## PAULSBORO PUBLIC SCHOOLS

**October 26, 2015**

**MINUTES**

**REGULAR MEETING**

Ms. Eastlack reading the following called a Regular Meeting of the Paulsboro Board of Education to order on the above date: “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”. The meeting was called to order at approximately 7:00p.m.by pledging allegiance to the flag with the following members present: Ms. Dunn, Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Greenwich Township Representative (departed 9:44pm), Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter. Mr. Lisa was absent. Also present were Dr. Laurie Bandlow, Superintendent, Ms. Johnson, Business Administrator / Board Secretary, and student member Tahje Thomas.

**PRESENTATIONS**

Paul Morina, Principal of Paulsboro High School presented the awards for Student of the Month for September 2015 to the following students:

Grade 9 Grade 11

Austin Mooney Gerald O’Leary

Grade 10 Grade 12

Alexander Devault Kyra Bullock

Mildred Tolbert Principal of Paulsboro Junior High School presented the awards for Student of the Month for September 2015 to the following students:

Grade 7 Grade 8

Brittney Sprowl Cha’mi Mack

Jaheem Ellison Aaron Jiles

**PUBLIC COMMENT**

None

**CORRESPONDENCE**

None

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

Student Board Member Thomas shared events happening in the month of October including “Spirit Week” activities planned for each day this week leading up to homecoming on Saturday October 31st. Mr. Thomas read a blog written by Destiny Gregory, alumni of the class of 2015, describing her high school experience compared to others she has met while attending Rutgers University. (**Attachment**)

**OLD BUSINESS**

1. Evaluation of the Interim Superintendent

Informational: The Board of Education and Interim Superintendent Walter Quint agreed to use the format for the Evaluation of Superintendent of Schools provided by New Jersey School Boards Association. The evaluation is based on the 13 goals that were mutually agreed upon for the 2013-2014 and 2014-2015 school years.

Please find attached ***Part I Progress Toward District Goals and Objectives***. Dr. Quint completed the Superintendent Rating and Comments sections of Part I. Board of Education members are now respectfully requested to complete the Board Member Rating and Comments.

Also, Please find attached **Part II: Performance in Leadership and Executive Skills**. Each member of the Board of Education is respectfully requested to complete each component of Part II.

Each member of the Board of Education has been requested to complete Part I and Part II and return the documents to Superintendent of Schools Dr. Laurie Bandlow. Dr. Bandlow will work with Dr. Quint to tabulate the evaluations into a summary document for signature by the President and Vice President of the Board of Education.

1. Board of Education – Self Evaluation

At the meeting conducted on Thursday, March 26, 2015, the Board of Education agreed to conduct its annual self-evaluation via New Jersey School Boards Association. The Superintendent has reached out to New Jersey School Boards representative Ms. Terry Lewis to present the results of the Paulsboro Education Self-Evaluation at the November 23, 2015 Board of Education Meeting.

**NEW BUSINESS**

Motion by Giampola, seconded by Walter to accept the Superintendents recommendation to approve items 1 – 2:

1. Recommend approval of Paulsboro Board of Education Resolution 1516-04 Authorizing a Settlement and Dismissal of a Lawsuit. (**Attachment**)
2. Recommend approval of Paulsboro Board of Education Resolution 1516-05 Authorizing Extension of and Payment for a Contract with the Law Firm of Bradley M. Campbell, LLC for Legal Services. (**Attachment**)

Member Stevenson suggested using the money to replace the rugs at the High School. Discussion took place. President Eastlack asked the members to think of suggestions for consideration by the group.

ROLL CALL

Roll Call Vote: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 8 YES; Mr. Lisa 1 ABSENT.

Motion carried

1. New Jersey School Boards Association Convention – Meeting of the Board of Education

The annual convention of the New Jersey School Boards Association (NJSBA) is scheduled for Tuesday, October 27, 2015 – Thursday, October 29, 2015. The Business Administrator Ms. Jennifer Johnson has compiled a packet of information for each Board member attending. Which identifies all hotel information and workshops available. The Superintendent would like to encourage the Board to sign up for SCHED which will allow you to create a personalized schedule. **(Attachment)**

1. Negotiations Team Appointment.

The Paulsboro Education Association has notified the Superintendent of their desire to enter into collective negotiations over a successor agreement. (**Attachment**)

This committee meets in the evening several times during the process. The President at this time request member’s interest to be on this committee.

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

Motion by Giampola, seconded by Dunn to accept the Superintendents recommendation to approve items A – G:

1. Approval of Minutes **(Attachment)**

Regular Meeting - September 28, 2015

Executive Session - September 28, 2015

1. Recommend approval of the budget transfers.

| From Account | From Description | To Account | To Description | Amount |
| --- | --- | --- | --- | --- |
| 11-000-218-610-01 | Undistributed  Guidance Services  General Supplies | 11-000-218-104-01-003 | Undistributed  Guidance Services  Salaries-Other Prof | 1,920.00 |
| Reallocate Department Budget | | | | |
| 11-000-222-330-18 | Undistributed  Educational Media  Purch Prof Services | 11-000-222-177-01-998 | Undistributed  Educational Media  Sal Technology Coord | 19,360.00 |
| Reallocate Department Budget | | | | |
| 11-422-100-610-00-003 | Summer School  Instruction  General Supplies | 11-422-200-104-00-003 | Summer School  Support Services  Salaries-Other Prof | 292.00 |
| Reallocate Department Budget | | | | |
| 11-422-100-610-00-003 | Summer School  Instruction  General Supplies | 11-422-200-105-00-003 | Summer School  Support Services  Salaries-Secr/Cler | 1,344.00 |
| Reallocate Department Budget | | | | |
| 20-253-100-106-02-003 | IDEA Preschool  Instruction  Salaries-Other Instr | 20-253-100-101-02-003 | IDEA Preschool  Instruction  Salaries-Teachers | 45.00 |
| Reallocate Department Budget | | | | |

1. Recommend approval of the Cash Receipts Report – August 2015 **(Attachment)**
2. Recommend payment of bills that are duly signed and authorized. **(Attachment)**
3. Preliminary Reports of Secretary to Board of Education –August 2015

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FINANCIAL REPORTS OF TREASURER & BOARD SECRETARY – August 2015** | | | | |
|  |  |  |  |  |
| **TREASURER’S REPORT** |  |  |  |  |
| Cash: August 2015 | Beginning | Receipts | Disbursements | Ending Cash |
|  | Cash Balance | This Month | This Month | Balance |
| General Fund | $ 2,069,390.48 | $ 525,162.10 | $ 521,255.71 | $ 2,073,296.87 |
| Special Revenue | 636,132.73 | 11,000.00 | 34,572.93 | 612,559.80 |
| Capital Projects Funds | 2,897,015.06 | 566.59 |  | 2,897,581.65 |
| Debt Service | 1.40 |  |  | 1.40 |
| Food Service | 90,192.76 | 7,039.73 | 7,131.39 | 90,101.10 |
|  |  |  |  |  |
| Total Government Funds | $ 5,692,732.43 | $ 543,768.42 | $ 562,960.03 | $ 5,673,540.82 |
|  |  |  |  |  |
| **SECRETARY’S REPORT** |  |  |  |  |
| Cash: August 2015 |  |  |  |  |
|  |  |  |  |  |
| Total Governmental Funds | $ 5,692,732.43 | $ 543,768.42 | $ 562,960.03 | $ 5,673,540.82 |
|  |  |  |  |  |
| **ACTIVITY FOR YEAR:** | Receipts |  |  | Disbursements |
| Beginning Balance | $ 1,819,440.58 |  |  | $ 1,186,877.19 |
| Receipts – Month | 543,768.42 |  |  | 562,960.03 |
| Receipts to Date | $ 2,363,209.00 |  |  | $ 1,749,837.22 |
|  |  |  |  |  |
|  |  |  |  |  |
| **APPROPRIATIONS:** | Adjusted Budget | Expenditures | Encumbrance | Balance |
| General Fund | $ 21,868,499.10 | $ 1,052,075.59 | $ 13,185,733.68 | $ 7,630,689.83 |
| Special Revenue | 2,080,498.10 | 74,095.41 | 1,376,649.95 | 629,752.74 |
| Capital Projects | 7,962,914.20 | 549,974.00 | 932,477.20 | 6,480,463.00 |
| Debt Service | 196,165.00 | - | - | 196,165.00 |
| Food Service | 158,194.00 | 12,732.48 | 109,151.67 | 36,309.85 |
| TOTALS | $ 32,266,270.40 | $ 1,688,877.48 | $ 15,604,012.50 | $ 14,973,380.42 |

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 August 31, 2015, 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 August 31, 2015.

|  |  |  |
| --- | --- | --- |
|  | Anticipated Budget | Cash Received as of 8/31/2015 |
| Taxes | 5,593,986.00 | 965,025.20 |
| Tuition | 1,513,076.00 | - |
| Miscellaneous | 50,000.00 | 28,673.93 |
| State Aid | 12,135,584.00 | - |
| Extraordinary Aid | 50,000.00 | - |
| SEMI | 63,680.00 | 25,406.95 |
| Total | 19,406,326.00 | 1,019,106.08 |

 Thursday, October 26, 2015

1. Pursuant to NJAC 6A:23A-16.10( c) 3, I Jennifer Johnson, Business Administrator to the Board of Education, certify that as of August 31, 2015, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district Board of Education pursuant to NJSA 18A:22-8.1 and NJSA 18A:22-8.2.

Thursday, October 26, 2015

ROLL CALL

Roll Call Vote: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 8 YES; Mr. Lisa 1 ABSENT.

Motion carried

**REPORT OF THE SUPERINTENDENT**

**OLD BUSINESS**

1. Graduation Rate

At the September 28, 2015 meeting of the Board of Education, a member suggested looking into the accuracy of the Paulsboro High School Graduation Rate with the New Jersey Department of Education to check for accuracy.

Dr. Bandlow and Dr. Pollino reviewed the paperwork and an appeal has been filed. Dr. Bandlow will keep the Board of Education abreast of any changes.

**NEW BUSINESS**

1. The Superintendents Goals/Action Plans with timelines for the 2015–2016 School Year, approved at the Board of Education Meeting September 28, 2015, is attached. **(Attachment)**

**PERSONNEL**

Motion by Dunn, seconded by Giampola to accept the Superintendents recommendation to approve items A – G:

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 (via letter of intent issued by the Board of Education on September 28, 2015) to appoint Cheryl Fisher to the position of Teacher of Biological Science assigned to Paulsboro High School effective September 29, 2015. Ms. Fisher will earn Step B - $44,241 as per agreement with the Paulsboro Education Association.

Informational: Interviews were conducted by Paulsboro High School Principal Paul Morina, Vice Principal James Pandolfo and Superintendent Dr. Laurie Bandlow. Mr. Morina checked references. Ms. Fisher replaces Paige Foulk who resigned on July 2, 2015.

1. Recommend approval for Paulsboro High School Teachers Patty DellaVecchia, Vincent Giovannitti and Antonio Chila to serve as Breakfast Monitors during the 2015-2016 school year at a rate of $20 per day.
2. Recommend approval to appoint Instructional Aide Joseph Duca to the position of Instructional Aide for the Alternative Evening Program (AEP) at Paulsboro High School and Paulsboro Junior High School effective immediately at a rate of $15.00 per hour.
3. Recommend approval for a medical leave of absence for School Psychologist Naomi Firestein with the following terms and conditions:

Dates of Leave Terms and Conditions of Leave

Tuesday, September 29, 2015 With pay and benefits by use of

& Wednesday, September 30, 2015 accumulated sick leave as well as the concurrent use of the Federal Family

Monday, October 5, 2015 – Leave.

Wednesday, October 7, 2015

ROLL CALL

Roll Call Vote: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 8 YES; Mr. Lisa 1 ABSENT.

Motion carried

Motion by Dunn, seconded by Giampola to accept the Superintendents recommendation to approve items F – I:

1. Recommend approval of an extension of the childbearing/childrearing leave of absence for Loudenslager Teacher of Grade 3 Krista Lange with the following terms and conditions:

Dates of the Leave Terms and Conditions of the Leave

Tuesday, September 8, 2015 – With pay and benefits by use of

Thursday, October 15, 2015 accumulated sick and personal leave

as well as the concurrent use of

Federal Family Leave.

Friday, October 16, 2015 – Without pay but with benefits via the

Wednesday, November 4, 2015 Federal Family Leave Act.

1. Recommend approval to appoint Krista Sweeten to the position of long term substitute (fully certified) 3rd grade teacher from November 16, 2015 to February 26, 2016 maternity leave position assigned to Loudenslager Elementary School. Ms. Sweeten will be on Step A- $44,041 as per agreement with the Paulsboro Education Association.

Informational: Ms. Sweeten is filling in for Krista Lange who is on maternity leave.

1. Recommend approval to appoint the following to the position of Substitute Playground/ Cafeteria Aide and Substitute Classroom Aide for the 2015-2016 school year. They will earn $8.38 per hour on an “as-needed” basis. This recommendation is contingent on successful completion of criminal history background review.

Sha’Driin Brunson

Charlyn Wellington

Dwanna Baldwin

Teraesa Richardson

Chandaler Bevans

1. Recommend approval to appoint Stacy Lee Sammons to the position of Substitute Secretary for the 2015-2016 school year. She will earn $8.38 per hour on an “as-needed” basis. This recommendation is contingent on successful completion of criminal history background review.

Informational: Ms. Sammons was interviewed by Principal Paul Bracciante and references were checked.

ROLL CALL

Roll Call Vote: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 7 YES; Mr. Lisa 1 ABSENT.

Motion carried

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Month** | **Paulsboro High and Junior High School** | | |
| **Average Last**  **7 years** | **Range** | **2015-2016** |
| September | 2.8 | 0-11 | 10 |
| October | 31.3 | 9-62 |  |
| November | 38.4 | 19-60 |  |
| December | 47.9 | 31-71 |  |
| January | 47.5 | 15-73 |  |
| February | 43.7 | 12-63 |  |
| March | 71.7 | 28-96 |  |
| April | 60.0 | 36-97 |  |
| May | 100.9 | 65-157 |  |
| June | 48.3 | 22-97 |  |
| Total | 49.3 | 23.7-77.5 |  |

Note: Class covers take place, in the vast majority of cases, when a high school or junior high school teacher is absent and no substitute is available. In these cases, a teacher is taken away from their preparation period to cover the class of a colleague. One absent teacher without a substitute can result in 6 class covers. As per the agreement with the Paulsboro Education Association, each teacher is required to cover two class periods per year without an extra stipend. Additional covers are paid at a rate of $32 each.

Since elementary school teachers work in self-contained classrooms, it is not possible to assign class covers when a substitute is not available. In these cases, a special area teacher, basic skills teacher, instructional aide, etc. are removed from their duties for the day to substitute for their absent peer. There is no stipend paid but instruction is disrupted.

**STAFF AND CURRICULUM DEVELOPMENT**

Motion by Lozada-Shaw, seconded by Giampola to accept the Superintendents recommendation to approve items A – G:

1. Recommend approval of the attached QSAC (Quality Single Accountability Continuum) SOA (Statement of Assurances) for the 2015-2016 school year. (**Attachment**)

Informational*:* The Quality Single Accountability Continuum (QSAC) is the Department of Education’s monitoring and evaluation system for public school districts. It is a system that consolidates and incorporated the monitoring requirements of applicable state laws and programs, focusing on five key components. All districts must submit the Statement of Assurance (SOA) files through NJ Homeroom by November 15, 2015.

1. Recommend Approval of the Paulsboro School District 2015-2016 Professional Development Plan and the 2015-2016 professional development plans for each of the district’s schools. **(Attachment)**

Informational*:* All New Jersey districts are required to prepare a professional development plan for the 2015-2016 school year. This plan is a compilation of the professional development plans required of each school. The information in each of these plans is directly related to results of data collected throughout the 14-15 school year from teacher surveys, lesson plan analysis, McREL Professional Development analysis, and McREL observation and summative evaluation reports. This data was also used for the schools’ Title I Unified Plans. All of these plans have similar goals for the 2015-2016 school year.

1. Recommend the following Mentor/Buddy Teachers for the 2015-2016 school year:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **School** | **Subject** | **New Staff Member** | **Buddy** | **Mentor** |
| Paulsboro High School | Math | Cynthia Elder | Christine Lindenmuth |  |
| Paulsboro High School | Science | Cheryl Fisher |  | Kelly Moncrief |

1. Recommend approval for Paulsboro Director of Assessment Dr. Lucia Pollino to attend a workshop entitled, “PARCC 2.0 Conference” on Monday, November 9, 2015 at the Neptune High School Neptune, New Jersey. The cost to the Board of Education is $68.04 for mileage reimbursement. There is no cost for the workshop.

Informational: Workshop topics include PARCC assessment revisions, information on the score reports, using PARCC data to inform instruction while building conversations around assessments and student achievement.

1. Recommend approval for Paulsboro High School School Child Study Team Member Angela Brown to attend a workshop entitled, “Progress Monitoring and Reporting on IEP Goals: How to Improve the Process and Support Best Practices” on Monday, November 9, 2015 at the Westin, Mount Laurel, New Jersey. There is no cost to the Board of Education.

Informational: Workshop topics include improving the progress monitoring and reporting process that can result in improved instruction, increased quality of Individualized Educational Plans, and better outcomes for students.

1. Recommend retroactive approval for Director of Special Services John Giovannitti and Secretary Lauren Abbott to attend SEMI Fall 2015 Regional Meetings held at the Burlington County Special Services School District Westhampton, New Jersey. There is no cost to the Board of Education.

Informational: This is the major conference for Special Education where new mandates are shared. The Special Education Medicaid Initiative reimburses Districts for Medicaid eligible students. There are very specific requirements and deadlines that need to be followed.

1. Recommend approval for Paulsboro High School Child Study Team Member Claudia Vanderslice to attend a workshop entitled, “Dialectic Behavioral Therapy Mindfulness Individual Skill Set” on Wednesday, November 4, 2015 at the Gloucester County Library in Mullica Hill, New Jersey. There is no cost to the Board of Education.

Informational: Workshop topics include how to help students deal with difficult situations, teaching interpersonal skills to students and assisting students with regulating their own behavior.

ROLL CALL

Roll Call Vote: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 8 YES; Mr. Lisa 1 ABSENT.

Motion carried

Motion by Dunn, seconded by Lozada-Shaw to accept the Superintendents recommendation to approve items H – K:

1. Recommend approval for Paul Bracciante and Matthew Browne to attend “Planning for Safer Schools for a Better Tomorrow” updating NJ’s School Safety and Security Plans. The workshop is on December 10, 2015 in Woodstown, New Jersey. This is an all day workshop offered by the Department of Education. There is no registration fee.

Informational: This full-day, interactive training is intended for district school security planning teams to help update district-wide safety and security plans in accordance with N.J. State Requirements. The training will illustrate how Federal guidance is implemented at the state level. District planning teams will increase their capacity to update their school safety and security plans and develop all-hazards, high-quality, comprehensive plans. Planning teams will learn how to identify goals, develop objectives and develop procedures that are trainable (e.g. drills, exercises) to staff, students, and the entire school community. Participants will leave the training with action steps to improve the district's plan and best practices to train and exercise the district's school safety and security plan.

1. Recommend approval for Loudenslager Elementary School Teacher Monica Moore-Cook to attend a workshop entitled, “Innovative ways to Use Google Apps” on Tuesday, October 27, 2015 and Wednesday, October 28, 2015 at the EIRC Mullica, Hill, New Jersey. The cost to the Board of Education is $465.00 for the two day training.

Informational: Workshop topics include how to create useful classroom websites, utilizing Google Maps as a learning tool and how to connect literacy and social studies lessons using social media. The information learned will be turn-keyed to colleagues.

1. Recommend approval for Loudenslager Elementary School Child Study Team Member Karolyn Adams to attend a workshop entitled, “Progress Monitoring and Reporting on IEP Goals: How to Improve the Process and Support Best Practices” on Monday, November 9, 2015 at the Westin, Mount Laurel, New Jersey. There is no cost to the Board of Education.

Informational: Workshop topics include improving the progress monitoring and reporting process that can result in improved instruction, increased quality of Individualized Educational Plans, and better outcomes for students.

1. Recommend the following Mentor/Buddy Teachers for the 2015-2016 school year:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **School** | **Subject** | **New Staff Member** | **Buddy** | **Mentor** |
| Paulsboro Junior High School | Behavioral Disabilities | Jenny Hunt | Monica Garner |  |
| Loudenslager School | Grade 6 | Thomas Richardson |  | Jennifer Hoffman |
| Loudenslager School | Grade 3 | Krista Sweeten\* |  | Bonnie McHale |

\*Long Term Substitute

ROLL CALL

Roll Call Vote: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 7 YES; Mr. Lisa 1 ABSENT.

Motion carried

1. Informational:
2. Public Employees Charitable Campaign

The Paulsboro Public Schools are participating in the Public Employees Charitable Campaign (aka United Way). Paulsboro Education Association President JoAnne Gayeski volunteered to organize a campaign for the 2015-2016 school year. Commendations to Ms. Gayeski for taking the lead with this important project.

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 9 | 72 |
| 10 | 94 |
| 11 | 90 |
| 12 | 86 |
| TOTAL | **342** |

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 7 | 83 |
| 8 | 74 |
| TOTAL | **157** |

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 |  |  |  |  | 3 | 22 | | 24 | 22 |  |  |
| Pre-school | 15 | 15 | 13 | 14 |  | 4 | 21 | | 23 | 21 |  |  |
| K | 21 | 20 | 22 | 22 | 20 | 5 | 19 | | 18 | 19 | 18 |  |
| 1 | 27 | 27 | 27 | 26 |  | 6 | 16 | | 16 | 16 | 18 |  |
| 2 | 25 | 22 | 24 |  |  | Special Education | 10 | | 8 |  |  |  |
| Special Education | 11 | 11 | 5 |  |  |  |  | |  |  |  |  |
| TOTAL |  |  |  |  | **373** | TOTAL |  | |  |  |  | **291** |

Note: Twenty-five students is the maximum number permitted in a kindergarten class.

**INSTRUCTIONAL SERVICES**

Motion by Dunn, seconded by Giampola to accept the Superintendents recommendation to approve items A – B:

1. Recommend retroactive approval for the following teachers to be approved as coordinators and supervisors for the STEM Outreach Program conducted by ExxonMobil on Friday, October 23, 2015 from 8:00 AM – 1:30 PM:

Shane Kovalesky Kelly Moncrief

Informational: This program will take place at Paulsboro Technical Center in Paulsboro, NJ. Paulsboro High School is one out of seven schools involved in the program. The students involved were approved at the September Board of Education meeting.

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

|  |  |  |
| --- | --- | --- |
| **Student/**  **Case Number** | **Grade** | **Hours of Instruction and Cost to the Board of Education** |
| M.H. | 10 | Student at Paulsboro High School. Student was placed on home instruction due to medical issues. MH will receive five hours of home instruction per week at $32/hour, for a minimum of 3 weeks, provided by Monica Garner. |
| A.M. | 11 | Student at Paulsboro High School. Student was placed on home instruction due to special circumstances. AM will receive five hours of home instruction per week at $32/hour, provided by Melba Moore-Suggs. |
| A.A. | 11 | 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. |
| W.W. | 11 | Student will be receiving home instruction through Hampton Behavioral Health Center, Westhampton, New Jersey, at the rate of $32/hour. Beginning on 10/13/2015. |
| N.A. | 12 | Student at Paulsboro High School. Student was placed on home instruction due to medical issues. NA will receive ten hours of home instruction per week, provided by a qualified Paulsboro Public School Teacher 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.

ROLL CALL

Roll Call Vote: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 8 YES; Mr. Lisa 1 ABSENT.

Motion carried

Motion by Lozada-Shaw, seconded by Walter to accept the Superintendents recommendation to approve items C – F:

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

|  |  |  |
| --- | --- | --- |
| **Student /**  **Case Number** | **Grade** | **Hours of Instruction and Cost to the Board of Education** |
| S.G. | 5 | Student at Loudenslager School. Student was placed on home instruction due to medical issues. SG will receive five hours of home instruction per week at $32/hour, provided by Monica Moore-Cook |

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 students who are homeless:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Student** | **School/Grade** | **District Responsible/Tuition** | **Living In** | **Tuition Cost** | **Transportation** |
| DK | Walnut Street School/1 | Woodbury | Paulsboro | n/a | Woodbury will provide |

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 the 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 served by 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 cost 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 the following Book Mates’ volunteers for the 2015-2016 school year at Billingsport Early Childhood Center:

Jenai Cipolone Amelie Harris-McGeehan

Informational: Book Mates’ volunteers read one-on-one for one-half hour to each of two children during the school day. The volunteer commits one hour per week. Each volunteer works with the same two children for the duration of the school year. Through this one-on-one time, the volunteers learn the individual interests of the children so that they can select stories that match student interests.

The volunteers are trained and recommended by the Jewish Community Relations Council and the Catholic-Jewish Commission of Southern New Jersey. School Librarian Tammy Minix helps coordinate the program which has been approved by the Board of Education for many years.

1. Recommend approval for the following parents of students at Loudenslager Elementary School to serve as volunteers for the remainder of the 2015-2016 school year. As volunteers they must always be with a certificated member of the staff when students are present.

Christin Goss Lisa Horton

Informational: The volunteers are parents of students at Loudenslager Elementary School. They help with activities such as fundraisers and the Book Fair.

ROLL CALL

Roll Call Vote: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 7 YES; Mr. Lisa 1 ABSENT.

Motion carried

1. Informational:
2. Report of the Attendance Officer for the period September 2014-June 30, 2015:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Type of Service** | **High School** | **Jr. High School** | **Loudenslager** | **BECC** | **Special Services** | **Court** | **Year to Date** |
| Notices Served | 155 | 23 | 40 | 256 | 0 |  | 474 |
| Complaints Signed | 51 | 6 | 13 | 76 | 0 |  | 146  Note 1 |
| Field Investigations | 9 | 5 | 13 | 13 | 14 |  | 54  Note 2 |
| TOTAL ACTIVITY | 215 | 34 | 66 | 345 | 14 | 539 | 674 |

Note 1: The number of docketed court cases from September 2014 through June 2015 was 539. There were only 473 docketed court cases during the 2013-2014 school year. The number of docketed cases is much higher than the number of complaints filed because the judge follows up one or more times on each case to be certain that attendance has improved.

Note 2: Field Investigations include attendance, domicile verifications, home schooling, homeless, unannounced departures, failed enrollment, incomplete inoculations verifications.

Commendations to Attendance Officer Kenneth Ridinger for his expertise, hard work and attention to detail.

1. Advanced Placement Courses

Informational: There are currently 8 students enrolled in Advanced Placement Calculus and 8 students enrolled in Advanced Placement Literature and Composition.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| School Year | Number of Students Taking AP Examinations | Number of Students Earning Score 5-1 | | | | |
| 5 | 4 | 3 | 2 | 1 |
| 2009-2010 | 20 | 1 | 1 | 0 | 9 | 9 |
| 2010-2011 | 23 | 0 | 1 | 6 | 7 | 9 |
| 2011-2012 | 21 | 0 | 3 | 4 | 7 | 7 |
| 2012-2013 | 14 | 0 | 0 | 0 | 7 | 7 |
| 2013-2014 | 15 | 0 | 1 | 2 | 5 | 7 |
| 2014-2015 | 14 | 0 | 1 | 1 | 10 | 13 |

1. Monthly Reports of Administrators (**Attachment**)

**STUDENT ACTIVITIES**

Motion by Lozada-Shaw, seconded by Walter to accept the Superintendents recommendation to approve items A – S:

1. Recommend approval to purchase a copy of the *2016 Pegasus Yearbook* for the Gill Memorial Library and Paulsboro Police Department at a cost of $85 per book.

Informational: Members of the Board of Education may order a Paulsboro High School Yearbook. The cost of the yearbook is $85. A deposit of $25 is required at this time in order to reserve a yearbook. Board of Education members may give the deposit to the Business Administrator.

Due to the high cost of the yearbook, only the Central Office, Principal and Dedicatee receive the publication free of charge. It is a good idea to archive a copy of the yearbook in the Gill Memorial Library and Paulsboro Police Department.

1. Recommend to approve the following college visit trips to the schools listed below:

Temple University November 5, 2015

HBCU Trenton November 15, 2015

Delaware State University December 5, 2015

Academy of Natural Sciences December 12, 2015

Informational: All trips are scheduled when Paulsboro High School is closed or on a weekend. Students will require parent permission slips. Transportation will be provided by JOY program (21st Century) through Student Transportation of America.

1. Recommend approval of Paulsboro High School Student Taylor Brady (Grade 10) to participate in the Hugh O’Brien Youth Leadership Conference at Monmouth University, in Long Branch, NJ in June. Cost to the Board of Education is registration of $195.

Informational: All Paulsboro High School students are welcome to apply to participate in this conference. The Guidance Counselors select the student who will attend. The Hugh O’Brien Leadership program is approximately 40 years old and has nearly 375,000 alumni nationwide. Paulsboro students have participated in this program for many years.

1. Recommend approval for the Marching Band to take a three-day trip to Cedar Point, Sandusky, OH and the Rock and Roll Hall of Fame, Cleveland, OH.

Informational: Dates for the trip are Friday, May 20, Saturday, May 21 and Sunday, May 22, 2016. Cost to the Board will be two teacher coverages ($245.36) and administrator Mr. Morina or Ms. Tolbert and there are approximately 30 students who will be attending the trip.

The students will be fund raising for the cost of the trip which is approximately $371.00 per student. Details of events, places, times and costs are attached to the itinerary.

1. Recommend approval for members of Paulsboro High School Project ABLE (Athletes Being Leaders Everywhere) to visit Loudenslager Elementary School on the following Fridays: October 2, 2015, November 13, 2015, December 4, 2015, January 8, 2016, February 5, 2016, March 4, 2016, April 1, 2016 and May 6, 2016. June 6, 2016 will be the Awards/Luncheon Program at Pat’s Family Restaurant at 11:30AM-1:00PM. Cost to the Board of Education includes school bus transportation. Paulsboro High School Student Assistance Counselor Jean Brown is in charge of the activity.

Informational: Project ABLE is a cross-age teaching program. Student-athletes in grades 10, 11, and 12 are recommended by their coaches. Once a month these student-athletes are trained to use the “Here’s Looking at You” anti-drug and alcohol curriculum. ABLE students work with students in grade 4 classrooms. Project ABLE began 18 years ago.

1. Recommend approval of the attached 2015-2016 winter season sports schedules for Varsity and Junior Varsity Wrestling, Varsity and Junior Varsity Boys Basketball, Varsity and Junior Varsity Girls Basketball (**Attachment**).

Informational: There are no significant changes in the schedule compared to the 2014-2015 school year. The Interim Athletic Director is working to schedule two or three nonleague games or scrimmages for the Girls Basketball Team. A recommendation will be forthcoming to the Board of Education at its November 2015 meeting.

1. Recommend approval of the following actions for the John and Betty Vogeding Wrestling Tournament:

***Item to Note****: The agenda for this item contained incorrect dates. When approved at the November 23, 2015 meeting the dates were corrected and noted in the agenda.*

1. Paulsboro High School to host the tournament and Saturday, December 19, 2015 (Varsity).

1. District Insurance Broker Steve Anuszewski to serve as the Tournament Director without a stipend.
2. Paulsboro Public Schools to pay for Track wrestling, ticket takers, officials, timers, security, and police.
3. Paulsboro Wrestling Club (Student Activity Account) to pay for awards, and the hospitality room.
4. The scorers and table runners to serve as unpaid volunteers.
5. Paulsboro Wrestling Association (outside organization) to operate the concession stand and 50/50 and retain the profit for these activities.
6. Ticket prices will be $7.00 for adults and $4.00 for students/senior citizens.
7. Gate receipts to be deposited in the appropriate Paulsboro Public School account.
8. Entry fee of $375 per team for the tournament to be deposited in Paulsboro Wrestling Club account (Student Activity Account).

Informational:  The Junior Varsity Event will be held at Woodstown High School on Friday, December 18, 2015. Woodstown has the capability of using 4 mats and this will allow the event to conclude at an earlier time. Woodstown will pay the operating costs for the event except for the awards which will be provided by the Paulsboro Wrestling Club. Woodstown’s entry fee into the varsity event will be waived

Paulsboro High School has hosted the John and Betty Wrestling Tournament for the past five years. In addition to Paulsboro, seven teams enter the tournament.  The school district does not charge custodial service, utilities, etc. to the tournament so “Profit” is not used in the fullest sense of the word in the following financial overview.

**FINANCIAL OVERVIEW**

|  |  |  |  |
| --- | --- | --- | --- |
| **Paulsboro High School’s Obligations** | | | |
| **Position** | **Date** | **Amount** | **Total** |
| **Expenses** |  |  |  |
|  |  |  |  |
| Officials | Saturday, 12/19/15 | 4 (Var.) x $330.00 | $1,320.00 |
|  |  |  |  |
| In-House Security | Saturday, 12/19/15 | 1 x $100.00 | $100.00 |
| Track wrestling | Saturday, 12/19/15 |  | $100.00 |
| Ticket Taker | Saturday, 12/19/15 | 1 x $90.00 | $90.00 |
| Athletic Trainer | Saturday, 12/19/15 | 1 x $150.00 | $150.00 |
| Clock-Timers | Saturday, 12/19/15 | 2 x $150.00 | $300.00 |
| Police | Sat. 12/19/15(only) | 1 x $400.00 or split by 2 officers | $400.00 |
| **Total Expenses** |  |  | **$2,460.00** |
| **Revenue** |  |  |  |
|  |  |  |  |
| Adult Tickets | Saturday, 12/19/15 | 400 @ $6.00 | $2,400.00 |
|  |  |  |  |
| Student Tickets | Saturday, 12/19/15 | 150 @ $4.00 | $600.00 |
| **Total Revenue** |  |  | **$3,000.00** |
| **Profit** |  |  | **$540.00** |
|  |  |  |  |
| **Paulsboro Wrestling Club** | | | |
| **Expenses** |  |  |  |
| Awards | Friday, 12/18/15 | 56 Medals @ $6.25 | $350.00 |
| Awards | Saturday, 12/19/15 | 84 Medals @ $6.25 | $525.00 |
|  |  |  |  |
| Hospitality Room | Saturday, 12/19/15 | Food Estimate | $450.00 |
|  |  |  |  |
| **Total Expenses** |  |  | **$1,325.00** |
| **Revenue** |  |  |  |
| Entry Fees | $375.00 for 6 teams no charge for PHS |  | $2250.00 |
| **Profit** |  |  | **$925.00** |
| **Paulsboro Wrestling Association** | | | |
|  |  |  |  |
| Concessions | Saturday, 12/19/15 |  | $1,500.00 |
| 50/50’s | Saturday, 12/19/15 |  | $   100.00 |
|  |  |  |  |
| **Profit** |  |  | **$1,600.00** |

1. Recommend approval of the following actions for the Dr. Martin Luther King Basketball

Tournament:

1. Paulsboro High School to host the tournament in Monday, January 18, 2016.

2.   Paulsboro Public Schools to pay for officials, ticket takers, timers, event staff, security, and police for the tournament.

3.   Recommend approval of Basketball Coach Sean Collins to serve as the Tournament Director for the event at no cost to the Board of Education.

4.   Recommend approval of ticket prices of $5 for adults and $3 for student/senior citizens for each round of the event.

5.   Recommend approval for the Paulsboro Basketball Club to operate a concession stand and conduct a 50/50.  These monies will be deposited in the appropriate Student Activities Account.

     Informational:  Paulsboro High School has hosted the Dr. Martin Luther King Basketball Classic Tournament for the past five years. This tournament does provide a nice opportunity for some of the top basketball teams in South Jersey to compete against each other.

The following is a summary of the tournament budget:

|  |  |  |
| --- | --- | --- |
| **Expenditures/Revenue** | **Amount** | **Total** |
| Officials for 5 Games | 5 games x $156/game | $780 |
| In-House Security | 1 person x $150/person | $150 |
| Clock Operator | 5 games x $45/game | $225 |
| Ticket Takers | 5 people x $45/person | $225 |
| Concession Staff | 4 people x $75/person | $300 |
| Participant Tee Shirts | NA | $720 |
| Police | NA | $700 |
| Athletic Trainer | NA | $200 |
|  | **Total Expenditures** | **$3,300** |
| Adult Tickets | 425 adults x $5/adult | $2,125 |
| Student Tickets | 325 student x $3/student | $975 |
| Concession Sales and 50/50 | NA | $800 |
|  | **Total Revenues** | **$3,900** |
|  | “Profit” | $600 |

1. Recommend approval of the following actions for the District 29 Wrestling Tournament:

1.    Paulsboro High School to host the New Jersey State Inter-Scholastic Athletic Association (NJSIAA) District 29 Wrestling Championship at Gloucester County College on Friday, February 19, 2016 and Saturday, February 20, 2016.

2.    Recommend approval of District Insurance Broker Steve Anuszewski as the Site

Manager for the event at no cost to the Board of Education.

3.    Recommend approval of Paulsboro High School Athletic Director Joseph Schramm was never involved the Financial Manager for the event at no cost to the Board of Education.

4.    Recommend approval to enter into an agreement with Gloucester County

College to provide the venue for the event.

5.    Recommend approval to accept a donation in the amount of $500 from the Paulsboro Wrestling Association to pay the rental fee for the event venue.

6.   Recommend approval of ticket prices of $5 for adults and $3 for students/senior citizens for each round of the event.

7.    Recommend approval of the following stipends and fees.

**EXPENSES**

|  |  |
| --- | --- |
| **District 29 Tournament Position** | **Pay Rate** |
| State Tee Shirt Salesperson | $100.00 |
| Clerk | $135.00 |
| Computer Operator | $135.00 |
| Brackets/Gym Set Up | $130.00 |
| Ticket Taker | $115.00 |
| Ticket Taker | $115.00 |
| Pass Gate | $115.00 |
| Timer | $135.00 |
| Timer | $135.00 |
| Scorer | $135.00 |
| Scorer | $135.00 |
| Announcer | $150.00 |
| Trainer | $150.00 |
| Police  ($40 per hour x 29 hours) | $1,040.00 |
| Officials (Pay rate as per NJSIAA agreement) | $1,050.00 |
| Wall Charts | $95.00 |
| Mat Transportation | $600.00 |
| Food for Seeding Meeting | $110.00 |
| **TOTAL EXPENDITURES** | $4,580.00 |

**FINANCIAL OVERVIEW**

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **Estimated Expenditures** | **Estimated Revenues** | **“Profit” Note 1** |
| 2014 | $3,855 | Adult  600 tickets at $5                    = $3,000 Senior/Student 600 tickets at $3      = $1,800  Team Fees  8 x $100                        = $   800                                                              $5,600 | $1,745 |
| 2015 | $4,030 | Adult  650 tickets at $5                    = $3,250 Senior/Student 650 tickets at $3      = $1,950  Team Fees  9 x $100                        = $   900                                                              $6,100 | $2,070 |

1. Recommend approval for Shelyna Hamilton as Girls’ Head Basketball Coach Step 3 - $7,522 for the 2015-2016 school year as per agreement with the Paulsboro Education Association.

Informational: Ms. Hamilton is a former coach for Paulsboro High School.

1. Recommend approval for Erica Scott as Girls’ Assistant Basketball Coach Step 1 - $4,093 for the 2015-2016 school year as per agreement with the Paulsboro Education Association.

Informational: Ms. Scott is an Instructional Aide at Loudenslager School. Ms. Scott has been the Middle School Coach for Girls’ Basketball for the past three years and also the Cheerleading Coach.

1. Recommend approval to accept the resignation of Assistant Wrestling Coach Carmel Morina effective immediately.
2. Recommend approval to appoint Carmel Morina as a volunteer wrestling coach for the Varsity and JV teams for the 2015-2016 school year.
3. Recommend approval to appoint Joseph Duca, Jr. as Assistant Wrestling Coach Step 1 - $4,892 for the 2015-2016 school year as per agreement with the Paulsboro Education Association.

Informational: Mr. Duca is an instructional aide at Paulsboro High School and a former wrestler for Paulsboro High School.

1. Recommend approval to appoint John Marcucci as Assistant Boys’ Basketball Coach Step 1 - $4,093 for the 2015-2016 school year as per agreement with the Paulsboro Education Association.

Informational: Mr. Marcucci is a teacher at Paulsboro High School and is also the head coach for Boy’s Baseball at Gloucester County Institute of Technology.

1. Recommend approval to add the following staff members to the list of staff approved on June 18, 2015 as event workers for athletic events during the 2015-2016 school year:

John Marcucci Joseph Duca, Jr. Mark Vogeding

Informational: Event workers perform duties such as ticket takers/sellers for home athletic events. Mr. Marcucci and Mr. Vogeding are both teachers at Paulsboro High and Mr. Duca is an aide also Paulsboro High.

1. Recommend approval to appoint the following people to serve as unpaid volunteer assistant coaches for the 2015-2016 school year.

Girls’ Basketball: Daryl DeBerry

Boys’ Basketball: Mark Clarke, Darius Quarles

Wrestling: Steve Anuszewski, Nick Morina, Todd Palmisano, Casper Tortella

Informational: All of these gentlemen served as volunteer assistant coaches during the 2014-2015 school year.

1. Recommend approval for the Paulsboro High School Wrestling Team to use the Paulsboro Wrestling Club building when needed during the season. The Paulsboro Wrestling Club is located at 541-C Mantua Avenue, Paulsboro, NJ 08066.

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

1. Recommend approval to pay for the cleaning of the mats at the Paulsboro Wrestling Club building for the 2015-2016 wrestling season from December 2015 – March 8, 2016. The estimated cost for 14 weeks at $100 per week would be $1,400.

Informational: Keeping the mats clean on a daily basis is very critical for wrestling due to skin infections, which could cause students/athletes to miss completion and overall health issues. We have always taken this very seriously and have been very successful on controlling all skin diseases.

ROLL CALL

Roll Call Vote: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 8 YES; Mr. Lisa 1 ABSENT.

Motion carried

Motion by Lozada-Shaw, seconded by Walter to accept the Superintendents recommendation to approve items T – W:

1. Recommend approval to appoint D’Nita Hamilton as 7th & 8th Grade Girls’ Basketball Coach at $3,181 for the 2015-2016 school year as per agreement with the Paulsboro Education Association.

Informational: Ms. Hamilton is an Instructional Aide at Paulsboro High School.

1. Recommend approval for the Paulsboro Junior High Wrestling Team to use the Paulsboro Wrestling Club building during the 2015-2016 season. Since Junior High School does not have to practice in the cafeteria, it can be utilized for other activities after school. The Junior High School does practice in the high school when it is available.

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

1. Recommend approval for Axeon Specialty Products employees under the leadership of Elaine Battaglia to conduct “Operation Clothe A Child” at Loudenslager Elementary School during December 2015.

Informational: The Axeon Specialty Products employees have conducted this program for the past seven years. To date, they have collected $47,000. Each year, this group of volunteers adopts between 40 and 50 students. The children receive clothing, blankets, toiletries, etc.

1. Recommend approval for Billingsport Early Childhood Center students to participate in the mobile dentist Smile Program on Thursday, January 7, 2016 and Friday, January 8, 2016. There is no cost to the Board of Education. This recommendation is contingent on making every effort possible to have the examinations done during Physical Education class or other special subjects.

Informational: In order to participate, parents must sign permission slips. A dentist, dental

assistant and hygienist will provide an examination, X-rays, cleaning, sealants and fluoride

treatments for participants. Dental insurance and Medicaid pays for the service but no

student is turned away.

ROLL CALL

Roll Call Vote: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 7 YES; Mr. Lisa 1 ABSENT.

Motion carried

1. Informational
2. South Jersey Wrestling Hall of Fame

The South Jersey Wrestling Hall of Fame will conduct its 36th Annual Hall of Fame Induction Ceremony on Saturday, November 7, 2015 at Masso’s Crystal Manor in Glassboro, New Jersey. The organization will induct Paulsboro High School Graduate Tom Curl on November 7th. The Board of Education placed an advertisement in the program for this event.

**FINANCE**

Motion by Lozada-Shaw, seconded by Walter to accept the Superintendents recommendation to approve items A – D:

1. Recommend approval to accept a donation of the cost of framing of a 1929 Paulsboro High School diploma and a 1948 New Jersey State Championship Field Hockey Jacket.  The value of the donation is $233.  The donation was made by Dr. and Mrs. Walter Quint.

Informational:  The diploma itself was donated by retired Paulsboro High School Aide Sandra Birch.  The jacket was donated by retired Paulsboro Board of Education President Rita Kelly.   These donations were already accepted by the Board of Education.  Cindy and Walt Quint had the items framed so that they can be displayed in the Administration Building as part of the Hall of Diplomas Exhibition.

1. Recommend approval to adopt the Paulsboro Board of Education 2016-2017 Budget Calendar. (**Attachment**).

Informational: The New Jersey Department of Education requires every school district to adopt a Budget Calendar annually. The Budget Calendar helps assure that all of the stakeholders know the timeline and tasks for this financial project.

1. Recommend approval to participate in a No Child Left Behind (NCLB) Title III Consortium with fourteen other schools in Gloucester County for the purpose of providing English Language Learner (ELL) service to eligible students. The total obligation to the Board of Education will not exceed the Title III allocation of $2,589. (**Attachment)**

Informational: The amount of money that each of the fourteen participating districts receive is below the New Jersey Department of Education’s threshold to accept the funds. As a result, the districts form a consortium in order to become eligible for the funding which in total is $25,245 for all of the districts combined. The Harrison Township Public Schools volunteered to be the lead district..

1. Recommend approval to charge the following Paulsboro High School staff members to the No Child Left Behind (NCLB) Title I Part A grant for the 2015-2016 school year.

|  |  |  |
| --- | --- | --- |
| **Staff Member** | **Salary**  **2015-2016** | **Position** |
| Thomas Damminger | $52,359.00 | Teacher |
| Roseanne Lombardo | $80,294.00 | Teacher |
| Eleanor Gentile | $15,655.00 | Classroom Aide |

ROLL CALL

Roll Call Vote: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 8 YES; Mr. Lisa 1 ABSENT.

Motion carried

Motion by Stevenson, seconded by Giampola to accept the Superintendents recommendation to approve items E – F:

1. Recommend approval to charge the following Junior High School staff members to the No Child Left Behind (NCLB) Title I Part A grant for the 2015-2016 school year.

|  |  |  |
| --- | --- | --- |
| **Staff Member** | **Salary**  **2015-2016** | **Position** |
| Christie Rego-Konzik | $37,633.00 | Guidance Counselor |
| Dave Platt | $11,877.00 | Guidance Counselor |
| Megan Shanaman | $44,041.00 | Teacher |

Informational: Christie Rego-Konzik, Paulsboro Junior High School Guidance Counselor, is on approved unpaid leave from September 1, 2015 to October 30, 2015. During this time Dave Platt has been hired as the Paulsboro Junior High School Guidance Counselor.

1. Recommend approval to charge the following Loudenslager Elementary School and Billingsport Early Childhood Center staff members to the No Child Left Behind (NCLB) Title I Part A grant for the 2015-2016 school year.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **School** | **Salary**  **2014-2015** | **Position** |
| Lorraine Oswald | Billingsport | $16,550.00 | Classroom Aide |
| Angela Painter | Billingsport | $15,311.00 | Classroom Aide |
| Dottie Palmisano | Billingsport | $15,311.00 | Classroom Aide |
| Barbara Wurtz | Billingsport | $16,550.00 | Classroom Aide |
| Rachel Kuser | Billingsport | $22,504.00 | Instructional Aide |
| Cheryl Sierocinski | Billingsport | $22,085.00 | Instructional Aide |
| Karen Dutton | Billingsport | $77,894.00 | Teacher |
| Kathleen Brown | Loudenslager | $77,894.00 | Teacher |
| JoAnne Gayeski | Loudenslager | $77,894.00 | Teacher |
| Heather Parks | Loudenslager | $22,085.00 | Instructional Aide |
| Marietta Relation | Loudenslager | $22,085.00 | Instructional Aide |
| Keri Lyn Croce | Billingsport | $22,091.00 | Instructional Aide |

Informational: The State of New Jersey is expected to release information on October 31, 2015 needed for the GASB 68 pension reporting required for school audits ending June 30, 2015. Upon release the auditors will have to conduct additional testing. The testing most likely will include confirming census data and performing subsequent events testing through the last date of field work. This could push back the CAFR deadline of December 5, 2015.

ROLL CALL

Roll Call Vote: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 7 YES; Mr. Lisa 1 ABSENT.

Motion carried

**FACILITIES**

Motion by Lozada-Shaw, seconded by Walter to accept the Superintendents recommendation to approve items A – B:

1. Recommend approval of the attached Three Year Comprehensive Maintenance Plan for (Fiscal Year) FY 2014-2015, FY 2015-2016 and FY 2016-2017 (**Attachment**).

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

1. Recommend approval to dispose of the following:

|  |  |  |  |
| --- | --- | --- | --- |
| **Quantity** | **Item** | **Reason for Disposal** | **Method of Disposal** |
| 1 set | Volleyball Standards & Net | Unsafe (fall over easily) | Metal recycling |

ROLL CALL

Roll Call Vote: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 8 YES; Mr. Lisa 1 ABSENT.

Motion carried

1. Informational

1. Weekly Maintenance Updates

The Superintendent continues to conduct Weekly Maintenance Meetings in order to track progress on projects.

**CONSTRUCTION**

1. Loudenslager Roof Replacement
2. Construction Status:

The roof installation has been completed. Subsequent to completion, the final inspection of the roof will take place on Wednesday, November 4, 2015. This inspection will involve all parties including the warranty company. Issues that have been brought to our attention with the help of Mother Nature have been addressed.

2. Financial Status:

|  |  |  |
| --- | --- | --- |
| **Construction Component** | **Cost** | **Comment** |
| Roof repairs | $732,580 |  |
| Replace two roof ventilators on the 1926 portion | $5,192.25 | Change Order 1 |
| Total Construction Costs Approved To Date | $737,772.25 |  |
| Project Funds Remaining | $62,227.75 |  |

1. Loudenslager Masonry Repairs
2. Construction Status:

All masonry repairs are expected to be completed by Sunday, November 1, 2015. The Skylight at Loudenslager School will then be installed. Subsequent to completion, the final inspection of the masonry repairs will take place on Wednesday, November 4, 2015.

1. Financial Status:

|  |  |  |  |
| --- | --- | --- | --- |
| **Construction Component** | **Location** | **Cost** | **Comment** |
| Masonry repairs including replacement of window lentils and some repointing | Original building | $365,000.00 | Planned element of the Bond Referendum |
| Stair restoration for masonry and structural steel repairs | Swedesboro Avenue side of the original building | $27,967.50 | Planned element of the Bond Referendum |
| Demolish and rebuild masonry wall on stairway | Fire Hall Side of the original building | $4,000.00 | This wall was rapidly deteriorating. |
| Lower level front window lentil and brick repairs | Swedesboro Avenue side of the original building | $4,800.00 | Missed in base bid |
| Louver rehabilitation | Original building | $4,000.00 | The base bid was in error. It called for the uni-vent louvers to be bricked over. |
| Contingency for possible hidden conditions (Original amount $10,000) | Reattach windows to beams | $2,362.50 | This will be used if needed as a result of “hidden conditions”. |
| Replace lentil on lower level | $7,218.75 |
| Remaining contingency | $418.75 |
| Pointing the remainder of the original building | Original building | $171,720.00 | Change Order 1 |
| Existing railings on the front stairs (Swedesboro Ave) side |  | $3,200 | Change Order 1 Credit |
| Additional masonry repairs at entrance |  | $29,256 | Change Order 1 |
| Total Construction Costs Approved to Date |  | $613,543.50 |  |
| Project Funds Remaining |  | ($13,543.50) |  |

1. Loudenslager Elementary School Heater Controls
2. Construction Status:

T and M Engineering completed the design phase of the heater control project and submitted the information to South Jersey Technology Partners (SJTP) to obtain bids from contractors. SJTP had two companies come out to review the work needed. More information will be forthcoming as it is available. T and M estimates that the work will take about three weeks to complete once the contractor is on site. The work can be completed after 3:00 PM and on weekends.

2. Financial Status:

The Bond Referendum included $124,500 for the heater control project.

1. Billingsport Early Childhood Center Heater Controls
2. Construction Status:

Please see Loudenslager Elementary School Heater Controls above. The engineering firm is also working on the dehumidification component of this project.

2. Financial Status:

The Bond Referendum included $116,583 for the heater controls and $25,000 for dehumidification improvements.

1. Billingsport Early Childhood Center Cheek Walls
2. Construction Status:

The repair of the Cheek Walls at the entrances has been completed and was included as a component of the Bond Referendum.

1. Financial Status:

|  |  |  |
| --- | --- | --- |
| **Construction Component** | **Cost** | **Comment** |
| Cheek Wall Entrance | $25,440 | Change Order One |

1. Other

1. T and M Engineers is continuing to work on the design phase of upcoming projects once the Clerk of the Works is hired.

**SCHOOL SAFETY**

Motion by Lozada-Shaw, seconded by Walter to accept the Superintendents recommendation to approve item A:

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 Senior 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** |
| PHSJR092915001 | 9/29/2015 | Complete | HIB Victim | Melba Moore-Suggs, Anti-Bullying Specialist | 5 Days Suspension | Schedule change |
| BECC091515001 | 9/15/2015 | Complete | Non-HIB | John Giovannitti, Anti-Bullying Coordinator | n/a | 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. 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: Mrs. Dunn, Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mrs. Lozada-Shaw, Mrs. Priest, Mrs. Stevenson, and Mr. Walter voting 8 YES; Mr. Lisa 1 ABSENT.

Motion carried

1. Informational
2. 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 | 7/6/15, 9/18/15 | 9/14/15, 10/8/15 | 7/6/15, 9/14/15, 10/20/15 |
| Evacuation (Non-Fire) | Each school must conduct two annually |  | 10/14/15 | 10/8/15 |
| Lockdown | Each school must conduct two annually | 7/8/15 |  | 7/7/15, 9/21/15 |
| Bomb Threat | Each school must conduct two annually |  |  |  |
| Active Shooter | Each school must conduct two annually |  |  |  |
| Other Drills | Each school must conduct two annually | Shelter in Place  10/21/15 | Shelter in Place  9/17/15 |  |
| Bus Evacuation | Conduct two annually |  |  |  |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure |  |  |  |

**EXECUTIVE SESSION**

Motion made by Giampola, seconded by Priest and unanimously carried (9-0) to adopt the following resolution:

BE IT RESOLVED: The Paulsboro Board of Education adjourns to Executive Session to discuss the Business Administrator’s contract, the results of which may be made known upon the return to regular session or when conditions warrant.

Motion made by Priest, seconded by Walter and unanimously carried (8-0) to return to the regular meeting.

**NEXT PUBLIC SESSION**

Monday, November 23, 2015 - 7:00 PM

Regular Meeting - Paulsboro High School

•The Board will take official action at this meeting.

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

Motion made by Priest, seconded by Walter and unanimously carried (8-0) to adjourn the meeting at 10:01p.m.

Regular Meeting recessed at approximately 7:00 p.m.

Regular Meeting recessed at approximately 8:27 p.m.

Executive Session convened at approximately 8:34 p.m.

Executive Session recessed at approximately 9:58 p.m.

Regular Meeting reconvened at approximately 9:59 p.m.

Regular Meeting adjourned at approximately 10:01 p.m.

Respectfully submitted,



Business Administrator/Board Secretary