**Paulsboro Public Schools**

**Monday, May 20, 2019**

**Minutes**

**Executive Session**

BE IT RESOLVED: The Paulsboro Board of Education adjourned to Executive Session from 5:21 PM to 6:03 PM to discuss personnel, negotiations and litigation, the results of which may be made known upon return to regular session or when conditions warrant.

**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 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 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 7:00 PM by pledging allegiance to the flag with the following members present: Theresa Cooper, Marvin Hamilton, Joseph L. Lisa, Lisa L. Lozada-Shaw, William S. MacKenzie, Danielle Scott, Irma R. Stevenson, and the Greenwich Township Representative, Gerald Michael. Also present were Stephen Edelstein, Attorney, Dr. Laurie Bandlow, Superintendent, Mr. Paul Bracciante, Assistant Superintendent, and Ms. Jennifer Johnson, Business Administrator/Board Secretary. Crystal L. Henderson and Elizabeth Reilly were absent.

**Upcoming Scheduled Events**

***Sr. High Instrumental &*** 7:00 p.m. on Tuesday, May 21, 2019

***Vocal Concert*** Paulsboro High School Gymnasium

***Big Brother / Big Sister*** 2:40 p.m. on Thursday, May 23, 2019

***Awards Program*** Paulsboro High School Cafeteria

***All Sports Banquet*** 6:30 p.m. on Thursday, May 23, 2019

Nicolosi Catering, West Deptford, New Jersey

***Project ABLE*** ***Awards Program*** 11:30 a.m. on Monday, June 3, 2019

 Your Home Town Deli, Paulsboro, New Jersey

***People’s Choice Awards***  6:30 p.m. on Thursday, June 6, 2019

 Paulsboro High School

***Commencement*** 6:30 p.m. on Friday, June 14, 2019

Presentations by Board President Mr. Lisa, Board Vice President, Mr. Hamilton and Ms. Johnson, Business Administrator.

1. Honoring the following ***Teacher of the Year for 2019***.

 Billingsport Early Childhood Center Linda Coleman

 Loudenslager Elementary School Roseanne Lombardo

 Paulsboro Junior High School Leslie O’Brien

 Paulsboro High School Michael Calabrese

1. Honoring the following ***Educational Services Professional for 2018***.

 Loudenslager Elementary School Gloria Melchoire

1. Honoring the following staff members with ***25 Years of Service*** and those who are

***Retiring in the 2018 - 2019 school year.***

 **Twenty-Five Year Service Awards**

 Gina Mariano Jacquelyn Robinson-Hall

 **Retirements**

 Eileen Bertolino-Russell Barbara Cangelosi Patricia DellaVecchia

 Eileen Gattuso Roseanne Lombardo Dawn Melis

 Adam Miskiewicz Mary Morse Lorraine Oswald

 Marietta Relation Patrick Relation John Sanders

 Genieve Stuart Ann Thompson

1. Mr. John Giovannitti presented the following Honored Winter Season Athletes and Teams:

**Boys Basketball 1st Team Colonial Conference – Patriot Division**

Keyshun Sander

**Girls Basketball 2nd Team Colonial Conference – Patriot Division**

Zipporah Cooper

**Wrestling 1st Team Colonial Conference – Patriot Division**

Jackson Sichelstiel

Derek Hainey, Jr.

Georgio Mazzeo

Geno Duca

Gabriel Onorato

George Worthy

Brandon Green

Santino Morina

Anthony Morina

Brandon Green placed first in the NJSIAA Wrestling Championships in Atlantic City.

**Wrestling 2nd Team Colonial Conference – Patriot Division**

Flynn Leaf

Austin Mooney

1. Students of the Month Awards for March 2019 and April 2019:

|  |  |
| --- | --- |
| **Billingsport Early Childhood Center presented by Principal Tina Morris** | **Loudenslager Elementary School presented by Principal Matthew Browne** |
| **March Students of the Month**Fallon Davis - Grade 1Savannah Gotera - Grade 1Aylanna Norris – Grade 1**April Students of the Month**Aubree Kenny - Grade 1Deonta Robinson - Grade 1 | **March Students of the Month**Ava Kauffman – Grade 3Yaameen Smith – Grade 4Lily Paulsen – Grade 5Damire Townsend – Grade 6**April Students of the Month**Angelleigh Brooks – Grade 3Chase Breedlove – Grade 4Kirsten Goldman – Grade 5Conner Lennon – Grade 6 |

1. Presentation of Paulsboro Neighborhood Watch “Step Up-Speak Up” essay contest awards by Mr. Barry Corradetti and Irma Stevenson.

Paulsboro Neighborhood Watch's Step Up, Speak Up Essay Contest is a program aimed to help our junior high students understand they can make a positive difference in the world in which they live by realizing that they have a responsibility to step up and speak up when they see any wrong doing. This can be done by reaching out to a parent, teacher or trusted adult when they see issues such as bullying, cheating, stealing or problems within the community.

The following are the winners of this year's Step Up, Speak Up Essay Contest:

1st Taylor Strickland, 2nd Austin Willetts, 3rd Caleb Martinez, and 3rd Lauren Staryeu

Honorable Mention: Corrine Bailey, Jayana Carr, Aaliyah Kee, Kimberly Marte, Shana Veney and Hailey Walker

Our organization is very proud of this program and we hope that it has helped our young students to reflect on serious issues that surround our world today. Issues which they can be part of the solution.

**Board Business**

1. **2019 Election November Offices open for general election**

Term of Office Incumbents

Three (3) three year terms Marvin Hamilton, Lisa Lozada-Shaw, Elizabeth Reilly

Election petitions are available through the Gloucester County Board of Elections office located at 550 Grove Road, West Deptford, New Jersey.

Petition submission deadline to the County Board of Elections Office is Monday, July 29, 2019.

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 June 24, 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: Facilities:**

The Paulsboro Board of Education, Facility Committee:

Chairperson: Mr. Joseph Lisa

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

The Architect has submitted for Long Range Facility Plan approval for repairs to the Paulsboro High School Auditorium. Pricing through the Camden County Educational Services Commission has been prepared and included in the 2019-2020 budget.

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

The budget was approved at the Public Hearing held on May 13, 2019. The application for emergency aid has been submitted. Administration will continue budget discussions with the committee and meet monthly going forward. The Chairperson is asking for a set date for these meetings going forward.

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

**Recommend Approval of A – C:**

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

1. Approval of Minutes (**Attachments**):

Regular Meeting March 20, 2019

Executive Session March 20, 2019

Regular Meeting March 25, 2019

 Executive Session March 25, 2019

 Regular Meeting April 29, 2019

 Executive Session April 29, 2019

1. Approval for payment of bills that are duly signed and authorized. (**Attachment**)
2. The Board Secretary and Treasurer are compiling the current year financial information to present at the June meeting.

*Roll Call Vote*: Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 YES. Absent Reilly and Henderson.

 Motion carried

**Report of The Superintendent**

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

**Personnel B - P:**

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. The Board ratifies and approves the Memorandum of Agreement between the Board and the Paulsboro Administrators Association dated March 21, 2019 and authorizes the Board President and Board Secretary to execute the formal agreement to be prepared from the Memorandum in a form approved by Board Counsel.
3. 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 job description:
2. Assistant Business Administrator **(Attachment)**

Informational: This position will replace the present Payroll / Business Secretary and will be budget neutral.

1. Recommend approval to accept the resignation of Paulsboro Public Schools Business Administrator / Board Secretary, Ms. Jennifer Johnson effective June 30, 2019.

Informational: Ms. Johnson has served our district for 11 years.

1. REMOVED
2. Recommend approval to grant the Interim Superintendent authority to use a letter of intent to hire staff, as needed, prior to the Monday, October 29, 2019, meeting of the Board of Education.

Informational: “Letter of Intent” authority authorizes the Interim Superintendent to offer positions to candidates prior to the next meeting of the Board of Education. At its next meeting, the Board of Education would be obligated to approve these appointments. The Superintendent will only use letters of intent when absolutely necessary.

1. Recommend approval to accept the resignation with the intent to retire of Paulsboro Public Schools District Bus Driver, Mr. Adam Miskiewicz effective June 30, 2019.

Informational: Mr. Miskiewicz has served our district for 12 years.

1. Recommend approval to accept the resignation with the intent to retire of Paulsboro Public Schools District Bus Driver, Ms. Genieve Stuart effective June 30, 2019.

Informational: Ms. Stuart has served our district for 2 years.

1. Recommend approval of a medical leave of absence for Paulsboro Junior/Senior High School Custodian, Mr. James Ottinger as follows:

Dates of Leave Terms and Conditions of Leave

Thursday, April 18, 2019 - Tuesday, May 7, 2019 With pay and benefits by use of

 accumulated sick, personal and vacation days.

Wednesday, May 8, 2019 – Monday, June 24, 2019 Unpaid, with benefits by use of

 Federal Family Leave

1. Recommend approval of the following tenure contracts and salaries for Paulsboro High School administrators for the 2019-2020 school year. Salaries are as per the agreement with the Paulsboro Administrators Association (PAA), which was up for renewal in the 2017-2018 school year.

|  |  |  |  |
| --- | --- | --- | --- |
| Position | Administrator | **2018-2019****Salary** | **2019-2020****Salary \*** |
| Jr. / Sr. High School Principal | Paul Morina | $134,417 | $134,417 |
| Jr. High Vice Principal/A.D. | John Giovannitti | $129,578 | $129,578 |
| Sr. High Vice Principal | James Pandolfo | $106,692 | $106,692 |

\*Salaries to be determined upon Board approval of the PAA contract.

1. Recommend appointment of the following nonunion personnel for the 2019-2020 school year effective July 1, 2019.

|  |  |  |  |
| --- | --- | --- | --- |
| **Staff Member** | **Position** | **2018-2019****Salary** | **2019-2020****Salary** |
| Jack Henderson | Supervisor of Support Staff | $74,649 | $76,142 |
| Kenneth Ridinger | Attendance Office | $11,984 | $12,224 |

1. Recommend appointment of the following confidential secretaries for the 2019-2020 school year effective July 1, 2019.

|  |  |  |  |
| --- | --- | --- | --- |
| **Staff Member** | **Position** | **2018-2019****Salary** | **2019-2020****Salary** |
| Deborah Kappra | Secretary to the Superintendent of Schools | $55,219 | $56,323 |
| Theresa Croce | Secretary to the Asst. Superintendent of Schools | $52,800 | $53,856 |
| Lisa Capasso | Payroll Secretary | $52,800 | $53,856 |
| Michelle Jankauskas | Secretary to the Business Administrator | $47,470 | $48,419 |
| Karen Minniti | Admin. Building Secretary | $48,001 | $48,961 |

1. Recommend approval of contracts for the certificated tenured district staff and Grades 9-12 teachers for the 2019-2020 school year as follows: (Paulsboro High School noted as PHS-SR and District office noted as D).

| **Name** | **School** | **Degree** | **2018-2019** | **2019-2020** |
| --- | --- | --- | --- | --- |
| **Step** | **Salary** | **Step** | **Salary** |
| Beaman, Nicole | PHS-SR | BA | O | 79,894 | O | 81,394 |
| Bish, Andrea | PHS-SR | BA | K | 59,075 | L | 66,052 |
| Bria, Amy | PHS-SR | BA | O | 79,894 | O | 81,394 |
| Brown, L. Jean | PHS-SR | BA | O | 79,894 | O | 81,394 |
| Butler, Judith | PHS-SR | BA | O | 79,894 | O | 81,394 |
| Calabrese, Michael | PHS-SR | BA+30 | O | 81,094 | O | 82,594 |
| Caltabiano, Brenda | PHS-SR | MA+30 | O | 83,494 | O | 84,994 |
| Chila, Antonio | PHS-SR | MA | O | 82,294 | O | 83,794 |
| Costenbader, Christopher | PHS-SR | BA | I | 51,468 | J | 55,377 |
| Damminger, Thomas | PHS-SR | BA | L | 64,638 | M | 70,513 |
| Garner, Monica | PHS-SR | BA | O | 79,894 | O | 81,394 |
| Gattuso, Mandy | PHS-SR | BA | G | 48,816 | H | 51,704 |
| Giovannitti, Vincent | PHS-SR | MA | O | 82,294 | O | 83,794 |
| Hall, Nelson | PHS-SR | MA | O | 82,294 | O | 83,794 |
| Hampel, Thomas | PHS-SR | BA | C | 46,047 | D | 47,661 |
| Howard, Susan | PHS-SR | MA | O | 82,294 | O | 83,794 |
| Kovalesky, Shane | PHS-SR | BA | O | 79,894 | O | 81,394 |
| Krasting, Aaron  | PHS-SR | MA+30 | O | 83,494 | O | 84,994 |
| La Due, Margaret | PHS-SR | BA+30 | O | 81,094 | O | 82,594 |
| Lindenmuth, Christine | D | MA | O | 82,294 | O | 83,794 |
| Marcucci, John | PHS-SR | BA | E | 46,747 | F | 49,161 |
| Martini, Marleen | PHS-SR | BA | O | 79,894 | O | 81,394 |
| Moncrief, Kelly | PHS-SR | MA | O | 82,294 | O | 83,794 |
| Moore-Suggs, Melba | PHS-SR | MA | O | 82,294 | O | 83,794 |
| Morina, Gina | PHS-SR | BA | O | 79,894 | O | 81,394 |
| O’Brien, Leslie | PHS-SR | BA | H | 50,290 | I | 52,882 |
| O’Malley, Christine | PHS-SR | BA | O | 79,894 | O | 81,394 |
| Ouellette, Jenna | PHS-SR | BA | H | 50,290 | I | 52,882 |
| Palmisano, Todd | PHS-SR | BA | J | 53,963 | K | 60,489 |
| Robinson-Hall, Jacquelyn | PHS-SR | BA | J | 53,963 | K | 60,489 |
| Smeresky, Stephen | PHS-SR | BA+30 | O | 81,094 | O | 82,594 |
| Thomson, Barbara | PHS-SR | BA+30 | M | 70,299 | N | 76,823 |
| Vizzini, Michael | PHS-SR | BA | O | 79,894 | O | 81,394 |
| Vogeding, Mark | PHS-SR | BA+30 | M | 70,299 | N | 76,823 |
| Wulk, Rachel | PHS-SR | BA | C | 46,047 | D | 47,661 |

1. Recommend approval to appoint the following aide for the 2019-2020 school year. All appointments are contingent on enrollments. (Paulsboro High School noted as PHS-SR).

| **Aide** | **School** | **Position** |  | **2018-2019** | **2019-2020** |
| --- | --- | --- | --- | --- | --- |
| Hours/Day | Salary/Hour | Step | Step | Salary/Hour |
| Benne, Joseph | PHS | SE –Grade 9-12 | 6.0 | 23,935 | 3 | 3 | 24,685 |

1. Recommend approval for Rowan University Student, Ms. Brittany Kiley to complete her Counseling Internship with Paulsboro High School Guidance Counselor, Mr. Vince Giovannitti during the 2019-2020 school year. Ms. Kiley will complete 600 clock hours beginning the Fall 2019 Semester, September 3, 2019 through and ending Spring Semester May 6, 2020.

*Roll Call Vote*: Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 YES, Mrs. Scott voting NO item D. Absent Reilly and Henderson.

 Motion carried

**Report of The Superintendent**

**Personnel Q – CC**

Motion made by Stevenson, seconded by MacKenzie to approve items Q-CC.

1. Recommend approval to accept the resignation of Billingsport Early Childhood Center Playground Aide, Ms. Kelly King effective May 14, 2019.
2. Recommend approval for an unpaid leave of absence for Loudenslager Elementary School Part Time One on One Aide, Michele Relation effective September 5, 2019 until December 20, 2019.

Informational: Ms. Relation will be completing her student teaching assignment from Grand Canyon University at Loudenslager Elementary School for 16 weeks with Ms. Bonnie McHale who will serve as the Cooperating Teacher for Ms. Relation. This recommendation is a courtesy as it is not in the PEA Contract.

1. Recommend approval for Rowan University Student, Ms. Cassie Reed to complete her Clinical Practice (also known as Student Teaching) at Loudenslager Elementary School. The Fall 2019 Semester begins September 3, 2019 through December 10, 2019 for a total of 140 hours. This equates to 7 hours per day - 2 days per week for 10 weeks. The Spring 2019 Semester begins January 21, 2020 through May 6, 2020 for a total of 560 hours. This equates to 7 hours per day - 5 days per week for 16 weeks. Loudenslager Elementary School 3rd Grade Teacher, Ms. Christina Roberts will serve as the cooperating teacher.

Informational: During Clinical Practice, college students observe in the classroom then gradually assume all of the duties of the cooperating teacher. A university supervisor will make a number of formal visits to the classroom in order to evaluate the student teacher and consult with the cooperating teacher.

1. Recommend approval for Rowan University Student, Ms. Alyssa Jacob to complete her Clinical Practice (also known as Student Teaching) at Loudenslager Elementary School. The Fall 2019 Semester begins September 3, 2019 through December 10, 2019 for a total of 140 hours. This equates to 7 hours per day - 2 days per week for 10 weeks. The Spring 2019 Semester begins January 21, 2020 through May 6, 2020 for a total of 560 hours. This equates to 7 hours per day - 5 days per week for 16 weeks. Loudenslager Elementary School 4th Grade Teacher, Ms. Tara Stahl will serve as the cooperating teacher.

Informational: During Clinical Practice, college students observe in the classroom then gradually assume all of the duties of the cooperating teacher. A university supervisor will make a number of formal visits to the classroom in order to evaluate the student teacher and consult with the cooperating teacher.

1. Recommend approval for Rowan University Student, Mr. Ryan McAteer to complete his Clinical Practice (also known as Student Teaching) at Loudenslager Elementary School. The Fall 2019 Semester begins September 3, 2019 through December 10, 2019 for a total of 140 hours. This equates to 7 hours per day - 2 days per week for 10 weeks. The Spring 2019 Semester begins January 21, 2020 through May 6, 2020 for a total of 560 hours. This equates to 7 hours per day - 5 days per week for 16 weeks. Loudenslager Elementary School Music Teacher, Mr. Brian Betz will serve as the cooperating teacher.

Informational: During Clinical Practice, college students observe in the classroom then gradually assume all of the duties of the cooperating teacher. A university supervisor will make a number of formal visits to the classroom in order to evaluate the student teacher and consult with the cooperating teacher.

1. Recommend approval for Rowan University Student, Ms. Samantha Gropen to complete her Clinical Practice (also known as Student Teaching) at Loudenslager Elementary School. The Fall 2019 Semester begins September 3, 2019 through December 10, 2019 for a total of 140 hours. This equates to 7 hours per day - 2 days per week for 10 weeks. The Spring 2019 Semester begins January 21, 2020 through May 6, 2020 for a total of 560 hours. This equates to 7 hours per day - 5 days per week for 16 weeks. Loudenslager Elementary School 4th Grade Teacher, Ms. Krista Lange will serve as the cooperating teacher.

Informational: During Clinical Practice, college students observe in the classroom then gradually assume all of the duties of the cooperating teacher. A university supervisor will make a number of formal visits to the classroom in order to evaluate the student teacher and consult with the cooperating teacher.

1. Recommend approval for Rowan University Student, Ms. Marissa French to complete her Clinical Practice (also known as Student Teaching) at Loudenslager Elementary School. The Fall 2019 Semester begins September 3, 2019 through December 10, 2019 for a total of 140 hours. This equates to 7 hours per day - 2 days per week for 10 weeks. The Spring 2019 Semester begins January 21, 2020 through May 6, 2020 for a total of 560 hours. This equates to 7 hours per day - 5 days per week for 16 weeks. Loudenslager Elementary School 5th Grade Teachers, Ms. Shirley Gill and Mr. Anthony Petrutz will serve as the cooperating teachers.

Informational: During Clinical Practice, college students observe in the classroom then gradually assume all of the duties of the cooperating teacher. A university supervisor will make a number of formal visits to the classroom in order to evaluate the student teacher and consult with the cooperating teacher.

1. Recommend approval of contracts for the 2019-2020 school year for the certificated tenured Pre-K to 8 staff (Paulsboro Junior High School noted as PHS-JR, Billingsport School noted as B and Loudenslager School noted as L).

| **Name** | **School** | **Degree** | **2018-2019** | **2019-2020** |
| --- | --- | --- | --- | --- |
| **Step** | **Salary** | **Step** | **Salary** |
| Addes, Susan | B | BA | O | 79,894 | O | 81,394 |
| Andrus, Elaine | L | MA | O | 82,294 | O | 83,794 |
| Berry, Amber | L | BA | D | 46,247 | E | 48,161 |
| Betz, Brian | B/L | MA | F | 50,147 | G | 52,630 |
| Bradbury, Angela | CST | MA+30 | F | 51,347 | G | 53,830 |
| Brown, Kathleen | L | BA | O | 79,894 | O | 81,394 |
| Bucco, Stephanie | B | BA | H | 50,290 | I | 52,882 |
| Coleman, Linda | B | BA | I | 51,468 | J | 55,377 |
| DellaVecchia, Anthony | B | BA | O | 79,894 | O | 81,394 |
| DeMarco, Jennifer Noreen | B | BA | E | 46,747 | F | 49,161 |
| Diodati, Tamara | L | MA | O | 82,294 | O | 83,794 |
| Duca, Dean | L | BA | O | 79,894 | O | 81,394 |
| Dutton, Karen  | B | BA | O | 79,894 | O | 81,394 |
| Esters, Janice | B-Nurse | BA | L | 64,638 | M | 70,513 |
| Gayeski, JoAnne | L | BA | O | 79,894 | O | 81,394 |
| Generette, Charisse | L | MA | M | 71,499 | N | 78,023 |
| Gill, Shirley | L | BA | O | 79,894 | O | 81,394 |
| Giovannitti, Ann | B | BA+30 | O | 81,094 | O | 82,594 |
| Haase, Erica | B | MA | J | 56,363 | K | 62,889 |
| Hanly, Prudence | B | MA | G | 51,216 | H | 54,104 |
| Hathaway, Judith | PHS-JR | BA | O | 79,894 | O | 81,394 |
| Hernandez, Triana | B | BA | C | 46,047 | D | 47,661 |
| Hoffman, Corey | L | MA | I | 53,868 | J | 57,777 |
| Hoffman, Jennifer | L | MA | M | 71,499 | N | 78,023 |
| Howard, Glenn | PHS-JR | BA | O | 79,894 | O | 81,394 |
| Howard, Toni | L | BA | O | 79,894 | O | 81,394 |
| Kovalesky, Kelly | PHS-JR | BA | O | 79,894 | O | 81,394 |
| Kuhnel-Morrison, Lisa | B | MA+30 | M | 72,699 | N | 79,223 |
| Lang, Mary Ann | B | BA | O | 79,894 | O | 81,394 |
| Lange, Krista | L | MA | E | 49,147 | F | 51,561 |
| Manuel, Kimberley | B | BA | E | 46,747 | F | 49,161 |
| Mariano, Gina | L | BA | O | 79,894 | O | 81,394 |
| Maxie, Candell | B | BA | O | 79,894 | O | 81,394 |
| McHale, Bonnie | L | BA | O | 79,894 | O | 81,394 |
| Minix, Tammi | B/L | BA | O | 79,894 | O | 81,394 |
| Moore-Cook, Monica | L | MA | O | 82,294 | O | 83,794 |
| Petrutz, Anthony | L | BA | G | 48,816 | H | 51,704 |
| Phifer, Colleen | B | MA | O | 82,294 | O | 83,794 |
| Phillips, Maria | L | MA | G | 51,216 | H | 54,104 |
| Piccione, Susan | L | BA | O | 79,894 | O | 81,394 |
| Richardson, Rebecca | B/L | MA+30 | K | 62,675 | L | 69,652 |
| Richardson, Thomas | L | BA | C | 46,047 | D | 47,661 |
| Roberts, Christina | L | MA | K | 61,475 | L | 68,452 |
| Shute, Kristin | B | MA | O | 82,294 | O | 83,794 |
| Stahl, Tara | L | MA | K | 61,475 | L | 68,452 |
| Stocker, Wendy | PHS-JR | BA | O | 79,894 | O | 81,394 |
| Toscano, Judith | B | BA | O | 79,894 | O | 81,394 |
| Tuff, William | L | MA+30 | O | 83,494 | O | 84,994 |
| Walsh, Beth Ann | B | BA | O | 79,894 | O | 81,394 |
| Walsh, Lindsay | B | BA | L | 64,638 | M | 70,513 |

1. Recommend approval of the following tenure contracts and salaries for administrators serving students in grades preschool – 8 for the 2019-2020 school year. Salaries are as per the agreement with the Paulsboro Administrators Association (PAA), which was up for renewal for 2017-2018 school year.

|  |  |  |  |
| --- | --- | --- | --- |
| Position | Administrator | 2018-2019Salary | 2019-2020Salary\* |
| Elementary School Principal | Matthew Browne | $91,884 | $91,884 |

\*Salaries to be determined upon Board approval of the PAA contract.

1. Recommend approval to appoint the following aides for the 2019-2020 school year. All appointments are contingent on enrollments and student Individual Education Plans. (Paulsboro Junior High School noted as PHS-JR, Billingsport School noted as B and Loudenslager School noted as L).

| **Aide** | **School** | **Position** |  | **2018-2019** | **2019-2020** |
| --- | --- | --- | --- | --- | --- |
| Hours/Day | Salary/Hour | Step | Step | Salary/Hour |
| Brennan, Leone | PHS-JR | 2:1 | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Colanero, Teresa | PHS-JR | Basic Skills  | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Constantino, Jayna | L | SE - Grade 6 | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Costa, Mary Ann | B | Special Education | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Doran, Danielle | B | Preschool | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Dowdy, Carrie | B | 1:1 | 6.00 | 23,868 | 2 | 3 | 24,685 |
| Esters, Brandi | PHS-JR | Basic Skills | 6.0 | 23,813 | 1 | 2 | 24,619 |
| Glocker, David | PHS-JR | Special Education  | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Hoehn, Alison | B | Preschool | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Hurst, Katie | B | Preschool  | 6.0 | 23,868 | 2 | 3 | 24,685 |
| Johnson, Evelyn | B | Kindergarten | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Laborde, Jessica | L | SE - Grade 4 | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Lexa, Marie | B | Kindergarten | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Lord, June | L | SE - Grade 5&6 | 6.0 | 16,924 | 10 | 11 | 17,675 |
| Madison, Tara | B | Kindergarten | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Martin, Romell | B | 1:1 | 6.0 | 18,205 | 12 | 12 | 18,956 |
| Melchiore, Gloria | L | 1:1 | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Morina, Maria Elena | B | 1:1 | 6.0 | 23,868 | 2 | 3 | 24,685 |
| Myers, Kai | B | Basic Skills | 6.0 | 23,813 | 1 | 2 | 24,619 |
| Painter, Angela | B | Preschool | 6.0 | 18,205 | 12 | 12 | 18,956 |
| Palmisano, Dottie | B | Preschool | 6.0 | 18,205 | 12 | 12 | 18,956 |
| Parks, Heather | L | Basic Skills | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Quarles, Daryus | B | 1:1 | 6.0 | 23,813 | 1 | 2 | 24,619 |
| Relation, Danielle | L | SE - Grade 3 | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Scott, Erica | L | 1:1 | 6.0 | 23,935 | 3 | 3 | 24,685 |
| Sierocinski, Cheryl  | B | Basic Skills | 6.0 | 23,935 | 3 | 3 | 24,685 |

1. Recommend approval to appoint the following part time aides for the 2019-2020 school year. Part time positions work 3.8 hours per day not to exceed 19 hours per week. All appointments are contingent on enrollments and student Individual Educational Programs (IEP). (Paulsboro Junior High School noted as PHS-JR, Billingsport School noted as B and Loudenslager School noted as L).

| **Aide** | **School** | **Position** | **2018-2019** | **2019-2020** |
| --- | --- | --- | --- | --- |
| Salary/Hour | Step | Step | Salary/Hour |
| Relation, Michele  | L | Inclusion | 21.68 | 3 | 3 | 22.36 |
| Strube, Samantha  | L | Inclusion | 21.62 | 2 | 3 | 22.36 |

1. Recommend approval to appoint the following employees for the 2019-2020 school year.

| **Name** | **Work Day** | **2018-2019** | **2019-2020** |
| --- | --- | --- | --- |
| **or**  |
| **Work Year** | **Step** | **Salary** | **Step** | **Salary** |
|  | **(in $)** | **(in $)** |
| **Cafeteria Workers** |
| Linda Brandt | 5.0 hours | 9 | 17.11 | 9 | 17.79 |
| Irene Riddell | 8.0 hours | 9 | 17.11 | 9 | 17.79 |
| **Custodians** |
| Cindy Anderson | (12 month) | 4 | 29,612 | 5 | 31,284 |
| Thomas Gouse | (12 month) | 3 | 29,061 | 4 | 30,709 |
| Shirley Jenkins | (12 month) | 3 | 29,061 | 4 | 30,709 |
| Jacqueline Johnson | (12 month) | 2 | 28,524 | 3 | 30,158 |
| Paul Johnston | (12 month) | 9 | 35,393 | 9 | 36,490 |
| Kathleen Moran | (12 month) | 3 | 29,061 | 4 | 30,709 |
| Nancy O’Brien | (12 month) | 3 | 29,061 | 4 | 30,709 |
| James Ottinger | (12 month) | 3 | 29,061 | 4 | 30,709 |
| John Ponter | (12 month) | 6 | 31,300 | 7 | 33,037 |
| Dietra Roane | (12 month) | 9 | 35,393 | 9 | 36,490 |
| Michael Robinson | (12 month) | 4 | 29,612 | 5 | 31,284 |
| Dennis Weiss | (12 month) | 9 | 35,393 | 9 | 36,490 |
| **Grounds** |
| Wayne Farrow | (12 month) | 9 | 35,973 | 9 | 37,070 |
| **Maintenance**  |
| Earl McEwen | (12 month) | 6 | 37,916 | 6 | 39,013 |
| **Secretaries** |
| Lauren Abbott | (12 month) | 6 | 41,590 | 7 | 43,722 |
| Rita Cucinotta | (10 month) | 10 | 39,663 | 10 | 40,577 |
| Adina Giovannitti | (10 month) | 10 | 39,663 | 10 | 40,577 |
| Joann Hoehn | (10 month) | 10 | 39,663 | 10 | 40,577 |
| Lisa Phillips | (10 month) | 10 | 39,663 | 10 | 40,577 |
| **Bus Drivers**  |
| Donna Alestra | (10 month) | 3 | 24.24 | 3 | 24.92 |
| Ann Aspell | (10 month) | 2 | 24.13 | 3 | 24.92 |
| Marie Polimeni | (10 month) | 3 | 24.24 | 3 | 24.92 |
| Laurie Richman | (10 month) | 2 | 24.13 | 3 | 24.92 |
| Genieve Stuart | (10 month) | 2 | 24.13 | 3 | 24.92 |
| **Bus Aides** |
| Mary Bailey | (10 month) | 2 | 11.61 | 2 | 12.29 |
| Kelli Emerich | (10 month) | 2 | 11.61 | 2 | 12.29 |
| Theodore Garretson | (10 month) | 2 | 11.61 | 2 | 12.29 |
| Ronica Holloway | (10 month) | 2 | 11.61 | 2 | 12.29 |
| Lillie Wood | (10 month) | 2 | 11.61 | 2 | 12.29 |
| **Computer Technician** |
| Charles Brown | (12 month) | 1 | 50,935 | 1 | 52,032 |
| Matthew Shannon | (12 month) | 1 | 50,935 | 1 | 52,032 |

1. Recommend approval to appoint the following employees for the 2019-2020 school year. All

appointments are contingent on enrollments.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Aide** | **School** | **Position** | **Hours/Day** | **Salary/Hour****2018-2019** | **Salary/Hour****2019-2020** |
| Traci Dyess | B | Playground/Cafeteria | 2.0 | $8.89 | $9.07 |
| Christin Goss | B | Playground/Cafeteria | 2.0 | $8.85 | $9.03 |
| Kelly King | B | Playground/Cafeteria | 2.0 | $8.85 | $9.03 |
| Julie Perry | B | Playground/Cafeteria | 2.0 | $8.85 | $9.03 |
| Mary Bailey | L | Playground/Cafeteria | 2.0 | $8.85 | $9.03 |
| Alana Dixon | L | Playground/Cafeteria | 2.0 | $8.85 | $9.03 |
| Arrie Davis | L | Playground/Cafeteria | 2.0 | $8.85 | $9.03 |
| Norman Scott | L | Playground/Cafeteria | 2.0 | $8.85 | $9.03 |

\* If the minimum wage increases the Board will review.

1. Informational: Internal Transfersfor 2019-2020 School Year.

|  |  |  |
| --- | --- | --- |
|  | **From** | **To** |
| **Employee** | **School** | **Position** | **Position** | **School** |
| Erica Haase | BECC | Special Education MD Class | Special Education MD Class | PHS |

BECC - Billingsport Early Childhood Center

PHS - Paulsboro High School

PJHS - Paulsboro Jr. High School

ADMIN – Administration

*Roll Call Vote*: Mrs. Scott abstained Z, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper abstained Z, Mr. Hamilton abstained Z, Ms. Lozada-Shaw, Mr. Lisa, voting 7 YES. Absent Reilly and Henderson.

 Motion carried

**Report Of The Superintendent**

Motion made by Lozada-Shaw, seconded by MacKenzie to approve items 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 Paulsboro High School Teacher, Mr. Nelson Hall to attend Advanced Placement Summer Institute on Monday, August 5, 2019 to Thursday, August 8, 2019 at Camden County College, Blackwood, New Jersey.

Cost to the Board of Education.



1. Recommend approval for Paulsboro High School Teacher, Ms. Rachel Wulk to attend South Jersey Summer Institute for Educators on Monday, July 8, 2019 to Friday, July 26, 2019 at Rowan, Campbell Soup Company, Camden, New Jersey.

Cost to the Board of Education.



1. Recommend approval for the following teachers to work during the summer 2019, writing / updating curriculum. Teachers will work under the direction of Mr. Paul Bracciante, Assistant Superintendent. All district curriculum will be current with the Student Learning Standards, will include ELA, Technology and College and Career Readiness Standards and be ready for BOE approval at the September 2019 Board Meeting. All teachers recommended below have formally applied to Mr. Bracciante for this important project.

**Summer Curriculum Writing**

| **Content Area** | **Course** | **Name** |
| --- | --- | --- |
| **Fine Arts** | Vocal 7-12 | Aaron Krasting |
|   | Instrumental 7-12 | Jenna Oulette |
| **Physical Education/Health** | PreK-2 | Lisa Kuhnel |
| **Math** | Math PreK-K | Brittany Bielski |
|  | Math 1-2 | Prudence Hanly |
|  | Math 3-4 | Tara Stahl |
|  | Math 5-6 | Jenn Hoffman |
|  | Math 7/8 | Tommy Damminger |
|  | Algebra I | Tommy Damminger |
|  | Geometry | Tommy Damminger |
|  | Algebra II | Christine Lindenmuth |
|  | Pre-Calculus | Nelson Hall |
| **History** | PreK-2 | Lisa Kuhnel |
|  | Grade 3 Social Studies | Anthony Petrutz |
|  | Grade 4 Social Studies | Krista Lange |
|  | Grade 5 Social Studies | Tammy Diodati |
|  | Grade 6 Social Studies | Tom Richardson |
|  | Geography | Chelsea Brown |
|  | Civics | John Marcucci |
|  | World History | Mike Calabrese |
|  | US I | Mike Calabrese |
|  | US II | Rachel Wulk |
|  |  |  |
| **Gifted and Talented** | Gifted and Talented PreK-6 | Rebecca Richardson |
| **Technology** | Technology Integration among all disciplines | Christine Lindenmuth |
|  | Grade 6 Social Studies | Tom Richardson |
|  | Geography | Chelsea Brown |
|  | Civics | John Marcucci |
|  | World History | Mike Calabrese |
|  | US I | Mike Calabrese |
|  | US II | Rachel Wulk |

Informational: The following was approved at the April 29, 2019 Board of Education meeting.

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  | **Hours** | **Cost** |
|  | Fine Arts – Vocal 7-12 | 12.5 | $400.00 |
|  | Fine Arts – Instrumental | 12.5 | $400.00 |
|  | Physical Education / Health – PreK-2 | 5 | $160.00 |
|  | Math – PreK-12 | 80 | $2,560.00 |
|  | History / Social Studies PK-12 | 95 | $3,040.00 |
|  | Gifted and Talented – PK-6 | 10 | $320.00 |
|  | Technology Integration among all disciplines | 20 | $640.00 |
|  | Total | 235 | $7,520.00 |

*Roll Call Vote*: Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 YES. Absent Reilly and Henderson.

 Motion carried

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

|  |
| --- |
| **Month of May 2019** |
| **Grade** | **Enrollment** |
| 9 | 92 |
| 10 | 85 |
| 11 | 77 |
| 12 | 64 |
| **Total** | **318** |

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

|  |
| --- |
| **Month of May 2019** |
| **Grade** | **Enrollment** |
| 7 | 69 |
| 8 | 89 |
| **Total** | **158** |

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Grade** | **Enrollment Per Class** **Billingsport Early****Childhood Center** | **Grade** | **Enrollment Per Class****Loudenslager****Elementary School** |
| Pre-School | 11 | 14 | 13 | 14 | 13 | 13 | 78 | 3 | 28 | 29 | 30 |  | 87 |
| Kindergarten | 26 | 28 | 23 | 26 |  |  | 103 | 4 | 22 | 28 | 23 | 24 | 97  |
| 1 | 21 | 20 | 22 | 21 |  |  | 84 | 5 | 21 | 20 | 19 |  | 60 |
| 2 | 21 | 20 | 20 | 21 |  |  | 82 | 6 | 22 | 25 | 24 |  | 71 |
| Special Education | 9 | 3 | 7 |  |  |  | 19 |  | 7 |   |  |  | 7 |
| **Total** |  |  | **366** | **Total** | **322** |

**Report Of The Superintendent**

Motion made by Lozada-Shaw, seconded by Stevenson to approve items 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 May 9, 2019, we have 21 Out of District students, grades 9-12 for a total cost of $1,378,461.28.

As of May 9, 2019, we have 27 McKinney-Vento (homeless)/Division of Protection and Permanency (DCPP) students for a total cost of $480,223.84.

As of May 9, 2019, we have 26 students that attend Gloucester County Institute of Technology (GCIT) for a total cost of $62,270.00.

As of May 9, 2019, we have three students in a state facility.

*Roll Call Vote*: Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 YES. Absent Reilly and Henderson.

 Motion carried

**Report Of The Superintendent**

Motion made by Stevenson, seconded by Lozada-Shaw to approve items 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 May 9, 2019, we have 19 Out of District students grades PK-8 for a total cost of $1,327,795.77.

*Roll Call Vote*: Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Ms. Lozada-Shaw, Mr. Lisa, voting 7 YES. Absent Reilly and Henderson.

 Motion carried

**Report Of The Superintendent**

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

**Instructional Services A**:

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

Grades PreK-8:

| **Case #** | **Grade:** | **Hours of Instruction** |
| --- | --- | --- |
| 303028 | 8 | Student was placed on home instruction. This student will receive home instruction from Paulsboro Public Schools for a minimum of 5 hours a week. Start date was 4/29/2019. |
| 311946 | 1 | Student is receiving home instruction through Brookfield School for a minimum of 5 hours/week at $32/hour. Student is attending Inspira Health Program in West Deptford, New Jersey. Start date was 4/29/2019. |
| 322388 | K | Student is receiving home instruction through Brookfield School for a minimum of 5 hours/week at $32/hour. Student is attending Inspira Health Program in West Deptford, New Jersey. Start date was 4/11/2019. |
| 242229 | 7 | Student is receiving home instruction through Brookfield School for a minimum of 5 hours/week at $32/hour. Student is attending Inspira Health Program in West Deptford, New Jersey. Start date was 4/4/2019. |
| 291490 | 1 | 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 5/10/2019. |
| 301991 | 2 | 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 5/3/2019. |

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.

*Roll Call Vote*: Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 YES. Absent Reilly and Henderson.

 Motion carried

**Report Of The Superintendent**

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

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

1. Recommend approval for the Redman Ross Football Camp sponsored by The NFL Foundation from Monday, June 17, 2019 through Friday, June 21, 2019 at 6:00 p.m. – 8:00 p.m. The Paulsboro Raider Nation representative, Mr. Wayne Farrow will be volunteering to assist in setting up the Paulsboro High School Athletic Complex Hockey and Football Fields to conduct a Football Camp

*Roll Call Vote*: Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 YES. Absent Reilly and Henderson.

 Motion carried

**Report Of The Superintendent**

Motion made by Stevenson, seconded by Lozada-Shaw to approve items B-D.

**Student Activities B - D:**

1. Recommended Approval for the R.E.A.L. Twilight Summer Program to complete their mandatory Service Project at Loudenslager Elementary School. The students will complete a Recess Refresh Project, by re-painting the game lines on the blacktop and re-painting the benches located within the playground area.

Informational: Each year as part of the 21st Century Community Learning Center Grant, the Loudenslager Twilight Program must participate in a mandatory service project. Last year, the Twilight students completed their service project by painting the blocks on the newly constructed Edible Garden located at Loudenslager Elementary School.

1. Recommend approval for the Loudenslager Elementary Honor Society to complete their mandatory Service Project at Loudenslager Elementary School. The students will be sprucing up the stairwells within the school by using chalkboard paint to write positive and inspirational messages on the stairs.

Informational: Each chapter of the Elementary Honor Society must complete a service project each year to remain in good standing with the national organization.

1. Recommend approval for students at Billingsport Early Childhood Center (BECC) to participate in “Mileage Club” program for the 2019-2020 school year. The Billingsport Early Childhood Center School Nurse, Mrs. Janice Esters is in charge of the activity.

 Informational: Students who wish to participate will walk around the large playground area at Billingsport Early Childhood Center during recess. They will log their mileage in order to earn Foot Tokens and certificates for miles walked. The program is designed to promote fitness, build self-esteem, and help students “burn” excess energy. The Board of Education approved the Mileage Club during the 2013-2014 school year. There is no cost to the Board of Education.

*Roll Call Vote*: Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Ms. Lozada-Shaw, Mr. Lisa, voting 7 YES. Absent Reilly and Henderson.

 Motion carried

**Report Of The Superintendent**

Motion made by Stevenson, seconded by Lozada-Shaw to approve items 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 to approve utilizing the Camden County Education Consortium to proceed forward with the Paulsboro high school auditorium and regular operating district grants. The Business Administrator will confirm with the school development grant analysist confirmation to used vendors with the consortium prior to issuing any purchase orders.

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

 Motion carried

**Report Of The Superintendent**

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

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

1. Recommend approval of an agreement with Bollinger Specialty Group to provide student accident coverage for the period July 1, 2019-June 30, 2020 with a no rate action (0%) compared to the current year. The total annual premium for this agreement is $39,407 including basic and catastrophic coverage.

Informational: Bollinger writes student accident coverage through Zurich. Zurich writes most of their policies on a single policy (seamless) catastrophic benefit basis. This format can be beneficial to the injured student should expensive treatments have to be delayed for some reason past the initial incurral period of the Base Policy. Volunteers will continue to be covered at the same level.

1. Recommended approval of the attached Private Investigation Shared Service Agreement between The East Greenwich Township Board of Education and Paulsboro Board of Education for 2018-2019 School Year. (**Attachment**)
2. Recommend approval of Business Reorganization Items **1 - 23**:
3. Informational: The 2019-2020 School District Calendar was approved on April 29, 2019 by the Paulsboro Board of Education.
4. Informational: The New Jersey School Boards Association (NJSBA) requires each Board of Education to appoint a Delegate, Alternate Delegate, Legislative Chairperson and a Representative to the Gloucester County School Boards Association. These appointments are made by the President of the Paulsboro Board of Education. It would be appropriate at this time to appoint these representatives through June 2020.

Position Current Representative

Delegate Joseph L. Lisa

Legislative Chairperson Joseph L. Lisa

Alternate Delegate Marvin Hamilton

Representative to Gloucester County Joseph L. Lisa

1. BE IT RESOLVED to approve the maximum operating travel allowance per N.J.A.C. 6A:23A-7.3 for the 2019-2020 school year at $50,000.00. Year to date travel as of April 30, 2019 is $18,388.
2. Appoint the following district officials to perform additional duties during the 2019-2020 school year with no additional compensation for the duty.
3. Paulsboro Senior High School Principal, Paul Morina to issue working papers.
4. Assistant Principal / A.D., John Giovannitti as Affirmative Action Officer.
5. Assistant Principal / A.D., John Giovannitti as HIB Coordinator.

1. Assistant Principal / A.D., John Giovannitti Title IX Coordinator.
2. Assistant Superintendent, Paul Bracciante as Section 504 Compliance Officer.
3. Assistant Superintendent, Paul Bracciante as Americans with Disabilities Act (ADA) Coordinator.
4. Assistant Superintendent, Paul Bracciante as Homeless Liaison.
5. Assistant Superintendent, Paul Bracciante as liaison to the Division of Child Protection and Permanency, law enforcement agencies, and other agencies serving children.
6. Superintendent of Schools, as the authorized representative for state and federal projects.
7. Assistant Superintendent, Paul Bracciante as Uniform Grants Guidance (UGG) Accountability Officers for federal grants and competitive quotes for more than $3,000.00.

1. Supervisor of Support Staff, Jack Henderson as the Paulsboro Safety Coordinator.
2. Supervisor of Support Staff, Jack Henderson as the district Asbestos Hazard Emergency Response Officer.
3. Supervisor of Support Staff, Jack Henderson as the Integrated Pest Management Coordinator.

1. Supervisor of Support Staff, Jack Henderson as the Right to Know Designated Person.
2. Supervisor of Support Staff, Jack Henderson as the Indoor Air Quality designee as required by PEOSH (Public Employees Occupational Safety and Health Program).
3. Interim School Business Administrator, \_\_\_\_\_\_\_\_\_\_\_\_as the Public Agency Compliance Officer (PACO).
4. Interim School Business Administrator, \_\_\_\_\_\_\_\_\_\_\_\_as the Custodian of Records as per the Open Public Records Act that took effect July 7, 2002.
5. Secretary to the Business Administrator/Secretary to the Board of Education, Michelle Jankauskas and Administration Building Secretary, Karen Minniti as Substitute Custodians of Records to act in the absence of the School Business Administrator.

Informational: The Open Public Records Act is a major update to the Right-To-Know Law, N.J.S.A. 47:1A-1et seq. Government records must be readily accessible for inspection, copying or examination by the public, with certain exceptions. Under the new law, requests must be in writing and on a form provided by the district. The requested records must be made available within seven business days.

1. Interim Superintendent of Schools, Interim Superintendent as the Custodian of Records for both student and personnel records.

 Informational: This appointment is required under the New Jersey Open Public Records Act (OPRA) NJSA 47A:1A-1.

1. Secretary to the Business Administrator, Michelle Jankauskas as Treasurer of School Monies.
2. Appoint Interim School Business Administrator, \_\_\_\_\_\_\_\_\_\_\_\_ as the Qualified District Purchasing Agent from July 1, 2019 through June 30, 2020. There is no additional compensation for this position.
3. Adopt pursuant to N.J.S.A. 18A:18A-3 Paulsboro Board of Education bid threshold in the amount of $40,000.00 and quote threshold in the amount of $6,000.00.

Informational: The recommended bid and quote limits are set at the maximum allowed by law. The Board of education can lower the limits if they so choose. If it seems appropriate in given situations the administration does obtain quotes on purchases under the $6,000.00 to obtain the best possible pricing.

1. Authorize Interim Business Administrator/Secretary to the Board of Education in consultation with the Superintendent of Schools to:
* Award contracts up to the bid/quote threshold.
* Use state contracts for purchasing goods and services.
* Authorize the payment of bills between meetings of the Board of Education then include them on the subsequent bill list for approval.
1. Appoint professional service contracts for the 2019-2020 school year pursuant to 18A:18A.5a(1)

**Name Position Period Salary**

Weiner Law Group Solicitor SY2019-2020 $165/hour

Horizon Environmental Group Inc. AHERA SY2019-2020 $1,175

Garrison Architects Architect SY2019-2020 Fee Schedule **(Attachment)**

Holman & Frenia, P.C. Auditor SY2019-2020 $25,200\*

\* Plus bank reconfirmation expenses.

1. Approve the following nursing service contracts as a professional service contract for the 2019-2020 school year:

**Name Registered Nurse Licensed Practical Nurse Other Service**

Bayada Nurses $55.00/hour $45.00/hour

Preferred Home Health $59.00/hour $54.00/hour

Wright Choice $46.00/hour $39.00/hour

Wright Choice Field Trip $49.00/hour $39.00/hour

Wright Choice Speech $86.00/hour

Wright Choice Substitute $51.00/hour $41.00/hour

Wright Choice Classroom 1 student: $39.00/hour

 2 students: $22.00/hour; per student

 3 students: $19.00/hour; per student

Wright Choice Transportation Nurse $193.00\*

 \*Flat Rate 2 hours each way.

1. Recommend approval of professional services agreement and addendum to the contract for the period July 1, 2019 through June 30, 2020 between the Paulsboro Board of Education and ESS Northeast, LLC, a Delaware limited liability company formerly known as ESS Northeast, LLC, located at 800 North Kings Highway, Cherry Hill, New Jersey. This agreement is for the purpose of providing substitute staffing (primarily teachers). With the following provisions:
	1. Continue to use ESS Northeast, LLC as the procurer of substitute teachers for the 2019-2020 school year.

* 1. Accept ESS Northeast, LLC offer to continue to eliminate the $12,570.00 administrative fee again for the 2019-2020 school year.
	2. Authorize ESS Northeast, LLC to obtain one “Floating Substitute” every Monday and Friday during September – February. The “Floating Substitute” will be assigned to a class if enough additional substitutes cannot be obtained to meet the need for a given day. If all classes are covered, the “Floating Substitute” will be assigned to cover the duties of an aide that is absent or provide extra support within a classroom.
	3. Authorize ESS Northeast, LLC to obtain two “Floating Substitutes” every Monday and Friday during March - May. Please see explanation in “3” above.
	4. Continue the pay rate for substitute teachers with 60 college credits at $85.00 per day.
	5. Continue the pay rate for substitute teachers who hold teaching certificates (Standard, Provisional, Certificate of Eligibility or Certificate of Eligibility with Advanced Standing) at $90.00 per day.
	6. Authorize the following rates for the 2019-2020 school year. These rates apply when ESS Northeast, LLC fills between greater than 85% but less than 95% of the district requests for substitute teachers in a given month.

|  |  |  |  |
| --- | --- | --- | --- |
| **Certification of the Substitute Teacher** | **Pay Rate to Substitute Teacher** | **Rate Billed by ESS Northeast, LLC to District** | **Mark-Up %** |
| Substitute Certificate | $85.00 | $116.44 | 36% |
| Teaching Certificate | $90.00 | $123.29 | 36% |
| Long-TermMust be certificated in the field in which they are substituting | $125.00 | $171.23 | 36% |

h. Authorize the following penalty rates for the 2019-2020 school year. These rates apply when ESS Northeast, LLC fills 85% or fewer of the district requests for substitute teachers in a given month.

|  |  |  |  |
| --- | --- | --- | --- |
| **Certification of the Substitute Teacher** | **Pay Rate to Substitute Teacher** | **Rate Billed by ESS Northeast, LLC to District** | **Mark-Up %** |
| Substitute Certificate | $85.00 | $114.16 | 34.3% |
| Teaching Certificate | $90.00 | $120.88 | 34.3% |
| Long-TermMust be certificated in the Field in which they are substituting | $125.00 | $167.88 | 34.3% |

1. Authorize the following rates for the 2019-2020 school year. These rate apply when ESS Northeast, LLC fills 95% or greater of the district requests for substitute teachers in a given month.

|  |  |  |  |
| --- | --- | --- | --- |
| **Certification of the Substitute Teacher** | **Pay Rate to Substitute Teacher** | **Rate Billed by ESS Northeast, LLC to District** | **Mark-Up %** |
| Substitute Certificate | $85.00 | $117.56 | 38.3% |
| Teaching Certificate | $90.00 | $124.48 | 38.3% |
| Long-TermMust be certificated in the Field in which they are substituting | $125.00 | $172.87 | 38.3% |

Informational:  Obtaining enough substitutes to cover teachers who are absent or assigned to other duties has significantly improved from the prior year. This is still a concern and will be monitored and addressed when needed monthly by administration with ESS Northeast, LLC. In addition to personal illness and bereavement leave, teachers require substitutes when they are:

On personal leave

Working on Individual Education Programs (IEPs)

Participating in IEP annual reviews

Proctoring the Partnership for Readiness for College and Careers (PARCC) exams

On school business such as professional development, chaperoning trips, etc.

The administration and Board of Education continue to review procedures for all of the above situations with an eye toward reducing the number of times a teacher is removed from their normal duties.

1. Adopt the following resolution 05-20-2019-001 for Depository of School Monies for the 2019-2020 school year:

BE IT RESOLVED: that the Ocean First Bank be named and designated as the depository of School funds of the Board of Education of the Borough of Paulsboro. A copy of this Resolution will be sent to the School Treasurer, the Ocean First Bank and to any other interested parties on request.

1. Recommend approval of the YMCA extended school day program (before and after school) at Billingsport Early Childhood Center and Loudenslager Elementary School.
2. Recommend adoption of resolution 05-20-2019-002: Petty Cash 2019-2020 school year.

BE IT RESOLVED: As required by NJSA 18A:19-13, the Paulsboro Board of Education establish the following petty cash funds for the 2019-2020 school year whereas no single petty cash transaction may be larger than $75.00.

 **Maximum Fund**

 **Name Person Responsible Balance\_\_**

 Billingsport School Tina Morris $ 100.00

 Loudenslager School Matthew Browne $ 100.00

 Paulsboro High School Paul Morina $ 200.00

 Paulsboro Junior High School John Giovannitti $ 100.00

 Central Offices Business Administrator $ 400.00

 Business/Superintendent Business Administrator/Superintendent $1,000.00 Note 1

 Note 1: This checking account is maintained in the Central Office in order to disperse funds on an emergency basis.

 Two original signatures are required on each check.

1. Recommend approval for the following consultant to complete Learning Evaluations for initial evaluations and re-evaluations of students at a rate of $215.00 per evaluation for the 2019-2020 school year.

 Type of Specialist Names of Specialists

 Learning Disability Teacher/Consultant Karolyn Adams

1. Recommend approval for the following Child Study Team Members to complete Evaluations for initial evaluations and re-evaluations of students at a rate of $215.00 per evaluation for the 2019-2020 school year.

 Type of Specialist Names of Specialists

 School Social Workers Charisse Generette

 School Social Workers Katelyn Dilks

School Psychologist Angela Bradbury

School Psychologist Jessicarose Johnson

Speech Pathologist Kristin Shute

Speech Pathologist Addie Shmuel

Informational items 8 and 9: The evaluations are needed for the Child Study Team to remain in compliance with the timelines for evaluations/re-evaluations mandated by the Individuals with Disabilities Education Act (IDEA). Account number 11-000-219-104-052 not to exceed $24,510.

1. Recommend approval to contract with Ms. Tamar Shelov for the 2019-2020 school year at a rate of $350.00 per student to provide Learning Evaluations for initial evaluations and re-evaluations of students. This contract includes attendance at all pre and parental meetings.
2. Recommend approval to approve all teachers and Child Study Team members approved to attend initial classification and transfer placement meetings during the months of July and August. Teachers and team members are paid $32.00 per hour; meetings are a minimum of one hour. Not to exceed $9,728.00. (Budget Account #11-000-219-104-00-053)

 Informational: General Education and Special Education Teachers are required by New Jersey code to attend meetings to discuss academic programs. The Child Study Team members are required to review incoming students, new transfers, and Individual Education Plans (IEP’s) with parents, team members, administrators, to finalize a placement in and out of district. General Education and Special Education Teachers are required by New Jersey code to attend meetings to discuss academic programs.

1. Recommend approval to contract for homebound instruction with the following agencies for the 2019-2020 school year at rate of $32.00 per hour.

Brookfield Educational Services Program

Daytop Village of New Jersey

Education Inc.

Gloucester County Special Services School District

Professional Education Services

Shelter of Hope/Ranch Hope

The Children’s Hospital of Philadelphia

1. Recommend approval to contract with Gloucester County Special Services School District (GCSSSD) for Guardian Angels Elementary School Nonpublic Services for the 2019-2020 school year.
2. Nursing Services funded through Nonpublic Funds
3. Technology Services funded through Nonpublic Funds
4. Textbook Services funded through Nonpublic Funds
5. Auxiliary Services funded through Chapter 192/Chapter 193
6. One to One aide services funding through IDEA Basic

Informational: There is a 5% fee charged to the Paulsboro Public Schools for the Technology Services. The fees charged for the other services are allowed by the state to be part of the expense of the program.

1. Recommend approval of the following tuition rates for the Paulsboro Public Schools during the 2019-2020 school year.

 Grade Level or Program Education Agencies

 Preschool $16,871.00

 Kindergarten $16,871.00

 Grades 1-5 $14,579.00

 Grades 6-8 $15,660.00

 Grades 9-12 $17,964.00

 Multiple Disabilities $33,331.00

 Learning Disabilities $19,448.00

 Behavioral Disabilities $26,743.00\*

 Pre-K Disabled – Full Time $ 9,074.00\*

\*reflect 2016-2017 certified rates, 2017-2018 certified rates for Behavioral Disabilities is $46,903 and Preschool Disable is $61,778.

Informational: The New Jersey Department of Education completes a review of each school district’s cost per pupil pursuant to the provisions of N.J.AC 6A:23A-17. Upon completion of this review, the audited per pupil cost is certified. The above rates are Paulsboro Board of Education 2017-2018 certified tuition rates. These rates determine tuition adjustments to other local education agencies who sent students to Paulsboro during the 2017-2018 school year. Paulsboro school districts’ practice has been to use the certified rates once known as the tuition rate for the upcoming school year.

1. BE IT RESOLVED, that the amount of district taxes, exclusive of debt service requirements needed to meet the obligations of this Board for the 2019-2020 school year is $6,318.238 and that the Council, Borough of Paulsboro is hereby requested to place in the hands of the Treasurer of School Moneys monthly payments in accordance with the statutes relating thereto:

July 2019 $526,519.87

August 2019 through June 2020 $526,519.83

1. BE IT RESOLVED, that the amount of district taxes, to meet all interest and debt redemption charges for the obligations of this Board for the 2019-2020 school year is $185,548 and that the Council, Borough of Paulsboro is hereby requested to place in the hands of the Treasurer of School Moneys monthly payments in accordance with the statutes relating thereto:

July 2019 $15,462.37

August 2019 through June 2020 $15,462.33

1. Recommend Resolution 05-20-2019-003 to enter into an agreement with the Gloucester County Special Services School District (GCSSSD) for Participation in the Cooperative Transportation Services for the 2019-2020 school year.

Informational: GCSSSD performs a countywide cooperative transportation routing service for students who are homeless, attending nonpublic schools, attending schools for those with disabilities, require special transportation due to disabilities and attending vocational-technical schools. Special transportation requests are collected, collated and bid/quoted countywide in order to provide the most efficient and economical routes for these students. GCSSSD receives a 7% administrative fee for special education, vocational, public schools and homeless students. A 4% administrative fee is charged for nonpublic school students. These rates have remained unchanged for 20 years. Paulsboro has participated in the Cooperative Transportation Services arrangement for many years.

1. Approve transportation jointure agreements with the following local education agencies to transport students throughout the fiscal year 2019-2020, all have been used in prior years.

Burlington County Special Services School District

Clearview Regional School District

Camden County Educational Services Commission

Gateway Regional School District, Glassboro Board of Education, and High Point Regional High School

1. Recommend resolution 05-20-2019-004, Be it resolved that the Paulsboro Board of Education does not require private schools to charge students for reduced and/or paid meals provided as part of their educational program in compliance with the NJ Department of Agriculture’s Child Nutrition Program regulations for school year 2019-2020.
2. Recommended approval of the attached Private Investigation Shared Service Agreement between The East Greenwich Township Board of Education and Paulsboro Board of Education for 2019-2020 School Year. (**Attachment**)
3. Informational:

Intent to Renew, Award or Permit to Expire Contracts:

Pursuant to PL 2015, Chapter 47 the Paulsboro Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, and have been, in full compliance with all state and federal statutes and regulations, in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200. Compliance with new contracts, not listed here, will be addressed prior to Board action.

AFLAC via Take Care by Wage Works

Anthony Villare, MD

Barclay Group

Bollinger Specialty Group

Breaker Group

Dell Financial Services

Educational Data Services, Inc.

ESS Northeast, LLC

Garden State Dust Control

Garrison Architects

Holman Frenia Allison, P.C.

Horizon Environmental Group, Inc.

KDI, Inc.

Nutri-Serv

On-Tech Consulting (also known as “E-Rate”)

Parker McKay

Phoenix Advisors, LLC

Pitney Bowes

PrimePoint

Psendro Technology

Steven Anuszewski

Stewart A Xerox Company

T-Mobile

T& M Associates

Tri-County Termite & Pest

TriPlex Alarm Service

Truegreen-Chemlawn

Visions Greenworks, LLC

Wageworks

Weiner Law Group, LLP

Xerox Financial Services, LLC

YMCA of Gloucester County

*Roll Call Vote*: Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Ms. Lozada-Shaw, Mr. Lisa, Mr. Michael voting 8 YES. Absent Reilly and Henderson.

 Motion carried

**Report Of The Superintendent**

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

**Finance D – G:**

1. Recommend approval to accept the donation in the amount of $500.00 from Mr. Gerald Hodges Jr. of Woolwich, New Jersey. This donation will be used to support the Loudenslager Field Day Program to be held in May 2019.

Informational: Gerald Hodges Jr. is a professional football player who attended both Loudenslager Elementary School and Paulsboro High School.

1. Recommended approval to accept the donation of a Countertop Aquaponics System from an anonymous donor. This donation will be utilized to further the educational study of the Gifted & Talented Program. The Countertop Aquaponics System is worth $300.00.
2. Recommended approval to accept the donation of approximately 390 Loudenslager Field Day T-Shirts from The Paulsboro Refinery in Paulsboro, New Jersey. Every Loudenslager student and staff member will receive a t-shirt to commemorate this event. The approximate cost of the t-shirts is $2,500.00.
3. Recommended approval to accept the donation of a four Marvel Focus Desks from an anonymous donor. This donation will be utilized to provide an accommodated seating options to special education students at Loudenslager Elementary School. The four Marvel Focus Desks are worth approximately $2,500.00.

Informational: These items were requested by Loudenslager 3rd Grade Special Education Teacher, Ms. Elaine Andrus.

*Roll Call Vote*:, Mrs. Scott, Mr. MacKenzie, Mrs. Stevenson, Mrs. Cooper, Mr. Hamilton, Ms. Lozada-Shaw, Mr. Lisa, voting 7 YES. Absent Reilly and Henderson. Motion carried

**Report Of The Superintendent**

**School Safety:**

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 | 9/14/1810/30/1811/16/1812/14/181/18/192/5/193/15/194/12/20195/13/19 | 9/14/1810/4/1811/26/1812/12/181/28/192/4/193/25/194/10/195/10/19 | 9/12/1810/12/1811/7/1812/4/181/17/192/22/193/14/194/9/195/8/19 |
| Evacuation(Non-Fire) | Each school must conduct two annually | 11/21/185/22/19 | 2/28/193/29/19 | 11/14/182/5/19 |
| Lockdown | Each school must conduct two annually | 9/19/181/11/19 | 1/8/19 | 1/11/194/24/19 |
| Bomb Threat | Each school must conduct two annually | 2/19/194/24/2019 | 12/3/185/28/19 | 3/21/195/21/19 |
| Active Shooter | Each school must conduct two annually | 12/12/18 | 9/10/18 | 9/17/1812/14/18 |
| Shelter In Place | Each school must conduct two annually | 10/18/183/29/19 | 10/18/1811/30/18 | 10/18/18 |
|  **Other Drills** |
| Bus Evacuation | School District (Annually) | (P5) 10/10/1810/22/1810/26/18 | (P5) 10/11/1810/12/18(P2) 4/30/19 | (P5) 10/11/1810/17/18 |
| Bus Evacuation | School Routes(2 Annually) | Larc10/18/18 | Bankbridge Elementary10/25/18 | Bankbridge Development 10/12/184/30/19 |
| 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**

***Kyana Evans****, 710 Clonmell Road*, Paulsboro asked administration to explain the Assistant Business Administrator.

The Superintendent explained the Gloucester County Department of Education recommended the Assistant Business Administrator position. The job description approved tonight would give Administration and the Board the option to replace the current Payroll/Bookkeeper with this position. Analysis to support the fiscal needs of the district have become demanding. The approval of the job description provides an option for the incoming Interim Superintendent and Interim Business Administrator.

**Next Scheduled Meeting**

**Monday, June 24, 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 Stevenson, seconded by Hamilton and unanimously carried (8-0) to adjourn the meeting at 7:50 PM.

Respectfully Submitted,



Board Secretary