**Paulsboro Public Schools**

**Monday, September 24, 2018**

**Minutes**

**Executive Session**

The Paulsboro Board of Education adjourned to Executive Session from 6:04pm to 7:00 pm to discuss process of tenure charges 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 July 30, 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 7:00 PM by pledging allegiance to the flag with the following members present: Barbara Dunn, Marvin Hamilton, Crystal Henderson, Joseph L. Lisa, Lisa L. Lozada-Shaw, William S. MacKenzie, Thomas C. Ridinger, Irma R. Stevenson, and James J. Walter, II. Gerald Michaels, Greenwich Township Representative. Also present were Stephen Edelstein, Attorney, Mr. Paul Bracciante, Assistant Superintendent, Dr. Laurie Bandlow, Superintendent, and student representative Amaya Reed-Clark

**Upcoming Scheduled Events**

***Back to School Nights***: 7:00 p.m. on Thursday, October 4, 2018 at

Paulsboro Junior / Senior High School

***Week of Respect*** Monday, October 1, 2018 through Friday, October 5, 2018

District Wide

***Fire Prevention Week***: Monday, October 8, 2018 through Friday, October 12, 2018

District Wide

***School Violence***  Monday, October 15, 2018 through Friday, October 19, 2018

***Awareness Week:*** District Wide

***Parent Academy:*** Saturday, October 20, 2018

Paulsboro Junior / Senior High School

***Spirit Week***: Monday, October 22, 2018 through Friday, October 26, 2018

Paulsboro Junior / Senior High School

***Sports Hall of Fame Dinner***: 6:00 p.m. on Friday, October 26, 2018

Paulsboro Junior / Senior High School

***Homecoming Parade***: 9:30 a.m. on Saturday, October 27, 2018

***Homecoming Dance***: 8:00 p.m. on Saturday, October 27, 2018

***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

**Presentation**

1. S.T.E.A.M. Academy Presentation – Dr. Laurie Bandlow, Superintendent of Schools, Ms. Rebecca Richardson, Gifted and Talented Teacher and Ms. Christine Lindenmuth, District Math and Science Coach. (**Attachments**)

**Public Comments and Petitions on agenda items**

### **Ms. Danielle Scott** – *321 W Adams Street, -* questioned page 11of the agenda - third grade class size, what we doing to address this concern.

### **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 October 29, 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. **Correspondence**
2. Recommend approval to accept the resignation of Greenwich Township Representative, Mr. John Hughes effective September 10, 2018.

Board Secretary, Scott Campbell, notified the district via email the morning following the September 10, 2018 Greenwich Township Board of Education meeting Gerald Michael was appointed to fill Mr. John Hughes.

Mr. Gerald Michael was sworn into office on Wednesday, September 19, 2018 at 4:45pm by Jennifer Johnson at the Administration Office.

1. **Committee Of The Whole:**

**Negotiations:**

The Paulsboro Board of Education Negotiation Team: Mr. William Scott MacKenzie, Chairperson, Members: Mr. Joseph Lisa, Mrs. Irma Stevenson and Mr. James Walter, II held their first meeting on December 11, 2017. The Superintendent met with the Paulsboro Board of Education Negotiation Team on Wednesday, May 9, 2018 and Wednesday, May 30, 2018. The second meeting with the PAA, originally scheduled for February 28, 2018, was held on Wednesday, May 23, 2018 at 5:00 p.m. in the Administration Building. The last meeting with the PAA was held on June 11, 2018 at 6:00 p.m. in the Administration Building. The Paulsboro Board of Education Negotiation Team met with the PAA on Tuesday, July 24, 2018 at 6:00 p.m. in the Administration Building. The Paulsboro Board of Education Negotiation Team met on Wednesday, August 15, 2018 at 6:00 p.m. in the Administration Building.

Update: The Paulsboro Board of Education Negotiation Team will meet with the PAA on Monday, October 15, 2018 at 6:30 p.m. in the Administration Building.

**Facilities:**

*Sports Fields*:

Vision Greenworks, LLC has assisted Mr. Jack Henderson in a plan to correct the divots in the football field caused by the paint used to line the fields. Mr. Hamilton joined Mr. Lisa in talking with Administration and Vision Greenworks, LLC to come up with this plan:

1. Seed will be put down to determine if growth of new grass is possible.
2. Additional seed will be put down, watered, and monitored to grow new grass.
3. No one will be permitted to play on the football field until the first game scheduled for September 22, 2018.
4. Soccer games will be played on the soccer field from this point forward. Only football games will be played on the football field.

*Paulsboro High School Floors*:

Barton Carpets is beginning installation of the main floor of High School. The installer will send the main floor, which did not happen with the top floor, and daily inspections by both administration and Mr. Lisa will take place.

The cove (baseboards) of the top and main floor are in discussion. The issue are the height of the baseboard and final color selection. The cove should be finalized soon.

***Update***: The Main floor and carpeting of the administration offices is complete. The cove has been ordered but must be cut down because of varying lengths of the concrete baseboards original to the building. The cove will be installed over the next month.

**Construction:**

At the last meeting, Superintendent Bandlow provided an update on the meeting held with the School Development Authority on August 14, 2018:

Attendees Administration: Dr. Bandlow, Ms. Johnson, Mr. Henderson

Attendees School Development Authority: Karen Schaffer, Grant Analyst and Kathleen Alexander, Deputy Director

The district’s current open projects for each school were reviewed, the scope discussed, and a plan working together to complete the remaining projects was discussed. Any issues regarding questioned scopes of projects would need to be resolved between the district and the New Jersey Department of Education. The Administration is working on resolving open items related to scope and will provide updates if anything changes.

***Update:*** Meetings are being scheduled with the New Jersey Department of Education, the architect, the engineer, and then again with School Development Authority. The Administration requested a facility committee be appointed and meetings will be held monthly to update and discuss construction projects progress, still providing monthly updates at the board meetings.

**Appointment of the Facility Committee:**

Vice President Lisa Chair of Committee

President Ridinger Member

Member Hamilton Member

Member Stevenson Member

Chairperson Lisa will set the meeting calendar of the committee. Notification to members will be through the chair or the Board Secretary.

1. **Informational:**
2. Mr. John Hughes, the Greenwich Township Representative has resigned from the Paulsboro Board of Education. Mr. Gerald Michael was sworn in as a Board Member on Wednesday, September 19, 2018.
3. NJSBA 2018 Conference

*Engaging Every Child* is Monday, October 22, 2018 to Thursday, October 25, 2018.

Accommodations have been confirmed at Harrah’s Marina Headquarters Hotel. Your conference packages will be delivered on Friday, October 5, 2018.

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

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

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

1. Approval of the June 2018 budget transfers (Attachment)
2. 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, 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.

1. Approval of Minutes (**Attachments**) Regular Meeting August 27, 2018

Executive Session August 27, 2018

1. Approval of the July 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 July 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.

**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, 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, September 24, 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 July 31, 2018.





Monday, September 24, 2018

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 10 yes.

Motion carried

**Report of The Superintendent**

**personnel:** Motion made by Walter, seconded by Stevenson to approve items B-N. The Greenwich Township Representative may vote on items B-E.

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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 to grant the Superintendent authority to use a letter of intent to hire staff, as needed, prior to the Monday, October 29, 2018, meeting of the Board of Education.

Informational: “Letter of Intent” authority authorizes the Superintendent to offer positions to candidates prior to the next meeting of the Board of Education. At its next meeting, the Board of Education would be obligated to approve these appointments. The Superintendent will only use letters of intent when absolutely necessary.

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 to appoint Ms. Theresa Croce to the position of Secretary to the Assistant Superintendent effective September 25, 2018. Ms. Croce will earn $52,800.00 prorated.

Acct# 11-000-223-105P-00-999

Acct# 11-000-221-105I-00-999

1. Recommend adoption of the Resolution of the Paulsboro Board of Education #09-24-18-001.

**WHEREAS**, the Paulsboro Board of Education (“Board”) currently employs Employee #2101 as a part-time Instructional Aide at the Paulsboro High School; and

**WHEREAS**, the Superintendent of Schools has recommended the termination of Employee #2101’s employment from the Board for those reasons set forth during executive session; and

**NOW, THEREFORE, BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board has determined it is in its best interests to provide and does hereby provide Employee #2101 with appropriate notice of his termination; and be it further

**RESOLVED**, that the Superintendent of Schools is hereby authorized and directed to provide said individual with written notice of the Board’s action, to be sent to his last known address on file in the Paulsboro Public School District.

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 10 yes.

Motion carried

**Report of The Superintendent**

**Personnel F - N:**

1. Recommend approval for the following job descriptions funded through the Preschool Education Expansion Aid. (PEEA):
2. Preschool Intervention and Referral Team Leader **(Attachment)**
3. Community and Parent Involvement Specialist **(Attachment)**
4. Recommend approval (via letter of intent issued by the Board of Education on April 30, 2018) to appoint Ms. Jenny Hunt to the position of Paulsboro Junior High School Special Education Teacher effective September 1, 2018. Ms. Hunt will earn be Step B – B.A. - $46,247.00 as per agreement with the Paulsboro Education Association.

Acct# 11-209-100-101-04-999

1. Recommend approval (via letter of intent issued by the Board of Education on April 30, 2018) to appoint Mr. William Brown, III to the position of Paulsboro Junior High School English Teacher effective September 1, 2018. Mr. Brown will earn be Step A – B.A. - $45,647.00 as per agreement with the Paulsboro Education Association.

Acct# 11-130-100-101-04-999

Informational: Interviews were conducted and references checked by Paulsboro Junior / Senior High School Principal, Mr. Paul Morina.

1. Recommend approval (via letter of intent issued by the Board of Education on April 30, 2018) to appoint Mrs. Keri Lyn Cooper to the position of Billingsport Early Childhood Center Pre-School Teacher effective September 8, 2018. Mrs. Cooper will earn be Step A – B.A. - $45,647.00 as per agreement with the Paulsboro Education Association.

Acct# 20-218-100-101-02-999

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

1. Recommend approval to suspend without pay, but with benefits for Employee # 1080.
2. Recommend approval to accept the resignation of Billingsport Early Childhood Center Playground Aide, Theresa Santos effective September 5, 2018.
3. Recommend approval for Ms. Taylor Brady, a Rowan College at Gloucester County student to complete her five / 2 hour observations in a teacher’s classroom for their field experience at Loudenslager Elementary School.
4. Recommend approval for Ms. Caitlin Russella, a Rowan College at Gloucester County student to complete her five / 2 hour observations in a teacher’s classroom for their field experience at Loudenslager Elementary School.
5. Recommend approval to contract with Salem County Special Services School District for a Speech and Language Pathologist to perform a Speech and Language Evaluation (Spanish Version) at a cost of $350.00, for Case# 3121.

Informational: We do not have the appropriate staff to complete this evaluation, this student speaks Spanish and the evaluation needs to be completed in his native language.

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger voting 9 yes.

Motion carried

**Report Of The Superintendent**

**Staff and curriculum:** Motion by Walter seconded by Stevenson to approve items A-D. The Greenwich Township Representative may vote on items A-C.

1. Recommend approval to implement a STEAM Academy in the Paulsboro Public Schools for Kindergarten through 12th Grade for the 2019 – 2020 School Year.
2. 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**

Marie Polimeni Mary Bailey

Adam Miskiewicz Kelli Emerich

Laurie Richman Lilly Ann Wood

Ann Aspell Ronica Holloway

Genieve Stuart

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 to approve of the Paulsboro Senior High School Improvement Panel (ScIP):

|  |  |
| --- | --- |
| **Paulsboro Public Schools** | **School Improvement Panel** |
| Paulsboro Senior High School | Michael Calabrese, Monica Garner, Margaret LaDue, Marleen Martini, Paul Morina, James Pandolfo, Rachel Wulk |

Informational: Each school is required to form a School Improvement Panel (ScIP) whose role is to ensure, oversee, and support the implementation of the district's evaluation, professional development (PD), and mentoring policies at the school level. The New Jersey Department of Education recommends that ScIPs work closely with the District Evaluation Advisory Committee (DEAC).

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 10 yes.

Motion carried

**Report Of The Superintendent**

**Staff and Curriculum Development** **D:**

1. Recommend approval to approve of the following School Improvement Panel (ScIP):

|  |  |
| --- | --- |
| **Paulsboro Public Schools** | **School Improvement Panel** |
| Billingsport Early Childhood Center | Karen Dutton, Lisa Kuhnel-Morrison,  Colleen Phifer, Kristin Shute |
| Loudenslager Elementary School | Matthew Browne, Shirley Gill, JoAnne Gayeski, Amber Berry, Bonnie McHale, Eileen Gattuso, Christina Roberts, Tara Stahl |
| Paulsboro Junior High School | Brenda Caltabiano, Barbara Cangelosi, Holly Kline |

Informational: Each school is required to form a School Improvement Panel (ScIP) whose role is to ensure, oversee, and support the implementation of the district's evaluation, professional development (PD), and mentoring policies at the school level. The New Jersey Department of Education recommends that ScIPs work closely with the District Evaluation Advisory Committee (DEAC).

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

|  |  |
| --- | --- |
| **Month of September 2018** | |
| **Grade** | **Enrollment** |
| 9 | 91 |
| 10 | 85 |
| 11 | 81 |
| 12 | 69 |
| **Total** | **326** |

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

|  |  |
| --- | --- |
| **Month of September 2018** | |
| **Grade** | **Enrollment** |
| 7 | 66 |
| 8 | 90 |
| **Total** | **156** |

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

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Grade** | **Enrollment Per Class**  **Billingsport Early**  **Childhood Center** | | | | | | | **Grade** | **Enrollment Per Class**  **Loudenslager**  **Elementary School** | | | | |
| Pre-School | 9 | 10 | 10 | 9 | 11 | 9 |  | 3 | 30 | 30 | 30 |  |  |
| Kindergarten | 24 | 23 | 23 | 23 |  |  |  | 4 | 26 | 25 | 25 | 26 |  |
| 1 | 18 | 21 | 21 | 22 |  |  |  | 5 | 19 | 18 | 19 |  |  |
| 2 | 20 | 20 | 20 | 20 |  |  |  | 6 | 23 | 22 | 24 |  |  |
| Special Education | 8 | 3 | 7 |  |  |  |  | Special Education | 5 |  |  |  |  |
| **Total** | | | | |  |  | **331** | **Total** | | | | | **322** |

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.
2. 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 2018 - 2019 school year.

Billingsport Early Childhood Center Noreen DeMarco

Prudence Hanly

Lisa Kuhnel-Morrison

Mary Morse

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

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger, voting 9 yes.

Motion carried

**Report Of The Superintendent**

**Instructional Services:** Motion by Walter seconded by Stevenson to approve items A-B. The Greenwich Township Representative may vote on these items.

1. Recommend approval to change the 2018 - 2019 School Calendar in order to account for the Paulsboro High School Prom on Friday, May 10, 2019. (**Attachment**)

Friday, May 3, 2019 is changed to Friday, May 10, 2019

1. Recommend approval for Nathan Knight as a courtesy student. Nathan will attend Paulsboro Junior / Senior High School as a ninth grader for the 2018-2019 school year

Informational: The Paulsboro Board of Education has approved a policy for the acceptance of courtesy students if board approved. The parents will be responsible for transportation to and from school.

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 10 yes.

Motion carried

**Report Of The Superintendent**

**student activities:**

1. Informational:
2. Loudenslager Elementary School was selected to receive up to $1,000.00 in additional grant funds from the Grow Healthy School Garden Grant through Rutgers Cooperative Extension to purchase additional items that support and grow the Loudenslager Incredible Edible School Garden. This grant will allow for the purchase of appropriate food, cook equipment, educations literature, and nutrition equipment.

**Report Of The Superintendent**

**Facilities A**: Motion by Walter seconded by Stevenson to approve item A.

1. Recommend approval for disposal of all materials and furniture in Billingsport Early Childhood Center basement. All required records in accordance with the State of New Jersey retention schedule will be retained.

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 10 yes.

Motion carried

**Finance A:** Motion by Lozada-Shaw seconded by Walter to approve items A-E. The Greenwich Township Representative may vote on items A-C.

1. Recommend approval to accept the donation of backpacks and student school supplies for students in the Paulsboro Public Schools from the Clonmell United Methodist Church Outreach Committee. These items are valued at approximately $400.00.
2. Recommend approval of #09-24-18-002 for **Corporate Resolution For Use of Facsimile Signature.** This resolution pertains to Paulsboro Board of Education Payroll Account only with Ocean First Bank. (**Attachment**)
3. Recommend approval for the Paulsboro Public Schools District to enter into an Emergency Off Site Reunification Transportation Agreement with Kingsway Regional School District.

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 10 yes.

Motion carried

**Finance D - E:**

1. Recommended approval to accept the donation of the school supplies to be distributed to the students of Billingsport Early Childhood Center in need from St. Paul’s United Methodist Church located in Paulsboro, New Jersey. These items are valued at approximately $250.00.
2. Recommended approval to accept the donation of the school supplies to be distributed to the students of Loudenslager Elementary School in need from St. Paul’s United Methodist Church located in Paulsboro, New Jersey. These items are valued at approximately $250.00.

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger, voting 9 yes.

Motion carried

**Report Of The Superintendent**

**School Safety A - B:** Motion by Walter seconded by Lozada-Shaw to approve item A-B.

1. Recommend approval of the Nurse’s Standing Orders for Students and Athletic Training Standing Protocols for the 2018-2019 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.

1. Recommend approval for Rite-Aid Pharmacy in Paulsboro to offer flu shots to school staff on the dates during October – November, 2018 that are convenient for both the schools and pharmacy staff.

Informational: This service was made available to the school staff for the past five years. Rite-Aid accepts our insurance for payment.

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 | 9/14/18 | 9/14/18 | 9/12/18 |
| 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 |  |  |  |
| **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, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 10 yes.

Motion carried

**Report Of The Superintendent**

**Policy A - C:** Motion by Walter seconded by Lozada-Shaw to approve items A-C. The Greenwich Township Representative may vote on these items.

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

-Health – Policy #5141

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

-Use of School Facilities – Policy #1330

1. Recommend approval from the Paulsboro Board of Education to readopt the Student Code of Conduct #5131 Board Policy for the 2018 - 2019 school year. **(Attachment)**

*Roll Call Vote*: Mrs. Dunn, Mr. MacKenzie, Mrs. Stevenson, Mr. Walter, Mr. Hamilton, Mrs. Henderson, Ms. Lozada-Shaw, Mr. Lisa, Mr. Ridinger, Mr. Michael voting 10 yes.

Motion carried

**Public Comments**

**Najm Khan** – *resident -* questioned why there were no buses to LES from BECC.

**Robert Davis** – *10 W Adams Street -* questioned several items – class size at 3rd grade, budget meeting- no class size increase; Professional Development what is being done – no summer PD; “Where are the children going?” – referring to his perception of declining enrollment.

**Next Scheduled Meetings**

**Monday, October 29, 2018**

*7:00 p.m. - Regular Meeting – 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.

**Motion To Adjourn**

Motion made by Stevenson, seconded by Walter and unanimously carried (9-0) to adjourn the meeting at 7:45 PM.

Respectfully Submitted,

Paul Bracciante

Assistant Superintendent