**Paulsboro Public Schools**

**Monday, September 25, 2017**

**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 by the Open Public Meetings Act as presiding officer, I announce that adequate notice of this meeting has been provided by mailing on Thursday August 3, 2017 to the Paulsboro Clerk, Greenwich Township Clerk, Courier Post, South Jersey Times and Secretary of Greenwich Township Board of Education a notice of this meeting and by posting a notice of this meeting in public place reserved for such announcements by the Board of Education.”

The meeting was called to order at approximately 7:07 PM by pledging allegiance to the flag with the following members present: Barbara Dunn, John Hughes, Marvin Hamilton, Joseph L. Lisa, Lisa L. Lozada-Shaw, William S. MacKenzie, Thomas C. Ridinger, Irma R. Stevenson, James J. Walter, II. Also present were Dr. Laurie Bandlow, Superintendent, Ms. Jennifer Johnson, Business Administrator/Board Secretary.

## UPCOMING SCHEDULED EVENTS

|  |  |
| --- | --- |
| ***Fire Prevention Week***:  | Monday, October 2, 2017 through Friday, October 6, 2017  |
| ***& Week of Respect***  | District Wide |
| ***Back to School Night***:   | 7:00 p.m. on Thursday, October 5, 2017 at Paulsboro Junior / Senior High School  |
| ***School Violence***   | October 16, 2017 through October 20, 2017  |
| ***Awareness Week:***  | District Wide |
| ***Spirit Week***:  | October 16, 2017 through October 20, 2017 Paulsboro Junior / Senior High School  |
| ***Sports Hall of Fame Dinner***:   | 6:00 p.m. on October 20, 2017 Paulsboro Junior / Senior High School  |
| ***Homecoming Parade***:   | 9:30 a.m. on October 21, 2017  |
| ***Homecoming Dance***:  | 8:00 p.m. on October 21, 2017  |
| ***Halloween Parades***:  | 1:45 p.m. on October 30, 2017  |
|  | Loudenslager Elementary School  |
|   | 1:15 p.m. on October 31, 2017 Billingsport Early Childhood Center  |

## PRESENTATION

Vice President Mr. Joseph Lisa read the names of those honored.

1. Honoring the following *Student Athletes Spring 2017 Season for earning First Team Colonial Conference All Stars:*

|  |  |
| --- | --- |
| **Students**  | **Spring Sporting Events**  |
| Emmanuel Simon - Graduated June 2017 Eric Diaz - Grade 12 Edgar Rosa Rodriguez - Graduated June 2017  | Boys Track and Field First Team Colonial Conference All Stars  |
| Amaya Reed-Clark – Grade 11  | Girls Track and Field First Team Colonial Conference All Stars  |
| Selena Chila - Grade 10  |  Softball First Team Colonial Conference All Stars  |

1. District Safety and Security Plan – Mr. Matthew Browne, Principal Loudenslager Elementary School. (**Attachment**)

**PUBLIC COMMENTS AND PETITIONS**

None

## CORRESPONDENCE

Motion made by Walter, seconded by Stevenson and unanimously carried (9-0) to approve the thank you letter dated September 7, 2017 from Barbara Wurtz, thanking the Board of Education for her retirement gift.

## OLD BUSINESS

### BOARD OF EDUCATION - SELF EVALUATION

The Board of Education should conduct a self-evaluation annually. One method of doing this is to use the materials available via New Jersey School Boards Association (NJSBA). This is the evaluation instrument that the Board used last year. The evaluations are submitted to NJSBA online.

Once the evaluations have been submitted, they will be compiled by the NJSBA staff. The Field Representative for NJSBA will then meet to review the evaluations as well as discuss the path forward. Due date is **September 30, 2017.**

**NJSBA 2017 CONVENTION**

*Education for a Common Purpose* is Monday, October 23, 2017 to Thursday, October 26, 2017. Hotel reservations changed to the Golden Nugget Hotel and Casino. Headquarters was overbooked and our party was moved. Ms. Jankauskas has spoken with each member of the Board and arrangements are set at our new location.

## COMMITTEE OF THE WHOLE

**FINANCE COMMITTEE**:

Committee items of discussion:

1. Explanation of the June 2017 revised Board Secretary Report:

Summer school took place for a full week in June, therefore IDEA Basic grant utilized for last summer also needed to fund one week of this year summer school. In review, the grant had been fully expended prior to these charges. Home instruction expenses for students not allowable under IDEA Basic were charged to the grant. These expenses, $7,712 were corrected from fund 20 to fund 11 resulting in transfers and encumbrance corrections on the Board Secretary Report.

Home instructional services for Guardian Angel students in the amount of $1,256.06 not included were encumbered. This adjustment effected the adjusted budget and encumbrance column of the Board Secretary Report.

The Business Administrator bolded the numbers changed from the original June Board Secretary Report and explained in detail the items summarized above.

1. 2017-2018 Transfers – Transfers submitted for July accounted for all salaries of positions currently filled by staff. The budget is still being reviewed for transfers for vacancies, leaves of absence, or new positions required by an IEP. These transfers will be submitted in next month for approval.
2. 2018-2019 budget calendar

Specific due dates were explained and a binder for work papers provided. Each meeting as applicable work papers will be provided as we build the 2018-2019 budget.

* 9/25/14 first meeting with Administrative Team to discuss budget
* 10/18/17 New Different Unusual Items due from staff to Building Principal / Supervisor
* 11/1/2017 New Different Unusual Items due from Building Principal /Supervisor to Superintendent

First discussions with the Board of Education will take place at the November meeting. This time line was pushed up from January at the request of the Board to have more time and input in the budget process.

**FACILITY COMMITTEE**:

Update by the Business Administrator:

1. The School Development Authority is still reviewing paperwork submitted for all three projects and there is no clear timeline for reimbursement at this time. A detailed explanation of our projects will begin at the next meeting along with timelines to complete all projects, if possible by next summer.
2. With the exception of a ceiling fan in the auditorium and the physical education supply closet, repairs from the insurance claims at Paulsboro High School are completed.
3. The Paulsboro High School auditorium is not cleared for occupancy. When the environmental company was inspecting the auditorium, they questioned the structural integrity of the grid ceiling. After inspection it was determined the grid system is not secure. Administration is waiting on the vendor to return and complete the project.
4. The district contracted with Barton Flooring to install the new floor at Paulsboro High School. Administration is not satisfied with the floor installed on the top floor and has halted installation of the main floor. At the July meeting it was explained this was a Terrazzo floor, when in fact it is a Terrazzo tile. $40,000, for approval on the bill list, was paid to Barton Flooring for materials prior to installation. Administration is working on alternates and has asked Vice President Lisa for assistance in a solution for the floors.

## REPORT OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

Motion made by Hamilton, seconded by Walterto approve the recommendations of the Superintendent items A-G.

Informational: The Report of the Treasurer of School Monies and the Report of the Secretary to the Board of Education as well as associated accounts are available by contacting the Business Administrator Jennifer Johnson.

1. Approval of the budget transfers for June 30, 2017 for the 2016-2017 school year. (**Attachment**)

1. Approval June 2017 revised Board Secretary Report. The Treasurer Report did not change.

Informational: The revised report reflects several changes to purchase orders after reviewing Fund 20 grant funds prior to the year end close. For example:

* + $1,256.06 budget increase in Fund 20 for GCSSSD is final payment for home instruction services for students attending Guardian Angels.

* + $7,712.00 for home instruction services was incorrectly encumbered against the IDEA BASIC grant. This adjustment corrects the charge to local funds. This adjustment also generated a need for 2016-2017 budget adjustments approved in item A above.

* + Fund 60, Cafeteria, increased enabling us to purchase new cafeteria serving lines at both Elementary Schools, two walk in freezers, and a refrigerator at the High School.



June 2017 BOARD SECRETARY REPORT APPROVED AT THE AUGUST 25, 2017 MEETING:



1. Approval of Minutes (**Hand delivered by the Business Office**)

 May 8, 2017 Executive Session

May 8, 2017

May 22, 2017 Executive Session

May 22, 2017

1. Approval of the Cash Receipts Report (**Attachment**)

1. Approval of July budget transfers for 2017-2018 school year. (**Attachment**)

1. Approval for payment of bills duly signed and authorized. (**Attachment**)

1. 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 July 31, 2017, 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.



### BUSINESS ADMINISTRATOR CERTIFICATIONS

***Pursuant to NJAC 6A:23-2.ll (c)3***, I, Jennifer Johnson, Business Administrator to the Board of Education, certify that as of July 31, 2017, 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, September 25, 2017

|  |  |
| --- | --- |
| Anticipated Budget | Cash Received 7/31/2017 |
| $5,819,982.00 |  |
|  1,215,109.00 |  |
|  335,001.00 |  $ 80,231.27 |
|  12,240,579.00 |  |
|  327,792.00 |  |
|  61,190.00 |  |
|  1,374,569.00 |  |

Taxes

Tuition

Miscellaneous

State Aid

Extraordinary Aid

SEMI

Fund Balance

Total $21,374,222.00 $80,231.27

***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 July 31, 2017.



Monday, September 25, 2017

 Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 9 YES absent Priest

 Motion Carried

### REPORT OF THE SUPERINTENDENT

### PERSONNEL

Motion by Walter, seconded by Lozada-Shaw to approve the recommendations of the Superintendent items B – N:The Greenwich Township Representative may vote on items in this section of the agenda.

1. Informational: All people being recommended for employment must have completed Criminal History Background Review and met certificate / license requirements along with all necessary paperwork prior to board action unless otherwise noted.

1. Recommend approval of the substitute teachers on the attached list from Source 4 Teachers. (**Attachment)**

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

1. Recommend approval (via letter of intent issued by the Board of Education on May 8, 2017) to appoint Kelli Emerich to the position of School Bus Aide effective September 18, 2017. Ms. Emerich will earn a salary of $10.88 per hour - Step 1.

Informational: Interviews were conducted and references were checked by Mr. Bracciante.

1. Recommend approval (via letter of intent issued by the Board of Education on May 8, 2017) to appoint Ronica Thornton to the position of School Bus Aide effective September 18, 2017. Ms. Thornton will earn a salary of $10.88 per hour - Step 1.

Informational: Ms. Thornton worked as a substitute bus aide for the 2016-2017 school year.

1. Recommend approval (via letter of intent dated September 8, 2017 issued by the Board of Education on May 8, 2017) to appoint Katelyn Dilks to the position of interim School Social Worker earning $28,000.00. This recommendation is contingent on successful completion of criminal history background review.

Informational: Interviews were conducted and references were checked by Mr. Bracciante. This position will fill in for the approved leave of absence for Naomi Firestein.

1. Recommend approval (via letter of intent issued by the Board of Education on May 8, 2017) to appoint George Politza to the position of Truancy Officer earning $10,500.00 prorated. This recommendation is contingent on successful completion of criminal history background review.

Informational: Interviews were conducted and references were checked by Mr. Bracciante. This position is ten months.

1. Recommend approval of a medical leave of absence for Paulsboro High School Custodian, Thomas Gouse as follows:

 Dates of Leave Terms and Conditions of Leave

 Tuesday, July 5, 2017 – Thursday, August 3, 2017 Unpaid, with benefits.

 Monday, August 21, 2017 – Wednesday, September 20, 2017 Unpaid, with benefits.

1. Recommend the status change for Barbara Thomson from Step L – BA at $63,258.00 to Step L – BA+30 at $64,458.00 effective October 1, 2017 as per agreement with the Paulsboro Education Association.

1. Recommend approval of a medical leave of absence for Child Study Team, School Psychologist, Naomi Firestein as follows:

 Dates of Leave Terms and Conditions of Leave

Tuesday, September 5, 2017 – Wednesday, January 24, 2018 With pay and benefits by use of

(60 days, based on a 3-day workweek) accumulated sick leave as well as the concurrent use of Federal Family Leave.

Thursday, January 25, 2018 - Wednesday, April 25, 2018 With pay and benefits by use of accumulated (36 days, based on a 3-day workweek) sick/personal leave.

 Thursday, April 26, 2018 – Friday, June 15, 2018 Unpaid leave of absence with benefits.

1. Recommend approval of a medical leave of absence for Paulsboro High School Teacher, Josephine Ianoale as follows:

 Dates of Leave Terms and Conditions of Leave

 Tuesday, September 5, 2017 – Wednesday, October 4, 2017 With pay and benefits by use of

accumulated sick & personal days as well as the concurrent use of Federal Family Leave.

 Thursday, October 5, 2017 – Tuesday, November 14, 2017 Unpaid, with benefits by use of the Federal

Family Leave.

1. Recommend approval (via letter of intent issued by the Board of Education on May 8, 2017) to appoint the following teachers to the following positions for the Alternative Education Program (AEP) at Paulsboro Junior / Senior High School effective September 18, 2017 for the 2017-2018 school year.

All personnel recommended below have formally applied to Paulsboro Junior / Senior High School Principal, Paul Morina. Mr. Morina conducted interviews.

|  |  |
| --- | --- |
| **Teacher**  | **Subject**  |
| Nicole Beaman  | English  |
| Andrea Bish  | English  |
| Holly Klein  | English  |
| Christine Lindenmuth  | Math  |
| Anthony Chila  | PE / Health  |
| Thomas Hampel  | PE /Health  |
| Michelle Relation  | PE/Health  |
| Amy Bria  | SAT/PARRC Preparation  |
| Joseph Benne  | Science  |
| Monica Garner  | Science  |
| Rachael Wulk  | Social Studies  |
| Todd Palmisano  | Social Studies  |
| Chelsea Brown  | Social Studies  |
| Clara Davis  | Spanish  |
| Jean Brown  | Student Assistance Counselor  |
| James Pandolfo  | Principal / Administrator  |
| Paul Morina  | Substitute Principal / Administrator  |

**The teachers will be on a rotating schedule working as follows:**

|  |  |  |
| --- | --- | --- |
| Teacher # 1 3:00p.m. – 5:00p.m. 2.0 hr./day  | $32.00 per hour  | $ 64.00 per day  |
| Teacher # 2 5:30p.m. – 7:30p.m. 2.0 hr./day  **The following will be working this schedule:**  | $32.00 per hour  | $ 64.00 per day  |
| Counselor 3:00p.m. – 5:30p.m. 2.5 hr./day  | $32.00 per hour  | $ 80.00 per day  |
| Administrator 4:00p.m. – 7:30p.m. 3.5 hr./day   | $32.00 per hour  | $112.00 per day  |
| The daily cost for this program is not to exceed:  | $320.00 per day  |

1. Recommend approval for the following personnel to hang their boiler licenses for the 20172018 school year with a stipend of $694.00 as per agreement with the Paulsboro Education Association.

|  |  |  |
| --- | --- | --- |
| Cindy Anderson  | Wayne Farrow  | Thomas Gouse  |
| Jack Henderson  | Paul Johnston  | Earl McEwen  |
| Kathleen Moran  | Nancy O’Brien  | John Ponter  |
| Patrick Relation  | Dietra Roane  | Michael Robinson  |

1. Recommend approval of Stacy Sammons as a substitute secretary at a rate of $8.44/hour to be used on an as needed basis for the 2017-2018 school year.
2. Recommend to approve DeShaun Burgess as a Volunteer for the football team for the 20172018 school year. This recommendation is contingent on successful completion of criminal history background review.

Informational: DeShaun Burgess is a former student athlete, graduated Paulsboro High Class of 2015 and is attending Rowan College of Gloucester County.

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 9 YES absent Priest

 Motion Carried

### PERSONNEL

Motion by Walter, seconded by Lozada-Shaw to approve the recommendations of the Superintendent tems O-X.

1. Recommend approval to appointment Cindy Johnson as the Master Teacher for the 20172018 school year at Billingsport Early Childhood Center. Ms. Johnson will earn a salary of $70,000.00.

Informational: This is a District interim position funded through the Preschool Expansion Grant. The Board of Education originally approved a salary of $60,000.00 for Ms. Johnson at the July 31, 2017 Board Meeting. This is a ten month position including 10 days for providing in-service training during the summer. The additional $10,000.00 is compensation for providing approximately 100 home visits.

1. Recommend the status change for Rachel Kuser from Step B – BA at $44,467.00 to Step B – BA+30 at $45,667.00 effective October 1, 2017 as per agreement with the Paulsboro Education Association.

1. Recommend approval to transfer Keri Lyn Cooper to the position of Basic Skills Instructional Aide. Ms. Cooper will earn Step 3 - $23,195.00 as per agreement with the Paulsboro Education Association.

Informational: Interviews were conducted by Mrs. Tolbert. Keri Lyn is currently Kindergarten aide at Billingsport Early Childhood Center. Ms. Cooper will be replacing Cheryl Schoppy who resigned effective August 9, 2017.

1. Recommend approval to appoint Natasha Melendez to the position of Kindergarten Aide at

Billingsport Early Childhood Center earning Step 1 - $23,074.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of criminal history background review.

Informational: Interviews were conducted and references were checked by Mrs. Tolbert.

1. Recommend approval to appoint Samantha Strube to the position of Part-Time Instructional Aide at Loudenslager Elementary School. Ms. Strube will earn Step 1 - $20.90 per hour for 3.9 hours per day- maximum 19 hours/week. Not to exceed 37 weeks as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of criminal history background review.

Informational: Interviews were conducted and references were checked by Mr. Browne.

1. Recommend approval to appoint Julie Perry to the position of Playground Aide at Billingsport Early Childhood Center. Ms. Perry will earn $8.44 per hour not to exceed 2 hours per day. This recommendation is contingent on successful completion of criminal history background review.

Informational: Interviews were conducted by Mr. Bracciante and Mrs. Tolbert. Ms. Perry is replacing Kelly Mann who resigned.

1. Recommend approval (via letter of intent issued by the Board of Education on May 8, 2017) to appoint Katie Hurst to the position of PreK Aide at Billingsport Early Childhood Center effective September 5, 2017. Ms. Hurst will earn Step 1 – $23,074.00.

Informational: Interviews were conducted and references were checked by Mr. Bracciante.

1. Recommend transfer of Marie Lexa from one to one aide to the position of Kindergarten Aide within Billingsport Early Childhood Center.

Informational: Interviews were conducted and references were checked by Mrs. Tolbert.

1. Recommend approval of a medical leave of absence for Billingsport Early Childhood Center, Brittany Bielski as follows:

 Dates of Leave Terms and Conditions of Leave

 Monday, October 16, 2017 – Friday, October 27, 2017 With pay and benefits by use of

accumulated sick leave as well as the concurrent use of Federal Family Leave.

 Monday, October 30, 2017 – Friday, December 22, 2017 Unpaid, with benefits by use of

 Federal Family Leave.

1. Recommend approval of a medical leave of absence for Billingsport Early Childhood Center Basic Skills Teacher, Joseph O’Leary as follows:

 Dates of Leave Terms and Conditions of Leave

Tuesday, September 5, 2017 – Tuesday, October 31, 2017 With pay and benefits by use of accumulated sick days.

 Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mr. Ridinger (abstained P), Mrs. Stevenson, Mr. Walter II, 8 YES absent Priest

 Motion Carried

### REPORT OF THE SUPERINTENDENT

**STAFF AND CURRICULUM DEVELOPMENT**

Motion by Walter, seconded by Lozada-Shaw to approve the recommendation of the Superintendent for item A**:** The Greenwich Township Representative may vote on items in this section of the agenda.

1. Recommend approval for District Instructional Coach, Lisa Kuhnel-Morrison to attend *Gloucester County ELA/SS Supervisors’ Meeting* on Wednesday, October 18, 2017 at Delsea Regional High School in Franklinville, New Jersey.

Cost to the Board of Education:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Mileage: | 40 miles | 1 day | $ 0.405 per mile | $ 16.20 |
| Registration: | person | day | $ - per person | $ - |
| Substitute(s): | teacher | day | $ - per day | $ - |

 Total Costs $ 16.20

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 9 YES absent Priest

 Motion Carried

**STAFF AND CURRICULUM DEVELOPMENT**

Motion by Walter, seconded by Lozada-Shaw to approve the recommendations of the Superintendent for items B-C:

1. Recommend approval for Loudenslager Elementary School Teacher, Thomas Richardson to attend *Understanding Co-Teaching: Building Improved Achievement for All* on Thursday, October 5, 2017 at Brick Township Professional Development Center in Brick, New Jersey.

Cost to the Board of Education:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Mileage: Registration: Substitute(s): | 160 miles1 person1 teacher | 1 day1 day1 day | $ 0.405 per mile$ 149.00 per person $ 120.00 per dayTotal Costs | $ 64.80 $ 149.00$ 120.00$ 333.80 |

Informational: This workshop will provide an understanding of co-teaching as a way to improve achievement for all students. Participants will identify the key components of successful co-teaching and the challenges and possible solutions. The session will provide participants with activities, and the opportunity to explore information and tools that may assist in implementing effective models of co-teaching. Participants will receive and practice using tools for planning and collaboration in program organization and lesson development. They will be able to analyze their programs and identify how to move forward.

1. Recommend approval for Loudenslager Elementary School Teacher, Cory Hoffman to attend Understanding Co-Teaching: Building Improved Achievement for All on Thursday, October 5, 2017 at Brick Township Professional Development Center in Brick, New Jersey.

Cost to the Board of Education:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Mileage: Registration: Substitute(s): | 1. miles
2. person

1 teacher | 1. day
2. day

1 day | $ 0.405 per mile$ 149.00 per person $ 120.00 per dayTotal Costs | $ -$ 149.00$ 120.00$ 269.00 |

 Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 8 YES absent Priest

 Motion Carried

Informational: This workshop will provide an understanding of co-teaching as a way to improve achievement for all students. Participants will identify the key components of successful co-teaching and the challenges and possible solutions. The session will provide participants with activities, and the opportunity to explore information and tools that may assist in implementing effective models of co-teaching. Participants will receive and practice using tools for planning and collaboration in program organization and lesson development. They will be able to analyze their programs and identify how to move forward.

1. Informational:

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

|  |
| --- |
| **Month of September 2017**  |
| **GRADE** | **ENROLLMENT**  |
| 9  | 92  |
| 10  | 84  |
| 11  | 65  |
| 12  | 83  |
| **TOTAL**  | **324**  |

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

|  |
| --- |
| **Month of September 2017**  |
| **GRADE** | **ENROLLMENT**  |
| 7  | 96  |
| 8  | 72  |
| **TOTAL**  | **168**  |

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

|  |  |  |  |
| --- | --- | --- | --- |
| **GRADE**  | **ENROLLMENT PER CLASS** **BILLINGSPORT EARLY** **CHILDHOOD CENTER**  | **GRADE**  | **ENROLLMENT PER CLASS** **LOUDENSLAGER** **ELEMENTARY SCHOOL**  |
| Pre-School Disabled  | 3  |   |   |   |   | 3  | 26  | 25  | 25  | 24  |   |
| Pre-School  | 14  | 15  | 14  | 14  |   | 4  | 22  | 22  | 18  |   |   |
| K  | 18  | 17  | 17  | 18  | 17  | 5  | 24  | 22  | 23  |   |   |
| 1  | 25  | 24  | 22  | 24  |   | 6  | 19  | 18  | 19  |   |   |
| 2  | 21  | 19  | 20  | 20  |   | Special Education  |   |   |   |   |   |
| Special Education  |   | 8  | 3  | 7  |  |   |   |   |   |  |  |
|  | **TOTAL**  | **340**  |  | **TOTAL**  | **287**  |

* 1. Superintendent plans to continue meetings with a group of “Key Communicators.” This group originally began circa 1990. It provides a two-way line of dialog between the community and school administration. The Key Communicators provide a very effective sounding board for new ideas being considered by the school system. The Superintendent respectfully requests that members of the Board of Education make suggestions for people who may be good Key Communicators.

* 1. The District Advisory Committee discusses non-contractual issues. This forum is also an excellent place for the Superintendent to discuss ideas on an informal basis with the staff. The ideas can come from either the staff or administration. In other words, the District Advisory Committee is both a problem solving forum and a sounding board. The following staff members are representing their schools on the District Advisory Committee for the 2017-2018 school year.

Billingsport Early Childhood Center - Mary Elton

|  |  |
| --- | --- |
|    | - Noreen DeMarco  |
| Loudenslager Elementary School  | - Matthew Browne  |
|   | - JoAnne Gayeski  |
|    | - Kathleen Brown  |
| Paulsboro Senior High School  | - Paul Morina  |
|    | - Andrea Bish  |
| Paulsboro Junior High School   | - Barbara Cangelosi  |
| District  | - Paul Bracciante  |
|   | - Jennifer Johnson  |
|   | - Craig Gibson  |

### REPORT OF THE SUPERINTENDENT

Motion by Walter, seconded by Dunn to approve the recommendation of the Superintendent item A.

**INSTRUCTIONAL SERVICES A**: The Greenwich Township Representative may not vote on items in this section of the agenda.

1. Recommend approval for *Dakota Souder* (Camden Catholic High School) to attend Paulsboro High School (Grade 11) during the 2017-2018 school year. If approved this student will be attending Paulsboro High School as a courtesy. The parents will be responsible for transportation to and from school.

Informational: The Paulsboro Board of Education has approved a policy for the acceptance of courtesy students if board approved.

 Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 8 YES absent Priest

 Motion Carried

1. Informational: This report reflects the achievement of Paulsboro High School graduates on the American College Testing (ACT) over time and an indication of the extent to which they are prepared for college-level work. The ACT consists of curriculum-based tests of educational development in English, mathematics, reading, and science designed to measure the skills needed for success in first-year college coursework. Table 1 shows the five-year trend of your ACT-tested graduates. Beginning with the 2013 Graduating Class, all students whose scores are college reportable, both standard and extended time tests, are included in this report. Please note the growth in the number of Paulsboro High School Students *taking the ACT. We will continue to work on advancing the growth on these College Board Assessments.*

 **Table 1: Five Year Trends -Average ACT Scores**

**Total Tested English Mathematics Reading Science Composite**

 **Grad Year District State District State District State District State District State District State**

1. **1 24,202 13.0 22.5 12.0 23.6 17.0 23.1 11.0 22.2 13.0 23.0**
2. **2 26,182 15.5 22.8 16.5 23.7 15.0 23.1 18.0 22.4 16.5 23.1**
3. **7 30,263 13.7 22.9 18.6 23.7 13.9 23.3 16.4 22.6 15.9 23.2**
4. **10 33,646 13.8 22.7 16.0 23.3 16.1 23.5 14.4 22.5 15.1 23.1 2017 9 35,257 16.4 23.8 19.7 23.8 18.3 24.1 16.9 23.2 17.8 23.9**

### REPORT OF THE SUPERINTENDENT

Motion by Walter, seconded by Stevenson to approve the recommendations of the Superintendent items A-B.

**STUDENT ACTIVITIES A – B:** The Greenwich Township Representative may vote on items in this section of the agenda.

1. Recommend approval of the following winter athletic coaches for Paulsboro Senior High School for the 2017-2018 school year with stipends as per agreement with the Paulsboro Education Association.

**Boys Basketball:**

|  |  |  |  |
| --- | --- | --- | --- |
| Darrius Quarles  | Head Coach  | Step 1  | $6,375.00  |
| John Marcucci  | Assistant Coach  | Step 3  | $5,006.00  |
| Kevin Harvey  | Volunteer  |  |  |
| Mark Clark  **Girls Basketball:**  | Volunteer  |  |  |
| Shelyna Hamilton  | Head Coach  | Step 3  | $7,522.00  |
| Tiaja Harrold  **Wrestling:**  | Assistant Coach  | Step 2  | $4,435.00  |
| Paul Morina  | Head Coach  | Step 3  | $8,112.00  |
| Dean Duca  | Assistant Coach  | Step 3  | $5,662.00  |
| Joseph Duca  | Assistant Coach  | Step 3  | $5,662.00  |
| Vacancy  | Assistant Coach  |   |  |
| Vacancy  | Assistant Coach  |  |  |
| Steve Anuszewski  | Volunteer  |  |  |
| Nick Morina  | Volunteer  |  |  |
| Carmel Morina  | Volunteer  |  |  |
| Casper Tortella  | Volunteer  |  |  |

1. Recommend approval for the 2017-2018 Paulsboro High School Football Team to attend a Temple University football game this season.

Informational: Paulsboro’s Football Team has attended Temple University’s Football Games in the past. The exact date and time of the game has not been determined yet by Temple personnel. The tickets will be free and the only cost to the district will be the bus, tolls for the bus and parking.

Roll call vote: Mrs. Dunn, Mr. Hamilton (Abstained A), Mr. Hughes, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 9 YES absent Priest

 Motion Carried

**STUDENT ACTIVITIES C – D:**

Motion by Walter, seconded by Lozada-Shaw to approve the recommendations of the Superintendent items C-D.

1. Recommend approval of the Fall Season Athletic Schedule for Paulsboro Middle School Girls Field Hockey team during the 2017-2018 fall sports season **(Attachment):**

1. Recommend approval of the following winter athletic coaches for Paulsboro Junior High School for the 2017-2018 school year with stipends as per agreement with the Paulsboro Education Association.

**Boys Basketball:**

 Glenn Howard Coach 7th and 8th Grade $3,181.00

**Girls Basketball:**

 Erica Scott Coach 7th and 8th Grade $3,181.00

Roll call vote: Mrs. Dunn, Mr. Hamilton (Abstained A), Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 8 YES absent Priest

 Motion Carried

### REPORT OF THE SUPERINTENDENT

Motion by Stevenson, seconded by Hamilton to approve the recommendation of the Superintendent item A.

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

A. Recommend approval to dispose of the following: **(Attachment)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Quantity**  | **Item**  | **Reason for Disposal**  | **Method of Disposal**  |
| Multiple  | See attached list from Technology Dept.  | Not Using  | Trash  |

 Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 9 YES absent Priest

 Motion Carried

### REPORT OF THE SUPERINTENDENT

Motion by Hamilton seconded by Walterto approve the recommendations of the Superintendent items A-C.

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

1. Recommend approval for the donation of a clarinet and music books to Paulsboro High School, Music Department from Ms. Bess Kelley. In one sense the donation is valued at $150.00 but, for what it represents it is priceless.

1. Recommend approval for the donation of a music book stand to Paulsboro High School Music Department from Ms. Irma Stevenson. In one sense the donation is valued at $20.00 but, for what it represents it is priceless.

1. Recommend approval of the preliminary 2018-2019 Budget Calendar. **(Attachment in the budget binder)**

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mr. Ridinger, Mrs. Stevenson (Abstain A&B), Mr. Walter II, 9 YES absent Priest

 Motion Carried

### REPORT OF THE SUPERINTENDENT

Motion by Lozada-Shaw, seconded by Hamiltonto approve the recommendation of the Superintendent item A.

**SCHOOL SAFETY A:**

1. Recommend approval of the Nurse’s Standing Orders for Students and Athletic Training

Standing Protocols for the 2017-2018 school year. (**Attachment**)

Informational: These orders are reviewed and approved by the school nurses and school physician prior to seeking approval by the Board of Education. The Standing Orders are the Physician’s instructions to the School Nurses and Athletic Trainer for the handling of medical issues in the schools. The Standing Orders must be approved annually as required by the New Jersey Department of Education.

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 9 YES absent Priest

 Motion Carried

1. Informational:

Report of School Security Drills

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of Drill**  | **Notation**  |  | **Schools**  |  |
| **Paulsboro** **Senior High and** **Paulsboro** **Junior High**  | **Loudenslager Elementary**  | **Billingsport** **Early** **Childhood Center**  |
| Fire Evacuation  | Each school must conduct one per month  | 9/15/17  | 9/11/17  | 9/14/17  |
| Evacuation (Non-Fire)  | Each school must conduct two annually  |   |   |   |
| Lockdown  | Each school must conduct two annually  | 9/19/17  |   | 9/15/17  |
| Bomb Threat  | Each school must conduct two annually  |   |   |   |
| Active Shooter  | Each school must conduct two annually  |   | 9/14/17  |   |
| Other Drills  | Each school must conduct two annually  |   |   |   |
| **Type of Drill**  | **Notation**  |  | **Schools**  |  |
| **Paulsboro** **Senior High and** **Paulsboro** **Junior High**  | **Loudenslager Elementary**  | **Billingsport** **Early** **Childhood Center**  |
| Bus Evacuation  | School District (Annually)  | 9/11/17 9/12/17  |   |   |
| Bus Evaluation  | School Routes (2 Annually)  |   |   |   |
| Test of Emergency Communication System  | Not required but conducted as an extra safety measure  | Conducted Monthly  | Conducted Monthly  | Conducted Monthly  |

October 27th 9:00 a.m. - 11:30 a.m. Shelter In Place Drill District Wide. The drill will be held in conjunction with the Paulsboro Refinery, Paulsboro Police and Fire Departments, and County Office of Emergency Management.

### REPORT OF THE SUPERINTENDENT

**POLICY**

Motion by Hamilton, seconded by Walter to approve the recommendations of the Superintendent items A-C: The Greenwich Township Representative may vote on items in this section of the agenda.

1. Recommend the second reading and approval of the following Board Policy: **(Attachment)** -Rice Notice and Nonrenewal – Policy #4117.41

1. Recommend the second reading and approval of the following Board Policy: **(Attachment)** - Student Code of Conduct #5131

1. Recommend the second reading and approval of the following Board Policy: **(Attachment)** - Missing, Abused and Neglected Children #5141.4

Roll call vote: Mrs. Dunn, Mr. Hamilton, Mr. Hughes, Mr. Lisa, Ms. Lozada-Shaw, Mr. MacKenzie, Mr. Ridinger, Mrs. Stevenson, Mr. Walter II, 9 YES absent Priest

 Motion Carried

**REPORT OF THE SUPERINTENDENT**

### PUBLIC COMMENTS

None

Motion made by Dunn, seconded by Stevenson and unanimously carried (9-0) to adjourn the meeting at 8:38pm.

Regular Meeting October 30, 2017 – 7:00 PM Billingsport Early Childhood Center Multipurpose Room

* The Board will take official action at this meeting.
* The meeting is open to the public and comments will be solicited from citizens in attendance.

Respectfully Submitted,

### C:\Users\JJohnson\Desktop\Jennifer's Signiture.jpg

Business Administrator/Board Secretary