**PAULSBORO BOARD OF EDUCATION**

**May 29, 2014**

**MINUTES**

**REGULAR MEETING**

A Regular Meeting of the Paulsboro Board of Education was called to order on the above date by Mr. Ridinger reading the following: “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”. Meeting was called to order at approximately 7:32p.m. by pledging allegiance to the flag and with the following members present: Mr. Chapkowski, the Greenwich Township Representative, Mrs. Lozada-Shaw, Ms. Priest, Mrs. Stevenson, and Mr. Walter. Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, and Mr. Lisa were absent. Also present were Dr. Quint, Interim Superintendent, Ms. Johnson, Business Administrator and Board Secretary, and student representative, Tahje Thomas.

**CORRESPONDENCE**

None

**PUBLIC COMMENTS**

None

**PRESENTATION – STUDENT BOARD MEMBER OF THE BOARD OF EDUCATION**

Informational: Student Board of Education Member Tahje Thomas recently developed a proposal to conduct a pilot project for a change to the dress code. Mr. Thomas had an idea then sought input and guidance from the Principal. He then consulted with the Interim Superintendent. Following this consultation he refined his proposal and obtained endorsements from Class Presidents. He attended Administrative Council where he presented his proposal verbally and in writing. He responded to questions, suggestions and comments by district administrators. Ultimately, he did not gain support for the proposal but he did an outstanding job developing and presenting his idea. The administration commends Mr. Thomas for his creativity, hard work, maturity, and presentation.

**OLD BUSINESS**

1. At the meeting conducted on Thursday, March 27, 2014, the Board of Education agreed to conduct its annual self-evaluation via New Jersey School Boards Association. This is an online evaluation instrument that each member agreed to complete by Monday, April 20, 2014.

Now that the majority of the members of the Board of Education have completed the self-evaluation online, it would be appropriate to schedule a meeting with a representative of New Jersey School Boards Association to review the results. The administration respectfully requests input from the Board of Education concerning the scheduling of such a meeting.

1. At the meeting conducted on Thursday, March 27, 2014, a member asked if those with pending litigation against Conrail may comment, vote, etc. on Board of Education litigation against the same company.

Response: The Interim Superintendent has a verbal response from Special Counsel for Conrail litigation. The response is that members of the Board of Education can comment and vote on this matter even if they have personal litigation against the same firm. He will seek to obtain this opinion in writing.

1. At the meeting conducted on Thursday, May 1, 2014, a member of the Board of Education requested a copy of a blank McREL teacher evaluation form. McREL is a researched based teacher evaluation system approved by the New Jersey Department of Education. McREL was adopted by the Paulsboro Board of Education on Wednesday, February 6, 2013.

Informational: The requested form is attached (**ATTACHMENT**).

1. At the meeting conducted on Thursday, May 1, 2014, a member of the Board of Education asked about a county-wide agreement relative to homeless students.

Response: This agreement for Gloucester County states, “that your district would not seek tuition for any resident student, excluding special education students, determined to be homeless in accordance with law from any school district whose participation is indicated below by signature of the district superintendent. This agreement will be effective as of July 1, 2014.”

The Interim Superintendent of Schools reviewed this matter with the Interim Regional Executive County Superintendent of Schools who indicated that this type of agreement is legal. He encourages districts to enter into these agreements because it reduces the paperwork associated with homeless students. He did, however, suggest that the cost-benefit be studied before a district signs this type of agreement.

Only six districts in Gloucester County have signed the above agreement (Greenwich Township, Glassboro, East Greenwich Township, Monroe Township, Woodbury Heights and Deptford Township). Thus far this year, the Paulsboro Board of Education only has one student that would be covered by this agreement. If all of the schools in Gloucester County signed the agreement, Paulsboro would benefit. That is, 10 Paulsboro students are homeless in other districts in Gloucester County while six youngsters from other districts are attending Paulsboro schools.

On June 26, 2013, the Paulsboro Board of Education signed a similar agreement with Salem City Public Schools. At this point, there are no students who fall under this agreement.

1. At the meeting conducted on Thursday, March 27, 2014, the Board of Education agreed to appoint a Centennial Committee to prepare for the 100th anniversary of Paulsboro High School during the 2015-2016 school year.

Response: The administration respectfully requests that the President of the Board of Education make appointments to this committee at his convenience.

**NEW BUSINESS**

1. **Evaluation of the Interim Superintendent**

The Board of Education is required to evaluate the performance of the Interim Superintendent of Schools at least once per year. This task should be complete by mid-July. The evaluation should include progress on the goals and objectives approved by the Board of Education, student achievement data, duties delineated in the job description, and QSAC (Quality Single Accountability Continuum) results.

New Jersey School Boards Association has a format for the evaluation of Superintendents of Schools. Using this format is an efficient way to conduct the evaluation. Members of the Board of Education could complete the forms then meet with the Interim Superintendent to discuss the results as well as plans for the upcoming school year. This review could take place at a special meeting of the Board of Education or as part of a regularly scheduled meeting.

The Interim Superintendent respectfully requests input from the Board of Education on this important matter.

2. **Regular Operating District (ROD) Grants**

On Friday, December 6, 2013, the New Jersey Department of Education released information about the ROD Grants available to local schools. Paulsboro is eligible for $19,550,336 with New Jersey’s share being $13,940,330. In order for the Board of Education to capture the full grant amount, it would have to provide $5,610,006 in additional funding. This would require a bond referendum to be placed before the voters.

The projects approved for Paulsboro are outlined on the attached lists (**ATTACHMENT**). They include a wide variety of maintenance upgrades and deferred maintenance projects.

If the Board of Education plans to move forward it must, in the near future, establish a calendar for a bond referendum. One possible calendar is attached for a December 9, 2014 referendum.

The administration will work with the Auditor and Architect in order to develop an estimate of the tax impact for a $5,600,000 bond issue. It should be noted that the existing school bonds will soon be retired which leaves the district debt free. This is, therefore, an appropriate time to move forward with the ROD projects.

A public information campaign will need to be conducted in order to earn support from the voters for a bond referendum.

The administration suggests that the Board of Education schedule a special meeting in order to review the projects included in the ROD grants, tax impact of a bond issue, and elements of a public information campaign.

Motion by Lozada-Shaw, seconded by Stevenson to approve the change of the Paulsboro Board of Education Meetings scheduled for Thursday June 26, 2014 and July 31, 2014 to Monday June 30, 2014 and Thursday July 17, 2014 respectively.

Roll Call Vote: Mr. Chapkowski, Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

**BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORT**

Motion by Lozada-Shaw, seconded by Stevenson to approvethe following:

1. Approval of Minutes (ATTACHMENT)

Regular Meeting - May 1, 2014

Executive Session - May 1, 2014

Public Hearing - May 1, 2014

1. Recommend approval of the budget transfers.

| From Account | From Description | To Account | To Description | Amount |
| --- | --- | --- | --- | --- |
| 11-000-270-511-00 | Undistributed  Student Trans.  Con Trn Reg Vendors | 11-000-270-512-00 | Undistributed  Student Trans.  Con Trn Oth Vendors | 3,834.00 |
| Reallocate Budget Department | | | | |
| 11-000-270-593-00 | Undistributed  Student Trans.  Miscel. Purch-Trans. | 11-000-270-512-00 | Undistributed  Student Trans.  Con Trn Oth Vendors | 1,473.00 |
| Reallocate Budget Department | | | | |
| 11-000-240-500-02 | Undistributed  Support-Schl Admin  Other Purchased Serv | 11-000-240-105-00 | Undistributed  Support-Schl Admin  Salaries-Secr/Cler | 36.00 |
| Reallocate Budget Department | | | | |
| 11-000-252-330-18 | Undistributed  Admin Inform. Tech.  Purch Prof Services | 11-000-252-610-18 | Undistributed  Admin Inform. Tech.  General Supplies | 17,533.00 |
| Reallocate Budget Department | | | | |
| 11-000-252-500-18 | Undistributed  Admin Inform. Tech.  Other Purchased Serv | 11-000-252-610-18 | Undistributed  Admin Inform. Tech.  General Supplies | 17,533.00 |
| Reallocate Budget Department | | | | |
| 11-000-262-110-03 | Undistributed  Custodial Services  Other Salaries | 11-000-266-110-00 | Undistributed  Security  Other Salaries | 1,702.00 |
| Reallocation of Salaries | | | | |
| 11-000-270-420-00 | Undistributed  Student Trans.  Cleaning/Repair/Main | 11-000-270-160-09 | Undistributed  Student Trans.  Sal Trans Regular | 2,861.00 |
| Reallocate Budget Department | | | | |
| 11-000-270-420-00 | Undistributed  Student Trans.  Cleaning/Repair/Main | 11-000-270-160-09 | Undistributed  Student Trans.  Sal Trans Regular | 1,837.00 |
| Reallocate Budget Department | | | | |
| 11-000-270-420-00 | Undistributed  Student Trans.  Cleaning/Repair/Main | 11-000-270-162-06 | Undistributed  Student Trans.  Sal Trans Other | 2,239.00 |
| Reallocate Budget Department | | | | |
| 11-140-100-101-01 | Reg Prg-Grades 9-12  Instruction  Salaries-Teachers | 11-204-100-101-02 | Sp Ed-Learning/Lang  Instruction  Salaries-Teachers | 12,693.00 |
| Reallocation of Salaries | | | | |
| 11-209-100-106-01 | Sp Ed-Behavioral  Instruction  Salaries-Other Instr | 11-209-100-101-01 | Sp Ed-Behavioral  Instruction  Salaries-Teachers | 864.00 |
| Reallocation of Salaries | | | | |

1. Recommend approval of the Cash Receipts Report – April 2014 **(ATTACHMENT)**
2. Recommend payment of bills that are duly signed and authorized. **(ATTACHMENT)**
3. Reports of Secretary to Board of Education – April 2014

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FINANCIAL REPORTS OF TREASURER & BOARD SECRETARY – April 2014** | | | | |
| **TREASURER’S REPORT** |  |  |  |  |
| Cash: April 2014 | Beginning | Receipts | Disbursements | Ending Cash |
|  | Cash Balance | This Month | This Month | Balance |
| General Fund | $ 1,959,359.48 | $ 1,783,676.71 | $ 1,934,926.39 | $ 1,808,109.80 |
| Special Revenue | 106,265.24 | 45,894.00 | 152,158.92 | 0.32 |
| Debt Service | 140,746.00 |  |  | 140,746.00 |
| Food Service | 0.22 | 61,153.70 | 61,153.58 | 0.34 |
|  |  |  |  |  |
| Total Government Funds | $ 2,206,370.94 | $ 1,890,724.41 | $ 2,148,238.89 | $ 1,948,856.46 |
|  |  |  |  |  |
| **SECRETARY’S REPORT** |  |  |  |  |
| Cash: April 2014 |  |  |  |  |
|  |  |  |  |  |
| Total Governmental Funds | $ 2,206,370.94 | $ 1,890,724.41 | $ 2,148,238.89 | $ 1,948,856.46 |
|  |  |  |  |  |
| **ACTIVITY FOR YEAR:** | Receipts |  |  | Disbursements |
| Beginning Balance | $ 17,174,888.45 |  |  | $ 16,134,108.18 |
| Receipts – Month | 1,890,724.41 |  |  | 2,148,238.89 |
| Receipts to Date | $ 19,065,612.86 |  |  | $ 18,282,347.07 |
|  |  |  |  |  |
| **APPROPRIATIONS:** | Adjusted Budget | Expenditures | Encumbrance | Balance |
| General Fund | $ 21,646,259.56 | $ 14,310,333.31 | $ 3,211,940.57 | $ 4,123,985.68 |
| Special Revenue | 2,152,080.00 | 1,083,281.72 | 254,362.83 | 814,435.45 |
| Debt Service | 289,899.00 | 289,898.00 |  | 1.00 |
| Food Service | 913,080.94 | 492,654.20 | 40,226.04 | 380,200.70 |
| TOTALS | $ 25,001,319.50 | $ 16,176,167.23 | $ 3,506,529.44 | $ 5,318,622.83 |

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.

1. 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 April 30, 2014, 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.

1. 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 April 30, 2014.

|  |  |  |
| --- | --- | --- |
|  | Anticipated  Budget | Cash Received  as of April 30, 2014 |
| Taxes | $ 5,376,765.00 | 4,456,793.16 |
| Tuition - Gibbstown | 1,375,156.00 | 1,118,054.07 |
| Tuition - Other LEA's | - | 43,400.07 |
| Miscellaneous | 388,790.00 | 78,413.27 |
| State Aid | 12,091,969.00 | 8,971,955.00 |
| Extraordinary Aid | 84,267.00 | - |
| SEMI | 80,000.00 | 32,186.31 |
|  | $ 19,396,947.00 | $14,700,801.88 |

 Thursday, May 29, 2014

1. Pursuant to NJAC 6A:23-2.ll(c)3, I Jennifer Johnson, Business Administrator to the Board of Education, certify that as of April 30, 2014, 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).

Thursday, May 29, 2014

Roll Call Vote: Mr. Chapkowski, Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

**SUPERINTENDENT’S REPORT**

**PERSONNEL**

NOTE: All appointees must have completed criminal history background checks and certificate/license requirements along with all necessary paperwork prior to board action unless otherwise noted.

Motion made by Lozada-Shaw, seconded by Stevenson to accept the Interim Superintendents recommendation items A through C:

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 Paulsboro High School Nurse Christine Spitale to work up to 25 hours at a rate of $32 per hour. The purpose of this employment is to prepare for, assist the School Physician with and complete post examination paperwork for student-athlete physicals for the fall season.

Informational: This is the same number of hours and salary as last year. School Physician Anthony Villare, MD will conduct the physicals on Thursday, August 7, 2014.

1. Recommend approval to correct the salary and step on guide approved by the Board of Education on Thursday, May 1, 2014 for Paulsboro High School Teacher Lisa Kuhnel-Prangler from MA Step J - $54,239 to MA+30 Step J - $55,439 for the 2014-2015 school year.

Informational: This change is due to a clerical error on the May 1, 2014 agenda.

Roll Call Vote: Mr. Chapkowski, Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

Motion made by Lozada-Shaw, seconded by Stevenson to approve to pay Director of Special Services John Giovannitti a $4,000 stipend to serve as the District Harassment, Intimidation and Bullying Coordinator for the 2014-2015 school year.

Informational: This is the same stipend that was approved by the Board of Education for the 2013-2014 school year.

Roll Call Vote: Mr. Chapkowski, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 5 YES; Mrs. Lozada-Shaw 1 NO; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion failed

Motion made by Lozada-Shaw, seconded by Stevenson to accept the Interim Superintendents recommendation items D through HH:

1. Recommend approval to accept the resignation of Paulsboro High School Teacher of Italian Salvatore Rotondo effective at the close of business on Friday, May 9, 2014.

Informational: Mr. Rotondo served the Paulsboro Public Schools for nine years. Mr. Rotondo claimed that he was unaware that he had to provide a 60 day notice when resigning. The Interim Superintendent immediately advertised for a Teacher of Italian to replace Mr. Rotondo as soon as possible after his email letter of resignation on April 22, 2014.

1. Recommend approval to appoint, via letter of intent, Josephine Ianoale to the position of Long-Term Substitute Teacher of Italian effective Thursday, May 8, 2014 until the end of the 2013-2014 school year. Ms. Ianoale will earn BA Step A - $42,307 prorated as per agreement with the Paulsboro Education Association. Ms. Ianoale holds a Standard Certificate as Teacher of Italian. This appointment is contingent on verification of the required Criminal History Background Review. The Gloucester County Office of Education has approved this appointment as an Emergent Hiring. This is a temporary position that does not include benefits.

Informational: At the May 1, 2014 meeting the Board of Education granted the Interim Superintendent of Schools authority to hire a teacher to replace Salvatore Rotondo via letter of intent. He did this and now respectfully requests that the Board of Education confirm that action. Ms. Ianoale was interviewed by Paulsboro High School Principal Paul Morina and Interim Superintendent of Schools Walter Quint. Mr. Morina also checked references. Should Ms. Ianoale be reappointed for the 2014-2015 school year, her salary will be adjusted to reflect her years of teaching experience.

1. Recommend approval to divide Paulsboro Junior-Senior High School into two schools within the same building by creating Paulsboro Senior High School (Grades 9-12) and Paulsboro Junior High School (Grades 7-8). This recommendation is contingent on approval by the New Jersey Department of Education.

Informational: The Interim Superintendent spoke to representatives of the New Jersey Department of Education about this matter. They indicated that a memo would be forthcoming which will explain the approval process. They also indicated that they would support the Paulsboro application to create Paulsboro Senior High School and Paulsboro Junior High School.

1. Recommend approval to transfer Paul Morina from the position of Paulsboro Junior-Senior High School Principal to the position of Paulsboro Senior High School Principal effective July 1, 2014. This recommendation includes assigning Mr. Morina responsibility to coordinate programs and services for grades 7-12.
2. Recommend approval to transfer Mildred Tolbert from the position of Loudenslager School Principal to the position of Paulsboro Junior High School Principal effective July 1, 2014.
3. Recommend approval to transfer Dr. Phillip Neff from the position of Director of Curriculum to the position of Loudenslager Elementary School Principal effective July 1, 2014. This recommendation includes assigning Dr. Neff responsibility to coordinate programs and services prekindergarten through grade 6.

Informational: The above recommendations are being made to provide more administrative support for grades 7-12. In the past, Paulsboro High School was served by a principal, two assistant principals and a full-time athletic director. Currently, the school has a principal, one assistant principal and a part-time athletic director. In order, to increase support in the schools the number of central office will be reduced.

The second goal of the above actions is to create an identity for Paulsboro Junior High School students. The plan is to develop programs and procedures that are customized to 7th and 8th grade students.

1. Recommend approval to transfer Wendy Stocker from the position of Teacher of Music assigned to Paulsboro High School to Teacher of Music assigned to Loudenslager Elementary School and Paulsboro High School for the 2014-2015 school year.
2. Recommend approval to transfer Jenna Ouellette from the position of Teacher of Music assigned to both Loudenslager Elementary School and Billingsport Early Childhood Center to Teacher of Music assigned to Paulsboro High School.

Informational: The vacancy being filled by the transfer of Wendy Stocker was created by the retirement of Randy Staub. Ms. Stocker requested this transfer. In her new position she will provide individual lessons as well as serve as director for the elementary school bands. Prior to moving to Paulsboro High School, Ms. Stocker was a very successful teacher in the elementary schools.

The vacancy being filled by the transfer of Jenna Ouellette was created by the transfer of Wendy Stocker. Ms. Ouellette requested this transfer. She currently serves as the Band Director at Paulsboro High School.

1. Recommend approval to transfer Susan Howard from the position of Teacher of Basic Skills to the position of Teacher of English (Grades 9-12) both at Paulsboro High School for the 2014-2015 school year.
2. Recommend approval to transfer Kelly Kovalesky from the position of Teacher of English (Grades 9-12) at Paulsboro High School to the position of Teacher of English (Grades 7-8) at Paulsboro Junior High School for the 2014-2015 school year.

Informational: The 2014-2015 School Budget requires the number of Basic Skills Teachers at Paulsboro High School to be reduced from 3 to 1. As a result, Ms. Howard will return to the position of Teacher of English (Grade 9-12) which, in turn, causes Ms. Kovalesky to move to teach English in grades 7-8. The 7th and 8th grade position is currently held by Heather Adams. Ms. Adams will be recommended for transfer to the Billingsport Early Childhood Center later in this section of the agenda.

1. Recommend approval to transfer Todd Palmisano from teacher in charge of the Internal Suspension Room at Paulsboro High School to the position of Elementary School Teacher assigned to Grade 6 at Loudenslager Elementary School for the 2014-2015 school year.
2. Recommend approval to eliminate Internal Suspension at Paulsboro High School during the 2014-2015 school year.
3. Recommend approval to implement a Supplemental Learning Laboratory at Paulsboro High School effective for the 2014-2015 school year.
4. Recommend approval to transfer Roseanne Lombardo from Teacher of Basic Skills to the Supplemental Learning Laboratory for Paulsboro Senior High School and Paulsboro Junior High School for the 2014-2015 school year.

Informational: In order to balance the 2014-2015 school budget it was necessary to reduce the number of Basic Skills Teachers at Paulsboro Junior and Senior High Schools. Currently, there are three Basic Skills Teachers but only one position is included in the 2014-2015 budget.

The transfer of Mr. Palmisano, Ms. Lombardo, Ms. Howard, Ms. Kovalesky and Ms. Adams (see recommendation later in this section) reduces the number of teachers assigned to Basic Skills from three to one. Thomas Damminger is now and will continue to be a Basic Skills Teacher.

The Supplemental Learning Laboratory will include about 15 computer stations. Students who are removed from class will be assigned to this laboratory where they will logon to their individual learning path on Compass Odyssey, the online Digits mathematics program or other location assigned by the teacher. The goal is to increase instructional time for students who are removed from class. Ms. Lombardo will monitor student work as well as provide assistance to these students.

1. Recommend approval to change the position of Attendance Officer from 10 months per year to 12 months per year effective July 1, 2014. Salary will be adjusted in proportion to the number of months worked when the Attendance Officer is rehired for the upcoming school year.

Informational: The district continues to investigate and, if needed, file charges with the municipal court through the end of the school year. As a result, the Attendance Officer must handle paperwork and make court appearances during July and August. In addition, it is sometimes necessary to investigate residency for students new to the district when they register during the summer months.

1. Recommend appointment of Kenneth Ridinger to the position of Attendance Officer for the 2014-2015 school year effective July 1, 2014 through June 30, 2015. He will earn $11,292 per year. The recommendation includes a 2.0% salary increase in addition to extending the appointment from 10 months to 12 months. During the 2013-2014 school year, Mr. Ridinger earned $9,225 for 10 months.
2. Recommend appointment of the following supervisors for the 2014-2015 school year effective July 1, 2014. The recommendation includes a 2.0% salary increase.

|  |  |  |  |
| --- | --- | --- | --- |
| **Staff Member** | **Position** | **2013-2014**  **Salary** | **2014-2015**  **Salary** |
| William McCumber | Food Services Supervisor | $41,678 | $42,803 |
| Jack Henderson | Supervisor of Support Staff | $68,964 | $70,343 |
| Joseph Magazu | Supervisor of Technology | $57,530 | $58,380 |

1. Recommend appointment of the following confidential employees for the 2014-2015 school year effective July 1, 2014. This recommendation includes a 2.0% salary increase.

|  |  |  |  |
| --- | --- | --- | --- |
| **Staff Member** | **Position** | **2013-2014**  **Salary** | **2014-2015**  **Salary** |
| Lynne Green | Superintendent’s Secretary | $51,518 | $52,549 |
| Lisa Capasso | Payroll Secretary | $48,296 | $49,262 |
| Vacant | BA Secretary | NA | NA |

1. Recommend appointment of Lauren Abbottto work 29 hours per week at the rate of $17.13 per hour from July 1, 2014 to June 30, 2015. This recommendation includes a 2.0% salary increase.
2. Recommend appointment of Christian Sullivan as security person at Paulsboro High School for the 2014-2015 school year at $8.54 per hour not to exceed $5,000 per year (approximately 16 hours per week). This recommendation includes a 2.0% salary increase.
3. Recommend appointment of Robert Mannino to the position of part-time Interim Athletic Director beginning on August 1, 2014 through June 30, 2015 at a salary of $61,200. (His work will not exceed 30 hours per week with no benefits.) This recommendation includes a 2.0% salary increase.
4. Recommend approval for all Paulsboro Public School employees who hold a valid certificate to teach in New Jersey be approved for the following services on an as needed basis for the 2014-2015 school year. The pay rate for these positions is $32 per hour.

Homebound Instruction After School Detention

Informational: During the school year, there is frequently a need for the above services. The recommendation above allows the positions to be filled swiftly without waiting for a meeting of the Board of Education to seek approval.

1. Recommend approval to appoint the following aides for the 2014-2015 school year. All appointments are contingent on enrollments. Salaries and steps on guide are as per agreement with the Paulsboro Education Association.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Aide** | **School** | **Position** | **Hours/Day** | **2013-2014** | | **2014-2015** | |
| **Salary/Hour**  **(in $)** | **Step** | **Salary/Hour**  **(in $)** | **Step** |
| Joseph Benne | PHS | Special Education | 5.5 | 19.96 | 8 | 20.32 | 9 |
| Joseph Dreger | PHS | Special Education | 5.5 | 19.96 | 8 | 20.32 | 9 |
| Eleanor Gentile | PHS | Basic Skills | 5.5 | 14.96 | 14 | 15.23 | 15 |
| Vince Jones | PHS | Special Education | 5.5 | 19.96 | 3 | 20.32 | 4 |

1. Recommend approval to appoint the following employees for the 2014-2015 school year. Salaries and steps on guide are as per agreement with the Paulsboro Education Association.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name** | **Work Day**  **or**  **Work Year** | **2013-2014** | | **2014-2015** | |
| **Step** | **Salary**  **(in $)** | **Step** | **Salary**  **(in $)** |
| **Cafeteria Workers** | | | | | |
| Cindy Anderson | 3.5 hours | 15 | 15.56 | 15 | 15.84 |
| Linda Brandt | 3.5 hours | 11 | 15.56 | 12 | 15.84 |
| Kimberly Parker | 3.5 hours | 6 | 14.79 | 7 | 15.38 |
| Irene Riddell | 8.0 hours | 15 | 15.56 | 15 | 15.84 |
| Patricia Rile | 3.0 hours | 15 | 15.56 | 15 | 15.84 |
| Ellen Schoch-Pidliskey | 4.0 hours | 14 | 15.56 | 15 | 15.84 |
| Ann Marie Thompson | 7.0 hours | 15 | 15.56 | 15 | 15.84 |
| Linda Tighe | 3.0 hours | 9 | 15.56 | 10 | 15.84 |
|  | | | | | |
| **Custodians** | | | | | |
| Howard Camp | (12 month) | 5 | 27,507 | 6 | 29,092 |
| Ella Carter | (12 month) | 11 | 32,531 | 12 | 33,113 |
| Barry Johnson | (12 month) | 11 | 32,531 | 12 | 33,113 |
| Bradford Johnson | (12 month) | 4 | 26,951 | 5 | 27,999 |
| Paul Johnston | (12 month) | 5 | 27,507 | 6 | 29,092 |
| Deborah Mincey | (10 month) | 11 | 27,109 | 12 | 27,594 |
| Adam Miskiewicz | (12 month) | 7 | 29,199 | 8 | 31,982 |
| Daniel Moore | (12 month) | 11 | 32,531 | 12 | 33,113 |
| John Ponter | (12 month) | 2 | 25,902 | 3 | 26,893 |
| Dietra Roane | (12 month) | 11 | 32,531 | 12 | 33,113 |
| Dennis Weiss | (12 month) | 11 | 32,531 | 12 | 33,113 |
| Vacant | (12 month) |  |  |  |  |
| Vacant | (12 month) |  |  |  |  |
|  | | | | | |
| **Grounds** | | | | | |
| Wayne Farrow | (12 month) | 11 | 33,090 | 12 | 33,682 |
|  | | | | | |
| **Maintenance** | | | | | |
| Earl McEwen | (12 month) | 9 | 34,965 | 10 | 35,591 |
| Patrick Relation | (12 month) | 10 | 34,965 | 11 | 35,591 |
|  | | | | | |
| **Secretaries** | | | | | |
| Theresa Croce | (12 month) | 12 | 44,307 | 13 | 45,100 |
| Rita Cucinotta | (10 month) | 7 | 32,925 | 8 | 34,361 |
| Adina Giovannitti | (10 month) | 12 | 36,923 | 13 | 37,583 |
| Joann Hoehn | (10 month) | 12 | 36,923 | 13 | 37,583 |
| Michelle Jankauskas | (10 month) | 7 | 32,925 | 8 | 34,361 |
| Deborah Kappra | (12 month) | 12 | 44,307 | 13 | 45,100 |
| Karen Minniti | (12 month) | 12 | 44,307 | 13 | 45,100 |
| Janet Montemore | (12 month) | 12 | 44,307 | 13 | 45,100 |
| Lisa Phillips | (10 month) | 11 | 36,923 | 12 | 37,583 |
|  | | | | | |
| **Bus Drivers** | | | | | |
| Donna Alestra | (10 month) | 8 | 22.43 | 9 | 22.83 |
| Ethel Jackson | (10 month) | 9 | 22.43 | 10 | 22.83 |
| Marie Polimeni | (10 month) | 9 | 22.43 | 10 | 22.83 |
| **Bus Aides** | | | | | |
| Nancy O’Brien | (10 month) | 9 | 10.24 | 10 | 10.43 |
| Martha Peiffer | (10 month) | 7 | 10.24 | 8 | 10.43 |
|  | | | | | |
| **Computer Technicians** | | | | | |
| Charles Brown | (12 month) | 6 | 47,530 | 7 | 48,380 |

1. Recommend approval of the following teachers for the Paulsboro High School Summer Program. These appointments are contingent on enrollments. Summer School is conducted on Mondays –Thursdays from June 30, 2014 – August 5, 2014 (22 days). Teachers earn $32 per hour for 2.25 (2 hours of instruction plus 0.25 hours preparation) per day per course.

|  |  |
| --- | --- |
| **Teacher** | **Course(s)** |
| Nicole Beaman | English 9  English 10 |
| Nelson Hall | Geometry  Algebra II |
| Christine Lindenmuth | Algebra I |
| Paige Foulk | Biology |
| John Marcucci | United States History I  United States History II  World Language  World History |
| Ashlie Gaynor | Health and Physical Education |
| Anthony Chila | Health and Physical Education |
| Susan Schaffer | Junior High School Language Arts-Literacy |
| Gina Mariano | Junior High School Science  Junior High School Social Studies |
| Open | Junior High Reading |
| Susan Schaffer | Junior High School Language Arts |
| Lisa Kuhnel-Prangler  Rebecca Richardson  Gina Mariano | Substitute Teachers |
| Paul Morina | Principal |
| Nurse | Elementary Summer School Nurse also covers this program. |

Informational: The Board of Education approved this program at its February 27, 2014 meeting.

1. Recommend approval of the following staff members to operate the 2014 Summer Feeding Program:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Position** | **Employee** | **Salary per Hour** | **Days of Work** | **Work Hours per Day** | **Total** | **Work Hours** |
| Director | William McCumber | $21.00 | 46 | 7 | $6,762.00 | 6:30 AM- 1:30 PM |
| Site Supervisor Paulsboro High School/Cook/Server | Irene Riddell | $13.00 | 42 | 5 | $2,730.00 | 7:30 AM 12:30 PM |
| Worker Billingsport Early Childhood Center | Ann Marie Thompson | $10.50 | 42 | 4 | $1,764.00 | 8:30 AM- 12:30 PM |
| Site Supervisor Billingsport Early Childhood Center/Paulsboro High School (8/1/14-8/27/14) | Linda Brandt | $11.00 | 42 | 5 | $2,310.00 | 7:15 AM-12:15 PM |
| Worker Billingsport Early Childhood Center/Paulsboro High School (8/1/14-8/27/14) | Cindy Anderson | $10.50 | 42 | 4 | $1,764.00 | 8:30 AM-12:30 PM |
| Substitutes | Ellen Schoch-Pidliskey | $9.50 | As Needed | As Needed |  | As Needed |
| Total | | | | | $15,330.00 |  |

Informational: Paulsboro is considered a high need community so all children 0-18 are entitled to breakfast and lunch during the summer recess. The federal Child Nutrition Program reimburses the district for meals served. The Paulsboro High School summer feeding program runs Monday – Friday from Monday, June 30, 2014 through Friday, August 29, 2014. Breakfast is served 8:00 AM – 9:00 AM and lunch is provided 10:30 AM – 12:30 PM. The Billingsport Early Childhood Center operates Monday – Thursday from Monday, June 30, 2014 to Thursday, July 31, 2014. Breakfast is served 8:00 AM – 9:00 AM and lunch is provided 11:00 AM – Noon. The summer feeding program is closed on Friday, July 4, 2014. The staff members recommended above also worked during the 2013 summer program. The hourly salaries are unchanged and each employee has slightly fewer hours of work.

1. Recommend approval for Paulsboro High School Guidance Counselors Vincent Giovannitti, Melba Moore-Suggs, and Kristie Rego-Konzik to work up to 120 hours (total hours to be shared between all of the Counselors) between Thursday, June 26, 2014 and Friday, August 29, 2014. The pay rate is $32 per hour.

Informational: Guidance Counselors assist with new student registrations, individual student schedule changes/problems, update records and schedules for students who attend summer school as well as assist with 7th and 9th grade student orientation programs.

1. Recommend approval for Special-Language Specialist Barbara Kalnas to complete per case evaluations between June 1, 2014 – June 30, 2015. The pay rate is $215 per evaluation. This recommendation is just an addition of a person to the list of those completing per case evaluations approved by the Board of Education on May 1, 2014. No additional evaluations are being requested in this recommendation.

Informational: On June 26, 2013, the Board of Education approved a recommendation for up to 20 per case evaluations to be completed at a cost not to exceed $5,000 for the period July 1, 2013-June 30, 2014. To date, 23 evaluations have been completed at a cost of $4,945. On May 1, 2014, the Board of Education approved various specialists to complete a total of 10 per case evaluations. The additional evaluations are needed in order 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).

1. Recommend appointment of the following aides at the salaries and positions listed for the 2014-2015school year. Aides work the same days that schools are open for students. All appointments are contingent on enrollments. This recommendation includes a 2% salary increase. These positions are not represented by the union.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Aide** | **School** | **Position** | **Hours/Day** | **Salary/Hour** | **Salary/Hour** |
| Linda Brandt | PHS | Breakfast | 1.5 | $14.50 | $14.50 |

1. Recommend approval to authorize the Interim Superintendent to obtain the services of substitute school nurses via letter of intent and/or short term agreement with an agency.

Informational: Substitute School Nurses are not easy to find. In fact, the district recently advertised for this position with no response. At this time, one of the district’s school nurses may require surgery and other treatment which requires her to be absent or on modified duty. Currently, the district school nurses are covering for each other.

1. Recommend approval for Loudenslager Elementary School Secretary Michelle Jankauskasto work up to 10 days in order to assist with tasks required for the opening of the 2014-2015 school year. Ms. Jankauskas will work 6 hours per day at $21 per hour.

Informational: It is anticipated that Ms. Jankauskas will work on July 7,8,14, and 15 as well as August 11,12,18,19,25, and 26. This is the same number of days/hours of work as was authorized by the Board of Education in the past. The funds for this work are included in the 2014-2015 school budget.

Roll Call Vote: Mr. Chapkowski, Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

Motion made by Lozada-Shaw, seconded by Walter to accept the Interim Superintendents recommendation items II through XX:

1. Recommend approval for Billingsport Early Childhood Center Secretary Joann Hoehn to work up to 10 days in order to assist with tasks required for the opening of the 2014-2015 school year. Ms. Hoehn will work 6 hours per day at $21 per hour.

Informational: It is anticipated that Ms. Hoehn will work from 12:30 PM – 2:30 PM on July 1,2,3,8,9,10,15,16,17,22,23,24,29,30, and 31. On these days, Ms. Hoehn also works in the morning as the secretary for the Elementary School Summer program. She will also work on August 5, 6, 7, 19, and 20 from 7:30 AM – 2:30 PM (six hours of work). This is the same number of days/hours of work as was authorized by the Board of Education in the past. The funds for this work are included in the 2014-2015 school budget.

1. Recommend approval for Lisa Calabrese, part-time Counselor at Billingsport at $86.70 per day for 120 days effective September 1, 2014- June 30, 2015. This is a part-time position that does not include benefits.

Informational: This recommendation includes a 2.0% salary increase. This position is not represented by the Paulsboro Education Association.

1. Recommend approval to transfer Heather Adams from the position of Teacher of English (Grade 7-8) at Paulsboro High School to Grade 1 at Billingsport Early Childhood Center for the 2014-2015 school year.

Informational: In order to balance the 2014-2015 school budget, it was necessary to reduce the number of Basic Skills Teachers at Paulsboro High School. Currently, there are three Basic Skills Teachers but only one position is included in the 2014-2015 budget. Please see recommendations above for an explanation of other transfers related to this item.

1. Recommend approval to transfer Prudence Hanly from Teacher of Kindergarten to Teacher of Grade 2 both at Billingsport Early Childhood Center for the 2014-2015 school year.
2. Recommend approval to transfer Judith Toscano from Teacher of Basic Skills to Teacher of Kindergarten both at Billingsport Early Childhood Center for the 2014-2015 school year.

Informational: The 2014-2015 school budget requires the number of Teacher of Basic Skills at Billingsport Early Childhood Center to be reduced from 2 to 1. All vacancies were advertised to the entire staff. Ms. Hanly requested to be transferred to a vacant second grade position from her current kindergarten position. Ms. Toscano, in turn, requested to move to the vacant kindergarten position from her current Basic Skills assignment. Karen Dutton is now and will continue to be the Teacher of Basic Skills at Loudenslager Early Childhood Center.

1. Recommend approval to transfer Maryann Ridinger from Teacher of Basic Skills to Teacher of Grade 5 both at Loudenslager Elementary School for the 2014-2015 school year.

Informational: The 2014 -2015 school budget requires the number of Teacher of Basic Skills positions at Loudenslager Elementary School to be reduced from 3 to 2. All vacancies were advertised to the entire staff. Ms. Ridinger requested to be transferred to a vacant fifth grade position from her current Basic Skills assignment. JoAnne Gayeski and Kathleen Brown are now and will continue to be Teachers of Basic Skills at Loudenslager Elementary School.

1. Recommend appointment of the following aides for the 2014-2015 school year at the steps on guide and salaries listed as per agreement with the Paulsboro Education Association. Aides work the same days that schools are open for students. All appointments are contingent on enrollments.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Aide | School | Position |  | **2013-2014** | | **2014-2015** | |
| Hours/Day | Salary/Hour | Step | Salary/Hour | Step |
| Dawn Melis | B | Preschool | 5.83 | 14.96 | 13 | 15.23 | 14 |
| Romell Martin | B | Preschool | 5.83 | 13.84 | 10 | 14.09 | 11 |
| Judith Burlingame | B | Preschool | 5.83 | 14.96 | 14 | 15.23 | 15 |
| Dottie Palmisano | B | Kindergarten | 5.83 | 12.18 | 9 | 14.09 | 10 |
| Lorraine Oswald | B | Kindergarten | 5.83 | 14.96 | 14 | 15.23 | 15 |
| Barbara Wurtz | B | Kindergarten | 5.83 | 14.96 | 14 | 15.23 | 15 |
| Angela Painter | B | Kindergarten | 5.83 | 12.18 | 9 | 14.09 | 10 |
| Anne Williams | B | Basic Skills Math | 5.83 | 19.96 | 9 | 20.32 | 10 |
| Cheryl Sierocinski | B | Basic Skills Reading | 5.83 | 19.96 | 9 | 20.32 | 10 |
| Theresa Stone | B | Special Education | 5.83 | 13.84 | 11 | 15.23 | 12 |
| Mary Ann Costa | B | Special Education | 5.83 | 19.96 | 9 | 20.32 | 10 |
| Barbara Murphy | B | Special Education | 5.83 | 19.96 | 9 | 20.32 | 10 |
| Paula Estrada | B | One-on-One (#2582) | 5.83 | 19.91 | 2 | 20.32 | 3 |
| Marie Lexa | B | Preschool Disabled | 5.83 | 19.96 | 8 | 20.32 | 9 |
| Keri Lyn Croce | B | Preschool Disabled | 5.83 | 19.96 | 3 | 20.32 | 4 |
|  |  |  |  |  |  |  |  |
| Leone Brennan | L | One-on-One (#2154) | 5.83 | 19.96 | 9 | 20.32 | 10 |
| \*Stephanie Bucco | L | Resource Room | 3.80 | 19.96 | 1 | 20.27 | 2 |
| \*Sherry Burl | L | Resource Room | 3.80 | 19.96 | 1 | 20.27 | 2 |
| June Lord | L | Special Education  (1) | 5.83 | 10.29 | 6 | 11.04 | 7 |
| Joe Ciocco | L | Special Education (2) | 5.83 | 19.96 | 4 | 20.32 | 5 |
| Heather Parks | L | Basic Skills | 5.83 | 19.96 | 9 | 20.32 | 10 |
| Gloria Melchiore | L | Special Education | 5.83 | 19.96 | 9 | 20.32 | 10 |
| Marietta Relation | L | Basic Skills | 5.83 | 19.96 | 9 | 20.32 | 10 |
| Sherry Reynolds | L | Special Education | 5.83 | 19.96 | 9 | 20.32 | 10 |
| Erica Scott | L | Special Education | 5.83 | 19.91 | 2 | 20.32 | 3 |
| Colanero, Teresa | Junior High | Special Education | 5.5 | 19.96 | 8 | 20.32 | 9 |
| Glocker, Dave | Junior High | Special Education | 5.5 | 19.86 | 1 | 20.27 | 2 |

\* Part time positions (19 hours/week) (1) Replaces Joan Franz who retired (2) replaces Cecile West who retired.

1. Recommend approval of the following salaries to the positions listed for the 2014-2015

school year. Aides work the same days that schools are open for students. All appointments

are contingent on enrollments. This recommendation includes a 2% salary increase. These positions are not represented by the union.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Aide** | **School** | **Position** | **Hours/Day** | **Salary/Hour** | **Salary/Hour** |
| Shirley Reed | B | Playground/Cafeteria | 2.0 | $10.03 | $10.23 |
| Kellie Mann | B | Playground/Cafeteria | 2.0 | $9.10 | $9.28 |
| Freida Clarke | B | Playground/Cafeteria | 2.0 | $8.11 | $8.27 |
| Traci Dyess-Turner | B | Playground/Cafeteria | 2.0 | $8.25 | $8.42 |
| George Trader | B | Playground/Cafeteria | 2.0 | $8.25 | $8.42 |
| Vacant | B | Playground/Cafeteria | 2.0 | $8.25 | $8.42 |
|  |  |  |  |  |  |
| Anna Kavanaugh | L | Playground/Cafeteria | 2.0 | $10.48 | $10.69 |
| Dorothy Banks | L | Playground/Cafeteria | 2.0 | $14.50 | $14.50 |
| Vacant | L | Playground/Cafeteria | 2.0 | $8.25 | $8.42 |
|  |  |  |  |  |  |
| Dorothy Banks | L | Breakfast | 1.5 | $14.50 | $14.50 |
| Anna Kavanaugh | L | Breakfast | 1.5 | $10.02 | $10.22 |
| Linda Tighe | B | Breakfast | 1.5 | $14.50 | $14.50 |

Informational: The maximum salary for these positions was frozen at $14.50. This action was taken several years ago.

1. Recommend approval to accept the resignation of Billingsport Early Childhood Center Teacher of Students with Disabilities Palma Simpson with intent to retire effective June 30, 2014.

Informational: Ms. Simpson served the Paulsboro Public Schools for 29 years.

1. Recommend approval to accept the resignation of Loudenslager Elementary School Teacher of Students with Disabilities Barbara Gross with intent to retire effective June 30, 2014.

Informational: Ms. Gross served the Paulsboro Public Schools for 34 years.

1. Recommend approval to appoint, via letter of intent, Samantha Garrison to the position of Long-Term Substitute Teacher of Students with Disabilities assigned to the Prekindergarten Disabled class at Billingsport Early Childhood Center from approximately Wednesday, May 28, 2014 until the end of the 2013-2014 school year or until Erica Kilgus returns from leave of absence whichever comes first. Ms. Garrison will earn BA Step A-$42,307 prorated as per agreement with the Paulsboro Education Association. Ms. Garrison holds a Certificate of Eligibility with Advanced Standing as a Teacher of Preschool through Grade 3 as well as a Certificate of Eligibility for Teacher of Students with Disabilities. This recommendation includes approval for Ms. Garrison to work for two days prior to May 28, 2014 in order to assure that she has the opportunity to become oriented to the class before Ms. Kilgus begins her leave of absence. This recommendation is contingent upon verification of the Criminal History Background Review. This is a temporary position that does not include benefits.

Informational: Director of Special Services John Giovannitti, Billingsport Early Childhood Center Principal Paul Bracciante and Interim Superintendent Walter Quint interviewed Ms. Garrison. Dr. Quint checked references. The Board of Education approved the leave of absence for Ms. Kilgus at its Wednesday, February 27, 2014 meeting.

1. Recommend approval to transfer Classroom Aide June Lord from a One-on-One position at Billingsport Early Childhood Center to the Resource Room at Loudenslager Elementary School effective Tuesday, May 13, 2014.

Informational: The student who Ms. Lord was assigned to was placed out of district. As a result, a new assignment needed to be found for her. The Resource Room at Loudenslager Elementary School includes enough students to require additional support from an aide.

1. Recommend approval of Samantha Garrison to teach a class for Prekindergarten Disabled as part of the Elementary Summer School program. Ms. Garrison will earn $32 per hour for 4 hours per day for 21 days to be funded by the Individuals with Disabilities Education Act.

Informational: The program itself was approved by the Board of Education on Thursday, February 27, 2014. Staff for the program was approved by the Board of Education on Thursday, May 1, 2014. Originally, the Prekindergarten Disabled class was scheduled to be 2.5 hours per day while all other students would attend school for 4 hours per day. The administration is recommending that all classes be 4 hours per day in order to comply with the Individuals with Disabilities Education Act.

1. Recommend approval of the following people to serve as substitutes for the Elementary Summer School Program:

Position Teacher/Aide Hourly Rate

Teacher Gina Mariano $32 per hour

Aide Joseph Benne $15 per hour

Aide Lauren Vanderslice \* $15 per hour

\* This recommendation is contingent on verification of the Criminal History Background

Review.

1. Recommend approval to appoint Maureen Jenzano to serve as Speech-Language Specialist for the Special Education Summer School program. She will earn $45 per hour not to exceed 35 hours. This recommendation is contingent on verification of certification and Criminal History Background Review. Funding for this recommendation is provided by the Individuals with Disabilities Education Act (IDEA)

Informational: Ms. Jenzano completed the same duties during the 2013 summer school program. No Paulsboro Public School employees are available to serve as Speech-Language Specialist during the summer.

Roll Call Vote: Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 5 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

1. Informational:

1. The following are paid class covers:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Month** | **Paulsboro High School** | | | **Loudenslager**  **Covers**  **2013-2014** | **Billingsport**  **Covers**  **2013-2014** |
| **Average Last**  **5 years** | **Range** | **2013-2014** |
| **September** | **1.4** | **0-3** | **6** | **0** | **0** |
| **October** | **23.4** | **9-46** | **40** | **0** | **0** |
| **November** | **32.8** | **19-53** | **44** | **0** | **0** |
| **December** | **39.8** | **31-62** | **65** | **0** | **0** |
| **January** | **43.0** | **15-69** | **45** | **0** | **0** |
| **February** | **38.4** | **12-53** | **51** | **0** | **0** |
| **March** | **63.0** | **28-96** | **94** | **0** | **0** |
| **April** | **47.0** | **36-65** | **88** | **0** | **0** |
| **May** | **86.8** | **65-127** |  |  |  |
| **June** | **30.6** | **22-42** |  |  |  |
| **Total** |  |  | **433** | **0** | **0** |

**STAFF AND CURRICULUM DEVELOPMENT**

Motion made by Lozada-Shaw, seconded by Walter to accept the Interim Superintendents recommendation items A and B:

1. Recommend approval for the members of the Board of Education, School Business Administrator and Interim Superintendent of Schools to attend the Annual Convention of the New Jersey School Boards Association in Atlantic City, New Jersey on Tuesday, October 28 - Thursday 30, 2014. Cost to the Board of Education includes mileage and tolls, hotel accommodations, meal allowance and registration.
2. Recommend approval to conduct an anti-bullying professional development workshop for the entire faculty on Thursday, June 19, 2014. This program is sponsored by and provided free of charge by the Youth Alliance.

Informational: Workshop topics include review of state laws relative to bullying, distinguishing between bullying and conflicts, preventing bullying, cyberbullying, etc. June 19th is an early dismissal day for students so the afternoon is available for professional development. This workshop is provided in conjunction with the assembly featuring Reggie Dabbs (Please see recommendation below).

Roll Call Vote: Mr. Chapkowski, Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 7th | 69 |
| 8th | 83 |
| 9th | 103 |
| 10th | 83 |
| 11th | 84 |
| 12th | 89 |
| TOTAL | **511** |

1. The following are school and 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 | 8 | 5 |  |  |  | 3 | 23 | | 23 | 22 |  |
| Pre-school | 17 | 14 | 15 |  |  | 4 | 27 | | 26 | 27 |  |
| K | 24 | 24 | 24 | 25 |  | 5 | 28 | | 29 | 29 |  |
| 1 | 23 | 21 | 21 | 21 |  | 6 | 24 | | 27 | 26 |  |
| 2 | 17 | 17 | 17 | 14 |  | Special Ed | 10 | | 7 |  |  |
| Special Education | 9 | 5 | 9 |  |  |  |  | |  |  |  |
| TOTAL |  |  |  |  | **330** |  |  | |  |  | **328** |

**INSTRUCTIONAL SERVICES**

Motion made by Lozada-Shaw, seconded by Walter to accept the Interim Superintendents recommendation items A through C:

1. Recommend approval to conduct 7th and 9th grade student orientation to Paulsboro High School and Paulsboro Junior High School on Wednesday, August 20, 2014. There is no cost to the Board of Education. The Principals of Paulsboro High School and Junior High School are in charge of the activity.

Informational: The 7th grade program begins at 9:00 AM with the 9th grade orientation starting at 10:30 AM. The program includes a tour of the school, overview of the school program, information session about the athletic program and an opportunity to meet the Guidance Counselors. Parents are encouraged to attend the program with their children. Invitations are sent to the parents and students of all incoming students including those new to the district, those from Greenwich Township, those attending on a tuition basis, those attending as School Choice as well as those moving up from Loudenslager Elementary School.

1. Recommend approval of homebound instruction for the following students:

|  |  |  |
| --- | --- | --- |
| **Student** | **Grade** | **Hours of Instruction and Cost to the Board of Education** |
| Case Number 2668 | 11 | 10 hours of instruction per week provided by a teacher approved by Paulsboro Board of Education at a rate of $32 per hour. |
| Case Number 1908 | 11 | 10 hours of instruction per week provided by a teacher approved by Paulsboro Board of Education at a rate of $32 per hour. |

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

1. Recommend approval to participate in the New Jersey Supplemental Nutrition Assistance Program (SNAP) during the 2014-2015 school year. This recommendation includes signing a Memorandum of Understanding with Rutgers Cooperative Extension of Gloucester County for the SNAP program. There is no cost to the Board of Education:

Informational: This program is only approved to be implemented as part of the physical education classes in grades K-5 and 9-12.

Roll Call Vote: Mr. Chapkowski, Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

Motion made by Lozada-Shaw, seconded by Walter to accept the Interim Superintendents recommendation items D through G:

1. Recommend approval of homebound instruction for the following students:

|  |  |  |
| --- | --- | --- |
| **Student/ Case Number** | **Grade** | **Hours of Instruction and Cost to the Board of Education** |
| K.V. | 2 | 5 hours of instruction per week provided by a teacher approved by the Paulsboro Board of Education at a rate of $32 per hour. |
| A.C. | 4 | 5 hours of instruction per week provided by a teacher approved by the Paulsboro Board of Education at a rate of $32 per hour. |
| B.C. | 5 | 5 hours of instruction per week provided by a teacher approved by the Paulsboro Board of Education at a rate of $32 per hour. |
| P.A. | 3 | Not to exceed 10 hours/ week of instruction through Brookfield Schools at $32/hr. |
| K.V. | 2 | Not to exceed 10 hours/ week of instruction through Brookfield Schools at $32/hr. |
| Case Number 2732 | 2 | 10 hours of instruction per week provided by a teacher approved by Paulsboro Board of Education at a rate of $32 per hour. |
| Case Number 2683 | 1 | 10 hours of instruction per week provided by a teacher approved by Paulsboro Board of Education at a rate of $32 per hour. |

Informational: Please refer to the similar recommendation above.

1. Recommend approval for the following tuition and transportation arrangement for students who

are homeless:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Student** | **School/Grade** | **District Responsible/Tuition** | **Living In** | **Tuition Cost** | **Transportation** |
| N.K. | Billingsport/PreK | Paulsboro | Paulsboro | NA | NA |
| D.D. | Billingsport/Preschool Disabled | Paulsboro | Woodbury | NA | Yes |
| D.D. | Loudenslager/5 | Paulsboro | Woodbury | NA | Yes |

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.

1. Recommend approval for Student Case Number 2681 to attend Bankbridge Elementary School for the remainder of the 2013-2014 school year. Cost to the Board of Education includes $34,587 prorated plus transportation to and from school via agreement with the Gloucester County Special Services School District.

Informational: The Individuals with Disabilities Education Act (IDEA) requires students with disabilities to be educated with their non-disabled peers to the greatest extent appropriate. This is called Least Restrictive Environment (LRE). LRE is a continuum range from mainstreaming, self –contained class, attending out-of-district school, etc. Out of district placements are recommended when the student has a severe disability, a very unusual disability or if the youngster is a danger to themselves and others. The long-term goal is for the student to return to their home school.

1. Recommend approval for Supreme Consultants Staffing, LLC of Rutherford, New Jersey to provide evaluation services to Student Case Number 2758 in his native language as well as interpret for the parents. Cost of the evaluations ranges from $600 - $750. Up to four evaluations may be needed. Interpreting services are paid at a rate of $47 per hour and transcription of reports is billed at $25 per hour. This recommendation is contingent on review of the contract by School Solicitor Philipp Duvilla.

Informational: The Individuals with Disabilities Education Act mandates that evaluation of students to determine if they have a disability must be administered in a language in which they are fluent. Parents also have the right to have conferences conducted and written reports in the same manner.

1. Informational:
2. Monthly Reports of Administrators (**ATTACHMENT**)
3. Report of the Attendance Officer for the period September 2013-April 30, 2014

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Type of Service | High School | Loudenslager | Billingsport | Special Services | Year to Date |
| Notices Served | 79 | 41 | 164 | 0 | 284 |
| Complaints Signed | 27 | 24 | 27 | 2 | 80 |
| Field Investigations | 5 | 8 | 14 | 9 | 36 |
| TOTAL ACTIVITY | 111 | 73 | 205 | 11 | 400 |

Roll Call Vote: Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 5 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

**STUDENT ACTIVITIES**

Motion made by Lozada-Shaw, seconded by Priest to accept the Interim Superintendents recommendation items A through H:

* 1. Recommend approval to cancel Paulsboro High School Convocation scheduled for Friday, June 20, 2014.
  2. Recommend approval to announce the Baccalaureate service to be conducted on Friday, June 20, 2014 at 6:30 PM at St. Paul’s United Methodist Church at Broad and Delaware Streets in Paulsboro, New Jersey. Reverend Keven Davis is coordinating the activity.

Informational: In the distant past, schools conducted Baccalaureate services. These services were religious in nature. At one point, this type of ceremony was no longer permissible within the schools or sponsored by schools. In response, Paulsboro High School discontinued Baccalaureate in favor of Convocation. Convocation was motivational but not religious in nature.

In some communities, the ministerium conducts a Baccalaureate in a local church. These activities are not sponsored nor conducted by the public schools. Student attendance is not mandatory. This school simply makes students aware of the event. Students may wear caps and gowns if they want. Pastor Davis is leading a group of clergy to offer a traditional but non-denominational Baccalaureate service in Paulsboro.

* 1. Recommend approval for members of the Class of 2014 to participate in a field trip to Dave and Buster’s restaurant and video arcade on Friday, June 20, 2014 between 10:15 AM -2:30 PM. Cost to the Board of Education includes school bus transportation (2 buses). Paulsboro High School Teachers Brenda Caltabiano, Monica Garner, Rich Riskie, Shane Kovalesky, and Mark Vogeding as well as Assistant Principal James Pandolfo will chaperone the trip.

Informational: Students will pay $25 to participate in this activity. The Senior Class Account will provide the remaining $8.00 per student needed to pay for a game card and lunch. Students have participated in this activity for a number of years. In some cases, the trip was not placed before the Board of Education for approval.

* 1. Recommend approval for approximately 30 Paulsboro High School students who also participated on a spring season athletic team to take the Marine Combat Fitness Test on Saturday, June 7, 2014 at Paulsboro High School. In addition to the actual test, students attend a leadership seminar on the same day. Paulsboro High School Teacher of Health and Physical Education Nickolas Cappolina is in charge of the activity. There is no cost to the Board of Education. This recommendation is contingent on each participating student submitting a permission slip signed by their parent/guardian.

Informational: Paulsboro High School students have, in the past, participated in this activity. This activity begins with a seminar which identifies the characteristic of leaders. The students will then participate (as teams) in a rigorous physical fitness competition. The morning will end with another program emphasizing the importance of hard work and determination to achieve their goals.

* 1. Recommend authorization to renew Paulsboro’s membership in the New Jersey State Interscholastic Athletic Association (NJSIAA) with annual dues of $2,150.00 and Colonial Conference with annual dues of $650. This recommendation includes re-adoption of the rules and regulations of the Colonial Conference.
  2. Recommend approval to conduct up to three student assembly programs and an evening family program sponsored by the Youth Alliance on Tuesday, December 2, 2014. This anti-bullying program features motivational speaker Reggie Dabbs. There is no cost to the Board of Education because the program is funded by the Gloucester County Municipal Alliance.

Informational: The Board of Education approved this program at its September 25, 2013 meeting. Unfortunately the program was cancelled due to a snow emergency closing on December 10, 2013. Assemblies may take place in any of the district schools. The Family Night program will take place at Paulsboro High School. This program is being coordinated by Paulsboro High School Art Teacher Margaret LaDue.

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

Boys Basketball Team – Colonial Conference Patriot Division Champions

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

Cassius Carter Theodore Holloway Saleem Little

Wrestling Team – Colonial Conference Champions

Group 1 South Jersey Champions,

District 29 Champions

Number One Ranked Team in South Jersey by the Courier Post

New Jersey State Interscholastic Association (NJSIAA) Wrestling Champions

1st Place – Ronnie Gentile 3rd Place – Juan Rivera

Wrestling Student-Athletes – First Team All-Colonial Conference

Anthony Duca Salvatore Morina Juan Rivera

Michael Croce Ronnie Gentile Thomas Paulson

James Sutton Niko Savaiinaea DaVontae Randall

* 1. Recommend retroactive approval for the Paulsboro High School Band or Jazz Band to participate in the Paulsboro Memorial Day Services on Monday, May 26, 2014 at 10:30 AM. Music Teachers Wendy Stocker and Jenna Ouellette were in charge of the activity.

Informational: The Veterans of Foreign Wars Post 678 made the request for participation circa May 21, 2014. The Interim Superintendent approved this activity and now respectfully requests approval by the Board of Education.

Roll Call Vote: Mr. Chapkowski, Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

Motion made by Stevenson, seconded by Lozada-Shaw, to accept the Interim Superintendents recommendation item I:

* 1. Recommend approval to conduct a dance for students in grades 7 and 8 on Friday, June 6, 2014 between 4:00 PM and 7:00 PM in the Paulsboro High School Cafeteria. Students will pay $5.00 to attend the dance. The fee covers the cost of the disk jockey and refreshments. Paulsboro High School Teachers Roseanne Lombardo, Gina Morina, Gina Mariano, Susan Schaffer, and Ashley O’Hara, Cafeteria Worker Kim Parker as well as parent volunteers Julia Sutton, Arleen Bennett, Sandra Vazquez, Carol Herrera, Nate’ Beverly and Wanda Martin will chaperone the activity. These volunteers were approved by the Board of Education on December 18, 2013.

Roll Call Vote: Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 5 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

**FINANCE**

Motion made by Lozada-Shaw, seconded by Walter to accept the Interim Superintendents recommendation items A through J:

1. Recommend approval to renew the food service contract between the Paulsboro Board of Education and Nutri-Serve School Food Service Management, Inc. of Bridgeton, New Jersey for the 2014-2015 school year. The management fee will be $38,402.22.

Informational: The food service contract was bid during the 2013-2014 school year and can be renewed over the next five years without obtaining bids/quotes provided that increase is no higher than the current Consumer Price Index (CPI) applied to the base year fee which was $38,022.

Contract Amount Base Year 2013-2014 $38,022.00

1.0% CPI Increase $ 380.22

Contract Amount for 2014-2015 $38,402.22

1. Recommend adoption of a resolution authorizing a Joint Purchasing Agreement For Custodial and Janitorial Supplies as allowed by N.J.S.A 18A:18A-11 between the Paulsboro Board of Education and Delsea Regional High School District Board of Education for the period July1, 2014 – June 30, 2015. There is no cost to the Board of Education.

Informational: Joint purchasing agreements allow participating school districts to obtain better pricing by seeking bids and quotes for larger quantities of supplies. The staff of Delsea Regional High School District will prepare the quotations, specifications and bid documents as well as supervise the bid/quote process. Each school will pay the vendor directly for the supplies it ordered.

1. Recommend approval to accept $10,000 from the Paulsboro High School Golden Anniversary Club for the purpose of providing six $1,000 scholarships (three boys and three girls) and two $2,000 (boy and girl with the highest academic averages) scholarships for members of the Class of 2014.

Informational: Last year, the Golden Anniversary Club provided $6,000 for scholarships. The Class of 2014 will benefit from an additional two $2,000 scholarships.

1. Recommend approval to accept $595 from an anonymous donor to purchase yearbooks for eight Paulsboro High School students.

Informational: Students pay $85 per yearbook. The Board of Education provides a significant subsidy to the yearbook account. Two of the students mentioned above earned enough credit via fundraising events to cover one-half of the cost of their yearbook.

1. Recommend approval to accept a donation of newspaper articles about the graduation of the Paulsboro High School Class of 1914 from Phyllis Sockwell Joslin (PHS 1960). The donation has no monetary value but what it represents is priceless.

Information: Bessie Henry Adam was a member of the Paulsboro High School Class of 1914. Ms. Adam has 21 descendants who are graduates of Paulsboro High School. Ms. Sockwell is her granddaughter.

1. Recommend approval to sign a non-binding letter of intent to participate in the New Jersey Digital Readiness for Leaning and Assessment Project (DRLAP) – Broadband Component administered by Middlesex Regional Educational Services Commission. This recommendation is contingent on review by School Solicitor Philipp Duvilla.

Informational: The recommended letter of intent authorizes the Middlesex Regional Educational Services Commission to submit Federal Communication Commission Forms 470 and 471 as well as other E-Rate documents on behalf of the participating districts. The goal is to obtain better pricing by working as a consortium.

1. Recommend approval to enter into an Educational Services Agreement with the Children’s Hospital of Philadelphia (CHOP) for the purpose of providing homebound instruction to students who are hospitalized in said facility.

Informational: When students are hospitalized for extended periods of time, they are entitled to continue their education via homebound instruction. Frequently, the hospital provides the instruction then bills the home school district for services rendered. In most cases, students receive two hours of instruction per school day. CHOP charges $50 per hour for homebound instruction.

1. Recommend approval to submit an amendment to the 2013-2014 No Child Left Behind (NCLB) grant application to include carryover funds from 2012-2013. This recommendation also includes approval to accept the amended grant when it is approved by the New Jersey Department of Education.

|  |  |  |  |
| --- | --- | --- | --- |
| **NCLB**  **Component** | **Grant Amount**  **2013-2014** | **Carryover Amount from 2012-2013** | **Amended 2013-2014 Grant Amount** |
| Title IA | $699,928 | $92,940 | $792,868 |
| Title IIA | $99,190 | $15,242 | $114,432 |
| Title III | $1,802 | 0 | $1,802 |

1. Recommend approval to submit an amendment to the 2013-2014 Individuals with Disabilities Education Act (IDEA) grant application to include carryover funds from 2012-2013. This recommendation also includes approval to accept the amended grant when it is approved by the New Jersey Department of Education.

|  |  |  |  |
| --- | --- | --- | --- |
| **IDEA Grant Component** | **Grant Amount**  **2013-2014** | **Carryover Amount from 2012-2013** | **Amended 2013-2014 Grant Amount** |
| Basic | $292,145 | $66,158 | $358,303 |
| Preschool | $12,249 | $6,407 | $18,656 |

Informational: New Jersey Department of Education and United States Department of Education agreed, for the first time, to align the term of the grant with the fiscal year (July 1 – June 30). As a result, the 2014 summer school program cannot be changed to the 2013-2014 grant. The remaining grant funds must therefore be expended prior to July 1, 2014. These funds will be used to purchase computers to replace the old, obsolete, unsupported Windows XP machines districtwide. Business Administrator Jennifer Johnson, Director of Assessment Lucia Pollino and Supervisor of Technology Joseph Magazu prepared the grant amendment. The Board of Education approved submission of the original grant application on July 24, 2013.

1. Recommend approval to dispose of the following:

|  |  |  |  |
| --- | --- | --- | --- |
| **Quantity** | **Item** | **Reason for Disposal** | **Method of Disposal** |
| 8 | Scroll Saw | Broken – Parts not available | Metal Recycling |
| 1 | Drill Press | Broken – Parts not available | Metal Recycling |

Roll Call Vote: Mr. Chapkowski, Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

**FINANCE**

Motion made by Lozada-Shaw, seconded by Walter to accept the Interim Superintendents recommendation items A through D:

1. Recommend retroactive approval for The Society of Poets of Southern New Jersey to use the Paulsboro High School Cafeteria on Friday, May16, 2014 from 5:00 PM – 10:00 PM. The organization used the facility in order to conduct the annual meeting of Artists, Musicians, Poets and Dancers. Lynette Milanese was in charge of the activity.
2. Recommend retroactive approval for Paulsboro High School students of art and music to perform and display their art at the Society of Poets of Southern New Jersey on Friday, May 16, 2014.

Informational: The Society of Poets advertised the event to the public prior to seeking approval to use the school facilities. As a result, the request for facility use, certification of insurance and request for Paulsboro High School students to participate in the event arrived too late for approval in advance of the event.

1. Recommend approval for the Paulsboro Youth Basketball League to use the Paulsboro High School gymnasium from Monday, July 7, 2014 – Thursday, July 30, 2014 (Tuesdays, Thursdays and Fridays) from 5:00 PM until 8:00 PM in order to conduct basketball games. Erica Scott is in charge of this activity. Borough Administrator LeeAnn Ruggeri verified that this group is covered by Borough of Paulsboro insurance.
2. Recommend approval for the Gospel Tabernacle Church, Inc. to use the Loudenslager Elementary School All-Purpose Room from September 8, 2014 - October 27, 2014 and from April 13, 2015-June 22, 2015 (2nd and 4th Mondays of the month). In addition, grant approval to use the Paulsboro High School Cafeteria from November 10, 2014 – March 23, 2015 (2nd and 4th Mondays of the month). The group will conduct Zumba for members of the community and school staff between 7:00 PM and 9:00 PM. Barbara Bryant-Moore is in charge of the activity. Certification of proper insurance is on file.

Roll Call Vote: Mr. Chapkowski, Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

Motion made by Lozada-Shaw, seconded by Walter to accept the Interim Superintendents recommendation items E through F:

1. Recommend approval for Paulsboro Youth Basketball League to use the Loudenslager School All-Purpose Room from Monday, December 1, 2014 – Friday, March 27, 2015 (Monday through Friday) between 6:00 PM and 9:00 PM in order to conduct basketball practice and games. Erica Scott is in charge of this activity. Borough Administrator LeeAnn Ruggeri verified that this group is covered by Borough of Paulsboro insurance.
2. Recommend approval for Paul’s Commodity Hauling to use the Billingsport Early Childhood Center All-Purpose Room from Thursday, October 2, 2014 – Friday, May 29, 2015 on Tuesdays and Fridays between 7:15 PM and 9:15 PM. This organization will use the All-Purpose Room for men’s basketball games. Paul Vallandingham is in charge of the activity. Certification of proper insurance is on file.

Roll Call Vote: Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 5 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

**SCHOOL SAFETY**

Motion made by Lozada-Shaw, seconded by Walter to accept the Interim Superintendents recommendation item A:

1. Recommend that the Board of Education confirm the decision of the Interim Superintendent of Schools for the following cases of Harassment, Intimidation and Bullying (HIB).

**Harassment, Intimidation and Bullying (HIB) Report**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **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** |
| PHS041014002 | 4/10/2014 | Complete | Self Defense/Retaliation | Melba Moore-Suggs, School Counselor | Out of School Suspension 3 days | NA |

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, he 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 Vote: Mr. Chapkowski, Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

Motion made by Lozada-Shaw, seconded by Walter to accept the Interim Superintendents recommendation item B:

1. Superintendent of Schools for the following cases of Harassment, Intimidation and Bullying (HIB).

**Harassment, Intimidation and Bullying (HIB) Report**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **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** |
| BECC040914001 | 4/9/2014 | Complete | Intentional w/out hate | Lisa Calabrese, School Counselor | Out of School Suspension 10 days | Parent Conferences and Behavior Manifestation w/threat assessment |

Informational: Please refer to the previous recommendation.

Roll Call Vote: Mrs. Lozada-Shaw, Ms. Priest, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 5 YES; Ms. Eastlack, Mrs. Giampola, Mr. Hamilton, Mr. Lisa 4 ABSENT

Motion carried

1. Informational
2. On Thursday, May 1, 2014, representatives of the New Jersey Department of Education (NJDOE) conducted an on-site review of the Violence, Vandalism and Substance Abuse reporting system used at Paulsboro High School. The review took place because, in the past, required information was not consistently reported to NJDOE. Based on the summary conference held on May 1st, the representatives are very pleased with the changes made for the reporting of Violence, Vandalism and Substance Abuse as well as Harassment, Intimidation and Bullying. They were also pleased with the procedure being used to review the above cases as they relate to suspensions. The Interim Superintendent filed the required corrective action plan with the NJDOE. The plan requires the administration to review the definitions of items such as fight, assault, threat, etc. with the staff. The district must also report a number of incidents that were not included in the January 2014 report to NJDOE.
3. The following cases of Violence, Vandalism and Substance Abuse were investigated and confirmed since the last report to the Board of Education. These cases are reported to the New Jersey Department of Education semi-annually. The Superintendent of Schools makes an annual report of Violence, Vandalism and Substance Abuse circa September for the prior school year.

**Violence, Vandalism and Substance Abuse Report**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Case Number** | **Date of Incident** | **Status of Investigation** | **Nature of Case** | **Names of Investigators** | **Type and Nature of Discipline Imposed** | **Cost of Vandalism** |
| BECC007 | 4/9/2014 | Complete | Violence –Threat  Weapons – Knife, blade, razor, scissors | Lisa Calabrese, School Counselor | Out of School Suspension 10 days | NA |
| LOUD028 | 5/1/2014 | Complete | Violence – Assault | Mildred Tolbert, Principal | Out of School Suspension 1 day | NA |
| LOUD029 | 5/2/2014 | Complete | Violence – Fight, Assault | Mildred Tolbert, Principal | Out of School 2 days | NA |
| LOUD030 | 5/5/2014 | Complete | Violence – Fight | Mildred Tolbert, Principal | Parent conference | NA |
| LOUD031 | 4/30/2014 | Complete | Violence – Fight | Mildred Tolbert, Principal | Out of school Suspension 5 days | NA |
| LOUD032 | 4/11/2014 | Complete | Violence – Fight | Mildred Tolbert, Principal | Out of School Suspension 2 days | NA |
| PHS010 | 4/3/2014 | Complete | HIB | Melba Moore-Suggs, Anti Bullying Specialist | Out of School Suspension 3 days | NA |
| PHS011 | 4/10/2014 | Complete | Violence – Fight | Melba Moore-Suggs, Anti Bullying Specialist | Out of School Suspension 3 days | NA |
| PHS012 | 11/15/2013 | Complete | Substance Abuse – Possession | James Pandolfo, Assistant Principal | In School Suspension 1 day, and Out of School Suspension 3 days | NA |
| PHS013 | 12/12/2013 | Complete | Theft | James Pandolfo, Assistant Principal | Out of School Suspension 3 days | NA |
| PHS014 | 1/9/2014 | Complete | Weapon –Possession | James Pandolfo, Assistant Principal | Out of School Suspension 5 days | NA |
| PHS015 | 1/15/2014 | Complete | Violence – Fight | James Pandolfo, Assistant Principal | Out of School Suspension 5 days | NA |
| PHS016 | 2/27/2014 | Complete | Violence – Fight | James Pandolfo, Assistant Principal | Out of School Suspension 2 days | NA |

1. The New Jersey Department of Education requires schools to conduct the types of safety drills reported below.

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Drill** | **Paulsboro High School** | **Loudenslager Elementary School** | **Billingsport Early Childhood Center** |
| Fire | 9/11/13, 10/24/13, 11/5/13, 12/19/13, 1/31/14, 2/24/14, 3/31/14, 4/28/14 | 9/5/13,10/15/13, 11/18/13, 12/4/13, 1/27/14, 2/21/14, 3/20/14, 4/25/14 | 9/6/13, 10/21/13, 11/5/13, 12/19/13, 1/27/14, 2/20/14, 3/20/14, 4/11/14 |
| Shelter-in-Place | 10/8/13, 1/29/14 | 2/28/14 | 2/10/14 |
| Bomb Threat |  | 10/22/13 | 3/12/14, 4/30/14 |
| Lockdown | 9/23/13, 11/20/13, 12/12/13, 2/27/14, 3/28/14, 4/30/14 | 9/10/13, 12/19/13 | 9/10/13, 1/2/14 |
| Evacuation (Non-Fire) |  | 11/20/13, 4/10/14 | 10/4/13 |
| Bus Evacuation | 10/3/13, 10/15/13,4/10/14  10/8/13, 4/3/14 (Greenwich Twp.)  4/2/14 (Bankbridge)  10/10/13, 4/2/14 (GCIT) | 10/4/13, 10/8/13, 10/13/13,4/3/14,4/9/14 | 10/3/13, 10/10/13, 10/15/13,4/2/14,4/7/14,4/9/14 |
| Active Shooter | 11/27/13 | 1/21/14, 3/31/14 | 11/26/13, 12/11/13 |
| Test of Communication System | * All district administrators were trained to use the Phone Blaster system on Monday, November 25, 2013. * Member of the Paulsboro Police Department will be trained to use the Phone Blaster system at their convenience. * Districtwide test of the Phone Blaster system was conducted on December 11, 2013. | | |

**PUBLIC COMMENTS**

None

Motion made by Lozada-Shaw, seconded by Priest to accept the Interim Superintendents recommendation to award honorary diplomas to Mrs. Chrystal Henderson and Mrs. Irma Stevenson.

**NEXT PUBLIC MEETINGS**

**Thursday, June 26, 2014 - 7:00 PM**

Regular Meeting – Paulsboro High School Library

•The Board will take official action at this meeting.

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

Motion made by Priest, seconded by Chapkowski and unanimously carried (6-0) to adjourn the meeting at 8:06p.m.

Respectfully submitted,



Business Administrator/Board Secretary