PAULSBORO PUBLIC SCHOOLS

**Monday, November 28, 2016**

**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 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”. The meeting was called to order at approximately 7:00p.m. in front of the Hall of Heroes, by pledging allegiance to the flag with the following members present: Mr. Hamilton, Mr. Lisa, Mrs. Lozada-Shaw, Mr. Ridinger, Mrs. Stevenson, Mr. Walter, Ms. Dunn, Mrs. Priest, and Ms. Eastlack. Mr. Hughes, Greenwich Township Representative, was absent. Also present were Superintendent, Dr. Laurie Bandlow, Business Administrator / Board Secretary, Ms. Johnson, and Student Representative, Miss Taylor Brady.

**PRESENTATION of Diploma for George Carney Sr. - Hall of Heroes**

Outside the Hall of Heroes, located in the front of Paulsboro High School, the Board of Education awarded the late Lt. George Henry Carney Sr. with an honorary Paulsboro High School Diploma. Lt. Carney graduated from P.H.S. in 1934, he later joined the United States Army Air Force in April, 1942 where he served as a pilot. On November 25, 1943 Lt. Carney’s aircraft crashed killing him, and all on board. Lt. Carney’s son George Henry Carney Jr. and his wife Jackie accepted the diploma on his father’s behalf. This ceremony took place until approximately 7:24pm where after, the Regular Meeting reconvened in the Paulsboro High School Library.

**PRESENTATION of Students of the Month for September and October 2016:**

|  |  |
| --- | --- |
| **Billingsport Early Childhood Center**  ***Presented by***  ***Mr. Bracciante, Principal*** | **Loudenslager School**  ***Presented by***  ***Mr. Browne, Principal*** |
| **September**  Chase Breedlove  Eithand Clark  **October**  Robert Davis  Stella Dicroce | **September**  Jayson Williams  Sam Norman  Cody George  Angelina Lane  **October**  Cameron Baker  Jordanie Alvarado |

**PRESENTATION of Naviance Program** was given by, Mr. Vince Giovannitti, Ms. Melba Moore Suggs, Ms. Jean Brown and Ms. Christie Rego-Konzik.

**PRESENTATION of District Assessment results** by Dr. Lucia Pollino was postponed until the next meeting. A handout was distributed for the members to review.

**PUBLIC COMMENTS**

None

**EXECUTIVE SESSION ONE**

Motion made by Dunn, seconded by Lisa and unanimously carried (9-0) to adopt the following resolution:

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

Motion made by Lisa, seconded by Dunn and unanimously carried (9-0) to return to the regular meeting.

**OLD BUSINESS**

1. Negotiations Update – PEA (Paulsboro Education Association)

The Board of Education Negotiations Committee met with the PEA Negotiations Team on Monday, November 21, 2016.

**Board Secretary/Business Administrator’s Report**

Motion by Lozada-Shaw, seconded by Priest to accept the Superintendents recommendation to accept the Business Administrator/Board Secretary’s Report:

**Recommend approval of Minutes *(Attachments*) -** Regular Meeting October 24, 2016

**Recommend approval of the Cash Receipts Report (*Attachment)***

**Recommend payment of bills that are duly signed and authorized. (*Attachment)***



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.

**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 September 30, 2016, 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.

***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, 2016.





Monday, November 28, 2016

***Pursuant to NJAC 6A:23-2.ll (c)3***, I Jennifer Johnson, Business Administrator to the Board of Education, certify that as of October 31, 2016, 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 29, 2016

ROLL CALL

Roll Call Vote: Mr. Hamilton (\*Abstain Item F), Mr. Walter, Ms. Lozada-Shaw, Mr. Lisa, Ms. Dunn, Mrs. Stevenson, Mrs. Priest, Ms. Eastlack, Mr. Ridinger voting 9 YES.

Motion Carried

**Report Of The Superintendent**

**PERSONNEL**

Motion by Walter, seconded by Lozada-Shaw to table Items I and M of the Superintendent’s recommendations:

1. Recommend approval to use the Use of Personal Day Bank procedure for Paulsboro High School Custodian, Debra Mincey who has used up all of her earned days.

Informational: At the meeting conducted on Thursday, February 27, 2014 the Board

of Education approved the Use of Personal Day Bank procedure. This procedure

allows staff members to donate personal leave days to a colleague who has used all of

their available leave.

1. Recommend approval to use the Use of Personal Day Bank procedure for Loudenslager Elementary School Custodian, Daniel Moore who has used up all of his earned days.

Informational: At the meeting conducted on Thursday, February 27, 2014 the Board

of Education approved the Use of Personal Day Bank procedure. This procedure

allows staff members to donate personal leave days to a colleague who has used all of

their available leave.

ROLL CALL

Roll Call Vote: Mr. Hamilton (\*Abstain Item F), Mr. Walter, Ms. Lozada-Shaw, Mr. Lisa, Ms. Dunn, Mrs. Stevenson, Mrs. Priest, Ms. Eastlack, Mr. Ridinger voting 9 YES.

Motion Carried

Motion by Walter, seconded by Lozada-Shaw to accept the Superintendent’s recommendation

to approve items A–H, J-L, and N:

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 to appoint Deborah Kappra to the position of Secretary to the Superintendent effective December 1, 2016. Ms. Kappra will earn $54,672.00.

Informational: Ms. Kappra will be replacing Lynne Green who is retiring effective January 1, 2017.

1. Recommend approval to appoint Michelle Jankauskas to the position of Secretary to the Business Administrator/Secretary to the Board effective December 1, 2016. Ms. Jankauskas will earn $47,000.00.
2. Recommend approval to appoint Chelsea Brown to the position of Teacher of Social Studies assigned to Paulsboro High School effective December 1, 2016. Ms. Brown will earn BA – Step A - $44,041 as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of the Criminal History Background Review.

Informational: Interviews were conducted by Paulsboro High School Principal Paul Morina and Superintendent of Schools Laurie Bandlow. Mr. Morina checked references. Ms. Brown replaces Lisa Kuhnel-Prangler who has accepted another position within the District.

1. Recommend approval of a medical leave of absence for Paulsboro High School Teacher, Michael Vizzini as follows:

Dates of Leave Terms and Conditions of Leave

Wednesday, October 12, 2016 – With pay and benefits by use of accumulated sick Tuesday, October 18, 2016 leave as well as the concurrent use of Federal

Family Leave.

1. Recommend approval to accept the resignation of Paulsboro High School Instructional Aide, D’Nita Hamilton effective December 16, 2016.
2. Recommend approval to appoint Theodore Garretson to the position of Substitute Custodian for the 2016-2017 school year. Mr. Garretson will earn $8.38 per hour on an “as-needed” basis.
3. Recommend approval of a medical leave of absence for Paulsboro High School Custodian, Debra Mincey as follows:

Dates of Leave Terms and Conditions of Leave

Friday, October 21, 2016 - Without pay but with benefits.

Monday, December 5, 2016

1. Recommend approval of a medical leave of absence for Paulsboro High School Cafeteria Worker Ann Thompson as follows:

Dates of Leave Terms and Conditions of Leave

Wednesday, October 19, 2016 – With pay and benefits by use of accumulated sick Friday, November 4, 2016 leave as well as the concurrent use of Federal

Family Leave.

1. Recommend approval for Thomas Gouse to hang his boiler license for the 2016-2017 school year with a stipend of $694.00 prorated as per agreement with the Paulsboro Education Association.
2. Recommend approval to appoint Corey Hoffman to the position of 5th Grade Teacher at Loudenslager Elementary School January 1, 2017.

Informational: Mr. Hoffman replaces Sheryl Gross who is retiring effective January 1, 2017.

1. Recommend approval of a medical leave of absence for Loudenslager School Custodian, Daniel Moore as follows:

Dates of Leave Terms and Conditions of Leave

Friday, October 21, 2016 – With pay and benefits by use of accumulated sick, Monday, October 24, 2016 personal, and vacation leave as well as the

concurrent use of Federal Family Leave.

Tuesday, October 25, 2016 – Without pay but with benefits by use of Federal

Friday, November 4, 2016 Family Leave.

Monday, November 7, 2016 - Without pay and benefits, Federal Family Leave

Unknown return date is exhausted.

ROLL CALL

Roll Call Vote: Mr. Hamilton (\*Abstain Item F), Mr. Walter, Ms. Lozada-Shaw, Mr. Lisa, Ms. Dunn, Mrs. Stevenson, Mrs. Priest, Ms. Eastlack, Mr. Ridinger voting 9 YES.

Motion Carried

**STAFF AND CURRICULUM DEVELOPMENT**

Motion by Walter, seconded by Lozada-Shaw to accept the Superintendent’s recommendation

to approve items A - L:

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 Robotics Curriculum. (**Attachment**)

Informational: This curriculum was prepared by Nelson Hall, with the assistance of our Math/ Science Coach Christine Lindenmuth.

1. Recommend approval of the minor changes in the newly approved district-wide Mathematics and Science curriculum. These changes included adding, and/or updating the Pacing Guides, materials list, benchmark assessments, modifications and accommodations and integration of Language Arts Literacy and 21st Century Standards.
2. Recommend approval for Supervisor of Technology Joseph Magazu to host the Wednesday, February 15, 2017 meeting of the Educational Technology Consortium of South Jersey at Paulsboro High School.

Informational: This is the technology equivalent of the Superintendents Roundtable Meeting. All technology personnel from the South Jersey area attend to discuss relevant ideas, challenges, and new technology in the educational field. It will give us the opportunity to show off the great things that relate to technology that we are doing here. There is no cost to the Board of Education for hosting this event.

1. Recommend approval for Director of Curriculum and Assessment Dr. Lucia Pollino to attend the NJ Leadership Conference on Wednesday, December 14, 2016 at Monroe Township, NJ. Cost to the Board of Education is for mileage ($51.60).

Informational: This conference is for Curriculum Directors to gain knowledge regarding new insights and innovative approaches for ensuring that students build strong literacy.

1. Recommend approval for District Coaches Christine Lindenmuth and Lisa Kuhnel-Prangler to attend Conversations Around Curriculum and Instruction: Building The Curricular Framework on Thursday, December 15, 2016 at Rowan College at Gloucester County, Sewell, NJ. Cost to the Board of Education is for mileage ($7.37).

Informational: This work session will focus on using the newly designed Curricular Framework to support collaborative conversations around curriculum and instruction. These collaborative conversations will be turn keyed at building level Professional Learning Community meetings.

1. Recommend approval for District Coaches Christine Lindenmuth and Lisa Kuhnel-Prangler to attend Utilizing Data to Drive Instruction on Tuesday, December 13, 2016 at EIRC/LRC-South, Blackwood, NJ. Cost to the Board of Education is for mileage ($13.77).

Informational: This workshop will focus on strategies for appropriate collection, analysis, interpretation and use of data to drive instruction in the classroom.

1. Recommend approval for Director of Curriculum and Assessment Dr. Lucia Pollino to attend TechSPO in Atlantic City, New Jersey on Thursday, January 26, 2017 and Friday, January 27, 2017. Cost to the Board of Education includes registration ($425.00), mileage ($53.70), and lodging ($245.72) for a total cost of $724.42.

Informational: This is New Jersey’s Premier Educational Technology Training and Exhibition Conference for School Leaders. This event is hosted by the New Jersey Association of School Administrators. There is a wide array of workshops as well as local vendors at this conference.

1. Recommend approval for Supervisor of Technology, Joseph Magazu to attend TechSPO in Atlantic City, New Jersey on Thursday, January 26, 2017 and Friday, January 27, 2017. Cost to the Board of Education includes registration ($425.00), mileage ($53.70), and lodging ($245.72) for a total cost of $724.42.

Informational: This is New Jersey’s Premier Educational Technology Training and Exhibition Conference for School Leaders. This event is hosted by the New Jersey Association of School Administrators. There is a wide array of workshops as well as local vendors at this conference.

1. Recommend approval for District Language Arts/Social Studies Coach Lisa Kuhnel-Prangler to attend all workshops that Susan Schaffer was approved to attend.
2. Recommend approval of Loudenslager Elementary School Teachers, Maria Phillips and Shirley Gill to attend Developing a Highly Effective Co-Teaching Model Using Direct Instruction Strategies on December 6, 2016 at EIRC in Blackwood, NJ. Cost to the Board of Education is registration fee of $298.00 ($149.00 x 2) and two substitutes for $240.00 ($120.00/day x 2) for a total cost of $538.00.

Informational: This workshop will focus on the collaborative co-teaching model. Professionals will be given assistance in how to plan and implement lessons within the co-teaching model. Effective instructional practices that focus on the varied interests and ability levels of students and how to best meet student’s needs.

1. Recommend approval of Elementary School Teacher, Rebecca Richardson to attend EIRC Gifted & Talented Program Training on November 30, 2016 at EIRC, New Egypt, NJ. The only cost to the Board of Education is mileage cost of $38.88.

Informational: This year our Gifted and Talented students will be competing in the Green Challenge at the elementary level. Students will design and engineer green solutions to make changes in their homes, their schools and in their communities. The academic component focuses on implementing Next Generation Science Standards and NJ Core Curriculum Content Standards resulting in powerful collaboration, interdisciplinary, and technological rich experiences.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Mr. Lisa, Ms. Dunn, Mrs. Stevenson, Mrs. Priest, Ms. Eastlack, Mr. Ridinger voting 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:

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 9 | 84 |
| 10 | 77 |
| 11 | 80 |
| 12 | 96 |
| TOTAL | **337** |

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 7 | 72 |
| 8 | 78 |
| TOTAL | **150** |

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

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **GRADE** | **ENROLLMENT PER CLASS BILLINGSPORT EARLY CHILDHOOD CENTER** | | | | | **GRADE** | | **ENROLLMENT PER CLASS**  **LOUDENSLAGER ELEMENTARY SCHOOL** | | | |  |
| Pre-School Disabled | 9 |  |  |  |  | 3 | 22 | | 21 | 20 |  |  |
| Pre-school | 15 | 15 | 15 | 15 |  | 4 | 25 | | 23 | 23 |  |  |
| K | 20 | 21 | 20 | 20 | 18 | 5 | 13 | | 13 | 17 | 18 |  |
| 1 | 22 | 20 | 22 | 22 |  | 6 | 22 | | 18 | 20 | 22 |  |
| 2 | 22 | 22 | 22 | 21 |  | Special Education | 5 | |  |  |  |  |
| Special Education |  | 13 | 11 | 2 |  |  |  | |  |  |  |  |
| TOTAL |  |  |  |  | **367** | TOTAL |  | |  |  |  | **282** |

**INSTRUCTIONAL SERVICES**

Motion by Dunn, seconded by Lozada-Shaw to accept the Superintendent’s recommendation

to approve items A - D:

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

|  |  |  |
| --- | --- | --- |
| **Student Name/Case #:** | **Grade:** | **Hours of Instruction:** |
| 1723 | 12 | Student at Paulsboro High School. Student was placed on home instruction due to medical issues. EO will receive ten hours of home instruction per week. |

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 students who are homeless:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Student** | **School/Grade** | **District Responsible/Tuition** | **Living In** | **Tuition Cost** | **Transportation** |
| 1916  PHS1617006 | Paulsboro High School/Grade 10 | Paulsboro | Turnersville | n/a | Paulsboro will provide |

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 the 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 served by 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 cost 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 Name/Case #:** | **Grade:** | **Hours of Instruction:** |
| 2757 | 8 | Student is receiving home instruction through Brookfield School for a minimum of ten hours/week at $32/hour. Student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was 10/19/2016. |
| 271156 | 2 | Student is receiving home instruction through Brookfield School for a minimum of five hours/week at $32/hour. Student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was 10/21/2016. |
| 270617 | 3 | Student at Loudenslager School. Student was placed on home instruction due to medical issues. Student will receive five hours of home instruction per week. |
| 80937 | 2 | Student at Billingsport School. Student was placed on home instruction due to behavioral issues. Student will receive five hours of home instruction per week. |

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 students who are homeless:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Student** | **School/Grade** | **District Responsible/Tuition** | **Living In** | **Tuition Cost** | **Transportation** |
| LOUD1617002 | Loudenslager School/Grade 3 | Paulsboro | Gloucester | Yes | Paulsboro will provide transportation to National Park |
| LOUD1617003 | Loudenslager School/Grade 6 | Paulsboro | Gloucester | Yes | Paulsboro will provide transportation to National Park |
| LOUD1617004 | Loudenslager School/Grade 4 | Paulsboro | Gloucester | Yes | Paulsboro will provide transportation to National Park |
| LOUD1617005 | Loudenslager School/Grade 3 | Paulsboro | Turnersville | No | Paulsboro will provide transportation |

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 the 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 served by 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 cost 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: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Mr. Lisa, Ms. Dunn, Mrs. Stevenson, Mrs. Priest, Ms. Eastlack, Mr. Ridinger voting 9 YES.

Motion Carried

1. Informational:
2. Monthly Reports of Administrators (**Attachment**)

**STUDENT ACTIVITIES**

Motion by Dunn, seconded by Lozada-Shaw to accept the Superintendent’s recommendation

to approve items A - I:

* 1. Recommend approval of the Nursing Services Plan for the 2015-2016 school year and authorization to submit the report to the Gloucester County Office of Education. (**Attachment**)

1. Recommend approval for a full day workshop for Social and Emotional Learning students. Day of workshop to be determined. Paulsboro School District has addressed these needs in the past through our work with the Rutgers Co-op (Developing Safe and Civil Schools).

This program asks schools to identify 100 students and 10 staff who are willing to work on the very sensitive issues of bullying, racism, sexism, alcohol and drug use, and mental health concerns. Each school will work with a select diverse group of students from different groups within the school to break down the walls of stereotypes, labels, and create a unified community.

This will be a full day workshop in the Paulsboro High School gymnasium. Cost to district is approximately (5 substitutes 5 x $120.00 = $) 600.00 for one day and the funding is free courtesy of the presenter.

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 16, 2016 (JV) and Saturday, December 17, 2016 (Varsity).
3. District Insurance Broker Steve 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 Wrestling Tournament for the past six 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.

1. Recommend approval to appoint Tiaja Harrold to the position of Assistant Girls Basketball Coach for the 2016-2017 school year. Ms. Harrold will earn Step 1 - $4,093.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of the criminal history background review.

Informational: Ms. Harrold is a graduate from Paulsboro High School.

1. Recommend approval of Carmel Morina to serve as a volunteer coach for the Paulsboro High School Wrestling Team.

Informational: Mr. Morina is an experienced coach.

1. Recommend approval of Karron Whitsett to serve as a volunteer coach for Paulsboro High School

Football Team.

Informational: Mr. Whitsett is a former Paulsboro High School student.

1. Recommend approval to accept the resignation of D’Nita Hamilton as 7th & 8th grade Girls Basketball Coach effective immediately.
2. Recommend approval to appoint Erica Scott as 7th & 8th Grade Girls’ Basketball Coach at $3,181.00 for the 2016-2017 school year as per agreement with the Paulsboro Education Association.

Informational: Ms. Scott is an Instructional Aide at Loudenslager Elementary School.

1. Recommend approval for Loudenslager Elementary School to hold a Career Day on March 24, 2017. 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. Six Paulsboro Alumni presenters will talk with the 5th and 6th grade students and also a possible visit by the K9 unit for the 3rd and 4th grade students. A list of presenters will be provided to the Board of Education.

ROLL CALL

Roll Call Vote: Mr. Hamilton (\*Abstain on Items G & H), Mr. Walter, Ms. Lozada-Shaw, Mr. Lisa, Ms. Dunn, Mrs. Stevenson, Mrs. Priest, Ms. Eastlack, Mr. Ridinger voting 9 YES.

Motion Carried

1. Informational:
2. Reports of the Fall Athletic Team **(Attachment)**
   1. Girls Tennis
   2. Girls Soccer
   3. Varsity Field Hockey
   4. Junior High Field Hockey
   5. Cross Country
   6. Boys Varsity Soccer
3. The Paulsboro High School Band Program wishes to express a sincere thank you to Mr. Gerald Hodges for the donation of $100.00.

**FACILITIES**

Motion was made by Hamilton and seconded by Walter, and unanimously carried (9-0) to accept the Superintendent’s recommendation to approve item A.

1. Recommend approval to dispose of the following:

|  |  |  |  |
| --- | --- | --- | --- |
| **Quantity** | **Item** | **Reason for Disposal** | **Method of Disposal** |
| 1 | Record Player | Not Using | Trash |
| 40 | Records | Not Using | Trash |

**FINANCE**

Motion by Lozada-Shaw, seconded by Eastlack to accept the Superintendent’s recommendation

to approve items A - C:

1. Adopt the following resolution extending the Depository of School Monies through January 31, 2017.

BE IT RESOLVED: that the CAPE 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 CAPE Bank and to any other interested parties on request.

1. Recommend approval for the Business Administrator to solicit requests for proposals for the Depository of School Monies as a professional service. Packages will be posted on the district website after Thursday, December 1, 2016 and awarded at the Board of Education Reorganization meeting scheduled for January 9, 2017.
2. Recommend approval for the Business Administrator to solicit requests for proposals for health insurance ***and*** property, casualty and worker’s compensation brokers as an extraordinary unspecifiable service. Packages will be posted on the district website after Thursday, December 1, 2016 and awarded at the Board of Education Reorganization meeting scheduled for January 9, 2017.

Informational: It was approved at Business Reorganization that beginning with the January 2017 Paulsboro Board of Education Reorganization the appointment of insurance brokers as an extraordinary unspecifiable service following local finance notice AU 2002-2 (attached) will begin. The appointment on May 23, 2016 reappointed the brokers prior to the start of negotiations for the school year which their commission will be based on.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Mr. Lisa, Ms. Dunn, Mrs. Stevenson, Mrs. Priest, Ms. Eastlack, Mr. Ridinger voting 9 YES.

Motion Carried

**SCHOOL SAFETY**

Motion was made by Lozada-Shaw, seconded by Walter, and unanimously carried (9-0) to accept the Superintendent’s recommendation to approve item A.

1. Recommend that the Board of Education confirm the decision of the 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 Imposed** | **Other Measure** |
| PHSJR101116001 | 10/11/2016 | Complete | Non-HIB | Christie Rego-Konzik, Anti-Bullying Specialist | Detention | Counseling Type |
| PHSJR102016001 | Various | Complete | Intentional (w/out hate speech) and designed to harass, intimidate, or bully | Christie Rego-Konzik, Anti-Bullying Specialist | 2 Days Out of School Suspension | Parent Conference, I&RS Referral, and schedule change |
| LOUD100616001 | Various | Complete | Non-HIB | Angela Bradbury, Anti-Bullying Specialist | Admonishment, temporary removal from cite of incident, referred to law enforcement, and threat assessment | Parent Conference, Schedule change, and increased supervision of pupil before and after school |

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

1. Informational
2. Report of School Security Drills

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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 | 9/15/16 | 9/12/16, 10/14/16, 11/2/16 | 9/19/16, 10/18/16, 11/4/16 |
| Evacuation (Non-Fire) | Each school must conduct two annually |  |  | 11/15/16 |
| Lockdown | Each school must conduct two annually | 9/20/16 - Secure Classroom |  | 9/9/16 |
| Bomb Threat | Each school must conduct two annually | 11/17/16 |  |  |
| Active Shooter | Each school must conduct two annually |  | 9/19/16 |  |
| Other Drills | Each school must conduct two annually | Shelter in Place  10/5/16 | Shelter in Place 10/5/16 | Shelter in Place 10/5/16 |
| Bus Evacuation | School District (Annually) | 10/13/16-10/14/16 | 10/17/16 | 10/12/16 |
| Bus Evaluation | School Routes (2 Annually) | 10/13/16-10/14/16 | 10/17/16 | 10/12/16 |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure |  |  |  |

**POLICY**

Motion by Hamilton, seconded by Stevenson to accept the Superintendent’s recommendation

to approve item A:

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

* Administering Medication – Policy #5141.21

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Mr. Lisa, Ms. Dunn, Mrs. Stevenson, Mrs. Priest, Ms. Eastlack, Mr. Ridinger voting 9 YES.

Motion Carried

**CONSTRUCTION**

1. School Development Schedule for Reimbursement:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Request for Reimbursement Schedule for the SDA | Percentage of the Grant | Billingsport | Loudenslager | Paulsboro High School |
| Design Phase Checklist | 10% | 52,015.28 | 178,188.24 | 268,943.50 |
| Construction Completion of 35% | 30% | 156,045.84 | 534,564.71 | 806,830.51 |
| Construction completion of 65% | 40% | 208,061.12 | 712,752.94 | 1,075,774.01 |
| Substantial Construction Completion | 15% | 78,022.92 | 267,282.35 | 403,415.25 |
| Final Completion Checklist | 5% | 26,007.64 | 89,094.12 | 134,471.75 |
| Total | 100% | 520,152.80 | 1,781,882.36 | 2,689,435.02 |

1. Expenditures of ROD and Non ROD projects through September 30, 2016:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Capital Project Expenses Thru 4/21/2016** | **Paulsboro High School** | **Billingsport** | **Loudenslager** | **Paulsboro High School Non Rod** | **Loudenslager**  **Non Rod** |
| **Total Expenses Paid** | 160,630.73 | 187,198.22 | 1,489,982.94 | 38,043.35 | 13,754.90 |

**CENTENNIAL**

Motion by Lisa, seconded by Walter to accept the Superintendent’s recommendation

to approve items A - G:

A. Recommend approval to accept a donation of Paulsboro High School memorabilia including:

* Program and song sheet for the April 24, 1936 Arbor Day celebration at Billingsport

School.

* Report card for 4th grade student Jack Adamson for the 1935-36 school year.
* Photograph of the Paulsboro High School Varsity Team of 1922-23 (The photograph is

of six young ladies in sailor suits).

* Paulsboro High School diploma dated June 5, 1924 for Ethel Dunn.

The donation was made by Gail English Hudnall. In one sense the donation is valued at $25.00 but for what it represents it is priceless.

B. Recommend approval to accept a donation of Paulsboro High School memorabilia including:

* Photograph of the Class of 1954 on its senior trip to Washington, D.C. The photograph is autographed by the members of the class.
* Library Card for Anne Amendalia for the Gill Memorial Library.
* Receipt for student life insurance for Anna Amendolia dated April 3, 1961.
* Photograph of a group of Paulsboro High School students in the library (unlabeled and undated).

The donation was made by Marie Polimeni. In one sense the donation is valued at $15.00 but for what it represents it is priceless.

C. Recommend approval to accept a donation of photographs copied from the ***1946 Pegasus Yearbook.*** The donation was made by Sue Wall. In one sense the donation is valued at $5.00 but for what it represents it is priceless.

D. Recommend approval to accept a donation of a tennis racket used by Paulsboro High School student Newton Weiss (PHS 42). The donation was made by Newton Weiss. In one sense the donation is valued at $15.00 but for what it represents it is priceless.

Informational: After graduating from Paulsboro High School, Mr. Weiss earned a degree in Engineering from Pennsylvania State University. He then served with distinction in the United States Army during World War II including combat operations at the Battle of the Bulge. He continues to own and operation Weiss True Value Hardware Store on Broad Street in Paulsboro.

Dr. and Mrs. Walter Quint will have the Tennis Racket prepared for display in the Hall of Diplomas Exhibition in the Administration Building.

E. Recommend approval to accept a donation of a 1980-1981 Girls Basketball Championship Jacket owned by Coach William Kirschling (PHS Emeritus). In one sense the donation is valued at $25.00 but for what it represents it is priceless.

Informational: During the 1980-1981 winter sports session all of the PHS teams (Girls Basketball, Boys Basketball and Wrestling) won Colonial Conference Championships.

F. Recommend approval to accept a donation of Paulsboro High School memorabilia including:

* Digital copies of the September 22, 1951 and October 27, 1951 football game programs.
* Two signed digital copies of photographs of the 1951 football team.
* Six digital copies of photographs of the field hockey team circa 1951.
* Eight digital copies of photographs of various school activities circa 1951.
* Ten digital copies of photographs of the band and band front circa 1951.
* Two digital copies of photographs of the cheerleading squad circa 1951.
* Nineteen digital copies of photographs of the football team circa 1951.

The donation was made by Hugh Phifer. In one sense the donation is valued at $25.00 but for what it represents it is priceless.

G. Recommend approval of the following actions:

1. Create an account for the Paulsboro High School Hall of Distinguished Alumni.

2. Transfer any money remaining in the Paulsboro High School Centennial account to the Paulsboro High School Hall of Distinguished Alumni account. This action should take place as soon as all deposits are made and bills paid following the April 22, 2017 Celebration.

3. Close the Paulsboro High School Centennial account as soon as the above transfer is made.

Informational: The first Paulsboro High School Hall of Distinguished Alumni Induction Ceremony will take place as part of the Paulsboro High School Centennial Celebration on April 22, 2017. The PHS Centennial activities conclude with the Celebration but the Hall of Distinguished Alumni will continue for many years to come. The actions recommended above provide seed money for the distinguished alumni program.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Mr. Lisa, Ms. Dunn, Mrs. Stevenson, Mrs. Priest, Ms. Eastlack, Mr. Ridinger voting 9 YES.

Motion Carried

**EXECUTIVE SESSION TWO**

Motion made by Hamilton, seconded by Ridinger and unanimously carried (9-0) to adopt the following resolution:

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

Motion made by Hamilton, seconded by Ridinger and unanimously carried (9-0) to return to the regular meeting.

Motion made by Priest, seconded by Walters and unanimously carried (9-0) to adjourn the meeting.

**NEXT PUBLIC MEETING**

**Monday, December 19, 2016**

**7:00 PM - Regular Meeting** – Paulsboro High School Library.

•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.

Regular Meeting was call to order at approximately 7:00 p.m.

Regular Meeting recessed at approximately 8:04 p.m.

Executive Session one convened at approximately 8:05 p.m.

Executive Session one recessed at approximately 8:56 p.m.

Regular Meeting reconvened at approximately 8:59 p.m.

Regular Meeting recessed at approximately 9:12 p.m.

Executive Session two convened at approximately 9:13 p.m.

Executive Session two recessed at approximately 9:23 p.m.

Regular Meeting reconvened at approximately 9:24 p.m.

Regular Meeting adjourned at approximately 9:24 p.m.

Respectfully Submitted,



Business Administrator/Board Secretary