**Paulsboro Public Schools**

**Monday July 30, 2018**

**Minutes**

**regular meeting**

As required by the Open Public Meetings Act as Board Secretary, I announce that adequate notice of this special meeting has been provided by mailing on Thursday, January 4, 2018 to the Paulsboro Clerk, Greenwich Township Clerk, Courier Post, South Jersey Times and Secretary of Greenwich Township Board of Education the approved 2018 Board of Education meeting calendar adopted by the Board of Education at the Reorganization Meeting on January 3, 2018 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 7:01 PM by pledging allegiance to the flag with the following members present: Barbara Dunn, Marvin Hamilton, Crystal Henderson, Joseph L. Lisa, Lisa L. Lozada-Shaw, William S. MacKenzie, Thomas C. Ridinger, Irma R. Stevenson, and James J. Walter, II. John Hughes, Greenwich Township Representative was absent. Also present were Stephen Edelstein, Attorney, Mr. Paul Bracciante, Assistant Superintendent, Ms. Jennifer Johnson, Business Administrator/Board Secretary and Dr. Laurie Bandlow, Superintendent.

**Presentations**

Dr. Bandlow thanked the Dress Code Policy Committee. Mr. Paul Morina, Principal Paulsboro Jr./Sr. High School and Mrs. Danielle Scott, parent explained the committee process followed and presented the proposed changes agreed unanimously by the committee.

Mr. Morina stated both he and Mr. Matthew Browne, Principal of Loudenslager Elementary School who was also on the committee felt strongly that issues regarding dress code enforcement is taking time away from learning.

Mrs. Scott stated there is still language changes that could be improved but this draft is a step in the right direction.

Dr. Bandlow stated the attorney would be reviewing the dress code policy for language.

**Public Comments on Agenda**

Danielle Scott addressed the Board on additional aid received. Response noted in minutes under Public Comments for any item.

**Executive Session**

Motion by Dunn seconded by Lozada-Shaw and unanimously approved 9-0 to move to Executive Session at 7:17 pm

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

Motion by Dunn seconded by Lozada-Shaw and unanimously approved 9-0 to return to Regular Meeting at 7:47 pm

**New Business**

**Save The Date – NJSBA 2018 Conference**

*Engaging Every Child* is Monday, October 22, 2018 to Thursday, October 25, 2018.

Harrah’s Marina is the headquarters hotel.

**Board Business:**

1. **Board of Education Meeting Calendar**

WHEREAS the “Open Public Meetings Act:” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed, the Paulsboro Board of Education will meet in Executive Session for the purpose of discussing the following: Personnel, Student Matters, Contracts, Negotiations and Litigation at 6:00 p.m. on August 27, 2018, prior to the commencement of the public portion of the board meeting. The matters discussed will remain confidential until the need for confidentiality no longer exists.

1. **2018 Election November Offices open for general election**

Term of Office Incumbents

Three (3) three year terms Tom Ridinger, Irma Stevenson, James Walter, II

Election petitions are available through the Gloucester County Board of Elections office located at 550 Grove Road, West Deptford, New Jersey.

Petition submission deadline to the County Board of Elections Office is Monday, July 31, 2018.

1. **Committee Of The Whole: Negotiations**

The Paulsboro Board of Education Negotiation Team: Mr. William Scott MacKenzie, Chairperson, Members: Mr. Joseph Lisa, Mrs. Irma Stevenson and Mr. James Walter, II held their first meeting on December 11, 2017. The Superintendent met with the Paulsboro Board of Education Negotiation Team on Wednesday, May 9, 2018 and Wednesday, May 30, 2018.

The second meeting with the PAA, originally scheduled for February 28, 2018, was held on Wednesday, May 23, 2018 at 5:00 p.m. in the Administration Building. The last meeting with the PAA was held on June 11, 2018 at 6:00 p.m. in the Administration Building.

Update: The Paulsboro Board of Education Negotiation Team met with the PAA on Tuesday, July 24, 2018 at 6:00 p.m. in the Administration Building.

1. **Committee Of The Whole: Construction**

At the last Board of Education meeting, June 25, 2018, the Facility Committee presented the quote obtained from Newfield Board of Education for $308,000.00 to complete repairs to the Paulsboro High School Auditorium. The Business Administrator, Ms. Jennifer Johnson explained this would restrict administration’s ability to complete repairs for the school year and asked the Board to consider restoring any additional aid received for the 2018-2019 budget back into the buildings, grounds, and maintenance budget. The Board of Education voted not to move forward with the repairs at this time.

The School Board Attorney, Mr. Stephen Edelstein has met with Administration and has reviewed the insurance claims resulting from the roof replacement at the Paulsboro High School.

No ROD (Regular Operating District) Grant Projects will be completed this summer. During the 2019 - 2020 budget process, beginning with the Three Year Comprehensive Maintenance Plan, options for projects and funding will be presented to the Board.

Informational: Reimbursements were submitted for Regular Operating District (ROD) Grants. Receipt of reimbursements as of Wednesday, July 25, 2018 are still pending.

|  |  |  |
| --- | --- | --- |
| **School** | **Approved ROD Projects** | **Reimbursement**  **Submitted** |
| PHS | $3,771,750.00 | $2,151,548.02 |
| LES | $2,498,969.00 | $1,425,505.88 |
| BECC | $729,479.00 | $416,122.25 |
| **Total** | $7,000,198.00 | $3,993,176.15 |

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

Motion made by Lozada-Shaw seconded by Walter to approve A-D.

**Recommend Approval of A – D:** 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 June 25, 2018
2. Approval of the May 2018 Cash Receipts Report (**Attachment**)
3. Approval of the May 2018 budget transfers (**Attachment**)
4. Approval for payment of bills that are duly signed and authorized. (**Attachment**)
5. 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 May 31, 2018, 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. MacKenzie, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger voting 8 yes, Mrs. Stevenson abstain, Mr. Hughes absent.

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 May 31, 2018, 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, July 30, 2018

***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 May 31, 2018.





Monday, July 30, 2018

**Report of The Superintendent**

Motion by Walter seconded by Stevenson to approve items B-N

**Personnel B - H:** 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 of additional summer bus aides on an as needed basis:

Account Number 11-000-270-107-000-03.

**Bus Aides – $9.00 / hour**

Traci Dyess

Nancy O’Brien

Informational: These are the same rates as last summer.

1. Recommend approval (via letter of intent issued by the Board of Education on April 30, 2018) to appoint Mr. Tahje Thomas to the position of Website Content Administrator for the 2018-2019 school year effective July 1, 2018 at a salary of $3,300.00.

Acct# 11-401-100-100-00-997

Informational: The position of Website Content Administrator has ongoing duties to receive recommended content, rewrite/write content, edit content, etc. then upload the materials to the websites.

1. Recommend approval for Ms. Christine Lindenmuth to complete her Administrative Internship in the Paulsboro Public Schools from September 2018 – June 2019. The mentor for Ms. Lindenmuth will be decided in September 2018.
2. Recommend approval (via letter of intent issued by the Board of Education on April 30, 2018) to appoint Ms. Christine Lindenmuth to the position of District Mathematics / Science Coach effective September 1, 2018. Ms. Lindenmuth will earn Step O – MA - $82,294.00 as per agreement with the Paulsboro Education Association. Acct# 20-231-200-176-00-999
3. Recommend appointment of the following teachers to Co-Curricular and Class Advisor positions at Paulsboro High School for the 2018 - 2019 school year. Stipends are as per agreement with the Paulsboro Education Association. Acct. #11-401-100-100-00-997

| **Position** | **Advisor** | **2018-2019**  **Salary**  **(in $)** |
| --- | --- | --- |
| A.V. Coordinator | Michael Calabrese | $2,812.00 |
| Assistant Band Director | Wendy Stocker | $2,170.00 |
| Band Director | Jenna Ouellette | $5,498.00 |
| Choral Director | Aaron Krasting | $1,579.00 |
| Jazz Band Director | Wendy Stocker | $1,984.00 |
| 7th Grade Advisor | Barbara Cangelosi | $1,354.00 |
| 8th Grade Advisor | Judy Hathaway | $1,354.00 |
| 9th Grade Advisor | Christine O’Malley | $1,535.00 |
| 10th Grade Advisor | Andrea Bish | $1,535.00 |
| 11th Grade Advisor | Rachel Wulk | $2,453.00 |
| 12th Grade Advisor | Brenda Caltabiano | $2,594.00 |
| Senior Fund Raising (Note 3) | Monica Garner | $1,071.00 |
| Gallery Advisor | Wendy Stocker | $410.00 |
| Key Club Advisor (Note 2) | Christine O’Malley | $1,000.00 |
| National Honors Society Advisor | Gina Morina | $2,004.00 |
| National Jr. Honors Society Advisor | L. Jean Brown | $2,004.00 |
| Newspaper Advisor (Paulsentinel) | Holly Klein | $1,569.00 |
| Play Director | Barbara Thomson | $6,737.00 |
| Assistant Play Director | TBD | $2,219.00 |
| Play Business Advisor (Note 1) | Barbara Thomson | $339.00 |
| Student Council Advisors | Margaret LaDue  Christine O’Malley | $1,061.00  $1,061.00 |
| Yearbook Advisor | Gina Morina | $2,589.00 |
| Yearbook Business Advisor | Patricia DellaVecchia | $1,658.00 |
| Stage & Set Crew Advisors | Margaret LaDue  Steven Smeresky | $2,154.00  $2,154.00 |
| S.U.R.E. – Students United for Respect and Equality | Margaret LaDue | $851.00 |
| School Supply Room (Note 2) | Patricia DellaVecchia | $500.00 |

Note 1: Advisor earns the stipend listed plus 10% of revenues from advertisement book as per agreement with the Paulsboro Education Association.

Note 2: These positions are not part of the agreement with the Paulsboro Education Association.

Note 3: These stipends are paid from the profits of the fundraising activities as per agreement with the Paulsboro Education Association.

Recommend approval (via letter of intent issued by the Board of Education on April 30, 2018) for all Paulsboro Public School employees who hold a valid certificate to teach in New Jersey be approved for the Alternative Education Program (AEP) at Paulsboro Junior / Senior High School for the 2018-2019 school year.

AEP Teachers -Acct# 11-140-100-101-01-150

**The teachers will be on a rotating schedule working as follows:**

Teacher # 1 3:00p.m. – 5:00p.m. 2.0 hr. / day $32.00 per hour $ 64.00 per day

Teacher # 2 5:30p.m. – 7:30p.m. 2.0 hr. / day $32.00 per hour $ 64.00 per day

$128.00

1. Recommend approval (via letter of intent issued by the Board of Education on April 30, 2018) to appoint the following to the Alternative Education Program (AEP) at Paulsboro Junior / Senior High School for the 2018 - 2019 school year.

|  |  |  |
| --- | --- | --- |
| **Personnel** | **Position** | **Account Number** |
| Jean Brown | Student Assistance Counselor | 11-140-100-101-01-150 |
| James Pandolfo | Principal / Administrator | 11-000-240-104-01-150 |
| Paul Morina | Substitute Principal / Administrator | 11-000-240-104-01-150 |

**The following will be working this schedule:**

Counselor 3:00p.m. – 5:30p.m. 2.5 hr. / day $32.00 per hour $ 80.00 per day

Administrator 4:00p.m. – 7:30p.m. 3.5 hr. / day $32.00 per hour $112.00 per day

$192.00 per day

Informational: The daily cost for this program is not to exceed $320.00 per day.

**Report of The Superintendent**

**Personnel I - N:**

1. Recommend approval (via letter of intent issued by the Board of Education on April 30, 2018) to modify the hours worked for the Aides as follow a Special Education Summer School Program for students grades PreK-6 funded by IDEA Basic. The program began Monday, June 25, 2018 through Wednesday, August 1, 2018. The program runs from Monday to Thursday.

**Extended School Year Program Hours**

Aide Hours – 3.5 Hours per day

Informational: The additional half an hour will provide coverage for the arrival and the dismissal of all students. The following was approved at the June 25, 2018 Board of Education meeting.

**Extended School Year Program Hours**

Student Hours – 8:30 a.m. – 11:30 a.m.

Teacher Hours – 8:00 a.m. – 11:30 a.m.

Aide Hours – 3 Hours per day

1. Recommend approval to appoint Ms. Tina Morris as the Principal of Billingsport Early Childhood Center. The new principal will earn a salary of $ 118,000.00 prorated for the 2018 - 2019 school year.
2. Recommend approval for the Preschool teachers to receive training and coaching as part of the Preschool Expansion Grant.

Informational: The Master Teacher, Cindy Johnson and our State Department of Education liaison for the Grant are conducting this workshop. The topics include the Creative Curriculum, Classroom and Pyramid Training; Strengthening the Family, and Gold Assessment Training. The cost for the training are included in the Preschool Grant. It will be offered to the preschool teachers and their aides.

The training will be August 20 - 21, 2018 for the Pre-K Instructional Aides to attend Creative Curriculum I training.

The training will be August 22 - 23, 2018 for the Pre-K Teachers and Instructional Aides to attend Creative Curriculum II training.

Teachers attending will be paid $32.00 an hour, up to six hours per day.

PEG Account # 20-220-100-101-02-910

**Teachers:**

Tara Tobolski

Eileen Russell

Kimberly Manuel

Candell Maxie

Rachel Kuser

Aides attending will be paid $15.00 an hour, up to six hours per day.

PEG Account # 20-220-100-106-02-910

**Aides:**

Angela Painter

Tara Madison

Dottie Palmisano

Danielle Doran

Katie Hurst

Alison Hoehn

1. Recommend approval of the following staff members to Extra-Curricular and Extra Duty positions at Loudenslager Elementary School for the 2018-2019 school year. The School Store and Student Council positions are as per agreement with the Paulsboro Education Association:

|  |  |  |  |
| --- | --- | --- | --- |
| **Position** | **Staff Member** | **2018-2019**  **Salary** | **Account**  **Number** |
| School Store (Note 1)  Loudenslager Elementary School | Toni Howard  Sue Piccione | $425.50  $425.50 | 11-401-100-100-00-997 |
| Student Council (Note 1)  Loudenslager Elementary School | Bonnie McHale  Krista Lange | $447.50  $447.50 | 11-401-100-100-00-997 |

Note 1: The staff members appointed to these positions share the stipend delineated in

the agreement with the Paulsboro Education Association.

1. Recommend approval of the following staff members to serve as Lunch Detention Monitors at Loudenslager Elementary School for the 2018-2019 school year.

|  |  |  |  |
| --- | --- | --- | --- |
| **Position** | **Staff Member** | **2017-2018**  **Salary** | **Account**  **Number** |
| Lunch Detention Monitor (Note 2)  Loudenslager Elementary School | Heather Parks  Gloria Melchiore  Danielle Relation\* | $18.87 / hr. | 11-000-262-107-03-012 |

Informational: The Lunch Detention Monitor hours do not exceed 2 periods daily x 45 minutes/period x 181 days = 271.5 hours for the 2018 - 2019 school year. Approval of Heather Parks, Basic Skills Aide at Loudenslager Elementary School and Gloria Melchiore, Classroom Aides both at Loudenslager Elementary School are not to exceed 2 periods daily.

\* Ms. Relations will fill in for Ms. Parks or Ms. Melchiore when they are absent.

Note 2: Heather Parks is a Basic Skills Aide, Gloria Melchiore is a 1:1 Aide, and Danielle Relation is a Classroom Aide at Loudenslager Elementary School.

1. Recommend approval to accept the resignation of Billingsport Early Childhood Center Kindergarten Special Education Aide, Ms. Alexa Muraca effective July 16, 2018.

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson , Mr. Walter, Mr. Hamilton abstain J, Mrs. Henderson abstain D, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger voting 9 yes, Mr. Hughes absent.

Motion carried

**Report Of The Superintendent**

Motion by Walter seconded by Lozada-Shaw to approve A-E.

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

1. Recommend approval for Assistant Superintendent, Mr. Paul Bracciante to attend the Special Education Medicaid Initiative Meeting (SEMI) in the 2018 - 2019 school year (spring and fall) location to be determined. There is no cost to the Board of Education.

Informational: The Special Education Medicaid Initiative Meetings (SEMI) are technical in nature and ensure accuracy of information.

1. Recommend approval for Assistant Superintendent, Mr. Paul Bracciante to attend the Gloucester County Special Education Directors Meetings held at Bankbridge Development School for the 2018 - 2019 school year. There is no cost to the Board of Education.
2. Recommend approval for Assistant Superintendent, Mr. Paul Bracciante to attend the annual McKinney-Vento (Homeless) Meeting for the 2018 - 2019 school year, meeting location will be at Gloucester County Institute of Technology. There is no cost to the Board of Education.
3. Recommend approval for Assistant Superintendent, Mr. Paul Bracciante to attend meetings as required by the New Jersey Department of Education for the 2018 - 2019 school year.

Informational: Meetings could involve Least Restrictive Grant, and other Department of Education required meetings throughout the 2018 - 2019 school year.

1. Recommend approval of the 2018 - 2019 Comprehensive Equity Plan and Annual Statement of Assurance. A copy will be sent to the Gloucester County Superintendent of Schools.

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger voting 9 yes, Mr. Hughes absent.

Motion carried

**Report Of The Superintendent**

Motion by Walter seconded by Dunn to approve A-G.

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

1. Recommend approval for 22 ninth through twelfth grade students in out of district placements for the 2017 summer school tuition, for $91,747.73 and for the 2017 – 2018 school year tuition, for $1,092,584.66.
2. Recommend approval for 4 ninth through twelfth grade homeless students in out of district placements for the 2017 – 2018 school year tuition, for $25,816.42.
3. Recommend approval for 3 ninth through twelfth grade state facilities students in out of district placements for the 2017 – 2018 school year tuition, for $62,227.00.
4. Recommend approval for 32 ninth through twelfth grade students accepted for the 2017-2018 school year to attend Gloucester County Institute of Technology for $80,320.50.
5. Informational A - D above: Information is cumulative through June 30, 2018.

**Report Of The Superintendent**

**Tuition F - G**:

1. Recommend approval of 51 preschool through eighth grade students in out of district placements for 2017 summer school for $192,191.50 and for the 2017 – 2018 school year tuition, for $1,381,488.44.
2. Recommend approval of 17 Preschool through eighth grade homeless students in out of district placements for the 2017 – 2018 school year tuition, for $91,088.17.
3. Informational F - G above: Information is cumulative through June 30, 2018.

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger voting 9 yes, Mr. Hughes absent.

Motion carried

**Report Of The Superintendent**

Motion by Walter seconded by Lozada-Shaw to approve item A-C

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

1. Recommend approval for Jackson Sichelstiel, son of Paulsboro High School Mathematics Teacher, Ms. Pamela Sichelstiel to attend Paulsboro High School as a professional courtesy during the 2018 - 2019 school year. This student will be in the ninth grade class.

**Report Of The Superintendent**

**Instructional Services B - C**

1. Recommend approval for Colton Walsh, son of Billingsport Early Childhood Center Kindergarten Teacher, Ms. Lindsay Walsh to attend Billingsport Early Childhood Center as a professional courtesy during the 2018-2019 school year. This student will be in the preschool class.
2. Recommend approval to provide homebound instruction for the following students

Grades PK-8:

|  |  |  |
| --- | --- | --- |
| **Case #** | **Grade:** | **Hours of Instruction** |
| 301748 | K | Student is receiving home instruction through Brookfield Schools for a minimum of 5 hours / week at $32.00 / hour. Student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was 6/12/2018. |

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 10 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.

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger voting 9 yes, Mr. Hughes absent.

Motion carried

**Report Of The Superintendent**

Motion by Walter seconded by Dunn to approve A.

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

1. Recommend approval of all Paulsboro Public School employees to serve as event workers for athletic events during the 2018-2019 school year at the same rates as in the 2016-2017 school year. This recommendation includes approval of the pay rates for event workers.

**Football # of Workers Pay Rate (per event)**

Announcer / Clock Operator 1 $45.00

Ticket Seller 3 $45.00

Ticket Collector 4 $45.00

Clock Operator 1 $45.00

Security 3 $50.00

Grounds Crew (students) 4 $45.00

Filming of Games 1 $50.00

**Wrestling # of Workers Pay Rate (per event)**

Announcer / Clock Operator 1 $60.00

Ticket Seller 3 $55.00

Ticket Collector 4 $55.00

Security 3 $60.00

**Basketball # of Workers Pay Rate (per event)**

Announcer / Clock Operator

Varsity & Junior Varsity 1 $55.00

Clock operator – Student 1 $30.00

Ticket Seller / Collector 1 $55.00

Security 1 $60.00

**All Sports**

Clock Operator (if needed) 1 $45.00

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Ridinger voting 8 yes, Mr. Lisa abstain, Mr. Hughes absent.

Motion carried

**Report Of The Superintendent**

Motion by Lisa seconded by Walter to Table Facilities Item A:

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Ms. Lozada-Shaw, Mr. Ridinger voting 9 yes, Mr. Hughes absent.

Motion carried

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

1. Recommend authorization for the Superintendent to approve the following organizations to use school facilities as listed for the 2018 - 2019 school year.

This recommendation is contingent that each group completes the ***Application For Use Of School Facilities*** form which can be located on the district website. All applications must include the following:

* Attach certificate of insurance.
* Submit this form to the principal of the school or facility being requested.

| **Organization/**  **Person** | **Activity** | **Facility** | **Contact** |
| --- | --- | --- | --- |
| Borough of Paulsboro | Mayor’s Town Forum | Paulsboro High School (PHS) Cafeteria | Mayor Stevenson |
| Municipal Alliance | Meetings  Evening activity program for children | Loudenslager All-Purpose Room | Councilperson, Joseph Kidd |
| Billingsport School and Community Association | Santa’s Workshop & Breakfast | Billingsport All-Purpose Room | Mildred Tolbert |
| Paulsboro Education Association | Meetings | PHS Auditorium | JoAnne Gayeski |
| Elementary Schools |
| Teacher Reception | Teacher of the Year | Billingsport Early Childhood Center | Terry Croce |
| Paulsboro Recreation Commission | Children’s Christmas Party | PHS Auditorium | Patty Farrow |
| Black History Month Program | PHS Auditorium & cafeteria | Jennifer Turner |
| Basketball Tournament | Loudenslager Basketball Court |
| Paulsboro Junior Wrestling | Jr. High Colonial Conference Wrestling Tournament | PHS Cafeteria, Kitchen, Gymnasium, Weight Room, Wrestling Room, Basement Hallway | Paul Morina  Rick Eli |
| Parents United | Meetings  Events | PHS | Roseanne Lombardo |
| Hill Studio and  All Ages Productions | Filming | All schools and fields | John Burzichelli  Michael Lucas |
| Paulsboro Wrestling Association | Pancake Breakfast | PHS Cafeteria | Paul Morina |
| Monthly Meetings | PHS Classroom |
| Paulsboro High School (PHS) Wrestling Club  (Continued on next page) | Media Night | PHS Gymnasium | Paul Morina |
| Alumni Meet | PHS Gymnasium |
| South Jersey Wrestling Clinic –Instruction, Tournament | PHS Cafeteria, Gymnasium, Wrestling Room |
| Tournament-National State Qualifier, Junior High Tournaments, Freestyle Tournament | PHS Cafeteria, Gymnasium |
| Meetings | PHS Classroom |
| District 29 Seeding Meeting | PHS Parenting Center or Classroom |
| PHS Girls Soccer Association | Monthly Meetings | PHS Classroom | Adina Giovannitti |
| Cow Plot Fund Raiser | PHS Football Field |
| Soccer Camp | PHS Football Field |
| Banquet | PHS Cafeteria |
| PHS Sports Hall of Fame | Monthly Meetings  Honoring Inductees | PHS  Administration Building | Steven Anuszewski |
| Paulsboro Day Committee | Paulsboro Day  Flea Market | PHS Parking Lot, Gator, Tables, Chairs, White Cargo Truck | Marc Kamp |
| Meetings and Dinner | PHS Library, Parenting Center |
| Independent Umpires Association | Baseball Umpire Field Clinic, Cadet Training | PHS Baseball Field | Alan Zeidler |
| Paulsboro Little League | Practices | PHS Softball Fields | Darrell DeBerry |
| Girl Scouts of Central & Southern Jersey, Brownies, and Daisy Girl Scouts | Activities – arts/crafts, educational projects, games, learning about different cultures, meetings, recognition ceremony, babysitting course, investiture ceremony, trips, recruitment, parent meetings | Billingsport  All-Purpose Room  Loudenslager  All-Purpose Room and Classroom  PHS Auditorium | Jodie Loufik |
| South Jersey & New Jersey Officials Association | Meetings | Classrooms, Cafeteria, Football Field | Mark Wood  Scott Campbell |
| New Beginnings Assembly of God of Paulsboro | Weekly Meetings  Royal Rangers | PHS Auditorium | Jack Henderson |
| Billingsport  All-Purpose Room |
| Gloucester County Health Dept. | Flu Clinic Site | PHS Parenting Center | Elizabeth Grant RN |
| Red Cross | Blood Drive | Gym | Sarah Mervine |
| Paulsboro Youth Basketball | Basketball, Dance, Practices | Billingsport/Loudenslager All-Purpose Rooms | Erica Scott |
| Banquet | PHS |
| Borough of Paulsboro | July 4th Parade | Front Lawn PHS  Restrooms | Marc Kamp |
| All Sports Banquet Committee | Monthly Meeting | Administration Building | Adina Giovannitti |
| Guardian Angels Catholic School (continued from the prior page) | Track & Field | PHS Track | Tom Romantini |
| School Play/Spring Musical/  Talent Show | PHS Auditorium | Jen Rieger |
| Boys & Girls Club | Summer Camp  After School Care | Billingsport All-purpose room, Classroom, Library | Gerald Hodges |
| The Raider Nation | Pig Roast Fundraiser | PHS Cafeteria (pig roasted off site) | Patty Farrow |
| Spaghetti Dinner | PHS Cafeteria |
| Concession Stand | Football Field |
| Pancake Breakfast | PHS Cafeteria |
| Football Dinner | PHS Cafeteria |
| Chicken BBQ Dinner | PHS Football Field |
| Camp |
| Mt. Calvary Baptist Church | Benefit Basketball Event  Benefit Softball Event | PHS Gymnasium  Softball Field | Theresa Lane |
| Exxon Mobil | SYSTEM Program | PHS Parenting Center | Dave Platt |
| Paulsboro Midget Football | Games/Practices/Clinics  Parent Meetings | PHS Classroom and Football Field | Patty Farrow  Erica Scott |
| Jersey Defenders | Youth Basketball Girls | PHS | Daryl DeBerry |
| Gospel Tabernacle Church | Zumba | Loudenslager School – All-Purpose Room | Barbara Bryant Moore |
| Paulsboro Men’s Basketball Club | Basketball | Billingsport All-Purpose Room  PHS Gymnasium | Paul Vallandingham |
| Cools Hoops | Basketball | PHS, LES and BECC | Samuel Rines |
| Youth Basketball Drills | Drills/Practice | PHS | Keenan Williams  Quincy Lee |
| Sports Outlet Softball | Men’s Slow Pitch Softball | PHS Softball Fields | Tom Cross  Tom Hulmes  Brian Oswald |
| South Jersey Hornets | Baseball | Loudenslager Baseball Field | Dan Rappa |
| South Jersey Bull Pen | Baseball (13 U) | Loudenslager Baseball Field | Michael Lucas |
| South Jersey Bull Pen | Baseball (14 U) | PHS Field | Dave Glocker |
| South Jersey Lady Bulls | Softball | PHS Softball Fields | Mandy Thomas |
| Philadelphia Boys Choir | Practice | PHS | Aaron Krasting |
| Youth Advocate Program | YAP | Loudenslager | Jennifer Rodriguez |
| Field Hockey Clinic | Practice | PHS | Monica Koraido |
| Society for Poets for Southern New Jersey | Event | Cafeteria | Lynette Milanese |
| Gloucester County Women’s Softball | Women’s Softball | PHS Softball Fields | Darryl Errickson/  Kate Carroll |
| Paulsboro Police Department | Meetings | PHS Classroom | Chief Kille |
| Physical Assessment Test | PHS Weight Room, Track |
| Rapid Response Training | PHS Library and Classroom |

Motion by Walter seconded by Stevenson to approve Facilities Item B:

1. Recommend approval to submit an application for Alternate Toilet Room Facilities at Billingsport Early Childhood Center for Kindergarten classrooms numbers one and two for the 2018 - 2019 pursuant to NJAC 6A:26-6.3 (h) 4.ii,iii.

Informational: Prekindergarten and kindergarten classrooms must include a toilet room. A school district may elect to use the alternate method of compliance with NJAC 6A:26-6.3(h) 4.ii and iii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom. Billingsport Early Childhood Center was designed to include enough classrooms with toilet rooms to meet this requirement. Currently, one first grade class is using a classroom with a toilet room. If classes are reassigned, there will still be a need to request the above waiver. The Executive County School Business Administrator will inspect the building prior to approving the waiver. The district has used the waiver approach for a number of years.

1. Informational: Preschool Expansion Grant Update: As part of the Preschool Expansion Grant we are happy to include a 50 x 50 rubberized play area which will include a track and a canopy. The installation of a shed will be utilized to store age appropriate outdoor equipment for the students.

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger voting 9 yes, Mr. Hughes absent.

Motion carried

Motion by Walter seconded by Lozada-Shaw to approve A-G.

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

1. Recommend resolution #07-30-18-001, Be it resolved that the Paulsboro Board of Education does not require private schools to charge students for reduced and/or paid meals provided as part of their educational program in compliance with the NJ Department of Agriculture’s Child Nutrition Program regulations for school year 2018-2019.
2. Recommend approval of transportation jointure agreements with Burlington County Special Services School District to transport students throughout the fiscal year 2018-2019.
3. Recommend approval of transportation jointure agreements with Burlington County Special Services School District and High Point Regional High School to transport students throughout the fiscal year 2018-2019.

Informational: Gateway Regional School District, Gloucester County Special Services, Glassboro Board of Education, Clearview Regional School District, Gateway Regional Board of Education, and Camden County Educational Services Commission were approved at the June 25, 2018 meeting.

1. Recommend approval for Vision Greenworks, LLC to provide lawn cutting service districtwide for the 2018 – 2019 school year in the amount of $34,345.00. There is no increase from the 2017 – 2018 school year.

**Report Of The Superintendent Finance E - F:**

1. Recommend approval to accept the donation of the supplies needed to install a small cement pad to be used as part of the Loudenslager Edible Garden from Rock Products Inc. Rock Products Inc. is located in West Deptford, New Jersey. The items are valued at approximately $500.00.

Informational: The result of this donation will be a small cement pad that will hold a supply shed to be purchased by the Loudenslager School Garden Committee in the Fall of 2018.

1. Business Reorganization Items:
2. Adopt the following resolution for Depository of School Monies for the 2018-2019 school year:

BE IT RESOLVED: that the Ocean First Bank be named and designated as the depository of School funds of the Board of Education of the Borough of Paulsboro. A copy of this Resolution will be sent to the School Treasurer, the Ocean First Bank and to any other interested parties on request.

1. Informational: At the last board meeting the following name change was discussed at the meeting and changed in the minutes:

**Name Position Period Salary**

Weiner Law Group Solicitor SY2018 - 2019 $165.00 / hour

1. Informational: There will be **no change to the tax rate**. Paulsboro Board of Education **received no increase** in state aid for the 2018-2019 school year.

The spreadsheet made available to the public on the NJDOE website shows Paulsboro aid allocations in an excel spreadsheet on line 256.

1. Column E and F show the budget message and the revised 18-19 allocations. Paulsboro numbers in **these columns are the same** - $13,068,258.
2. Column O is labeled “One Year K-12 Aid Difference”. This represents the difference between last school year and our revised aid numbers. Since the district 18-19 aid did not change, this is the same increase discussed during the budget process.

18-19 $13,068,258

17-18 $12,436,023

$ 632,235

1. There was no change to the Preschool Allocation either, $179,170 was the allocation for 17-18 and 18-19.

At the request of the Superintendent, The Business Administrator contacted each board member to discuss this following the release of the revised aid figures.

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger voting 9 yes, Mr. Hughes absent.

Motion carried

**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  12/15/17  1/23/18  2/23/18  3/16/18  4/26/18  5/21/18  6/19/18 | 9/11/17  10/2/17  11/16/17  12/12/17  1/22/18  2/15/18  3/19/18  4/10/18  5/29/18  6/11/18  7/19/18 | 9/14/17  10/23/17  11/21/17  12/1/17  1/17/17  2/20/18  3/14/18  4/13/18  5/15/18  6/5/18 |
| Evacuation  (Non-Fire) | Each school must conduct two annually | 11/22/17 | 11/3/17  4/13/18 | 5/17/18  6/8/18 |
| Lockdown | Each school must conduct two annually | 9/19/17  12/21/17  1/12/18 | 12/7/17  3/8/18 | 9/15/17  11/22/17 |
| Bomb Threat | Each school must conduct two annually | 3/14/18  4/19/18 | 2/20/18  6/6/18 | 12/14/17  2/22/18 |
| Active Shooter | Each school must conduct two annually | 3/19/18  5/17/18 | 9/14/17  1/24/18 | 1/24/18  3/12/18 |
| Shelter In Place | Each school must conduct two annually | 10/27/17  2/26/18 | 10/27/17  5/10/18  7/24/18 | 10/27/17  4/18/18 |
| **Other Drills** | | | | |
| 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 by Walter, seconded by Stevenson to approve items A-C.

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

1. Recommend the first reading of the following Board Policy: **(Attachment)**

* Staff Conduct and Dress – Policy #4119.22 / 4219.22

1. Recommend the first reading of the following Board Policy: **(Attachment)**

* Classroom Parties – Policy #3542.3

1. Recommend the first reading of the following Board Policy: (**Presentation**)

* Student Dress Code – Policy #5132

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger voting 8 yes, Mrs. Henderson abstain A, Mr. Hughes absent.

Motion carried

**Public Comments**

At this time, the public may address the Board of Education. Please record your name, address, and contact information in the red book on the table.

**Danielle Scott**, *321 W. Adam Street*, asked how the board would be spending the additional aid received from the Governor.

The Superintendent stated the Business Administrator would explain this during the finance section of this agenda.  Finance item G explains the districts 2018-2019 state aid award notice released from the Governor did not result in more aid for the current school year budget.

The Business Administrator explained how to review the excel spreadsheet available on the New Jersey Department of Education website showing Paulsboro Public Schools did not receive additional aid for the 2018-2019 school year.

The timeline for the 2018-2019 budget preparation was explained:

1. August through November 2017 administration prepare the budget
2. December 2017 the Superintendent presents the worst-case scenario to the board, flat funding from prior year.
3. January through mid-February 2018 expenses were reviewed with the Board and public
4. Last week in February 2018, Governor released notice of the 2018-2019 state aid figures that districts used to prepare the 2018-2019 budget. ($13,068,258)
5. March 2018 the Board of Education approved a tentative budget to submit to the County Executive Superintendent.
6. May 2018, the public hearing on the 2018-2019 budget
7. July 2018 revisions to the February 2017 state aid funding for districts were revised (item #4 above). ($13,068,258)The numbers released in February and July were the same.  Paulsboro Public Schools did not lose or gain any funding.

 **MaryAnn Cost**, *employee*, stated Administrators could have been moved to fill the position of Billingsport Elementary and have a savings of $118,000 instead of replacing the position.  In addition Mrs. Costa wanted to state she felt the Business Administrators additional comments further explaining topics Vice President Lisa explained was offensive to her and the Italian community as a whole.

**Theresa Cooper**, *West Buck Street*, thanked Dr. Bandlow for following through with the uniform committee and felt the process worked well and was successful.  She was happy to see the changes presented but wanted to know what the Board was going to tell the parents.

The Superintendent stated communication will go out to the parents, everything is status quo, until after the Board so chooses to vote on a policy change at the August 27, 2018 meeting.  No changes can take place until after the 1st and 2nd reading of the policy has been approved.

**Robert Davis**, *resident*, received an email from the County Executive Superintendent stating Paulsboro received a 5% increase in aid from the prior year.  Mr. Davis was still unclear why the Business Administrator was saying no increase was received.

The Business Administrator reviewed the timeline again for the release of aid.  The Superintended requested Mr. Davis schedule an appointment with the Business Administrator and the Assistant Superintendent to go over the information.

**Cheryl Scott**, *1645 Swedesboro Avenue*, thanked Dr. Bandlow for setting up a committee, including members of the community, to interview the new Principal position for Billingsport Early Childhood Center.  Ms. Scott was confident this person is coming into the position with administration and the community support that is very important to their success.  Ms. Scot addressed Ms. Costa simply stating disagreement with her remarks.

**Next Scheduled Meetings**

**Monday, August 27, 2018**

*7:00 p.m. - Regular Meeting – Billingsport Early Childhood Center 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.

**Motion To Adjourn**

Motion made by Stevenson, seconded by Lisa and unanimously carried (9-0) to adjourn the meeting at 8:30 PM.

Respectfully Submitted,



Business Administrator/Board Secretary