**PAULSBORO PUBLIC SCHOOLS**

**Monday, August 29, 2016**

**MINUTES**

**REGULAR MEETING**

Mr. Ridinger 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 President I, therefore, declare this to be a legal meeting of the Paulsboro Board of Education”. The meeting was called to order at approximately 7:05p.m. by pledging allegiance to the flag with the following members present: Mr. Hamilton, Ms. Dunn, Mrs. Lozada-Shaw, Mr. Ridinger, Mrs. Stevenson, Mrs. Priest (Arrived 7:36), and Mr. Walter. The following members were absent: Ms. Eastlack, Mr. Lisa, and Mr. Hughes Greenwich Township Representative. Also present were Dr. Laurie Bandlow, Superintendent, Ms. Johnson, Business Administrator / Board Secretary and Ms. Taylor Brady, Student Representative

**PRESENTATIONS**

HIB Coordinator John Giovannitti presented the Report of Harassment, Intimidation and Bullying (HIB) and Violence and Vandalism for the period January 1, 2016 – June 30, 2016.

Overall the number of Harassment, Intimidation and Bullying (HIB) Reports are down from last year and the last four years in both reported and confirmed cases.

We believe our programs;

1. The Renaissance Program a positive behavior reward system
2. The Students United for Respect and Equality (S.U.R.E) program
3. Big Brother and Big Sister Program
4. Numerous Anti-Bullying Assemblies
5. Week of Respect
6. Violence and Vandalism week
7. Catch a student doing something right program
8. Alternative Education program
9. 21st Century Learning Grant initiatives

All of these programs have contributed. We believe our new initiatives will also make a difference;

1. District and School wide Equity Committees
2. District Administrative Goal of reducing the number of referrals.
3. Expanding the Renaissance Program to all District School

We will continue as a District to look at new ways to make a difference for our students

**CORRESPONDENCE**

1. A letter will be sent from the Board of Education to Mr. John Burzichelli to thank him for the use of his fire truck in the Paulsboro Fourth of July parade.

**EXECUTIVE SESSION**

BE IT RESOLVED: The Paulsboro Board of Education adjourns to Executive Session to discuss Superintendent’s Evaluation

Motion made by Walter, seconded by Dunn and unanimously carried (7-0) to adopt the following resolution:

Motion made by Walter, seconded by Dunn and unanimously carried (7-0) to return to the regular meeting.

**NEW BUSINESS**

1. New Jersey School Boards Association Convention

The annual convention of the New Jersey School Boards Association (NJSBA) is scheduled for Tuesday, October 25, 2016 – Thursday, October 27, 2016. Reservations will be made at Harrah’s Resort for members of the Board of Education. A letter from Board President Mr. Thomas Ridinger is attached.

1. The monitoring system donated by the Paulsboro Refinery on the High School roof is completed. The system has been calibrated to detect three different chemicals in the air. A full stakeholder information meeting will be scheduled at Exxon Mobil to be sure all are informed and a go live date will be scheduled. Mr. Steven Johnson from the Paulsboro Refinery will turn key the information to the High School Administration and the Supervisor of Buildings and Grounds.
2. Preschool teachers at Billingsport Early Childhood Center are receiving training and coaching as part of the Preschool Expansion Grant. This workshop is being conducted by the Master Teacher, Cindy Johnson and our State Department of Education liaison for the Grant, Jennifer Vanderberg. The training is over a two-week period August 15-26th. The topics include the Creative Curriculum, classroom set up and how to utilize the Early Childhood Environment Rating Scale (ECERS) evaluation tool for the classroom.
3. Kindergarten teachers at Billingsport Early Childhood Center are being trained for three days on using the Teaching Strategies Gold Assessment Tool. Their training will be conducted by a representative from Teaching Strategies who will certify their training and utilization of the system. This is a new State requirement. We are able to pay our teachers for their participation in the training through the Preschool Expansion Grant. The trainer is being provided by the State at this time. Had we not taken advantage of this opportunity, the full cost would have been a District responsibility.
4. Paulsboro High School and Junior High School teachers are being trained on implementing and refining Block Scheduling. Support for both the High School and Junior High School teachers will continue throughout the year.
5. The Strategic Planning Council Conference will be held on Friday, September 30, 2016 and Saturday, October 1, 2016.
6. Paulsboro Day is Saturday, September 10, 2016. Please contact Terry Croce at the Administration Building if you would like to spend time at the District booth.

**OLD BUSINESS**

1. Negotiations Update – PEA (Paulsboro Education Association)

The Board of Education Negotiations Committee will meet with the PEA Negotiations team on Monday, September 19, 2016.

1. At the July 25, 2016 Board of Education meeting Ms. Cheryl Scott shared concerns regarding the District Dress Code Policy not including navy pants or skirts. The Board of Education voted to include the color khaki and navy with the exclusion of denim jeans from the policy. All updated policies can be found on the District website.

1. The Superintendent visited the Meta 24 Laboratory classrooms in Chicago, Illinois and will give a brief update.

**REPORT OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR**

Motion was made by Walter, and Seconded by Lozada-Shaw to approve the Report of the Board Secretary/Business Administrator.

**Approval of Minutes *(Attachments*)** Regular Meeting July 25, 2016

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

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

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

**Recommend approval of the June 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 June 30, 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.

***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 June 30, 2016.



 Monday, August 29, 2016

***Pursuant to NJAC 6A:23-2.ll(c)3***, I Jennifer Johnson, Business Administrator to the Board of Education, certify that as of June 30, 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, August 29, 2016

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Ms. Dunn, Mrs. Stevenson, Mrs. Priest and Mr. Ridinger voting 7 YES.

Motion Carried

**Report Of The Superintendent**

**PERSONNEL**

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

to approve items A - M:

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 of a medical leave of absence for Paulsboro School District Psychologist Naomi Firestein as follows:

Dates of Leave Terms and Conditions of Leave

 Tuesday, September 6, 2016 - With pay and benefits by use of accumulated

 Monday, January 23, 2017 sick leave as well as the concurrent use of the

 (55 days, based on a 3-day work week) Federal Family Leave.

 Tuesday, January 24, 2017 – With pay and benefits by use of accumulated sick

 Return date undetermined leave.

1. Recommend approval to enter into an agreement with Educational Based Services to supply a School Psychologist from September 1, 2016 until February 1, 2017. The cost is $60.00/hour, 420 hours, for a total of $25,200.00.

Informational: Samuel J. Friedman is a licensed School Psychologist and will replace Dr. Firestein who will be out on a medical leave.

1. Recommend approval of a medical leave of absence for Paulsboro High School Teacher John Sanders as follows:

Dates of Leave Terms and Conditions of Leave

Tuesday, September 6, 2016 - With pay and benefits by use of accumulated

Monday, December 5, 2016 sick leave as well as the concurrent use of

 Federal Family Leave.

Tuesday, December 6, 2016 With pay and benefits by use of accumulated sick

Friday, December 23, 2016 leave.

1. Recommend approval (via letter of intent issued by the Board of Education on June 27, 2016) to appoint Pamela Sichelstiel to the position of Teacher of Mathematics at Paulsboro High School effective September 1, 2016. Ms. Sichelstiel will earn Step I - BA at $49,864.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of criminal history background review.

Informational: Interviews were conducted by Paulsboro High School Principal Mr. Paul Morina, Vice Principal Mr. James Pandolfo and Superintendent of Schools Dr. Laurie Bandlow. References were checked by Mr. Paul Morina.

1. Recommend the status change for Aaron Krasting from Step O – BA+30 at $79,094.00 to Step O – MA at $80,294.00 effective September 1, 2016 as per agreement with the Paulsboro Education Association.
2. Recommend retroactive approval for Janice Esters, Billingsport Early Childhood Center School Nurse to work up to 25 hours at a rate of $32.00 per hour. The purpose of this employment was to prepare for and assist the School Physician with post examination paperwork for student-athlete physicals for the fall season at Paulsboro High School.
3. Recommend approval (via letter of intent issued by the Board of Education on June 27, 2016) to appoint Marie G. Polimeni to the position of Supervisor of Transportation and Grounds effective August 16, 2016. Ms. Polimeni will earn $40,000.00 prorated. This motion also approves the job description for this position. **(Attachment)**

Informational: Ms. Polimeni has worked for the District for 12 years in the Transportation Department. She has been attending professional development in this field for many years and has completed three classes toward attaining her transportation certification from Rutgers University.

1. Recommend approval (via letter of intent issued by the Board of Education on June 27, 2016) to appoint Michael Robinson to the position of Night Supervisor effective September 1, 2016. Mr. Robinson will earn $40,000.00. This motion also approves the job description for this position. **(Attachment)**

Informational: Mr. Robinson has served in the District for two years as a custodian.

1. Recommend appointment of the following teachers to co-curricular and class advisor positions at Paulsboro High School for the 2016-2017 school year. Stipends are as per agreement with the Paulsboro Education Association.

|  |  |  |  |
| --- | --- | --- | --- |
| **Position** |  | **Advisor** | **2016-2017****Salary****(in $)** |
| A.V. Coordinator |  | Michael Calabrese | $2,812.00 |
| Assistant Band Director |  | Wendy Stocker | $2,170.00 |
| Band Director |  | Jenna Ouellette | $5,498.00 |
| Choral Director |  | Aaron Krasting | $1,579.00 |
| Jazz Band Director |  | Wendy Stocker | $1,984.00 |
| 7th Grade Advisor |  | Susan Schaffer | $1,354.00 |
| 8th Grade Advisor |  | Barbara Cangelosi | $1,354.00 |
| 9th Grade Advisor |  | Christine O’Malley | $1,535.00 |
| 10th Grade Advisor  |  | Barbara Thomson | $1,535.00 |
| 11th Grade Advisor |  | Andrea Lilley | $2,453.00 |
| Senior Class Fund Raiser Advisor (Note 3) |  | Brenda Caltabiano  | $1,071.00 |
| 12th Grade Advisor |  | Monica Garner | $2,594.00 |
| Gallery Advisor |  | Wendy Stocker | $410.00 |
| Key Club (Note 2) |  | Christine O’Malley | $1,000.00 |
| National Honor Society Advisor |  | Gina Morina | $2,004.00 |
| National Jr. Honor Society Advisor |  | Jean Brown | $2,004.00 |
| Newspaper Advisor (*Paulsentinel*) |  | Holly Klein | $1,569.00 |
| Play Director |  | Barbara Thomson | $6,737.00 |
| Assistant Play Director |  | Matthew Phillips | $2,219.00 |
| Play Business Advisor (Note 1) |  | Vacant | $339.00 |
| Student Council Advisor  |  | Margaret LaDueChristine O’Malley | $1,061.00$1,061.00 |
| Yearbook Advisor |  | Gina Morina | $2,589.00 |
| Yearbook Business Advisor |  | Patricia DellaVecchia | $1,658.00 |
| Stage & Set Crew Advisor |  | Margaret LaDueSteve Smeresky | $2,154.00$2,154.00 |
|  |  |  |  |
| S.U.R.E.-Students United for Respect and Equality |  | Margaret LaDue | $851.00 |
| School Supply Room (Note 2) |  | Patricia DellaVecchia | $500.00 |

 Note 1: Advisor earns the stipend listed plus 10% of revenues from advertisement book

 as per agreement with the Paulsboro Education Association.

Note 2: These positions are not part of the agreement with the Paulsboro Education

 Association.

Note 3: These stipends are paid from the profits of the fundraising activities as per

 agreement with the Paulsboro Education Association.

1. Recommend retroactive approval of the following summer bus drivers and aides to be used on an as needed basis:

 Bus Drivers - $21.11 per hour Bus Aides - $9.00 per hour

 Donna Alestra Mary Bailey

 Howard Camp Traci Dyess

 Adam Miskiewicz Theodore Garretson

 Marie Polimeni

1. Recommend approval (via letter of intent issued by the Board of Education on June 27, 2016) to appoint Lori E. Devore to the position of Teacher of English effective September 1, 2016. Ms. Devore will earn Step J - MA+30 at $55,959.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of criminal history background review.

Informational: Ms. Devore comes to us with several years of experience as a Teacher of English. Interviews were conducted by Junior High School Principal Ms. Mildred Tolbert and Superintendent of Schools Dr. Laurie Bandlow. Ms. Tolbert checked all references.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Ms. Dunn, Mrs. Stevenson, Mrs. Priest and Mr. Ridinger voting 7 YES.

Motion Carried

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

to approve items N - CC:

1. Recommend approval (via letter of intent issued by the Board of Education on June 27, 2016) to appoint Christie Butler to the position of Teacher of English effective September 1, 2016. Ms. Butler will earn Step J - BA at $52,359.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of criminal history background review.

Informational: Ms. Butler comes to us with several years of experience as a Teacher of English. Interviews were conducted by Junior High School Principal Ms. Mildred Tolbert and Superintendent of Schools Dr. Laurie Bandlow. Ms. Tolbert checked all references

1. Recommend approval (via letter of intent issued by the Board of Education on June 27, 2016) to appoint Monica Catani-Fernandes to the position of Teacher of World Language effective September 1, 2016. Ms. Catani-Fernandes will earn Step J - MA + 30 $55,959.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of criminal history background review.

Informational: Interviews were conducted by Mr. Paul Bracciante Principal of Billingsport Early Childhood Learning Center, Loudenslager Elementary Principal Mr. Matthew Browne and Superintendent of Schools Dr. Laurie Bandlow. Both Mr. Bracciante and Mr. Browne checked references.

1. Recommend approval to accept the resignation of Brittany Forgrove from the position of Junior Varsity Field Hockey Coach for the 2016-2017 season.

Informational: Ms. Forgrove has accepted another coaching position in her district.

1. Recommend approval to appoint Paulsboro High School Teacher Gina Morina to the position of coach for the 7th and 8th Grade Girls Field Hockey team for the 2016-2017 school year. Ms. Morina will earn $3,181.00 as per agreement with the Paulsboro Education Association.
2. Recommend approval of a childbearing/childrearing leave of absence for Loudenslager School Elementary Teacher Jillian Suter-Garren as follows:

Dates of Leave Terms and Conditions of Leave

 Thursday, September 8, 2016 - With pay and benefits by use of accumulated

 Friday, September 30, 2016 sick days as well as the concurrent use of the

 Federal Family Leave.

1. Recommend approval to accept the resignation of Loudenslager Instructional Aide Paula Estrada effective September 1, 2016.
2. Recommend approval to appoint Tara Madison to the position of One-on-One Aide (case number 2841) assigned to the Preschool Disabled Classroom at Billingsport Early Childhood Center effective September 1, 2016. Ms. Madison will earn Step 1 - $20.58 per hour as per agreement with the Paulsboro Education Association. This recommendation is contingent on the successful completion of the criminal history background review.

Informational: Interviews were conducted by Billingsport Early Childhood Center Principal Paul Bracciante. Mr. Bracciante checked references.

1. Recommend approval to appoint Alison Hoehn to the position of One-on-One Aide (case number 2957) assigned to the Preschool Disabled Classroom at Billingsport Early Childhood Center effective September 1, 2016. Ms. Hoehn will earn Step 1 - $20.58 per hour as per agreement with the Paulsboro Education Association. This recommendation is contingent on the successful completion of the criminal history background review.

Informational: Interviews were conducted by Billingsport Early Childhood Center Principal Paul Bracciante. Mr. Bracciante checked references.

1. Recommend approval to appoint Cheryl Cuthill to the position of One-on-One Aide (case number 2929) assigned to the Learning Disabled Kindergarten Classroom at Billingsport Early Childhood Center effective September 1, 2016. Ms. Cuthill will earn Step 1 - $20.58 per hour as per agreement with the Paulsboro Education Association. This recommendation is contingent on the successful completion of the criminal history background review.

Informational: Interviews were conducted by Billingsport Early Childhood Center Principal Paul Bracciante. Mr. Bracciante checked references.

1. Recommend approval to appoint Amy Duffy to the position of One-on-One Aide (case number 2936) assigned to the Learning Disabled Kindergarten Classroom at Billingsport Early Childhood Center effective September 1, 2016. Ms. Duffy will earn Step 1 - $20.58 per hour as per agreement with the Paulsboro Education Association. This recommendation is contingent on the successful completion of the criminal history background review.

Informational: Interviews were conducted by Billingsport Early Childhood Center Principal Paul Bracciante. Mr. Bracciante checked references.

1. Recommend approval to appoint Holly Pisarcik to the position of Basic Skills Instructional Aide assigned to Billingsport Early Childhood Center effective September 1, 2016. Ms. Pisarcik will earn Step 1 - $20.58 per hour as per agreement with the Paulsboro Education Association. This recommendation is contingent on the successful completion of the criminal history background review.

Informational: Interviews were conducted by Billingsport Early Childhood Center Principal Paul Bracciante. Mr. Bracciante checked references.

1. Recommend approval to appoint Danielle Relation to the position of One-on-One Instructional Aide (case number 2583) assigned to Loudenslager Elementary School effective September 1, 2016. Ms. Relation will earn Step 2 - $20.63 per hour as per agreement with the Paulsboro Education Association.

Informational: Ms. Relation is currently a part-time instructional aide at Loudenslager Elementary School.

1. Recommend approval to appoint Sherry Burl to the position of Basic Skills Instructional Aide assigned to Loudenslager Elementary School effective September 1, 2016. Ms. Burl will earn Step 3 - $20.69 per hour as per agreement with the Paulsboro Education Association.

Informational: Ms. Burl is currently a part-time instructional aide at Loudenslager Elementary

School.

1. Recommend approval to appoint Jessica LaBorde to the position of part-time Inclusion Aide (19 hours per week) assigned to Loudenslager Elementary School effective September 1, 2016. Ms. LaBorde will earn Step 1 - $20.58 per hour as per agreement with the Paulsboro Education Association. This recommendation is contingent on the successful completion of the criminal history background review.

Informational: Interviews were conducted by Loudenslager Principal Mr. Matthew Browne. Mr. Browne checked references.

1. Recommend approval to appoint Jayna Costantino to the position of part-time Inclusion Aide (19 hours per week) assigned to Loudenslager Elementary School effective October 1, 2016. Ms. Costantino will earn Step 1 - $20.58 per hour as per agreement with the Paulsboro Education Association. This recommendation is contingent on the successful completion of the criminal history background review.

Informational: Interviews were conducted by Loudenslager Principal Mr. Matthew Browne. Mr. Browne checked references.

1. Recommend approval to appoint Nicole Onesti to the position of Substitute Playground/ Cafeteria/Classroom Aide for the 2016-2017 school year. Ms. Onesti will earn $8.38 per hour for 2 hours per day on an “as-needed” basis. This recommendation is contingent on the successful completion of the criminal history background review.

Informational: Interviews and reference checks were conducted by Director of Special Services Mr. John Giovannitti and Superintendent of Schools Dr. Laurie Bandlow.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Ms. Dunn (\*Abstain Item AA), Mrs. Stevenson (\*Abstain Item Q), Mrs. Priest and Mr. Ridinger voting 7 YES.

Motion Carried

**STAFF AND CURRICULUM DEVELOPMENT**

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

to approve items A - C:

1. Recommend approval of the Paulsboro School District Mentoring Plan for the 2016-2017 school year. **(Attachment)**
2. Recommend approval for District Language Arts/Social Studies Coach Susan Schaffer and District Mathematics/Science Coach Christine Lindenmuth to attend the 2016-17 Data Use Workshop Series on the following dates: October 4, 2016, December 6, 2016, February 7, 2017 and March 21, 2017 at Woodbury High School. Cost to the Board of Education is a registration fee of $900.00.

Informational: Workshop participants will have the opportunity to mutually share and explore how to continue to best utilize data in our District to improve teaching, learning and understanding.

1. Recommend approval of the following actions relative to an Alternative Education Program (AEP) at Paulsboro High School and Paulsboro Junior High School.
	1. Approval to appoint the following Paulsboro High School and Junior High School Administrators and Teachers:

Math: Thomas Damminger, Christopher Costenbader, Christine Lindenmuth, Cynthia Fisher

English: Nicole Beaman, Susan Schaffer, Amy Bria, Andrea Lilley

Science: Joseph Benne, Monica Garner, Lisa Broder

Social Studies: Lisa Kuhnel-Prangler, Shane Tubb, Rachel Wulk

Health & PE: Antonio Chila, Thomas Hampel, Ashlie Gaynor

Foreign Language: Clara Davis

Instructional Aide: Joseph Duca

Counselor: Jean Brown, Melba Moore-Suggs

Administrators: James Pandolfo

Substitutes: Paul Morina, Mildred Tolbert

1. Approval to establish an Alternate Education Program (AEP) at Paulsboro High School and Paulsboro Junior High School beginning September 12, 2016.
2. Approval of the following budget for the Alternate Education Program (AEP) for the period September 12, 2016 – June 30, 2017.
3. Approval to continue participation with the Gloucester County Youth Services Commission for the purpose of providing supplemental services to the Alternate Education Program (AEP) for Paulsboro High School and Paulsboro Junior High School from January 1, 2017 through December 31, 2017.

Informational: The Gloucester County Youth Services Commission grant period runs from 1/1/2015 through 12/31/2017.

|  |  |  |  |
| --- | --- | --- | --- |
| **Position** | **Number of Days per Week** | **Number of Hours per Day** | **Hours per Week** |
| Principal | 5 | 4.5 | 17.5Note 1 |
| Guidance Counselor | 2 | 4.5 | 9.0 |
| Teacher of Language Arts Literacy  | 4 | 4.5 | 18.0 |
| Teacher of Mathematics. | 4 | 4.5 | 18.0 |
| Teacher of Social Students | 3 | 4.5 | 13.5 |
| Teacher of Science | 3 | 4.5 | 13.5 |
| Teacher of Health and Physical Education | 1 | 4.5 | 4.5 |
| Total Hours per Week  | 94.0 |
| Stipend per Hour | $32.00 |
| Total Salary per week | $3,008.00 |
| Fringe Benefits @8.35% of salary  | $251.00 |
| Total Salary + Fringe Benefits per Week | $3,259.00 |
| Total Cost for 26 Weeks | $84,734.00 |

Note 1: Administrators are on duty until 4:00 PM so they cover the first hour of Alternate Education Program (AEP) as part of their salary.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Ms. Dunn, Mrs. Stevenson, Mrs. Priest and Mr. Ridinger voting 7 YES.

Motion Carried

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 9 | 81 |
| 10 | 80 |
| 11 | 88 |
| 12 | 93 |
| TOTAL | **342** |

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 7 | 71 |
| 8 | 81 |
| TOTAL | **152** |

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 | 27 | 26 | 26 |  |  |
| Pre-school | 10 | 11 | 11 | 10 |  | 4 | 23 | 22 | 22 |  |  |
| K | 16 | 16 | 16 | 15 | 15 | 5 | 15 | 15 | 15 | 15 |  |
| 1 | 22 | 22 | 23 | 21 |  | 6 | 18 | 18 | 18 | 18 |  |
| 2 | 23 | 22 | 23 | 21 |  | Special Education | 11 | 5 |  |  |  |
| Special Education | 12 | 10 | 2 |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | **328** | TOTAL |  |  |  |  | **294** |

**INSTRUCTIONAL SERVICES**

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

to approve item A:

1. Recommend approval for Temple University students Ryan Thomson and Christine Iannuzzi as Intern Athletic Trainers, from September 2016 through December 2016 under the direction of Athletic Trainer Kyle Nicastro. Mr. Thomson and Ms. Iannuzzi work, at all times, under the direct supervision of Mr. Nicastro. A professor from Temple University is present to observe Mr. Thomson and Ms. Iannuzzi at regular intervals.

Informational: This agreement with Temple University was board approved on June 18, 2015.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Ms. Dunn, Mrs. Stevenson, Mrs. Priest and Mr. Ridinger voting 7 YES.

Motion Carried

**STUDENT ACTIVITIES**

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

to approve items A - H:

1. Recommend approval of the Paulsboro Police and Fire Departments to offer students in grades 9th – 12th the opportunity to participate in an after school Public Safety Club. Students interested will meet twice a month at the High School where they will be exposed to different aspects of public safety. There would be no cost to the Board of Education. **(Attachment)**

Informational: Students who decide to participate will get a chance to build greater communication with the Police, Fire and Ambulance members. Activities will include Basic First Aid, Fire Safety Training and CPR.

1. Recommend approval for the 9th and 10th grade Honors English students to attend the Pennsylvania Renaissance Faire in Manheim Pennsylvania on Thursday, October 13, 2016 from 7:30 AM – 5:00 PM. The cost to the students will be $14.00. Cost to the Board of Education includes school bus transportation and three substitute teachers for a total of $360.00. Paulsboro High School English Teachers Susan Howard and Nicole Beaman will chaperone the trip.

Informational: Students on the field trip will be immersed in Literature during the Renaissance Period of History. The field trip provides a great opportunity to see this period of our History come to life.

1. Recommend approval for the 2016-2017 Paulsboro High School Football Team to attend a Temple University vs. Army football game on Saturday, September 2, 2016. Head Coach Glenn Howard and his coaching staff will chaperone the trip. The only cost to the Board of Education is school bus transportation.

Informational: Coach Howard is able to obtain tickets to the game free of charge.

1. Recommend approval of the following athletic coaches for Paulsboro Senior High School for the 2016-2017 school year with stipends as per agreement with the Paulsboro Education Association.

|  |  |  |  |
| --- | --- | --- | --- |
| Head Girls Basketball | Shelyna Hamilton | $7,522 | 3 |
| Asst. Girls Basketball | Vacant |  |  |
|  |  |  |  |
| Head Boys Basketball  | Sean Collins | $7,522 | 3 |
| Asst. Boys Basketball  | John Marcucci | $4,435 | 2 |
|  |  |  |  |
| Head Wrestling Coach | Paul Morina | $8,112 | 3 |
| Asst. Wrestling Coach | Dean Duca | $5,662 | 3 |
| Asst. Wrestling Coach | Matt Cosgrove | $4,892 | 1 |
| Asst. Wrestling Coach | Joseph Duca | $5,120 | 2 |
|  |  |  |  |
| Head Baseball Coach | David Glocker | $6,609 | 3 |
| Asst. Baseball Coach | Anthony Petrutz | $4,511 | 3 |
|  |  |  |  |
| Head Softball Coach | Mandy Thomas | $6,609 | 3 |
| Asst. Softball Coach | Ashlie Gaynor | $4,511 | 3 |
|  |  |  |  |
| Head Girls Track Coach | Euridee Gunter | $6,427 | 3 |
| Asst. Girls Track Coach | Dave Platt | $5,006 | 3 |
| Asst. Girls Track Coach | Ronald Wenzel | $5,006 | 3 |
|  |  |  |  |
| Head Boys Track Coach | Thomas Hampel | $5,805 | 2 |
| Asst. Boys Track Coach | Shane Tubb | $4,378 | 2 |
| Asst. Boys Track Coach | Alexandra Green  | $4,378 | 2 |
|  |  |  |  |
| Head Boys Tennis Coach | Andrea Lilley | $4,317 | 3 |
| Asst. Boys Tennis Coach | Angela Brown | $3,032 | 2 |

1. Recommend approval to add the following staff member to the list of staff approved on June 27, 2016 as event workers for athletic events during the 2016-2017 school year:

Evelyn Johnson

Informational: Event workers perform duties such as ticket takers/sellers for home athletic events. Ms. Johnson is an Instructional Aide at Billingsport Early Childhood Center.

1. Recommend the following students to work the home football games as the “grounds crew.” Each student will be responsible for setting up before the game, helping during the game and cleaning up after each home game. Each individual will be paid $45.00 per game. Only four students will be used per game.

 Sam Giordano Hunter Zubec Kaden Haines

 Informational: Four other students were approved on the July 25, 2016 agenda. Students are

 selected based on them requesting the position via the Athletic Director.

1. Recommend approval for Board of Education Member Ms. Irma Stevenson to ride the bus and serve as a chaperone for Junior Varsity Field Hockey away games for the fall season for the 2016-2017 school year.
2. Recommend approval to allow seventh grade students to participate in the Step Up, Speak Up Essay Contest sponsored by the Paulsboro Neighborhood Watch Association, Inc. (PNWA). Language Arts teachers will review the essay contest and include it to the degree that it matches the district curriculum.

 Informational: Students have participated in this essay contest for a number of years. In view of the demands of the curriculum, teacher evaluation standards and testing mandates, the Superintendent does not mandate participation in the essay contest but rather allows each teacher to consider its merits. PNWA provides Barnes and Noble gift cards to the students who write the four best essays.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Ms. Dunn, Mrs. Stevenson (\*Abstain on item G), Mrs. Priest and Mr. Ridinger voting 7 YES.

Motion Carried

**FINANCE**

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

to approve items A-C:

1. Recommend approval to accept the donation of books that were given to the Paulsboro High School by Joyce Gauthney with an approximate value of $100.00.
2. Recommend approval to accept the donation of 10 backpacks from the Gloucester County Office of Education for students at Paulsboro High School. The items are valued at approximately $200.00.
3. Recommend approval to accept the donation of one 48” Samsung Digital Signage Monitor to be used for displaying student work, achievements, and events at the main entrance to Loudenslager Elementary School.

Informational: The donation was made by the Loudenslager Parent/Teacher Organization. The item is valued at $445.00.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Ms. Dunn, Mrs. Stevenson, Mrs. Priest and Mr. Ridinger voting 7 YES.

Motion Carried

**SCHOOL SAFETY**

1. Informational
2. Report of 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, 12/21/15, 1/28/16, 2/29/16, 3/23/16, 4/29/16, 5/26/16, 6/17/16, 7/19/16 | 9/14/15, 10/8/15, 11/9/15, 12/7/15, 1/22/16, 2/8/16, 3/8/16, 4/26/16,5/9/16, 6/6/16, 7/19/16 | 7/6/15, 9/14/15, 10/20/15, 11/3/15, 12/14/15, 1/22/16, 2/18/16, 3/16/16, 4/6/16,5/4/16, 6/3/16 |
| Evacuation (Non-Fire) | Each school must conduct two annually | 5/26/16, 6/16/16 | 10/14/15, 11/18/15 | 10/8/15, 5/20/16 |
| Lockdown | Each school must conduct two annually | 7/8/15, 12/23/15, 3/31/16, 5/12/16 | 1/14/16, 3/17/16 | 7/7/15, 9/21/151/7/16 |
| Bomb Threat | Each school must conduct two annually | 4/26/16, 6/10/16 | 4/25/16, 5/25/16 | 3/9/16, 5/20/16 |
| Active Shooter | Each school must conduct two annually | 11/30/15, 5/12/16 | 12/8/15, 2/26/16 | 12/2/15, 6/14/16 |
| Other Drills | Each school must conduct two annually | Shelter in Place10/21/15, 2/25/16, 7/21/16 | Shelter in Place9/17/15, 6/3/16, 7/21/16 | Shelter in Place11/10/15, 2/2/16 |
| Bus Evacuation  | Conduct two annually | 10/2, 3/15, 11/13/15 | 10/21,10/22, 10/20 | 10/21, 10/22 |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure | 4/28/16 | 4/25, 4/27, 4/28 | 4/25, 4/28 |

**POLICY**

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

to approve item A:

1. Recommend the second reading and approval of the following Board Policies (**Attachment)**
* Expenses and Reimbursements – Policy #9250

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Ms. Dunn, Mrs. Stevenson, Mrs. Priest and Mr. Ridinger voting 7 YES.

Motion Carried

**CONSTRUCTION**

1. Presentation by Clerk of the Works, Marc Kamp, providing an update on phase II projects. **(Attachment)**
2. School Development Schedule for Reimbursement:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Request for Reimbursement Schedule for the SDA | Percentage of the Grant | Billingsport | Loudenslager | Paulsboro High School |
| Design Phase Checklist | 10% | 52,015.28 | 178,188.24 | 268,943.50 |
| Construction Completion of 35% | 30% | 156,045.84 | 534,564.71 | 806,830.51 |
| Construction completion of 65% | 40% | 208,061.12 | 712,752.94 | 1,075,774.01 |
| Substantial Construction Completion | 15% | 78,022.92 | 267,282.35 | 403,415.25 |
| Final Completion Checklist | 5% | 26,007.64 | 89,094.12 | 134,471.75 |
| Total | 100% | 520,152.80 | 1,781,882.36 | 2,689,435.02 |

1. Expenditures of ROD and Non ROD projects through July 31, 2016:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Capital Project Expenses Thru 4/21/2016** | **Paulsboro High School** | **Billingsport** | **Loudenslager** | **Paulsboro High School Non Rod** | **Loudenslager****Non Rod** |
| Phase I Expenses | 18,300.99 | 12,304.97 | 117,947.15 | 5,705.16 | 6,775.72 |
| Phase II Expenses | 104,800.56 | 48,900.49 | 1,372,330.29 | 31,623.78 | 6,202.44 |
| **Total Expenses** | 123,101.55 | 61,205.46 | 1,490,277.44 | 37,328.94 | 12,978.16 |

Informational: Expenses relating to the bond sale charged to local funds during FY2014-2015 in the amount of $13,419.65 will be submitted for reimbursement in addition to the expense above. This amount will be allocated to all projects.

**CENTENNIAL**

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

to approve items A - G:

A. Recommend approval to accept a donation of Paulsboro High School memorabilia including:

* Three photographs of the PHS Class of 1943 reunions.
* Two programs from PHS Class of 1943 reunions.
* Article from the December 19, 1968 ***The Record***. The “Senior Spotlight” article features students Claudia Kelly and Ed Simek.

 The donation was made by Kathleen Carfagno (PHS 1965). In one sense the donation is valued at $20.00 but for what it represents it is priceless.

B. Recommend approval to accept a donation of Paulsboro High School memorabilia including:

* A poster of the championship 1939 Field Hockey Team.
* A framed photograph of the Class of 1942 on its class trip to Mt. Vernon.

The donation was made by Elaine “Sally” Jordan (PHS 1942). In one sense the donation is valued at $30.00 but for what it represents it is priceless.

C. Recommend approval to accept a donation of Paulsboro High School memorabilia including:

* Five photographs of Paulsboro High School students during the years 1936-1938.
* June 1980 edition of the Paulsentinel.

 The donation was made by Betty Lazevnick. In one sense the donation is valued at $20.00 but for what it represents it is priceless.

D. Recommend approval to accept a donation of two photographs of the Paulsboro High School Alumni Football Team circa 1946. The team was composed of World War II veterans.

 The donation was made by Rita Kelly (PHS 1949). In one sense the donation is valued at $20.00 but for what it represents it is priceless.

E. Recommend approval to accept a donation of a photograph of the Paulsboro High School Class of 1925 on its class trip to Mt. Vernon. The donation was made by Ida and Jack Otten (PHS 1956). In one sense the donation is valued at $20 but for what it represents it is priceless.

F. Recommend approval to accept a donation of custom framing for Elaine “Sally” Jordan’s championship field hockey blazer. The donation was made by Dr. and Mrs. Walter Quint (PHS 2016). The cost of the framing was $300.00.

 Informational: The Board of Education previously accepted Ms. Jordan’s championship blazer. It has now been prepared for display in the Administration Building as part of the Hall of Diplomas exhibition.

G. Recommend approval to reissue a diploma to Lt. George H. Carney, Sr. (PHS circa 1935).

 Informational: Lt. Carney was killed in action on Thanksgiving Day 1943. No school records remain from the mid-1930s and he graduated before the first edition of the ***Pegasus***. As a result, his family has very few mementos of his high school years. The reissued diploma will mean a great deal to his son, George Carney, Jr. who was born shortly after his father’s death.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Walter, Ms. Lozada-Shaw, Ms. Dunn, Mrs. Stevenson, Mrs. Priest and Mr. Ridinger voting 7 YES.

Motion Carried

**PUBLIC COMMENTS**

1. Mrs. Kathleen Williams

24 Willowbrook Lane

South Harrison, NJ 08085

Mrs. Williams inquired about her son Shawn Williams II, possibly attending 8th grade at Paulsboro Junior High School as a courtesy student. Mr. Williams II is currently enrolled in Kingsway Public Schools, Williams stated her concern about Kingsway’s class sizes, and how Paulsboro’s student to teacher ratio is much smaller.

1. Mrs. Irma Stevenson mentioned the article in the South Jersey Times that stated the Governor wants to eliminate Pre-K. Mrs. Stevenson suggested that the district writes a letter as a school who does offer Pre-K and to stress its importance in protest.

**NEXT PUBLIC MEETING**

Monday, September 26, 2016

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 comments will be solicited from citizens in attendance.

Motion made by Dunn, seconded by Lozada-Shaw and unanimously carried (7-0) to adjourn the meeting at 8:25 PM

Regular Meeting was call to order at approximately 7:05 p.m.

Regular Meeting recessed at approximately 7:22 p.m.

Executive Session convened at approximately 7:26 p.m.

Executive Session recessed at approximately 7:34 p.m.

Regular Meeting reconvened at approximately 7:36 p.m.

Regular Meeting adjourned at approximately 8:25 p.m.

Respectfully Submitted,



Business Administrator/Board Secretary