**Paulsboro Public Schools**

**Monday, October 29, 2018**

**Minutes**

**Executive Session**

The Paulsboro Board of Education adjourned to Executive Session from 6:04pm to 7:05pm to discuss personnel, negotiations and litigation, the results of which may be made known upon return to regular session or when conditions warrant. Notification of this meeting was included in the September 29, 2018 agenda and every agenda, Board Business Item A.

**regular meeting**

As required by the Open Public Meetings Act as Board Secretary, I announce that adequate notice of this special meeting has been provided by mailing on Thursday, January 4, 2018 to the Paulsboro Clerk, Greenwich Township Clerk, Courier Post, South Jersey Times and Secretary of Greenwich Township Board of Education the approved 2018 Board of Education meeting calendar adopted by the Board of Education at the Reorganization Meeting on January 3, 2018 and by posting the revised schedule of meetings in a 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, Marvin Hamilton, Crystal Henderson, Joseph L. Lisa, Thomas C. Ridinger, Irma R. Stevenson, and James J. Walter, II. Gerald Michaels, Greenwich Township Representative. Also present were Stephen Edelstein, Attorney, Dr. Laurie Bandlow, Superintendent, Mr. Paul Bracciante, Assistant Superintendent, and Ms. Jennifer Johnson, Business Administrator.

**Upcoming Scheduled Events**

***Halloween Parades***: 1:30 p.m. on Tuesday, October 30, 2018

Loudenslager Elementary School

1:10 p.m. on Wednesday, October 31, 2018

Billingsport Early Childhood Center

***Election Day***: Tuesday, November 6, 2018 (Schools Open)

***National Honor Society Induction:*** Date to be determined in the Spring of 2019

Paulsboro Junior / Senior High School

***Parent Conferences:*** November 19, 2018 through November 20, 2018

Grades K – 12 12:30 Dismissal

***Coffee House***: 7:00 p.m. on November 20, 2018

Paulsboro Junior / Senior High School

**Presentation**

Dr. Bandlow acknowledged Mr. Lisa becoming a Certified Board Member, Mr. Lisa received a plaque from the NJSBA.

1. Students of the Month Awards for September 2018 were presented by Mr. Morina, Principal

|  |  |
| --- | --- |
| **Paulsboro Junior High School** | **Paulsboro High School** |
| Jordanie Alvarado – Grade 7Michael Zammarrelli - Grade 8 | Kyrese Morrison – Grade 9Makayla Tredway – Grade 10Kayla Serrano – Grade 11Barry Green – Grade 12 |

1. Public Hearing on Violence and Vandalism presented by Assistant Principal Paulsboro Junior High School, Mr. John Giovannitti. (**Attachment**)
2. District Safety and Security Plan update presented by Mr. Matthew Browne, Principal Loudenslager Elementary School/ School Safety Specialist. (**Attachment**)

**Public Comments and Petitions on agenda items**

**Danielle Scott,** *321 W. Adam Street* addressed the Board on class size concerns. Response noted in minutes under Public Comments for any item.

**Board Business**

1. **Board of Education Meeting Calendar**

WHEREAS the “Open Public Meetings Act:” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed, the Paulsboro Board of Education will meet in Executive Session for the purpose of discussing the following: Personnel, Student Matters, Contracts, Negotiations and Litigation at 6:00 p.m. on November 26, 2018, prior to the commencement of the public portion of the board meeting. The matters discussed will remain confidential until the need for confidentiality no longer exists.

1. **Committee Of The Whole:**

**Negotiations:**

The Paulsboro Board of Education Negotiation Committee:

Chairperson: Mr. William Scott MacKenzie

Members: Mr. Joseph Lisa, Mrs. Irma Stevenson and Mr. James Walter, II

Meetings held with the Paulsboro Administrators Association (PAA):

December 11, 2017 May 23, 2018 June 11, 2018

July 24, 2018 August 15, 2018 October 15, 2018

Update: Meeting held on Monday, October 15, 2018 at 6:30 p.m. No meeting schedule at this time.

1. **Facilities / Construction:**

The Paulsboro Board of Education Facility Committee:

Chairperson: Mr. Joseph Lisa

Members: Marvin Hamilton, Thomas C. Ridinger, and Irma Stevenson

President Ridinger appointed the committee at the last meeting. The first of biweekly meetings scheduled to take place through the completion of the ROD (Regular Operating District) Projects took place on Thursday, October 18, 2018. Agenda: Procedures for project approval, PHS Projects, ROD Grants, and Questions. Following the review of committee minutes will be included as an attachment.

1. **Informational:**

New Jersey School Board Association 2018 conference, Engaging Every Child, was held Monday, October 22, 2018 to Thursday, October 25, 2018, with accommodations at Harrah’s Marina Headquarters Hotel.

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

Motion made by Stevenson, seconded by Walter to approve A-D which The Greenwich Township Representative may vote on items in this section.

1. Approval of Minutes (**Attachments**) Regular Meeting September 24, 2018

 Executive Session September 24, 2018

1. Approval of the August 2018 Cash Receipts Report (**Attachment**)
2. Approval for payment of bills that are duly signed and authorized. (**Attachment**)
3. 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 August 31, 2018, 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.



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 the Business Administrator, Jennifer Johnson.

*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 8 yes.

 Motion carried

**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 August 31, 2018, 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, October 29, 2018

***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 August 31, 2018.





Monday, October 29, 2018

**Report of The Superintendent**

**Personnel**

Motion made by Walter, seconded by Stevenson to approve B-F which The Greenwich Township Representative may vote on.

1. Informational: All people being recommended for employment must have completed a Criminal History Background Review and met certificate / license requirements along with all necessary paperwork prior to board action unless otherwise noted.
2. 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 of a medical leave of absence for Paulsboro Junior / Senior High School Cafeteria Worker, Ms. Ann Thompson as follows:

Dates of Leave Terms and Conditions of Leave

Monday, September 24, 2018 – Tuesday, October 16, 2018 With pay and benefits by use of

 accumulated sick/personal days as

 well as the concurrent use of Federal

 Family Leave.

Wednesday, October 17, 2018 – Friday, October 19, 2018 Unpaid, with benefits by use of

 Federal Family Leave.

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

Dates of Leave Terms and Conditions of Leave

Wednesday, September 26, 2018 – Friday, September 28, 2018 With pay and benefits by use of

 accumulated sick days as

 well as the concurrent use of Federal

 Family Leave.

Monday, October 1, 2018 – Thursday, December 20, 2018 Unpaid, with benefits by use of

 Federal Family Leave.

1. Recommend approval to use the Use of Personal Day Bank procedure for Paulsboro Junior / Senior High School Cafeteria Worker, Ms. Ann Thompson who has used up all of her earned days.

Informational: At the meeting conducted on Thursday, February 27, 2014, the Board of Education approved the Use of Personal Day Bank procedure. This procedure allows staff members to donate personal leave days to a colleague who has used all of their available leave.

1. Recommend approval to accept the resignation with the intent to retire of Assistant Supervisor of Support Staff, Mr. Patrick Relation effective June 30, 2019.

Informational: Mr. Relation has served our district for 16 years.

*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson abstain B, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 8 yes.

 Motion carried

**Report of The Superintendent**

**Personnel**

Motion made by Walter, seconded by Stevenson to approve items G-O.

1. Recommend approval of a medical leave of absence for Billingsport Early Childhood Center Teacher, Mrs. Eileen Bertolino-Russell as follows:

Dates of Leave Terms and Conditions of Leave

Wednesday, October 10, 2018–Wednesday, November 21, 2018 With pay and benefits by use of

 accumulated sick/personal days as

 well as the concurrent use of Federal

 Family Leave.

Monday, November 26, 2018 – Wednesday, January 16, 2019 Unpaid, with benefits by use of

 Federal Family Leave.

1. Recommend approval of a medical leave of absence for Loudenslager Elementary School Teacher, Ms. Maria Phillips as follows:

Dates of Leave Terms and Conditions of Leave

Wednesday, October 10, 2018 – Wednesday, January 16, 2019 With pay and benefits by use of

 accumulated sick days as well as the

 concurrent use of Federal Family Leave.

1. Recommend approval (via letter of intent issued by the Board of Education on September 24, 2018) to appoint Mr. Kai Myers to the position of Billingsport Early Childhood Center Basic Skills Instructional Aide effective November 1, 2018. Mr. Myers will earn Step 1 – $23,813.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of criminal history background review.

Informational: Interviews and references checked by Billingsport Early Childhood Center Principal, Mrs. Mildred Tolbert.

Acct# 20-231-100-106-02-999

1. Recommend approval (via letter of intent issued by the Board of Education on September 24, 2018) to appoint Mrs. Melissa Tunis to the position of Billingsport Early Childhood Center, Community and Parent Involvement Specialist (CPIS) effective November 16, 2018. Mrs. Tunis will earn Step F – M.A. - $50,147.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of criminal history background review.

Informational: Interviews and references checked by Billingsport Early Childhood Center Principal, Mrs. Mildred Tolbert.

Acct# 20-218-100-104-02-999

1. Recommend approval (via letter of intent issued by the Board of Education on September 24, 2018) to appoint Ms. Shannon McGinnis to the position of Playground / Lunch Aide Billingsport Early Childhood Center. Ms. McGinnis will earn $8.60 per hour not to exceed 2 hours per day. This recommendation is contingent on successful completion of criminal history background review.

Informational: Interviews and references checked by Billingsport Early Childhood Center Principal, Mrs. Mildred Tolbert.

Acct# 11-000-262-107-02-999

1. Recommend approval (via letter of intent issued by the Board of Education on September 24, 2018) to appoint Ms. Andrea Haines to the position of Billingsport Early Childhood Center, Preschool Intervention and Referral Team Leader effective November 26, 2018. Ms. Haines will earn Step E – M.A. - $49,147.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of criminal history background review.

Informational: Interviews and references checked by Billingsport Early Childhood Center Principal, Mrs. Mildred Tolbert.

Acct# 20-218-101-104-02-999

1. Recommend approval to accept the resignation of Loudenslager Elementary School Playground Aide, Ms. Chandaler Bevans effective October 15, 2018.
2. Recommend approval to accept the resignation with the intent to retire of Loudenslager Elementary School Basic Skills Aide, Ms. Marietta Relation effective June 30, 2019.

Informational: Ms. Relation has served our district for 26 years.

1. Recommend approval to accept the resignation with the intent to retire of Paulsboro Junior High School Teacher, Ms. Barbara Cangelosi effective December 31, 2018.

Informational: Ms. Cangelosi has served our district for 18 years.

*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. Ridinger voting 7 yes.

 Motion carried

**Report Of The Superintendent**

**Staff and Curriculum Development**

Motion by Hamilton seconded by Walter to approve items A-F. The Greenwich Township Representative may vote on items in this section.

1. Recommend approval of the following curriculum that was prepared during the summer 2018.

**English Language Arts:** English I - CP & Honors

 English II- CP & Honors

 English III - CP

 English IV - CP

 Public Speaking/Discussion Debate

 Literature Humanities

 Journalism

 Exploring Poetry

 Exploring Shakespeare

 Intro to College English

**Industrial Arts** Wood Tech 7-8

 Wood Tech I

 Wood Tech II

 Wood Tech III

 Wood Tech IV

 Residential, Commercial, Industrial Maintenance

 Construction Tech I

**Art** Art PK-2

 Art 3-6

 Art 7 & 8

 Art I

 Art II - Graphic Arts

 Art III

 Art IV

 Art G & T

 Art Service

**Music** Music PK-2

 Music 3-6

 Music 7 & 8

**Business** Accounting I

 Accounting II

 Yearbook

**Computer Science** Web Page Design, Microsoft Office Software Applications &

 Desktop Pub.

 Computer Programming I

 School To Careers

 Sports and Entertainment Marketing

 Business and Personal Law

**Technology** PK-6

Informational*:* As per the 5-year curriculum review cycle, the areas of High School English Language Arts, Industrial Arts 7-12, Art - PK-12, Music - K-8, High School Business, High School Computer Science and Technology PK-6 were written and updated to the Student Learning Standards.

High School Music needs to be rewritten or updated to reflect current standards.

1. Recommend approval for Paulsboro Junior / Senior High School Guidance Counselor, Mr. Vincent Giovannitti to attend New Jersey Higher Education Student Assistance Authority (NJHESAA) Case Studies in Financial Aid on Friday, November 2, 2018 at Rowan College of Gloucester County (RCGC), Sewell, New Jersey. There is no cost to the Board of Education.
2. Recommend approval for Paulsboro Junior / Senior High School Guidance Counselor, Ms. Melba Moore-Suggs to attend the County Wide Counselor In-Service on Wednesday, November 7, 2018 at Rowan College of Gloucester County (RCGC), Sewell, New Jersey. There is no cost to the Board of Education.
3. Recommend approval for Paulsboro Senior High School Social Worker, Ms. Katelyn Dilks to attend the Person Centered Approaches in Schools and Transition on Thursday, January 10, 2019 at Kingsway Regional High School, Woolwich Township, New Jersey. There is no cost to the Board of Education.
4. Recommend approval for the following employees that completed a mandatory training video required prior to the start of the 2018 – 2019 school year. This 30 minute video was completed on August 22, 2018 paid at their summer rate:

  **Bus Drivers Bus Aides**

 Donna Alestra Theodore Garretson

Account # 11-000-270-161-00-910 Bus Drivers will be paid $21.11 per hour.

Account # 11-000-270-107-00-910 Bus Aides will be paid $9.00 per hour.

1. Recommend approval for all Paulsboro High School Teachers to serve as Saturday Detention Teachers during the 2018 - 2019 school year at a rate of $32.00 per hour.

Acct# 11-140-100-101-01-153

*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 8 yes.

 Motion carried

**Report Of The Superintendent**

**Staff and Curriculum Development**

Motion made by Walter, seconded by Ridinger to approve items G-I.

1. Recommend approval for Billingsport Early Childhood Center Inclusion Teacher, Ms. Cynthia Moultrie to attend Intervention and Referral Services (I&RS) on Thursday, October 25, 2018 at Stockton University, Galloway, New Jersey. There is no cost to the Board of Education.
2. Recommend approval for Billingsport Early Childhood Center and Paulsboro Junior High School Psychologist, Ms. Angela Bradbury to attend Disruptive Behavior in the Classroom on Friday, December 14, 2018 at Westin, Mt. Laurel, New Jersey.

Cost to the Board of Education.



1. Recommend approval for Billingsport Early Childhood Center Preschool Teacher, Ms. Keri Lyn Cooper to attend Creative Curriculum for Preschool on Tuesday, November 27, 2018 and Wednesday, November 28, 2018 at Gloucester County Fire Training Academy, Clarksboro, New Jersey. Charged to the Preschool Education Expansion Aid (PEEA) Grant.

Cost to the Board of Education.



*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. Ridinger voting 7 yes.

 Motion carried

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

|  |
| --- |
| **Month of October 2018** |
| **Grade** | **Enrollment** |
| 9 | 93 |
| 10 | 84 |
| 11 | 76 |
| 12 | 68 |
| **Total** | **321** |

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

|  |
| --- |
| **Month of October 2018** |
| **Grade** | **Enrollment** |
| 7 | 68 |
| 8 | 90 |
| **Total** | **158** |

1. The following are class enrollments for Billingsport Early Childhood Center and Loudenslager Elementary School - Month of October 2018:

|  |  |  |  |
| --- | --- | --- | --- |
| **Grade** | **Enrollment Per Class** **Billingsport Early****Childhood Center** | **Grade** | **Enrollment Per Class****Loudenslager****Elementary School** |
| Pre-School | 11 | 12 | 13 | 11 | 13 | 11 |  | 3 | 30 | 30 | 30 |  |  |
| Kindergarten | 26 | 25 | 24 | 25 |  |  |  | 4 | 24 | 27 | 25 | 26 |  |
| 1 | 18 | 20 | 20 | 21 |  |  |  | 5 | 21 | 19 | 21 |  |  |
| 2 | 20 | 20 | 21 | 21 |  |  |  | 6 | 25 | 23 | 23 |  |  |
| Special Education | 9 | 4 | 8 |  |  |  |  |  |  |   |  |  |  |
| **Total** |  |  | **353** | **Total** | **330** |

**Report Of The Superintendent**

**Instructional Services**

Motion made by Walter, seconded by Ridinger to approve items A-C. The Greenwich Township Representative may vote on.

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1. Recommend approval to hold Saturday Detention from 8:00 a.m. to 12:00 p.m. when needed.

Informational: Administrator rate $32.00 per hour. Teacher rate $32.00 per hour.

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

Grades 9-12:

| **Case #** | **Grade:** | **Hours of Instruction** |
| --- | --- | --- |
| 212264 | 10 | Student was placed on home instruction. This student will receive home instruction from Paulsboro Public Schools for a minimum of 10 hours a week. Start date was 10/5/2018. |

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 10 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 the following Board approved courtesy Paulsboro Junior / Senior High School student to be moved to School Choice Students for the 2018-2019 school year:

Dante Onorato – Grade 9

Informational: The home district is responsible to transport the Choice Students to Paulsboro or provide Aid in Lieu of Transportation. The Board of Education receives school aid from the State of New Jersey for these students. Dante was approved as a courtesy student at the Board of Education meeting on August 27, 2018.

1. Informational: Graduation Data Collection for the 2018-2019 school year:

| **Graduation Data Collection****2017-2018 School Year** | **White** | **African American** | **Hispanic** | **Asian** | **American Indian** | **Pacific Islander** | **Two or more races** | **Total** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Students graduated through PARCC assessment (ELA and Math)  | 10 | 6 | 2 | 0 | 0 | 0 | 0 | 18 |
| Students graduated through substitute competency test (ELA and Math) | 5 | 12 | 1 | 0 | 0 | 0 | 0 | 18 |
| Students graduated through portfolio appeals process (ELA and Math) | 5 |  7 | 1 | 0 | 0 | 0 | 0 | 13 |
| Students graduated through alternate requirements specified in their IEP’s | 4 | 5 | 2 | 0 | 0 | 0 | 1 | 12 |
| Students graduated through multiple pathways (ELA and Math) |  7 | 7 | 3 | 0 | 0 | 0 | 0 | 17 |
| Students denied graduation | 1 | 3 | 0 | 0 | 0 | 0 | 1 | 5 |
| Students denied graduation only because of failure to pass PARCC assessments, substitute competency test, or portfolio appeals. | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 8 yes.

 Motion carried

**Report Of The Superintendent**

**Instructional Services**

Motion made by Walter, seconded by Lisa to approve items E-F.

1. Recommend approval for all 7th grade Language Arts Literature students to participate in the *Step Up, Speak Up (Do The Right Thing) Essay Contest* lead by Mr. Barry Corradetti from the Paulsboro Neighborhood Watch Committee. The essays will be written during the second marking period.
2. Recommend approval to provide homebound instruction for the following students

Grades PreK-8:

| **Case #** | **Grade:** | **Hours of Instruction** |
| --- | --- | --- |
| 230519 | 8 | Student was placed on home instruction. This student will receive home instruction from Paulsboro Public Schools for a minimum of 10 hours a week. Start date was 9/6/2018. |

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 10 hours per week of instruction. Special Education students receive 10 hours of instruction per week. In some cases, facilities or a company under contract to the facility, provide the instruction then bill the home district. It is not unusual for the facility to provide 10 hours of education to all students on homebound instruction.

*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. Ridinger, voting 7 yes.

 Motion carried

**Report Of The Superintendent**

**Student Activities**

Motion made by Walter, seconded by Stevenson to approve items A-E. The Greenwich Township Representative may vote on items in this section of the agenda.

1. Recommend approval to purchase a copy of the *2019 Pegasus Yearbook* for the Gill Memorial Library and Paulsboro Police Department at a cost of $86.00 per book.

Informational: Members of the Board of Education may order a Paulsboro High School Yearbook. The cost of the yearbook is $86.00. The price will increase to $90.00 if a deposit of $25.00 is not received by October 26, 2018. The deposit is required at this time in order to reserve a yearbook. The Board of Education members may give the deposit to the Business Office.

1. Recommend approval for the Paulsboro High School Junior and Senior students to attend the Malcolm Bernard Historical Black Colleges and Universities (HBCU) College Fair, Inc. on Tuesday, November 13, 2018 from 12:00 p.m. to 1:30 p.m. at the BB&T Pavilion in Camden, New Jersey.

Cost to the Board of Education:



1. Recommend approval for the Paulsboro High School 2018 Powder Puff Game to be held on November 21, 2018. The school day will run on a pep-rally schedule and at the appropriate time, students will be escorted by their teachers to the football bleachers to watch the football game.

Teachers will stand and monitor the students until 12:30 p.m. when students will be dismissed from the football field. This is a half-day dismissal for the Thanksgiving Holiday.

Event Staff includes:

Senior Coach Mr. Costenbader

Junior Coach Mr. Hampel

Officials Mr. Giovannitti and Mr. Kovalesky

Announcer Mr. Krasting

Concessions Junior and Senior Class

1. Recommend approval for forty-seven Paulsboro High School Band students to attend the Kimmel Center in Philadelphia, Pennsylvania on Thursday, May 2, 2018. Paulsboro Music Teachers, Ms. Jenna Ouellette, Ms. Wendy Stocker, and Mr. Brian Betz will be their chaperones. The bus will leave at 9:00 a.m. and return around 1:15 p.m. There is no cost to the students.

Cost to the Board of Education:



Informational: The purpose of the trip is to expose students to a professional orchestra concert setting and rehearsal. Students will listen to a variety of orchestral works, some of which feature famous guest musicians and observe rehearsal techniques that students can apply to their concert band rehearsals. This event helps foster an appreciation for the concert performance and the dedication required to become a professional musician.

1. Recommend approval for transportation for the Paulsboro High School Key Club to attend the Gloucester County Courthouse, Woodbury, New Jersey for Mock Trial on Friday, November 16, 2018. Paulsboro Key Club Advisor, Mrs. Christine O’Malley will be organizing this event.

Cost to the Board of Education:



Informational: This class trip was Board approved at the August 27, 2018 meeting.

*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 8 yes.

 Motion carried

**Report Of The Superintendent**

**Student Activities**

Motion made by Walter, seconded by Stevenson to approve item F.

1. Recommend approval to have visitors to the Loudenslager Elementary School classrooms on Wednesday, November 7, 2018 from the VFW 5579 to talk about Veteran’s Day with the students. The students will have questions about specific wars. Playground Aide, Mary Bailey is the liaison for this visit. The Loudenslager Elementary School Student Council Association will provide the visitors with a light breakfast.

*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. Ridinger voting 7 yes.

 Motion carried

**Report Of The Superintendent**

**Facilities**

Motion made by Walter, seconded by Hamilton to approve items A-F. The Greenwich Township Representative may vote on items in this section.

1. Recommend approval to dispose of the following:

|  |  |  |  |
| --- | --- | --- | --- |
| **Quantity** | **Item** | **Reason for Disposal** | **Method of Disposal** |
| 1 | 1996 John Deer, LX-178, Riding Lawn Mower | Not Repairable | Metal Recycling |
| 1 | TV/VCR/DVR Combo | Broken | Trash |
| 36 | Marching Band Rain Coats | Used | Trash |

1. Recommend approval for the Paulsboro High School Wrestling Team to use the Paulsboro Wrestling Club building located at 541-C Mantua Avenue in Paulsboro when needed during the season. The High School team will use the building as needed, but the Junior High School will use it on a daily basis at 3:30PM during the day from November 19, 2018 to March 22, 2019. This building has been used in past years for Paulsboro High School and Paulsboro Junior High School students. Cost to the Board of Education will be $100.00 per week not to exceed $1,400.00.

Informational: A valid insurance policy for the wrestling building will be provided.

1. Recommend approval for Exxon Mobil to use the track for their wellness walk. The date will be confirmed at a later date. The group will walk through the back gate by the softball field and circle the track.

Informational: Paulsboro High School gym class will not be affected by this event.

1. Recommend approval of the attached Three Year Comprehensive Maintenance Plan for (Fiscal Year) FY 2016-2017, FY 2018-2019 and FY 2019-2020. **(Attachment)**

Informational: The New Jersey Department of Education requires this plan to be adopted by the Board of Education then submitted on an annual basis. The Supervisor of Facilities, Mr. Jack Henderson, the Business Administrator, Ms. Jennifer Johnson and the Superintendent, Dr. Laurie Bandlow based the plan on prior year budgets, budget information, items *not* included in the Regular Operating District (ROD) grant and weekly maintenance updates.

1. Recommend approval of the attached District Integrated Pest Management Plan for the 2018-2019 school year. **(Attachment)**
2. Recommend approval of the District Indoor Air Quality Plan for the 2018-2019 school year. (**Attachment)**

*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson abstain D,E,F, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 8 yes.

 Motion carried

**Report Of The Superintendent**

**Finance**

Motion made by Walter, seconded by Dunn to approve items A-D. The Greenwich Township Representative may vote on items in this section.

1. Recommend approval of the following tuition rates for the Paulsboro Public Schools during the 2018-2019 school year.

Grade Level or Program Education Agencies

Preschool $15,952.00

Kindergarten $15,322.00

Grades 1-5 $14,251.00

Grades 6-8 $15,322.00

Grades 9-12 $17,200.00

Multiple Disabilities $22,495.00

Learning Disabilities $17,861.00

Behavioral Disabilities $26,743.00

Pre-K Disabled – Full Time $ 9,074.00

Informational: The New Jersey Department of Education completes a review of each school district’s cost per pupil pursuant to the provisions of N.J.A.C. 6A:23A-17. Upon completion of this review, the audited per pupil cost is certified. The above rates are Paulsboro Board of Education 2016-2017 certified tuition rates. These rates are used to make tuition adjustments to districts who sent students to Paulsboro during the 2016-2017 school. These are also the rates used to estimate the tuition charged to sending districts during the 2018-2019 school year.

1. Recommend approval to contract with On-Tech Consulting Inc. to represent the Paulsboro School District in connection with completion of our application for the E-Rate (Universal Service Fund) for Funding Year 2019-2020, for $8,500.00 the same rate as prior year.
2. Recommend approval to accept a donation of $5,000.00 from the PBF Energy Paulsboro Refinery to put toward the purchase of new band uniforms for the Paulsboro High School Marching Band.
3. Recommend resolution #10.29.18-001, WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and WHEREAS the Camden County Educational Services Commission, hereinafter referred to as the “Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services.
4. Informational: Paulsboro Board of Education has qualified for the School Alliance Insurance Fund (SAIF) 2017-2018 Tier 1 Safety Incentive Program award earning a $4,000.00 credit towards our 2018-2019 assessment. The Safety & Education Advisory Committee believes completing these requirements assists the Fund in controlling claims costs for its members. The awards were presented at the SAIF’s annual reorganization meeting held on October 24, 2018 at the Sheraton Atlantic City Convention Center Hotel. Administration and members attending the conference accepted the award.

*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 8 yes.

 Motion carried

**Report Of The Superintendent**

**Finance**

Motion made by Walter, seconded by Stevenson to approve items F-G.

1. Recommended approval to accept the donation of four (4) Dell laptop computers, model 6430 and six (6) Dell laptop computers, model 5440 from Liquid Hub of Wayne, Pennsylvania for the students of Loudenslager Elementary School. These items are valued at approximately $2,500.00.
2. Recommended approval to accept the donation of a trombone for the Paulsboro Public Schools Music Department from Ms. Bunny Clegg of Paulsboro. This item is valued at approximately $200.00.

*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. Ridinger voting 7 yes.

 Motion carried

**Report Of The Superintendent**

**School Safety**

Motion made by Walter, seconded by Hamilton to approve item A. The Greenwich Township Representative may vote on items in this section.

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

of Schools for the following cases of Harassment, Intimidation and Bullying (HIB) at Paulsboro Junior High School, Loudenslager Elementary School and Billingsport Early Childhood Center.

| **Case Number** | **Date of Incident** | **Status of Investigation** | **Names of Investigators** | **Type and Nature of Discipline Imposed** |
| --- | --- | --- | --- | --- |
| PHSJR092618001 | Various | Complete | Melba Moore-Suggs, Anti-Bullying Specialist | HIB |

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

1. Informational: Report of School Security Drills

| **Report of Paulsboro Public Schools Security Drills** |
| --- |
| **Type of Drill** | **Notation** | **Schools** |
| **Paulsboro Junior / Senior High** | **Loudenslager Elementary** | **Billingsport Early Childhood Center** |
| Fire Evacuation | Each school must conduct one per month | 9/14/1810/30/18 | 9/14/1810/4/18 | 9/12/1810/12/18 |
| Evacuation(Non-Fire) | Each school must conduct two annually |  |  |  |
| Lockdown | Each school must conduct two annually | 9/19/18 |  |  |
| Bomb Threat | Each school must conduct two annually |  |  |  |
| Active Shooter | Each school must conduct two annually |  | 9/10/18 | 9/17/18 |
| Shelter In Place | Each school must conduct two annually | 10/18/18 | 10/18/18 | 10/18/18 |
|  **Other Drills** |
| Bus Evacuation  | School District (Annually) |  |  |  |
| Bus Evacuation | School Routes(2 Annually) | Bankbridge Dev.  |  |  |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure | Conducted Monthly | Conducted Monthly | Conducted Monthly |

*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 8 yes.

 Motion carried

**Report Of The Superintendent**

**Policy**

Motion made by Walter, seconded by Ridinger to approve items A-B. The Greenwich Township Representative may vote on the items in this section.

1. Recommend the second reading of the following Board Policy: **(Attachment)**

-Health – Policy #5141

1. Recommend the second reading of the following Board Policy: **(Attachment)**

-Use of School Facilities – Policy #1330

*Roll Call Vote*: Mrs. Dunn, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 8 yes.

 Motion carried

**Public Comments**

**Danielle Scott**, *321 W. Adam Street*, expressed concerns of class size still at 30/32 a few months into the current school year. Will this be addressed and when? Mrs. Scott also asked why some teachers at Loudenslager Elementary School do not have textbooks to provide their students?

*Response*: Dr. Bandlow acknowledged the sizes have increased which is positive for our enrollment but also a challenge for instruction for the respective teacher. Staffing needs related to class size has been happening as part of our 2019-2020 budget process. Mr. Bracciante stated the books have been ordered and follow up will take place with the vendor following the meeting.

**Robert Davis**, *resident*, expressed his concern for increased class sizes not addressed until next year, lack of books in student’s hands and the lack of answers given during public meetings. In addition, Mr. Davis asked what the policy is for teachers bashing students on social media.

Response: Dr. Bandlow stated all district policies are on the district website.

**Theresa Cooper**, *West Buck Street*, expressed concern about class size, lack of books, and frustration on the lack of answers provided during public meetings.

School Board Attorney: Reminded the public that this portion of the meeting is for public comment not public discussion.

**Next Scheduled Meetings**

**Monday, November 26, 2018**

*6:00 p.m. – Executive Session – Loudenslager Elementary School Multipurpose Room*

*7:00 p.m. - Regular Meeting – Loudenslager Elementary School Multipurpose Room*

•The Board will take official action at this meeting.

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

 attendance.

**Motion To Adjourn**

Motion made by Stevenson, seconded by Walter and unanimously carried (8-0) to adjourn the meeting at 7:45 PM.

Respectfully Submitted,



Board Secretary