**PAULSBORO PUBLIC SCHOOLS**

**Monday, September 26, 2016**

**MINUTES**

**REGULAR MEETING**

Ms. Eastlack 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 Vice 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.by pledging allegiance to the flag with the following members present: Ms. Dunn, Ms. Eastlack, Mr. Hamilton, Mr. Hughes, Greenwich Township Representative, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger (Arrived, 7:12pm), Mrs. Stevenson and Mr. Walter. No members were absent. Also present were Dr. Laurie Bandlow, Superintendent, Ms. Johnson, Business Administrator / Board Secretary, and Ms. Taylor Brady, Student Representative.

**PRESENTATIONS**

1. The Board of Education, and Administration awarded resolutions honoring the spring season student-athletes for earning First Team All-Colonial Conference Patriot Division status.

Baseball: Anthony J. Gugel Zachary Harbeson Jamal Hinton

Boys Track and Field: Bryce Holloway Emmanuel Simon

Girls Track and Field: Kyla Beverly-Bass Anyia Brown Christine Franks

 Rylee Redman

1. District Safety and Security Plan was presented to the Board by Mr. Matthew Browne, Principal Loudenslager School

**PUBLIC COMMENTS And PETITIONS**

Christine Goss, expressed concerns regarding the safety of Loudenslager Elementary Students whose parents/guardians are dropping off and picking up their children in the back of the school.

Dr. Bandlow will discuss the current process with Principal, Mr., Browne, and then consult with Chief Morina for his thoughts. Following these conversations changes will be implemented as soon as possible.

**EXECUTIVE SESSION**

Motion made by Lozada-Shaw, seconded by Walter and unanimously carried (9-0) to adopt the following resolution:

BE IT RESOLVED: The Paulsboro Board of Education hereby resolves to meet in closed session to discuss personnel matters, possible litigation, contract negotiations and/or matters within the attorney-client privilege as permitted by the Open Public Meetings Act. The discussion conducted in closed session can be disclosed to the public to the extent allowed by law after the Board has taken action on the matters or when there is no further need for confidentiality.

Motion made by Lozada-Shaw, seconded by Walter and unanimously carried (10-0) to return to the regular meeting at 7:58p.m.

**NEW BUSINESS**

1. New Jersey School Boards Association Convention – Meeting of the Board of Education

The annual convention of the New Jersey School Boards Association (NJSBA) is scheduled for Tuesday, October 25, 2016 – Thursday, October 27, 2016. Reservations have been made at Harrah’s Resort for members of the Board of Education.

1. Strategic Planning will be held on Friday, September 30, 2016 and Saturday, October 1, 2016, at Paulsboro High School Cafeteria.

**OLD BUSINESS**

1. Negotiations Update – PEA (Paulsboro Education Association)

The Board of Education Negotiations Committee met with the PEA Negotiations team on Monday, September 19, 2016. Our next meeting will be Thursday, October 13, 2016.

**REPORT OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR**

Motion was made by Hamilton, seconded by Dunn to accept the Superintendent’s recommendation to approve the following:

**Approval of Minutes *(Attachments*)** Regular Meeting August 29, 2016

***REVISED JUNE 2016:***

**Recommend approval of the budget transfers (*Attachment)***

**Recommend approval of the Revised June Financial Reports:**



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.

***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 Revised June 30, 2016.



 Monday, September 26, 2016

**JULY 2016:**

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

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

**Recommend approval of the budget transfers (*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.

***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 July 30, 2016.



***Pursuant to NJAC 6A:23-2.ll(c)3***, I Jennifer Johnson, Business Administrator to the Board of Education, certify that as of July 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, September 26, 2016

**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 July 31, 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.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson and Mr. Walter voting 10 YES.

Motion Carried

**Report Of The Superintendent**

**PERSONNEL**

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

to approve items A - J:

1. Recommend approval of the Superintendent Goals for the 2016 – 2017 school year and Professional Development Plan. (**Attachments**)
2. 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 (via letter of intent issued by the Board of Education on June 27, 2016) to appoint Tahje Thomas to the position of Part-Time Clerk effective September 12, 2016. Mr. Thomas will earn $10.00 per hour not to exceed 20 hours per week for the 2016-2017 school year.

Informational: Mr. Thomas will work directly with the Business Administrator to establish a weekly work schedule. This position does not include benefits and is not represented by the Paulsboro Education Association.

1. Recommend approval (via letter of intent issued by the Board of Education on June 27, 2016) to appoint Ann Aspell to the position of Bus Driver effective September 26, 2016. Ms. Aspell will earn Step 1 - $23.08 per hour.
2. Recommend approval (via letter of intent issued by the Board of Education on June 27, 2016) to appoint Vincent Pavone to the position of Custodian effective September 8, 2016. Mr. Pavone will earn Step 1- $26,626.00.
3. Recommend approval (via letter of intent issued by the Board of Education on June 27, 2016) to appoint James Ottinger to the position of Custodian effective September 26, 2016. Mr. Ottinger will earn Step 1- $26,626.00. This recommendation is contingent on successful completion of the criminal history background review.
4. Recommend approval to accept the resignation with intent to retire of Special Education Teacher Edward Ross effective December 31, 2016.

Informational: Mr. Ross has served as a teacher in the district for 25 years.

1. Recommend approval to accept the resignation of Language Arts Literacy/Social Studies District Coach Susan Schaffer effective November 14, 2016.

Informational: Ms. Schaffer has accepted an administrative position with another District.

Ms. Schaffer has served as a teacher in the district for 5 years.

* 1. Recommend approval to appoint Cynthia Elder for the AEP Program (Alternate Education Program) for the 2016-2017 school year as Teacher of Mathematics.
1. Recommend appointment of the following substitutes to be used on an as needed basis for the

 2016-2017 school year:

 **Bus Aide - $8.38/hr.**

|  |  |  |
| --- | --- | --- |
| Sebastian Tindley |  |  |

 **Custodian/Grounds/Maintenance - $8.38 per hour**

|  |  |  |
| --- | --- | --- |
| Jackie Johnson | Lacey Chambers | Kelli Emerich |
| Sean McFarland | Michael Diamond | Sebastian Tindley |

Informational: This recommendation is contingent on successful completion of the criminal history background review.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson and Mr. Walter voting 10 YES.

Motion Carried

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

to approve items K - M:

1. Recommend approval to accept the resignation with intent to retire of Elementary Teacher Sheryl Gross effective December 31, 2016.

Informational: Ms. Gross has served as a teacher in the district for 15 years.

1. Recommend approval to accept the resignation with intent to retire of Sherry Reynolds effective January 1, 2017.

Informational: Ms. Reynold has served as an Instructional Aide in the district for 25 years.

1. Recommend approval to appoint Anna Kavanaugh as breakfast worker at Loudenslager School for the 2016-2017 school year for 1.5 hours at a rate of $10.63/hour.

ROLL CALL

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

Motion Carried

**STAFF AND CURRICULUM DEVELOPMENT**

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

to approve items A - H:

1. Recommend approval to pay the cost for Board Attorney Philipp Duvilla to attend the Annual School Law Forum presented at the New Jersey School Board Convention on October 27, 2016. This is a six- hour forum he has attended in the past at his own expense. Cost to the Board of Education would be approximately $249.00.

Informational**:** NJSBA legal department, advised Mr. Duvilla that it is not uncommon for the Board of Education to cover the cost for their attorney to attend this forum. If the Paulsboro Board of Education approves this expense, Business Administrator Jennifer Johnson will register Mr. Duvilla with the NJSBA for the forum and pay the NJSBA directly.

1. Recommend approval of the attached Paulsboro Public Schools District Wide Elementary and Secondary Education Act (ESEA) (formerly known as No Child Left Behind - NCLB) Parental Involvement Policy. (**Attachment**)
2. Recommend approval of the following curriculum that were prepared during the summer of 2016.

Mathematics K-12 Science K-12

Informational*:* This past summer, the Mathematics and Science curriculum, K – 12, was updated. As per the 5-year curriculum review cycle, these areas were up for review. Specifically, the Science curriculum now includes the new next generation science standards, and the mathematics curriculum has been reviewed to insure that any changes in the newly adopted student learning standards was included. All necessary materials for the implementation of this new curriculum were purchased. All curriculum is available on the Paulsboro School District Web Site.

1. Recommend approval of the Paulsboro School District Professional Development Plan. **(Attachment)**

Informational: The District Professional Development Plan is a compilation of the individual school plans. The professional development needs of the teachers, which come from the teacher evaluations, self-assessments and individual teacher professional development plans, are compiled and this data is used in the creation of the school and district professional development plans.

1. Recommend the following Mentor/Buddy Teachers for the 2016-2017 school year:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **School** | **Subject** | **New Staff Member** | **Buddy** | **Mentor** |
| Paulsboro High School | Math | Pamela Sichelstiel |  | Christine Lindenmuth |
| Paulsboro High School | Science | Lisa Broder | Kelly Moncrief |  |

1. Recommend approval for the Superintendent of Schools to approve district administrators and other staff members to attend meetings and workshops conducted/sponsored by the Gloucester County Office of Education, New Jersey Department of Education and professional organizations during the 2016-2017 school year.

 Informational: There are many mandatory meetings as well as important informational sessions conducted by the agencies mentioned above. In most cases, there is no cost to the Board of Education when employees attend the meetings. Unfortunately, the meetings are frequently announced too late for approval to follow the normal procedure. The Superintendent is respectfully requesting authorization to approve participation in these workshops then report to the Board of Education at its next meeting.

1. Recommend approval of Paulsboro High School Counselor Melba Moore-Suggs and Paulsboro High School Teachers Margaret LaDue and Lisa Kuhnel-Prangler to attend the Model Student Assistance Program on October 19 through October 21, 2016 in Burlington, New Jersey. Total cost to the Board of Education is $760.10 (mileage expense of $40.10 and 2 substitutes at $120.00/day for 3 days is $720.00).

Informational: The training will support teachers in assisting students with physical, emotional, social, or substance abuse problems.

1. Recommend approval of Paulsboro High School Counselor Melba Moore-Suggs to attend the New Jersey Higher Education Student Assistance Authority (HESAA) Training Institute for School Counselors on November 1, 2016 at Rowan College at Gloucester County, New Jersey. There is no cost to the Board of Education.

Informational: The workshop will provide updated Financial Aid Basics and cover Federal Aid, State Aid and various Resource Services available to our students.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson and Mr. Walter voting 10 YES.

Motion Carried

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

to approve items I - M:

1. Recommend approval of Billingsport Early Childhood Center Teachers Candell Maxie, Rachel Kuser, Tarah Tobolski, and Eileen Bertolino-Russell to attend Creative Curriculum Gold Assessment Lab being held on October 24, 2016 and October 25, 2016 at Camden Educational Services Commission in Clementon. Total cost to the Board of Education is $990.78 (mileage expense of $30.78 and 4 substitutes for 2 days at $120.00/day is $960.00).

Informational: This training will provide teachers with a variety of online tools to gather and organize meaningful data quickly, including online portfolios where children’s work can be stored.

1. Recommend approval of Junior High School Principal Mildred Tolbert, Loudenslager Elementary School Principal Matthew Browne, Elementary Teachers Tara Stahl and Maria Phillips, School Psychologist Nicole Crosby and Social Workers Charisse Generette and Sadeara White to attend Effective IEP Development on September 27, 2016 at Camden County College. There is no cost to the Board of Education.

Informational: This workshop will provide our educators with the most up to date Individualized Education Plan development.

1. Recommend approval of Paulsboro Junior High School Counselor Christie Rego-Konzik to attend the ABC’s of Understanding the NJ Children’s System of Care on September 29, 2016 at Rowan College at Gloucester County. There is no cost to the Board of Education.

Informational: The workshop is for educators to deepen their understanding of, and be able to assess the New Jersey Children’s System of Care and the local Gloucester County System of Care for Children to provide resources and assistance to students and their families.

1. Recommend the following Mentor/Buddy Teachers for the 2016-2017 school year:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **School** | **Subject** | **New Staff Member** | **Buddy** | **Mentor** |
| Billingsport Early Childhood Center | Grade 2 | Brittany Bielski | Prudence Hanly  |  |
| Billingsport Early Childhood Center | Counselor | Rachelle Sepielli | Charisse Generette |  |
| Billingsport Early Childhood Center | Pre-K | Rachel Kuser |  | Candell Maxie |
| Billingsport Early Childhood Center | Pre-K | Tarah Tobolski |   | Eileen Russell |
| Loudenslager Elementary School | World Language | Monica Catani-Fernandes | Susan Piccione |  |
| Paulsboro Junior High School | Social Worker | Sadeara White  | Christie Konzik |   |
| Paulsboro Junior High School | English | Lori Devore |  Judith Hathaway |  |
| Paulsboro Junior High School | English | Christie Butler | Kelly Kovalesky |  |

1. Recommend approval for all Paulsboro Public Schools teachers and aides who are certified to teach in the elementary school to work in the After School Tutoring Program at Loudenslager Elementary School and Billingsport Early Childhood Center on an as-needed basis.  The tutoring program is conducted after school for one hour per day on two days per week at a rate of $32 per hour as per agreement with the Paulsboro Education Association.

Informational:  Teachers select students for this program based on their academic needs. Teachers provide instruction in groups of 2-4 students.   When a given student achieves their goal, they leave the program and another student enters.

|  |  |  |
| --- | --- | --- |
| School | Account # | Hours Not to Exceed |
| Loudenslager | 11-421-100-100-03-006 | 500 hrs. x $32 = $16,000.00 |
| BECC | 11-421-100-101-02-006 | 360 hrs. x $32 = $11,520.00 |

ROLL CALL

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

Motion Carried

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 9 | 79 |
| 10 | 80 |
| 11 | 84 |
| 12 | 93 |
| TOTAL | **336** |

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 7 | 74 |
| 8 | 78 |
| TOTAL | **152** |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GRADE** | **ENROLLMENT PER CLASS BILLINGSPORT EARLY CHILDHOOD CENTER** |  **GRADE** | **ENROLLMENT PER CLASS****LOUDENSLAGER ELEMENTARY SCHOOL** |  |
| Pre-School Disabled | 7 |  |  |  |  | 3 | 21 | 22 | 21 |  |  |
| Pre-school | 15 | 15 | 15 | 15 |  | 4 | 23 | 24 | 23 |  |  |
| K | 19 | 19 | 19 | 19 | 18 | 5 | 14 | 12 | 17 | 19 |  |
| 1 | 22 | 22 | 22 | 23 |  | 6 | 22 | 20 | 19 | 22 |  |
| 2 | 21 | 22 | 21 | 21 |  | Special Education | 5 |   |  |  |  |
| Special Education | 14 | 11 | 2 |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | **362** | TOTAL |  |  |  |  | **284** |

1. Superintendent plans to continue meetings with a group of “Key Communicators.” This group originally began circa 1990. It provides a two-way line of dialog between the community and school administration. The Key Communicators provide a very effective sounding board for new ideas being considered by the school system. The Superintendent respectfully requests that members of the Board of Education make suggestions for people who may be good Key Communicators.
2. The District Advisory Committee discusses non-contractual issues. This forum is also an excellent place for the Superintendent to discuss ideas on an informal basis with the staff. The ideas can come from either the staff or administration. In other words, the District Advisory Committee is both a problem solving forum and a sounding board. The following staff members are representing their schools on the District Advisory Committee for the 2016-2017 school year.

 Billingsport - Mary Elton

 - Kristen Shute

 Loudenslager - Matthew Browne

 - JoAnne Gayeski

 - Kathleen Brown

 Paulsboro Senior High School

 - Paul Morina

 - Stephen Smeresky

 - Lisa Kuhnel-Prangler

 Paulsboro Junior High School

 - Judith Hathaway

 District - Dr. Lucia Pollino

 - John Giovannitti

 - Jennifer Johnson

 - Joseph Magazu

**TUITION**

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

to approve items A - B

1. Recommend approval for out of district summer school tuition for school year 2016-2017, Ninth through twelfth grade, in the amount of $69,457.88.

Informational: Nine (9) 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 August 31, 2016.

1. Recommend approval for out of district tuition for school year 2016-2017, Ninth through twelfth grade, in the amount of $438,957.80.

Informational: This cost includes tuition contracts for twelve (12) students which have been received by the Business Office and encumbered as of August 31, 2016.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Hamilton, Mr. Hughes, Mr. Lisa (\*Abstained), Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson and Mr. Walter voting 9 YES; 1 ABSTENTION.

Motion Carried

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

to approve items C - D:

1. Recommend approval for 2016-2017 summer school tuition for out of district placements, Preschool through eighth grade, in the amount of $71,891.90.

Informational: Sixteen (16) 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 August 31, 2016.

1. Recommend approval for out of district tuition for school year 2016-2017, Preschool through eighth grade, in the amount of $283,718.37.

Informational: This cost includes tuition contracts for Eight (8) students which have been received by the Business Office and encumbered as of August 31, 2016.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Hamilton, Mr. Lisa, Mrs. Lozada-Shaw(\*Abstained), Mrs. Priest, Mr. Ridinger(\*Abstained), Mrs. Stevenson and Mr. Walter voting 7 YES; 2 ABSTENTIONS.

Motion Carried

**INSTRUCTIONAL SERVICES**

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

to approve item A:

1. Recommend the following Book Mates’ volunteers for the 2016-2017 school year at Billingsport Early Childhood Center:

Jenai Cipolone Amelie Harris-McGeehan Phyllis Baelz

Sara Crane Helen Swain

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

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

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson and Mr. Walter voting 10 YES.

Motion Carried

**STUDENT ACTIVITIES**

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

to approve item A:

1. Recommend approval of the following employees to serve as event workers for athletic events during the 2016-2017 school year.

Alison Hoehn Barbara Murphy Beth Ann Smith

Donna Diamond

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson and Mr. Walter voting 10 YES.

Motion Carried

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

to approve items B - F:

1. Recommend approval for the Office of the Paulsboro Fire Official to conduct assemblies at Loudenslager Elementary School and Billingsport Early Childhood Center during Fire Prevention Week (October 9-15, 2016).

Informational: Fire Prevention Week is enjoyed by both students and staff. During the week our students learn important fire prevention and safety precautions.

1. Recommend approval for Billingsport Early Childhood Center students to participate in the Mobile Dentist Smile Program two days in September 2016 and then again in March 2017.
2. Recommend approval for Loudenslager Elementary School students to participate in the Mobile Dentist Smile Program two days in October, 2016 and then again in May, 2017.

Informational (Item C and D.): This will be done twice this year as they will only visit a site once every six months. There is no cost to the Board of Education. This recommendation is contingent on making every effort possible to have the examinations done during Physical Education class or other special subjects.

In order to participate, parents must sign permission slips. A dentist, dental assistant and hygienist will provide an examination, x-rays, cleaning, sealants and fluoride treatments for participants. Dental insurance and Medicaid pays for the service but no student is turned away.

1. Recommend approval for instrumental music students from Loudenslager Elementary School to play alongside our Paulsboro High School Marching Band on Saturday, October 15, 2016 at the Haddonfield vs. Paulsboro home football game at 2:00 p.m. The cost to the Board would be transportation.
2. Recommend approval for the Paulsboro High School Marching Band to implement a new program this year called “Music Mentors”. This program will allow our advanced students with a GPA of 3.0 or higher to visit and model proper playing positions and techniques with our students at Loudenslager Elementary School. The High School students would visit once each marking period on a Friday. The cost to the Board of Education would be transportation.

ROLL CALL

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

Motion Carried

**FACILITIES**

Motion by Hamilton, seconded by Walter 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** |
| 290 | Houghton Mifflin Science Textbooks | New Series | Recycle |
| 280 | Envision Math Textbooks | New Series | Recycle |

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson and Mr. Walter voting 10 YES.

Motion Carried

**FINANCE**

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

to approve items A - C:

1. Recommend approval of the preliminary 2017-2018 Budget Calendar. **(Attachment)**
2. Recommend approval of a donation from the Paulsboro Refinery of 500 crewneck sweatshirts for Paulsboro High School and Jr. High School students. This donation is valued at $5,000.00.
3. Recommend approval to provide School Uniform Vouchers utilizing funding through the 2016-2017 Elementary and Secondary School Act award for homeless students not to exceed $250.00 per pupil.

Informational:  Vouchers are only redeemable at Connie’s located at 1308 North Delaware Street, Paulsboro, New Jersey.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson and Mr. Walter voting 10 YES.

Motion Carried

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

to approve items D - G:

1. Recommend approval of a donation of eight backpacks from the Clonmell United Methodist Church for Billingsport Early Childhood Center students. They will be distributed by the Social Worker to students in need. This donation is valued at $160.00.
2. Recommend approval of a donation of seven backpacks from the Clonmell United Methodist Church for Loudenslager Elementary School students. They will be distributed by the School Counselor to students in need. This donation is valued at $140.00.
3. Recommend approval of a donation of three backpacks filled with school supplies from Cindy Miles for Loudenslager Elementary School students in need. This donation is valued at approximately $75.00.
4. Recommend approval of a donation of a microwave oven for the Billlingsport Early Childhood Center faculty room from the Billingsport staff. Estimated cost is $200.00.

ROLL CALL

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

Motion Carried

**SCHOOL SAFETY**

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

to approve items A - B:

1. Recommend approval for Rite-Aid Pharmacy in Paulsboro to offer flu shots to staff on the dates during October – November, 2016 that are convenient for both the schools and pharmacy staff.

Informational: This service was made available to the school staff for the past three years. Rite-Aid accepts our insurance for payment.

1. Recommend approval to adopt the revised secure classroom procedures for the District Safety Manual.

**(Attachment)**

Informational: District Administration worked closely with the Paulsboro Police Department to continue to refine and improve our emergency drills. Mr. Matthew Browne Principal at Loudenslager School headed up this effort and will present the information to the Board of Education.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson and Mr. Walter voting 10 YES.

Motion Carried

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 | 9/19/16 |
| Evacuation (Non-Fire) | Each school must conduct two annually |  |  |  |
| Lockdown | Each school must conduct two annually | 9/20/16 - Secure Classroom |  | 9/9/16 |
| Bomb Threat | Each school must conduct two annually |  |  |  |
| Active Shooter | Each school must conduct two annually |  | 9/19/16 |  |
| Other Drills | Each school must conduct two annually |  |  |  |
| Bus Evacuation  | Conduct two annually |  |  |  |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure |  |  |  |

**POLICY**

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

to approve item A:

1. Recommend the first reading of the following Board Policy: (**Attachment)**
	* + Nonresidents – Policy #5118

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson and Mr. Walter voting 10 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 August 31, 2016:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Capital Project Expenses Thru 4/21/2016** | **Paulsboro High School** | **Billingsport** | **Loudenslager** | **Paulsboro High School Non Rod** | **Loudenslager****Non Rod** |
| **Total Expenses Paid** | 160,564.68 | 187,132.17 | 1,489,916.89 | 38,043.35 | 13,754.90 |

**CENTENNIAL**

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

to approve items A - H:

1. Recommend approval to accept a donation of Paulsboro High School memorabilia including:
* 60th Reunion program for the Class of 1951.
* Photograph of the 15th Reunion of the Class of 1951.
* Photograph of the 25th Reunion of the Class of 1951.
* Photograph of the 50th Reunion of the Class of 1951.
* Photograph of the 1950 school play production of ***That Bruster Boy***.
* Photographs of the 8th grade classes of 1947 from Bridgeport School, Broad Street School, Verga School, and Loudenslager School. These classes all attended Paulsboro High School as the Class of 1951.

The donation was made by Dorothy Range (PHS 1951). In one sense the donation is valued at $30.00 but for what it represents it is priceless.

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

* 20th Century Bookkeeping Award which was presented to John Lubrano (PHS 1940) in 1939.
* 8th Grade Completion Certificate awarded to John “Junior” Lubrano in 1936.
* 2nd Grade Certificate of Promotion awarded to John “Junior” Lubrano in 1929.
* 3rd Grade Certificate of Promotion awarded to John “Junior’ Lubrano in 1930
* 4th Grade Certificate of Promotion awarded to John “Junior” Lubrano in 1931.
* 5th Grade Certificate of Promotion awarded to John “Junior” Lubrano in 1932.
* New Jersey State Police School Safety Patrol Certificate awarded to John “Junior” Lubrano in 1936.
* 6th, 8th, 11th and 12th grade report cards for John “Junior” Lubrano.
* Certificate of Perfect Attendance awarded to John “Junior” Lubrano for the 1937-1938 school year.
* Diploma awarded to John “Junior” Lubrano on June 6, 1940.
* Photograph of the PHS Class of 1940 on its Senior Class Trip to Washington, DC.
* 1940 Edition of the ***Pegasus*.**
* Photograph most likely of the members of the Class of 1940.
* Photograph most likely of John “Junior” Lubrano while he served in the military in France.

The donation was made by Dennis Lubrano, son of John “Junior” Lubrano. In one sense the donation is valued at $50 but for what it represents it is priceless.

C. Recommend approval to accept a donation of $100.00 from Edward A. Komczyk (PHS 57).

D. Recommend approval to accept a donation of $250.00 from Maley & Associates of Collingswood, NJ. The donation was made to help defray the cost of displaying the Centennial Logo on billboards located on Crown Point Road and Delaware Street.

E. Recommend approval to accept a donation of $1,400.00 from Sickels & Associates, Inc. of Woodbury, New Jersey. The donation was made to help defray the cost of displaying the Centennial Logo on billboards located on Crown Point Road and Delaware Street.

F. Recommend approval to accept a donation of $500.00 from Petroni and Associates, LLC of Glassboro, New Jersey. The donation was made to help defray the cost of displaying the Centennial Logo on billboards located on Crown Point Road and Delaware Street.

G. Recommend approval to accept a donation of $100.00 from CME Associates of Howell, New Jersey. The donation was made to help defray the cost of displaying the Centennial Logo on billboards located on Crown Point Road and Delaware Street.

Informational Items D – G: Mayor Gary Stevenson helped facilitate these donations. The PHS Centennial Logo will be displayed the billboards during one month during fall 2016 and one month during spring 2017. There is no cost to the Board of Education.

H. Recommend approval to conduct the Paulsboro High School Centennial Celebration and Inaugural Induction for the Hall of Distinguished Alumni on Saturday, April 22, 2017. The event will take place in the gymnasium.

 Informational: “The Celebration” will be the culmination of the PHS Centennial events that began with Commencement 2016 (100th graduating class). The building itself was dedicated on May

7, 1917. April 22, 2017 was selected because it is as close as possible to the 100th anniversary of the dedication.

The Celebration will include the rededication of Paulsboro High School, a buffet dinner, entertainment and induction the first group of alumni into the Hall of Distinguished Alumni. The induction will be somewhat similar to the PHS Sports Hall of Fame but will honor alumni who distinguished themselves academically, as civic leaders, for community service, or other exceptional accomplishments.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mr. Ridinger, Mrs. Stevenson and Mr. Walter voting 10 YES.

Motion Carried

**NEXT PUBLIC MEETING**

Monday, October 24, 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.

Motion made by Hamilton, seconded by Walter and unanimously carried (10-0) to adjourn the meeting at 8:24p.m.

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

Regular Meeting recessed at approximately 7:08 p.m.

Executive Session convened at approximately 7:08 p.m.

Executive Session recessed at approximately 7:58 p.m.

Regular Meeting reconvened at approximately 7:58p.m.

Regular Meeting adjourned at approximately 8:24 p.m.

Respectfully Submitted,



Business Administrator/Board Secretary