**Paulsboro Public Schools**

**Monday, November 26, 2018**

**Minutes**

**Executive Session**

None

**regular meeting**

As required by the Open Public Meetings Act as Board Secretary, I announce that adequate notice of this special meeting has been provided by mailing on Thursday, January 4, 2018 to the Paulsboro Clerk, Greenwich Township Clerk, Courier Post, South Jersey Times and Secretary of Greenwich Township Board of Education the approved 2018 Board of Education meeting calendar adopted by the Board of Education at the Reorganization Meeting on January 3, 2018 and by posting the revised schedule of meetings in a public place reserved for such announcements by the Board of Education.

The meeting was called to order at approximately 7:06 PM by pledging allegiance to the flag with the following members present: Marvin Hamilton, Crystal Henderson, Joseph Lisa, Lisa L. Lozada-Shaw, William S. MacKenzie, Irma R. Stevenson, and James J. Walter, II. Gerald Michaels, Greenwich Township Representative. Also present was Ms. Jennifer Johnson, Business Administrator/Board Secretary.

**Upcoming Scheduled Events**

***Junior High Instrumental*** 7:00 p.m. on Tuesday, December 4, 2018

***& Vocal Concert*** Paulsboro Junior / Senior High School

***Coffee House***: 7:00 p.m. on December 4, 2018

Paulsboro Junior / Senior High School

***Senior High Instrumental*** 7:00 p.m. on Tuesday, December 11, 2018

***& Vocal Concert*** Paulsboro Junior / Senior High School

***Billingsport Winter Concert*** 9:30 a.m. on Thursday, December 13, 2018

Billingsport Early Childhood Center

***Loudenslager Winter Concert*** 9:30 a.m. on Thursday, December 20, 2018

Loudenslager Elementary School

**Presentation**

1. Students of the Month Awards for September and October 2018 were presented by Mrs. Tina Morris, Principal and Mr. Matthew Browne, Principal.

|  |  |
| --- | --- |
| **Billingsport Early Childhood Center** | **Loudenslager Elementary School** |
| **September Students of the Month** Kayden Kato – 2nd GradeDavid Gordon – 2nd Grade**October Students of the Month**Rose Hardan– 2nd GradeSena Wahiba – 2nd GradeJulie Ibrahim – 2nd Grade | **September Students of the Month** Calleigh Powell – 3rd GradeJade Tebelin - 4th GradeSakai Williams – 5th GradeHeather Jenkins – 6th Grade**October Students of the Month**Rainen Clark – 3rd GradeRobert Starkey – 4th GradeMarilyn Lucci – 5th GradeLana Agha – 6th Grade |

**Public Comments and Petitions on agenda items**

None

**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 December 17, 2018, prior to the commencement of the public portion of the board meeting. The matters discussed will remain confidential until the need for confidentiality no longer exists.

1. **Correspondence**

Motion made by Lozada-Shaw, seconded by Stevenson and unanimously carried (8-0) to approve correspondence.

1. Recommend approval to accept and file the thank you letter dated November 2018 from Paulsboro High School Sports Hall of Fame Secretary / Treasurer, Mr. Robert Fredrick, thanking the Board of Education for our generous and continued financial support of their organization.
2. Recommend approval to accept and file the thank you letter dated November 2018 from South Jersey Wrestling Sports Hall of Fame Secretary / Treasurer, Mr. Robert Fredrick, thanking the Board of Education for our generous and continued financial support of their organization.

1. **Committee Of The Whole:**

**Negotiations:**

The Paulsboro Board of Education Negotiation Committee:

Chairperson: Mr. William Scott MacKenzie

Members: Mr. Joseph Lisa, Mrs. Irma Stevenson and Mr. James Walter, II

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: Meeting held on Monday, October 15, 2018 at 6:30 p.m. No meeting scheduled at this time.

1. **Facilities / Construction:**

The Paulsboro Board of Education Facility Committee:

Chairperson: Mr. Joseph Lisa

Members: Marvin Hamilton, Thomas C. Ridinger, and Irma Stevenson

Committee met Wednesday, November 7, 2018.

Meeting Agenda: Electrical Projects, PHS Auditorium, Band Storage Room, Track, and ROD Projects

In summary, emergency lighting districtwide and LED light replacement at Paulsboro High School Library are scheduled for completion by December 31st. Administration is obtaining pricing for the Rastelli Field Light repairs. PHS auditorium is still open. Instruments are rented for the elementary school music program and will be housed at Loudenslager Elementary School. Pricing for replacement vs rental will be included in 2019-2020 budget discussion. After school instruction in lieu of taking instruments home is available to participating students. Vendors have been contacted to obtain pricing to repair the track to allow use for the spring season. Pricing for ROD Projects: HVAC controls all three schools, boiler replacement for PHS, and dehumidifier for the Band Storage Room is being prepared.

1. **Informational:**

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 Hamilton to approve items 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 October 29, 2018

 Executive Session October 29, 2018

1. Approval of the September 2018 Cash Receipts Report (**Attachment**)
2. Approval for payment of bills that are duly signed and authorized. (**Attachment**)
3. Resolution: Be It Resolved, pursuant to NJAC 6A:23-2-11(c)4, we, the members of the Paulsboro Board of Education, certify that as of September 30, 2018, after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of NJAC 6A:23-2.11(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.



Informational: The Board may approve the above reports with a single motion. The Report of the Treasurer of School Monies and Report of Secretary to the Board of Education as well as associated accounts will be available at the meeting or in advance by contacting the Business Administrator, Jennifer Johnson.

*Roll Call Vote*: Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 yes.

 Motion carried

**Business Administrator Certifications**

***Pursuant to NJAC 6A:23-2.ll (c)3***, I Jennifer Johnson, Business Administrator to the Board of Education, certify that as of September 30, 2018, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district Board of Education pursuant to NJAC 6A:23-2-2.11(a).



Monday, November 26, 2018

***Pursuant to NJAC 6A:23A-16.10(c)2***, I, Jennifer Johnson, Business Administrator to the Board of Education certify that anticipated revenue is as follows as of September 30, 2018.





Monday, November 26, 2018

**Report of The Superintendent**

**Personnel B-G**

Motion made by Lozada-Shaw, seconded by Henderson to approve items B-G 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 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 for the following salaries to be funded through Title I Part A from September 2018 through June 30, 2019:

 Thomas Damminger 100% $64,638.00 20-231-100-101-01-999

 Todd Palmisano 50% $26,981.50 20-231-100-101-01-999

 Christine Lindenmuth 100% $82,294.00 20-231-200-176-00-999

Informational: This is not additional salary. This posting is required as part of the Federal Grant.

1. Recommend approval of the revised medical leave of absence per employee’s physician for Paulsboro Junior / Senior High School Custodian, Mr. James Ottinger as follows:

Dates of Leave Terms and Conditions of Leave

Wednesday, September 26, 2018 – Friday, September 28, 2018 With pay and benefits by use of

 accumulated sick days as

 well as the concurrent use of Federal

 Family Leave.

Monday, October 1, 2018 – Tuesday, November 6, 2018 Unpaid, with benefits by use of

 Federal Family Leave.

Informational: Originally approved at the October 29, 2018 Board of Education meeting.

1. Recommend approval of the revised medical leave of absence per employee’s physician for Paulsboro Junior / Senior High School Cafeteria Worker, Ms. Ann Thompson as follows:

Dates of Leave Terms and Conditions of Leave

Monday, September 24, 2018 – Monday, October 22, 2018 With pay and benefits by use of

 accumulated sick/personal days as

 well as the concurrent use of Federal

 Family Leave.

Tuesday, October 23, 2018 – Friday, October 26, 2018 Unpaid, with benefits by use of

 Federal Family Leave.

Informational: Originally approved at the October 29, 2018 Board of Education meeting.

1. Recommend approval for Loudenslager Elementary School Principal, Mr. Matthew Browne to serve as School Safety Specialist for the Paulsboro Public Schools.

Informational: P.L.2017, CHAPTER 162, Assembly, No. 3347 requires the Superintendent of each school district shall designate a school administrator as a School Safety Specialist for the district.

1. Recommend approval for substitute snow team members to assist when needed for snow removal during the 2018-2019 school year at a rate of $15.00 per hour.

*Roll Call Vote*: Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 yes.

 Motion carried

**Report of The Superintendent**

**Personnel H - P:**

Motion made by Lozada-Shaw, seconded by Hamilton to approve items H-P.

1. Approve the following salaries to be funded through Title I Part A from September 2018 through June 30, 2019:

 Paulsboro Jr. High Todd Palmisano 50% $26,981.50 20-231-100-101-04-999

 Billingsport Karen Dutton 100% $79,894.00 20-231-100-101-02-999

 Loudenslager Kathleen Brown 100% $79,894.00 20-231-100-101-03-999

 Loudenslager Joanne Gayeski 100% $79,894.00 20-231-100-101-03-999

 Billingsport Dawn Melis 100% $18,205.00 20-231-100-106-02-999

 Billingsport Evelyn M. Johnson 100% $23,935.00 20-231-100-106-02-999

 Billingsport Kai Myers 100% $23,813.00 20-231-100-106-02-999

 Billingsport Marie Lexa 100% $23,935.00 20-231-100-106-02-999

 Billingsport Tara Madison 100% $23,935.00 20-231-100-106-02-999

 Billingsport Cheryl Sierocinski 100% $23,935.00 20-231-100-106-02-999

 Loudenslager Heather Parks 100% $23,935.00 20-231-100-106-03-999

 Loudenslager Marietta B. Relation 100% $23,935.00 20-231-100-106-03-999

Information: This is not additional salary. This posting is required as part of the Title I Grant.

1. Approve the following salary to be funded through Title II Part A from September 2018 through June 30, 2019:

 Loudenslager Toni D Howard 69% $55,126.86 20-270-100-101-03-999

Information: This is not additional salary. This posting is required as part of the Title II Part A Grant.

1. Approve the following salaries to be funded through Preschool Expansion Grant from September 2018 through June 30, 2019:
2. Recommend approval to accept the resignation with the intent to retire of Billingsport Early Childhood Center Aide, Ms. Lorraine Oswald effective June 30, 2019.

Informational: Ms. Oswald has served our district for 29 years.

1. Recommend approval to accept the resignation with the intent to retire of Billingsport Early Childhood Center Teacher, Ms. Mary Morse effective June 30, 2019.

Informational: Ms. Morse has served our district for 34 years.

1. Recommend approval for Mr. Anthony Petrutz to complete his Administrative Internship in the Paulsboro Public Schools from January 2019 – December 2019.

Informational: Loudenslager Elementary School Principal, Mr. Matthew Browne will serve as the mentor for Mr. Petrutz. Mr. Petrutz is currently completing his Master’s Degree in School Leadership at Wilmington University, Delaware.

1. Recommend approval to transfer Ms. Carrie Dowdy to the position of Full Time Instructional One on One Special Education Aide at Billingsport Early Childhood Center. Ms. Dowdy will earn Step 2 - $23,868.00 prorated as per agreement with the Paulsboro Education Association effective November 27, 2018.

Informational: Interviews were conducted by Billingsport Early Childhood Center Principal, Mrs. Mildred Tolbert. Ms. Dowdy is currently a part time instructional aide at Paulsboro Junior High School.

1. Recommend approval to appoint Ms. Alana Dixon to the position of Playground / Lunch Aide Loudenslager Elementary School. Ms. Davis will earn $8.60 per hour not to exceed 2 hours per day. This recommendation is contingent on successful completion of criminal history background review.

Informational: Interviews were conducted and references checked by Loudenslager Elementary School Principal, Mr. Matthew Browne.

Account # 11-000-262-107-03-999

1. Recommend approval to accept the resignation of Paulsboro Junior High School Part Time Student Support Services Interventionist, Ms. Patricia Applegate effective November 6, 2018.

*Roll Call Vote*: Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, voting 7 yes.

 Motion carried

**Report Of The Superintendent**

**Staff and Curriculum Development:** **A - B:**

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

1. Recommend adoption of the attached Curriculum Review Schedule for the 2018-2019 through 2023-2024 academic school year. (**Attachment**)

Informational: The Curriculum Review Schedule process is an effective way to assure that curriculum, textbooks and other teacher resource materials are current. This process allows the Board of Education to allocate money on a regular basis for curriculum, textbook and resource material purchases.

1. Recommend approval of the attached 2017-2018 Statement of Assurance for High School Voter Registration.(**Attachment**)

Informational: The Statement of Assurance (SOA) affirms that the school district has complied with all the requirements of the High School Voter Registration Law, pursuant to N.J.S.A. 18A:36-27. The High School Voter Registration Law requires administrators to distribute voter registration materials, a summary of voter registration eligibility requirements, materials describing the role of a citizen and materials articulating the importance of voting to all eligible high school students prior to graduation.

*Roll Call Vote*: Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 yes.

 Motion carried

**Report Of The Superintendent**

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

Motion made by Lozada-Shaw, seconded by Hamilton to approve items C-D.

1. Recommend approval for Billingsport Early Childhood Center Teacher, Ms. Lisa Kuhnel-Morrison to attend Disruptive Behaviors in the Classroom on Friday, December 14, 2018 at Westin, Mount Laurel, New Jersey.

Cost to the Board of Education.



1. Recommend approval for Billingsport Early Childhood Center Teacher, Ms. Triana Hernandez to attend Strategies! For English Language Learners (ELL) Students on Monday, January 14, 2019 at Cherry Hill, New Jersey.

Cost to the Board of Education.



*Roll Call Vote*: Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, voting 7 yes.

 Motion carried

1. Informational:
2. **Teacher of the Year Program**:

Once again, each school can name a Governor’s Teacher Recognition Award recipient as well as a Governor’s Educational Professional Award winner. Educational Professionals include certificated staff members such as School Nurses, Guidance Counselors, School Psychologists, Librarians, etc.

Each of the Governor’s Teacher Recognition Award recipients may apply online to be named as the Gloucester County Teacher of the Year. The district is no longer responsible to select a Teacher of the Year.

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

|  |
| --- |
| **Month of November 2018** |
| **Grade** | **Enrollment** |
| 9 | 95 |
| 10 | 83 |
| 11 | 74 |
| 12 | 68 |
| **Total** | **320** |

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

|  |  |
| --- | --- |
| **Grade** | **Enrollment** |
| 7 | 69 |
| 8 | 90 |
| **Total** | **159** |

1. The following are class enrollments for Billingsport Early Childhood Center and Loudenslager Elementary School - Month of November 2018:

|  |  |  |  |
| --- | --- | --- | --- |
| **Grade** | **Enrollment Per Class** **Billingsport Early****Childhood Center** | **Grade** | **Enrollment Per Class****Loudenslager****Elementary School** |
| Pre-School | 12 | 13 | 13 | 12 | 13 | 11 | 74 | 3 | 30 | 29 | 30 |  | 89 |
| Kindergarten | 25 | 26 | 24 | 25 |  |  | 100 | 4 | 24 | 27 | 25 | 26 | 102  |
| 1 | 19 | 20 | 20 | 21 |  |  | 80 | 5 | 21 | 19 | 21 |  | 61 |
| 2 | 21 | 20 | 21 | 21 |  |  | 83 | 6 | 24 | 23 | 25 |  | 72 |
| Special Ed. | 9 | 3 | 8 |  |  |  | 20 | Special Ed. | 5 |   |  |  |  |
| **Total** | **357** | **Total** | **329** |

**Report Of The Superintendent**

**Instructional Services A**:

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

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

Grades 9-12:

| **Case #** | **Grade:** | **Hours of Instruction** |
| --- | --- | --- |
| 230274 | 9 | Student is receiving home instruction through Brookfield School for a minimum of ten hours/week at $32/hour. Student is attending Brookfield Schools/Jefferson Health Hospital in Cherry Hill, New Jersey. Start date was 10/15/2018. |

Informational: Students who are hospitalized, at home but too ill to attend school, or who are awaiting evaluation by the Child Study Team receive homebound instruction. General Education students receive 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.

*Roll Call Vote*: Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 yes.

 Motion carried

**Report Of The Superintendent**

**Instructional Services B - C**:

Motion made by Lozada-Shaw, seconded by Hamilton to approve items B-C.

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

Grades PreK-8:

| **Case #** | **Grade:** | **Hours of Instruction** |
| --- | --- | --- |
| 322155 | 1 | Student is receiving home instruction through Brookfield School for a minimum of 5 hours/week at $32/hour. Student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was 9/7/2018. |
| 270836 | 5 | Student is receiving home instruction through Brookfield School for a minimum of 10 hours/week at $32/hour. Student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was 9/11/2018. |
| 260668 | 6 | Student is receiving home instruction through Brookfield School for a minimum of 5 hours/week at $32/hour. Student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was 9/6/2018. |
| 281146 | 3 | Student is receiving home instruction through Brookfield School for a minimum of 10 hours/week at $32/hour. Student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was 10/24/2018. |
| 322385 | K | Student is receiving home instruction through Brookfield School for a minimum of 5 hours/week at $32/hour. Student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was 10/29/2018. |
| 291758 | 2 | Student is receiving home instruction through Brookfield School for a minimum of 5 hours/week at $32/hour. Student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was 11/7/2018. |

Informational: Students who are hospitalized, at home but too ill to attend school, or who are awaiting evaluation by the Child Study Team receive homebound instruction. General Education students receive 5 hours per week of instruction. Special Education students receive 10 hours of instruction per week. In some cases, facilities or a company under contract to the facility, provide the instruction then bill the home district. It is not unusual for the facility to provide 10 hours of education to all students on homebound instruction.

1. Recommend approval to award a Teacher Directed Action Grant #1 for the FY 2018-2019 school year to Elementary School Teacher of Music, Brian Betz in the amount of $985.00 to implement a Bucket Drum Project for all Grade 6 students at Loudenslager Elementary School.

Informational: The purpose of the Action Grant is to raise musical interest and awareness utilizing creativity through constructing a bucket drum. In addition, to promote participation in the District Paulsboro High School band program. Account # 11-190-100-610-03-119

*Roll Call Vote*: Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, voting 7 yes.

 Motion carried

**Report Of The Superintendent**

**Student Activities A - H:**

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

1. Recommend approval for Paulsboro High School to host the Jack Byrd / Dr. Martin Luther King Basketball Tournament:
2. Paulsboro High School to host the tournament on Monday, January 21, 2019.
3. Paulsboro High School will pay for officials, police, clock operator, ticket takers, in-house security and the athletic trainer.
4. Mr. Mark Vogeding will serve as the Tournament Director for the event at no cost to the Board of Education.
5. Entry Fee per team is $150.00, to go to Paulsboro Public Schools. If both teams are participating the entry fee is $250.00.
	1. Ticket sales to 100% to Paulsboro Public Schools.
	2. Concessions sales will go to the girls basketball activity account.
	3. The 50/50 will be distributed as follows 50% to the girls basketball activity account and 50% to the winner.
6. Recommend approval of ticket prices as follows:
	1. $5.00 for adults and $3.00 for student / senior citizens per game or
	2. $8.00 adults and $6.00 for student / senior citizens for 3 games or
	3. $12.00 adults and $9.00 student / senior citizens for all games.
7. Recommend approval for Ms. Shelyna Hamilton and her teams’ parents to operate the concessions and hold a 50/50.

Informational: Paulsboro High School has hosted the Dr. Martin Luther King Basketball Classic Tournament in previous years. The tournament will include a total of three boys’ and two girls’ games. Paulsboro’s girls and boys games vs. Woodrow Wilson will be the featured games of the day and the last two played.

1. Recommend approval of the following actions for the District 26 Wrestling Tournament:
2. Paulsboro High School to host the New Jersey State Inter-Scholastic Athletic Association (NJSIAA) District 26 Wrestling Championship at Gloucester County College on Saturday, February 16, 2019
3. District Insurance Broker, Mr. Steve Anuszewski as the Site Manager for the event at no cost to the Board of Education.
4. Paulsboro High School Assistant Principal, Mr. James Pandolfo as the Assistant Site Manager for the event at no cost to the Board of Education.
5. To enter into an agreement with Gloucester County College to provide the venue for the event.
6. To accept a donation in the amount of $500.00 from the Paulsboro Wrestling Association to pay the rental fee for the event venue.
7. Facilities fee of $900.00 ($100.00 per school) as per NJSIAA.
8. Ticket prices for all day admission $12.00 for Adults and $8:00 Students / Seniors.
9. Recommend approval to all Paulsboro staff who are approved to work home athletic events to also work New Jersey State Interscholastic Athletic Association (NJSIAA) events that are away at opposing schools and or neutral sites as required by the NJSIAA.

Informational: The NJSIAA typically requires a certain number of school staff to provide security at all state tournament games. This includes home events as well as away events and games played at neutral sites. The exact number of staff event workers varies depending on how far a team advances.

1. Recommend approval of the following winter athletic coaches for Paulsboro Senior High School for the 2018-2019 school year with stipends as per agreement with the Paulsboro Education Association.

**Boys Basketball:**

Daryus Quarles Head Coach Step 2 $6,717.00

John Marcucci Assistant Coach Step 3 $5,006.00

Kevin Harvey Volunteer

**Girls Basketball:**

Shelyna Hamilton Head Coach Step 3 $7,522.00

Vacant Assistant Coach

DeShaun Robinson Volunteer

**Wrestling:**

Paul Morina Head Coach Step 3 $8,112.00

Dean Duca Assistant Coach Step 3 $5,662.00

Joseph Duca Assistant Coach Step 3 $5,662.00

Carmel Morina Assistant Coach Step 3 $5,662.00

Steve Anuszewski Volunteer

Nick Morina Volunteer

Casper Tortella Volunteer

Robert Onorato Volunteer

1. Recommend approval of the following actions for the John and Betty Vogeding Wrestling Tournament:
2. Paulsboro High School to host the tournament on Friday, December 14, 2018 (Junior Varsity) and Saturday, December 15, 2018 (Varsity).
3. District Insurance Broker, Steven Anuszewski to serve as the Tournament Director without a stipend.
4. Paulsboro Public Schools to pay for Track Wrestling, ticket takers, officials, timers, security, police and athletic trainer.
5. Paulsboro Wrestling Club (Student Activity Account) to pay for awards and the hospitality room.
6. The scorers and table runners to serve as unpaid volunteers.
7. Paulsboro Wrestling Association (outside organization) to operate the concession stand and 50/50 and retain the profit for these activities.
8. Ticket prices will be $7.00 for adults and $4.00 for students/senior citizens.
9. Gate receipts to be deposited in the appropriate Paulsboro Public School account.
10. Entry fee of $450.00 per team for the tournament to be deposited in Paulsboro Wrestling Club account (Student Activity Account).

Informational: The Junior Varsity Event will be held Friday night and Varsity Event will be on Saturday. Paulsboro High School has hosted the John and Betty Vogeding Wrestling Tournament for the past seven years. In addition to Paulsboro, eight teams enter the tournament. The school district does not charge custodial service, utilities, etc. to the tournament so “Profit” is not used in the fullest sense of the word in the following financial overview. (**Attachment**)

1. Recommend approval of the attached 2018-2019 winter season sports schedules for Varsity, Junior Varsity and Middle School Wrestling, Varsity, Junior Varsity and Middle School Boys Basketball, and Varsity, Junior Varsity and Middle School Girls Basketball. (**Attachment**)
2. Recommend approval to have “Emma” as the Spring 2019 School Musical on

February 21, 22, and 23, 2019.

1. Recommend appointment of the following position at Paulsboro High School for the 2018-2019 school year. Stipends are as per agreement with the Paulsboro Education Association.

| **Position** | **Advisor** | **2018-2019****Salary (in $)** |
| --- | --- | --- |
| Assistant Play Director | Matthew Phillips English | $2,219.00 |

*Roll Call Vote*: Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 yes.

 Motion carried

**Report Of The Superintendent**

**Student Activities I - L:**

Motion made by Lozada-Shaw, seconded by Walter to approve items I-L.

1. Recommend approval for Loudenslager Elementary School to hold a Career Day on Friday, April 5, 2019. Fourth grade teacher, Ms. Amber Berry, is the lead Teacher for this activity. Approval of this recommendation includes acceptance of a Pride Grant from the Paulsboro Education Association to fund a luncheon for the presenters. A list of presenters will be provided to the Board of Education. There is no cost to the Board of Education.
2. Recommend approval for transportation for the Billingsport Early Childhood Center Kindergarten Class to attend Santa’s Frozen Adventure at the Pitman Theater, Pitman, New Jersey on Friday, December 7, 2018.

Cost to the Board of Education:



In House Transportation:

1

Drivers

3

Hours

24.13

$

per hour

72.39

$

In House Transportation:

1

Drivers

3

Hours

24.13

$

per hour

72.39

$

In House Transportation:

1

Drivers

3

Hours

24.24

$

per hour

72.72

$

Total Costs

217.50

$

Informational: This class trip was Board approved at the August 27, 2018 meeting.

1. Recommend approval of the following athletic coaches for Paulsboro Junior High School for the 2018 - 2019 school year with stipends as per agreement with the Paulsboro Education Association.

|  |  |  |  |
| --- | --- | --- | --- |
| **Position** | **Staff Member** | **2018-2019 Salary** | **Step** |
| 7 & 8 Grade Wrestling Coach | Antonio Chila | $3,181.00 | 3 |
| 7 & 8 Grade Boys Basketball Coach | Glenn Howard | $3,181.00 | 3 |
| 7 & 8 Grade Girls Basketball Coach | Erica Scott | $3,181.00 | 3 |

1. Recommend approval to hold the Colonial Conference Middle School Wrestling Tournament on Saturday, February 9, 2019. This is the one and only Colonial Conference athletic event that Paulsboro hosts. This is also a reoccurring event.

Informational: This tournament is hosted by Paulsboro for the eleven (11) Middle Schools in the Colonial Conference that have wrestling teams. All of the expenses are shared equally among the participating schools. (Expenses-Gate Receipts). Mr. Steve Anuszewski is the Tournament Director.

*Roll Call Vote*: Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton abstain K, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, voting 7 yes.

 Motion carried

**Report Of The Superintendent**

**Finance A - C:**

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

1. Recommend approval of the 2019-2020 budget calendar. **(Attachment)**
2. Recommend approval to conduct a special meeting on Wednesday, January 23, 2019 for the purpose of beginning the 2019-2020 budget discussions. No action will be taken.
3. Recommend approval to accept the corrective action plan for the Application for State School Aid and District Report of Transported Resident Students as of October 15, 2015, OFAC Case # SAAU 14-17. There were FY 2015-2016 state aid formula audit adjustments noted on the ASSA and DRTRS, which impacted the Department of Education’s Formula calculations. The FY 2015-2016 EXAID and Chapter 192/193 Project Completions Report reviews did not result in state aid overpayments to the district. In conclusion, there are no adjustments to future state aid payments based on combined findings of the ASSA/DRTRS/EXAID and Chapter 192/193 audits. This audit was conducted by the Office of Fiscal Accountability. (**Attachment**)

Informational: It is the intent of the administration to request the State Auditor, Mr. Robert Ortley, to review the ASSA submission for the 2018-2019 count prior to final submission.

*Roll Call Vote*: Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 yes.

 Motion carried

**Report Of The Superintendent**

**Finance D - F:**

Motion made by Stevenson, seconded by Walter to approve items D-F.

1. Recommended approval to accept the donation of a subscription to Maker Magazine, two Raspberry Pi (small single board credit card sized) computers and two books- Getting Started with Raspberry Pi & Programming the Raspberry Pi from Paulsboro High School Alumni, Mr. John Fehlauer of San Antonio, Texas for the students of Paulsboro Public Schools. These items are valued at approximately $200.00.
2. Recommend approval for Gifted and Talented Teacher, Ms. Rebecca Richardson to receive reimbursement through Little Bits for expenditures to conduct teacher hosted events during the past and current school years. The company reimburses these expenses and there is no cost to Board of Education.
3. Recommend to submit and accept upon approval an amendment for the Preschool Expansion Grant.

|  |  |  |
| --- | --- | --- |
| **2018-2019 PEA Award**  | **2017-2018****Carryover**  | **Revised Award** |
| $381,270 | $123,659 | $504,929 |

Informational: The carryover funding was included when developing the 2018-2019 budget. Expenses include salaries, supplies, and equipment to support the Preschool program at Billingsport Elementary School.

*Roll Call Vote*: Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, voting 7 yes.

 Motion carried

**Report Of The Superintendent**

**School Safety A:**

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

1. Recommend that the Board of Education confirm the decision of the Superintendent

of Schools for the following cases of Harassment, Intimidation and Bullying (HIB) at Paulsboro Junior High School, Loudenslager Elementary School and Billingsport Early Childhood Center.

| **Case Number** | **Date of Incident** | **Status of Investigation** | **Names of Investigators** | **Status** |
| --- | --- | --- | --- | --- |
| PHSJR110118001 | Various | Complete | Melba Moore-Suggs, Anti-Bullying Specialist | 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.

*Roll Call Vote*: Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 yes.

 Motion carried

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 | 9/14/1810/30/1811/16/18 | 9/14/1810/4/1811/12/18 | 9/12/1810/12/1811/7/18 |
| Evacuation(Non-Fire) | Each school must conduct two annually | 11/21/18 | 11/16/18 | 11/14/18 |
| Lockdown | Each school must conduct two annually | 9/19/18 |  |  |
| Bomb Threat | Each school must conduct two annually |  |  |  |
| Active Shooter | Each school must conduct two annually |  | 9/10/18 | 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 |

**Public Comments**

**Danielle Scott**, *321 W. Adam Street*, stated she expressed concerns of class size at the last meeting and did not get an answer when this would be addressed?

*Response:* Ms. Johnson summarized Dr. Bandlow’s response from last meeting; Administration agrees with the concern but will address the concern in the next budget cycle. Mrs. Scott asked what does that mean. Ms. Johnson explained Administration has been looking at class sizes and reviewing needs to address this, which are presented through the Superintendent to the Board of Education during the 2019-2020 budget discussions.

**Theresa Cooper**, *West Buck Street*, asked for an update on the High School Auditorium and commented on the stipends paid to coaches during a time when the budget is restricted and cannot pay to reduce class size.

*Response*: Ms. Johnson explained there was no update given during the committee reports because as of this date, Administration with the assistance of Chairperson Lisa are still working on alternate solutions, but as it stands right now, repairs will not take place before summer of 2019. Also, it was explained the stipends paid to coaches are a contractual obligation which have not increased over the last three contract negotiations.

**Next Scheduled Meetings**

**Monday, December 17, 2018**

*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 Stevenson, seconded by Lozada-Shaw and unanimously carried (8-0) to adjourn the meeting at 7:40 PM.

Respectfully Submitted,



Board Secretary