**PAULSBORO PUBLIC SCHOOLS**

**March 26, 2015**

**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 7:04p.m. by pledging allegiance to the flag and with the following members present: Mrs. Dunn, Mrs. Giampola, Mr. Hughes, Greenwich Township Representative (departed 8:30), Mr. Lisa (arrived at 7:28p.m.), Mr. Ridinger (departed 8:30), Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter. Ms. Eastlack and Mr. Hamilton were absent. Also present were Ms. Johnson, Business Administrator/Board Secretary and student representative, Tahje Thomas. Dr. Quint, Interim Superintendent was absent.

**PRESENTATIONS**

Presentation of Student of the Month Awards for December 2014 – January 2015

**Loudenslager School Billingsport Early Childhood Center**

Mahogany Harvey Janai Carr

Gabrielle Rowe Kevin Foust

Kamya Hambrick TyQwaun Hodges

Samuel Clark Michael Kressley

Donald Wilson

Jordanie Alvarado

**Paulsboro High School**

**December January**

Harley Sarmiento Grade 11 Autumn Gittinger Grade 11

Wilberto Aponte Grade 10 Tanaya Bagby Grade 10

 Antwyon Wallace Grade 9

Presentation of Paulsboro Neighborhood Watch “Step Up-Speak Up” essay contest awards by Mr. Barry Corradetti.

**First Place** Kayla Serrano

**Second Place** Jiselle Foust

**Third Place** Dennis Lee & Jarred Pierce

Honorable Mention: Jadrian Abbott, Ross Buenzle, Liesel Gravot, Antonio Horn and Jalien Sharper

**PUBLIC COMMENTS**

President Ridinger recognized Councilwoman, Ms. Jennifer Turner and thanked her for her attendance.

Toni Ogilvie, 149 W Jefferson Street Apartment B, Paulsboro, NJ addressed the Board of Education with concerns relating to her children regarding school registration and transportation.

Toni Ogilvie, 149 W Jefferson Street Apartment B, Paulsboro NJ explained to the Board what she witnessed outside the school in the town on the day of the chemical release.

**CORRESPONDENCE**

None

**REPORT OF THE STUDENT MEMBER OF THE BOARD OF EDUCATION**

None

**OLD BUSINESS**

1. Coaching and Other Part-time Employment vs. Benefits

At the February 19, 2015 meeting, a member asked if a part-time employee who also coaches an athletic team for the school would become eligible for medical benefits as a result of holding multiple jobs. The following is a result of the Interim Superintendent’s preliminary research on this topic.

In order to qualify for benefits an employee must average 32 hours of work per week over a calendar year. That is, 1,664 hours of work per year. Several part-time positions could add to this threshold. The administration is watchful when making recommendations for employment not to exceed the benefit limit.

Employment as a coach is interesting because these positions are paid via stipend. There is no mention of number of hours worked per week by a coach. Assuming that a coach works 4 hours per day, six days per week for 12 weeks, the total hours of work would be 288 hours. Having said this, coaching three sports per year would total to 864 hours of work per year. In this case, the coach would still need to have another part-time job with 800 hours of work per year (15.4 hours per week for 52 weeks).

The Interim Superintendent will research this topic in more detail then report back to the Board of Education.

Motion by Giampola, seconded by Lozada-Shaw and unanimously approved (8-0) to accept and file

1. Public Hearing for the 2015-2016 School Budget

The New Jersey Department of Education calendar allows boards of education to conduct public hearings on the annual school budget between April 24, 2015 and May 7, 2015.

a. Recommend approval to conduct the Public Hearing for the 2015-2016 School Budget as part of the Regular Meeting of the Board of Education on Thursday, April 30, 2015.

b. In the event that the Gloucester County Office of Education has not approved the 2015-2016 School Budget in time to conduct the Public Hearing on April 30, 2015, recommend approval to conduct a Special Meeting of the Board of Education on Thursday, May 7, 2015 for the purpose of conducting the Public Hearing on the 2015-2016 School Budget.

Motion by Stevenson, seconded by Walter and unanimously approved (8-0) to accept and file

1. Search for a New Superintendent of Schools
	1. The Board of Education re-advertised the position of Superintendent of Schools after it completed interviews of candidates who applied as a result of the first posting of this job.
	2. The advertisement yielded numerous new candidates who are certified to hold the position.
	3. Members of the Board of Education reviewed the applications during the past few weeks.
	4. Recommend conducting Special Meetings of the Board of Education on Monday, April 7, 2015 for the purpose of conducting interviews of candidates for the position of Superintendent of Schools.
2. Special Election - January 27, 2015

The administration has been working through the paperwork required for the sale of bonds,

obtain funding from the New Jersey School Development Authority via the Regular

Operating District (ROD) program and finalize contracts with the professionals working on

the projects.

The Interim Superintendent is working with Architect Bob Garrison and representatives of the South Jersey Technology Portal to determine if there is a more streamlined method for the bidding process for bond referendum projects. More information will be forthcoming.

1. Substitute Teachers

Over the past year, the Board of Education and Superintendent of Schools have repeatedly discussed the difficulty in obtaining substitute teachers. Specifically, the discussions addressed the cost and negative impact on instruction when a substitute teacher cannot be obtained.

The New Jersey Department of Education (NJDOE) is currently advancing a plan to change the requirement to serve as a substitute teacher from 60 college credits to a bachelor’s degree. This will, most likely, reduce the number of substitute teachers. The Interim Superintendent respectfully suggests that the Board of Education may want to address this topic with the appropriate NJDOE officials.

As a student moves from Kindergarten to 12, on the average, they receive one year of instruction from substitute teachers!

**NEW BUSINESS**

1. Board of Education Meeting Calendar 2015-2016

A preliminary draft of the proposed calendar for Board of Education meetings for the 2015-2016 school year is attached for review and comment by the members. (**Attachment**)

 2. Night Football

During the 2014-2015 football season the Board of Education gave approval to conduct one night football game on Bennett Field. In order to conduct the game lights needed to be rented and extra security provided. The added cost of the night game was in the range of $4,000 ($3,200 for lights and $800 for added security). The game was well attended and, therefore, provided a venue for a very positive community event. The Interim Superintendent reviewed this idea with the Paulsboro High School Principal, Athletic Director and Head Football Coach. It seems that if a night game is to be conducted during the 2015-2016 school year, the contest against Haddonfield High School on Friday, September 25, 2015 would be the most appropriate date.

The Interim Superintendent of Schools respectfully requests input from the Board of Education relative to conducting a night football game.

 3. Board of Education Self-Evaluation

The Board of Education should conduct a self-evaluation annually. One method of doing this is to use the materials available via New Jersey School Boards Association (NJSBA). This is the evaluation instrument that the Board used last year. The evaluations are submitted to NJSBA online. Once the evaluations have been submitted, they will be compiled by the NJSBA staff. The Field Representative for NJSBA will then meet to review the evaluations as well as discuss the path forward.

The Interim Superintendent of Schools respectfully requests input from the members of the Board of Education relative to the self-evaluation.

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

Motion by Lisa, seconded by Stevenson to accept the Interim Superintendents recommendation to approve items A-H.

1. Approval of Minutes
	1. Special Budget Meeting – February 12, 2015 **(Attachment)**
	2. Special Budget Meeting – March 2, 2015 **(Attachment)**
	3. Regular Meeting – February 19, 2015 **(Attachment)**
2. Recommend approval of the budget transfers.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| From Account | From Description | To Account | To Description | Amount |
| Reallocate Department Budget |
| 11-000 -222 -610 -18 | UndistributedEducational Media General Supplies | 11-190 -100 -440 -18 | Reg Prg-Undistrib. Instruction Rentals | $ 3,750.00 |
| Reallocate Department Budget |
| 11-000 -222 -610 -18 | UndistributedEducational Media General Supplies | 11-190 -100 -610 -18 | Reg Prg-Undistrib. Instruction General Supplies | $ 1,969.00 |
| Reallocate Department Budget |
| 11-000 -262 -420 -01 | Undistributed Custodial Services Cleaning / Repair / Main | 11-000 -261 -420 -01 | Undistributed Required Maintenance Cleaning / Repair / Main | $ 5,000.00 |
| Reallocate Department Budget |
| 11-000 -262 -420 -01 | Undistributed Custodial Services Cleaning / Repair / Main | 11-000 -262 -110 -01-001 | Undistributed Custodial Services Other Salaries | $ 1,267.00 |
| Reallocate Department Budget |
| 11-000 -262 -420 -01 | Undistributed Custodial Services Cleaning / Repair / Main | 11-000 -262 -110 -01-002 | Undistributed Custodial Services Other Salaries | $ 566.00 |
| Reallocate Department Budget |
| 11-000 -262 -420 -01 | Undistributed Custodial Services Cleaning / Repair / Main | 11-000 -262 -110 -01-002 | Undistributed Custodial Services Other Salaries | $ 1.00 |
| Reallocate Department Budget |
| 11-000 -262 -420 -01 | Undistributed Custodial Services Cleaning / Repair / Main | 11-000 -262 -110 -01-002 | Undistributed Custodial Services Other Salaries | $ 1.00 |
| Reallocate Department Budget |
| 11-000 -262 -610 -02 | Undistributed Custodial Services General Supplies | 11-000 -262 -110 -02-001 | Undistributed Custodial Services Other Salaries | $ 141.00 |
| Reallocate Department Budget |
| 11-000 -262 -610 -03 | Undistributed Custodial Services General Supplies | 11-000 -262 -110 -03-001 | Undistributed Custodial Services Other Salaries | $ 318.00 |
| Reallocate Department Budget |
| 11-000 -262 -610 -03 | Undistributed Custodial Services General Supplies | 11-000 -262 -110 -03-002 | Undistributed Custodial Services Other Salaries | $ 485.00 |
| Reallocate Department Budget |
| 11-401 -100 -610 -01 | Co-Curr & Extra-Curr Instruction General Supplies | 11-401 -100 -500 -01-552 | Co-Curr & Extra-Curr InstructionOther Purchased Serv | $ 537.00 |
| Reallocate Department Budget |
| 11-000 -262 -610 -01 | Undistributed Custodial Services General Supplies | 11-000 -261 -420 -01 | Undistributed Required Maint/ Cleaning / Repair / Main | $ 2,400.00 |
| Reallocation of Salaries |
| 11-120 -100 -101 -02-999 | Reg Prg-Grades 1-5 Instruction Salaries-Teachers | 11-110 -100 -101 -02-999 | Reg Prg-Kindergarten Instruction Salaries-Teachers | $51,840.00 |
| Reallocation of Salaries |
| 11-120 -100 -101 -02-999 | Reg Prg-Grades 1-5 Instruction Salaries-Teachers | 11-130 -100 -101 -03-999 | Reg Prg-Grades 6-8 Instruction Salaries-Teachers | $8,364.00 |
| Reallocation of Salaries |
| 11-204 -100 -101 -01-999 | Sp Ed-Learning/Lang Instruction Salaries-Teachers | 11-204 -100 -106 -02-999 | Sp Ed-Learning/Lang Instruction Salaries-Other Instr | $12,870.00 |
| Reallocation of Salaries |
| 11-209 -100 -106 -01-999 | Sp Ed-Behavioral Instruction Salaries-Other Instr | 11-204 -100 -106 -02-999 | Sp Ed-Learning/Lang Instruction Salaries-Other Instr | $ 10,855.00 |
| Reallocation of Salaries |
| 11-230 -100 -101 -01-999 | Basic Skls/Remedial Instruction Salaries-Teacher | 11-140 -100 -101 -01-999 | Reg Prg-Grades 9-12 Instruction Salaries-Teachers | $267,825.00 |
| Reallocation of Salaries |
| 11-213 -100 -106 -01-999 | Sp Ed-Resource Rm/Ct Instruction Salaries-Other Instr | 11-213 -100 -106 -04-999 | Sp Ed-Resource Rm/Ct Instruction Salaries-Other Instr | $ 40,874.00 |
| Reverse Prior Transfer for the elimination of Director of Curriculum to Principal of Paulsboro Junior High |
| 11-000 -240 -103 -03-999 | Undistributed Support-Schl Admin Salaries-Princ/Asst | 11-000 -221 -104 -00-999 | Undistributed Improv. Instruction Salaries-Other Prof | $102,120.00 |
| Reallocation of Salaries |
| 11-209 -100 -106 -01-999 | Sp Ed-Behavioral Instruction Salaries-Other Instr | 11-212 -100 -106 -03-999 | Sp Ed-Multiple Instruction Salaries-Other Instr | $ 854.00 |
| Reallocation of Salaries |
| 11-209 -100 -106 -02-999 | Sp Ed-Behavioral Instruction Salaries-Other Instr | 11-212 -100 -106 -03-999 | Sp Ed-Multiple Instruction Salaries-Other Instr | $ 10,855.00 |
| Reallocation of Salaries |
| 11-213 -100 -106 -03-999 | Sp Ed-Resource Rm/Ct Instruction Salaries-Other Instr | 11-212 -100 -106 -03-999 | Sp Ed-Multiple Instruction Salaries-Other Instr | $ 21,690.00 |
| Reverse Prior Transfer for the elimination of Director of Curriculum to Principal of Paulsboro Junior High |
| 11-000 -230 -103 -00-999 | Undistributed Support-Gen. Admin Salaries-Princ/Asst | 11-000 -240 -103 -03-999 | Undistributed Support-Schl Admin Salaries-Princ/Asst | $ 14,750.00 |
| Reverse Prior Transfer for the elimination of Director of Curriculum to Principal of Paulsboro Junior High |
| 11-000 -252 -330 -18 | Undistributed Admin Inform. Tech. Prof Services | 11-000 -240 -103 -03-999 | Undistributed Support-Schl Admin Salaries-Princ/Asst | $ 15,352.00 |
| Reverse Prior Transfer for the elimination of Director of Curriculum to Principal of Paulsboro Junior High |
| 11-000 -252 -610 -18 | Undistributed Admin Inform. Tech. General Supplies | 11-000 -240 -103 -03-999 | Undistributed Support-Schl Admin Salaries-Princ/Asst | $ 25,000.00 |

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



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.

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 January 31, 2015, after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of NJAC 6A:23-2.11(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Recorded via roll call vote of the Board of Education.

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 January 31, 2015.

|  |  |  |
| --- | --- | --- |
|  | AnticipatedBudget | Cash Received as of January 31, 2015 |
| Taxes | $5,484,300.00  | 2,742,150.04 |
| Tuition - Gibbstown | 1,430,667.00 | 715,333.50 |
| Tuition - Other LEA's |  | 38,588.01 |
| Tuition – Out of State |  | 0.00 |
| Miscellaneous | 51,059.00 | 112,445.90 |
| State Aid | 12,130,999.00 | 5,701,317.00 |
| Extraordinary Aid | 50,000.00 |  |
| SEMI | 80,000.00 | 13,831.67 |
|  | $19,227,025.00 | 9,323,666.12 |



Thursday, March 26, 2015

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



 Thursday, March 26, 2015

ROLL CALL

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

Motion carried

**REPORT OF THE SUPERINTENDENT**

**PERSONNEL**

Motion by Lozada-Shaw, seconded by Giampola to accept the Interim Superintendents recommendation to approve items A-F.

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

Teachers. (**Attachment**)

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

1. Recommend approval for Paulsboro High School Teacher of Health and Physical Education Anthony Chila and Paulsboro High School Instructional Aide Vincent Jones to serve as a substitute teachers for the Alternative Evening Program (AEP) on an as-needed basis. Mr. Chila and Mr. Jones will earn $32 per hour.
2. Recommend approval of a leave of absence for illness and to care for a family member for Secretary to the Director of Assessment Theresa Croce with the following terms and conditions:

Dates of Leave Terms and Conditions of Leave

Monday, February 23, 2015- With pay and benefits by use of accumulated

Monday, March 16, 2015 sick, vacation and personal days as well as the concurrent use of Federal Family Leave.

1. Recommend approval to rescind the medical leave of absence approved on February 19, 2015 for Custodian Debra Mincey.

Informational: Since the leave was approved by the Board of Education, it was determined that Ms. Mincey will actually be on Workers Compensation.

1. Recommend approval to appoint Matthew Shannon to the position of Substitute Computer Technician to be used on an “as needed” basis from February 27, 2015 until June 30, 2015. Mr. Shannon will earn $22 per hour. This position does not include benefits. The Superintendent issued a Letter of Intent to Mr. Shannon on Friday, February 27, 2015.

Informational: The 2014-2015 budget includes money to hire a Computer Technician via a shared services agreement with the Glassboro Public Schools. Mr. Shannon will work on an as-needed basis for the remainder of the 2014-2015 school year. This matter will be reviewed prior to beginning of the 2015-2016 school year. The Board of Education authorized the Superintendent of Schools to issue a Letter of Intent for this position at its January 22, 2015 meeting.

1. Recommend approval to use Long-Term Substitute Teacher of English Marissa Montini to replace Paulsboro High School Teacher of English Andrea Lilley while she is on childbearing

/childrearing leave of absence. Ms. Montini will work from Friday, March 20, 2015 through Monday, June 1, 2015 or whenever Ms. Lilley returns to work whichever comes first. Ms. Montini’s services are provided via Source 4 Teachers.

Informational: The Board of Education approved Ms. Lilley’s leave of absence on January 22, 2015. Paulsboro High School Principal Paul Morina and Ms. Lilley interviewed Ms. Montini.

ROLL CALL

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

Motion carried

Motion by Stevenson, seconded by Walter to accept the Interim Superintendents recommendation to approve items G-K:

1. Recommend approval to appoint Danielle Relation as a Part-time Substitute Aide to replace Stefanie Bucco from Thursday, March 19, 2015 until Tuesday, June 2, 2015 or whenever Tara Stahl returns to work whichever comes first. Ms. Relation will work 19 hours per week at a rate of $20.21 per hour as per agreement with the Paulsboro Education Association. This position does not include benefits. At its February 19, 2015 meeting, the Board of Education granted the Interim Superintendent authority to hire a substitute to replacement Ms. Bucco via Letter of Intent. A Letter of Intent was issued to Ms. Relation on March 17, 2015.

Informational: Part-time Loudenslager School Aide Stefanie Bucco was approved by the Board of Education to serve as the Long-Term Substitute while Loudenslager Elementary School Teacher of Grade 4 Tara Stahl is on leave of absence. Ms. Relation will, in turn, replace Ms. Bucco.

1. Recommend approval to pay retired Bus Aide Martha Peiffer $25 per day for 51 unused sick leave and 3 personal leave days that she had remaining upon her retirement on January 30, 2015. Total cost to the Board of Education is 54 days X $25 per day = $1,350.

Informational: Ms. Pheiffer’s position is not covered by the agreement between the Board of Education and Paulsboro Education Association. The action recommended is the same as for those positions covered by the agreement with the union. This is not a required action but rather a courtesy extended by the Board of Education.

1. Recommend approval to accept the resignation of Billingsport Early Childhood Center Teacher of First Grade Heather Adams effective at the close of business on Monday, April 13, 2015.

Informational: Ms. Adams served the Paulsboro Public Schools for 14 years.

1. Recommend approval to grant the Interim Superintendent of Schools authority to issue a

“Letter of Intent” in order to hire a Long-Term Substitute Teacher to replace Billingsport Early Childhood Center Teacher Heather Adams and a Playground/Cafeteria Aide prior to the next meeting of the Board of Education.

Informational: “Letter of Intent” authority authorizes the Interim Superintendent to offer the position to a candidate prior to the next meeting of the Board of Education. At its next meeting, the Board of Education would be obligated to approve this appointment.

1. Recommend approval to appoint Felicia Durr to the position of Playground/Cafeteria Aide at Billingsport Early Childhood Center. Ms. Durr will work 2 hours/day on those days that school is in session for students at a rate of $8.38 per hour. This recommendation is contingent on Ms. Durr successfully completing the Criminal History Background review.

Informational: Ms. Durr was interviewed by Billingsport Early Childhood Center Principal Paul Bracciante who also checked references. Ms. Durr replaces Bridgett Convery who resigned.

ROLL CALL

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

Motion carried

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

|  |  |
| --- | --- |
| **Month** | **Paulsboro High and Junior High School** |
| **Average Last****6 years** | **Range** | **2014-2015** |
| September | 1.4 | 0-6 | 11 |
| October | 26.2 | 9-46 | 62 |
| November | 34.8 | 19-53 | 60 |
| December | 44.0 | 31-65 | 71 |
| January | 43.3 | 15-69 | 73 |
| February | 40.5 | 12-53 | 63 |
| March | 68.2 | 28-96 |  |
| April | 53.9 | 36-88 |  |
| May | 91.5 | 65-127 |  |
| June | 41.7 | 22-97 |  |
| Total | 44.6 | 23.7-70.0 | 340  |

Note: Class covers take place, in the vast majority of cases, when a high school or junior high school teacher is absent and no substitute is available. In these cases, a teacher is taken away from their preparation period to cover the class of a colleague. One absent teacher without a substitute can result in 6 class covers. As per the agreement with the Paulsboro Education Association, each teacher is required to cover two class periods per year without an extra stipend. Additional covers are paid at a rate of $32 each.

Since elementary school teachers work in self-contained classrooms, it is not possible to assign class covers when a substitute is not available. In these cases, a special area teacher, basic skills teacher, instructional aide, etc. are removed from their duties for the day to substitute for their absent peer. There is no stipend paid but instruction is disrupted.

The Partnership for the Assessment of Readiness for College and Careers (PARCC) testing is now underway. The testing covers 20 days in March and another 20 days in May. The district is currently spending a significant amount of money to cover classes for teachers administering the PARCC. In addition, the PARCC reduces instructional time which negates a significant amount of the gain made by the Board of Education as a result of eliminating early dismissal days and modifying the school calendar.

**STAFF AND CURRICULUM DEVELOPMENT**

Motion by Walter, seconded by Lozada-Shaw to accept the Interim Superintendents recommendation to approve item A:

1. Recommend approval for Supervisor of Technology Joseph Magazu to attend the VMWare training program in Melvern, PA on Wednesday, April 22, 2015. Cost to the Board of Education is travel expenses ($25.11).

Informational: VMWare is the software that is used to run all of the district servers. This course teaches participants to adjust settings and maximize the runtime of the servers. The workshop also includes a troubleshooting component.

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

Motion by Walter, seconded by Lozada-Shaw to accept the Interim Superintendents recommendation to approve item B:

1. Recommend approval to award a Teacher Directed Action Grant to Elementary School Teacher of Music Brian Betz in the amount of $975 to implement a Bucket Drum Project for all grade 6 students at Loudenslager Elementary School.

Informational: The Board of Education included money in the 2014-2015 Budget to implement up to three $1,000 Teacher Directed Action Grants (TDAG). TDAGs provide an opportunity for teachers to experiment with ideas in order to improve instruction. This grant provides the funding for every grade 6 student to construct their own drum as part of music class. The students will, in turn, participate in drum circles. Research exists that suggests that this type of participation reduces stress, improves learning and promotes creativity. Mr. Betz is hopeful that participation in drum circles will increase interest in joining the junior and senior high school band. Mr. Betz will submit mid-year and final evaluations for this grant.

ROLL CALL

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

Motion carried

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 9 | 98 |
| 10 | 96 |
| 11 | 90 |
| 12 | 88 |
| TOTAL | **372** |

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 7 | 81 |
| 8 | 72 |
| TOTAL | **153** |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GRADE** | **ENROLLMENT PER CLASS BILLINGSPORT EARLY CHILDHOOD CENTER** |  **GRADE** | **ENROLLMENT PER CLASS****LOUDENSLAGER ELEMENTARY SCHOOL** |  |
| Pre-School Disabled | 6 | 4 |  |  |  | 3 | 22 | 20 | 24 |  |  |
| Pre-school | 15 | 16 | 16 |  |  | 4 | 23 | 21 | 22 |  |  |
| K | 26 | 25 | 26 | 26 |  | 5 | 18 | 20 | 18 | 18 |  |
| 1 | 23 | 24 | 23 | 22 |  | 6 | 20 | 22 | 19 | 21 |  |
| 2 | 14 | 15 | 17 | 16 |  | Special Education | 10 | 4 |  |  |  |
| Special Education | 9 | 7 | 13 |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | **343** | TOTAL |  |  |  |  | **302** |

Note: At Loudenslager Elementary School, special education students are included in the grade level class size report presented above. These students do not participate in all classes with their non-disabled peers. As a result, the grade level class sizes reported above are the maximum enrollment.

**INSTRUCTIONAL SERVICES**

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

1. Recommend approval of the following items relative to the ExxonMobil Summer Youth Science Technology Engineering and Math (SYSTEM) Program. There is no cost to the Board of Education to participate in this grant funded program:
	1. Recommend approval to operate the educational component of the ExxonMobil SYSTEM program on Monday-Thursdays from June 29, 2015 – July 30, 2015 between approximately 9:00 AM and 3:30 PM (with extended hours on days of field trips).

Informational: Students are divided into two groups. One group participates in the educational component of the program on Mondays and Tuesdays. These students then work for the Paulsboro Public Schools, Borough of Paulsboro and Greenwich Township on Wednesdays and Thursdays. The second group follows an opposite schedule with work on Mondays and Tuesdays and education on Wednesdays and Thursdays. During the final week of the program all students participate in the educational component on Monday-Thursday with no work experience. The program does not operate on Fridays.

* 1. Recommend approval to use the Paulsboro High School Parenting Center as the classroom for the SYSTEM program as an in-kind service to support the ExxonMobil grant.
	2. Recommend approval for field trips (field trips, field investigations and kayak trips) to the following destinations:

 Rowan University College of Engineering

 ExxonMobil Technology Center and Lube Plant

 Pine Barrens Land Ecosystems

 Maurice River Watershed

 Pine Barrens Water Ecosystems

 Island Beach State Park

 Stroud Water Research Center

 Cape May Peninsula

 Sedge Island

* 1. Recommend approval for participating students to earn 3 credits for the course Science Seminar if they successfully complete the educational component of the SYSTEM program.
	2. Recommend approval to provide school bus transportation for field trips to be paid by grant funds. This recommendation includes approval for Bus Drivers previously approved by the Board of Education to serve this program.
	3. Recommend approval of the following certificated Teachers of Science as instructors for the educational component of the SYSTEM program.

 David Platt Shane Kovalesky Robert Grant

The three instructors will share a total of 280 hours of work at $32 per hour based on availability and program needs.

Informational: These instructors have worked in this program for many years. They are paid via grant funds from ExxonMobil Corporation.

Note: The application and selection process is currently underway in order to identify student participants for this program. The names of the students will be placed before the Board of Education for consideration at the April 2015 meeting.

 Informational: This program is open to incoming 11th and 12th grade students as well as Paulsboro High School graduates in the Class of 2015. All Paulsboro High School students are informed about this program via announcements. Interested students must complete an application. David Platt interviews students. He then consults with the Principal prior to making recommendations. The students are paid by the Borough of Paulsboro via grant funds from ExxonMobil Corporation. Students are paid $8.25 per hour for both the educational and work components of the program.

 The Board of Education, Borough of Paulsboro and ExxonMobil have conducted some form of the SYSTEM program for more than 20 years.

1. Recommend approval of the following changes to the 2014-2015 School Calendar in order to account for snow emergency closings on Tuesday, January 27, 2015, Tuesday, February 17, 2015, Thursday, March 5, 2015 and Friday, March 6, 2015. The following chart provides the new dates for important end of school year activities.

|  |  |  |
| --- | --- | --- |
|  **EVENT** | **ORIGINAL CALENDAR** | **CALENDAR AS A RESULT OF EMERGENCY CLOSING ON JANUARY 26, 2015, FEBRUARY 17, 2015, MARCH 5, 2015 and MARCH 6, 2015**  |
| Convocation – PHS - 6:30 PM | Monday, June 15, 2015 | Friday, June 19, 2015 |
| Loudenslager Moving Up Ceremony | Tuesday, June 16, 2015 | Monday, June 22, 2015 |
| End of 4th Marking Period – Report Cards Mailed | Wednesday, June 17, 2015 | Tuesday, June 23, 2015 |
| Last Day of School for Students – Early Dismissal all students and staff | Wednesday, June 17, 2015 | Tuesday, June 23, 2015 |
| Commencement Ceremony – PHS - 6:30 PM | Wednesday, June 17, 2015 | Tuesday, June 23, 2015 |

1. Recommend approval for students at Loudenslager Elementary School, Paulsboro Junior High School and Paulsboro High School to attend assemblies featuring Jon Pritikin on Monday, October 19, 2015. A family program will also be conducted on the same evening at Paulsboro High School beginning at 6:00 PM. All fees are paid by the Paulsboro Municipal Alliance. Paulsboro High School Teacher of Art Margaret LaDue is in charge of the activity.

Informational: Jon Pritikin is a nationally known motivational speaker. He was diagnosed with a learning disability at an early age and was bullied by his peers. He now combines feats of strength with a very positive message about self-worth.

1. Recommend approval for Student Case Number 2098 to attend Mary A. Dobbins School at a rate of $326.50 per day plus $105 per day for a one-on-one aide for the remainder of the 2014-2015 school year (approximately 75 school days). Cost to the Board of Education for the remainder of the school year is $326.50/day x 75 days = $24,487.50 plus $105/day x 75 days = $7,875. 00 for a grand total of $32,362.50.
2. Recommend approval for Student Case Number 1773 to attend Bancroft School for the remainder of the 2014-2015 school year (approximately 56 days) at $281.82/day x 56 days = 15,781.92 plus a one-on-one aide at $154.00 per day x 56 days = $8,624 for a grand total of $24,405.92.

Informational: 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 range 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 if 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:

|  |  |  |
| --- | --- | --- |
| **Student Initials or****Case Number** | **Grade** | **Hours of Instruction** |
| 2822 | 11 | Student received home instruction through Brookfield/Inspira School for a minimum of 10 hours/week at $32/hour.  |
| 2021 | 12 | Student received 10 hours/week of home instruction through Brookfield/Blast Program. The cost is $90.00/week for each of 5 courses, totaling $450.00/week. Instruction will continue until graduation in June. |

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

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Student** | **Grade** | **Location of Temporary Residence** | **Home District/District Responsible for Tuition and/or Transportation** | **Tuition** | **Transportation** |
| KM | 9 | Gibbstown, New Jersey | Paulsboro | NA | No |

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

ROLL CALL

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

Motion carried

Motion by Walter, seconded by Stevenson to accept the Interim Superintendents recommendation to approve items H-J:

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Student** | **Grade** | **Location of Temporary Residence** | **Home District/District Responsible for Tuition and/or Transportation** | **Tuition** | **Transportation** |
| NC | K | Clayton, New Jersey | Paulsboro | Yes | No |

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

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

|  |  |  |
| --- | --- | --- |
| **Student Initials or****Case Number** | **Grade** | **Hours of Instruction** |
| 2477 | 07 | Student will receive 10 hours per week of home instruction provided by a Paulsboro teacher at a rate of $32 per hour. |
| TB | 06 | Student will receive 5 hours a week of home instruction by a Paulsboro teacher at a rate of $32 per hour.  |
| SS | 08 | Student will receive 5 hours per week of home instruction from a Paulsboro teacher at a rate of $32 per hour.  |
| AC | 08 | Student will receive 5 hours a week of home instruction by a Paulsboro teacher at a rate of $32 per hour.  |

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

1. Recommend approval to provide transportation to the Paulsboro Public Schools for 7 students that the Department of Child Protection and Permanency placed in residences outside of the district.

Informational: The Department of Child Protection and Permanency removed these students from their homes in Paulsboro. The Paulsboro Public Schools must provide the transportation from the temporary residence back to Paulsboro to attend school. The administration maintains a list of these students and approvals but does not publish them in the agenda due to the very sensitive nature of the situations.

ROLL CALL

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

Motion carried

1. Informational:
2. Proposed 2015-2016 School Calendar

A copy of the proposed 2015-2016 School Calendar is attached for review by the Board of Education. The Interim Superintendent of Schools reviewed the calendar with Paulsboro Education Association President JoAnne Gayeski and Paulsboro Administrators Association President Paul Morina. The most significant change in the proposed calendar compared to the current year is that Spring Break will be shorter. (**Attachment**)

1. Least Restrictive Environment

The Individual with Disabilities Education Act (IDEA) requires students to be educated in the

 Least Restrictive Environment (LRE). LRE means that students with disabilities attend class

with their non-disabled peers to the greatest extent appropriate. That is, to the greatest extent appropriate, children with disabilities should be in general education (mainstreamed) classes. Increasing the number of students with disabilities participating in mainstream classes was an area of improvement cited in a New Jersey Department of Education Corrective Action Plan for the Paulsboro Public Schools. The following data indicates that progress is being made in this area.

|  |  |  |  |
| --- | --- | --- | --- |
| Percentage of Students with Disabilities Educated with Their Non-Disabled Peers | 2012-2013 | 2013-2014 | 2014-2015 |
| Less than 40% of the School Day | 76% | 42.5% | 25.1% |
| 40%-79% | 5% | 40.0% | 43.2% |
| More than 80% of the School Day | 19% | 17.5% | 31.7% |

1. Report of the Attendance Officer for the period September 2014- March 1, 2015

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Type of Service | High School | Loudenslager | Billingsport | Special Services | Year to Date |
| Notices Served | 64 | 16 | 112 | 0 | 192 |
| Complaints Signed | 22 | 3 | 8 | 0 | 33 |
| Field Investigations | 7 | 11 | 13 | 6 | 37 |
| TOTAL ACTIVITY | 93 | 30 | 133 | 6 | 262 |
| Average Per Month 2014-2015  | 15.5 | 5.0 | 22.2 | 1.0 | 43.7 |
| Average Per Month 2013-2014 | 13.9 | 9.1 | 25.6 | 1.4 | 50 |

1. There will be a Family Night Program conducted at Billingsport Early Childhood Center on Wednesday, April 29, 2015 beginning at 6:30 PM. The program will feature the STEAM (Science, Technology, Engineering, Art and Mathematics) work that is being conducted in partnership with Rowan University.
2. Monthly Reports of Administrators (**Attachment**)
3. The Paulsentinel (**Attachment**)

**STUDENT ACTIVITIES**

Motion by Lozada-Shaw, seconded by Walter to accept the Interim Superintendents recommendation to approve items A-L:

1. Recommend approval of Paulsboro High School Student Samuel Giordano (Grade 10) to participate in the Hugh O’Brien Youth Leadership Conference at Monmouth University, in Long Branch, NJ from Friday, June 19, 2015 until Sunday, June 21, 2015. Cost to the Board of Education is registration of $195.

Informational: All Paulsboro High School students are welcome to apply to participate in this conference. The Guidance Counselors select the student who will attend. The Hugh O’Brien Leadership program is approximately 40 years old and has nearly 375,000 alumni nationwide. Paulsboro students have participated in this program for many years.

1. Recommend approval for the Paulsboro High School Jazz Band to participate in the following community performances:

1. Greenwich Township Library, Gibbstown, NJ on Monday, May 4, 2015 from about 5:30 PM –

8:30 PM. Cost to the Board of Education is school bus transportation and a van to transport equipment. Paulsboro High School Music Teachers Wendy Stocker and Jenna Ouellette will chaperone the trip.

 2. Society of Poets of Southern New Jersey at Paulsboro High School on Friday, April 17, 2015. There is no cost to the Board of Education. Paulsboro High School Music Teachers Wendy Stocker and Jenna Ouellette will supervise the students.

1. Recommend approval for the top five academic students in the Paulsboro High School Class of 2015 to participate in the Academic Excellence Banquet on Tuesday, May 5, 2015 at Adelphia Restaurant in Deptford, New Jersey. Cost to the Board of Education is $600.

Informational: The Academic Excellence Banquet has been a project of the Gloucester County Office of Education and the Gloucester County Superintendent’s Roundtable for at least 20 years. The five top students in the Class of 2015, their parents, the high school principal, President of the Board of Education and Superintendent attend this event.

1. Recommend approval for the members of the 2014-2015 Paulsboro High School Wrestling Team to participate in a field trip to the Shady Maple Smorgasbord in East Earl, Pennsylvania on Saturday, April 18, 2015. All expenses for the trip including meals and transportation are paid by Paulsboro High School Alumnus Dean Sizemore.

Informational: Mr. Sizemore is a 1972 graduate of Paulsboro High School who has supported the wrestling team via sponsorship and donations for several decades.

1. Recommend retroactive approval for the Paulsboro High School Boys Basketball team to attend a luncheon for all of the State Championship basketball teams in Edison, New Jersey on Monday, March 16, 2015. Assistant Coach Joseph Dreger chaperoned the trip. The cost to the Board of Education was school bus transportation.

Informational: The luncheon was announced at the last minute (circa Friday, March 13, 2015). The actual championship game was played on Sunday, March 15, 2015. As a result, there was no time to obtain advanced approval by the Board of Education. The Interim Superintendent approved the trip and now respectfully requests that the Board of Education confirm his action.

1. Recommend retroactive approval for Paulsboro High School Trainer Kyle Nicastro to serve as the trainer for the Betty and John Vogeding Wrestling Tournament on Friday, December 19, 2014 and Saturday, December 20, 2014 at a rate of $200 total.

Informational: The Board of Education approved the tournament on October 30, 2014 including the staff and pay rates. Unfortunately, the position of trainer was omitted from the list.

G. Recommend approval to add non-league baseball games with Camden High School at Paulsboro (Varsity/Junior Varsity) on Friday, April 17, 2015 at 4:00 PM and Varsity only at Camden High School on Wednesday, May 13, 2015 at 4:00 PM. In addition, the team will participate in a tournament at Pennsauken High School on Saturday, April 11, 2015 at 10:00 AM. The teams include Pennsauken High School, West Windsor South, Camden High School and Paulsboro. The team will be guaranteed two games. Cost to the Board of Education includes transportation.

Informational: Adding these games will increase the chances of the Baseball Team to qualify for the New Jersey Interscholastic Athletic Association (NJSIAA) Tournament and also improve odds of hosting a game in the state tournament for the first time in many years. Pennsauken will not charge Paulsboro an entrance fee for the tournament and it will also provide a lunch for the student-athletes.

H. Recommend approval to add a scrimmage for the Varsity and Junior Varsity Girls Softball Team with Salem High School on Friday, March 27, 2015 at 4:00 PM, Varsity/Junior Varsity games with Arthur P. Schalick High School on Wednesday, April 8, 2015 at 4:00 PM and Varsity on Monday, April 13, 2015 at 4:00 PM with Leap Academy.  All of the contests will take place at Paulsboro High School.

Informational: Adding a softball scrimmage will allow the student-athletes to prepare for the start of the season. The two added games will increase the Softball Team’s chances of qualifying for the NJSIAA Tournament.

1. Recommend approval to reimburse Interim Superintendent of Schools Walter Quint in the amount of $150 for an advertisement placed in the program of the Gloucester County Sports Hall of Fame 35th Annual Induction Ceremony Program conducted on March 24, 2015.

Informational: Paulsboro High School Alumnus Steve Anuszewski was inducted into the Hall of Fame on March 24, 2015. The Interim Superintendent moved forward with the advertisement in order to meet the deadline. If the Board of Education agrees with this action, the Interim Superintendent respectfully requests reimbursement.

1. Recommend approval for Paulsboro High School to apply for and participate in a mini-grant via the Gloucester County Clean Communities Program. Key Club Advisor Paige Foulk will submit the grant application. This recommendation is contingent on the activity taking place during non-school hours.

 The activity is currently scheduled for Saturday, April 25, 2015. The activity will take place at Lincoln Park, Veterans’ Park and Buck Street in Paulsboro, NJ. Ms. Foulk will chaperone the activity. There is no cost to the Board of Education.

 Informational: If the grant is awarded, members of the Paulsboro High School Key Club will participate in a three hour community clean-up. The Clean Communities Program will provide safety vests, “Litter Patrol Ahead” signs, and trash/recycling bags. Upon the successful completion of the activity, the Clean Communities Program will provide approximately $500 (depending on the amount of trash collected) for use by the Key Club. The Board of Education has approved similar programs in the past.

1. Recommend retroactive approval for Paulsboro High School Student-Athletes Theodore Holloway and Saleem Little to participate in the 37th Annual New Jersey All-Star North-South Basketball Classic on Sunday, March 29, 2015 at Rutgers University in Camden, NJ. There is no cost to the Board of Education.

Informational: Mr. Holloway and Mr. Little were selected by the Al Corina Basketball Club of South Jersey to play in this game. This activity was announced too late to be included in the agenda of the February 2015 meeting of the Board of Education. The Superintendent approved participation in the activity and now respectfully requests that the Board of Education confirm this action.

1. Recommend approval for Paulsboro High School Student-Athlete Theodore Holloway to participate in the New Jersey High School All-Star Basketball Classic on Sunday, March 22, 2015 at Rider University in Lawrenceville, NJ. There is no cost to the Board of Education.

Informational: Mr. Holloway was nominated to participate by the New Jersey Scholastic Coaches Association. This activity was announced too late to be included in the agenda of the February 2015 meeting of the Board of Education. The Superintendent approved participation in the activity and now respectfully requests that the Board of Education confirm this action.

ROLL CALL

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

Motion carried

Motion by Stevenson, seconded by Walter to accept the Interim Superintendents recommendation to approve item M:

1. Recommend retroactive approval of the following volunteers who participated in the

Loudenslager School Read Across America Day on Monday, March 2, 2015.

Bertha Avant Mary Bailey Amber Burruezo Michael Caprice Steve Doyle Kristina Fernald

Elaine Hadfield Evonne McKinley Claire Riggs

 Carol Streeper Phillip Neff

Informational: Approval of the volunteers was held until after the activity so that it would be accurate. This allows the district to correctly recognize the volunteers at the Volunteers in

Paulsboro Schools (VIPS) reception.

ROLL CALL

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

Motion carried

1. Informational

1. Pole Vault – Away Track Meets

Last spring, vandals set fire to the pole vault landing mats and paved area. The damage was covered by the district insurance policy. The mats were quickly replaced. Unfortunately, it took a considerable amount of time to find a contractor who could prepare the paved area for resurfacing. Ultimately, Elaine Battaglia was able to obtain the services of JayBar Construction free of charge. We are now at the mercy of the weather and a contractor that installs the resilient surface.

It is very unlikely that the surface will be ready for the spring track and field season. Athletic Director Bob Mannino arranged for the Paulsboro pole vaulters to practice at Kingsway Regional High School. If the surface is not ready for the start of the season, all meets will need to be conducted at the opponent’s facility. Mr. Mannino is working on the schedule changes.

2. Paulsboro High School Yearbook

The advisors and staff for the Paulsboro High School ***Pegasus*** Yearbook have been working hard to make the 2015 edition a reality. In order to make the publication financially solvent, the number of pages was reduced from 144 to 128 and the summer supplement will be 8 pages rather than 16. To date, 84 books have been sold. The minimum order is 100 yearbooks so some books will be available for sale near the end of the school year. Advisors Gina Morina and Patricia DellaVecchio have gone “above and beyond” in their efforts to have a yearbook and, in addition, make it financially solvent.

 3. People’s Choice Award Program

The People’s Choice Awards Program is scheduled for Thursday, April 23, 2015 beginning at 6:00 PM at Paulsboro High School. This is a very popular activity that celebrates the successes of students at Paulsboro High School and Paulsboro Junior High School. Members of the Board of Education are encouraged to attend this program.

**FINANCE**

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

1. Recommend approval to accept a donation in the amount of $1,000 from the Sons of Italy, Paulsboro, NJ for the purpose of helping students finance their participation in the upcoming trip to Italy.

Informational: The Board of Education approved the trip to Italy at its February 27, 2014 meeting. The trip takes place Tuesday, March 24, 2015 - Thursday, April 2, 2015. Nine students are participating in the trip.

ROLL CALL

Roll Call Vote: Mrs. Dunn, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 6 YES; Mr. Ridinger, Mrs. Giampola 2 ABSTAINED; Ms. Eastlack, Mr. Hamilton 2 ABSENT.

Motion carried

1. Informational
2. Regular Operating District (ROD) Grants (Bleachers and Air Conditioning)

At the January 22, 2015 meeting, the Interim Superintendent of Schools reported that the applications for reimbursement for ROD grants to pay for the Paulsboro High School Gymnasium Bleachers and Cafeteria Air Conditioning had been submitted to the New Jersey School Development Authority. Unfortunately, the applications were returned to the district so that more information could be provided.

1. Child Nutrition – Participation and Finance

As a result of implementing the Community Eligibility Provision (CEP) all students are now eligible to eat both breakfast and lunch free of charge. The following chart displays the percentage of students participating in the meal program for the past two years.

|  |  |  |
| --- | --- | --- |
| **Month** | **Breakfast** | **Lunch** |
| **2013-2014** | **2014-2015** | **2013-2014** | **2014-2015** |
| September | 51% | 58% | 70% | 75% |
| October | 52% | 60% | 72% | 81% |
| November | 53% | 63% | 73% | 88% |
| December | 50% | 64% | 74% | 81% |
| January  | 47% | 64% | 61% | 81% |
| February | 43% | 63% | 63% | 80% |

The following is a financial summary for the child nutrition program:

|  |  |
| --- | --- |
| **Financial Information** | **September 2014 – January 2015** |
|  **2013-2014** |  **2014-2015** |
| Expenses  | $437,210.67 | $416,069.23 |
| Revenues | $367,572.91 | $467,239.66 |
| Revenue-Expenses | -$69,637.77 | $51,170.43 |

**FACILITIES**

Motion by Lozada-Shaw, seconded by Walter and unanimously approved (8-0) to accept the Interim Superintendents recommendation to approve items A-C:

1. Recommend approval to dispose of the following items:

|  |  |  |  |
| --- | --- | --- | --- |
| **Quantity** | **Item** | **Reason for Disposal** | **Method of Disposal** |
| 1 | Printer, switch and power strip | Sustained water damage when pipe broke above payroll office. | Trash |
| 30 | Library books | Old, out-of-date and no longer in use. | Give to students or place in paper recycling. |
| 200 | VHS Tapes | Not in use. | Trash |
| 1 set  | Choral Risers | Broken and no longer in use. The risers are not safe. | Trash  |
| 9 | Overhead Projects | Replaced with Smart Boards.No longer in use. | Metal Recycling |

1. Recommend approval for the Gloucester County Women’s Softball League to use the Rastelli Softball Field on Tuesday and Thursday evenings between April 21, 2015 and August 4, 2015 from 6:00 PM until dark. Darryl Erickson and Kate Carroll are in charge of the activity. This recommendation is contingent on the organization providing a valid insurance certificate.

Informational: This group has not used the facility in the recent past. As a result, it is not on the list of approved groups for facility use.

1. Recommend approval for the Paulsboro Junior Wrestling Association to use the Paulsboro High School Wrestling Room on Tuesday and Thursday evening between 5:30PM and 8:00 PM beginning on Tuesday, March 31, 2015 and Thursday, June 25, 2015. Paulsboro High School Principal Paul Morina is in charge of this program. Certification of proper insurance is on file.

Informational: The Paulsboro Junior Wrestling Association will conduct practice in the Wrestling Room. The Board of Education has approved similar facilities usages by this organization in the past.

ROLL CALL

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

Motion carried

Motion by Walter, seconded by Lozada-Shaw and unanimously approved (7-0) to accept the Interim Superintendents recommendation to approve item D:

1. Recommend approval for the Paulsboro Junior High School (7th and 8th grade)

Basketball Team to use the Billingsport Early Childhood Center and Loudenslager Elementary School All-Purpose Rooms for practices during the 2015-2016 school year. The All-Purpose Rooms are needed from 3:00 PM until 7:00 PM Mondays through Fridays beginning Monday, November 30, 2015 until Friday, March 5, 2016.

Informational: This request is being submitted at this time in order to reserve the space. In most cases, games will be played at Paulsboro High School.

ROLL CALL

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

Motion carried

1. Informational

 1. Right-to-Know

 On February 16, 2015, the New Jersey Right to Know Inspector conducted a re-inspection of the Paulsboro Public Schools. He found the district to be in compliance. Commendations to Supervisor of Facilities Jack Henderson and Business Administrator Jennifer Johnson for bringing this inspection/re-inspection to a successful conclusion.

**SCHOOL SAFETY**

Motion by Lozada-Shaw, seconded by Walter to accept the Interim Superintendents recommendation to approve item 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 High School.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Case Number** | **Date of Incident** | **Status of Investigation** | **Nature of Case Based on Protection Categories** | **Names of Investigators** | **Type and Nature of Discipline Imposed** | **Other Measures** |
| PHS012815001 | 1/28/2015 | Complete | HIB Victim | Melba Moore-Suggs, Anti-Bullying Specialist | In School Suspension 2 days | Student conferences, and counseling |
| PHS022415001 | 2/24/2015 | Complete | Unrelated(Shoving and pushing friends) | Melba Moore-Suggs, Anti-Bullying Specialist | Out of School Suspension 5 days | Counseling, and possible schedule change |
| PHS012915001 | 1/29/2015 | Complete | Intentional (with hate speech) and designed to harass, intimidate, or bully | Melba Moore-Suggs, Anti-Bullying Specialist | Detention 2 days,  | Parent conference, and counseling |
| PHS020215001 | 2/2/2015 | Complete | Intentional (without hate speech) and designed to harass, intimidate, or bully | John Giovannitti, Anti-Bullying Coordinator  | Out of School Suspension 10 days, and program/schedule change | Counseling, police contacted (no complaint filed) and alternative placement  |

ROLL CALL

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

Motion carried

Motion by Lozada-Shaw, seconded by Lisa to accept the Interim Superintendents recommendation to approve item 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) at Paulsboro Junior High School, Loudenslager Elementary School and Billingsport Early Childhood Center.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **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** |
| BECC020515001 | 2/5/2015 | Complete | Intentional with hate speech | Charisse Generette, Anti-Bullying Specialist | Out of School Suspension Varied 1-3 days | Parent conferences and counseling |
| BECC022415001 | 2/24/2015 | Complete | Non-HIB | Charisse Generette, Anti-Bullying Specialist | NA | Counseling, and threat assessment |
| PHSJR020315001 | 2/3/2015 | Complete | Non-HIB | John Giovannitti, Anti-Bullying Coordinator | NA | Parent conference and counseling for alleged victim.Meeting with alleged offender |
| PHSJR012015001 | 1/20/20155 | Complete | Non-HIB | Christie Rego-Konzik, Anti-Bullying Specialist | NA | NA |
| LES020515001 | 2/5/2015 | Complete | Non-HIB | Nicole Crosby, Anti-Bullying Specialist | NA | Mediation/conflict resolution, prevention and response strategies |
| LES020415001 | 2/4/2015 | Complete | Non-HIB | Nicole Crosby, Anti-Bullying Specialist | NA | Counseling |

 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

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

Motion carried

1. Informational
2. Violence, Vandalism and Substance Abuse

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.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Case Number** | **Date of Incident** | **Status of Investigation** | **Nature of Case** | **Names of Investigators** | **Type and Nature of Discipline Imposed** | **Cost of Vandalism** |
| PHS018 | 1/28/2015 | Complete | Harassment, Intimidation, and Bullying | Melba Moore-Suggs | In School Suspension 2 days | NA |
| PHS019 | 1/29/2015 | Complete | Harassment, Intimidation, and Bullying | Melba Moore-Suggs | Detention | NA |
| PHS020 | 3/3/2015 | Complete | Violence – Fight | James Pandolfo | Out of School Suspension 5 days  | NA |
| PHSJR010 | 2/18/2015 | Complete | Violence-Fight | Mildred Tolbert | Out of School Suspension 5 days and Out of School Suspension 8 days | NA |
| PHSJR011 | 3/3/2015 | Complete | Violence-Fight | Mildred Tolbert | Out of School Suspension 5 days | NA |

|  |  |  |
| --- | --- | --- |
| **Type of Drill** | **Notation** | **School** |
| **Paulsboro Senior High School****and****Paulsboro Junior High School** | **Loudenslager Elementary School** | **Billingsport Early Childhood Center** |
| Fire Evacuation | Each school must conduct one per month | 9/11/14, 10/21/14, 11/13/14, 12/17/14, 1/21/15, 2/25/15 | 9/8/14, 10/6/14, 11/5/14, 12/18/14, 1/23/15, 2/26/15 | 9/8/14, 10/7/14, 11/4/14, 12/16/14, 1/23/15, 2/25/15, 3/18/15 |
| Evacuation (Non-Fire) | Each school must conduct two annually |  | 11/20/14 | 10/2/14 |
| Lockdown | Each school must conduct two annually | 9/23/14, 11/26/14, 1/30/15 | 1/15/15 | 9/15/14, 1/8/15 |
| Bomb Threat | Each school must conduct two annually |  | 12/12/14 | 3/2/15 |
| Active Shooter | Each school must conduct two annually | 12/22/14, 2/27/15 | 2/23/15 | 12/5/14 |
| Other Drills | Each school must conduct two annually | Shelter In Place10/2/14 | Shelter In Place 9/15/14 | Shelter In Place2/3/15 |
| Bus Evacuation  | Conduct two annually | 11/3/14 | 10/16/14 | 11/4/14 |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure | Districtwide 11/19/14The Phone Blaster is used to notify staff and parents of emergency school closings. In the event that Phone Blaster fails, each school also has an emergency telephone chain to notify staff members of school closings. Network broadcast media, the district website and Comcast are also used to notify the parts/community of emergencies.  |

### Report of School Security Drills

**SCHOOL SECURITY DRILLS**

**PUBLIC COMMENT**

None

**EXECUTIVE SESSION**

Motion made by Lisa, seconded by Walter and unanimously carried (8-0) to adopt the following resolution:

BE IT RESOLVED: The Paulsboro Board of Education adjourn to Executive Session to discuss personnel, candidates for the position of Superintendent of School, legal and collective bargaining matters the results of which may be made known upon return to regular session or when conditions warrant.

Motion made by Stevenson, seconded by Giampola to return to the regular meeting.

**NEXT PUBLIC SESSION**

Public hearing on the 2015-2016 Budget Scheduled for Thursday, April 30, 2015 rescheduled for Thursday May 7, 2015 at 7:00 PM.

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 by Lozada-Shaw, seconded by Giampola and unanimously carried (6-0) to adjourn the meeting at 9:37p.m.

Regular Meeting recessed at approximately 8:27 p.m.

Executive Session convened at approximately 8:30 p.m.

Executive Session recessed at approximately 9:36 p.m.

Regular Meeting reconvened at approximately 9:37 p.m.

Regular Meeting adjourned at approximately 9:37 p.m.



Business Administrator/Board Secretary