**PAULSBORO BOARD OF EDUCATION**

**MINUTES**

Thursday, January 22, 2015

**REGULAR MEETING**

A Regular Meeting of the Paulsboro Board of Education was called to order on the above date by Mr. Ridinger reading the following: “As required under the guidelines of the Open Public Meeting Law, notice of this meeting was sent to The South Jersey Times. As President I, therefore, declare this to be a legal meeting of the Paulsboro Board of Education”. Meeting was called to order at approximately 7:14p.m. by pledging allegiance to the flag and with the following members present: Mrs. Dunn, Mrs. Giampola (departed 7:30), Mr. Hamilton, Mr. Lisa, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter. Mr. Hughes, the Greenwich Township Representative, Ms. Eastlack, and Mrs. Lozada-Shaw were absent. Also present were Dr. Quint, Interim Superintendent, Ms. Johnson, Business Administrator/Board Secretary and student representative, Tahje Thomas.

**PRESENTATIONS**

Presentation of Student of the Month Awards for November - December, 2014

**Billingsport Loudenslager**

Ariana Aguilar Shana Veney

Mariam Aziz Gavin Punihaole

Nyasia Green Tyasia Folston

Conner Lennon

Adoption of Resolutions Honoring Student Athletes – Fall 2014 Season

Motion by Stevenson, seconded by Giampola to accept Adoption of Resolutions Honoring Student Athletes – Fall 2014 Season

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

Nancia Holmes

Football - 1st Team All-Colonial Conference, Patriot Division

DeShaun Burgess DaVontae Randall Dustin Herrera

John Pellegrini Niko Savaiinaea Steven Baylor

Carlton Aiken

Football Team – Colonial Conference Patriot Division Champion

South Jersey Group I Champion

*South Jersey Times* Team of the Year

Head Football Coach Glenn Howard

*Philadelphia Inquirer* Coach of the Year

*South Jersey Times* Coach of the Year

Touchdown Club of Southern New Jersey Coach of the Year

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Lisa, Mrs. Dunn, Mr. Ridinger, Mrs. Stevenson, Mrs. Giampola, and Mr. Walter voting 7 YES; Mr. Hughes, the Greenwich Township Representative, Ms. Eastlack, and Mrs. Lozada-Shaw 3 ABSENT

Motion carried

Program Feature – Semi-Annual Presentation of Harassment, Intimidation and Bullying (HIB) and Violence, Vandalism and Substance Abuse data for the period July 1, 2014 – December 31, 2014 by HIB Coordinator John Giovannitti.

Individual HIB as well as Violence and Vandalism cases are presented to the Board of Education on a monthly basis. Semi-annually the information is presented to the New Jersey Department of Education. This task was recently completed by Mr. Giovannitti. He will summarize the information and answer questions asked by members of the Board of Education.

**PUBLIC COMMENTS**

None

**CORRESPONDENCE**

None

**REPORT OF THE STUDENT MEMBER OF THE BOARD OF EDUCATION**

None

**OLD BUSINESS**

1. Search for a New Superintendent of Schools
   1. The Board of Education interviewed candidates for the position of Superintendent of Schools during special meetings conducted on Tuesday, January 13 and 20, 2015.
   2. The Interim Superintendent is currently establishing committees of teachers/staff, administrators and citizens to conduct interviews of the candidates for the position of Superintendent of Schools. He is also developing the questions for these interviews.

Motion by Stevenson, seconded by Hamilton to hold a special meeting on Thursday February 5, 2015 to interview candidates for Superintendent of Schools.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Lisa, Mrs. Dunn, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Mr. Hughes, the Greenwich Township Representative, Ms. Eastlack, Mrs. Lozada-Shaw and Mrs. Giampola 4 ABSENT

Motion carried

1. Special Election January 27, 2015
   1. Presentation by the Interim Superintendent of Schools – Special Election Information
   2. Materials about the Special Election were/will be sent home with students on January 16 and 23, 2015.
   3. A flyer about the Special Election was mailed to all residents of Paulsboro during the week of January 12, 2015.
   4. The Interim Superintendent continued to make presentations throughout the community in order to provide information about the projects included in the bond referendum. Presentations include:

Land Use Board – January 12, 2015

Gill Memorial Library Board of Trustees – January 12, 2015

Gibbstown Board of Education – January 5, 2015

Paulsboro Mayor and Council - December 17, 2014

Special Meeting of Key Communicators – January 7, 2015

Paulsboro Education Association – January 2015

Eye On Paulsboro – January 14, 2015

Paulsboro High School Centennial Committee – January 15, 2015

Chamber of Commerce – January 20, 2015

1. Paulsboro High School Centennial Committee

The Paulsboro High School Centennial Committee conducted its second meeting on

January 15, 2015. The Interim Superintendent will report on this meeting on January 22, 2015.

**NEW BUSINESS**

Motion by Stevenson, seconded by Walter to accept the following:

1. Teacher Recognition

Congratulations to the following educators who have been selected as Governor’s Teacher Recognition Award and Governor’s Educational Services Professional Award recipients.

                                                    Educational Services

            School                                               Teacher              Professional

Paulsboro High School                           Christopher Costenbader        Lessie Jean Brown

Paulsboro Junior High School                Judith Hathaway

Loudenslager Elementary School           Corey Hoffman

Billingsport Early Childhood Center      Prudence Hanly               Charisse Generette

The following information was reported to the Board of Education at its November 20, 2014 meeting:

The Governor revised the process for selecting Governor’s Teacher Recognition Award recipients and Teacher of the Year nominees. In the past, these were two separate programs coordinated at the district level. The Governor combined the two recognition programs as well as added an award for Educational Professional of the Year.

The new program requires each school to follow specific guidelines. Each school will now name a Governor’s Teacher Recognition Award recipient as well as a Governor’s Educational Professional Award winner. Educational Professionals include certificated staff members such as School Nurses, Guidance Counselors, School Psychologists, Librarians, etc.

Each of the Governor’s Teacher Recognition Award recipients may apply online to be named as the Gloucester County Teacher of the Year. The district is no longer responsible to select a Teacher of the Year.

Recommend approval to conduct the Annual Teacher Recognition Awards Ceremony and Reception on May 28, 2015 (just prior to the meeting of the Board of Education).

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Lisa, Mrs. Dunn, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Mr. Hughes, the Greenwich Township Representative, Ms. Eastlack, Mrs. Lozada-Shaw and Mrs. Giampola 4 ABSENT

Motion carried

**BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORT**

Motion by Stevenson, seconded by Hamilton to accept the Interim Superintendents recommendation to approve items A-H.

1. Approval of Minutes - Regular Meeting – December 18, 2014 **(Attachment)**
2. Recommend approval of the budget transfers.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| From Account | From Description | To Account | To Description | Amount |
| Transfer for Tuition |  |  |  |  |
| 11-000-100-562-09 | Undistributed  Instruction  Tuition – LEA-Special | 11-000 -100 -566 -00 | Undistributed  Instruction  Tuition –PRIV- in NJ | 50,000.00 |
| Transfer for Tuition | | | | |
| 11-000-100-561-09 | Undistributed  Instruction  Tuition – LEA-Regular | 11-000-100-566-00 | Undistributed  Instruction  Tuition –PRIV- in NJ | 19,413.00 |
| Reallocate Department Budget | | | | |
| 11-100-213-610-01 | Undistributed  Health Services  General Supplies | 11-000-213-300-01 | Undistributed  Health Services  Purch Prof / Tech Serv | 69.00 |
| Reallocate Department Budget | | | | |
| 11-000-213-610-02 | Undistributed  Health Services  General Supplies | 11-000-213-300-02 | Undistributed  Health Services  Purch Prof / Tech Serv | 360.00 |
| Reallocate Department Budget | | | | |
| 11-000-213-610-02 | Undistributed  Health Services  General Supplies | 11-000-213-300-02 | Undistributed  Health Services  Purch Prof / Tech Serv | 69.00 |
| Reallocate Department Budget | | | | |
| 11-000-213-610-03 | Undistributed  Health Services  General Supplies | 11-000-213-300-03 | Undistributed  Health Services  Purch Prof / Tech Serv | 359.00 |
| Reallocate Department Budget | | | | |
| 11-000-270-420-00 | Undistributed Student Trans. Cleaning/Repair/Ma | 11-000-270-505-00 | Undistributed  Student Trans.  Aid In Lieu - Choice | 5,828.00 |
| Reallocate Department Budget | | | | |
| 11-000-270-511-00 | Undistributed  Student Trans.  Con Trn Reg Vendors | 11-000 -270 -515 -00 | Undistributed  Student Trans.  Con Trn Spc Joint | 18,524.00 |
| Reallocate Department Budget | | | | |
| 11-000 -270 -420 -00 | Undistributed Student Trans.  Cleaning/Repair/Ma | 11-000 -270 -515 -00 | Undistributed Student Trans.  Con Trn Spc Joint | 13,109.00 |
| Reallocate Department Budget | | | | |
| 11-000 -270 -593 -00 | Undistributed  Student Trans.  Miscel. Purch-Trans | 11-000 -270 -515 -00-003 | Undistributed Student Trans.  Con Trn Spc Joint | 896.00 |
| Reallocate Department Budget | | | | |
| 11-000 -270 -513 -00 | Undistributed  Student Trans.  Con Trn Reg Joint | 11-000 -270 -515 -00-003 | Undistributed  Student Trans.  Con Trn Spc Joint | 1,632.00 |
| Reallocate Department Budget | | | | |
| 11-000 -270 -511 -00 | Undistributed Student Trans.  Con Trn Reg Vendors | 11-000 -270 -515 -00-003 | Undistributed  Student Trans.  Con Trn Spc Joint | 18,302.00 |
| Teacher Reimbursement | | | | |
| 11-230 -100 -320 -02-001 | Basic Skls/Remedial  Instruction  Purch Prof/Educ Srv | 11-230 -100 -610 -02 | Basic Skls/Remedial  Instruction General Supplies | 7.00 |

1. Recommend approval of the Cash Receipts Report – November **(Attachment)**
2. Recommend payment of bills that are duly signed and authorized. **(Attachment)**
3. Secretary to Board of Education –November



Informational: The Board may approve the above reports with a single motion. The Report of the Treasurer of School Monies and Report of Secretary to the Board of Education as well as associated accounts will be available at the meeting or in advance by contacting Business Administrator Jennifer Johnson.

1. Recommend adoption of the following resolution:

Be It Resolved, pursuant to NJAC 6A:23-2-11(c)4, we, the members of the Paulsboro Board of Education, certify that as of November 30, 2014, 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.

Recorded via roll call vote of the Board of Education.

1. 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 November 30, 2014.

|  |  |  |
| --- | --- | --- |
|  | Anticipated  Budget | Cash Received as of November 30, 2014 |
| Taxes | $5,484,300.00 | 2,285,125.04 |
| Tuition - Gibbstown | 1,430,667.00 | 429,200.10 |
| Tuition - Other LEA's |  | 23,408.44 |
| Tuition – Out of State |  | 129,812.00 |
| Miscellaneous | 51,059.00 | 66,256.02 |
| State Aid | 12,130,999 | 3,427,538.00 |
|  |  |  |
| Extraordinary Aid | 50,000 |  |
| SEMI | 80,000 | 6,910.07 |
|  | $19,227,025 | 6,368,249.67 |



Thursday, January 22, 2015

1. Pursuant to NJAC 6A:23-2.ll(c)3, I Jennifer Johnson, Business Administrator to the Board of Education, certify that as of November 30, 2014, 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).



Thursday, January 22, 2015

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Lisa, Mrs. Dunn, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Mr. Hughes, the Greenwich Township Representative, Ms. Eastlack, Mrs. Lozada-Shaw and Mrs. Giampola 4 ABSENT

Motion carried

**REPORT OF THE SUPERINTENDENT**

**PERSONNEL**

Motion by Dunn, seconded by Walter to accept the Interim Superintendents recommendation to approve item A- I:

1. Recommend appointment of the substitute teachers on the attached list from Source 4

Teachers. (**Attachment**)

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

1. Recommend approval of the following staff members to serve in the Alternative Education Program:

1. Paulsboro High School Teacher of English Nicole Beaman to teach English four evenings

per week from 3:00 PM – 7:30 PM (4.5 hours per evening) at a rate of $32 per hour.

Informational: During basketball season, Ms. Beaman will only work three evenings per week so that she can attend her son’s games. During this time, a certified substitute teacher will be used.

2. Paulsboro High School Instructional Aide Joseph Benne to teach Science three evenings

per week from 3:00 PM – 7:30 PM (4.5 hours per evening) at a rate of $32 per hour.

Informational: Mr. Benne holds a certificate as Teacher of Biology.

1. Recommend approval to appoint Christian P. Sullivan to the position of Part-Time Temporary Security Guard at Paulsboro High School and Paulsboro Junior High School from January 26, 2015 through March 27, 2015 from 3:00 PM – 8:00 PM on Mondays through Fridays. Mr. Sullivan will earn $8.54 per hour.

Informational: The 2014-2015 school budget includes $5,000 for a Part-Time Security Guard. The Security Guard moves around the building during the early evening hours to be certain that people attending athletic events do not go into unauthorized/unsupervised areas of the school. This sort of position was approved by the Board of Education for the past few years. On December 5, 2014, the Interim Superintendent advertised for this position. Mr. Sullivan served in the position during the 2013-2014 school year. He did an excellent job and is very familiar with the school as well as the duties of the Security Guard.

1. Recommend approval to change the degree status and salary of Paulsboro High School Teacher of Music Aaron Krasting from BA Step O - $77,374 to BA +30 Step O - $78,574 effective January 1, 2015.

Informational: Mr. Krasting is working toward his Master’s Degree in Education and School Leadership at Wilmington University.

1. Recommend approval of a medical leave of absence for Paulsboro High School Cafeteria Worker Ann Thompson with the following terms and conditions:

Dates of Leave Terms and Conditions of the Leave

Tuesday, December 9, 2014 – With pay and benefits by use of

Tuesday, December 23, 2014 accumulated sick and personal leave

as well as the concurrent use of Federal Family Leave

Recommend approval of a childbearing/childrearing leave of absence for Paulsboro High School

Teacher of English Andrea Lilley with the following terms and conditions:

Dates of Leave Terms and Conditions of the Leave

Tuesday, March 24, 2015 - With pay and benefits by use of

Thursday, April 30, 2015 accumulated sick and personal leave

as well as the concurrent use of Federal

Family Leave

Friday, May 1, 2015 - Without pay but with benefits via the

Friday, May 29, 2015 Federal Family Leave

1. Recommend approval to appoint Mark Gallagher as a substitute custodian on an “as-needed” basis. This recommendation is contingent on Mr. Gallagher successfully completing the pre-employment paperwork including a Criminal History Background review.

Informational: Mr. Gallagher is a 2014 graduate of Paulsboro High School. He was interviewed by Supervisor of Support Staff Jack Henderson.

1. Recommend approval of the following actions required to provide a One-on-One Aide for student Case Number 2811 at Billingsport Early Childhood Center effective Monday, January 26, 2015.

1. Reassign Aide Theresa Stone from the class taught by Ann Giovannitti to the position of

One-on-One Aide assigned to Student Case Number 2811. Both classes are located at Billingsport Early Childhood Center. The student requiring the One-on-One Aide is assigned to the class taught by Erica Highley.

Informational: This student was recently evaluated by the Child Study Team. Based on the Individual Education Program (IEP), the youngster requires the services of a One-on-One Aide.

2. Transfer Instructional Aide Joseph Benne from the Paulsboro High School class taught by

Mark Vogeding to the class taught by Ann Giovannitti at Billingsport Early Childhood

Center.

3. Change the daily work hours for Mr. Benne from 5.5 hours per day to 5.83 hours per day.

He will continue to earn $20.32 per hour.

Informational: The number of students in Mr. Vogeding’s class is lower than that requiring an aide.

Informational: Director of Special Services reviewed this matter with the aides, teachers, Child Study Team and principals. Mr. Benne and Ms. Stone were served Rice Notices.

1. Recommend approval of a medical leave of absence for Billingsport Early Childhood Center Eileen Bertolino-Russell with the following terms and conditions:

Dates of Leave Terms and Conditions of the Leave

Monday, January 5, 2015 - With pay and benefits by use of Friday, February 27, 2015 accumulated sick leave as well as the

concurrent use of Federal Family Leave

1. Board of Education Input Requested

On January 1, 2015, the minimum wage in New Jersey automatically increased from $8.25 per hour to $8.38 per hour. School Attorney Philipp Duvilla reviewed this matter last year when the new law was enacted. It was his opinion that the schools are not required to pay the minimum wage. Having said this, the Board of Education did agree to pay the new minimum wage during the 2013-2014 school year.

The minimum wage impacts only one employee who works two hours per day. It addition, the substitute rates for Cafeteria Aides, Classroom Aides, Playground/Cafeteria Aides, Custodians and Secretaries are currently $8.25 per hour. If the Board of Education opts to increase its minimum wage to $8.38, the cost for the remainder of the school year would be approximately $486.

The Interim Superintendent respectfully requests input from the Board of Education.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Lisa, Mrs. Dunn, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Mr. Hughes, the Greenwich Township Representative, Ms. Eastlack, Mrs. Lozada-Shaw and Mrs. Giampola 4 ABSENT

Motion carried

1. Informational
   1. The following are paid class covers:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Month** | **Paulsboro High and Junior High School** | | | **Loudenslager**  **2014-2015** | **Billingsport**  **2014-2015** |
| **Average Last**  **6 years** | **Range** | **2014-2015** |
| September | 1.4 | 0-6 | 11 | 0 | 0 |
| October | 26.2 | 9-46 | 62 | 0 | 0 |
| November | 34.8 | 19-53 | 60 | 0 | 0 |
| December | 44.0 | 31-65 | 71 | 0 | 0 |
| January | 43.3 | 15-69 |  |  |  |
| February | 40.5 | 12-53 |  |  |  |
| March | 68.2 | 28-96 |  |  |  |
| April | 53.9 | 36-88 |  |  |  |
| May | 91.5 | 65-127 |  |  |  |
| June | 41.7 | 22-97 |  |  |  |
| Total | 44.6 | 23.7-70.0 | 204 |  |  |

**STAFF AND CURRICULUM DEVELOPMENT**

Motion by Dunn, seconded by Lisa to accept the Interim Superintendents recommendation to approve items A-I:

1. Recommend approval of the following actions relative to a grant provided by Axeon Specialty Products for the purpose of developing an Introduction to Robotics course at Paulsboro High School.

1. Accept $1,280 to pay the stipend for a teacher to develop the curriculum for the course.

2. Authorize Paulsboro High School Teacher of Mathematics Nelson Hall to work up to 40 hours at $32 per hour as per agreement with the Paulsboro Education Association to develop the curriculum for Introduction to Robotics. This work must be completed prior to June 30, 2015.

Informational: The Board of Education approved submission of the grant application on December 18, 2014. The grant was in the amount of $10,480. On December 19, 2014, Axeon Specialty Products Public Affairs Director Claire Riggs informed the Interim Superintendent that the company had approved the curriculum development portion of the grant. The Interim Superintendent is in the process of clarifying if Axeon plans to fund the rest of the grant. Without the remaining grant funds, it is unlikely that the school district will be able to implement the course.

1. Recommend approval for School Psychologist Nicole Crosby to attend Assessment Present and Future: An Overview of WISC-V and Q-Interactive on Friday, February 20, 2015 in Morton, Pennsylvania. Cost to the Board of Education is registration ($20).

Informational: The topic of this workshop is version five of the psychological assessment protocol – Wechsler Intelligence Scale for Children (WISC). Emphasis will be given to the use iPADs with this assessment tool. The workshop relates directly to Ms. Crosby’s duties.

1. Recommend retroactive approval for the following staff members to attend the Partnership for Assessment of Readiness for College and Careers (PARCC) Regional Training on Thursday, January 15, 2015 at Rowan College at Gloucester County in Sewell, New Jersey. There is no cost for the training and none of the attendees require a substitute.

|  |  |  |
| --- | --- | --- |
| **Staff Member** | **Position** | **Duties Relative to PARCC** |
| Dr. Lucia Pollino | Director of Assessment | PARCC Coordinator |
| Rebecca Richardson | Instructional Coach | PARCC Assistant Coordinator |
| Joseph Magazu | Supervisor of Technology | PARCC Technology Coordinator |
| Charlie Brown | Computer Technician | PARCC District Technician |
| Matthew Browne | Instructional Coach | PARCC District Technician |
| Monica Moore-Cook | Technology Teacher | Loudenslager PARCC Technology Coordinator |
| Thomas Damminger | Basic Skills Teacher | Paulsboro High and Junior High School Technology Coordinator |
| Vincent Giovannitti | Guidance Counselor | Paulsboro High School Test Coordinator |
| Melba Moore-Suggs | Guidance Counselor | Paulsboro High School Test Coordinator |
| Christie Rego-Konzik | Guidance Counselor | Paulsboro Junior High School Test Coordinator |
| JoAnne Gayeski | Basic Skills Teacher | Loudenslager Elementary School Test Coordinator |
| John Giovannitti | Director of Special Services | District PARCC Accommodations Coordinator |
| Angela Brown | Child Study Team | Paulsboro High and Junior High School Accommodations Coordinator |
| Karolyn Adams | Child Study Team | Loudenslager Elementary School Accommodations Coordinator |

Informational: PARCC will be administered for the first time during spring 2015. The test is entirely online. The new test itself as well as it being administered online causes significant concerns and a learning curve for all schools in New Jersey. The New Jersey Department of Education announced the above training too late for it to be included on the December 2014 agenda of the Board of Education. As a result, the Interim Superintendent approved staff attendance at the training session, and now, respectfully requests that the Board of Education confirm this action. The Board of Education authorized the Interim Superintendent to take this type of action at its June 30, 2014 meeting.

It is important to note that the Paulsboro Public Schools participated in the PARCC field test during the 2013-2014 school year. This participation as well as the district’s enhanced broadband service and numerous new computers has placed the school system in a good situation for PARCC. Commendations to the staff members listed above for their hard work and extra effort to prepare for PARCC.

1. Recommend approval for the following people to serve on the School Improvement Panel (ScIP) for Paulsboro High School during the 2014-2015 school year:

Principal Paul Morina

Assistant Principal James Pandolfo

Teachers Shane Kovalesky, Susan Howard and Thomas Damminger

Informational: The ScIP is required by the New Jersey Department of Education as a component of the TEACHNJ Act and AchieveNJ. Every school building must have such a panel. The charge of the panel is to ensure, oversee and support the implementation of the teacher evaluation, professional development and mentoring policies at the school building level. The ScIP also ensures that teachers have a significant voice in these important areas.

1. Recommend approval for Natural Approach to Chemistry and Earth Science to present two half-day in-service training programs to Paulsboro High School and Paulsboro Junior High School teachers on Thursday, February 5, 2015. There is no cost for the training but some class covers will need to be paid in order to facilitate the morning and afternoon training.

Informational: The topic of this in-service training is the Next Generation Science Standards.

1. Recommend approval of the following items relative to the Common Core Academy Grant:

1. Recommend approval to participate as a partner with Rowan University by accepting a

professional development grant to the New Jersey Department of Education (NJDOE).

2. Retroactive approval for the following staff members to attend the Opening Session of the

Common Core Academy at Rowan University in Glassboro, New Jersey on Friday, January 16, 2015. All costs for the training including substitute teachers is paid via the Common Core Academy Grant.

This recommendation also includes approval to participate in Steering Committee meetings during February, April and June 2015.

Instructional Coach Rebecca Richardson

Paulsboro Junior High School Principal Mildred Tolbert

Paulsboro Junior High School Teacher John Marcucci

Paulsboro Junior High School Teacher Susan Schaffer

Informational: The overall purpose of the Common Core Academy Grant is to enhance content knowledge and instructional strategies in the areas of Language Arts Literacy and Social Studies (including special education) at the junior high school level. One goal is to increase coordination between social studies and language arts teachers in order to improve the quality of student writing and reading comprehension. The Board of Education approved participation with Rowan University at its August 28, 2014 meeting.

The New Jersey Department of Education announced the above training too late for it to be included on the December 2014 agenda of the Board of Education. As a result, the Interim Superintendent approved staff attendance at the training session, and now, respectfully requests that the Board of Education confirm this action. The Board of Education authorized the Interim Superintendent to take this type of action at its June 30, 2014 meeting.

1. Recommend approval for Rowan University Student Daniella Kathleen Morrow to complete her Clinical Practice (formerly known as Student Teaching) at Loudenslager Elementary School from Tuesday, January 20, 2015 through Friday, March 13, 2015. Teacher of Health and Physical Education Dean Duca will serve as the Cooperating Teacher for Ms. Morrow.

Informational: During Clinical Practice the student will observe class prior to gradually taking over all teacher duties for her cooperating teacher. A professor from Rowan University will also make at least eight visits to the school. The request by Rowan University was made too late to be included on the December 2014 agenda of the Board of Education. The Interim Superintendent approved the request and now respectfully requests that the Board of Education confirm this action.

1. Recommend approval for the following people to serve on the School Improvement Panel (ScIP) for Billingsport Early Childhood Center and Loudenslager Elementary School during the 2014-2015 school year:

Billingsport Early Childhood Center

Principal Paul Bracciante

Teachers Lauren Bergmann, Karen Dutton, Mary Elton, and

Candell Maxie

Loudenslager Elementary School

Principal Phillip Neff

Teachers Maryann Ridinger, Shirley Gill, JoAnne Gayeski, Anthony

Petrutz, Tara Stahl, Ellen Gattuso and Bonnie McHale

Informational: Please see similar item above.

1. Recommend approval of and approval to submit the attached 2014-2015 Progress Targets Action Plan Assurances for Loudenslager Elementary School to the New Jersey Department of Education. (**Attachment**)

Informational: Progress Targets are established for every school based on the results of mandatory statewide testing. If a school does not meet these targets it must develop an action plan to guide work toward correcting the problem. Loudenslager Elementary School did not meet the Progress Target so the above Action Plan is required. Paulsboro High School did not meet its target but an Action Plan is not required since it is a Focus School being monitored directly by the New Jersey Department of Education via the Regional Assessment Center (RAC).

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Lisa, Mrs. Dunn, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Mr. Hughes, the Greenwich Township Representative, Ms. Eastlack, Mrs. Lozada-Shaw and Mrs. Giampola 4 ABSENT

Motion carried

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 9 | 100 |
| 10 | 93 |
| 11 | 91 |
| 12 | 87 |
| TOTAL | **371** |

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 7 | 82 |
| 8 | 72 |
| TOTAL | **154** |

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

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **GRADE** | **ENROLLMENT PER CLASS BILLINGSPORT EARLY CHILDHOOD CENTER** | | | | | **GRADE** | | **ENROLLMENT PER CLASS**  **LOUDENSLAGER ELEMENTARY SCHOOL** | | | |  |
| Pre-School Disabled | 6 | 4 |  |  |  | 3 | 23 | | 22 | 21 |  |  |
| Pre-school | 16 | 16 | 16 |  |  | 4 | 23 | | 21 | 23 |  |  |
| K | 25 | 24 | 25 | 25 |  | 5 | 19 | | 20 | 18 | 20 |  |
| 1 | 23 | 23 | 23 | 22 |  | 6 | 20 | | 22 | 19 | 21 |  |
| 2 | 15 | 16 | 17 | 16 |  | Special Education | 11 | | 4 |  |  |  |
| Special Education | 8 | 7 | 11 |  |  |  |  | |  |  |  |  |
| TOTAL |  |  |  |  | **338** | TOTAL |  | |  |  |  | **307** |

**INSTRUCTIONAL SERVICES**

Motion by Dunn, seconded by Hamilton to accept the Interim Superintendents recommendation to approve items A-F:

1. Recommend approval of a request by Greg and Sarah Stevens, parents of Cole Stevens, (Paulsboro High School Student – Grade 10) to home school their son during the 2014-2015 school year. The parents are using PennFoster online high school to provide instruction for their child.

Informational: Parents are permitted to home school their children. There are many reasons that a parent opts for home schooling: they want to create a customized program, they want to create a more sheltered educational experience, they have strong religious beliefs that they want to reflect in their children’s education, etc. In some cases, parents form groups to provide the educational programs. In other cases, they use the services of an agency to provide the curriculum and assessments. Other parents design their own education program. Parents must “inform” the school district that they will home school their children and provide a curriculum that is “equivalent” to that of the public school. The school district does not monitor the home

school program. If the child re-enters the public school, they are assessed to determine grade placement. These students may take the Measurement of Academic Progress (MAP) tests at Paulsboro High School in order to give the parents information about how their child is progressing compared to those enrolled in the public schools. Students who are home schooled through grade 12 do not receive a diploma from the public school district.

1. Recommend approval to provide homebound instruction for the following student:

|  |  |  |
| --- | --- | --- |
| **Student Name/Case Number** | **Grade** | **Hours of Instruction** |
| DD | 12 | Student will receive 5 hours of instruction per week provided by a teacher approved by the Board of Education at a rate of $32 per hour. |
| SR | 10 | Student will receive 5 hours of instruction per week provided by a teacher approved by the Board of Education at a rate of $32 per hour. |

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.

1. Recommend approval of the following tuition and/or transportation cost for the following student who is homeless:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Student** | **Grade** | **Location of Temporary Residence** | **Home District/District Responsible for Tuition and/or Transportation** | **Tuition** | **Transportation** |
| CC | 11 | Paulsboro | Paulsboro | No | No |

Informational: When students must reside in a location as a result of economic necessity they are considered homeless. The parents have two options for the schooling of their children. They can request the home district to provide transportation from the temporary place of residence to the home school. The second option is for the child to attend the school serving the temporary residence. In this case, the home district is responsible to pay tuition. The home district is responsible to pay tuition and/or transportation costs for one year from the date each family becomes homeless. If a family’s living arrangement changes within the year, the timeline “resets” and the year starts over.

1. Recommend approval for student Jacqueline Richards (Grade 7) to attend Paulsboro Junior High School as a Choice Student during the 2015-2016 school year.

Informational: Ms. Richards resides in Sicklerville and would normally attend the Williamstown Public Schools. Two of her siblings already attend the Paulsboro Public Schools as Choice Students.

Approximately ten students from other districts attend Paulsboro Senior High School as part of the School Choice Program during the 2014-2015 school year. Their home district is responsible to transport the Choice Students to Paulsboro. The Board of Education receives school aid from the State of New Jersey for these students. During the 2014-2015 school year, approximately 37 Paulsboro students are attending other schools via the School Choice Program. The Paulsboro Board of Education is responsible for transportation of these students. Paulsboro loses school aid for these students.

1. Recommend approval to provide homebound instruction for the following student:

|  |  |  |
| --- | --- | --- |
| **Student Name/Case Number** | **Grade** | **Hours of Instruction** |
| RK | 7 | Student will receive home instruction through Brookfield School for a minimum of 5 hours/week at $32/hour. |

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.

1. Recommend approval of the following tuition and/or transportation costs for the following students who are homeless:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Student** | **Grade** | **Location of Temporary Residence** | **Home District/District Responsible for Tuition and/or Transportation** | **Transportation** |
| HI | 6 | Paulsboro | Point Pleasant Borough | No |
| ZI | 7 | Paulsboro | Point Pleasant Borough | No |
| TI | 8 | Paulsboro | Point Pleasant Borough | No |
| MI | 4 | Paulsboro | Point Pleasant Borough | No |
| SW | 1 | Glassboro | Paulsboro | No |

Informational: When students must reside in a location as a result of economic necessity they are considered homeless. The parents have two options for the schooling of their children. They can request the home district to provide transportation from the temporary place of residence to the home school. The second option is for the child to attend the school serving the temporary residence. In this case, the home district is responsible to pay tuition. The home district is responsible to pay tuition and/or transportation costs for one year from the date each family becomes homeless. If a family’s living arrangement changes within the year, the timeline “resets” and the year starts over.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Lisa, Mrs. Dunn, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Mr. Hughes, the Greenwich Township Representative, Ms. Eastlack, Mrs. Lozada-Shaw and Mrs. Giampola 4 ABSENT

Motion carried

1. Informational:
2. Monthly Reports of Administrators (**Attachment**)

**STUDENT ACTIVITIES**

Motion by Walter, seconded by Dunn to accept the Interim Superintendents recommendation to approve items A-J:

1. Recommend approval for 19 Paulsboro High School students to visit the Philadelphia Museum of Art in Philadelphia, Pennsylvania on Friday, April 10, 2015. Paulsboro High School Art Teachers Margaret LaDue and Christine O’Malley will chaperone the trip. The cost to the Board of Education includes school bus transportation and two substitute teachers ($129 per day x 2 =$258).

Informational: Similar trips have been approved for many years. The students participating in the field trip are members of the Art 4 and Gifted and Talented Art classes. The trip includes a guided tour of the museum. Each student must pay their own admission to the museum ($7).

1. Recommend approval for six girls in grades 7-9 to attend the Gloucester County Women in Technology Fair at Rowan College at Gloucester County, Sewell, New Jersey on Wednesday, March 11, 2015. Cost to the Board of Education is two substitute teachers ($129 per day x 2 = $258). Paulsboro High School Teachers of Business Patricia DellaVecchia and Gina Morina will chaperone the field trip. This recommendation is contingent on the chaperones completing the appropriate documentation to transport students in private vehicles.

Informational: Paulsboro students have, in the past, participated in this activity. Admission is free and the college provides breakfast and lunch for the students and chaperones. The chaperones will transport the students. The goal of the Technology Fair is to present career options to young women.

1. Recommend approval for Paulsboro High School Assistant to the Athletic Director Mark Vogeding to attend the 55th Annual Directors of Athletics Association of New Jersey (DAANJ) Workshop in Atlantic City, New Jersey on March 24-27, 2015 (Tuesday-Friday). Cost to the Board of Education includes mileage ($53), meals ($68), registration ($350), lodging ($285) and a substitute teacher for four days ($129 per day x 4 days = $516).

Informational: This is Mr. Vogeding’s second year as Assistant to the Athletic Director so it is important to attend this workshop in order to learn more about the essential elements of this job. Workshop topics include ethical issues, legal issues, medical risks and liabilities, effective coaching strategies, monitoring volunteer and out of district coaches, etc.

1. Recommend approval for Paulsboro High School Teacher of Health and Physical Education

Nickolas Cappolina to conduct weight and fitness training for Paulsboro High School students in grades 9 - 12. The program will be conducted after school on three days per week. There is no cost to the Board of Education since Mr. Cappolina will serve as a volunteer.

Informational: Mr. Cappolina also coaches football and boys track. Similar activities have been approved in the past.

1. Recommend approval for the Paulsboro High School Wrestling Team to add a match with Washington Township High School (10 AM) to the meet vs. Absegami High School (11:30 AM) to the schedule on Saturday, January 24, 2015. The contest will take place at Absegami. This creates a tri-match rather than the duel competition that was originally scheduled.

Informational: Adding an additional match against a large school will assist with seeding for the team and individual wrestlers.

1. Recommend approval to add the following people to the list of event staff originally approved by the Board of Education at its June 30, 2014 meeting for the 2014-2015 school year:

Child Study Team Secretary Chardae Ingram

Assistant Football Coach Thomas Richardson

Paulsboro High School Aide David Glocker

Informational: Event staff personnel perform duties such as security, ticket taker/seller, etc. for home athletic events.

1. Recommend approval of the following people as Volunteer Assistant Coaches for the winter season sports teams. All recommendations are contingent on successful completion of the Criminal History Background Review.

Team Volunteer Informational

Boys Basketball Team Mark Clark Mr. Clark has been a Volunteer

Assistant Coach for three years.

Girls Basketball Team Mandy Thomas Ms. Thomas is a teacher at

Loudenslager Elementary School and

the Head Coach for the Girls Soccer

Team.

Wrestling Team Marvin Hamilton, Jr. Mr. Hamilton is a Paulsboro High

School graduate who wrestled in both

high school and college.

1. Recommend approval to accept the resignation of Christopher Makaro from the position of Assistant Coach for Boys Track effective immediately.

Informational: Mr. Makaro was appointed by the Board of Education at its June 30, 2014 meeting. He served as assistant coach for two years. His work schedule will not allow him to continue in this position.

1. Recommend approval for Loudenslager Elementary School to partner with volunteers from Axeon Specialty Products as well as other citizens in order to participate in Read Across America Day on Monday, March 2, 2015 (snow date Wednesday, March 4, 2015). Loudenslager Elementary School Secretary Michelle Jankauskas and Instructional Aide Marietta Relation are in charge of the activity. Claire Riggs is the lead person for Axeon. There is no cost to the Board of Education. Approval of this recommendation includes acceptance of a Pride Grant from the Paulsboro Education Association to fund a luncheon for the volunteers.

Informational: Loudenslager Elementary School has participated in Read Across America since

2000. In the past Paulsboro Police Officers, Mayor and Council as well as members of the Paulsboro Board of Education and administrators have also volunteered to be part of this program.

1. Board of Education Input Requested

Paulsboro High School is interested in implementing a Gay Straight Alliance. In Gloucester County, Clearview Regional, Kingsway Regional, West Deptford, Gateway Regional, Delsea Regional, Clayton, Washington Township and Pitman High Schools have this club. Please see the attached memo from Paulsboro High School Principal Paul Morina. (**Attachment**)

The Interim Superintendent respectfully requests input from members of the Board of Education.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Lisa, Mrs. Dunn, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Mr. Hughes, the Greenwich Township Representative, Ms. Eastlack, Mrs. Lozada-Shaw and Mrs. Giampola 4 ABSENT

Motion carried

1. Informational
2. Artist of the Week – Destiny Gregory

Paulsboro High School Senior Destiny Gregory has been selected as a finalist in the Artist of the Week competition via Artsonia Museum.

1. Al Carino Boys Basketball Club – Theo Holloway

The Al Carino Boys Basketball Club honored Paulsboro High School Senior/Team Captain Theo Holloway at its Wednesday, January 14, 2015 luncheon. Mr. Holloway was escorted to the ceremony by Paulsboro Assistant Basketball Coach Joseph Dreger as well as teammates Saleem Little and Brandon Hamilton.

1. REAL Center Twilight Program – Loudenslager Elementary School

The REAL Center is offering an after school (Twilight Program) at Loudenslager

Elementary School between 3:00 PM and 6:00 PM on Mondays through Fridays. At this time, approximately 76 students are participating. Activities include homework time, academic remediation and enrichment, recreation, service learning, cultural and art projects, field trips and parent programs. In addition, students will be served nutritious snacks.

1. Clothe a Child Project

The following volunteers under the leadership of Axeon Manager Elaine Battaglia recently completed the 7th Annual Clothe a Child program. The volunteers collected $8,247 to purchase clothes for students. This brings the seven year total to $46,978. This project was conducted at Loudenslager Elementary School but some of the clothing was also distributed to students at Billingsport Early Childhood Center, Paulsboro Junior High School and Paulsboro Senior High School. The volunteers will be recognized at the Volunteers in Paulsboro Schools (VIPS) Reception later this year. I feel certain that the Interim Superintendent speaks for the entire school family when he offers a sincere thank you and commendations to Ms. Battaglia and her team listed below. The Board of Education approved participation in this program at its November 20, 2014 meeting.

Elaine Battaglia Kim Mattson Valerie Greenwood

Barbara Giorgianni Jodi Holbrook Jerri Sweeney

Kathy Conway Carol Parmalee Sandy Andrews

Maureen Chandler Darlene Ayers Daryl Harris

Jason Bulskis James Cesaro Brian Pedrazzani

Mary Swoyer Vicki Wydenowski Pete & Tara Stahl

Wilma Messick Mike Drager Westech Inspection, Inc.

Amspec M. P. Murphy Gloucester County Maintenance Corp.

Camin Cargo Jaybar Contractors General & Mechanical Contractors

Jon A. Ginter Sabrina Staudenmayer Riggs Distler & Company, Inc.

Barbara Sweeney Superior Scaffold Services

1. Santa’s Elves Project

Elementary School Librarian Tammi Minix and Loudenslager Elementary School Teacher Tara Stahl recently completed the 2014 Santa’s Elves Project. They worked with the following companies and churches to provide Christmas gifts for 28 families.

Paulsboro Refining Company NuStar Energy

Axeon Specialty Products St. Paul’s Church

1. West Deptford High School National Honor Society (NHS) – Holiday Gifts

The West Deptford High School National Honor Society conducted a toy drive so that

needy children would have gifts for the holidays. The drive was very successful and collected more toys than the Honor Society could distribute in West Deptford. Members of NHS brought the toys to the Paulsboro Public Schools Administration Building to be distributed to needy children. There were literally car loads of toys (100’s). The central office staff under the leadership of School Social Worker Claudia Vanderslice identified families and distributed the toys.

1. Reports of the Fall Athletic Teams **(Attachment)**

Cheerleading Report

Football Report

**FINANCE**

Motion by Stevenson, seconded by Walter to accept the Interim Superintendents recommendation to approve items A-B:

1. Recommend approval to accept a donation in the amount of $6,000 from Daniel R. and Elizabeth A. Mullen for the purpose of providing two college scholarships to members of the Paulsboro High School Class of 2015.

Informational: Mr. and Mrs. Mullen requested that Paulsboro High School Awards Committee select the recipients for these grants. The Committee is at its discretion to establish the criteria for the scholarships. Director of Assessment Lucia Pollino facilitated this donation. Mr. Mullen is a member of the Paulsboro High School Class of 1956. These scholarships are presented in memory of his father who was the first four sport varsity letter winner at Paulsboro High School. Mr. Mullen made similar donations in the past.

1. Recommend approval to accept a donation of 10 basketballs from David Hanly (Husband of Billingsport Early Childhood Center Teacher Prudence Hanly). The donation is valued at $250.

Informational: The basketballs will be given to students as rewards for good behavior.

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Lisa, Mrs. Dunn, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Mr. Hughes, the Greenwich Township Representative, Ms. Eastlack, Mrs. Lozada-Shaw and Mrs. Giampola 4 ABSENT

Motion carried

1. Informational
   * + 1. Regular Operating District Grants – Paulsboro High School Bleachers and Air Conditioning

A number of years ago, the Board of Education completed projects to install new bleachers in the Paulsboro High School Gymnasium and air conditioning in the Paulsboro High School Cafeteria. These projects were partially funded by Regular Operating District (ROD) grants via the New Jersey Department of Education. The applications for reimbursement from the ROD program were not submitted. The submission for reimbursement was a requirement of the Corrective Action Plan following the 2013-2014 school district audit.

Business Administrator/Secretary to the Board of Education Jennifer Johnson submitted the applications for reimbursement during December 2014.

* + - 1. Municipal Derivatives Class Action Settlement

In 2013 the Board of Education was notified of a class action lawsuit against numerous financial institutions for alleged price fixing in connection with the use of the proceeds of public bond offerings to purchase “municipal derivatives” as an investment vehicle. The Board could have been a member of the “class” because it issued bonds in 1995 and refinanced those bonds in 2002. The case has been settled. In order to receive funds from the settlement it is necessary to establish that the “municipal derivatives” were purchased with the proceeds of the bond issue.

Paulsboro Board of Education Attorney Philipp Duvilla examined the relevant documents and consulted with the auditors and bond counsel. He was unable to establish that the Paulsboro Board of Education used the proceeds of the bond issue to purchase “municipal derivatives.” It is his opinion that there is no basis for the Board of Education to assert any claim to the proceeds of the class action settlement.

* + - 1. Insurance Coverage

District Insurance Broker Steve Anuszewski recently provided the Claim to Premium Ratio for Health Insurance and Prescription Insurance for the period December 2013-November 2014. The ratios are as follows:

Health Insurance 80% Prescription Insurance 97.78%

Insurance companies use these ratios to determine premium rates for the upcoming year. The 80% ratio for health insurance is an indicator that the rate increase should be relatively small. On the other hand, the prescription ratio is not as encouraging. Fortunately,

Mr. Anuszewski obtained a two year rate guarantee for prescription coverage.

1. Child Nutrition

As a result of implementing the Community Eligibility Provision (CEP) all students are now eligible to eat both breakfast and lunch free of charge. In addition, the administration is experimenting with strategies to increase the number of Loudenslager Elementary School and Paulsboro Junior High School students participating in the breakfast program. Thus far, the experiments seem to be working as evidenced by the increase in the number of students eating meals in the cafeteria. The following chart displays the percentage of students participating in the meal program for the past two years.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Month** | **Breakfast** | | **Lunch** | |
| **2013-2014** | **2014-2015** | **2013-2014** | **2014-2015** |
| September | 51% | 58% | 70% | 75% |
| October | 52% | 60% | 72% | 81% |
| November | 53% | 63% | 73% | 88% |
| December | 50% | 64% | 74% | 81% |

The following financial information suggests that the amount of Board of Education subsidy for the child nutrition program is lower for September-December 2014 compared to the same period last year.

|  |  |  |
| --- | --- | --- |
| **Financial Information** | **September 2014 - November 2014** | |
| **2013-2014** | **2014-2015** |
| Expenses | $296,395.62 | $286,676.57 |
| Revenues | $246,134.92 | $310,685.28 |
| Revenue-Expenses | -$50,260.70 | $24008.71 |

**FACILITIES**

Motion by Hamilton, seconded by Walter to accept the Interim Superintendents recommendation to approve items A-B:

1. Recommend approval for the Paulsboro Recreation Committee to use the Paulsboro High School Cafeteria and Auditorium on Friday, February 6, 2015 (Walk-Through) from 6:00 PM – 7:00 PM and Friday, February 13, 2015 (Program) from 5:30 PM – 9:30 PM. This recommendation includes the use of a sound system, microphones and projector. The purpose of the facility use is to conduct a Black History Month program. This committee is covered by Borough of Paulsboro Insurance. Councilwoman Jennifer Turner is in charge of the activity.

Informational: The cafeteria will be used to serve light refreshments.

1. Recommend approval to dispose of the following:

|  |  |  |  |
| --- | --- | --- | --- |
| **Quantity** | **Item** | **Reason for Disposal** | **Method of Disposal** |
| 100 | Prentice Hall Literature Books | The books have been replaced and are no longer needed. | Paper recycling |
| 22 | Overhead Projectors | This type of equipment is seldom used because document cameras have replaced it. The district owns more than 100 of these projectors. | Donate to charity or place in metal recycling |
| 1 | John Deere Gator | The machine is 20 years old. The engine will not start and stay running. Repairs are estimated at $3,500. | Metal recycling |
| 150 | Stacking Chairs | The chairs are rusty and need repairs. They have not been used for a number of years. | Metal recycling |

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Lisa, Mrs. Dunn, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Mr. Hughes, the Greenwich Township Representative, Ms. Eastlack, Mrs. Lozada-Shaw and Mrs. Giampola 4 ABSENT

Motion carried

1. Informational

1. Right-to-Know

On October 3, 2014, the Paulsboro Public Schools underwent a Right-to-Know Compliance Inspection. The investigator cited many areas of concern. The vast majority of the citations addressed labels on chemicals and Material Safety Data Sheets. The problems must be resolved or the district may face stiff fines.

There are two reasons for the current situation. First, the school administration has not been as proactive as possible maintaining the required paperwork and labeling the chemicals. Second, the Right-to-Know regulations continue to change which requires continual updating of school records.

PARS Environment Incorporated just completed the five year Right-to-Know update that addressed most of the citations. The district has used PARS for approximately twenty years to assist with Right-to-Know.

Inspectors from the New Jersey Department of Health and Senior Services – Right to Know Program returned to the district on December 3, 2014 and January 7, 2015 as follow-ups to the October 3, 2014 visit. Unfortunately, the Inspector continues to find areas that were not in compliance. Specifically,

* + Not all containers are appropriately labeled.
  + Material Safety Data Sheets were not available for all chemicals.

The Department of Health granted an extension for re-inspection until Monday, February 16, 2015. It is expected that all chemicals requiring disposal will be removed by that time. All chemicals in inventory will be tagged. All Material Safety Data Sheets will be assessable. Business Administrator Jennifer Johnson and Supervisor of Support Staff Jack Henderson are working with PARS Environmental Services and Clean Venture to complete the required items prior to February 16, 2015.

**SCHOOL SAFETY**

Motion by Walter, seconded by Hamilton to accept the Interim Superintendents recommendation to approve item A-B:

1. Recommend that the Board of Education confirm the decision of the Interim 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 of Discipline Imposed** | **Other Measures** |
| PHS120914001 | 12/9/2014 | Complete | Non-HIB | Melba Moore-Suggs – Anti-Bullying Specialist | NA | NA |
| PHS121914001 | 12/19/2014 | Complete | Non-HIB | Christie Rego-Konzik – Anti-Bullying Specialist | 2 hour Administrative Detention | NA |

1. Recommend that the Board of Education confirm the decision of the Interim 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** | **Nature of Case Based on Protection Categories** | **Names of Investigators** | **Type and Nature of Discipline Imposed** | **Other Measures** |
| BECC120414001 | 12/4/2014 | Complete | Non-Actionable HIB | Charisse Generette, Anti-Bullying Specialist | Admonishment | NA |
| BECC121114001 | 12/11/2014 | Complete | Intentional (with hate speech) and designed to harass, intimidate, or bully | Charisse Generette, Anti-Bullying Specialist | Lunch Detention 3 days | Parent/teacher conference by phone. Discussed possible enrollment in the Inspira Health Network Behavioral Program |
| BECC121714001 | 12/17/2014 | Complete | Intentional but not designed to harass, intimidate, or bully | Charisse Generette, Anti-Bullying Specialist | Admonishment, Out of School Suspension 2 days, and Counseling | NA |
| PHSJR121114001 | 12/11/2014 | Complete | Non-HIB | Christie Rego-Konzik – Anti-Bullying Specialist | NA | NA |

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

ROLL CALL

Roll Call Vote: Mr. Hamilton, Mr. Lisa, Mrs. Dunn, Mr. Ridinger, Mrs. Stevenson, and Mr. Walter voting 6 YES; Mr. Hughes, the Greenwich Township Representative, Ms. Eastlack, Mrs. Lozada-Shaw and Mrs. Giampola 4 ABSENT

Motion carried

1. Informational
2. Janet’s Law – Automatic Electronic Defibrillators (AED)

Two additional AEDs have been ordered to replace older units located near the Nurses’ offices at the elementary schools. One additional person needs to be trained at Loudenslager Elementary School as well as several coaches for sports teams. Another workshop will be held during January and/or February 2015 in order to complete the certification requirement. When these two tasks are complete, the district will have fully implemented Janet’s Law.

1. Violence, Vandalism and Substance Abuse

The following cases of Violence, Vandalism and Substance Abuse were investigated and confirmed since the last report to the Board of Education. These cases are reported to the New Jersey Department of Education semi-annually. The Superintendent of Schools makes an annual report of Violence, Vandalism and Substance Abuse.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Case Number** | **Date of Incident** | **Status of Investigation** | **Nature of Case** | **Names of Investigators** | **Type and Nature of Discipline Imposed** | **Cost of Vandalism** |
| BECC005 | 12/11/2014 | Complete | HIB | Charisse Generette, Anti-Bullying Specialist | Lunch Detention 3 days | NA |
| BECC006 | 12/17/2014 | Complete | Violence/Fight, and HIB | Charisse Generette, Anti-Bullying Specialist | Admonishment, Out of School Suspension 2 days, and Counseling | NA |
| BECC007 | 12/22/2014 | Complete | Violence – Fight | Phillip Neff, Principal | Out of School Suspension 1 days | NA |
| LOUD005 | 12/15/2014 | Complete | Violence – Fight | Phillip Neff, Principal | Out of School Suspension 1 day | NA |
| LOUD006 | 12/19/2014 | Complete | Weapons – in possession of a knife or blade | Phillip Neff, Principal | Out of School Suspension 1 day | NA |
| PHSJR007 | 11/25/2014 | Complete | Violence – Fight | Mildred Tolbert – Principal | Out of School Suspension 3 days (RG) and Out of School Suspension 1 day (SR) | NA |
| PHSJR008 | 12/8/2014 | Complete | Violence – Fight | Mildred Tolbert – Principal | Out of School Suspension 5 days and In School Suspension 4 days | NA |
| PHSJR009 | 12/12/2014 | Complete | Violence - Fight | James Pandolfo, Assistant Principal | Out of School Suspension 4 days | NA |

1. 2013-2014 Summary of Violence, Vandalism, Weapons, Substance Abuse and HIB Cases

The New Jersey Department of Education recently released the summary data for each school in the state for reported cases of violence, vandalism, weapons, substance abuse and HIB. The following is a summary for county school districts of similar size to Paulsboro. The Interim Superintendent will bring a copy of the complete report to the meeting.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| District | Enrollment | Number of Cases Reported for 2013-2014 | | | | | |
| Violence | Vandalism | Weapons | Substance Abuse | HIB | Total |
| Paulsboro | 1,171 | 34 | 9 | 6 | 1 | 14 | 64 |
| Clayton | 1,407 | 35 | 3 | 1 | 12 | 29 | 80 |
| Glassboro | 2,183 | 22 | 1 | 1 | 4 | 27 | 55 |
| Pitman | 1,449 | 16 | 2 | 1 | 3 | 8 | 30 |
| Delsea | 1,773 | 8 | 9 | 2 | 13 | 18 | 50 |
| Woodbury | 1,506 | 16 | 0 | 2 | 3 | 15 | 36 |

1. Report of School Security Drills

**SCHOOL SECURITY DRILLS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of Drill** | **Notation** | **School** | | |
| **Paulsboro Senior High School**  **and**  **Paulsboro Junior High School** | **Loudenslager Elementary School** | **Billingsport Early Childhood Center** |
| Fire Evacuation | Each school must conduct one per month | 9/11/14, 10/21/14, 11/13/14, 12/17/14 | 9/8/14, 10/6/14, 11/5/14, 12/18/14 | 9/8/14, 10/7/14, 11/4/14, 12/16/14, 1/23/15 |
| Evacuation (Non-Fire) | Each school must conduct two annually |  | 11/20/14 | 10/2/14 |
| Lockdown | Each school must conduct two annually | 9/23/14, 11/26/14 |  | 9/15/14, 1/8/15 |
| Bomb Threat | Each school must conduct two annually |  | 12/12/14 |  |
| Active Shooter | Each school must conduct two annually | 12/22/14 |  | 12/5/14 |
| Other Drills | Each school must conduct two annually | Shelter In Place  10/2/14 | Shelter In Place 9/15/14 |  |
| Bus Evacuation | Conduct two annually | 11/3/14 | 10/16/14 | 11/4/14 |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure | Districtwide 11/19/14  The Phone Blaster is used to notify staff and parents of emergency school closings. In the event that Phone Blaster fails, each school also has an emergency telephone chain to notify staff members of school closings. Network broadcast media, the district website and Comcast are also used to notify the parts/community of emergencies. | | |

**PUBLIC COMMENT**

None

**EXECUTIVE SESSION**

None

**PRESENTATION**

Presentation about projects included in the Special Election to be conducted on Tuesday, January 27, 2015 by the Interim Superintendent, Dr. Walter Quint.

Questions and answers were conducted concluding the presentation.

**NEXT PUBLIC MEETINGS**

Special Meeting - Thursday, January 29, 2015 –- 7:00 PM to begin discussion on FY2015-2016 budget.

Special Meeting - Thursday, February 5, 2015 –- 7:00 PM to interview candidates for Superintendent.

Regular Meeting – Tuesday, February 19, 2015 - 7:00 PM

All meetings will be held in the Paulsboro High School Library

• The Board will take official action at the regular meeting. And can take action at the special meetings.

• All meetings are open to the public and comments will be solicited from citizens in attendance.

Motion made by Dunn, seconded by Walter and unanimously carried (6-0) to adjourn the meeting at 9:15p.m.

Respectfully submitted,



Business Administrator/Board Secretary