**Paulsboro Public Schools**

**Monday, February 25, 2019**

**Minutes**

**regular meeting**

As required by the Open Public Meetings Act as Board Secretary, I announce that adequate notice of this special meeting has been provided by mailing on Tuesday, January 8, 2019 to the Paulsboro Clerk, Greenwich Township Clerk, Courier Post, South Jersey Times and Secretary of Greenwich Township Board of Education the approved 2019 Board of Education meeting calendar adopted by the Board of Education at the Reorganization Meeting on January 3, 2019 and by posting the revised schedule of meetings in a public place reserved for such announcements by the Board of Education.

The meeting was called to order at approximately 7:02 PM by pledging allegiance to the flag with the following members present: Theresa Cooper, Marvin Hamilton, Crystal L. Henderson, Joseph L. Lisa, Lisa L. Lozada-Shaw, William S. MacKenzie, Elizabeth Reilly, Danielle Scott and the Greenwich Township Representative, Gerald Michael. Also present were Dr. Laurie Bandlow, Superintendent, Mr. Paul Bracciante, Assistant Superintendent, Ms. Jennifer Johnson, Business Administrator/Board Secretary, student representative Amaya Reed-Clark-absent, Irma R. Stevenson- absent.

**Executive Session**

The Paulsboro Board of Education adjourned to Executive Session from 6:12 pm to 6:50 pm to discuss Personnel, and Student Matters, the results of which may be made known upon return to regular session or when conditions warrant.

**Upcoming Scheduled Events**

***SURE Summit, Rowan University,*** Thursday, March 21, 2019

**Presentation**

1. Student of the Month Awards for December 2018 and January 2019 were presented by James Pandolfo, Assistant Principal.

|  |  |
| --- | --- |
| **Paulsboro Junior High School**  | **Paulsboro High School** |
| **December Students of the Month** Arrieana Davis - Grade 7Samuel Clark - Grade 8**January Students of the Month**Kimberly DiStefano - Grade 7Steven Wood - Grade 8 | **December Students of the Month** Sydney Kendra – Grade 9Jason Lucci - Grade 10Soniya Saine - Grade 11Jermaine Morris - Grade 12**January Students of the Month**Anthony Smith – Grade 9Rachel Montemore - Grade 10Jacob Perez-Eli - Grade 11Alexis McIlvaine - Grade 12 |

1. James Pandolfo presented the South Jersey Touchdown Club Academic All Stars Fall 2018 Season honorees, Resolution #**1-28-19-001**.

Robert Glocker Santino Morina

**Board Business**

1. **Board of Education Meeting Calendar**

WHEREAS the “Open Public Meetings Act:” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed, the Paulsboro Board of Education will meet in Executive Session for the purpose of discussing the following: Personnel, Student Matters, Contracts, Negotiations and Litigation at 6:00 p.m. on March 25, 2019, prior to the commencement of the public portion of the board meeting. The matters discussed will remain confidential until the need for confidentiality no longer exists.

1. **Board of Education Committee: Negotiations:**

The Paulsboro Board of Education, Negotiation Committee:

Chairperson: Mr. Joseph Lisa

Members: Mr. William Scott MacKenzie and Mrs. Irma Stevenson

Meetings held with the Paulsboro Administrators Association (PAA):

December 11, 2017 May 23, 2018 June 11, 2018

July 24, 2018 August 15, 2018 October 15, 2018

Update: A date for mediation, at the request of the Paulsboro Administrators Association, is Thursday March 21, 2019 at 6:00 p.m. with the State Mediator.

1. **Board of Education Committee: Facilities:**

The Paulsboro Board of Education, Facility Committee:

Chairperson: Mr. Joseph Lisa

Members: Mr. Marvin Hamilton,\* Ms. Elizabeth Reilly and Irma Stevenson

President Lisa appoints Ms. Elizabeth Reilly to this committee filling a vacant seat following last month’s appointments.

Facility Item A, resolution number 02-28-2019-001, for Paulsboro High School ceiling repairs is explained.

The Business Administrator will coordinate the next meeting and contact each member with the date.

1. **Board of Education Committee: Budget:**

The Paulsboro Board of Education, Budget Committee:

Chairperson: Mr. Joseph Lisa

Members: Mrs. Theresa Cooper, Mr. William Scott MacKenzie, and

 Mrs. Danielle Scott

**Informational: Important Dates for Budget Submission**

March 5, 2019 Gubernatorial budget message to Legislature extended from the fourth Tuesday in February

March 20, 2019 Adoption and Filing of Tentative Budget

April 22, 2019 Last day for County Executive Superintendent approval of budget

April 24, 2019 Earliest date for Public Hearing

May 3, 2019 Last date for Public Hearing

The Committee will meet on Monday, March 11, 2019 and Monday, March 18, 2019 at 7:00 p.m. in the conference room in the Administration Building to finalize the budget with the Administration. Since the next regularly scheduled board meeting is after the submission deadline, a special meeting will be held on Wednesday, March 20, 2019 to approve the 2019-2020 budget.

1. **Board of Education Committee: Education:**

The Paulsboro Board of Education, Education Committee:

Chairperson: Mrs. Lisa Lozada-Shaw

Members: Mrs. Crystal Henderson, Ms. Elizabeth Reilly and Mr. Gerald Michael

The Assistant Superintendent and Chairperson respectfully ask the committee to set a date for their first meeting.

1. **Informational:**
2. On Wednesday, May 8, 2019, the Pegasus Educational Foundation will be hosting a Red Tie Event at the Sons of Italy Lodge, Paulsboro, New Jersey beginning at 6:00 p.m.

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

Motion made by Lozada-Shaw seconded by Reilly to approve A-D which The Greenwich Township Representative may vote on.

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

1. Approval of Minutes (**Attachments**) Regular Meeting January 28, 2019

 Executive Session January 28, 2019

1. Approval of the December 2018 Cash Receipts Report (**Attachment**)
2. Approval of the budget transfers (**Hand Carried In – current accounting software modifying report**)
3. Approval for payment of bills that are duly signed and authorized. (**Attachment**)

Informational: Board Secretary Reports are under review and discussion on whether sufficient line items in the budget are available will be discussed by administration.

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 9 YES

Motion carried

**Business Administrator Certifications**

***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 December 31, 2018.





Monday, February 25, 2019

**Report of The Superintendent**

Motion made by Lozada-Shaw seconded by Henderson to approve B-D which The Greenwich Township Representative may vote on.

1. Informational: All people being recommended for employment must have completed a Criminal History Background Review and met certificate / license requirements along with all necessary paperwork prior to board action unless otherwise noted.
2. Recommend adoption of the Resolution of the Paulsboro Board of Education #02-25-19-003.

**WHEREAS**, the Paulsboro Board of Education (“Board”) currently employs Employee #2105; and

**WHEREAS**, Upon the recommendation of the Superintendent, the suspension of Employee # 2105 with pay is hereby affirmed and continued, pending the further recommendation of the Superintendent.

**RESOLVED**, that the Superintendent of Schools is hereby authorized and directed to provide said individual with written notice of the Board’s action, to be sent to the employee’s last known address on file in the Paulsboro Public School District.

1. Recommend approval of the substitute teachers on the attached list from Source 4

Teachers. (**Attachment)**

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

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

Dates of Leave Terms and Conditions of Leave

Wednesday, February 27, 2019 – Wednesday, March 27, 2019 With pay and benefits by use of

 accumulated sick days.

Thursday, March 28, 2019 – Thursday, April 11, 2019 Unpaid, with benefits by use of

 Federal Family Leave.

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 9 YES

Motion carried

**Report of The Superintendent**

Motion made by Lozada-Shaw seconded by Henderson to approve E-M.

**Personnel E - M:**

1. Recommend approval to accept the resignation of Billingsport Early Childhood Center Playground / Lunch Aide, Ms. Helen Kidd effective February 4, 2019.
2. Recommend approval to accept the resignation of Billingsport Early Childhood Center Playground / Lunch Aide, Ms. Shannon McGinnis effective January 31, 2019.
3. Recommend approval to accept the resignation with the intent to retire of Billingsport Early Childhood Center Classroom Aide, Ms. Dawn Melis effective June 30, 2019.

Informational: Ms. Melis has served our district for 23 years.

1. Recommend approval to accept the resignation of Paulsboro Junior / Senior High School, Grade 8 In-Class Support Aide, Ms. Beth Ann Smith effective March 1, 2019.
2. Recommend approval of the following pay rates for the below listed Playground/Cafeteria workers during the 2018-2019 school year effective February 1, 2019:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Aide** | **School** | **Position** | **Hours/Day** | **Salary/Hour****2018-2019** | **Salary/Hour****2018-2019 Increase** |
| Alana Dixon | L | Playground/Cafeteria | 2.0 | $8.60 | $8.85 |

Informational: The rate of $8.85 per hour is the minimum wage in New Jersey which increased from $8.60 per hour. Other than changing the minimum wage, all other rates remain unchanged from the 2018-2019 school year. On January 1, 2019, the minimum wage in New Jersey automatically increased from $8.60 per hour to $8.85 per hour.

1. Recommend approval to transfer Ms. Brandi Esters from Billingsport Early Childhood Center, Instructional Aide, to the position of Paulsboro Junior High School, In Class Support Aide, Grade 8.
2. Recommend approval to appoint Mr. Norman Scott to the position of Substitute Bus Aide for the 2018-2019 school year. Mr. Scott will earn $8.85 per hour on an “as-needed” basis.
3. Recommend approval to appoint Ms. Kelly Lynn King to the position of Playground / Lunch Aide, Billingsport Early Childhood Center. Ms. King will earn $8.85 per hour not to exceed 2 hours per day. This recommendation is contingent on successful completion of criminal history background review.
4. Recommend approval to appoint Ms. Jackie Johnson to the position of Playground / Lunch Aide, Billingsport Early Childhood Center. Ms. Johnson will earn $8.85 per hour not to exceed 2 hours per day. This recommendation is contingent on successful completion of criminal history background review.

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie abstain B, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa voting 8 YES

Motion carried

**Report Of The Superintendent**

Motion made by Lozada-Shaw seconded by Henderson to approve A-C which The Greenwich Township Representative may vote on.

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

1. Recommend approval for Assistant Superintendent, Mr. Paul Bracciante, Loudenslager Elementary School Principal, Mr. Matthew Browne and District Math and Science Coach, Ms. Christine Lindenmuth to attend the Handle With Care Training on Tuesday, March 12, 2019, Wednesday, March 13, 2019 and Thursday, March 14, 2019 in Salem County Vocational School, New Jersey.

Cost to the Board of Education:



1. Recommend approval to approve Professional Development (PD) days to work on the Technology Survey feedback from certificated staff. The survey analysis will provide the Technology Task Force with a clear direction to proceed. This meeting will be on Wednesday, March 20, 2019. The cost to the Board of Education will be substitute(s).

Cost to the Board of Education:



Billingsport Early Childhood Center: Ms. Noreen Demarco

Loudenslager Elementary School: Mrs. Rebecca Richardson (substitute not required)

Paulsboro Junior/Senior High School: Ms. Christine Lindenmuth (substitute not required)

1. Recommend approval to approve Professional Development (PD) days to work on the STEAM Academy Phase In for the 2019-2020 academic school year funded through Title 2A. These meetings will be on a monthly basis. The next meeting will be on Wednesday, March 27, 2019. The cost to the Board of Education will be substitutes.

Cost to the Board of Education:



Billingsport Early Childhood Center: Ms. Brittany Bielski

 Ms. Noreen Demarco

 Ms. Prudence Hanly

Loudenslager Elementary School: Mr. Matthew Browne (substitute not required)

 Mrs. Monica Moore Cook

 Mrs. Rebecca Richardson (substitute not required)

Paulsboro Junior/Senior High School: Mr. James Pandolfo (substitute not required)

 Ms. Lisa Broder

 Mr. Thomas Damminger

 Ms. Holly Kline

 Mr. Shane Kovalesky

 Ms. Christine Lindenmuth (substitute not required)

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie abstain B, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 9 YES

Motion carried

**Report Of The Superintendent**

Motion made by Lozada-Shaw seconded by Hamilton to approve D-F.

**Staff and Curriculum Development** **D - F:**

1. Recommend approval for Billingsport Early Childhood Center Teacher, Ms. Kimberley Manuel to attend Implementing Gold on Wednesday, March 6, 2019 and Thursday, March 7, 2019 in Atlantic County Special Services in Mays Landing, New Jersey.

Cost to the Board of Education:



1. Recommend approval for Billingsport Early Childhood Center Speech Teacher, Mrs. Kristin Shute to attend an online Speech and Language Pre-K Assessment, Collaboration and Treatment on Wednesday, February 20, 2019 through Monday, March 4, 2019.

Cost to the Board of Education:



1. Recommend approval for Loudenslager Elementary School Teacher, Mrs. Rebecca Richardson to attend South Jersey Educator Technology Group Meeting on Google’s Applied and Digital Skills on Thursday, February 28, 2019 at Camden County College, New Jersey. There is no cost to the Board of Education.

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa voting 8 YES

Motion carried

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

|  |
| --- |
| **Month of February 2019** |
| **Grade** | **Enrollment** |
| 9 | 92 |
| 10 | 83 |
| 11 | 78 |
| 12 | 63 |
| **Total** | **316** |

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

|  |
| --- |
| **Month of February 2019** |
| **Grade** | **Enrollment** |
| 7 | 68 |
| 8 | 90 |
| **Total** | **158** |

1. The following are class enrollments for Billingsport Early Childhood Center and Loudenslager Elementary School - Month of February 2019:

|  |  |  |  |
| --- | --- | --- | --- |
| **Grade** | **Enrollment Per Class** **Billingsport Early****Childhood Center** | **Grade** | **Enrollment Per Class****Loudenslager****Elementary School** |
| Pre-School | 13 | 13 | 14 | 13 | 12 | 13 | 78 | 3 | 31 | 30 | 29 |  | 90 |
| Kindergarten | 26 | 25 | 25 | 25 |  |  | 101 | 4 | 24 | 27 | 23 | 25 | 99  |
| 1 | 19 | 21 | 22 | 21 |  |  | 83 | 5 | 21 | 20 | 21 |  | 62 |
| 2 | 20 | 20 | 19 | 20 |  |  | 79 | 6 | 22 | 24 | 23 |  | 69 |
| Special Education | 9 | 3 | 7 |  |  |  | 19 |  | 7 |   |  |  | 7 |
| **Total** |  |  | **360** | **Total** | **327** |

**Report Of The Superintendent**

Motion made by Lozada-Shaw seconded by Henderson to approve A which The Greenwich Township Representative may vote on.

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

1. Recommend approval for the following tuition costs. These costs include tuition, additional services, and extraordinary costs (the cost of transportation is not included in this total).

As of February 5, 2019, we have 22 Out of District students, grades 9-12 for a total cost of $1,419,001.28.

As of February 5, 2019, we have 21 McKinney-Vento (homeless)/Division of Protection and Permanency (DCPP) students for a total cost of $317,517.57.

As of February 5, 2019, we have 27 students that attend Gloucester County Institute of Technology (GCIT) for a total cost of $64,665.00.

As of February 5, 2019, we have one student in a state facility.

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 9 YES

Motion carried

**Report Of The Superintendent**

Motion made by Lozada-Shaw seconded by Henderson to approve B.

**Tuition B**:

1. Recommend approval for the following tuition costs. These costs include tuition, additional services, and extraordinary costs (the cost of transportation is not included in this total).

As of February 5, 2019, we have 22 Out of District students grades PK-8 for a total cost of $1,541,661.07.

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa voting 8 YES

Motion carried

**Report Of The Superintendent**

Motion made by Lozada-Shaw seconded by Henderson to approve A which The Greenwich Township Representative may vote on.

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

1. Recommend the following Board approved courtesy Paulsboro Junior / Senior High School students to be moved to School Choice Students for the 2018-2019 school year:

| **First Name** | **Last Name** | **Grade in 2017-2018** | **Grade in 2018-2019** |
| --- | --- | --- | --- |
| Shane | Kirca | 10 | 11 |

Informational: The home district is responsible to transport the Choice Students to Paulsboro. The Board of Education receives school aid from the State of New Jersey for these students.

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 9 YES

Motion carried

**Report Of The Superintendent**

Motion made by Lozada-Shaw seconded by Henderson to approve B-C.

**Instructional Services B - C**:

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

Grades PreK-8:

| **Case #** | **Grade:** | **Hours of Instruction** |
| --- | --- | --- |
| 332403 | PK | Student was placed on home instruction. This student will receive home instruction from Paulsboro Public Schools for a minimum of 10 hours a week. Start date was 1/17/2019. |
| 262561 | 5 | Student is receiving home instruction through Brookfield School for a minimum of 10 hours/week at $32/hour. Student is attending Inspira Health Program in West Deptford, New Jersey. Start date was 1/22/2019. |

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 a resolution approving the District Budget Planning Workbook and Three-Year Preschool Program Plan for 2019-2022.

Informational: The Preschool Expansion Grant and Preschool Education Expansion Aid have now ended. All preschool funds are distributed through Preschool Education Aid. Paulsboro is projected to receive $1,156,514.00 this year to fund our program.

1. Informational:
2. Mid-Year Report of Student Assistance Counselor, Ms. Lessie Jean Brown (**Attachment**)

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa voting 8 YES

Motion carried

**Report Of The Superintendent**

Motion made by Lozada-Shaw seconded by Henderson to approve A-K which The Greenwich Township Representative may vote on.

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

1. Recommend approval for the Sophomore Class to attend Dorney Park in South Whitehall Township, Pennsylvania this spring for their class trip on June 4, 2019. Only tenth grade students who meet the academic and disciplinary requirements will be permitted to go. Each student will be responsible for paying his or her own way for the trip, and the total cost is $56.00 per ticket. This includes their meal voucher, souvenir bottle, and entrance fee. For every 10 students a school chaperone will attend at no charge.

Informational: The purpose of this trip is to reward the students who continue to do the right thing day after day, and this would be a great opportunity for the students to spend time together outside of the classroom and bond with their peers. This trip has been taken in years past by the sophomore class.

Cost to the Board of Education:



1. Recommend approval for approximately 10-12 Paulsboro High School Freshmen and Sophomore students to attend the Women’s Stem Fair at Rowan College at Gloucester County. This fair is intended for women who want to pursue careers in Science, Technology, Engineering and Mathematics. The event date is scheduled for Monday, March 18, 2019 from 7:45 a.m. – 2:00 p.m. There is no cost to the students and lunch is included. There will be two chaperones on the trip.

Cost to the Board of Education:



1. Recommend approval for Paulsboro High School sports teams to utilize Guardian Angels Gymnasium located at 717 Beacon Avenue, Paulsboro, New Jersey for 2019 spring sports practices. There is no cost to the Paulsboro Board of Education.

Informational: Mr. John Giovannitti had a meeting with Guardian Angels Principal, Sister Jerilyn Einstein. She approved the use of the Paulsboro campus gym when no conflicts occur. The gym will be used when the need arises due to limited gym space at Paulsboro High.

1. Recommend approval for the Paulsboro Junior / Senior High School students who received Gold and Red Renaissance Cards to attend the annual “Pasta with the Principal” luncheon at the Paulsboro Sportsman’s Club in Paulsboro, New Jersey on Tuesday, February 26, 2019. The students will be transported to the sportsmen’s club at 11:15 and return back to school at 1:00 p.m.

Cost to the Board of Education:



1. Recommend approval for Paulsboro High School students to participate in the Annual Students United for Respect and Equality (SURE) Summit sponsored by Gloucester County Prosecutors Office. The Summit will be held on March 21, 2019 at the Student Center at Rowan University. Paulsboro High School Teachers Margaret LaDue and Rachel Wulk will be the chaperones.

Cost to the Board of Education:



1. Recommend approval for Senior Class Advisors, Ms. Brenda Caltabiano and Ms. Monica Garner, Paulsboro High School Guidance Counselor, Mr. Vincent Giovannitti, and Paulsboro High School Assistant Principal, Mr. James Pandolfo to serve as chaperones for the Senior Class Trip. The class trip was approved at the January 29, 2019 Board of Education Meeting.

Informational: As per travel agent contract, two chaperones will be covered (for every 10 students, 1 chaperone is free). The 3rd chaperone is usually at a prorated amount as a courtesy from the travel agent. Chaperones will hold an informational meeting one evening in March 2019 with the students and parents to go over the agenda, trip details and answer any questions and or concerns.

Cost to the Board of Education:



1. Recommend approval for approximately 8 Paulsboro High School students to attend a field trip to the Philadelphia Museum of Art in Philadelphia, Pennsylvania. The event date is scheduled for Thursday, April 4, 2019 from 9:00 a.m. – 2:00 p.m.

Cost to the Board of Education:



1. Recommend approval for approximately 50 Paulsboro High School students to attend a field trip to the Six Flags Great Adventure in Jackson, New Jersey for the New Jersey Association of Student Councils (NJASC) Spring Awards Program. The event date is scheduled for Wednesday, May 29, 2019 from 8:00 a.m. – 5:00 p.m.

Cost to the Board of Education:



1. Recommend approval for interested Paulsboro High School 11th grade students to attend the National Hispanic College and Career Fair on Thursday, March 7, 2019 at Riverwinds Community Center in West Deptford. Registration is free for all attendees as well as transportation, which is provided by the organization to, and from Paulsboro High School to Riverwinds. Paulsboro High School Guidance Counselors, Mr. Vincent Giovannitti and Ms. Melba Moore-Suggs will be chaperoning this trip. There will be no cost to the Board of Education.

1. Recommend approval for the senior class to go to the Launch Trampoline Park in Sewell, New Jersey on Tuesday, June 11, 2019. Paulsboro High School Seniors will depart at 9:00 a.m. and return 12:00 p.m. Approximately 65 students will be going. Senior Class Advisor, Mrs. Brenda Caltabiano is in charge of the trip.

Cost to the Board of Education:



1. Recommend approval for students in History III, English III & IV and AP English who would like to participate in the field trip to Medieval Times on Friday, March 22, 2019 Cost to attend is $40.00 per student. There are fundraising options for students to help with this cost.

Cost to the Board of Education:



*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 9 YES

Motion carried

**Report Of The Superintendent**

Motion made by Lozada-Shaw seconded by Henderson to approve L-R.

**Student Activities L - R:**

1. Recommend approval for the Junior High School students to go to the Baltimore Aquarium, Baltimore, Maryland, during the month of May or June 2019. The cost will not exceed $2,000.00.
2. Recommend approval for the Loudenslager Elementary School Sixth Grade students to go to the Franklin Institute, Philadelphia, Pennsylvania, on Friday, May 17, 2019 leaving at 9:00 a.m. and returning at 1:30 p.m. Approximately 80 students will be going. Loudenslager Elementary School Teacher, Mrs. Jennifer Hoffman is in charge of the trip.

Cost to the Board of Education:



1. Recommend approval for the Loudenslager Elementary School Third Grade students to go to the Philadelphia Zoo, Pennsylvania, on Friday, May 24, 2019 leaving at 9:00 a.m. and returning at 1:15 p.m. Loudenslager Elementary School Teacher, Ms. Bonnie McHale is in charge of the trip.

Cost to the Board of Education:



1. Recommend approval for the Loudenslager Elementary School Fifth Grade students to go to the United States Constitution Center, Pennsylvania, on Friday, May 31, 2019 leaving at 9:00 a.m. and returning at 1:15 p.m. Loudenslager Elementary School Teacher, Ms. Shirley Gill is in charge of the trip.

Cost to the Board of Education:



1. Recommend approval for the Loudenslager Elementary School Fourth Grade students to go to the Adventure Aquarium, Camden, New Jersey, on Friday, June 7, 2019 leaving at 9:30 a.m. and returning at 1:30 p.m. Approximately 140 students will be going. Loudenslager Elementary School Fourth Grade Teacher, Ms. Susan Piccione is in charge of the trip.

Cost to the Board of Education:



1. Recommend approval for the Billingsport Early Childhood Center, Second Grade students to go to the Adventure Aquarium, Camden, New Jersey, on Wednesday, March 20, 2019 leaving at 9:00 a.m. and returning at 1:45 p.m. Approximately 80 students will be going. Billingsport Early Childhood Center, Second Grade Teachers are in charge of the trip.

Cost to the Board of Education:



1. Recommend approval for the Billingsport Early Childhood Center, First Grade students to go to the Pitman Theater, Pitman, New Jersey, on Friday, March 29, 2019 leaving at 9:40 a.m. and returning at 12:20 p.m. Approximately 83 students will be going. Billingsport Early Childhood Center, First Grade Teacher, Ms. Colleen is in charge of the trip.



*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa voting 8 YES

Motion carried

**Report Of The Superintendent**

Motion made by Hamilton seconded by Lozada-Shaw to approve A which The Greenwich Township Representative may vote on.

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

1. Recommend approval for Garrison Architects to apply for and obtain New Jersey Department of Education other capital project approval, to proceed forward with the Paulsboro Auditorium Ceiling Replacement Project. Garrison Architects will amend the district’s current long-range facility plan to include this project and the district acknowledges that this project does not qualify for state aid.

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 9 YES

Motion carried

**Report Of The Superintendent**

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

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

1. Recommend approval to hold a special meeting to approve the submission of the 2019-2020 Paulsboro Board of Education Budget to the County Executive Superintendent on Wednesday, March 20, 2019 at 7:00 p.m. at Loudenslager Elementary School. Meeting will be open to the public and action will be taken. If needed at the request of the Superintendent, The Board of Education will meet in executive session at 6:00 p.m.
2. Recommend adoption of Resolution # 02-28-2019-002 for amending the Depository of School Monies for the 2018-2019 school year.

Informational: OceanFirst Bank was named as the designated depository of School funds of the Board of Education of the Borough of Paulsboro. This resolution is amending signatures reflecting the reorganization of the Board of Education meeting held on January 3, 2019.

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 9 YES

Motion carried

**Report Of The Superintendent**

Motion made by Lozada-Shaw seconded by Henderson to approve C-D.

**Finance C - D:**

1. Recommend approval of transportation jointure agreements with Winslow Township School District to transport homeless student 272231, attending Winslow Township Elementary School District #6 for the 2018-2019 school year.

Informational: Gateway Regional School District, Gloucester County Special Services, Glassboro Board of Education, Clearview Regional School District, Gateway Regional Board of Education, and Camden County Educational Services Commission approved at the June 25, 2018 meeting. Burlington County Special Services School Board of Education and High Point Regional School District approved July 30, 2018.

1. Recommended approval for a donation of 8 Travel Lunch Coolers to be used for Grade Level Field Trips from the Loudenslager Student Council and Loudenslager School Store. These items are valued at approximately $500.00.

Informational: The Loudenslager Student Council is coordinated by 4th Grade Teacher, Mrs. Krista Lange and 3rd Grade Teacher, Mrs. Bonnie McHale. The Loudenslager School Store is coordinated by 4th Grade Teacher, Mrs. Susan Piccione and 5th Grade Teacher, Ms. Toni Howard.

1. Informational: The Loudenslager Elementary School Student Council Advisors, Ms. Krista Lange and Ms. Bonnie McHale organized and completed the 2019 Loudenslager Souper Bowl Can Drive. In total, 598 canned goods were collected by Loudenslager Students and their families, and were donated to the St. Paul’s Food Pantry in Paulsboro, New Jersey.

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa voting 8 YES

Motion carried

**Report Of The Superintendent**

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

**School Safety A - B:**

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 Senior High School.

| **Case Number** | **Date of Incident** | **Status of Investigation** | **Names of Investigators** | **Type and Nature of Discipline Imposed** |
| --- | --- | --- | --- | --- |
| PHSJR012319001 | 01/23/2019 | Complete | Melba Moore-Suggs, Anti-Bullying Specialist | Non-HIB |

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(s). In general, the Superintendent confirms the findings of those who investigated the incident. Each month, the Superintendent must request that the Board of Education confirm, reject or modify the decision. The Superintendent informs the parents of this decision as well as their rights to appeal.

1. Recommend approval to readopt and continue to utilize the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials.

Informational: The above-mentioned document is mandated by the New Jersey Department of Education. It is a lengthy document, so the Superintendent did not make a copy for each member of the board. A copy is available in the Office of the Superintendent for review by members of the board.

The Memorandum of Agreement was first developed in 1998. The agreement includes uniform state policies and procedures to ensure cooperation between education officials and law enforcement agencies. The original agreements focused on alcohol and other drug problems. The agreement has expanded to include school safety and security, Harassment, Intimidation and Bullying (HIB), hazing, gang reporting, etc.

Representatives of the police department and school administration will continue to meet as needed. The purpose of these meetings is to review issues related to the Memorandum of Agreement, review procedures, and discuss strategies to maintain good working relations.

1. Informational: Report of School Security Drills

| **Report of Paulsboro Public Schools Security Drills** |
| --- |
| **Type of Drill** | **Notation** | **Schools** |
| **Paulsboro Junior / Senior High** | **Loudenslager Elementary** | **Billingsport Early Childhood Center** |
| Fire Evacuation | Each school must conduct one per month | 9/14/1810/30/1811/16/1812/14/181/18/192/5/19 | 9/14/1810/4/1811/12/1812/10/181/17/192/14/19 | 9/12/1810/12/1811/7/1812/4/181/17/192/21/19 |
| Evacuation(Non-Fire) | Each school must conduct two annually | 11/21/18 | 11/16/18 | 11/14/182/5/19 |
| Lockdown | Each school must conduct two annually | 9/19/181/11/19 |  | 12/14/181/11/19 |
| Bomb Threat | Each school must conduct two annually | 2/19/19 | 12/3/182/21/19 |  |
| Active Shooter | Each school must conduct two annually | 12/12/18 | 9/10/181/17/19 | 9/17/18 |
| Shelter In Place | Each school must conduct two annually | 10/18/18 | 10/18/18 | 10/18/18 |
|  **Other Drills** |
| Bus Evacuation | School District (Annually) | (P5) 10/10/1810/22/1810/26/18 | (P5) 10/11/1810/12/18 | (P5) 10/11/1810/17/18 |
| Bus Evacuation | School Routes(2 Annually) | Larc10/18/18 | Bankbridge Elementary10/25/18 | Bankbridge Development 10/12/18 |
| Bus Evacuation | School Routes(2 Annually) | Crescent Hill10/12/18 | Bankbridge Regional10/10/18 | AM/PM Boys & Girls Club10/18/18 |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure | Conducted Monthly | Conducted Monthly | Conducted Monthly |

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 9 YES

Motion carried

**Report Of The Superintendent**

Motion made by Lozada-Shaw seconded by Henderson to approve A which The Greenwich Township Representative may vote on.

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

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

-Physical Restraint – Policy #5142.20

*Roll call vote:* Ms. Reilly, Mrs. Scott, Mr. MacKenzie, Mrs. Cooper, Mr. Hamilton, Mrs. Henderson, Mrs. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 9 YES

 Motion carried

**Public Comments**

**Cheryl Scott**, West Adam St., Paulsboro, NJ had questions about the restraint policy approved this evening and requested a copy. Also asked for the procedure for approval to run the basketball concession stand.

*Response*: Dr. Bandlow reminded Ms. Scott she was provided a copy at January 25, 2019 meeting. No changes were made and another copy will be provided.

*Response*: Business Administrator explained following the January 28, 2019 board meeting an email explaining procedure to follow was sent to Erica Scott who requested to run the snack stand for the boys’ basketball games. Prior to that email, the Principal had approved Mr. Hamilton to run the stand because no one else had expressed interest.

**Robert Davis**, *resident*, Paulsboro, NJ made a statement that administration’s response was confusion and in conflict with one another.

**Jarryd Scott**, *parent*, asked why there is no board of education certification of financial reporting in this agenda.

*Response*: The Superintendent explained, during executive session during the midyear budget review with the County Department of Education, Paulsboro Public Schools is experiencing an influx of students unbudgeted this school year whose individual education plan or homeless displacement is resulting in a tuition payment to provide their education.

Administration is currently reviewing each line item outside of the tuition budget to transfer available balances to cover these costs. As the Business Administrator at this time, I cannot certify the available of funds. The board approves the Board Secretary Reports based on consultation with administration.

Mr. Scott thanked the Business Administrator for a detailed explanation and asked the public be kept informed of the situation.

**Tayesha Scott**, resident, asked what is the district doing to bring out of district placements back to Paulsboro schools?

*Response:* Mr. Bracciante explained only students whose educational needs cannot be met within the district are placed, or continued to be placed out of district.

**Next Scheduled Meetings**

**Wednesday, March 20, 2019**

*6:00 p.m. – Executive Session – Loudenslager Elementary School Multipurpose Room*

*7:00 p.m. – Special Budget Meeting – Loudenslager Elementary School Multipurpose Room.*

•The Board will take official action at this meeting.

•The meeting is open to the public and comments will be solicited from citizens in attendance.

**Monday, March 25, 2019**

*6:00 p.m. – Executive Session – Loudenslager Elementary School Multipurpose Room*

*7:00 p.m. - Regular Meeting – Loudenslager Elementary School Multipurpose Room*

•The Board will take official action at this meeting.

•The meeting is open to the public and comments will be solicited from citizens in

 attendance.

**Motion To Adjourn**

Motion made by Lozada-Shaw, seconded by Hamilton and unanimously carried (9-0) to adjourn the meeting at 7:43 PM.

Respectfully Submitted,



Board Secretary