PAULSBORO PUBLIC SCHOOLS

**Monday, March 21, 2016 - 7:00 PM**

**Minutes**

**Regular Meeting**

Ms. Eastlack reading the following called a Regular Meeting of the Paulsboro Board of Education to order on the above date: “As required under the guidelines of the Open Public Meeting Law, notice of this meeting was sent to The South Jersey Times. As Vice President I, therefore, declare this to be a legal meeting of the Paulsboro Board of Education”. The meeting was called to order at approximately 7:00p.m.by pledging allegiance to the flag with the following members present: Ms. Dunn, Ms. Eastlack, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson and Mr. Walter. Mr. Hamilton, Mr. Ridinger and Mr. Hughes, Greenwich Township Representative were absent. Also present were Dr. Laurie Bandlow, Superintendent and Ms. Johnson, Business Administrator / Board Secretary.

President Ridinger requested a moment of silence for Derrius Moore, a Paulsboro High School Sophomore who passed away on March 10, 2016 at the age of sixteen.

**Presentations**

1. Student of the Month Awards for January 2016 & February 2016

|  |  |
| --- | --- |
| **Loudenslager School** | **Billingsport Early Childhood Center** |
| ***January*** **Conner Lennon****Lana Agha****Gianna Batts****Josiah Woodards****Devon Horton****Devyn Booker** | ***January*****Lily Paulson** |
| ***February*****Donald Zott****Bryan McManus****Isaiah Oster****Alaysia Bumpers** | ***February*****Makayla Wise** |

Motion made by Lozada-Shaw, seconded by Walter to accept the Superintendent’s recommendation to approve the following item:

1. Recommend adoption of resolutions honoring the winter season student-athletes and teams:

Girls Basketball Student-Athlete - First Team All-Conference Patriot Division

 Nancia Holmes

Boys Basketball Team

 Colonial Conference Patriot Division

Boys Basketball Student-Athletes - First Team All-Conference Patriot Division

 Tyrique King

Wrestling Team

 Colonial Conference Patriot Division

 NJSIAA Sectional Group I

 NJSIAA State Group 1

Wrestling Student-Athletes - First Team All-Colonial Conference

 Geno Duca Nick Duca Anthony Duca

 Joey Perez George Worthy Santino Morina

 Brian Richards Anthony Morina

1. Centennial Presentation by Student Board Member Tahje Thomas

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson and Mr. Walter voting 7 YES; and Mr. Hamilton, Mr. Ridinger and Mr. Hughes, Greenwich Township Representative 3 ABSENT.

Motion carried

**Public Comment**

None

**Correspondence**

None

**Student board member**

Mr. Thomas discussed the actions of the Paulsboro High School Students and Staff following the death of Derruis Moore, a Paulsboro High School Sophomore.

* Extra counseling was made available to students.
* The day after Derrius’ passing many students wore green (Derruis’s favorite color) in memory of him.
* The day following Derrius’ passing a moment of silence and prayer was performed before the afternoon announcements.
* Memorial wall was created by Art Dept. for students and staff to sign. The finished product was then displayed at Derrius’ funeral then given to the family.
* The Senior Class of 2016 collected money, and sent a floral arrangement for the funeral service.
* Senior Alexis Kramer fronted the money to purchase wrist bands in Memory of Derrius. The proceeds were sent to the family.
* Mrs. Gina Morina and students hosted a Scenty fundraiser, the profits were given to the family.
* Some of Derrius’ teachers memorialized his desk in their classrooms
* Derrius’ locker was decorated in his memory.
* A painting that Derrius made in his art class was displayed at his funeral.
* Life touch photography sent Derrius’ school pictures to the school, and were then given to the family.
* The teachers and PEA collected money and presented it to the Moore family.
* The school was well represented at Derrius’ Funeral service by a presentation by Mrs. Jean Brown.
* Many Teachers, Students, and Administration attended Derrius’ viewing and funeral service.

**Executive Session**

None

**Old Business**

1. Negotiations Update – PEA (Paulsboro Education Association)

The second meeting took place on Thursday, February 11, 2016 with the Paulsboro Education Association and Board of Education Negotiations Team. The next scheduled meetings will be held on Tuesday March 29, 2016 and Thursday, April 14, 2016.

1. Board of Education began discussing the 2016-2017 Budget at the last meeting held on Monday February 1, 2016. A special meeting to conclude budget discussions was held on Saturday March 19, 2016.

**New Business**

Recommend approval to submit the tentative fiscal year 2016-2017 school district budget for submission to the voters as follows to the County Executive Superintendent:

BE IT RESOLVED to approve a tentative fiscal year 2016-2017 school district budget for submission to the voters as follows:

 Budget Local Tax Levy

General Fund $ 21,814,916 $5,705,866

Special Revenue Fund 2,130,494 0

Debt Service 204,245 202,511

Total Base Budget $ 24,149,655 $5,908,377

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson and Mr. Walter voting 7 YES; and Mr. Hamilton, Mr. Ridinger and Mr. Hughes, Greenwich Township Representative 3 ABSENT.

Motion carried

**Board Secretary/Business Administrator’s Report**

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

**Approval of Minutes** *(Attachments*)

Regular Meeting - February 22, 2016

Executive Meeting - February 22, 2016

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

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

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

**Recommend approval of the January Financial Reports:**



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

**Recommend adoption of the following resolution**: Be It Resolved, pursuant to NJAC 6A:23-2-11(c)4, we, the members of the Paulsboro Board of Education, certify that as of January 31, 2016, after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of NJAC 6A:23-2.11(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Recorded via roll call vote of the Board of Education.

***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 January 31, 2016.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson and Mr. Walter voting 7 YES; and Mr. Hamilton, Mr. Ridinger and Mr. Hughes, Greenwich Township Representative 3 ABSENT.

Motion carried



  Monday, March 21, 2016

***Pursuant to NJAC 6A:23-2.ll(c)3***, I Jennifer Johnson, Business Administrator to the Board of Education, certify that as of January 31, 2016, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district Board of Education pursuant to NJAC 6A:23-2-2.11(a).

  Monday, March 21, 2016

**Report Of The Superintendent**

**New Business**

1. Preliminary draft of the Board of Education Meeting Calendar for 2016-2017 **(Attachment)**
2. Preliminary draft of the Paulsboro School District Calendar for 2016-2017 **(Attachment)**
3. Night Football

During the 2015-2016 football season the Board of Education gave approval to conduct one night football game on Bennett Field. In order to conduct the game lights needed to be rented and extra security provided. The added cost of the night game was in the range of $4,000.00 ($3,200.00 for lights and $800.00 for added security). The game was well attended and, therefore, provided a venue for a very positive community event. The Superintendent reviewed this idea with the Paulsboro High School Principal, Athletic Director and Head Football Coach.

The Superintendent of Schools respectfully requests input from the Board of Education relative to conducting a night football game once again.

1. Board of Education Self-Evaluation

The Board of Education should conduct a self-evaluation annually. One method of doing this is to use the materials available via New Jersey School Boards Association (NJSBA). This is the evaluation instrument that the Board used last year. The evaluations are submitted to NJSBA online. Once the evaluations have been submitted, they will be compiled by the NJSBA staff. The Field Representative for NJSBA will then meet to review the evaluations as well as discuss the path forward.

The Superintendent of Schools respectfully requests input from the members of the Board of Education relative to the self-evaluation.

**Personnel**

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

items A – I:

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

Teachers. (**Attachment**)

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

1. Recommend approval for all Paulsboro Public School employees who hold a valid certificate to teach in New Jersey be approved for morning detention on an as needed basis for the 2015-2016 school year. The pay rate for these positions is $32.00 per hour.
2. Recommend approval of a childbearing/childrearing leave of absence for Paulsboro Senior High School Teacher Lisa Kuhnel-Prangler as follows:

Dates of Leave Terms and Conditions of Leave

Friday, April 8, 2016 – With pay and benefits by use of accumulated

Wednesday, April 20, 2016 sick days as well as the concurrent use of Federal Family Leave.

 Thursday, April 21, 2016 - Without pay but with benefits via the Federal

 Friday, June 3, 2016 Family Leave Act.

1. Recommend approval of a medical leave of absence for Paulsboro High School Custodian Debra Mincey with the following terms and conditions:

Dates of Leave Terms and Conditions of Leave

Tuesday, February 23, 2016 – Without pay but with benefits via the Federal

Friday, March 4, 2016 (9 days) Family Leave Act.

1. Recommend approval to use the Use of Personal Day Bank procedure for Paulsboro High School Custodian Debra Mincey who has used up all of her earned days.

Informational: At the meeting conducted on Thursday, February 27, 2014 the Board

 of Education approved the Use of Personal Day Bank procedure. This procedure

 allows staff members to donate personal leave days to a colleague who has used all of

 their available leave.

1. Recommend approval of a medical leave of absence for Loudenslager Resource Teacher Maria Phillips with the following terms and conditions:

Dates of Leave Terms and Conditions of Leave

Wednesday, February 17, 2016 – With pay and benefits by use of accumulated

Wednesday, February 24, 2016 sick days as well as the concurrent use of Federal Family Leave.

1. Recommend approval of a medical leave of absence for Loudenslager Custodian Daniel Moore with the following terms and conditions:

Dates of Leave Terms and Conditions of Leave

Monday, February 29, 2016 – With pay and benefits by use of accumulated

Wednesday, March 16, 2016 sick/vacation days as well as the concurrent use of Federal Family Leave.

Thursday, March 17, 2016 - Without pay but with benefits via the Federal

Friday, March 18, 2016 Family Leave Act.

1. Recommend approval of a medical leave of absence for Loudenslager Instructional Aide Heather Parks with the following terms and conditions:

Dates of Leave Terms and Conditions of Leave

Monday, February 22, 2016 – With pay and benefits by use of accumulated

Friday, March 11, 2016 sick days as well as the concurrent use of Federal Family Leave.

1. Recommend approval to appoint Katie Walsh to the position of Playground/Cafeteria Aide and Substitute Classroom Aide at Billingsport Early Childhood Learning Center for the remainder of the 2015-2016 school year. Ms. Walsh will earn $8.38 per hour for 2 hours per day.

Informational: Ms. Walsh has served as a substitute Playground/Cafeteria Aide for the District since December of 2015.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson and Mr. Walter voting 7 YES; and Mr. Hamilton, Mr. Ridinger and Mr. Hughes, Greenwich Township Representative 3 ABSENT.

Motion carried

1. Informational:
	1. The following are paid class covers:

|  |  |
| --- | --- |
| **Month** | **Paulsboro High and Junior High School** |
| **Average Last 7 years** | **Range** | **2015-2016** |
| September | 2.8 | 0-11 | 10 |
| October | 31.3 | 9-62 | 122 |
| November | 38.4 | 19-60 | 109 |
| December | 47.9 | 31-71 | 110 |
| January | 47.5 | 15-73 | 107 |
| February | 43.7 | 12-63 | 118 |
| March | 71.7 | 28-96 |  |
| April | 60.0 | 36-97 |  |
| May | 100.9 | 65-157 |  |
| June | 48.3 | 22-97 |  |
| Total | 49.3 | 23.7-77.5 | 576 |

**Staff And Curriculum Development**

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

to approve items A – E:

1. Recommend approval for Business Administrator Jennifer Johnson to attend the 54th Annual New Jersey Association School Business Officials Conference Workshop in Atlantic City, New Jersey on Wednesday, June 8, 2016 - Friday, June 10, 2016.   Cost to the Board of Education includes mileage and tolls ($147.00) meals ($192.00) and registration ($150.00). Total cost to the Board of Education is $489.00.

 Informational:   This is the major workshop for School Business Administrators in New Jersey.  Ms. Johnson plans to attend workshops offered by her organization which will provide continuing professional education credits as a Certified Public Accountant and Qualified Purchasing Agent.

1. Recommend approval for Business Administrator Jennifer Johnson to attend the Annual Convention & EXPO for NJCPA in Atlantic City, New Jersey on Wednesday, June 15, 2016 - Friday, June 17, 2016.   Cost to the Board of Education is only for registration which is $450.00.

Informational: The Business Administrator will be using her personal days to attend this convention.

1. Recommend approval for High School Guidance Counselor Vincent Giovannitti to attend the Marine Corps Educators Workshop in Parris Island, South Carolina on Tuesday, April 19, 2016 – Friday, April 22, 2016. There is no cost to the Board of Education.

Informational: The four day workshop will provide our High School Guidance Department with an experience that will allow Mr. Giovannitti to assist students in making a more informed decision about military service.

1. Recommend approval for High School Special Education Teacher, Judith Butler to attend the Highly Effective Strategies to Help Your Struggling Students Meet State Standards in Literacy seminar on Tuesday, April 5, 2016 at The Mansion in Voorhees, NJ. Cost to the Board of Education includes a substitute teacher ($120.00) and registration ($239.00). Total cost to the Board of Education is $359.00.

Informational: An array of practical intervention techniques will be shared with educators working with struggling students. The seminar focus will be on ready to use lessons, intervention strategies and materials for intervening effectively when students need it most.

1. Recommend approval for Supervisor of Technology Joseph Magazu to host the Thursday,

April 7, 2016 meeting of the Educational Technology Consortium of South Jersey at Paulsboro High School.

Informational: This is the technology equivalent of the Superintendents Roundtable Meeting. All technology personnel from the South Jersey area attend to discuss relevant ideas, challenges, and new technology in the educational field. Paulsboro Public Schools has never hosted one of these meetings. It will give us the opportunity to show off the great things that relate to technology that we are doing here. There is no cost to the Board of Education for hosting this event.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson and Mr. Walter voting 7 YES; and Mr. Hamilton, Mr. Ridinger and Mr. Hughes, Greenwich Township Representative 3 ABSENT.

Motion carried

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 9 | 74 |
| 10 | 89 |
| 11 | 93 |
| 12 | 81 |
| TOTAL | **337** |

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 7 | 84 |
| 8 | 69 |
| TOTAL | **153** |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GRADE** | **ENROLLMENT PER CLASS BILLINGSPORT EARLY CHILDHOOD CENTER** |  **GRADE** | **ENROLLMENT PER CLASS****LOUDENSLAGER ELEMENTARY SCHOOL** |  |
| Pre-School Disabled | 7 |  |  |  |  | 3 | 23 | 24 | 21 |  |  |
| Pre-school | 15 | 12 | 15 | 13 |  | 4 | 20 | 23 | 20 |  |  |
| K | 20 | 21 | 22 | 21 | 21 | 5 | 20 | 19 | 20 | 19 |  |
| 1 | 27 | 24 | 23 | 26 |  | 6 | 16 | 16 | 15 | 19 |  |
| 2 | 24 | 24 | 24 |  |  | Special Education | 11 | 5 |  |  |  |
| Special Education | 10 | 10 | 6 |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | **365** | TOTAL |  |  |  |  | **291** |

**Instructional Services**

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

to approve items A – Q:

1. Recommend approval of the PARCC Participation Rate Corrective Action Plan. **(Attachment)**
2. Recommend approval of the following items relative to the ExxonMobil Summer Youth Science Technology Engineering and Math (SYSTEM) Program. There is no cost to the Board of Education to participate in this grant funded program:
	1. Recommend approval to operate the educational component of the ExxonMobil SYSTEM program on Monday-Thursday from Tuesday, July 5 2016 to Thursday, August 4, 2016 between approximately 9:00 AM and 3:30 PM (with extended hours on days of field trips).

Informational: Students are divided into two groups. One group participates in the educational component of the program on Mondays and Tuesdays. These students then work for the Paulsboro Public Schools, Borough of Paulsboro and Greenwich Township on Wednesdays and Thursdays. The second group follows an opposite schedule with work on Mondays and Tuesdays and education on Wednesdays and Thursdays. During the final week of the program all students participate in the educational component on Monday-Thursday with no work experience. The program does not operate on Fridays.

* 1. Recommend approval to use the Paulsboro High School Parenting Center as the classroom for the SYSTEM program as an in-kind service to support the ExxonMobil grant.
	2. Recommend approval for field trips (field trips, field investigations and kayak trips) to the following destinations:

 Rowan University College of Engineering

 ExxonMobil Technology Center and Lube Plant

 Pine Barrens Land Ecosystems

 Pine Barrens Water Ecosystems

 Maurice River Watershed

 Island Beach State Park

 Stroud Water Research Center

 Cape May Peninsula

 Sedge Island

* 1. Recommend approval for participating students to earn 3 credits for the course Science Seminar if they successfully complete the educational component of the SYSTEM program.
	2. Recommend approval to provide school bus transportation for field trips to be paid by grant funds. This recommendation includes approval for Bus Drivers previously approved by the Board of Education to serve this program.

Note: The application and selection process is currently underway in order to identify student participants for this program. The names of the students will be placed before the Board of Education for consideration at the April 2016 meeting.

 Informational: This program is open to incoming 11th and 12th grade students as well as Paulsboro High School graduates in the Class of 2016. All Paulsboro High School students are informed about this program via announcements. Interested students must complete an application. David Platt interviews students. He then consults with the Principal prior to making recommendations. The students are paid by the Borough of Paulsboro via grant funds from ExxonMobil Corporation. Students are paid $8.25 per hour for both the educational and work components of the program.

The Board of Education, Borough of Paulsboro and ExxonMobil have conducted some form of the SYSTEM program for more than 20 years.

1. Recommend approval to award a Teacher Directed Action Grant to Paulsboro High School Teacher of ELA Special Education students Holly Klein in the amount of $1,000.00 to purchase Kindle’s for her students.

Informational: This will allow all students to be reading from the same device, and reading the same book, but at different levels. The stigma of varying books at lower level is removed with the use of Kindles in the classroom. Ms. Klein has met with Dr. Pollino and Mr. Magazu to review the process necessary for implementation.

1. Recommend approval of the following changes to the 2015-2016 School Calendar in order to account for a snow emergency closing on Monday, January 25, 2016. The following chart provides the new dates for important end of school year activities.

|  |  |  |
| --- | --- | --- |
|  **EVENT** | **ORIGINAL CALENDAR** | **CALENDAR AS A RESULT OF EMERGENCY CLOSING ON**  |
| Loudenslager Moving Up Ceremony | Wednesday, June 15, 2016 | Thursday, June 16, 2016 |
| End of 4th Marking Period – Report Cards Mailed | Thursday, June 16, 2016 | Friday, June 17, 2016 |
| Last Day of School for Students – Early Dismissal all students and staff | Thursday, June 16, 2016 | Friday, June 17, 2016 |
| Commencement Ceremony – PHS - 6:30 PM | Thursday, June 16, 2016 | Friday, June 17, 2016 |

1. Recommend approval to conduct Summer School at Paulsboro High School in accordance with NJAC 6A:32 – 10.1-10.4. The program will begin on Monday, June 27, 2016 through Tuesday, August 2, 2016 (22 days). High School instruction will begin at 7:30AM-10:15AM for the first session and 10:30AM-1:15PM for the second session Monday-Thursday. That is 2.75 hours instruction + .025 hours preparation = 3 hours per course. Middle School instruction will begin at 8:00AM-10:00AM for the first session and 10:35AM-12:35PM for the second session Monday-Thursday. Teachers receive 15 minutes of preparation time for each course they teach. This recommendation includes approval to accept students from other school districts on a tuition basis. Tuition will be $250.00 for a five credit course. The principal of the home school district must provide written approval prior to a student attending the Paulsboro High School summer program.

Informational: If the Board of Education and Gloucester County Office of Education approve

the program, student registration will begin. At that point, the Superintendent will make recommendations for teachers and other staff members for the program.

The type of summer school being recommended allows students who have failed a course during the regular school year to earn credit for that subject. High School students must attend 60 hours of instruction in order to earn five credits for a course that they previously failed. Middle School students must complete 40 hours of instruction in order to earn course completion. Depending on demand/enrollment, courses such as Algebra, Geometry, English, United States History, Economics, World History, Biology, Chemistry, Physical Science, Spanish, Physical Education and Health will be offered for grades 9-12. In addition, mathematics, language arts-literacy, science and social studies will be offered for grades 7 and 8. A similar program was conducted last year. The summer school program enhances the graduation rate and lowers the number of students dropping out of school.

1. Recommend approval of the following students to continue to attend Paulsboro High School during the 2016-2017 school year.

|  |  |
| --- | --- |
| Student Name | Grade in 2016-2017 |
| Joshua Bailey | 12 |
| Joseph DiBernardi | 11 |
| Brandon Hayes | 12 |
| Frank Richards | 9 |
| Chase Ruiz | 10 |
| George Worthy | 10 |
| Victoria Yourgevidge | 12 |

 Informational: Their home district is responsible to transport the Choice Students to Paulsboro.

The Board of Education receives school aid from the State of New Jersey for these students. During 2015-2016 school year, approximately 22 Paulsboro students were attending other schools via the School Choice Program. The Paulsboro Board of Education is responsible for transportation of those students. Paulsboro loses school aid for these students.

1. Recommend approval of the following new Choice student for the 2016-2017 school year.

|  |  |
| --- | --- |
| Student Name | Grade in 2016-2017 |
| Nicholas Worstall | 9 |

1. Recommend approval for the following students to continue to attend Paulsboro High School as courtesy students during 2016-2017.

|  |  |
| --- | --- |
| Student Name | Grade in 2016-2017 |
|  Robert Glocker | 10 |
|  Brandon Green | 9 |
|  Georgia Mazzeo | 9 |
|  Sean McAree | 12 |
|  Brandon Painter | 11 |
| Christopher Bandlow | 11 |

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

|  |  |  |
| --- | --- | --- |
| **Student Name/Case #** | **Grade:** | **Hours of Instruction** |
| J.C. | 10 | Student will be placed on home instruction. The student will receive home instruction starting 2/23/2016, at $32/hour, 5 hours a week.  |
| M.G. | 10 | Student will be placed on home instruction. The student will receive home instruction starting 2/22/2016, at $32/hour, 5 hours a week.  |
| A.W. | 10 | Student will be placed on home instruction. The student will receive home instruction starting 2/1/2016, at $32/hour, 5 hours a week.  |

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 of the following tuition and/or transportation costs for students who are homeless:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Initials** | **Grade** | **Location of Temporary Residence** | **Home District/District Responsible for Tuition and/or Transportation** | **Transportation** | **Tuition** |
| N.M. | 10 | Paulsboro | Palmyra-Beverly School District | n/a | $28,713.00 |
| A.W. | 9 | Greenwich Twp. | Paulsboro School District | Yes | n/a |

Informational: When students must reside in a location as a result of economic necessity they are considered homeless. The parents have two options for the schooling of the children. They can request the home district to provide transportation from the temporary place of residence to the home school. The second option is for the child to attend the school served by the temporary residence. In this case, the home district is responsible to pay tuition. The home district is responsible to pay tuition and/or transportation cost for one year from the date each family becomes homeless. If a family’s living arrangement changes within the year, the timeline “resets” and the year starts over.

1. Recommend the following student (case number #2945) Grade 9 for Out of District placement for the remainder of the 2015-2016 school year at Strang – Ranch Hope, Inc. Tuition to be paid by Paulsboro School District at $290.14 per diem, 73 days with an approximate cost of $21,180.22.

Informational: This is a court order.

1. Recommend approval to submit an application to the Department of Agriculture, Child Nutrition Program in order to operate the Summer Feeding Program from Monday, June 27, 2016 through Thursday, August 25, 2016 as follows:

1. Elementary School – conducted at Loudenslager Elementary School from Monday, June 27, 2016 to Monday, August 1, 2016. Breakfast will be served from 8:00AM – 9:00AM. Lunch will be served from 11:00AM – Noon.

1. REAL Summer Program – conducted at Loudenslager Elementary School from Monday, June 27, 2016 through Monday, August 1, 2016. Breakfast will be served from 8:00AM – 9:00AM. Lunch will be served from 11:00AM – Noon.

3. Paulsboro High School and Junior High School from Monday, June Monday, June 27, 2016 – Thursday, August 25, 2016. Breakfast will be served from 7:30AM – 8:30AM. Lunch will be served from 10:30AM – 12:30PM.

1. Recommend approval of the following students to continue to attend Paulsboro Junior High School and Billingsport Early Childhood Center during the 2016-2017 school year.

|  |  |
| --- | --- |
| Student Name | Grade in 2016-2017 |
| Jacqueline Richards | 8 |
| Saeed Crite (waiver) | 2 |

1. Recommend approval to provide a summer school program (Jumpstart) to students grades PreK-6. The program is tentatively scheduled to take place at Loudenslager Elementary School between Monday, June 27, 2016 through Monday, August 1, 2016. The program runs from Monday to Thursday. Teachers will be paid for 4 hours prior to the program for preparation. This recommendation is contingent on approval of the 2016-2017 school budget. Staffing is contingent upon student enrollment.

This recommendation includes approval to purchase instructional supplies. Supplies for general education classes are funded for these programs via NCLB then Local Funds. Funding source for special education supplies will be Individuals with Disabilities Education Act, NCLB and Local Funds.

Informational: The Paulsboro Public Schools offered an elementary summer school program for several years. Paulsboro is approved as a school-wide program for purposes of Title I Federal Funding. As such, all students are eligible to attend the summer school program provided space is available. Students receive both breakfast and lunch free of charge as part of the Child Nutrition Program.

1. Recommend approval to provide the REAL 21st Century Summer Program to students grades 4 through 6. The program is tentatively scheduled to take place at Loudenslager Elementary School between Monday, June 27, 2016 through Monday, August 1, 2016. The program will operate Monday through Thursday.

Informational: The REAL 21st Century Learning Center currently provides an after school program for students in grades 4 through 6 at Loudenslager Elementary School. A requirement of the REAL grant is that approximately 30 students attend a summer component. The REAL Site Coordinator and Assistants will provide instruction for this program. Students receive both breakfast and lunch free of charge as part of the Child Nutrition Program.

1. Recommend approval of the following tuition and/or transportation costs for students who are homeless:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Initials** | **Grade** | **Location of Temporary Residence** | **Home District/District Responsible for Tuition and/or Transportation** | **Transportation** | **Tuition** |
| D.B. | 6 | Greenwich Twp. | Paulsboro School District | Yes | n/a |
| S.T. | 1 | Greenwich Twp. | Paulsboro School District | Yes | n/a |
| A.M. | 4 | Paulsboro | Palmyra-Beverly School District | n/a | $25,862.00 |
| S.L. | 7 | Paulsboro | Tabernacle School District | n/a | $6,280.42 |
| A.L. | 5 | Paulsboro | Tabernacle School District | n/a | $5,996.08 |

Informational: When students must reside in a location as a result of economic necessity they are considered homeless. The parents have two options for the schooling of the children. They can request the home district to provide transportation from the temporary place of residence to the home school. The second option is for the child to attend the school served by the temporary residence. In this case, the home district is responsible to pay tuition. The home district is responsible to pay tuition and/or transportation cost for one year from the date each family becomes homeless. If a family’s living arrangement changes within the year, the timeline “resets” and the year starts over.

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

|  |  |  |
| --- | --- | --- |
| **Student Name/Case #** | **Grade:** | **Hours of Instruction** |
| J.M. | 07 | Student will be placed on home instruction. The student will receive home instruction starting 2/29/2016, at $32/hour, 5 hours a week, pending INSPIRA Intake 2-3 weeks. |
| J.O. (2401) | 07 | Student will be placed on home instruction. The student will receive home instruction starting 3/2/2016, at $32/hour, 10 hours a week.  |
| A.H. | 2 | Student received home instruction through Brookfield School for 5 hours/week at $32/hour. The student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was on February 11, 2016 |
| J.S. (ESLS) | 1 | Student will be placed on home instruction. The student will receive home instruction starting 2/16/2016, at $32/hour, 10 hours a week.  |

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

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson and Mr. Walter voting 7 YES; and Mr. Hamilton, Mr. Ridinger and Mr. Hughes, Greenwich Township Representative 3 ABSENT.

Motion carried

1. Informational:
2. Monthly Reports of Administrators (**Attachment**)

**Student Activities**

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

items A –G:

1. Recommend approval for the Paulsboro High School Jazz Band to participate in the following community performances:

1. Greenwich Township Library, Gibbstown, NJ on Monday, April 11, 2016 from about 6:00 to 7:00 PM. This performance is for National Library month. Cost to the Board of Education is school bus transportation. Paulsboro High School Music Teachers Wendy Stocker and Jenna Ouellette will chaperone the trip.

2. St. Paul’s Church, Paulsboro, NJ on Tuesday, May 10, 2016 from 7:00 to 8:00 PM. This performance is for the annual Women’s Banquet. Cost to the Board of Education is school bus transportation. Paulsboro High School Music Teachers Wendy Stocker and Jenna Ouellette will supervise the students.

1. Recommend approval to appoint Shane Tubb as Assistant Boys’ Track and Field Coach Step 1 - $4,093.00 for the 2015-2016 school year as per agreement with the Paulsboro Education Association.

Informational: Mr. Tubb teaches 7th and 8th grade at Paulsboro Junior High School.

1. Recommend approval to appoint Angela Brown as the Assistant Boys’ Tennis Coach Step 1 - $2,745.00 for the 2015-2016 school year as per agreement with the Paulsboro Education Association.

Informational: Ms. Brown is a School Psychologist at Paulsboro High School.

1. Recommend approval to appoint Alexandra Green as Assistant Boys’ Track and Field Coach Step 1 - $4,093.00 for the 2015-2016 school year as per agreement with the Paulsboro Education Association.

Informational: Ms. Green is a Health and Physical Education major at Rowan University. She will coach shot put and discus. This is pending receipt of her substitute teaching certificate and criminal history review.

1. Recommend approval to conduct the 36th Academic Awards Banquet on Tuesday, May 17, 2016

at 6:30 PM in the Paulsboro High School Gymnasium. Cost to the Board of Education is approximately $1,000.00.

Informational: This is an annual activity that honors the “A” students at Paulsboro High School. Dinner is served to honorees and their parents in addition to the awards ceremony itself. This activity was approved as part of the District Activity Calendar. Last year there were approximately 350 who attended the dinner.

1. Recommend approval of a field trip to Italy for Paulsboro High School Italian and Spanish students from April 11, 2017 to April 20, 2017. A meeting was held on February 23, 2016 to generate an interest and explain the details of the trip. There were 22 people interested in enrolling in the tour at this time. Cost to the individual students will be $3,332.00 and $3,697.00 for adults.

Informational: Paulsboro Public Schools has taken this type of trip to this location in the past. EF Educational Tours has successfully provided travel service for these excursions.

1. Recommend retroactive approval of the following volunteers who participated in the

Loudenslager School Read Across America Day on Wednesday, March 2, 2016.

Bertha Avant Mary Bailey Dr. Laurie Bandlow

Bill Bannister Matthew Brady Amber Burruezo Steve Doyle Christin Goss Elaine Hadfield Jack Henderson Gerald Hodges Joseph Magazu

Chief Vernon Marino Danielle Relation Marietta Relation

Informational: Approval of the volunteers was held until after the activity so that it would be accurate. This allows the district to correctly recognize the volunteers at the Volunteers in

Paulsboro Schools (VIPS) reception.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson and Mr. Walter voting 7 YES; and Mr. Hamilton, Mr. Ridinger and Mr. Hughes, Greenwich Township Representative 3 ABSENT.

Motion carried

1. Informational
2. Paulsboro High School Yearbook

The advisors and staff for the Paulsboro High School ***Pegasus*** Yearbook have been working hard to make the 2016 edition a reality. To date, 75 books have been sold. The minimum order is 100 yearbooks so some books will be available for sale near the end of the school year. Advisors Gina Morina and Patricia DellaVecchia have gone “above and beyond” in their efforts to have a yearbook and, in addition, make it financially solvent.

1. People’s Choice Award Program

The People’s Choice Awards Program is scheduled for Thursday, April 21, 2016 beginning at 6:30 PM at Paulsboro High School. This is a very popular activity that celebrates the successes of students at Paulsboro High School and Paulsboro Junior High School. Members of the Board of Education are encouraged to attend this program.

**Facilities**

Motion by Lozada-Shaw, seconded by Walter to accept the Superintendent’s recommendation to approve item A:

1. Recommend approval for the American Red Cross to conduct a blood drive in the Paulsboro High School Gymnasium on Friday, April 15, 2016. There is no cost to the Board of Education. Paulsboro High School Nurse Christine Spitale, Secretary Karen Minniti and Secretary Adina Giovannitti are in charge of the activity. Student volunteers will also assist with the activity.

The recommendation is contingent on student blood donations being scheduled to the greatest extent possible during physical education classes or a time when they do not have class. The final contingency is that no teachers take class time to supervise this event.

Informational: The American Red Cross has successfully conducted blood drives at Paulsboro High School for many years. The contingencies requested above are intended to minimize the impact on instructional time.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson and Mr. Walter voting 7 YES; and Mr. Hamilton, Mr. Ridinger and Mr. Hughes, Greenwich Township Representative 3 ABSENT.

Motion carried

**Finance**

Motion by Dunn, seconded by Lozada-Shaw to accept the Superintendent’s recommendation to approve items A – E:

1. Recommend approval to accept a donation from Axeon Specialty Products of 12 PC’s, 13 monitors and a box of miscellaneous cables and switches.
2. Recommend approval of a contract with Lifetouch National School Studios Inc. as the school photographer for the Paulsboro School District.
3. Recommend approval to submit the 2015-2016 No Child Left Behind (NCLB) amendment and accept the funds upon approval by the New Jersey Department of Education.

|  |  |  |  |
| --- | --- | --- | --- |
| **GRANT** | **2015-2016** | **Carryover** | **Revised 15-16 Award** |
| Title IA | $929,850.00 | $40,996.00 | $970,846.00 |
| Title IIA | $102,359.00 | $26,827.00 | $129,186.00 |
| Title III | $2,589.00 | $0 | $2,589.00 |

Informational:  NCLB Title I carryover funds will be used to purchase Measurement of Academic Progress (MAP) and Compass Learning Odyssey licenses for students.  Title II carryover funds will be used for professional development expense to prepare for the 2016-2017 workshops for Science and Math.  The Board approved the grant for submission on June 18, 2015.

1. Recommend approval to submit the 2015-2016 Individuals with Disabilities Education Act

(IDEA) amendment and accept the funds when approved by the New Jersey Department of Education.

|  |  |  |  |
| --- | --- | --- | --- |
| **GRANT** | **2015-2016** | **Carryover** | **Revised 15-16 Award** |
| Basic | $367,343.00 | $27,651.00 | $394,994.00 |
| Pre School | $13,161.00 | $0 | $13,161.00 |

Informational:  IDEA Basic carryover funds were utilized for out of district tuition placements for the 2015-2016 school year.  IDEA Basic Pre-School was amended to include reducing summer school expenses not tuition for out of district placements.  The Board approved the grant for submission on June 18, 2015.

1. Recommend approval to accept a donation from Billingsport Early Childhood Center Teacher, Joseph O’Leary of two Dell CPU’s. They have an approximate value of $600.00.

Informational: These computers will be used in the BSI Resource Room to support student learning and achievement.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson and Mr. Walter voting 7 YES; and Mr. Hamilton, Mr. Ridinger and Mr. Hughes, Greenwich Township Representative 3 ABSENT.

Motion carried

**School Safety**

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

items A - B:

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

of Schools for the following cases of Harassment, Intimidation and Bullying (HIB) at Paulsboro High School.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Case Number** | **Date of Incident** | **Status of Investigation** | **Nature of Case Based on Protection Categories** | **Names of Investigators** | **Type and Nature of Discipline Imposed** | **Other Measures** |
| PHS020206001 | 2/2/2016 | Complete | HIB Victim | Melba Moore-Suggs, Anti-Bullying Specialist | Temporary removal from that class, and Out of School Suspension 3 days | Counseling Type |

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** | **Nature of Case Based on Protection Categories** | **Names of Investigators** | **Type and Nature of Discipline Imposed** | **Other Measures** |
| LOUD011516001 | 1/15/2016 | Complete | Non-HIB | Nicole Crosby, Anti-Bullying Specialist | Admonishment, Lunch Detention 2 days, and Out of School Suspension 1 day | Counseling, change in exit routes, and increased supervision |
| PHSJR020516001 | 2/5/2016 | Complete | Intentional (w/out hate speech) and designed to harass, intimidate, or bully | Christie Rego-Konzik, Anti-Bullying Specialist | Out of School Suspension 4 days  | Increased Supervision before and after school, and referred parent to outside counseling services |
| PHSJR020916001 | 2/19/2016 | Complete | Non-Actionable HIB | Christie Rego-Konzik, Anti-Bullying Specialist | Admonishment, Out of School Suspension 3 days, Referred to Law Enforcement, Referred to Case Manager | Parent Conference |
| PHS020206001 | 2/2/2016 | Complete | HIB Victim | Melba Moore-Suggs, Anti-Bullying Specialist | Temporary removal from that class, and Out of School Suspension 3 days | Counseling Type |
| PHSJR020316001 | 2/3/2016 | Complete | Non-HIB | Christie Rego-Konzik, Anti-Bullying Specialist | n/a | Counseling Type |
| BECC022916001 | 2/29/2016 | Complete | Intentional (w/out hate speech) and designed to harass, intimidate, or bully | Jackie Centifonti, Anti-Bullying Specialist | Admonishment, and out of school suspension 3 days | Alternative placement |

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

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson and Mr. Walter voting 7 YES; and Mr. Hamilton, Mr. Ridinger and Mr. Hughes, Greenwich Township Representative 3 ABSENT.

Motion carried

1. Informational
2. Report of School Security Drills

**SCHOOL SECURITY DRILLS**

|  |  |  |
| --- | --- | --- |
| **Type of Drill** | **Notation** | **School** |
| **Paulsboro Senior High School****and****Paulsboro Junior High School** | **Loudenslager Elementary School** | **Billingsport Early Childhood Center** |
| Fire Evacuation | Each school must conduct one per month | 7/6/15, 9/18/15, 10/30/15, 11/4/15, 12/20/15, 1/28/162/29/16 | 9/14/15, 10/8/15, 11/9/15, 12/7/15, 1/22/16, 2/8/16 | 7/6/15, 9/14/15, 10/20/15, 11/3/15, 12/14/15, 1/22/16, 2/22/16, 3/16/16 |
| Evacuation (Non-Fire) | Each school must conduct two annually |  | 10/14/15, 11/18/15 | 10/8/15 |
| Lockdown | Each school must conduct two annually | 7/8/15, 12/23/15, 1/29/16 | 1/14/16 | 7/7/15, 9/20/151/7/16 |
| Bomb Threat | Each school must conduct two annually |  |  | 3/9/16 |
| Active Shooter | Each school must conduct two annually | 11/30/15 | 12/8/15, 2/26/16 | 12/2/15 |
| Other Drills | Each school must conduct two annually | Shelter in Place10/20/15, 2/25/16 | Shelter in Place9/17/15 | Shelter in Place11/10/15, 2/2/16 |
| Bus Evacuation  | Conduct two annually |  |  |  |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure |  |  |  |

**Construction**

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

items A - B:

1. Phase I Update

**Loudenslager Elementary School** - Exterior renovations to replace the roof, brick veneer, a new skylight, and repair the front stairs are completed. In addition, the staff will now have permanent ladders on the buildings to gain access to the roof.

**Billingsport Elementary School** – Exterior renovations to repair both cheek walls at the entrances have been completed.

**Paulsboro High School –** The lintel on the upper window facing the Administration Building reported to you last month in need of repair has been completed. The lintel on the exterior of staircase two (also called “Platt Alley”) per the architects was not an emergency and will be included in Phase III with the remaining brick veneer.

**Financial Status –** The chart below identifies the “disbursement milestones” that must be achieved in order to begin to receive the reimbursement percentage of the total project listed in the chart.

|  |
| --- |
| **ROD (Regular Operating District) Reimbursement Schedule** |
| Step | Disbursement Milestone | Percentage | PHS | LES | BECC |
| 1 | Design Phase Checklist | 10.0% | $268,943.50 | $178,188.24 | $52,015.28 |
| 2 | Construction Completion 35% | 30.0% | 806,830.51 | 534,564.71 | 156,045.84 |
| 3 | Construction Completion 65% | 40.0% | 1,075,774.01 | 712,752.94 | 208,061.12 |
| 4 | Substantial Construction Completion | 15.0% | 403,415.25 | 267,282.35 | 78,022.92 |
| 5 | Final Completion Checklist | 5.0% | 134,471.75 | 89,094.11 | 26,007.64 |
| Total ROD Grant Award/Reimbursement  | $2,689,435.02 | $1,781,882.35 | $520,152.81 |

The Business Administrator will submit the reimbursement application after the 2016-2017 budget has been submitted to the Executive County Superintendent on Tuesday March 22, 2016. The amount of the reimbursement submitted will be added to the chart above and included in every board meeting agenda thereafter.

In addition, the Business Administrator will provide a chart of accumulated expense to date until the disbursement milestone has been reached. At this time the reimbursements will be submitted and added to the ROD Reimbursement Schedule which is that above.

1. Recommend approval of Phase II

Administration met with the architects and engineers on Thursday February 4, 2016 and developed phase II below.

|  |  |  |  |
| --- | --- | --- | --- |
| **Construction Component** | **Billingsport** | **Loudenslager** | **Paulsboro High School** |
| Install Dehumidification in 2001 Wing | 31,250.00 |  |  |
| Heater Distribution Valves | 12,500.00 |  |  |
| Roof | 312,500.00 |  |  |
| Heating Controls | 145,728.75 | 155,625.00 | 483,750.00 |
| Security System | 62,500.00 | 62,500.00 | 187,500.00 |
| Move Alarm System |  | 31,250.00 |  |
| Boiler PHS |  |  | 375,000.00 |
| Replace Hot Water PHS |  |  | 31,250.00 |
| **Total Construction Costs** | $564,478.75 | $249,375.00 | $1,077,500.00 |

The Clerk of the Works has been working with the Engineers to complete the design, for Phase II projects above. Once the design is complete a price from SJTP can be obtained, and then a recommendation will be brought to the board of education.

ROLL CALL

Roll Call Vote: Ms. Dunn, Ms. Eastlack, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson and Mr. Walter voting 7 YES; and Mr. Hamilton, Mr. Ridinger and Mr. Hughes, Greenwich Township Representative 3 ABSENT.

Motion carried

**Next Public Meeting**

Monday, April 25, 2016 - 7:00 PM

Regular Meeting – Paulsboro High School Auditorium.

•The Board will take official action at this meeting.

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

Motion made by Lozada-Shaw, seconded by Walter and unanimously carried (6-0) to adjourn the meeting at 8:02p.m.

Regular Meeting convened at approximately 7:00 p.m.

Regular Meeting adjourned at approximately 8:02 p.m.

Respectfully submitted,



Business Administrator/Board Secretary