**PAULSBORO BOARD OF EDUCATION**

**July 17, 2014**

**MINUTES**

**REGULAR MEETING**

A Regular Meeting of the Paulsboro Board of Education was called to order on the above date by Mr. Ridinger reading the following: “As required under the guidelines of the Open Public Meeting Law, notice of this meeting was sent to The South Jersey Times. As President I, therefore, declare this to be a legal meeting of the Paulsboro Board of Education”. Meeting was called to order at approximately 7:02p.m. by pledging allegiance to the flag and with the following members present: Mr. Chapkowski, the Greenwich Township Representative, Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter. Ms. Eastlack and Mrs. Lozada-Shaw were absent. Also present were Dr. Quint, Interim Superintendent, and student representative, Tahje Thomas. Ms. Johnson, Business Administrator/Board Secretary was absent. Interim Superintendent, Dr. Quint, provided Ms. Johnson support to complete the minutes for the meeting.

**PRESENTATION**

A resolution to Larry Hall in recognition of his service coordinating the Santa’s Elves Project for the past 31 years was presented by President Ridinger.

**PUBLIC COMMENTS**

None

**OLD BUSINESS**

1. Paulsboro High School Centennial Committee

Board of Education President Thomas Ridinger recently appointed the following committee to prepare for the celebration of the centennial of Paulsboro High School during the 2016-2017 school year.

Assemblyman John Burzichelli Honorary Chairperson

Dr. Walter Quint Chairperson

Bonnie Eastlack Vice President - Board of Education

Marvin Hamilton, Sr. Member – Board of Education

Lisa Priest Member – Board of Education

Jennifer Turner Member – Borough Council

Rita Kelly President – Gill Memorial Library

Marc Kamp Citizen

Kenneth Ridinger Citizen

Bob D’Lila Citizen

\*Tahje Thomas Student Representative – Board of Education

During September 2014, the Chairpersons will set a meeting date to begin the work of this important committee.

\**Added by President Ridinger at this meeting*.

1. Board of Education Member of the Year

Vice President Bonnie Eastlack and Interim Superintendent of Schools Walter Quint are in the process of nominating President Thomas Ridinger for the New Jersey School Boards Association Board Member of the Year award.

1. Regular Operating District (ROD) Grants

The Interim Superintendent of Schools, Business Administrator and Supervisor of Support Staff met with Robert Garrison, District Architect on Monday, June 30, 2014 in order to begin the process of conducting a bond referendum to provide the additional funding needed to secure the ROD grants. Please see the attachment for information (**Attachment**).

In order to move the project forward, the Interim Superintendent respectfully requests that the Board of Education authorize him to sign an agreement with an engineering firm as a professional service then seek approval from the policy making body at the August 28, 2014 meeting.

Motion made by Stevenson, seconded by Hamilton to authorize Interim Superintendent to sign an agreement with an engineering firm as a professional service then seek approval from the policy making body at the August meeting.

Roll Call Vote: Mr. Chapkowski, Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 8 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

4. Senior Class Trip

At the June 30, 2014 meeting, the Board of Education confirmed its intent to enforce the Administrative Procedure that was adopted by the Board of Education on May 17, 1994.

Update: Following the June 30th meeting, the Interim Superintendent met with the Senior Class Advisor who indicated that the Board of Education had also reviewed this matter on October 3, 2012. This review took place because of concerns for low participation as well as the student eligibility requirements to participate in the trip. As a result, a payment schedule even stricter than that outlined in the May 17, 1994 Administrative Procedure was enforced.

In addition, as a result of the October 2012 review, eligibility requirements were changed. The attendance requirement was changed from 15 unexcused absences to 5. Students who have been suspended two or more times (reduced from 5 or more) are not eligible to participate in the trip.

The Interim Superintendent feels that there should also be an academic eligibility requirement for the Senior Class Trip (as well as other school activities) similar to that used for athletics.

The administration and class advisors need to continue to review this activity in terms of how many students are actually eligible to participate. More information will be forthcoming.

As per suggestion of a member of the Board of Education, the administration will seek input from the stakeholders prior to making final recommendations to the policy making body.

5. District Harassment, Intimidation and Bullying Coordinator – Job Description

At the June 30, 2014 meeting of the Board of Education, a member asked if there was a job description for the position of Harassment, Intimidation and Bullying Coordinator.

Response: There is no written job description for this position. The duties are, for the most part, outlined in various New Jersey Department of Education procedures, regulation, rules, etc. Having said this, the district should adopt a job description for this position.

The Interim Superintendent of Schools will make every effort to have the job description ready for adoption by the Board of Education at its August 2014 meeting.

6. Transportation Coordinator

At the June 30, 2014 meeting of the Board of Education, the Interim Superintendent was authorized to examine the duties of every member of the staff with the goal of identifying a person who could be reassigned to the position of “Transportation Coordinator.”

Response: The Interim Superintendent will complete this examination as soon as possible. It is his hope to bring information to the Board of Education by September 2014.

7. Scholastic Aptitude Test Preparation

At the June 30, 2014 meeting of the Board of Education, a member asked who pays the $50 fee to participate in the Scholastic Aptitude Test (SAT) preparation course. Specifically, does the $50 rate include all residents of Paulsboro or just those attending Paulsboro High School?

Response: In order to receive the reduced tuition rate a student must attend Paulsboro

High School. The reduced tuition is an incentive to select Paulsboro High School.

*Mrs. Priest expressed her opinion that every Paulsboro resident should receive the discounted tuition rate.*

8. Coaching Activities during the Off-Season

At the June 30, 2014 meeting of the Board of Education, a member asked if Paulsboro High School coaches are required to conduct off-season practices during July and August.

Response: Paulsboro High School coaches are not required to conduct off-season practices.

9. Evaluation of the Interim Superintendent

Reminder: Evaluations of the Interim Superintendent are due to Vice President Bonnie Eastlack by Monday, August 3, 2014

**NEW BUSINESS**

None

**BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORT**

Motion by Chapkowski, seconded by Giampola to approvethe items A-E:

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

Regular Meeting - June 30, 2014

Executive Session - June 30, 2014

1. Recommend approval of the Cash Receipts Report – June 2014 **(Attachment)**
2. Recommend payment of bills that are duly signed and authorized. **(Attachment)**
3. Preliminary Reports of Secretary to Board of Education –June 2014

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FINANCIAL REPORTS OF TREASURER & BOARD SECRETARY – June 2014** | | | | |
| **PRELIMINARY TREASURER’S REPORT** |  |  |  |  |
| Cash: June 2014 | Beginning | Receipts | Disbursements | Ending Cash |
|  | Cash Balance | This Month | This Month | Balance |
| General Fund | $ 1,933,999.35 | $ 1,152,073.18 | $ 1,922,155.71 | $ 1,163,916.82 |
| Special Revenue | 0.53 | 723,841.00 | 519,186.66 | 204,654.87 |
| Debt Service | 140,746.00 |  | 140,743.60 | 2.40 |
| Food Service | 76,218.35 | 65,332.91 | 24,756.62 | 116,794.64 |
|  |  |  |  |  |
| Total Government Funds | $ 2,150,964.23 | $ 1,941,247.09 | $ 2,606,842.59 | $ 1,485,368.73 |
|  |  |  |  |  |
| **SECRETARY’S REPORT** |  |  |  |  |
| Cash: June 2014 |  |  |  |  |
|  |  |  |  |  |
| Total Governmental Funds | $ 2,150,964.23 | $ 1,941,247.09 | $ 2,606,842.59 | $ 1,485,368.73 |
|  |  |  |  |  |
| **ACTIVITY FOR YEAR:** | Receipts |  |  | Disbursements |
| Beginning Balance | $ 21,113,458.03 |  |  | $ 20,128,084.47 |
| Receipts – Month | 1,941,247.09 |  |  | 2,606,842.59 |
| Receipts to Date | $ 23,054,705.12 |  |  | $ 22,734,927.06 |
|  |  |  |  |  |
| **APPROPRIATIONS:** | Adjusted Budget | Expenditures | Encumbrance | Balance |
| General Fund | $ 21,646,259.56 | $ 17,578,396.56 | $ 756,014.53 | $ 3,311,848.47 |
| Special Revenue | 2,176,641.00 | 1,443,474.17 | 206,016.21 | 527,150.62 |
| Debt Service | 289,899.00 | 289,898.00 |  | 1.00 |
| Food Service | 914,055.94 | 544,718.03 | 98,453.25 | 270,884.66 |
| TOTALS | $ 25,026,855.50 | $ 19,856,486.76 | $ 1,060,483.99 | $ 4,109,884.75 |

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

Informational: In accordance with 18:A17-10 the Board Secretary shall, at the close of each fiscal year, present to the board and file a copy thereof with the county superintendent. Due to the timing of the July board meeting, the June Board Secretary Report when revised will be presented to the Board of Education at the next scheduled board meeting.

1. Recommend adoption of the following resolution:

Be It Resolved, pursuant to NJAC 6A:23-2-11(c)4, we, the members of the Paulsboro Board of Education, certify that as of June 30, 2014, after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of NJAC 6A:23-2.11(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Recorded via roll call vote of the Board of Education.

Roll Call Vote: Mr. Chapkowski, Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 8 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

1. Pursuant to NJAC 6A:23A-16.10(c)2, I, Jennifer Johnson, Business Administrator to the Board of Education certify that anticipated revenue is as follows as of June 30, 2014.

|  |  |  |
| --- | --- | --- |
|  | Anticipated  Budget | Cash Received  as of June 30, 2014 |
|  |  |  |
| Taxes | $ 5,376,765.00 | 5,376,765.00 |
| Tuition - Gibbstown | 1,375,156.00 | 1,255,569.67 |
| Tuition - Other LEA's | - | 43,400.07 |
| Miscellaneous | 388,790.00 | 83,163.31 |
| State Aid | 12,091,969.00 | 10,111,142.00 |
| Extraordinary Aid | 84,267.00 |  |
| SEMI | 80,000.00 | 96,626.51 |
|  | $ 19,396,947.00 | $ 16,966,666.56 |

 Thursday, July 17, 2014

**SUPERINTENDENT’S REPORT**

Note: All appointees must have completed criminal history background checks and certificate/license requirements along with all necessary paperwork prior to board action unless otherwise noted.

Motion by Lisa, seconded by Walter to accept the Interim Superintendents recommendation items A-G:

1. Recommend approval to appoint Josephine Ianoale to the position of Teacher of Italian at Paulsboro Senior High School for the 2014-2015 school year at BA+30 Step I - $50,544 as per agreement with the Paulsboro Education Association.

Informational: Ms. Ianoale began service at Paulsboro High School on May 8, 2014 as a replacement for Salvatore Rotondo who resigned abruptly.

1. Recommend approval to transfer Part-Time Child Study Team Secretary Lauren Abbott to the position of Full-Time Child Study Team Secretary retroactively to July 1, 2014. Ms. Abbott will earn Step 3 - $37,552 as per agreement with the Paulsboro Education Association. In terms of vacation placement, as of July 1, 2014 she has completed two years of full-time work equivalent.

Informational: Ms. Abbott replaces Deborah Kappra who was recently transferred to the position of Secretary to the Business Administrator/Secretary to the Board of Education. The position of Full-Time Child Study Team Secretary was posted internally. Ms. Abbott worked as the part-time (0.7734 of full-time – 29 hours per week) Child Study Team Secretary from January 4, 2012 – June 30, 2014. Her placement on the salary guide is based on 0.7734 x 30 months worked = 23.2 months or approximately two years. Having said this, she begins her third year of employment on July 1, 2014 which is Step 3 of the salary guide.

1. Recommend approval for Secretary to the Athletic Director Adina Giovannitti to work up to

30 days at a rate of $21.00 per hour for 6 hours per day during July and August 2014.

Director of Assessment Lucia Pollino will be Ms. Giovannitti’s supervisor.

Informational: Ms. Giovannitti will complete duties assigned by central office administrators in order to facilitate the transition of Deborah Kappra and Lauren Abbott to their new positions. This temporary position was posted in the schools and via email to every member of the staff.

1. Recommend approval to accept the resignation, with intent to retire, of Cafeteria Worker Patricia Rile effective July 1, 2014.

Informational: Ms. Rile served the Paulsboro Public Schools for 27 years. Food service provider will now evaluate personnel needs to determine staffing needs in view of Ms. Rile’s retirement. If a new worker is hired, they will be a Nutri-Serve employee as per agreement with the Board of Education.

1. Recommend approval of a medical leave of absence for Paulsboro High School Custodian

Paul Johnston as follows:

Dates of the Leave Terms and Conditions of the Leave

Friday, June 27, 2014 - With pay and benefits by use of

Tuesday, August 5, 2014 accumulated sick, personal and vacation leave as well as the concurrent use of Federal Family Leave.

1. Recommend approval of the following terms of employment for the following confidential secretaries and supervisors:

Supervisor of Food Services Secretary to the Superintendent

Supervisor of Technology Bookkeeper, Payroll and Business Secretary

Supervisor of Support Staff Secretary to the Business Administrator/Secretary to the Board of Education

The following terms of employment apply to all of the above employees unless “Noted.”

Vacation: 20 days per year. There will be no pay for unused vacation. It

must be used by June 30. If illness occurs after April 30, vacation

days may be carried over for an additional three (3) months from

the date they return to work. (Note 2) (Note 3)

Sick Days: 12 days per year (Note 3)

Personal Days: 3 days per year (unused days will transfer into sick days) (Note 3)

Accumulated $80 per day with no minimum and up to a maximum of 150 days to Sick Leave: be eligible upon retirement.

Holidays: Schedule will be the same as the Superintendent and Business

Administrator (20 days to be mutually determined by the Superintendent, Business Administrator, Superintendent’s Secretary, Business Administrator’s Secretary and Bookkeeper, Payroll and Business Secretary, Supervisor of Support Staff and Supervisor of Technology). If school is dismissed early prior to a holiday, the Superintendent’s Secretary, Business Administrator’s Secretary and Bookkeeper, and Payroll and Business Secretary leave at 2:00 p.m. and at 1:00 p.m. on the day before Thanksgiving. (Note 3)

Regular

Work Hours: 8 hours – 45 minutes for lunch

Summer

Hours: 7 hours – 1 hour for lunch (Note 3)

Health: Health Benefits offered by the Board of Education are as

follows: Medical (maximum coverage), Prescription, Dental, eye

care reimbursement and health and medical buyback. The PEA

and PAA agreements will serve as a guide for these benefits.

Professional The PEA and PAA agreements will serve as a guide for professional

Development: development. (Note 1)

Other: The Board of Education will use the PEA and PAA agreements as a guide for making decisions on all other items.

Note 1: The Secretary to the Business Administrator/Secretary of the Board of Education

will receive $900 per year for college courses related to Business. This employee is newly hired and is completing her degree in Business.

Note 2: The Supervisor of Technology will earn 15 days of vacation for the period July 1, 2014 – June 30, 2015. Beginning on July 1, 2015 he will earn 20 days of vacation annually. This employee is relatively new to the district.

Note 3: The Supervisor of Food Services is a ten month employee so he does not receive paid vacation. Ten month employees receive 10 days of sick leave. Summer hours are not applicable to 10 month employees. This supervisor only receives 19 holidays (excludes July 4th).

Informational: The Superintendent is recommending changing the value of Accumulated Sick Leave from $75 per day to $80 per day which is the amount specified in the agreement with Paulsboro Administrators Association. The terms of employment specified above are recommended in order to accomplish two goals. First, the terms of employment are consistent for these confidential secretaries and supervisors. Second, the terms of employment will be as good as or slightly better than union represented employees.

The Board of Education approves the appointment of these employees annually. The only term of employment approved by the Board of Education was salary. Following Board of Education approval, the Business Administrator and President of the Board signed an agreement with each confidential secretary which included the terms of employment listed above. No letters of agreement existed for the Supervisors.

The recommendation above memorializes the terms of employment for these employees.

G. Recommend approval to reappoint the following teachers for the Paulsboro Senior High School Summer Program. Summer School is conducted on Mondays –Thursdays from June 30, 2014 – August 5, 2014 (22 days) Teachers earn $32 per hour for 3 hours per day (2.75 hours of instruction plus 0.25 hours preparation) per day per course.

|  |  |
| --- | --- |
| **Teacher** | **Course(s)** |
| Nicole Beaman | English I + II |
| Alexis DiLorenzo | English III + IV |
| Nelson Hall | Geometry |
| Christine Lindenmuth | Algebra I + II |
| Paige Foulk | Biology |
| Provided by Source 4 Teachers | Chemistry + Physical Science |
| John Marcucci | United States History I + World History |
| Ashlie Gaynor | Health and Physical Education |

Informational: On May 29, 2014 the Board approved the same people for 2.25 hours per course per day (2 hours of instruction + 0.25 hours preparation). This was correct for the junior high school teachers. It was not correct for those teachers working in the “for credit” senior high school courses. This was an error on the part of the Interim Superintendent. Senior high school courses actually run from 7:30AM – 10:15AM and 10:30AM – 1:15PM. That is 2.75 hours instruction + .025 hours preparation = 3 hours per course. The above recommendation corrects this error.

A total of 61 students are taking summer school courses. Seventeen of these students are from other districts. The out of district students paid more than $5,000 in tuition.

Roll Call Vote: Mr. Chapkowski, Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 8 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

Motion by Giamploa, seconded by Stevenson to accept the Interim Superintendents recommendation item H:

H. Recommend approval of a medical leave of absence for Paulsboro Junior High School

Teacher of Mathematics Michael Entrekin as follows:

Dates of the Leave Terms and Conditions of the Leave

Tuesday, May 27, 2014 - With pay and benefits by use of

Thursday, June 5, 2014 accumulated sick and personal leave as well as the concurrent use of Federal Family Leave.

Friday, June 6, 2014 - Without pay but with benefits via

Wednesday, June 25, 2014 the Federal Family Leave.

Roll Call Vote: Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

1. Informational:

1. The following are paid class covers:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Month** | **Paulsboro High School** | | | **Loudenslager**  **Covers**  **2013-2014** | **Billingsport**  **Covers**  **2013-2014** |
| **Average Last**  **5 years** | **Range** | **2013-2014** |
| September | 1.4 | 0-3 | 6 | 0 | 0 |
| October | 23.4 | 9-46 | 40 | 0 | 0 |
| November | 32.8 | 19-53 | 44 | 0 | 0 |
| December | 39.8 | 31-62 | 65 | 0 | 0 |
| January | 43.0 | 15-69 | 45 | 0 | 0 |
| February | 38.4 | 12-53 | 51 | 0 | 0 |
| March | 63.0 | 28-96 | 94 | 0 | 0 |
| April | 47.0 | 36-65 | 88 | 0 | 0 |
| May | 86.8 | 65-127 | 115 | 0 | 0 |
| June | 30.6 | 22-42 | 97 | 0 | 0 |
| Total | 40.6 | 23.7-61.6 | 645 | 0 | 0 |

*Interim Superintendent, Dr. Quint, informed the Paulsboro Board of Education that Bill McCumber may be leaving his position as Food Service Director. The Members present agreed to hire his replacement through Nutri-Serve.*

**STAFF AND CURRICULUM DEVELOPMENT**

Motion by Lisa, seconded by Walter to accept the Interim Superintendents recommendation items A-F:

A. Recommend authorization to purchase textbooks for the following courses at Paulsboro Senior High School for the 2014-2015 school year. Textbook purchases will not exceed the amounts included in the 2014-2015 budget. The purchases will only be made if a thorough review of at least three textbooks is conducted for each course. The books will only be purchased if the review is complete in time for the materials to arrive for the beginning of the school year.

Algebra I Algebra II Geometry

Informational: High achievement in mathematics is critical to the success of students as well as the school. It is imperative that the best and most up-to-date textbooks are used. This is particularly true as a result of the implementation of Partnership for Assessment of Readiness for College and Careers (PARCC) testing. The Board of Education included $30,000 for this purchase in the 2014-2015 school budget. At this point, the Interim Superintendent does not have documentation of a thorough review of these textbooks.

B Recommend approval to conduct New Teacher Orientation on Tuesday, August 19 and Wednesday, August 20, 2014. There is no cost to the Board of Education.

Informational: The schedule for New Teacher Orientation is as follows:

**Day Morning Afternoon**

Tuesday, August 19th Introductions Meeting with principal in the schools

School logistics Tour of Paulsboro

Technology

Wednesday, August 20th Issues of poverty Setting high expectations for all student

Instructional strategies

Director of Assessment Lucia Pollino and Interim Superintendent Walter Quint are in charge of this program.

C. Recommend approval for Wilmington University Student Anwar Golden to complete his Administrative Internship in the Paulsboro Public Schools from July 2014 – December 2014. Director of Assessment Dr. Lucia Pollino is the mentor for Mr. Golden.

Informational: Mr. Golden must complete 300 clock hours of supervised internship. His projects include topics such as cultural sensitivity, school safety and security, technology, and school governance. He will actually work on projects that are currently being studied/completed by Paulsboro administrators.

D. Recommend approval to have the 2014-2015 District Activities Calendar printed by Paulsboro Printing at a cost of $1,398.00 for 2,000 copies.

Informational: Copies of the District Activities Calendar are distributed to parents by sending them home with their children. Members of the school staff also receive copies of the calendar. Copies of the calendar are placed in Borough Hall, the Paulsboro Senior Citizens Center as well as sent to the Greenwich Township Board of Education. Calendars are also available in each of the district’s schools and administration building. Quotes were solicited from Paulsboro Printers, Bellia, and Sir Speedy. Director of Assessment Lucia Pollino and Secretary Terry Croce lead this project.

E. Recommend approval for Paulsboro Senior High School Teacher of Drivers Education Brenda Caltabiano to attend the Driver Education Teacher Conference sponsored by the New Jersey Manufacturer’s Insurance Company on Monday, August 25, 2014 in Maple Shade, New Jersey. Cost to the Board of Education includes mileage ($23) and registration ($10).

Informational: The workshop includes a number of hands-on activities such as the SKID Car experience. There are presentations on the New Jersey graduated driver license, motor vehicle rules and regulations updates, parent-teen orientation and safe driving techniques.

F. Recommend approval for the Interim Superintendent of Schools to use District Instructional Coaches Rebecca Richardson and Matthew Browne during July and August 2014. Coaches will earn $32 per hour not to exceed 40 hours each.

Informational: In the past, the Instructional Coaches conducted professional development workshops and assisted with New Teacher Orientation during the summer months. No workshops are scheduled for this summer but the services of the coaches may be needed for New Teacher Orientation, planning meetings, and preparation to implement Paulsboro Junior High School. The Interim Superintendent respectfully requests the flexibility to use the coaches on an as-needed basis.

Roll Call Vote: Mr. Chapkowski, Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 8 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

Motion by Stevenson, seconded by Hamilton to accept the Interim Superintendents recommendation items G-H:

G. Recommend approval for Rowan University Professor Nancy K. DeJarnette to conduct a Science Technology, Engineering and Mathematics (STEM) research project at Billingsport Early Childhood Center during the 2014-2015 school year. There is no cost to the Board of Education.

Informational: The research project includes two components. The first component of the project will infuse STEM via children’s literature as part of the Library Special. The second component of the project will provide hands-on STEM activities as part of Art Special. A STEM Family Night Activity will also be conducted as part of the project. Dr. DeJarnette has $3,000 provided by Rowan University for this project as well as the services of several college students who are her research assistants. The Board of Education also budgeted $3,000 for STEM activities which could be available if needed to fully implement this project.

H. Recommend approval to implement a 21st Century Community Learning Center Program at Loudenslager Elementary School during the 2014-2015 school year. The application was submitted for this program by the Regional Enrichment and Learning (REAL) Center. The only cost to the Board of Education is to provide space for the after school program.

Informational: At its May 1, 2014 meeting, the Board of Education gave approval for REAL to submit the grant proposal. The grant application was approved for funding. The program will serve 75 students on Mondays-Fridays from approximately 3:00PM – 6:00PM. Activities include homework time, academic remediation and enrichment, recreation, service learning, cultural and art projects, field trips and parent programs. In addition, students will be served nutritious snacks.

Roll Call Vote: Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

**INSTRUCTIONAL SERVICES**

Motion by Hamilton, seconded by Stevenson to accept the Interim Superintendents recommendation item A:

1. Recommend approval for the following student to attend Paulsboro Senior High School during the 2014-2015 school year as a courtesy with the intent to become a student via the School Choice Program:

Joseph DiBernardi Grade 9

Informational: This student did not meet the School Choice timelines for the 2014-2015 school year. As a result, if their attendance is approved by the Paulsboro Board of Education, the district will not receive State School Aid for them during the 2014-2015 school year. The district will, however, begin receiving aid during the 2015-2016 school year. For the same reason, it is unlikely that the parents of this student will receive aid in lieu of transportation during the 2014-2015 school year. Parents are responsible to bring their children to Paulsboro High School.

In addition to the student listed above, 10 other pupils attend the Paulsboro Public Schools as part of the School Choice Program.

Roll Call Vote: Mr. Chapkowski, Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 8 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

Motion by Hamilton, seconded by Giampola to accept the Interim Superintendents recommendation items B-D:

1. Recommend approval for the following students to attend Paulsboro Junior High School

during the 2014-2015 school year as a courtesy with the intent to become students via the School Choice Program.

George Worthy Grade 8

Aniya Brown Grade 8

Informational: Please refer to the recommendation for a similar item above.

C. Recommend the following BookMate volunteers for the 2014-2015 school year at

Billingsport Early Childhood Center:

Phyllis Baelz Helen Swain Cynthia Morris

Nancy Fish Sara Crane

Informational: BookMate volunteers read one-on-one for one-half hour to two children during the school day. The volunteer commits one hour per week. Each volunteer works with the same two children for the duration of the school year. Through this one-on-one time, the volunteers learn the individual interests of the children so that they can select stories that match student interests.

The volunteers are trained and recommended by the Jewish Community Relations Council and the Catholic-Jewish Commission of Southern New Jersey. School Librarian Tammi Minix helps coordinate the program.

Ms. Fish and Ms. Crane also worked as BookMate volunteers during the 2013-2014 school year.

1. Recommend approval for Linda Trauger and William Trauger to serve as library volunteers at

Billingsport Early Childhood Center and Loudenslager Elementary School during the 2014-2015 school year.

Informational: Mr. and Mrs. Trauger are the parents of Billingsport Early Childhood Center Librarian Tammi Minix. They have served as volunteers for many years.

Roll Call Vote: Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

1. Informational:

1. Last month, the Interim Superintendent reported that Paulsboro, as well as other schools in New Jersey, uses Public Consulting Group as the agency to process the Special Education Medicaid Initiative (SEMI) payment. Some services provided by the Child Study Team straddle education and medicine. As a result, Medicaid reimburses the district for services such as initial classification meeting when a School Psychologist or School Social Worker participate in the Individual Educational Program (IEP) meeting. Some occupational and physical therapy is also reimbursable.

I am pleased to report that Paulsboro met 100% of its revenue benchmark by being reimbursed $89,047.63 for the 2013-2014 school year. Only 65.4% of the school districts in New Jersey achieved this goal. Commendation to Director of Special Services John Giovannitti, Secretary Deborah Kappra and Secretary Lauren Abbott for a job very well done.

The State of New Jersey retains 82.5% of the revenue realized by SEMI. As a result of Paulsboro Public Schools’ hard work, the state had revenues of $508,843.

**STUDENT ACTIVITIES**

Motion by Giampola, seconded by Hamilton to accept the Interim Superintendents recommendation items A-E:

1. Recommend approval of the attached Fall Season Athletic Schedule for Paulsboro Senior High School for the following teams during the 2014-2015 school year (**Attachment**):

Varsity Coed Cross Country Varsity Boys Football Junior Varsity Boys Football

Varsity Boys Soccer Junior Varsity Boys Soccer Varsity Girls Soccer

Varsity Girls Tennis Varsity Girls Field Hockey

Informational: The schedules for these sports do not include any significant changes compared to the 2013-2014 school year.

The Colonial Conference is most likely going to redo the entire master schedule for the 2014-2015 school year. This is due to the fact that Audubon and Haddon Heights were placed in incorrect divisions because the schools did not correctly report enrollments. Unfortunately, this may cause the Paulsboro Board of Education to readopt the schedule during its August 28, 2014 meeting.

1. Recommend approval of the following paraprofessional volunteers for the 2014-2015 school year for the Paulsboro Senior High School football team :

Adam Englett Wayne Farrow Chuck Kirby Lex Cortes Joseph Shinn

Informational: All but Mr. Shinn also served in the same capacity during the 2013-2014 school year. All of the paraprofessionals must successfully complete the Criminal History Review process before they begin their duties. Paraprofessional volunteers must work under the direct supervision of one of the paid coaches.

1. Recommend approval of the attached Cross Country Practice Schedule for the 2014-2015 school year (**Attachment**).

Informational: The Cross Country Team frequently travels to off-campus locations for practice. These practices allow the athletes to train on courses similar to those that they will encounter in meets. Cross Country Coach David Platt holds a Commercial Drivers License. Mr. Platt transports students-athletes in a school bus or van to the off-campus locations. This procedure has been used for many years.

1. Recommend approval to appoint Thomas Richardson to the position of Assistant Coach for the Paulsboro Senior High School football team during the 2014 – 2015 school year. Mr. Richardson will earn Step 3 - $5,662 as per agreement with the Paulsboro Education Association. This salary recommendation recognizes his long service as a volunteer assistant coach.

Informational: Mr. Richardson replaces Julian Smentek. Mr. Richardson is a Paulsboro High School Alumnus who has served as a volunteer assistant coach for many years.

1. Recommend appointment of the following people to do video and photographic work at the

rate of $25/hr. not to exceed $300 per month (total for both employees listed) for the 2014-2015 school year.

Videographer Fred Boughter Photographer Marc Kamp

Mr. Boughter and Mr. Kamp will videotape/photograph, edit, and submit school programs to appropriate media sources for publication.

Informational: A similar recommendation has been made for Mr. Boughter for approximately two decades. His services are rarely used but are essential from time to time. Similarly, there are times when a photographer is required.

Mr. Kamp is a very skilled photographer who owns professional quality photographic equipment. From time to time, the Interim Superintendent needs a photographer at school functions so that images can be sent to the newspaper or published in school documents. By illustration, he came to the June 30, 2014 meeting of the Board of Education to take photographs of the members for use in the District Activities Calendar.

The goal of adding a photographer to the staff is to enhance the district public relations campaign as per an objective for the Interim Superintendent as adopted by the Board of Education.

Roll Call Vote: Mr. Chapkowski, Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 8 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

Motion by Hamilton, seconded by Giampola to accept the Interim Superintendents recommendation items F-G:

1. Recommend approval of the attached Fall Season Athletic Schedule for the Paulsboro Junior

High School for the following teams during the 2014-2015 school year (**Attachment**):

Cross Country Girls Field Hockey

Informational: The schedules for these sports do not include any significant changes compared to the 2013-2014 school year.

1. Recommend approval for Karen Ferretti to serve as a paraprofessional volunteer for the 2014-2015 Junior High School Girls Field Hockey Team.

Informational: Please see similar recommendation above.

Roll Call Vote: Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

**FINANCE**

Motion by Lisa, seconded by Giampola to accept the Interim Superintendents recommendation items A-G:

1. Recommend approval to accept a donation of flowers and balloons valued at $60.00 from Felician Flowers for use at the Teacher Recognition Reception.

Informational: The district frequently uses Felician Flowers as the vender for events. The owner of the flower shop made this donation as a thank you for the business.

1. Recommend approval to accept a donation of $100 from AmVets Post 77 New Jersey. The donation is designated for the Paulsboro Senior High School Jazz Band.

Informational: The Jazz Band performed at the AmVets meeting on May 17, 2014 which was a tribute to John Rastelli.

C. Recommend approval to adopt a resolution for the Paulsboro Public Schools to enter into a

Cooperative Pricing System Agreement with Middlesex Regional Educational Services Commission (MRESC) in accordance with NJSA 40A:11-11(5). There is no cost to the Paulsboro Board of Education. This recommendation is contingent on review by School Solicitor Philipp Duvilla.

Informational: The purpose of entering into the Cooperative Pricing System Agreement is to facilitate the purchase of certain technology and other equipment needed for the schools. The MRESC routinely seek bids for equipment. As a member of the cooperative pricing agreement, the Paulsboro Board of Education may purchase materials without the expense or time required to obtain bids independently. MRESC can obtain the best possible price if its membership is as large as possible.

D. Recommend approval to sign a contract with On-Tech Consulting of Red Bank, New Jersey to complete all necessary tasks to manage the Universal Service Fund (also known as “E-Rate”) application process for the period July 1, 2014 to June 30, 2015 for the Paulsboro Public Schools. The contract includes proper completion of all steps of the application process with the Universal Service Administrative Company (“USAC”), including any necessary clarifications, appeals or reimbursement requests. On-Tech will also contact vendors to ensure prompt receipt of the full discount due. The cost of the services is $8,500 for the period. This recommendation is contingent on review by School Solicitor Philipp Duvilla.

Informational: Telecommunication companies make contributions to the Universal Service Fund (E-Rate) in order to help make technology affordable for schools. Subsidies apply to the purchase of such items as Internet access, telephone lines, as well as infrastructure

improvements. The amount of the subsidy is based on the number of students eligible for free and reduced priced meals.

The application process for E-rate monies is long, complicated and has regulations that frequently change. The use of a consulting firm to handle the E-Rate process is recommended for two reasons. First, in order to assure maximum subsidy amounts, consultants are the most knowledgeable of current procedures and changes. Second, the school district technology staff is too small to complete this process on a timely basis while managing the maintenance, upgrades, installations, etc. associated with the districts computer network.

In the past, Paulsboro used a company called E-Rate exchange to provide the above services. Supervisor of Technology Joseph Magazu obtained quotes from three firms to provide E-Rate services.

E. Recommend approval of the School Uniform Assistance Voucher Program for the 2014-2015 school year with the following family income limits:

**Family Size Eligible if the family income is less than**

1 $ 6,402

2 $ 9,666

3 $13,820

4 $17,600

5 $19,677

6 $21,644

7 $23,503

8 $25,408

9 $27,441

10 $29,636

11 $32,007

12 $34,567

13 $37,333

Informational: Beginning with the 2006-2007 school year, qualifying families were permitted to submit a request for financial assistance as an adjunct to the Dress Code Policy. If qualified, the family is given a voucher to a local vendor in order to receive two tops and one pant per child. This program was established to “assist” not provide uniforms for families within a certain income limit.

During the 2013-2014 school year a total of 77 applications were received by Business Administrator with the following outcomes:

43 applications were approved 56%

22 applications were denied 29%

12 applications pending more information and never resubmitted 15%

Cost to the Paulsboro Board of Education:

**School Year Payments**

2013-2014 $2,752

2012-2013 $2,112

2011-2012 $2,784

2010-2011 $2,688

2009-2010 $3,444

2008-2009 $2,950

2007-2008 $3,776

2006-2007 $7,936

The eligibility amount was established more than five years ago and has not changed since that time. Originally, one or two donors provided money to subsidize the voucher program. At this point, payments for vouchers are made via the school budget.

F. Recommend adoption of the following tuition rates for the Paulsboro Public Schools during the 2014-2015 school year.

Grade Level or Program Tuition 2013-2014 Tuition 2014-2015 (1)

Preschool $10,748 $12,675

Kindergarten $10,748 $12,675

Grades 1-5 $11,781 $13,433

Grades 6-8 $12,988 $15,383 Grades 9-12 $13,295 $15,025

Mild Cognitive $12,335 $ 5,036

Multiple Disabilities $24,459 $40,182

Learning Disabilities $21,980 $19,499

Behavioral Disabilities $15,980 $36,810

Pre-K Disabled $15,404 $20,216

Note 1: These are the tuition rates certified by the New Jersey Department of Education for

the 2012- 2013 school year. The amounts are the last audited figures available.

Informational: The 2014-2015 tuition rates are those charged for students attending the Paulsboro Public Schools from other districts. When the 2014-2015 school year ends and the audit is complete, the exact tuition rate is calculated and certified by the New Jersey Department of Education. The districts then includes tuition adjustments in the next school budget in order to be certain that the amount of tuition paid is, ultimately, the exact cost of educating a child.

These tuition adjustments also apply to schools for students with disabilities educating students from Paulsboro. Greenwich Township and Paulsboro also make tuition adjustments between the two districts. The 2014-2015 school budget includes a tuition adjustment from Paulsboro to Greenwich Township in the amount of $14,597. The adjustment was, in the main, created by the sending district estimating that more students than the actual would attend Paulsboro High School.

G. Recommend approval of the following donations/advertisements for the 2014-2015 school

year:

|  |  |  |  |
| --- | --- | --- | --- |
| **GROUP** | **PURPOSE OF DONATION** | **COST TO BOARD**  **OF EDUCATION** | **HOW DOES THE ORGANIZATION HELP SCHOOL DISTRICT** |
| Paulsboro Day Committee | Full page advertisement in souvenir journal for Paulsboro Day | $35 | Positive Public Relations |
| Paulsboro High School Girls Soccer | One-third page in advertisement program booklet, donation toward scholarships and summer league participation | $20 – advertisement  $50 – donation | Supports Paulsboro High School Girls Soccer |
| Gloucester County Sports Hall of Fame | Full page advertisement in program of induction ceremony | $150 | Honors Paulsboro High School Alumni |
| South Jersey Wrestling Hall of Fame | Half page advertisement in program of induction ceremony | $70 | Honors Paulsboro High School Alumni |
| Paulsboro High School Sports Hall of Fame | Full page advertisement in program of induction ceremony | $125 | Honors Paulsboro High School Alumni |
| Greater Paulsboro Chamber of Commerce | Community membership | $35 | Positive Public Relations |
| Paulsboro High School Play | Full page advertisement in play program | $100 | Supports Paulsboro High School Students |
| George D. Patton, Jr. Post 678 – Veterans of Foreign Wars | Memorial Day wreath | $26.50 | Positive Public Relations |
| Paulsboro and Billingsport Volunteer Fire Associations | Donation | $200 | Each year the fire company responds to numerous alarms at school facilities. They conduct fire prevention programs and drills for students. |
| Paulsboro Day Page in  Gloucester County Times | Advertisement supporting Paulsboro Day | $90 | Showcase student performances and school programs |
| Ambulance Squad | Donation | $30 per home football game | Provides the ambulance at home football games and responds to many calls during the year. |
| Paulsboro Wrestling Club | Full page advertisement for program advertisement book | $100 | Supports Paulsboro High School Wrestling |
| Paulsboro High School Pegasus Yearbook | Full page advertisement in yearbook | $200 | Showcases Paulsboro High School |
| The Raider Nation | Half page advertisement for program | $50 | Distributed at home football games |
| Touchdown Club | Half page advertisement for program | $75 | Honors Paulsboro High School athletes and coaches |

Informational: The above list authorizes the administration to handle these routine matters without referring each matter back to the Board. Of course, first time requests for donations/advertisements are brought to the Board for approval then added to the master list for the next year.

Roll Call Vote: Mr. Chapkowski, Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 8 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT Motion carried

1. Informational:

1. At this point, all catering expenses have been correctly charged to the proper school

account. For example, the Paulsboro High School Academic Excellence Banquet was charged to the school’s administrative account. This is important for two reasons. First, the catering expenses must be cleared from the Cafeteria Account. Second, the proper account must be charged so that future budgets are as accurate as possible.

2. The Principals have been working hard to reduce the amount of the balance for students who do not pay for their lunch. During February 2014, this balance was $10,938. By the close of the school year, the unpaid balance was $6,754. Commendations to Billingsport Early Childhood Center Principal Paul Bracciante for achieving a balance of $0.00 in his school. Paulsboro High School Principal Paul Morina reduced the balance for his school by more than 50%.

The administration is currently reviewing the Community Eligibility Program (CEP). If the district adopts this program, all students will be served breakfast and lunch free of charge. CEP does, however, have the potential for creating other “financial problems.” More information will be forthcoming in August.

3. Every student in the Paulsboro Public Schools is entitled to eat breakfast free of charge. Overall, only 50% of the students take advantage of the breakfast program. Research over more than fifty years indicates the following benefits for children who eat breakfast:

1. Attend school more frequently.

2. Have fewer visits to the school nurse.

3. Have fewer disciplinary problems.

4. Achieve higher test scores.

At Billingsport Early Childhood Center, breakfast is delivered to the classrooms. Students eat breakfast during “homeroom.” As a result, 85% of the students eat breakfast. The procedure is similar at Loudenslager Elementary School except that the students must pick up their breakfast in the All-Purpose Room and then take it to the classroom to eat. Only 65% of the students at this school eat breakfast. During the 2014-2015 school year, the same procedure will be used at Loudenslager as in Billingsport.

Paulsboro High School students who want to eat breakfast must report to school early enough to go the cafeteria. Unfortunately, only 18% of the students take advantage of the breakfast program. Beginning in September 2014, the breakfast procedure for Paulsboro Junior High School will be the same as that used in the elementary schools. The 7th and 8th grade students as well as their Principal are very familiar with breakfast being delivered to classrooms and eaten during homeroom.

**FACILITIES**

Motion by Lisa, seconded by Walter to accept the Interim Superintendents recommendation item A:

A. Recommend authorization for the superintendent to approve the following organizations to use school facilities as listed for the 2014-2015 school year. This recommendation is contingent on each group filing the appropriate request and verification of insurance.

|  |  |  |  |
| --- | --- | --- | --- |
| **ORGANIZATION/**  **PERSON** | **ACTIVITY** | **FACILITY** | **CONTACT** |
| Borough of Paulsboro | Mayor’s Town Forum | Paulsboro High School (PHS) Cafeteria | Mayor Hamilton |
| Municipal Alliance | Meetings  Evening activity program for children | Loudenslager All-Purpose Room |  |
| Billingsport School and Community Association | Santa’s Workshop & Breakfast | Billingsport All-Purpose Room |  |
| Paulsboro Education Association | Meetings | PHS Auditorium | JoAnne Gayeski |
| Elementary Schools |
| Teacher Reception | Teacher of the Year | PHS | Terry Croce |
| Paulsboro Recreation Commission | Children’s Christmas Party | PHS Auditorium | Patty Farrow |
| Paulsboro Junior Wrestling | Jr. High Colonial Conference Wrestling Tournament | PHS Cafeteria, Kitchen, Gymnasium, Weight Room, Wrestling Room, Basement Hallway | Paul Morina  Kevin Leaf |
| Parents United | Meetings  Events | PHS | Roseanne Lombardo |
| Hill Studio and  All Ages Productions | Filming | All schools and fields | John Burzichelli Michael Lucas |
| Paulsboro Wrestling Association | Pancake Breakfast | PHS Cafeteria |  |
| Monthly Meetings | PHS Classroom |
| Paulsboro High School (PHS) Wrestling Club | Media Night | PHS Gymnasium |  |
| Alumni Meet | PHS Gymnasium |
| South Jersey Wrestling Clinic –Instruction, Tournament | PHS Cafeteria, Gymnasium, Wrestling Room |
| Tournament-National State Qualifier, Junior High Tournaments, Freestyle Tournament | PHS Cafeteria, Gymnasium |
| Meetings | PHS Classroom |
| District 29 Seeding Meeting | PHS Parenting Center or Classroom |
| PHS Girls Soccer Association | Monthly Meetings | PHS Classroom | Adina Giovannitti |
| Cow Plot Fund Raiser | PHS Football Field |
| Soccer Camp | PHS Football Field |
| Banquet | PHS Cafeteria |
| PHS Sports Hall of Fame | Monthly Meetings  Honoring Inductees | PHS  Administration Building | Steven Anuszewski |
| Paulsboro Day Committee | Paulsboro Day | PHS Parking Lot, Gator, Tables, Chairs, White Cargo Truck | Marc Kamp |
| Meetings and Dinner | PHS Library, Parenting Center |
| Independent Umpires Association | Baseball Umpire Field Clinic, Cadet Training | PHS Baseball Field |  |
| Paulsboro Little League | Practices | PHS Softball Fields | Darrell DeBerry |
| Girl Scouts of Central & Southern Jersey, Brownies, and Daisy Girl Scouts | Activities – arts/crafts, educational projects, games, learning about difference cultures, meetings, recognition ceremony, babysitting course, investiture ceremony, trips, recruitment, parent meetings | Billingsport All-Purpose Room  Loudenslager All-Purpose Room and Classroom  PHS Auditorium | Jodie Loufik |
| Day Camp | Billingsport School or Available School |
| South Jersey & New Jersey Officials Association | Meetings | Classrooms, Cafeteria, Football Field | Mark Wood  Scott Campbell |
| New Beginnings Assembly of God of Paulsboro | Weekly Meetings  Christian Scouting | PHS Auditorium | Jack Henderson |
| Billingsport All-Purpose Room |
| Gloucester County Health Dept. | Flu Clinic Site | PHS Parenting Center | Elizabeth Grant RN |
| Red Cross | Blood Drive | Gym | Christine Spitale |
| Paulsboro Youth Basketball | Basketball, Dance, Practices | Billingsport/Loudenslager All-Purpose Rooms | Erica Scott |
| Borough of Paulsboro | July 4th Parade | Front Lawn PHS  Restrooms | Marc Kamp |
| Paulsboro Police Department | Meetings | PHS Classroom | Captain Morina |
| Physical Assessment Test | PHS Weight Room, Track |
| Rapid Response Training | PHS Library and Classroom |
| Guardian Angels Catholic School | Track & Field | PHS Track | Tom Romantini – |
| School Play/Spring Musical/  Talent Show | PHS Auditorium | Jen Rieger |
| Boys & Girls Club | Summer Camp  After School Care | Billingsport All-purpose room, Classroom, Library | Gerald Hodges |
| All Sports Banquet Committee | Monthly Meeting | Administration Building | Adina Giovannitti |
| The Raider Nation | Pig Roast Fundraiser | PHS Cafeteria (pig roasted off site) | Patty Farrow |
| Spaghetti Diner | PHS Cafeteria |
| Concession Stand | Football Field |
| Pancake Breakfast | PHS Cafeteria |
| Football Dinner | PHS Cafeteria |
| Chicken BBQ Dinner | PHS Football Field |
| Gill Memorial Library | Black History Program  Summer Reading Program  Evening use of PHS Library during Gill construction. | Cafeteria & Several Classrooms  Billingsport and Loudenslager  PHS Library | Violet Valentin |
| Mt. Calvary Baptist Church | Benefit Basketball Event  Benefit Softball Event | PHS Gymnasium  Softball Field | Theresa Lane |
| Exxon Mobil | SYSTEM Program | PHS Parenting Center | Dave Platt |
| Paulsboro Midget Football | Games/Practices/Clinics  Parent Meetings | PHS Classroom and Football Field |  |
| SJ Jazz AAU | Youth Basketball | Loudenslager and Billingsport APR |  |
| Gospel Tabernacle Church | Zumba | Loudenslager School – All-Purpose Room | Barbara Bryant Moore |
| Paulsboro Men’s Basketball Club | Basketball | Billingsport All-Purpose Room  PHS Gymnasium | Paul Vallandingham |
| Youth Basketball Drills | Drills/Practice | PHS | Keenan Williams  Quincy Lee |
| Sports Outlet Softball | Men’s Slow Pitch Softball | PHS Softball Fields | Tom Cross  Tom Hulmes |
| South Jersey Hornets | Baseball | Loudenslager Baseball Field | Dan Rappa |
| South Jersey Bull Pen | Baseball (13 U) | Loudenslager Baseball Field | Michael Lucas |
| South Jersey Bull Pen | Baseball (14 U) | PHS Field | Dave Glocker |
| Philadelphia Boys Choir | Practice | PHS | Aaron Krasting |
| Youth Advocate Program | YAP | Loudenslager | Jennifer Rodriguez |
| Field Hockey Clinic | Practice | PHS | Monica Koraido |
| Gibbstown Recreation Committee | Athletic Events | Bennett Fields Athletic Complex |  |
| Gibbstown Midget Football | Championship Game  Cheerleading Camp & Competition | PHS Gymnasium, Cafeteria |  |
| Society for Poets for Southern New Jersey | Event | Cafeteria | Lynette Milanese |

Informational: Throughout the school year, the Board of Education approves numerous facility requests by community groups. Many of the groups use the schools every year for the same type of activities. The above recommendation authorizes the Superintendent to approve the activities as soon as appropriate forms are completed and certification of insurance is provided. This streamlines the agenda, creates a master list of facility requests as well as makes the process less stressful for community groups trying to meet agenda due dates. Requests for facility use not on the approved list will still come before the Board for approval. The Board of Education agreed to the above procedure at its Tuesday, July 20, 1999 meeting. It has worked very well.

*Mr. Lisa asked to review BOE Policy in terms of Use of Facilities by non- residence.*

Roll Call Vote: Mr. Chapkowski, Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 8 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

Motion by Giampola, seconded by Stevenson to accept the Interim Superintendents recommendation item B:

B Recommend approval to submit an application for Alternate Toilet Room Facilities at

Billingsport Early Childhood Center for Pre-Kindergarten classroom number one and

Kindergarten Classroom number two for the 2014-2015 pursuant to NJAC 6A:26-6.3 (h)

4.ii,iii.

Informational: Prekindergarten and kindergarten classroom must include a toilet room. A school district may elect to use the alternate method of compliance with NJAC 6A:26-6.3(h) 4.ii and iii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom. Billingsport Early Childhood Center was designed to include enough classrooms with toilet rooms to meet this requirement. Currently, some grade 1 and 2 classes are using the classrooms with toilet rooms. If classes are reassigned, there may be no need to request the above waiver. The Interim Superintendent is reviewing this matter and will only use the waiver if absolutely necessary. The Executive County School Business Administrator will inspect the building prior to approving the waiver. The district has used the waiver approach for a number of years.

Roll Call Vote: Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

**SCHOOL SAFETY**

Motion by Stevenson, seconded by Giampola to accept the Interim Superintendents recommendation items A:

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

**Harassment, Intimidation and Bullying (HIB) Report**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Case Number** | **Date of Incident** | **Status of Investigation** | **Nature of Case Based on Protection Categories** | **Names of Investigators** | **Type and Nature of Discipline Imposed** | **Other Measures** |
| PHS060414001 | 6/4/14, 6/9/14, 6/10/2014 | Complete | Non-HIB | Melba Moore-Suggs, School Counselor | NA | NA |
| PHS061314001 | 06/13/2014 | Complete | Intentional but not designed to harass, intimidate, or bully | Paul Morina, Principal, John Giovannitti, Harassment, Intimidation, and Bullying Coordinator, | Sensitivity Training, more frequent observations and letter in file | NA |

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

Roll Call Vote: Mr. Chapkowski, Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 8 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

Motion by Lisa, seconded by Walter to accept the Interim Superintendents recommendation items B:

1. Recommend that the Board of Education confirm the decision of the Interim Superintendent of Schools for the following cases of Harassment, Intimidation and Bullying (HIB) for students in grades Prekindergarten -8.

**Harassment, Intimidation and Bullying (HIB) Report**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Case Number** | **Date of Incident** | **Status of Investigation** | **Nature of Case Based on Protection Categories** | **Names of Investigators** | **Type and Nature of Discipline Imposed** | **Other Measures** |
| BECC060614002 | 6/6/2014 | Complete | Intentional w/out hate and designed to harass, intimidate, or bully | Lisa Calabrese, School Counselor | Out of School Suspension 1 day | Teacher will closely monitor students |
| BECC061114001 | 6/11/2014 | Complete | Intentional w/out hate speech and designed to harass, intimidate, or bully | Charisse Franklin, School Social Worker | JS and TD Out of School Suspension 3 days, and ZD Out of school Suspension 1 day | NA |
| LES061114001 | 6/11/2014 | Complete | Intentional w/out hate speech and designed to harass, intimidate, or bully | Lisa Calabrese, School Counselor | Lunch detention and parent conference | NA |

Informational: Please refer to the previous recommendation.

Roll Call Vote: Mrs. Giampola, Mr. Hamilton, Mr. Lisa, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Eastlack, Mrs. Lozada-Shaw 2 ABSENT

Motion carried

1. Informational
2. The following cases of Violence, Vandalism and Substance Abuse were investigated and confirmed since the last report to the Board of Education. These cases are reported to the New Jersey Department of Education semi-annually. The Superintendent of Schools makes an annual report of Violence, Vandalism and Substance Abuse circa September for the prior school year.

**Violence, Vandalism and Substance Abuse Report**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Case #:** | **Date of Incident:** | **Status of Investigation:** | **Nature of Case:** | **Names of Investigators:** | **Type and Nature of Discipline Imposed:** | **Cost of Vandalism:** |
| BECC008 | 6/11/2014 | Complete | Violence – Assault | Charisse Franklin, School Social Worker | JS and TD - Out of School Suspension 3 days, ZD Out of School Suspension 1 day | NA |
| BECC009 | 6/6/2014 | Complete | Violence – Threat | Lisa Calabrese, School Counselor | Out of School Suspension, 1 day | NA |
| LOUD034 | 6/11/2014 | Complete | HIB | Lisa Calabrese, School Counselor | Lunch detention and parent conference | NA |

**PUBLIC COMMENTS**

None

**NEXT PUBLIC MEETINGS**

Thursday, August 28, 2014 - 7:00 PMRegular Meeting – Paulsboro High School Library

* The Board will take official action at this meeting.
* The meeting is open to the public and comment will be solicited from citizens in attendance.

Motion made by Lisa, seconded by Stevenson and unanimously carried (8-0) to adjourn the meeting at 8:16p.m.

Respectfully submitted,



Business Administrator/Board Secretary