**Paulsboro Public Schools**

**Monday August 26, 2019**

**Minutes**

**REGULAR MEETING**

As required by the Open Public Meetings Act as presiding officer, I announce that adequate notice of this meeting has been provided by mailing on Friday August 16, 2019 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 schedule of meetings calendar adopted by the Board of Education at the Reorganization Meeting on January 3, 2019 and by posting that schedule of meetings calendar in a public place reserved for such announcements by the Board of Education.

The meeting was called to order at approximately 6:00 PM by pledging allegiance to the flag with the following members present: Theresa Cooper, Marvin Hamilton, Crystal L. Henderson, Joseph L. Lisa, William S. MacKenzie, Elizabeth Reilly, Danielle Scott, Lisa L. Lozada-Shaw arrived at 6:40 PM, Irma R. Stevenson, Gerald Michael, Greenwich Township Board of Education. Also present were Dr. Walt Quint, Interim Superintendent, Mr. Paul Bracciante, Assistant Superintendent, and Mr. Scott Henry, Interim Business Administrator/Board Secretary.

**Public Comment –**None

**New Business**

1. 2019-2020 Colonial Conference passes are now available for members of the Board of Education. Please contact the Interim Superintendent if you would like a pass.

Motion made by Stevenson, seconded by Reilly and unanimously carried (9-0) to approve B which The Greenwich Township Representative may vote on.

1. The Board of Education must establish a meeting calendar for the 2019-2020 school year. Having said this, the administration developed a preliminary meeting calendar for review by members of the Board of Education. The administration respectfully requests input from member of the Board of Education so that the calendar can be finalized and approved. **(Attachment)**

Board Input Requested: The Board has been conducting its meetings in different schools rather than at the Paulsboro High School Library. The goal was to increase community participation in the meetings by holding them in convenient locations for citizens. There is interest in moving the meetings back to a central location at the high school. The HVAC unit in the high school library is noisy but could be turned off during meetings. The cafeteria is also a possible location for meetings but the elevator would need to be made available to those attending. The Interim Superintendent respectfully requests input on this matter.

Motion made by Stevenson, seconded by Henderson and unanimously carried (9-0) to approve C which The Greenwich Township Representative may vote on.

**C.** Goals for the 2019-2020 School Year

The Interim Superintendent is reviewing school records and reports as well as meeting with members of the staff and administration in order to develop a set of goals for the upcoming school year. Based on the information available thus far, the Interim Superintendent developed a “First Draft” of the goals for discussion, input and revision. A copy of the preliminary goals is attached for your convenience. Input from the members of the Board of Education is respectfully requested. (**Attachment**)

**Old Business**

1. At the June 24, 2019 meeting of the Board of Education a citizen asked why hoodie sweatshirts are not permitted in the student dress code. Hoodies are considered outerwear. Outerwear is not permitted to be worn inside during the school day. The reason for this rule is that security experts point out that outerwear is loose fitting and bulky. This provides a place to hid items such as vape devises and weapons.
2. At the June 24, 2019 meeting of the Board of Education a citizen asked about the hiring process for coaches. Specifically, the citizen spoke to the head coach for the Girls Basketball Team. Needless to say, the administration cannot discuss confidential personnel matters in public. Recommendations have not yet be made for winter season coaches. The Interim Superintendent will review the hiring process and candidates for coaching positions with the Paulsboro High School Principal and Athletic Director before making recommendations to the Board of Education.
3. At the August 12, 2019 meeting, a citizen raised a question about Spanish instruction in the elementary schools. In the past, students did receive one period per week of Spanish instruction as a special subject. When that teacher retired he was not replaced. As a result, it became very difficult to provide a preparation once per day for the teachers because this takes place when the students are in “special subjects” (art, music, technology, library/STEAM, and physical education). Forty-five minutes of World Language instruction per week is required in New Jersey. The instruction is now taking place via an “online” program (Duolingo). The teachers provide this online program by taking time from another subject.

**Upcoming Scheduled Events**

***Staff Opening In-Service:*** 11:30 a.m., Tuesday, September 3, 2019

 Welcome back luncheon and presentation

 by Dr. Tracey Severns

 Paulsboro Junior / Senior High School Cafeteria

***Pegasus Education Foundation:*** 7:00 p.m.Wednesday, September 4, 2019

 Paulsboro Sportsmen’s Club

 Century Savings Bank is conducting a major fundraising event to support the Pegasus Education Foundation. Funds will help pay for the implementation of the P-12 STEAM Academy

***Paulsboro Day:*** Saturday, September 7, 2019

Rastelli Field

***Back to School Nights***: 7:00 p.m. on Thursday, September 12, 2019 at

 Billingsport Early Childhood Center

 7:00 p.m. on Thursday, September 26, 2019 at

 Loudenslager Elementary School

 7:00 p.m. on Thursday, October 3, 2019 at

 Paulsboro Junior / Senior High School

**Report of The Superintendent**

Motion made by Stevenson, seconded by Hamilton to approve A which The Greenwich Township Representative may vote on.

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

1. Recommend retroactive approval of contract with Dr. Anthony Villare to serve as School Physician from July 1, 2019 through June 30, 2020. Dr. Villare will earn $26,010.00.

Informational: Dr. Villare has served as the School Physician for 6 years. His stipend for the 2019-2020 school year is unchanged from 2018-2019. The retroactive approval is needed because the previous administration did not include it on an agenda during the 2018-2019 school year. Dr. Villare’s current medical license is on file in the Office of the Superintendent.

*Roll Call Vote*: Ms. Reilly, Mrs. Henderson, Mrs. Scott abstain, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Mr. Lisa, Mr. Michael voting 8 YES

Comments: Mr. Michael requested more information, would like to solicit RFP for Auditor and other professionals. Motion carried

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

Motion made by Stevenson, seconded by Henderson to approve A-B which The Greenwich Township Representative may vote on.

1. Recommend retroactive approval of a contract with Dr. Tracey Severns to make a presentation for the opening day in-service on Tuesday, September 3, 2019. The cost of the program is $2,000.00 which will be paid via Title IV- Professional Development funds.

Informational: Dr. Severns is a highly respected staff development presenter. She was recommended to Paulsboro by Executive County Superintendent of Schools, Ms. Avé Altersitz. Dr. Severns’ topic will be “Using High-Impact Instructional Practices to Accelerate Learning”. She will discuss how teacher clarity, student talk, thinking tasks, quality assessment, and formative feedback can help students learn at an accelerated rate. Commendations to Assistant Superintendent Bracciante for moving quickly to obtain the services of Dr. Severns.

1. Recommend approval of the District Mentoring Plan for the 2019-2020 school year.

Informational: The District Mentoring Plan must be reviewed, revised and submitted to the New Jersey Department of Education annually. The purpose of the plan is to delineate how teachers new to the profession as well as those new to the district will be mentored. Mentor selection, roles and responsibilities of mentors, mentor training, and training for the new teachers are included in the plan. A copy of the Mentoring Plan will be available at the meeting or in advance in the Office of the Superintendent for review by members of the Board of Education.

*Roll Call Vote*: Ms. Reilly, Mrs. Henderson, Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Mr. Lisa, Mr. Michael voting 9 YES Motion carried

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

Motion made by Stevenson, seconded by MacKenzie to approve A

1. Recommend approval to accept 10 back bags (five for students at Loudenslager Elementary School and five for youngsters at Billingsport Early Childhood Center) filled with school supplies from Bethel African Methodist Episcopal Church located at 1742 Swedesboro Avenue, Paulsboro, NJ. The donation is valued at approximately $500.

*Roll Call Vote*: Ms. Reilly, Mrs. Henderson, Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Mr. Lisa voting 8 YES Motion carried

Motion made by Hamilton, seconded by Stevenson to approve A which The Greenwich Township Representative may vote on.

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

A. Recommend approval of the Nurses’ Standing Orders for the 2019-2020 school year.

Informational: The Nurses’ Standing Orders are reviewed annually by the school nurses and school physician. Nurse Irma Stevenson also reviewed the standing orders. Prior to Board of Education approval, School Physician Villare signs the orders. The Nurses’ Standing Orders are instructions from the School Physician to the School Nurses relative to allowable treatments for specific medical situations. A copy of the Nurses Standing Orders will be available at the meeting or in advance in the Office of the Superintendent for review by members of the Board of Education.

*Roll Call Vote*: Ms. Reilly, Mrs. Henderson, Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Mr. Lisa, Mr. Michael voting 9 YES Motion carried

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

Motion made by Stevenson, seconded by Hamilton to approve A-D which The Greenwich Township Representative may vote on.

1. Recommend approval to rescind the contract for Bryan Nastase to serve as Head Coach for Boys Soccer. The contract was approved by the Board of Education at its June 24, 2019 meeting.
2. Recommend approval to rescind the contract for Stacy Anuszewski to serve as the Assistant Coach for Field Hockey. The contract was approved by the Board of Education at its August 12, 2019 meeting.
3. Recommend approval to appoint Stacy Anuszewski as the Head Coach for the Boys Soccer Team during the 2019-2020 school year. Ms. Anuszewski will earn Step 1 – $4,925.00 as per agreement with the Paulsboro Education Association.
4. Recommend approval to appoint Gina Morina as Assistant Coach for Field Hockey during the 2019-2020 school year. Ms. Morina will earn Step 1- $3,653.00 as per agreement with Paulsboro Education Association.

Informational: Mr. Nastase’s work schedule changed so he cannot accept the contract to serve as Head Coach for Boys Soccer. Ms. Anuszewski played varsity soccer while a student at Paulsboro High School. She also played varsity soccer in college where she was selected to the Conference All-Academic Team. Ms. Anuszewski replaces Mr. Nastase.

During the 2016-2017 school year, Ms. Morina served as the Assistant Coach for Field Hockey. Ms. Morina replaces Ms. Anuszewski.

*Roll Call Vote*: Ms. Reilly, Mrs. Henderson, Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Mr. Lisa, Mr. Michael abstain D, voting 9 YES Motion carried

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

Motion made by Stevenson, seconded by Hamilton to approve A-B

1. Recommended approval to accept grant funds in the amount of $2,440.00 from the American Dairy Association North East as part of the Fuel Up to Play 60 grant.

Informational: Loudenslager Elementary School(LES) was selected to receive $1,220.00 to be utilized for a Healthy Eating Initiative. Loudenslager will use the funds to purchase additional cold storage for milk in the cafeteria, for signage promoting healthy eating, and for ice packs for the school breakfast program. In addition, LES was selected to receive $1,220.00 for the Physical Activity Initiative. These funds will be used to purchase playground stencils to enhance the current blacktop playground as well as additional playground equipment including hula-hoops, jump ropes and other sports equipment. The Board of Education approved submission of this grant at its June 24, 2019 meeting. Commendation to LES Principal Matthew Browne and LES Teachers Anthony Petrutz, Susan Piccone and Dean Duca for developing the grant application. A copy of the grant application will be available at the meeting or in advance in the Office of the Superintendent for review by members of the Board of Education.

1. Recommend approval to submit and accept, if awarded, an application for a Build it With Kaboom School Playground grant. The grant carries a maximum funding level of $41,500.00.

Informational: Kaboom facilitates partnerships between the school and community to provide a custom-designed playground. Grants are awarded to communities with financial needs and limited playgrounds. If awarded the playground will be constructed by professional installers with the assistance of community volunteers. If the grant is awarded, the Loudenslager School Parent-Teacher Organization will need to raise $8,500.00 to complete the financial commitment for the project. If all goes well, the playground build will take place between Saturday, October 26, 2019 and Monday, October 28, 2019. Commendations to Loudenslager Elementary School Principal Matthew Browne and Loudenslager Elementary School Teacher Anthony Petrutz for writing the application. They were assisted by personnel from Rutgers Cooperative Extension Service. A copy of the grant application will be available at the meeting or in advance in the Office of the Superintendent for review by members of the Board of Education.

Approximately, 25 years ago the Parent-Teacher Organization purchased a playground for LES which is now showing signs of wear. A second, much older, playground was demolished about 5 years ago because it was no long safe to use. Having said this, a new playground will be a welcome addition at Loudenslager Elementary School.

*Roll Call Vote*: Ms. Reilly, Mrs. Henderson, Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Mr. Lisa, voting 8 YES Motion carried

At 6:30 PM a motion was made by Stevenson, seconded by Hamilton and unanimously carried (9-0) to recess till 7:00 PM

Reconvened at 7:00 PM

**Administrative Updates:**

Dr. Quint, Mr. Bracciante and Mr. Henry updated the Board on the state of the District. (Attachments)

Mrs. Scott requested a staff analysis utilization study.

**Public Comment –**

Mr. Davis – inquired about class sizes at the elementary schools. Dr. Quint responded that our class sizes are relatively low, no where near 30.

Mr. Davis – asked about Spanish Instruction at the elementary schools. Dr. Quint stated that Spanish instruction is through Duolingo, a computer based program. The addition of a Spanish teacher will be evaluated at budget time.

**Next Scheduled Meeting**

**Monday, September 30, 2019**

*6:00 p.m. – Executive Session – Billingsport Early Childhood Center Multipurpose Room*

*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 Lozada-Shaw, seconded by Henderson and unanimously carried (10-0) to adjourn the meeting at 8:40 PM.

Respectfully Submitted,

Scott Henry

Interim Board Secretary