**Paulsboro Public Schools**

**Monday, December 18, 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 a public place reserved for such announcements by the Board of Education.”

The meeting was called to order at approximately 7:01 PM by pledging allegiance to the flag with the following members present: Barbara Dunn, Marvin Hamilton, Joseph L. Lisa, Lisa L. Lozada-Shaw, William S. MacKenzie, Thomas C. Ridinger, Irma R. Stevenson, James J. Walter, II. John Hughes –absent. Also present were Attorney, Phillip Duvilla, Dr. Laurie Bandlow, Superintendent, Mr. Paul Bracciante, Assistant Superintendent, and Ms. Jennifer Johnson, Business Administrator/Board Secretary.

**Resolutions**

Motion made by Walter, seconded by Lozada-Shawto approve adoption of Resolution 12-18-17-001 through 12-18-17-004.

1. Recommend adoption of the **#12-18-17-001** Resolutions Honoring *Student Athletes Fall 2017 Season.*

**Girls Field Hockey - 1st Team All-Colonial Conference, Patriot Division**

Christina Franks Jhanae Hill Kortini Jackson

**Girls Field Hockey - 2nd Team All-Colonial Conference, Patriot Division**

Katirah Howell

**Girls Soccer Colonial Conference All Star Soccer Team**

Melissa Clegg

**Cross Country - 1st Team All-Colonial Conference, Patriot Division**

Zaire Collins

**2nd Team All-Colonial Conference, Patriot Division**

DeShawn Williams

**West Jersey Football League Memorial Division First Team All Stars**

***Offense******Defense***

Douglas Blue-Eli Santino Morina

Dehron Holloway Anthony Morina

Jacob Perez-Eli Naseer Bateman

Robert Glocker

**West Jersey Football League Memorial Division Second Team All Stars**

Jamel Miles-Benjamin Austin Mooney

1. Recommend adoption of the **#12-18-17-002** Resolution acknowledging Paulsboro Football Coach, Mr. Glenn Howard and the Football Team for winning the 2017 NJSIAA South, Group 1 Sectional Football Championship on Saturday, December 2, 2017 at Rowan University. The team defeated Salem High School by the score of 34-24. Coach Howard has been named Coach Of The Year by the South Jersey Touchdown Club.
2. Recommend adoption of the **#12-18-17-003** Resolution Honoring *South Jersey Touchdown Club Academic All Stars Fall 2017 Season.*

Christopher Bandlow Wyatt Hinkle Riley Onorato

1. Recommend adoption of the #**12-18-17-004** Resolution Honoring Reinaldo Vazquez. Reinaldo was recognized by the College Board with the National Hispanic Recognition Program (NHRP). He was awarded this recognition, for scoring in the top 2.5% among Hispanic and Latino Preliminary Scholastic Aptitude Test (PSAT) / National Merit Scholarship Qualifying Test (NMSQT) test takers in our region.

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

Motion Carried

**Presentations**

1. Students of the Month Awards for October and November 2017 presented by Mr. James Pandolfo, Vice Principal Paulsboro High School*:*

|  |  |
| --- | --- |
| **Paulsboro Junior High School** | **Paulsboro High School** |
| **October Students of the Month**  Kimberly Distefano - Grade 7  Brianaliz Mendez - Grade 8  **November Students of the Month**  Kwydir Parker - Grade 7  Hunter Zubec - Grade 8 | **October Students of the Month**  Zoe Koutsoutis– Grade 9  Jacob Craig - Grade 10  Robert Glocker - Grade 11  Naseer Bateman - Grade 12  **November Students of the Month**  Tino Savaiinaea – Grade 9  NaJahe Moore - Grade 10  Madelyn Lopez - Grade 11  Logan Papp - Grade 12 |

1. Presentation to honor Mr. Phillip Duvilla, Paulsboro Public Schools District Attorney for his 20 years of service starting in 1998.
2. Presentation to honor Board of Education Member, Mrs. Barbara Dunn who was appointed April 26, 2007 and served for a total of 9 years.
3. Presentation to honor Mr. Aaron Krasting, Paulsboro High School Choral Director. Mr. Krasting has been selected as the 2017­2018 Senior High Conductor of the 60th Annual South Jersey High School Choral Festival, presented by The South Jersey Choral Directors Association, Inc.
4. Presentation of District Assessment Results – Assistant Superintendent, Mr. Paul Bracciante and Instructional Coach, Mrs. Lisa Kuhnel-Morrison. (**PowerPoint Attachment**)
5. Presentation of the 2016-2017 Comprehensive Annual Financial Report for the fiscal year ending June 30, 2017, presented by Mr. Chris Betley CPA, Manager with Holman, Frenia, and Allison, P.C. (Certified Public Accountants and Consultants).

Informational: As required by Title 18A: 23-4, a synopsis of the audit of the financial statements and the supplementary data of the Governmental Activities will be available to the public. There is no corrective action plan required. (**Attachment**)

**Public Comments and petitions**

None

**Reorganization Meeting**

Pursuant to 18A:10-3(c) for November annual school elections reorganization takes place on any day of the first week in January, 2018. The Department of Education has indicated that it interprets that provision to mean that for boards with a November 2017 annual school election, organization must take place between Monday, January 1, 2018 and Sunday, January 7, 2018. If the organization meeting cannot take place on the scheduled date for lack of a quorum, or any other reason, the organization meeting must be properly advertised and held within three days of the original organization meeting date.

**Board Input Requested:**

In developing the calendar, discussion took place that a quorum would not be available during January 1, 2018 through January 7, 2018. The meeting was scheduled on the Board of Education calendar for Monday, January 8, 2018. Mr. Duvilla will clarify proper board procedure for the Paulsboro Board of Education Reorganization for January 2018 and a meeting date will need to be set.

*Discussion*: Mr. Duvilla’s opinion, was that the meeting should be scheduled within the first seven days of January to comply with the Open Public Meetings Law for reorganization. Scheduling the meeting on the eighth did not comply with the law, even though discussion of a quorum was the basis. If the meeting is not held due to lack of a quorum, the meeting can be scheduled again through the 10th day of January according to the law. Discussion took place.

*Action*: Motion by Priest, seconded by Lozada-Shaw to hold Paulsboro Board of Education reorganization meeting on Wednesday, January 3, 2018 at 6:00 p.m. at Loudenslager Elementary School All Purpose Room and cancel meeting scheduled for Monday, January 8, 2018.

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

Motion Carried

**Negotiations Update**

Paulsboro Administrators Association (PAA) negotiations began with the Paulsboro Board of Education on Monday, December 11, 2017. The next scheduled meeting will be Wednesday, January 24, 2018 at 5:30 p.m. in the Administration Building.

**Committee Of The Whole**

**Construction Committee**:

Mr. Robert N. Garrison, RA, PP from Garrison Architects presented the Paulsboro Board of Education options for the Paulsboro High School Auditorium.

Base Scope of work, $243,750: Minimum scope of work to remove existing ceiling and replace and add new 2”x 4” LED lighting.

Option 1 estimated cost $373,750: Minimum scope of work above plus refurbishing the existing skylight, adding additional lighting, new ceiling fans, and fire alarm modifications.

Option 2 estimated cost $710,000: Option 1 and rooftop air conditioning units.

Option 3 estimated cost $795,625: Option 2 and new LED aisle lighting, wall lighting, and paint walls.

All discussions and decisions will be made at the January 29, 2018 Board of Education Meeting.

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

Motion made by Walter, seconded by Hamiltonto approve the recommendations of the Superintendent items A-E.

**Recommend Approval of A – E:** The Greenwich Township Representative may vote on items in this section of the agenda.

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 Minutes (**Attachment**) Regular Meeting November 27, 2017

Executive Session November 27, 2017

1. Approval of the October 2017 Cash Receipts Report (**Attachment**)
2. Approval of the October 2017 budget transfers (**Attachment**)
3. Approval for payment of bills that are duly signed and authorized. (**Attachment**)
4. 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 October 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.



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

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 October 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, December 18, 2017

***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 October 31, 2017.





Monday, December 18, 2017

**Report Of The Superintendent**

Motion made by Walter, seconded by Lozada-Shawto approve the recommendations of the Superintendent items B-N.

**Personnel B – H:** 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 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 to accept the resignation with the intent to retire of Child Study Team School Psychologist, Dr. Naomi Firestein effective May 1, 2018.

Informational: Dr. Naomi Firestein has served our district for 24 years.

1. Recommend approval for Ms. Paulette Cwik to work the clock for basketball games as a volunteer. This recommendation is contingent on successful completion of criminal history background review.

Informational: Mrs. Cwik is a retired teacher and coach that spent her career at Paulsboro High School.

1. Recommend to approve Mr. Dymere Rappa as a volunteer coach for the wrestling team for the 2017-2018 school year. This recommendation is contingent on successful completion of criminal history background review.

Informational: Mr. Dymere Rappa is a former student who graduated Paulsboro High Class of 2012.

1. Recommend to approve Mr. Robert Onorato as a volunteer coach for the wrestling team for the 2017-2018 school year. This recommendation is contingent on successful completion of criminal history background review.

Informational: Mr. Robert Onorato coached at Holy Cross as Head Coach, Collingswood as Assistant Coach and holds a Camden County substitute certificate.

1. Recommend approval to appoint Ms. Carrie Dowdy to the position of Part Time Instructional Aide at Paulsboro High School. Ms. Dowdy will earn Step 1 – $20.90 per hour for 3.8 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.
2. Recommend approval to appoint Mr. Terrance Downs to the position of Part Time Instructional Aide at Paulsboro High School. Mr. Downs will earn Step 1 – $20.90 per hour for 3.8 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.

**Report Of The Superintendent**

**Personnel I – N:**

1. Recommend approval to appoint Ms. Cynthia Moultrie to the position of Billingsport Early Childhood Center Basic Skills Teacher. Ms. Moultrie will earn Step C – BA - $44,667.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of criminal history background review.

Informational: Ms. Moultrie will be replacing Mr. Joseph O’Leary who has retired on November 1, 2017.

1. Recommend approval for Ms. Lauren Skinner to complete her observation at Billingsport Early Childhood Center beginning on December 19, 2017.

Informational: Ms. Skinner will be completing her Stage 1 – Observation Only field experience required for her assignment from Rosemont College, Rosemont, Pennsylvania to observe in the classroom of Billingsport Early Childhood Center first grade teacher, Ms. Holly Pisarcik.

1. Recommend approval for Rowan University Student, Ms. Jamie Fischer to complete her Clinical Practice (also known as Student Teaching) at Loudenslager Elementary School beginning January 16, 2018 through March 9, 2018. Loudenslager Elementary School Music Teacher, Mr. Brian Betz will serve as the cooperating teacher.

Informational: During Clinical Practice, college students observe in the classroom then gradually assume all of the duties of the cooperating teacher. A university supervisor will make a number of formal visits to the classroom in order to evaluate the student teacher and consult with the cooperating teacher.

1. Recommend approval for Rowan University Student, Ms. Sarah Henthorn to complete her Clinical Practice (also known as Student Teaching) at Loudenslager Elementary School beginning January 16, 2018 through May 4, 2018. Loudenslager Elementary School third grade Teacher, Ms. Bonnie McHale will serve as the cooperating teacher.

Informational: During Clinical Practice, college students observe in the classroom then gradually assume all of the duties of the cooperating teacher. A university supervisor will make a number of formal visits to the classroom in order to evaluate the student teacher and consult with the cooperating teacher.

1. Recommend approval for Rowan University Student, Ms. Kaitlyn Silvia to complete her Clinical Practice (also known as Student Teaching) at Loudenslager Elementary School beginning January 16, 2018 through May 4, 2018. Loudenslager Elementary School third grade Teacher, Ms. Christina Roberts will serve as the cooperating teacher.

Informational: During Clinical Practice, college students observe in the classroom then gradually assume all of the duties of the cooperating teacher. A university supervisor will make a number of formal visits to the classroom in order to evaluate the student teacher and consult with the cooperating teacher.

1. Recommend approval for Loudenslager Elementary School Principal, Mr. Matthew Browne as School Safety Specialist for the Paulsboro Public Schools.

Informational: P.L.2017, CHAPTER 162, Assembly, No. 3347 requires the Superintendent of each school district shall designate a school administrator as a School Safety Specialist for the district.

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

Motion Carried

**Report Of The Superintendent**

Motion made by Walter, seconded by Lozada-Shawto approve the recommendations of the Superintendent items A.

**Staff and Curriculum Development A:** The Greenwich Township Representative may vote on items in this section of the agenda.



1. Recommend approval of the NJQSAC District Improvement Plan (DIP) (**Attachment**)

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

Motion Carried

Informational: The New Jersey Quality Single Accountability Continuum (NJQSAC) is the Department of Education’s monitoring and District self-evaluation system for public schools. NJQSAC insures that all Districts operate at a high level of performance.

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

|  |  |
| --- | --- |
| **Month of December 2017** | |
| **Grade** | **Enrollment** |
| 9 | 92 |
| 10 | 82 |
| 11 | 66 |
| 12 | 84 |
| **Total** | **324** |

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

|  |  |
| --- | --- |
| **Month of December 2017** | |
| **Grade** | **Enrollment** |
| 7 | 93 |
| 8 | 68 |
| **Total** | **161** |

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

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Grade** | **Enrollment Per Class**  **Billingsport Early**  **Childhood Center** | | | | | | **Grade** | **Enrollment Per Class**  **Loudenslager**  **Elementary School** | | | | |
| Pre-School Disabled | 3 |  |  |  |  | 3 | 3 | 27 | 23 | 26 | 24 | 100 |
| Pre-School | 15 | 14 | 15 | 15 |  | 59 | 4 | 19 | 23 | 18 |  | 60 |
| K | 17 | 18 | 17 | 18 | 16 | 86 | 5 | 25 | 25 | 22 |  | 72 |
| 1 | 25 | 23 | 22 | 23 |  | 93 | 6 | 19 | 19 | 21 |  | 59 |
| 2 | 20 | 20 | 19 | 20 |  | 79 | Special Education |  |  |  |  |  |
| Special Education |  | 9 | 3 | 8 |  | 20 |  |  |  |  |  |  |
| **Total** | | | | | **340** | | **Total** | | | | | **291** |

**Report Of The Superintendent**

Motion made by Walter, seconded by Lozada-Shawto approve the recommendations of the Superintendent items A-B.

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

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

Grades 9-12.

|  |  |  |
| --- | --- | --- |
| **Case #** | **Grade:** | **Hours of Instruction** |
| 2987 | 10 | Student is receiving home instruction through Brookfield School for a minimum of ten hours/week at $32/hour. Student is attending Inspira Children’s Behavioral Health Center in Bridgeton, New Jersey. Start date was 9/18/2017. |
| 190951 | 11 | Student was placed on home instruction. This student will receive home instruction from Paulsboro Public Schools for a minimum of 5 hours a week. Start date was 9/12/2017. |
| 2234 | 11 | 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 9/5/2017. |
| 301233 | 12 | Student was placed on home instruction. This student will receive home instruction from Paulsboro Public Schools for a minimum of 5 hours a week. Start date was 9/28/2017. |
| 2813 | 10 | Student was placed on home instruction at the Strang School. This student will receive a minimum of 10 hours of home instruction per week. Start date was 11/14/2017. |
| 303077 | 10 | Student was placed on home instruction through Paulsboro Public Schools for a minimum of 5 hours a week. Start date was 10/11/2017. |

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

**Report Of The Superintendent**

**Instructional Services B**:

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

Grades PK-8:

|  |  |  |
| --- | --- | --- |
| **Case #** | **Grade:** | **Hours of Instruction** |
| 312238 | K | Student is receiving home instruction through Brookfield School for a minimum of 5 hours/week at $32/hour. Student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was 9/14/2017. |
| 2340 | 6 | Student is receiving home instruction through Brookfield School for a minimum of 10 hours/week at $32/hour. Student is attending Inspira Children’s Behavioral Health Center in West Deptford, New Jersey. Start date was 9/26/2017. |

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

Motion Carried

Informational:

* + - 1. We currently have 12 homeless students (in and out of district) in grades 9-12. The term “homeless children and youth” means individuals who lack a fixed, regular, and adequate nighttime residence. This includes children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, camp grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals; children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; children or youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.
      2. We currently have 23 homeless students (in and out of district) in grades PK-8. The term “homeless children and youth” means individuals who lack a fixed, regular, and adequate nighttime residence. This includes children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, camp grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals; children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; children or youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.

**Report Of The Superintendent**

Motion made by Walter, seconded by Lozada-Shawto approve the recommendations of the Superintendent items A-F.

**Student Activities A – F:** The Greenwich Township Representative may vote on items in this section of the agenda.

1. Recommend approval to hold the Colonial Conference Middle School Wrestling Tournament on Saturday, February 3, 2018. This is the one and only Colonial Conference athletic event that Paulsboro hosts. This is also a reoccurring event. All member schools share the cost.
2. Recommend approval for Paulsboro High School to host the Jack Byrd / Dr. Martin Luther King Basketball Tournament:
3. Paulsboro High School to host the tournament on Monday, January 15, 2018.
4. Paulsboro High School will pay for officials, police, clock operator, ticket takers, in-house security and the athletic trainer.
5. Basketball Coach, Ms. Shelyna Hamilton will serve as the Tournament Director for the event at no cost to the Board of Education.
6. Entry Fee per team is $150.00, to go to Paulsboro Public Schools.
   1. Ticket sales to 100% to Paulsboro Public Schools.
   2. Concessions sales will go to the girls basketball activity account.
   3. The 50/50 will be distributed as follows 50% to the girls basketball activity account and 50% to the winner.
7. Recommend approval of ticket prices as follows:
   1. $5.00 for adults and $3.00 for student / senior citizens per game or
   2. $8.00 adults and $6.00 for student / senior citizens for 3 games or
   3. $12.00 adults and $9.00 student / senior citizens for all games.
8. Recommend approval for Ms. Shelyna Hamilton and her teams’ parents to operate the concessions and hold a 50/50.

Informational: Paulsboro High School has hosted the Dr. Martin Luther King Basketball Classic Tournament in previous years. The tournament will include a total of three boys’ and two girls’ games. Paulsboro’s girls and boys games vs. Clayton will be the featured games of the day and the last two played.

1. Recommend approval of the following actions for the District 26 Wrestling Tournament:
2. Paulsboro High School to host the New Jersey State Inter-Scholastic Athletic Association (NJSIAA) District 26 Wrestling Championship at Gloucester County College on Saturday, February 17, 2018.
3. District Insurance Broker, Mr. Steve Anuszewski as the Site Manager for the event at no cost to the Board of Education.
4. Paulsboro High School Assistant Principal, Mr. James Pandolfo as the Assistant Site Manager for the event at no cost to the Board of Education.
5. To enter into an agreement with Gloucester County College to provide the venue for the event.
6. To accept a donation in the amount of $500.00 from the Paulsboro Wrestling Association to pay the rental fee for the event venue.
7. Facilities fee of $900.00 ($100.00 per school) as per NJSIAA.
8. Ticket prices for all day admission $12.00 for Adults and $8:00 Students / Seniors.
9. Recommend approval to all Paulsboro staff who are approved to work home athletic events to also work New Jersey Inter- Scholastic Athletic Association (NJSIAA) events that are away at opposing schools and or neutral sites as required by the NJSIAA.

Informational: The NJSIAA typically requires a certain number of school staff to provide security at all state tournament games. This includes home events as well as away events and games played at neutral sites. The exact number of staff event workers varies depending on how far a team advances.

1. Santa’s Elves Project

Elementary School Librarian, Ms. Tammi Minix and Loudenslager Elementary School Teacher, Ms. Tara Stahl recently completed the 2017 Santa’s Elves Project. They worked with the following companies and churches to provide Christmas gifts for 35 families.

Paulsboro Refining Company Energy St. Paul’s Church

Ms. Jayna and Mr. Joseph Costantino Paulsboro Neighborhood Watch

Ms. Wendy and Mr. John Banscher

Ms. Bonnie and Mr. Harry Morgey

1. Thanksgiving Dinners

Thanksgiving dinners were donated by the following for three of our student’s families:

Ms. Amber Berry and Family Ms. Darlene and Mr. Clyde Ayers

Ms. Elaine and Mr. Anthony Battaglia Ms. Nanci Paparo

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

Motion Carried

**Report Of The Superintendent**

Motion made by Walter, seconded by Lozada-Shawto approve the recommendations of the Superintendent items A.

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

1. Recommend authorization for the Superintendent to approve the following organization to use school facilities as listed for the 2017-2018 school year. This recommendation is contingent on each group filing the appropriate request and verification of insurance.

|  |  |  |  |
| --- | --- | --- | --- |
| **ORGANIZATION/**  **PERSON** | **ACTIVITY** | **FACILITY** | **CONTACT** |
| Paulsboro High Athletics | Basketball Practice | Paulsboro High School Gymnasium and Loudenslager Elementary School All Purpose Room | Erica Scott |

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

Motion Carried

**Report Of The Superintendent**

Motion made by Walter, seconded by Lozada-Shawto approve the recommendations of the Superintendent items A.

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

1. Recommend approval to accept the Comprehensive Annual Financial Report for the fiscal year ending June 30, 2017, as presented. All required reporting to the state Department of Education is complete. No findings noted.

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

Motion Carried

**Report Of The Superintendent**

Motion made by Walter, seconded by Lozada-Shawto approve the recommendations of the Superintendent items A-C.

**School Safety A - B:** The Greenwich Township Representative may vote on items in this section of the agenda.

1. Recommend approval to readopt and continue to utilize the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials.

Informational: The above-mentioned document is mandated by the New Jersey Department of Education. It is a lengthy document so the superintendent did not make a copy for each member of the board. A copy is available in the Office of the Superintendent for review by members of the board.

The Memorandum of Agreement was first developed in 1998. The agreement includes 15 uniform state policies and procedures to ensure cooperation between education officials and law enforcement agencies. The original agreements focused on alcohol and other drug problems. The agreement has expanded to include school safety and security, Harassment, Intimidation and Bullying (HIB), hazing, gang reporting, etc.

Representatives of the police department and school administration will continue to meet as needed. The purpose of these meetings is to review issues related to the Memorandum of Agreement, review procedures, and discuss strategies to maintain good working relations.

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 High School.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Case Number** | **Date of Incident** | **Status of Investigation** | **Nature of Case Based on Protection Categories** | **Names of Investigators** | **Type and Nature Imposed** | **Other Measure** |
| PHS101817001 | Various | Complete | HIB Victim | Melba Moore-Suggs, Anti-Bullying Specialist | 2 Days In-School Suspension, parent conference, and counseling | n/a |
| PHS110717001 | Various | Complete | HIB Victim | Melba Moore-Suggs, Anti-Bullying Specialist | 5 Days Out of School Suspension, referred to law enforcement, parent conference, and counseling | n/a |

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.

**Report Of The Superintendent**

**School Safety C:**

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 Loudenslager Elementary School.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Case Number** | **Date of Incident** | **Status of Investigation** | **Nature of Case Based on Protection Categories** | **Names of Investigators** | **Type and Nature Imposed** | **Other Measure** |
| LES111617001 | Various | Complete | Intentional (w/out hate speech) and designed to harass, intimidate, or bully | Christie Rego-Konzik, Anti-Bullying Specialist | Temporary removal from site of incident, 2-3 days out of school suspension depending on level of involvement, parent conference, and counseling | n/a |

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

Motion Carried

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 | 9/15/17  10/20/17  11/17/17  12/15/17 | 9/11/17  10/2/17  11/16/17  12/12/17 | 9/14/17  10/23/17  11/21/17  12/1/17 |
| Evacuation  (Non-Fire) | Each school must conduct two annually | 11/22/17 | 11/3/17 |  |
| Lockdown | Each school must conduct two annually | 9/19/17  12/21/17 | 12/7/17 | 9/15/17  11/22/17 |
| Bomb Threat | Each school must conduct two annually |  |  | 12/14/17 |
| Active Shooter | Each school must conduct two annually |  | 9/14/17 |  |
| Shelter In Place | Each school must conduct two annually | 10/27/17 | 10/27/17 | 10/27/17 |
| Other Drills | Each school must conduct two annually |  |  |  |
| Bus Evacuation | School District (Annually) | 9/11/17  9/12/17 | 10/11/17 | 11/3/17 |
| Bus Evacuation | School Routes  (2 Annually) | Bankbridge Dev. 11/15/17 |  |  |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure | Conducted Monthly | Conducted Monthly | Conducted Monthly |

**Public Comments**

None

Motion made by Stevenson, seconded by Hamilton and unanimously carried (9-0) to adjourn the meeting at 8:35 PM.

**NEXT PUBLIC MEETINGS**

Reorganization Meeting January 3, 2018 6:00 PM Loudenslager Elementary School Multipurpose Room

Regular Meeting January 29, 2018 7:00 PM 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.

Respectfully Submitted,



Business Administrator/Board Secretary