in homeroom arrangement for 7th and 8th grade students. Nutri-Serve employees will deliver the food and pickup leftovers and trash. It should be mentioned that the 6th grade students housed at Paulsboro High School are currently eating breakfast in their classrooms.

Research indicates that children who eat breakfast:

1. Attend school more regularly.
2. Have fewer visits to the nurse.
3. Have fewer disciplinary infractions.
4. Score higher on tests.

In addition, there is a financial benefit to the district for every meal served.

1. **Informational - Child Nutrition:**

The following is a summary of student participation in the breakfast and lunch program for the 2019-2020 school year. Paulsboro participates in the Community Eligibility Program (CEP) that provides both breakfast and lunch free of charge to every student. The administration continues to explore strategies to increase participation in this important program.

|  |  |
| --- | --- |
| **Month**  | **Percentage Breakfast Participation** |
| **Billingsport Early Childhood Center** | **Loudenslager Elementary School** | **Paulsboro Junior and Senior High Schools** | **Districtwide** |
| September  | 89% | 68% | 17% | 53% |
| October  | 94% | 67% | 14% | 55% |
| November | 92% | 67% | 16% | 54% |
| December | 92% | 68% | 17% | 57% |

| **Month** | **Percentage Lunch Participation** |
| --- | --- |
| **Billingsport Early Childhood Center** | **Loudenslager Elementary School** | **Paulsboro Junior and Senior High Schools** | **Districtwide** |
| September  | 76% | 79% | 80% | 78% |
| October  | 82% | 80% | 84% | 82% |
| November | 82% | 82% | 85% | 84% |
| December  | 86% | 80% | 95% | 88% |

The following information summarizes the financial status of the child nutrition program:

|  |  |  |  |
| --- | --- | --- | --- |
| **Month** | **Expenses** | **Revenues**  | **Revenue - Expenses** |
| September  | $91,549.74 | $87,300.76 | -$4,248.98 |
| October | $96,524.58 | $110,069.96 | $13,545.38 |
| November  | $73,887.51 | $83,364.50 | $9,476.99 |
| December  | $69,221.27 | $74,426.66 | $5,205.39 |
| **Year to Date** | **$331,183.10** | **$355,161.88** | **$23,978.78** |

**School Safety A:** The Greenwich Township Representative may vote on items in this section of the agenda.

Motion made by Stevenson, seconded by Henderson to approve items A which The Greenwich Township Representative may vote on.

1. Recommend that the Board of Education confirm the decision of the Superintendent of Schools for the following cases investigated as Harassment, Intimidation and Bullying (HIB) at Paulsboro High School

| **Case Number** | **Date of Incident** | **Status of Investigation** | **Names of Investigators** | **Type** **Discipline Imposed** |
| --- | --- | --- | --- | --- |
| PHS010220-003 | 12/20/2019 | Complete | Jessica JohnsonAnti-Bullying Specialist  | Non-HIBFightParent Conference CounselingIn-School Suspension  |
| PHS120319-004 | 12/3/2019 | Complete  | Jessica JohnsonAnti-Bullying Specialist | Non-HIBTeasing, name calling, and threateningParent ConferenceIn-School SuspensionIncreased Supervision  |

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, the Superintendent confirms the findings of those who investigated the incident. Each month, the Superintendent must request that the Board of Education confirm, reject or modify the decision. The Superintendent informs the parents of this decision as well as their rights to appeal.

*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson, Mr. Michael voting 10 YES.

 Motion carried

B**. Informational: Report of School Security Drills**

| **Report of Paulsboro Public Schools Security Drills** |
| --- |
| **Type of Drill** | **Notation** | **Schools** |
| **Paulsboro Junior / Senior High** | **Loudenslager Elementary** | **Billingsport Early Childhood Center** |
| Fire Evacuation | Each school must conduct one per month | 9/12/201910/24/201911/26/201912/18/2019 | 09/13/201910/11/201911/22/201912/20/19 | 9/11/201910/11/201911/05/201912/04/19 |
| Evacuation(Non-Fire) | Each school must conduct two annually |  | 11/25/2019 | 11/14/2019 |
| Lockdown | Each school must conduct two annually |  | 12/18/19 |  |
| Bomb Threat | Each school must conduct two annually | 11/27/2019 |  |  |
| Active Shooter | Each school must conduct two annually | 9/16/201912/4/19 | 9/16/2019 | 09/17/201912/11/19 |
| Shelter In Place | Each school must conduct two annually | 10/10/2019 | 10/31/2019 | 10/17/2019 |
|  **Other Drills** |
| Bus Evacuation | School District (Annually) | (P8) 9/17/19 |  | (P5) 10/24/19 |
| Bus Evacuation | School Routes(2 Annually) | 9/18/19(P6) Bankbridge Elementary11/5/2019(P8) Bankbridge Regional |  |  |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure | Several Phone Blaster announcements were sent during October and November 2019. The announcements were sent from several locations. These announcements were successful.  |
| AED (Automated External Defibrillators) **\*** | Not required but conducted as an extra safety measure | 09/30/201910/31/201911/26/201901/06/20 | 09/25/201910/31/201911/21/201901/02/20 | 09/30/201910/31/201911/26/201901/06/20 |

**\***The Administration Building AED testing is included with the Paulsboro Junior / Senior High School.

1. **Informational - Violence, Vandalism, Weapons and Substance Abuse**

The following cases of Violence, Vandalism, Weapons and Substance Abuse were investigated, complete and confirmed since December 16, 2019. These cases are reported to the New Jersey Department of Education semi-annually. The Superintendent of Schools makes an annual report of Violence, Vandalism, Weapons and Substance Abuse. The most recent report to the Board of Education was made on October 28, 2019.

| **Case Number** | **Date of Incident** | **Nature of Case** | **School**  | **Type and Nature of Discipline Imposed** | **Cost of Vandalism** |
| --- | --- | --- | --- | --- | --- |
| 1220201914 | 12/20/19 | Fight | Loudenslager Elementary School | Out of School Suspension | NA |
| 1211201916 | 12/11/19 | Fight | Loudenslager Elementary School  | Out of School Suspension | NA  |
| 111920191 | 11/19/19 | Substance Abuse | Loudenslager Elementary School | Out of School SuspensionPolice NotifiedParent Conference  | NA |

**Public Comment**

Aisha Scott – Social Worker LDTC in 20-21 Budget; how many students OOD for Behavior? Will verify, may be mostly behavior. Plan – put services in place to make possible to bring back students.

Patrick Relation – Dismissal of Bus Driver: work long days – very good attendance, spoke in favor of retaining bus driver.

Terry Lewis – NJSBA – Gave a brief presentation on Functions of Board of Education. Send DPR for Governance to Board

Motion made by Stevenson, seconded by Hamilton and unanimously carried (10-0) to adjourn to Executive session at 9:00 PM

**Executive Session**

WHEREAS the “Open Public Meetings Act:” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed, the Paulsboro Board of Education will meet in Executive Session for the purpose of discussing the following: Personnel, Student Matters, Contracts, Negotiations and Litigation. The matters discussed will remain confidential until the need for confidentiality no longer exists.

BE IT RESOLVED: The Paulsboro Board of Education will adjourn to Executive Session to discuss personnel matters the results of which may be made known upon return to regular session or when conditions warrant.

Motion made by Stevenson, seconded by MacKenzie and unanimously carried (10-0) to return to Public session at 9:40 PM

ADDENDUM TO THE AGENDA

Following Executive Session

Motion made by Stevenson, seconded by Hamilton to approve resolution #1-27-20-002 which The Greenwich Township Representative may vote on.

A. Recommend adoption of the Resolution of the Paulsboro Board of Education #1-27-20-002.

WHEREAS, the Paulsboro Board of Education (“Board”) currently employs Employee #2128 as a Bus Driver and other duties with the Paulsboro Board of Education; and

WHEREAS, the Superintendent of Schools has recommended the termination of Employee #2128’s employment with the Board for those reasons set forth during executive session; and

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent, that the employment of Employee #2128 is hereby terminated effect immediately; and be it further

RESOLVED, that the Superintendent of Schools is hereby authorized and directed to provide said individual with written notice of the Board’s action, to be sent to his last known address on file in the Paulsboro Public School District.

*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson, Mr. Michael voting 3 YES, 5 abstain, 1 NO

 Motion failed

Motion made by Stevenson, seconded by Hamilton to approve resolution #1-27-20-003 which The Greenwich Township Representative may vote on.

B. Recommend adoption of the Resolution of the Paulsboro Board of Education #1-27-20-003

WHEREAS, the Paulsboro Board of Education (“Board”) currently employs Employee #627 as a Bus Driver and other duties with the Paulsboro Board of Education; and

WHEREAS, the Superintendent of Schools has recommended the termination of Employee #627’s employment with the Board for those reasons set forth during executive session; and

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent, that the employment of Employee #627 is hereby terminated effect immediately; and be it further

RESOLVED, that the Superintendent of Schools is hereby authorized and directed to provide said individual with written notice of the Board’s action, to be sent to her last known address on file in the Paulsboro Public School District.

*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson, Mr. Michael voting 1 YES, 6 NO, 3 Abstain

 Motion failed

Motion made by Stevenson, seconded by Hamilton to approve resolution #1-27-20-004 which The Greenwich Township Representative may vote on.

C. Recommend adoption of the Resolution of the Paulsboro Board of Education #1-27-20-004

WHEREAS, the Paulsboro Board of Education (“Board”) currently employs Employee #913 as a Bus Aide and other employment with the Paulsboro Board of Education School; and

WHEREAS, the Superintendent of Schools has recommended the termination of Employee #913’s employment with the Board for those reasons set forth during executive session; and

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent, that the employment of Employee #913 is hereby terminated effect immediately; and be it further

RESOLVED, that the Superintendent of Schools is hereby authorized and directed to provide said individual with written notice of the Board’s action, to be sent to her last known address on file in the Paulsboro Public School District.

*Roll Call Vote*: Mrs. Cooper, Mr. Davis, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. MacKenzie, Ms. Reilly, Mrs. Scott, Mrs. Stevenson, Mr. Michael voting 8 YES, 2 NO

 Motion carried

**Next Scheduled Meeting**

**Saturday, February 8, 2020 – Special Budget Meeting**

*8:30 a.m. – Refreshments will be available for members of the Board of Education*

*9:00 a.m. – Special Budget Meeting – Paulsboro High School Library*

*If needed, Executive Session will take place after the Board of Education convenes at 9:00 a.m.*

•The Board may take official action at this meeting.

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

**Monday, February 24, 2020 – Regular Meeting**

*6:30 p.m. – Refreshments will be available for members of the Board of Education*

*7:00 p.m. –Regular Meeting – Paulsboro High School Library*

*If needed, Executive Session will take place after the Board of Education convenes at 7:00 p.m.*

•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 To Adjourn**

Motion made by Michael, seconded by Stevenson and unanimously carried (10-0) to adjourn the meeting at 9:40 PM.

Respectfully Submitted,

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Interim Board Secretary