**Paulsboro Public Schools**

**November 27, 2017**

**Minutes**

**REGULAR MEETING**

Mr. Ridinger reading the following called a Regular Meeting of the Paulsboro Board of Education to order on the above date. “As required by the Open Public Meetings Act as presiding officer, I announce that adequate notice of this meeting has been provided by

mailing on Thursday, August 3, 2017 to the Paulsboro Clerk, Greenwich Township Clerk, Courier Post, South Jersey Times and Secretary of Greenwich Township Board of Education the revised schedule of meetings adopted by the Board of Education on July 31, 2017 for the 2017-2018 school year and by posting the revised schedule of meetings in a public place reserved for such announcements by the Board of Education.”

The meeting was called to order at approximately 7:02 PM by pledging allegiance to the flag with the following members present: Barbara Dunn, Marvin Hamilton, Joseph L. Lisa, Lisa L. Lozada-Shaw, William S. MacKenzie, Lisa Priest, Thomas C. Ridinger, Irma R. Stevenson, James J. Walter, II, Greenwich Township Representative John Hughes.

Also present were Dr. Laurie Bandlow, Superintendent, Ms. Jennifer Johnson, Business Administrator/Board Secretary.

Motion made by Walter, seconded by Lozada-Shaw to approve:

**Resolutions**

1. Recommend adoption of #11-27-17-001 the Resolution Honoring Mr. Philipp Duvilla, Paulsboro Public Schools District Attorney for his 20 years of service starting in 1998.
2. Recommend adoption of #11-27-17-002 the Resolution Honoring Mr. Aaron Krasting, our Paulsboro High School Choral Director. Mr. Krasting has been selected as the 2017­2018 Senior High Conductor of the 60th Annual South Jersey High School Choral Festival, presented by The South Jersey Choral Directors Association, Inc. The Senior High Choral group features an average of 190 students from schools all around the South Jersey area. This is quite a prestigious group of students who are selected from approximately 1,100 who audition every year. It is an even more prestigious honor to conduct such a talented group of singers.
3. Recommend adoption of # 11-27-17-003 the Resolution Honoring Board of Education Member, Barbara Dunn who was appointed April 26, 2007 and served for a total of 9 years.

Roll call vote: Mrs. Dunn (abstained on 3), Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, Mr. John Hughes, 10 YES

Motion Carried

**Presentation**

1. Students of the Month Awards for September and October 2017*:*

|  |  |
| --- | --- |
| **Billingsport Early Childhood Center**  **Presented by Mildred Tolbert** | **Loudenslager Elementary School Presented by Matthew Browne** |
| **September Students of the Month**  Luciano Palmisano – 2nd Grade  Violet Jenkins – 2nd Grade  **October Students of the Month**  Aaliyah Martinez – 2nd Grade  Shaniya Rider – 2nd Grade | **September Students of the Month**  Heather Jenkins – 5th Grade  Shamira Gantt – 5th Grade  Austin Willetts – 6th Grade  **October Students of the Month**  Dale Thomas – 3rd Grade  Lyairrah Sanders – 4th Grade  Jaden Gaines – 5th Grade  Quah’Mere Williams – 5th Grade  Taylor Strickland – 6th Grade |

1. Source 4 Teachers – Regional Manager, Mr. Mark Gallo gave a presentation on how Source 4 Teachers is attracting more substitutes. In addition he presented a smart board won from a business card drawing submitted by member Lozada-Shaw during the 2017 NJASBO convention. Dr. Bandlow assigned the smart board to Nelson Hall.

**Public Comments and petitions**

none

**Correspondence**

1. Thank you letter dated October 19, 2017 from the Child Advocacy Center of Gloucester County Prosecutor’s office, thanking the Paulsboro High School Art students for providing artwork themed “What Makes you Happy” that will be displayed in the Child Advocacy Center of Gloucester County at 47 Cooper Street, Woodbury, New Jersey.

**New Business**

**Volunteering**

As per our Board Attorney, Paulsboro Board of Education Members cannot assume roles, which would appear that the individual member has an authority over the staff or students. The Superintendent was charged with checking with the New Jersey School Boards Association (NJSBA) Attorneys to see if policy exists regarding Board Members volunteering. The NJSBA issued advisory opinions. (**Attachment**)

The Superintendent respectfully recommends that Board of Education Members refrain from volunteering in the District. The school ethics commission has ruled several times on the issue. If a Board of Education Member does decide that they want to volunteer in the Paulsboro District, they need to consult with the Superintendent and the Board Attorney for ethical guidance.

**Negotiations Update**

Paulsboro Administration Association (PAA) negotiations will begin with the Paulsboro Board of Education on Monday, December 11, 2017 at 5:30 p.m. in the Administration Building conference room.

**Committee Of The Whole**

The Business Administrator will begin discussions on the 2018-2019 budget, which will include discussion of all construction projects. Work paper updates for each Board Member’s budget book will be distributed at the meeting and presented to the public via PowerPoint.

The Superintendent and Business Administrator began discussions on the 2018-2019 budget, distributing the PowerPoint presentation in note format for the Members to include in their budget binders.

The Superintendent explained the goal of tonight’s meeting is to provide a budget overview and the fiscal picture as we progress monthly with our budget discussions.

The Business Administrators discussion began with the breakdown of the current year expenses:

Salaries 51%

Employee Benefits 21%

Tuition 13%

Non Salary Cost 13%

Transportation 2%

100%

Discussions continued with projections for salaries, health benefits, and remaining cost projections without new positions, vacant positions, or new different unusual items included to be $971,684.

Revenues projections discussed at this meeting included State Aid, Taxes, and Fund Balance. State Aid projected as flat funding. Tax options include raising the current levy 2%, the maximum allowed, which would mean a $3.23 tax increase. Also available to the Members is the use of banked cap. This would result in an additional $4.80. The Business Administrator explained in detail how each line item is reviewed to determine the balance as of June 30 tax increase. The Superintendent and Business Administrator emphasized these were options for discussion and nothing is decided until budget submission in March 2018. Tax discussions will take place over the next several months. Finally discussed was fund balance. The Business Administrator explained in detail the line item review of the current budget. The projection available for June 30, 2018 is approximately $200,000. This amount will be combined with the excess fund balance from 2016-2017, approximately $170,000, to total $370,000 of fund balance as a revenue source for the upcoming budget. This is a revenue shortage of approximately one million dollars.

$1,974,253 is the number the Administration and Board of Education will need to work to balance the 2018-2019 budget.

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

Motion made by Walter, seconded by Lozada-Shaw to approve the recommendations of the Superintendent items A-E.

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

Informational: The Report of the Treasurer of School Monies and Report of Secretary to the Board of Education as well as associated accounts are available by contacting the Business Administrator Jennifer Johnson.

1. Approval of Minutes (**Attachment**) Regular Meeting August 28, 2017

Regular Meeting September 25, 2017

Regular Meeting October 30, 2017

Executive Session October 30, 2017

1. Approval of the September 2017 Cash Receipts Report (**Attachment**)
2. Approval of the September 2017 budget transfers (**Attachment**)
3. Approval for payment of bills that are duly signed and authorized. (**Attachment**)
4. 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 September 30, 2017, 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.



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 the Business Administrator Jennifer Johnson.

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, Mr. John Hughes, 10 YES

Motion Carried

**Business Administrator Certifications**

***Pursuant to NJAC 6A:23-2.ll (c)3***, I Jennifer Johnson, Business Administrator to the Board of Education, certify that as of September 30, 2017, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district Board of Education pursuant to NJAC 6A:23-2-2.11(a).



Monday, November 27, 2017

***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 September 30, 2017.





Monday, November 27, 2017

**Report Of The Superintendent**

Motion made by Walter, seconded by Lozada-Shaw to approve the recommendations of the Superintendent items B-K.

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

1. Informational: All people being recommended for employment must have completed a Criminal History Background Review and met certificate / license requirements along with all necessary paperwork prior to board action unless otherwise noted.
2. Recommend approval of the substitute teachers on the attached list from Source 4

Teachers. (**Attachment**)

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

1. Recommend approval to amend the 2017-2018 Source 4 Teachers contract to include an addendum for Substitute Full Day Paraprofessional Aides at a cost of $100.76 per day.
2. Recommend approval to accept the resignation with the intent to retire of Paulsboro Public School District Attorney, Philipp Duvilla effective March 31, 2018.

Informational: Mr. Philipp Duvilla has served our district for 20 years.

1. Recommend approval to appoint Ms. Jackie Johnson to the position of Paulsboro Junior / Senior High School Custodian. Ms. Johnson will earn Step 1- $27,224.00 prorated as per agreement with the Paulsboro Education Association.
2. Recommend approval to appoint Mr. James Little to the position of Substitute Custodian for the 2017-2018 school year. Mr. Little will earn $8.44 per hour on an “as-needed” basis. This recommendation is contingent on successful completion of the criminal history background review.
3. Recommend approval to appoint Ms. Laurie Richman to the position of a 10 month School Bus Driver. Ms. Richman will earn Step 1 - $23.40 per hour as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of criminal history background review.
4. Recommend approval to accept the resignation of Mr. George Politza, from the position of Paulsboro Attendance Officer position effective November 1, 2017.
5. Recommend appointment of Mr. Kenneth Ridinger to the position of Attendance Officer effective November 28, 2017 through June 30, 2018. Mr. Ridinger will earn $11,749.00 prorated.
6. Recommend approval of a medical leave of absence for Paulsboro Junior / Senior High School Custodian, Ms. Shirley Jenkins as follows:

Dates of Leave Terms and Conditions of Leave

Thursday, November 2, 2017 – Monday, November 27, 2017 With pay and benefits by use of

accumulated sick, vacation and personal

leave as well as the concurrent use of Federal Family Leave.

Tuesday, November 28, 2017 – Monday, December 7, 2017 Unpaid, with benefits by use of

Federal Family Leave.

1. Recommend approval of a medical leave of absence for Paulsboro Junior Senior High School Teacher, Ms. Josephine Ianoale as follows:

Dates of Leave Terms and Conditions of Leave

Wednesday, November 15, 2017 – Tuesday, December 5, 2017 Unpaid, with benefits by use of the Federal Family Leave.

Wednesday, December 6, 2017 – Monday, January 1, 2018 Unpaid, with benefits.

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, Mr. John Hughes, 10 YES

Motion Carried

**Report Of The Superintendent**

Motion made by Hamilton, seconded by Dunn to approve the recommendations of the Superintendent items L-O.

**Personnel L – O:**

1. Recommend approval for Ms. Jamanda Robinson to complete her fifteen hours of field experience at Billingsport Early Childhood Center beginning on November 28, 2017.

Informational: Ms. Robinson will be completing her fifteen hours field experience required for her assignment from Camden County College with Billingsport Early Childhood Center second grade teacher, Ms. Maryann Lang who will serve as the Cooperating Teacher for Ms. Robinson.

1. Recommend approval to accept the resignation with the intent to retire of Loudenslager Elementary School Nurse, Ms. Elaine Hadfield effective June 30, 2018.

Informational: Ms. Hadfield has served our district for 4 years.

1. Recommend approval to move Ms. Alexa Muraca to earning Step 1 – MA $46,667.00 prorated as per agreement with the Paulsboro Education Association. Ms. Muraca is filling in for second grade teacher, Ms. Brittany Bielski who is on maternity leave at Billingsport Early Childhood Center.

Informational: This appointment was approved on the October 30, 2017 Board of Education Agenda. Ms. Muraca has completed her Masters Degree.

1. Recommend approval of a medical leave of absence for Loudenslager Elementary School Teacher, Ms. Kathleen Brown as follows:

Dates of Leave Terms and Conditions of Leave

Thursday, November 2, 2017 – Friday, November 17, 2017 With pay and benefits by use of

accumulated sick days as well as the

concurrent use of Federal Family Leave.

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger (abstained L and O), Mrs. Stevenson, Mr. Walter II, 9 YES

Motion Carried

**Report Of The Superintendent**

Motion made by Walter, seconded by Lozada-Shaw to approve the recommendations of the Superintendent items A-G.

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

1. Recommend adoption of the attached Curriculum Review Schedule for the years 2017-2018 through 2022-2023. (**Attachment**)

Informational: The Curriculum Review Schedule process is an effective way to assure that curriculum, textbooks and other teacher resource materials are current. This process allows the Board of Education to allocate money on a regular basis for curriculum, textbook and resource material purchases.

1. Recommend approval of the attached QSAC (Quality Single Accountability Continuum) SOA (Statement of Assurances) and the DPR (District Performance Review) for the 2017-2018 school year. (**Attachment**)

Informational*:* The Quality Single Accountability Continuum (QSAC) is the Department of Education’s monitoring and evaluation system for public school districts. It is a system that consolidates and incorporates the monitoring requirements of applicable state laws and programs, focusing on five key components. All districts must submit the Statement of Assurance (SOA) files through New Jersey Homeroom by November 15, 2017.

1. Approval for eight teachers throughout the district to attend three professional development workshop sessions (dates to be determined) in collaboration with Clearview Regional School District afterschool from 3:00 p.m. – 4:30 p.m.

Cost to the Board of Education:



Informational: As part of our district professional development plan, we have decided to collaborate with Clearview Regional School District. The goal of this collaboration will be to train a team of teachers to implement strategies in order to increase student engagement. The teacher will then turnkey to teaching staff throughout the district.

1. Recommend approval for District Instructional Coach, Lisa Kuhnel-Morrison to attend *Work Study for Literacy Development* on Wednesday, December 6, 2017 at The Adventure Aquarium in Camden, New Jersey.

Cost to the Board of Education:



1. Recommend approval for District Instructional Coach, Lisa Kuhnel-Morrison to attend *Big History Project* on Tuesday, December 12, 2017 at Gateway Regional High School in Woodbury Heights, New Jersey. There will be no cost to the Board of Education.
2. Recommend approval for District Instructional Coach, Lisa Kuhnel-Morrison to attend *Gloucester County Supervisor Meeting* on Wednesday, December 13, 2017 at Pitman School District in Pitman, New Jersey.

Cost to the Board of Education:



1. Recommend approval for District Instructional Coach, Lisa Kuhnel-Morrison to attend *Gloucester County Supervisor Meeting* on Wednesday, February 7, 2018 at Gateway Regional High School in Woodbury Heights, New Jersey.

Cost to the Board of Education:



Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, Mr. John Hughes, 10 YES

Motion Carried

**Staff and Curriculum Development H - M:**

Motion made by Walter, seconded by Lozada-Shaw to approve the recommendations of the Superintendent items H-M.

1. Recommend approval for the following teachers to receive Professional Development hours for attending the District Performance Improvement Plan meetings during the 2017 - 2018 School Year.

Christine Lindenmuth Prudence Hanly

Krista Lange JoAnne Gayeski

1. Recommend approval for the following K - 6 teachers to attend “Wonders” training to be held in Room 119 of Paulsboro High School at the following times.

|  |  |
| --- | --- |
| **8:30 a.m. - 11:30 a.m.** | **12:00 p.m. - 3:00 p.m.** |
| Caitlin Cusack | Anthony Petrutz |
| Prudence Hanly | Krista Lange |
| Colleen Phifer | Tara Stahl |
| Triana Hernandez | Amber Berry |
|  | Eileen Gattuso |
|  | Maria Phillips |
|  | Corey Hoffman |

Informational: “Wonders”, is the comprehensive K-6 English Language Arts program that is designed to meet the challenges of today’s classroom and reach all learners. The program was purchased for Grades K-6. It is a research-based print and digital resource that provides unmatched support for building strong literacy foundations, accessing complex texts, engaging in collaborative conversations, and writing to sources. McGraw-Hill has included training days so that our teachers will be able to utilize the program to its capacity.

Cost to the Board of Education:



1. Recommend approval for Paulsboro Junior High School Guidance Counselor, Melba Moore-Suggs to attend *Gloucester County Fall Counselor In-Service* on Wednesday, November 8, 2017 at Rowan College at Gloucester County in Sewell, New Jersey. There will be no cost to the Board of Education.
2. Recommend approval for Elementary Teacher, Monica Moore-Cook to attend *Computer Science through Story-Telling and Games – Coding with Scratch for Beginners (Grades K-5)* on Wednesday, January 10, 2018 at Rowan College at Gloucester County STEM Center in Sewell, New Jersey.

Cost to the Board of Education:



1. Recommend approval for Elementary Teacher, Monica Moore-Cook to attend *Learning to develop Android and iOS Apps (Grades K-12)* on Wednesday, May 9, 2018 at Rowan College at Gloucester County STEM Center in Sewell, New Jersey.

Cost to the Board of Education:



1. Recommend approval for Billingsport Early Childhood Center Nurse, Janice Esters to attend *Basic Life Support Healthcare Provider Instructor Class* on November 6, 8, and 13, 2017 at EMS Academy in Woodbury, New Jersey.

Cost to the Board of Education:



Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 9 YES

Motion Carried

1. Informational:
2. Teacher of the Year Program:

Once again each school can name a Governor’s Teacher Recognition Award recipient as well as a Governor’s Educational Professional Award winner. Educational Professionals include certificated staff members such as School Nurses, Guidance Counselors, School Psychologists, Librarians, etc.

Each of the Governor’s Teacher Recognition Award recipients may apply online to be named as the Gloucester County Teacher of the Year. The district is no longer responsible to select a Teacher of the Year.

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

|  |  |
| --- | --- |
| **Month of November 2017** | |
| **Grade** | **Enrollment** |
| 9 | 92 |
| 10 | 80 |
| 11 | 64 |
| 12 | 84 |
| **Total** | **320** |

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

|  |  |
| --- | --- |
| **Month of November 2017** | |
| **Grade** | **Enrollment** |
| 7 | 93 |
| 8 | 68 |
| **Total** | **161** |

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

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Grade** | **Enrollment Per Class**  **Billingsport Early**  **Childhood Center** | | | | | | **Grade** | **Enrollment Per Class**  **Loudenslager**  **Elementary School** | | | | |
| Pre-School Disabled | 3 |  |  |  |  | 3 | 3 | 27 | 25 | 26 | 24 | 102 |
| Pre-School | 15 | 14 | 15 | 15 |  | 59 | 4 | 20 | 23 | 18 |  | 61 |
| K | 17 | 18 | 18 | 18 | 16 | 87 | 5 | 25 | 25 | 22 |  | 72 |
| 1 | 25 | 23 | 22 | 22 |  | 92 | 6 | 19 | 19 | 20 |  | 58 |
| 2 | 20 | 20 | 20 | 20 |  | 80 | Special Education |  |  |  |  |  |
| Special Education |  | 9 | 3 | 8 |  | 20 |  |  |  |  |  |  |
| **Total** | | | | | **341** | | **Total** | | | | | **293** |

**Report Of The Superintendent**

Motion made by Walter, seconded by Dunn to approve the recommendations of the Superintendent items A-C.

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

1. Recommend approval for out of district tuition for school year 2017-2018, for twenty-one (21) ninth through twelfth grade, for $954,606.52.
2. Recommend approval for out of district summer school tuition for school year 2017-2018, ninth through twelfth grade, for $134,123.00.

Informational: Seven (7) students attended summer programs during July and August. The amount approved represents contracts and or billing received by the business office and encumbered as of October 31, 2017.

1. Recommend approval for out of district tuition for school year 2017-2018, ninth through twelfth grade, in the amount of $976,923.25.

Informational: This cost includes tuition contracts for ten (10) students which have been received by the Business Office and encumbered as of October 31, 2017.

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, Mr. John Hughes, 10 YES

Motion Carried

**Tuition D - F**:

Motion made by Walter, seconded by Lozada-Shaw to approve the recommendations of the Superintendent items D-F.

1. Recommend approval for out of district tuition for school year 2017-2018, for thirty-one (31) preschool through eighth grade, for $1,480,354.91.
2. Recommend approval for 2017-2018 summer school tuition for out of district placements, preschool through eighth grade, in the amount of $304,310.00.

Informational: Four (4) students attended summer programs during July and August. The amount approved represents contracts and or billing received by the business office and encumbered as of October 31, 2017.

1. Recommend approval for out of district tuition for school year 2017-2018, preschool through eighth grade, in the amount of $991,241.75.

Informational: This cost includes tuition contracts for Five (5) students which have been received by the Business Office and encumbered as of October 31, 2017.

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 9 YES

Motion Carried

**Report Of The Superintendent**

Motion made by Walter, seconded by Lozada-Shaw to approve the recommendations of the Superintendent items A.

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

1. Recommend the following Book Mates’ volunteers for the 2017 – 2018 school year at Billingsport Early Childhood Center:

Sara Crane Helen Swain Phyllis Baelz

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 9 YES

Motion Carried

Informational: Book Mates’ volunteers read one-on-one for thirty minutes to each of two children during the school day. The volunteer commits to one hour per week.

The volunteers are trained and recommended by the Jewish Community Relations Council and the Catholic - Jewish Commission of Southern New Jersey. Billingsport Early Childhood Center Librarian, Tammy Minix helps coordinate the program which has been approved by the Board of Education for many years.

**Report Of The Superintendent**

Motion made by Dunn, seconded by Lozada-Shaw to approve the recommendations of the Superintendent items A-E.

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

1. Recommend approval of the following actions for the John and Betty Vogeding Wrestling Tournament:
2. Paulsboro High School to host the tournament on Friday, December 15, 2017 (Junior Varsity) and Saturday, December 16, 2017 (Varsity).
3. District Insurance Broker, Steven Anuszewski to serve as the Tournament Director without a stipend.
4. Paulsboro Public Schools to pay for Track Wrestling, ticket takers, officials, timers, security, police and athletic trainer.
5. Paulsboro Wrestling Club (Student Activity Account) to pay for awards and the hospitality room.
6. The scorers and table runners to serve as unpaid volunteers.
7. Paulsboro Wrestling Association (outside organization) to operate the concession stand and 50/50 and retain the profit for these activities.
8. Ticket prices will be $7.00 for adults and $4.00 for students/senior citizens.
9. Gate receipts to be deposited in the appropriate Paulsboro Public School account.
10. Entry fee of $450.00 per team for the tournament to be deposited in Paulsboro Wrestling Club account (Student Activity Account).

Informational: The Junior Varsity Event will be held Friday night and Varsity Event will be on Saturday. Paulsboro High School has hosted the John and Betty Vogeding Wrestling Tournament for the past seven years. In addition to Paulsboro, eight teams enter the tournament. The school district does not charge custodial service, utilities, etc. to the tournament so “Profit” is not used in the fullest sense of the word in the following financial overview. (**Attachment**)

1. Recommend the following students to work home football games as the “grounds crew”.

Each student will be responsible for setting up before the game, and cleaning up after each home game. Each individual will be paid $45.00 per game. Only four students will be used per game.

Caiden Haynes Hunter Zubec

Jakob Oster Lewis Oster

Informational: Students are selected based on them requesting the position via the Athletic Director.

1. Recommend approval of the attached 2017-2018 winter season sports schedules for Varsity, Junior Varsity and Middle School Wrestling, Varsity, Junior Varsity and Middle School Boys Basketball, and Varsity, Junior Varsity and Middle School Girls Basketball. (**Attachment**)
2. Recommend approval of the following individuals to serve as event workers for athletic events during the 2017-2018 school year at the same rates as in the 2016-2017 school year. This recommendation includes approval of the pay rates for event workers.

Angela Bradbury Todd Palmisano James Pandolfo

1. Recommend appointment of the following position at Paulsboro High School for the 2017-2018 school year. Stipends are as per agreement with the Paulsboro Education Association.

| **Position** | **Advisor** | **2017-2018**  **Salary**  **(in $)** |
| --- | --- | --- |
| Assistant Play Director | Matthew Phillips English | $2,219.00 |

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa (abstained B), Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, Mr. John Hughes, 10 YES

Motion Carried

**Report Of The Superintendent**

Motion made by Walter, seconded by Lozada-Shaw to approve the recommendations of the Superintendent items F-G.

**Student Activities F – G:**

1. Recommend approval for Loudenslager Elementary School to hold a Career Day on April 20, 2018. Fourth grade teacher, Ms. Amber Berry, is the lead Teacher for this activity. Approval of this recommendation includes acceptance of a Pride Grant from the Paulsboro Education Association to fund a luncheon for the presenters. A list of presenters will be provided to the Board of Education. There is no cost to the Board of Education.
2. Recommend approval of the following athletic coach for Paulsboro Junior High School for the 2017-2018 school year with stipends as per agreement with the Paulsboro Education Association.

|  |  |  |  |
| --- | --- | --- | --- |
| **Position** | **Staff Member** | **2017-2018 Salary** | **Step** |
| 7 & 8 Grade Wrestling Coach | Tony Chila | $3,181.00 | 3 |

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 9 YES

Motion Carried

**Report Of The Superintendent**

Motion made by Walter, seconded by Hamilton to approve the recommendations of the Superintendent items A.

**Facilities A**: The Greenwich Township Representative may not vote on items in this section of the agenda.

1. Recommend approval to dispose of the following:

|  |  |  |  |
| --- | --- | --- | --- |
| **Quantity** | **Item** | **Reason for Disposal** | **Method of Disposal** |
| 12 | Preschool Cubbies at Billingsport Early Childhood Center | Replaced per the Preschool Expansion Grant | Donate |
|  | Desks, chairs and file cabinets at Billingsport Early Childhood Center | Broken items need to be removed from basement | Trash |

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 9 YES

Motion Carried

**Report Of The Superintendent**

Motion made by Walter, seconded by Lozada-Shaw to approve the recommendations of the Superintendent items A-B.

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

1. Recommend approval of a 0% five year lease contract with DELL in the amount of $247,857.69 for technology items including:

Three servers to be used as virtual hosts to support instruction and all administrative functions

Network storage array

Battery backups for all the Technology Closets throughout the district

Switches for the network storage array

Interconnect cabling

This purchase is through NASPO ValuePoint Contract #MNWNC-108, State Contract number 89967, Contract Code WN23AGW.

1. Recommend approval to accept a donation of 1950 and 1951 Pegasus Yearbooks and two Paulsboro High School varsity letters.

Informational: The donation was made by Ms. June Centofanti. In one sense, the donation is valued at $30.00 but for what it represents, it is priceless. The articles will be archived with the PHS Centennial Collection.

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, Mr. John Hughes, 10 YES

Motion Carried

**Report Of The Superintendent**

Motion made by Walter, seconded by Hamilton to approve the recommendations of the Superintendent items C.

**Finance C:**

1. Recommend approval to accept a donation in the amount of $100.00 for the Loudenslager Reading Garden from Ms. June M. Telaar.

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson (abstained), Mr. Walter II, 8 YES

Motion Carried

Informational: Mrs. Telaar graduated from 8th Grade at Loudenslager Elementary School in 1933.

**Report Of The Superintendent**

**School Safety A:**

1. Informational:

Report of School Security Drills:

| **Report of Paulsboro Public Schools Security Drills** | | | | |
| --- | --- | --- | --- | --- |
| **Type of Drill** | **Notation** | **Schools** | | |
| **Paulsboro Junior / Senior High** | **Loudenslager Elementary** | **Billingsport Early Childhood Center** |
| Fire Evacuation | Each school must conduct one per month | 9/15/17  10/20/17  11/17/17 | 9/11/17  10/2/17  11/16/17 | 9/14/17  10/23/17  11/21/17 |
| Evacuation  (Non-Fire) | Each school must conduct two annually | 11/22/17 | 11/3/17 |  |
| Lockdown | Each school must conduct two annually | 9/19/17 |  | 9/15/17  11/22/17 |
| Bomb Threat | Each school must conduct two annually |  |  |  |
| Active Shooter | Each school must conduct two annually |  | 9/14/17 |  |
| Shelter In Place | Each school must conduct two annually | 10/27/17 | 10/27/17 | 10/27/17 |
| Other Drills | Each school must conduct two annually |  |  |  |
| Bus Evacuation | School District (Annually) | 9/11/17  9/12/17 | 10/11/17 | 11/3/17 |
| Bus Evacuation | School Routes  (2 Annually) | Bankbridge Dev. 11/15/17 |  |  |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure | Conducted Monthly | Conducted Monthly | Conducted Monthly |

**Report Of The Superintendent**

Motion made by Walter, seconded by Priest to approve the recommendations of the Superintendent items A-C.

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

A. Recommend the second reading and approval of the following Board Policy:

-Transportation Safety – Policy #3541.33 (**Attachment**)

1. Recommend the second reading and approval of the following Board Policy:

-Emergencies and Disaster Preparedness – Policy #6114 (**Attachment**)

1. Recommend the second reading and approval of the following Board Policy:

-Intramural Competition: Interscholastic Competition – Policy #6145.1/6145.2 (**Attachment**)

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, Mr. John Hughes, 10 YES

Motion Carried

**Public Comments**

None

**Executive Session**

Motion made by Hamilton, seconded by Dunn and unanimously carried (10-0) to move to executive session at 8:08 PM.

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

Motion made by Walter seconded by Lozada-Shaw and unanimously carried (10-0) to return to the regular meeting at 8:35 PM.

Motion made by Lisa, seconded by Hamilton and unanimously carried (10-0) to adjourn the meeting at 8:40 PM.

Regular Meeting December 18, 2017 – 7:00 PM Loudenslager Elementary School Multipurpose Room

•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.

Respectfully Submitted,

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Business Administrator/Board Secretary