PAULSBORO PUBLIC SCHOOLS

**November 23, 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. Eastlack, Mrs. Giampola, Mr. Hughes, Greenwich Township Representative, Mr. Lisa (7:04), Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter. Ms. Dunn and Mrs. Priest were absent. Also present were Dr. Laurie Bandlow, Superintendent and Ms. Johnson, Business Administrator / Board Secretary.

**PRESENTATIONS**

Mr. Matthew Brown, District Math Coach, presented the awards Presentation of Student of the Month Awards for September-October, 2015

Billingsport Early Childhood Center Loudenslager Elementary School

Ava Fortson September: Nathan Vanneman

Ky’aire Harvey Marcella Williams

Jayson Williams

October: Haydyn Cabanas

Emma Nagbe

Ja’Vonn Osbourne

The preliminary results of the Tuesday, November 3, 2015 Board of Education election are as follows:

**Term of Office Candidate Number of Votes**

Three Year Term Irma Stevenson 784

(Three seats are available) Thomas C. Ridinger 760

Jim Walter 717

Informational: The results of the election must be certified by the Gloucester County Board of Elections in order to be declared official. Newly elected members of the Board of Education are sworn in at the Reorganization Meeting on Monday, January 4, 2016 at 7:00 PM.

**PUBLIC COMMENT**

The following members of the community addressed the Board regarding the change in game times to three hours earlier than last year for the 2015-2016 Basketball Season. They also addressed concerns that practice for the junior high school team was moved to Nehaunsey Middle School in Gibbstown.

Robert Davis 10 West Adams Street, Paulsboro, NJ

Keenan Williams 1699 Dayton Avenue, Paulsboro, NJ

Leslie Showell 12 West New Street, Paulsboro, NJ

Superintendent Bandlow will follow up with Principal, Paul Morina, and Interim Athletic Director, Joseph Schramm, and will follow up with each community member.

Councilwoman, Jennifer Turner, requested permission to circulate flyers for the Tree Lighting Ceremony scheduled for Saturday, December 5, 2015.

Keenan Williams, 1699 Dayton Avenue, Paulsboro NJ addressed concerns about the new phone system and how hard it was to maneuver through. When leaving a message it is taking over a week to receive a return phone call.

**CORRESPONDENCE**

Thank you letter dated November 2015 from Bob Fredrick for the South Jersey Wrestling Hall of Fame. The Board of Education placed an advertisement in the program for the organization’s Induction Ceremony.

Review of the Board of Education Self-Evaluation by New Jersey School Boards Association Representative Terry Lewis **(Attachment)**

**OLD BUSINESS**

Motion by Stevenson, seconded by Lozada-Shaw to accept the Superintendents recommendation to approve item 1:

1. Recommend approval for the contract with Jennifer Johnson as the Board Secretary/Business Administrator for the 2015-2016 school year. The contract has been reviewed and approved by the Executive County Superintendent of Schools.

ROLL CALL

Roll Call Vote: Ms. Eastlack, Mrs. Giampola, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 6 YES; Mr. Hughes voting 1 NO; Ms. Dunn and Mrs. Priest 2 ABSENT.

Motion carried

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.

Each member of the Board of Education has been requested to complete Part I and Part II and then 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 signatures by the President and Vice President of the Board of Education. To date the Superintendent has received three completed evaluations and the meeting has been set with Dr. Quint.

1. Negotiation Team appointment
   1. The first meeting with the Paulsboro Education Association will be Monday, December 7, 2015 at 7:00 PM in the Paulsboro High School Library.
   2. Board of Education Members appointed:

1. James Walter

2. Paula Giampola

3. Lisa Lozada-Shaw

4. Bonnie Eastlack

**NEW BUSINESS**

Motion by Stevenson, seconded by Lozada-Shaw to accept the Superintendents recommendation to approve item 1:

1. Recommend approval to appoint Marvin E. Hamilton, Sr. to the open seat vacated by Thomas C. Ridinger.

Informational: The Board of Education must appoint a replacement for Mr. Ridinger within 65 days. Please find attached a copy of Board of Education Policy Number 9113 – Filing Vacancies. (**Attachment**)

ROLL CALL

Roll Call Vote: Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Dunn and Mrs. Priest 2 ABSENT.

Motion carried

1. Board of Education input form for 2016 – 2017 Budget **(Attachment)**

The attached form should be utilized to submit budget items for consideration of the full Board of Education for the expenditures regarding the settlement with Conrail. The Superintendent will compile the items and obtain costs. This information will then be presented to the full Board of Education.

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

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

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

Regular Meeting – October 26, 2015

Executive Session – October 26, 2015

1. **Item to Note**: Student Activities Item G approving the John and Betty Vogeding Wrestling Tournament has been resubmitted for approval in this agenda as Student Activities Item C. The dates were incorrect. The adult ticket price of $6 should have been $7. October 26, 2015 minutes will note “see Student Activities Item C for updated approval”.
2. Recommend approval of the budget transfers.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| From Account | From Description | To Account | To Description | Amount |
| 11-000-223-590-10 | Undistributed  Instr Staff Training  Miscel. Purch. Serv. | 11-000-223-890-10 | Undistributed  Instr Staff Training  Miscel. Expend. | 125.00 |
| Reallocate Department Budget | | | | |
| 11-105-100-935-00 | Reg Prg-Preschool  Instruction  Gen to Debt-CDL | 11-215-100-101-02-999 | Sp Ed-Pre Disab-P/T  Instruction  Salaries-Teachers | 44,441.00 |
| Reallocate Department Budget – Payroll Transfer | | | | |
| 11-105-100-935-00 | Reg Prg-Preschool  Instruction  Gen to Debt-CDL | 11-215-100-106-02-999 | Sp Ed-Pre Disab-P/T  Instruction  Salaries-Other Instr | 45,464.00 |
| Reallocate Department Budget – Payroll Transfer | | | | |
| 11-105-100-935-00 | Reg Prg-Preschool  Instruction  Gen to Debt-CDL | 11-215-100-610-02 | Sp Ed-Pre Disab-P/T  Instruction  General Supplies | 291.00 |
| Reallocate Department Budget | | | | |
| 11-105-100-935-00 | Reg Prg-Preschool  Instruction  Gen to Debt-CDL | 11-215-100-610-02-120 | Sp Ed-Pre Disab-P/T  Instruction  General Supplies | 73.00 |
| Reallocate Department Budget – Payroll Transfer | | | | |
| 11-000-100-561-09 | Undistributed  Instruction  Tuition-LEA-Regular | 11-000-100-562-00 | Undistributed  Instruction  Tuition-LEA-Special | 13,823.00 |
| Reallocate Department Budget | | | | |
| 11-000-100-561-09 | Undistributed  Instruction  Tuition-LEA-Regular | 11-000-100-562-09 | Undistributed  Instruction  Tuition-LEA-Special | 61,996.00 |
| Reallocate Department Budget | | | | |
| 11-000-100-561-09 | Undistributed  Instruction  Tuition-LEA-Regular | 11-000-100-566-09 | Undistributed  Instruction  Tuition-Priv-In NJ | 7,263.00 |
| Reallocate Department Budget | | | | |
| 11-000-219-610-15 | Undistributed  Child Study Team  General Supplies | 11-000-219-104-00-053 | Undistributed  Child Study Team  Salaries-Other Prof | 4,495.00 |
| Reallocate Department Budget | | | | |
| 11-000-230-610-00 | Undistributed  Support-Gen. Admin  General Supplies | 11-000-230-890-00 | Undistributed  Support-Gen. Admin  Miscel. Expend | 100.00 |
| Reallocate Department Budget | | | | |
| 11-209-100-101-01-999 | Sp Ed-Behavioral  Instruction  Salaries-Teachers | 11-209-100-101-04-999 | Sp Ed-Behavioral  Instruction  Salaries-Teachers | 44,241.00 |
| Reallocate Department Budget – Payroll Transfer | | | | |
| 11-204-100-106-01-999 | Sp Ed-Learning/Lang  Instruction  Salaries-Other Instr | 11-209-100-106-01-999 | Sp Ed-Behavioral  Instruction  Salaries-Teachers | 20,796.00 |
| Reallocate Department Budget – Payroll Transfer | | | | |
| 11-204-100-106-01-999 | Sp Ed-Learning/Lang  Instruction  Salaries-Other Instr | 11-209-100-106-03-999 | Sp Ed-Behavioral  Instruction  Salaries-Other Instr | 2,046.00 |
| Reallocate Department Budget – Payroll Transfer | | | | |
| 11-204-100-101-01-999 | Sp Ed-Learning/Lang  Instruction  Salaries-Teachers | 11-209-100-106-03-999 | Sp Ed-Behavioral  Instruction  Sarlaries-Other Instr | 20,039.00 |
| Reallocate Department Budget – Payroll Transfer | | | | |
| 11-204-100-101-01-999 | Sp Ed-Learning/Lang  Instruction  Salaries-Teachers | 11-209-100-106-04-999 | Sp Ed-Behavioral  Instruction  Salaries-Other Instr | 20,795.00 |
| Reallocate Department Budget – Payroll Transfer | | | | |
| 11-209-100-101-01-999 | Sp Ed-Behavioral  Instruction  Salaries-Teachers | 11-213-100-106-04-999 | Sp Ed-Resource Rm/Ct  Instruction  Salaries-Other Instr | 5,759.00 |
| Reallocate Department Budget – Payroll Transfer | | | | |
| 11-213-100-106-01-999 | Sp Ed-Resource Rm/Ct  Instruction  Salaries-Other Instr | 11-213-100-106-04-999 | Sp Ed-Resource Rm/Ct  Instruction  Salaries-Other Instr | 26,823.00 |
| Reallocate Department Budget – Payroll Transfer | | | | |
| 11-204-100-101-01-999 | Sp Ed-Learning/Lang  Instruction  Salaries-Teachers | 11-213-100-106-04-999 | Sp Ed-Resource Rm/Ct  Instruction  Salaries-Other Instr | 9,130.00 |
| Reallocate Department Budget – Payroll Transfer | | | | |

1. Recommend approval of the Cash Receipts Report – September **(Attachment)**
2. Recommend payment of bills that are duly signed and authorized. **(Attachment)**
3. Recommend approval of the September Financial Reports:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FINANCIAL REPORTS OF TREASURER & BOARD SECRETARY – September 2015** | | | | |
|  |  |  |  |  |
| **TREASURER’S REPORT** |  |  |  |  |
| Cash: September 2015 | Beginning | Receipts | Disbursements | Ending Cash |
|  | Cash Balance | This Month | This Month | Balance |
| General Fund | $ 2,073,296.87 | $ 1,736,880.68 | $ 1,856,866.67 | $ 1,953,310.88 |
| Special Revenue | 612,559.80 | 17,783.00 | 199,657.38 | 430,685.42 |
| Capital Projects Funds | 2,897,581.65 | 478.41 | 38,223.27 | 2,859,836.79 |
| Debt Service | 1.40 |  |  | 1.40 |
| Food Service | 90,101.10 | 4,681.49 | 21,841.23 | 72,941.36 |
|  |  |  |  |  |
| Total Government Funds | $ 5,673,540.82 | $ 1,759,823.58 | $ 2,116,588.55 | $ 5,316,775.85 |
|  |  |  |  |  |
| **SECRETARY’S REPORT** |  |  |  |  |
| Cash: August 2015 |  |  |  |  |
|  |  |  |  |  |
| Total Governmental Funds | $ 5,673,540.82 | $ 1,759,823.58 | $ 2,116,588.55 | $ 5,316,775.85 |
|  |  |  |  |  |
| **ACTIVITY FOR YEAR:** | Receipts |  |  | Disbursements |
| Beginning Balance | $ 2,363,209.00 |  |  | $ 1,749,837.22 |
| Receipts – Month | 1,759,823.58 |  |  | 2,116,588.55 |
| Receipts to Date | $ 4,123,032.58 |  |  | $ 3,866,425.77 |
|  |  |  |  |  |
| **APPROPRIATIONS:** | Adjusted Budget | Expenditures | Encumbrance | Balance |
| General Fund | $ 21,868,324.10 | $ 2,744,073.43 | $ 12,645,025.42 | $ 6,479,225.25 |
| Special Revenue | 2,270,770.10 | 243,407.09 | 1,296,235.48 | 731,127.53 |
| Capital Projects | 7,962,914.20 | 588,197.27 | 649,623.92 | 6,725,093.01 |
| Debt Service | 196,165.00 | - | - | 196,165.00 |
| Food Service | 759,542.00 | 31,931.71 | 168,017.55 | 559,592.74 |
| TOTALS | $ 33,057,715.40 | $ 3,607,609.50 | $ 14,758,902.37 | $ 14,691,203.53 |
|  |  |  |  |  |

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

1. 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 23, 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 September 30, 2015.

|  |  |  |
| --- | --- | --- |
|  | Anticipated Budget | Cash Received as of 9/30/2015 |
| Taxes | 5,593,986.00 | 1,447,537.78 |
| Tuition | 1,513,076.00 | 45,125.00 |
| Miscellaneous | 50,000.00 | 25,345.84 |
| State Aid | 12,135,584.00 | 1,162,000.00 |
| Extraordinary Aid | 50,000.00 | - |
| SEMI | 63,680.00 | 26,962.64 |
| Total | 19,406,326.00 | 2,706,971.26 |

 Thursday, November 23, 2015

ROLL CALL

Roll Call Vote: Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Dunn and Mrs. Priest 2 ABSENT.

Motion carried

1. Pursuant to NJAC 6A:23-2.ll(c)3, I Jennifer Johnson, Business Administrator to the Board of Education, certify that as of September 30, 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 NJAC 6A:23-2-2.11(a).

 Thursday, November 23, 2015

**REPORT OF THE SUPERINTENDENT**

**OLD BUSINESS**

1. A thank you letter was sent to the Woodbury Board of Education on behalf of the Paulsboro Board of Education to thank their entire school community for the wonderful 100 year celebration of Paulsboro and Woodbury football.

**NEW BUSINESS**

1. The New Jersey Department of Education (NJDOE) announced that the Paulsboro High School Graduation rate was 85.1 % for the 2014 – 2015 school year. The rate is an increase from the NJDOE original announcement in September 2015 of a rate of 83.8%.
2. The Colonial Conference voted 8 – 4 on November 10, 2015 to join the West Jersey Football League. Membership will commence with the 2016 season.
3. Informational:
4. The primary argument in favor of joining the West Jersey Football League is to achieve more balance and competitiveness within the conference and requested a vote to move football to the West Jersey Football League. Paulsboro Administration and Coach Howard were not in favor of this. The primary argument against joining the West Jersey Football League is tradition and history. The Superintendent and Administration attended the meeting held on November 10, 2015 to voice a vote of no. Unfortunately the other schools in the conference voted yes.
5. New School Entry Door Access Protocol letter **(Attachment)**

A Districtwide Security Committee met to review school security and to create a new school entry protocol. The Superintendent then met with the Paulsboro Police Department to review the new procedure and discuss future Districtwide security needs.

**PERSONNEL**

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

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 to appoint Shirley Jenkins to the position of 12-Month Custodian assigned to the evening shift at Paulsboro High School effective December 1, 2015. Ms. Jenkins will earn $26,626 – Step 1 prorated as per agreement with the Paulsboro Education Association.

Informational: Per Article XXIV Probation and Dismissal of the Paulsboro Education Association Agreement all newly hired employees other than teachers shall serve sixty (60) day probationary period during which time they may be discharged without any recourse under this agreement.

1. Recommend approval to appoint Thomas Gouse to the position of 12-Month Custodian assigned to the evening/weekend shift at Paulsboro High School effective December 1, 2015. Mr. Gouse will earn $26,626 – Step 1 prorated as per agreement with the Paulsboro Education Association.

Informational: Per Article XXIV Probation and Dismissal of the Paulsboro Education Association Agreement all newly hired employees other than teachers shall serve sixty (60) day probationary period during which time they may be discharged without any recourse under this agreement.

1. Recommend approval to appoint Nancy O’Brien to the position of 12-Month Custodian assigned to the evening shift at Paulsboro High School effective December 1, 2015. Ms. O’Brien will earn $26,626 – Step 1 prorated as per agreement with the Paulsboro Education Association.

Informational: Per Article XXIV Probation and Dismissal of the Paulsboro Education Association Agreement all newly hired employees other than teachers shall serve sixty (60) day probationary period during which time they may be discharged without any recourse under this agreement.

ROLL CALL

Roll Call Vote: Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Dunn and Mrs. Priest 2 ABSENT.

Motion carried

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

1. Recommend approval to appoint Kathleen Parks to the position of 12-Month Custodian assigned to the evening shift at Billingsport Early Childhood Center effective December 1, 2015. Mrs. Parks will earn $26,626 – Step 1 prorated as per agreement with the Paulsboro Education Association. This recommendation is contingent on Mrs. Parks successfully completing the Criminal History Background review process.

Informational: Per Article XXIV Probation and Dismissal of the Paulsboro Education Association Agreement all newly hired employees other than teachers shall serve sixty (60) day probationary period during which time they may be discharged without any recourse under this agreement.

Informational for Items B-E above:

The four custodial positions are available as a result of two retirements, Barry Johnson and Ella Carter; and the reassignment of two custodians now bus drivers, Adam Mickiewicz and Howard Camp.

1. Recommend approval to accept the resignation of Loudenslager Elementary School Principal,

Dr. Phillip Neff, effective January 4, 2016. Dr. Neff has served the Paulsboro Public School District for 18 years as an outstanding educator.

1. Recommend approval to accept the resignation, with intent to retire, of Billingsport Early Childhood Learning Center Teacher, Kristine Bergmann, effective June 30, 2016.

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Informational: Ms. Bergmann has served the Paulsboro Public Schools for the past 30 years. She was born, raised and educated in Paulsboro and has always called Paulsboro her home. She has enjoyed working with and learning from her colleagues.

1. Recommend approval to accept the resignation, with intent to retire, of Teacher of World Language, Michael Peek, effective January 1, 2016.

Informational: Mr. Peek has served the Paulsboro Public Schools since 1988. Mr. Peek served the District as the High School Band Director, Elementary Music Teacher, Spanish Teacher and Teacher of English as a Second Language. Mr. Peek has many fond memories from these years and takes great pride in reflecting upon the students accomplishments.

1. Recommend approval of Teacher of Kindergarten, Triana Hernandez, to replace Teacher of World Language, Michael Peek, in providing the ELS services for the district. Mr. Peek retires effective January 1, 2015 and it is imperative that these students’ services continue with as little disruption as possible.
2. Recommend approval to appoint Ms. Evelyn Johnson to the position of One-on-One Instructional Aide at Billingsport Early Childhood Center effective December 14, 2015. Ms. Johnson will be on Step 1 and earn $20.58 an hour as per agreement with the Paulsboro Education Association.

Informational: Ms. Johnson is currently working as a part-time substitute Instructional Aide at Loudenslager School.

1. Recommend approval of the voluntary transfer of Instructional Aide, Leone Brennan, from Loudenslager School to Billingsport Early Childhood Center as Instructional Aide in the Learning Disabilities classroom.
2. Recommend approval of the voluntary transfer of Instructional Aide, Joseph Benne, from Billingsport Early Childhood Center to Loudenslager School as a One-on-One Aide for case #2154.
3. 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.

Jessica Boulton

ROLL CALL

Roll Call Vote: Ms. Eastlack, Mrs. Giampola, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Dunn and Mrs. Priest 2 ABSENT.

Motion carried

1. Informational
   1. 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 | 122 |
| 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 |  |

**STAFF AND CURRICULUM DEVELOPMENT**

Motion by Giampola, seconded by Walter to accept the Superintendents recommendation to approve items A – E:

1. Recommend adoption of the attached Curriculum Review Schedule for the years from 2016-2017 through 2021-2022. (**Attachment**)

Informational:  A curriculum Review Schedule was prepared during the 2014-2015 school year. Due to mandated Next Generation Science Standards implementation in the curriculum for the 2016-2017 school year, and additional needed purchases in Mathematics (due to expiring 3 & 5 year licenses), the Curriculum Review Schedule was revised.

The Curriculum Review Schedule process is an effective way to assure that textbooks and other teacher resource materials are up-to-date. This process allows the Board of Education to allocate money on a regular basis for curriculum, textbooks and resource material purchases.

1. Recommend approval for Supervisor of Technology, Joseph Magazu and Director of Assessment, Dr. Lucia Pollino, to attend TechSPO in Atlantic City, New Jersey on Thursday, January 28, 2016 and Friday, January 29, 2016. Cost to the Board of Education includes registration ($420), mileage ($56.70), and lodging ($120) for each person.

Informational: This is New Jersey’s Premier Educational Technology Training and Exhibition Conference for School Leaders. This event is hosted by the New Jersey Association of School Administrators. There is a wide array of workshops as well as local vendors at this conference.

1. Recommend retroactive approval for Paulsboro High School Guidance Counselor, Vincent Giovannitti, to attend “PARCC Career Ready Practices” at Camden County Technical School on Tuesday, November 17, 2015. There is no cost to the Board of Education.

Informational: The purpose of this workshop is to review the results of the PARCC test from last year in the area of College and Career Ready items. This information will be turn keyed to colleagues and assist in preparing students for the 2016 PARCC test.

1. Recommend retroactive approval for Paulsboro High School Guidance Counselor, Vincent Giovannitti, to attend “Building Pathways to Successful Careers” at Rowan College at Gloucester County on Wednesday, November 4, 2015. There is no cost to the Board of Education.

Informational: The purpose of this workshop is to provide information on how to best assist students with building career pathways for the future. This information will be turn keyed to colleagues and support students.

1. Recommend approval for Paulsboro Schools Gifted and Talented Teacher, Rebecca Richardson, to attend the Rowan University STEM Education Showcase at the EIRC in Glassboro, New Jersey. There is a total cost of $25.00 to the Board of Education. This cost covers the programs registration fee.

Informational: This workshop will provide the District with details on Rowan University’s numerous STEM education outreach efforts for K – 12 students and will outline future professional development for teachers.

ROLL CALL

Roll Call Vote: Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mr. Lisa, Ms. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Dunn and Mrs. Priest 2 ABSENT.

Motion carried

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

1. Recommend approval for Billingsport Early Childhood Center Pre-School Teacher Candell Maxie to attend Preschool Expansion Grant training sessions sponsored by the New Jersey Department of Education on Monday, December 14, 2015, Tuesday, December 15, 2015, Monday, April 4, 2016 and Tuesday, April 5, 2016. The cost to the Board of Education will be $480.00 for the four day training at a rate of $120.00 per day for a substitute teacher. The Board of Education rate per mile is $0.405 x 160 miles total= $64.80 for mileage reimbursement. Total cost to the Board of Education is $544.80.

Informational: The four day training will provide researched based practices from the Center for Social Emotional Foundations for Early Learning (CSEFEL) on program wide, small group and individual interventions to prevent and address the challenging behavior of preschool students within general education settings. This information will be turn keyed to colleagues at Billingsport Early Childhood Learning Center.

1. Recommend approval for Paulsboro Schools Child Study Team Members Claudia Vanderslice and Charisse Generette to attend Preschool Expansion Grant training sessions sponsored by the New Jersey Department of Education on Monday, December 14, 2015, Tuesday, December 15, 2015, Monday, April 4, 2016 and Tuesday, April 5, 2016. There is no cost to the Board of Education.

Informational: The four day training will provide researched based practices from the Center for Social Emotional Foundations for Early Learning (CSEFEL) on program wide, small group and individual interventions to prevent and address the challenging behavior of preschool students within general education settings. This information will be turn keyed to colleagues at Billingsport Early Childhood Learning Center.

1. Recommend approval to pay each playground Aide up to six hours at their contracted hourly rate in order to provide time for them to complete the online professional development mandated by the New Jersey Department of Education. There are a total of 3 playground aides at Loudenslager School and 4 playground aides at Billingsport. In addition, there are two aides that work with food services at Billingsport.

Informational: This year, unlike last year, all instructional aides present on the first two days of school were given the time to complete their trainings. Playground aides do not report on those days and do not have any time available during the school day to complete the mandated professional development modules.

Billingsport:

Kellie Mann - playground/cafeteria aide

Traci Dyess - playground/cafeteria aide

Theodore Garretson - playground/cafeteria aide

Christine Dudlick - playground/cafeteria aide

Linda Schaffer – Food services lunch count

Dianne Buenzle – Food services

Loudenslager:

Mary Bailey - playground/cafeteria aide

Nancy O’Brien - playground/cafeteria aide

Bertha Avant - playground/cafeteria aide

ROLL CALL

Roll Call Vote: Ms. Eastlack, Mrs. Giampola, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Dunn and Mrs. Priest 2 ABSENT.

Motion carried

1. Informational:
2. Teacher of the Year Program

Once again each school can 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.

1. Number of Students taking the Scholastic Aptitude Test (SAT)

October 2014 - 8 October 2015 - 13

November 2014 - 8 November 2015 - 36

Informational: Paulsboro High School has opened a College and Career Readiness classroom to assist all students in researching future College and Career opportunities. Students are assisted with completing their college applications from start to finish.

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

|  |  |
| --- | --- |
| **GRADE** | **ENROLLMENT** |
| 9 | 72 |
| 10 | 91 |
| 11 | 89 |
| 12 | 87 |
| TOTAL | **339** |

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 | 15 |  | 4 | 21 | | 23 | 20 |  |  |
| K | 21 | 21 | 22 | 21 | 20 | 5 | 20 | | 17 | 19 | 18 |  |
| 1 | 27 | 27 | 27 | 27 |  | 6 | 16 | | 16 | 16 | 18 |  |
| 2 | 25 | 23 | 23 |  |  | Special Education | 10 | | 8 |  |  |  |
| Special Education | 11 | 11 | 5 |  |  |  |  | |  |  |  |  |
| TOTAL |  |  |  |  | **375** | TOTAL |  | |  |  |  | **290** |

**INSTRUCTIONAL SERVICES**

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

1. Recommend approval for Christopher Bandlow, son of Superintendent of Schools Dr. Laurie Bandlow, to attend Paulsboro High School as a professional courtesy during the 2015-2016 school year. The student will be in grade 10.
2. 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** |
| B.H. | Timber Creek Regional High School/11 | Paulsboro | Erial | $14,950.00 | n/a |

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.

ROLL CALL

Roll Call Vote: Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Dunn and Mrs. Priest 2 ABSENT.

Motion carried

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

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

|  |  |  |
| --- | --- | --- |
| **Student Name/Case #** | **Grade:** | **Hours of Instruction** |
| C.A. | 2 | 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. |
| A.T. | 2 | 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. |

Informational: Students who are hospitalized, at home but too ill to attend school, or who are awaiting evaluation by the Child Study Team are eligible to 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** |
| A.B. | Herma Simmons Elementary School/K | Paulsboro | Clayton | $11,812.00 | n/a |
| J.W. | Herma Simmons Elementary School/1 | Paulsboro | Clayton | $11,812.00 | n/a |
| R.H. | Loudenslager/3 | Out of State/PA | Paulsboro | $13,843.00 | Yes |
| S.H. | Billingsport/2 (SLD) | Out of State/PA | Paulsboro | $25,862.00 | No |
| S.B. | Billingsport/K | Out of State/PA | Paulsboro | $14,968.00 | 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 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.

ROLL CALL

Roll Call Vote: Ms. Eastlack, Mrs. Giampola, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Dunn and Mrs. Priest 2 ABSENT.

Motion carried

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

**STUDENT ACTIVITIES**

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

1. Recommend approval to appoint Erica Scott as Head Cheerleading Coach Step 3 - $2,763 for the 2015-2016 school year as per agreement with the Paulsboro Education Association.

Informational: Ms. Scott has served as Assistant Cheerleading Coach for several years.

1. Recommend approval to appoint Todd Palmisano as 7th & 8th Grade Wrestling Coach - $3,181 for the 2015-2016 school year as per agreement with the Paulsboro Education Association.

Informational: Mr. Palmisano has been a wrestling coach with us since 2007. He started out as assistant coach from 2007-2012 and came back as volunteer coach from 2013-2015.

1. Recommend approval of the following actions for the John and Betty Vogeding Wrestling Tournament:
2. Paulsboro High School to host the tournament on Saturday, December 19, 2015 (Varsity).
3. District Insurance Broker, Steve Anuszewski, to serve as the Tournament Director without a stipend.
4. Paulsboro Public Schools to pay for track wrestling, ticket takers, officials, timers, security, and police.
5. Paulsboro Wrestling Club (Student Activity Account) to pay for awards and the hospitality room.
6. The scorers and table runners to serve as unpaid volunteers.
7. Paulsboro Wrestling Association (outside organization) to operate the concession stand and 50/50. They will retain the profit from these activities.
8. Ticket prices will be $7.00 for adults and $4.00 for students/senior citizens.
9. Gate receipts to be deposited in the appropriate Paulsboro Public School account.
10. 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 services, 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 | 1 x $100.00 | $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 @ $7.00 | $2,800.00 |
|  |  |  |  |
| Student Tickets | Saturday, 12/19/15 | 150 @ $4.00 | $600.00 |
| **Total Revenue** |  |  | **$3400.00** |
| **Profit** |  |  | **$940.00** |
|  |  |  |  |
| **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** |  |  | **$1600.00** |

1. Recommend approval for the Paulsboro High School Wrestling Team to participate in the following tournaments during the 2015-2016 season. The dates of the tournaments will be included with the Winter Season Sports Schedule.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tournament | Location | Entrance Fee | Lodging | Transportation | Meals |
| Brick Memorial Wresting Tournament | Brick Township, New Jersey | $438 | $679 | School Bus | $600 |
| Council Rock Tournament | Holland, Pennsylvania | $400 | $594 | School Bus | $900 |
| Group I Tournament | Trenton,  New Jersey | Not applicable | Not applicable | School Bus | $550 |
| District 29 Tournament | Deptford,  New Jersey | Not applicable | Not applicable | School Bus | $450 |
| Region 8 Tournament | Egg Harbor, New Jersey | Not applicable | $630 | School Bus | $900 |
| State Championship Tournament | Atlantic City, New Jersey | Not applicable | $1,260 | School Bus | $750 |

Informational: The wrestling team participated in the same tournaments during the 2014-2015 school year. The administration is seeking approval for these tournaments at this time so that entrance fees can be paid on a timely basis. $25 per student and coach is budgeted per day for meals. The Paulsboro Wrestling Association on some occasions pays to upgrade transportation from a school bus to a chartered coach.

1. Request retroactively the enrollment of Paulsboro High School as a member of the New Jersey Interscholastic Athletic Association to participate in the approved interschool athletic programs sponsored by the NJSIAA for the 2015-2016 school year.

Informational: The resolution card and annual dues have already been submitted to NJSIAA.

1. Recommend approval for the Paulsboro High School 2015 Powder Puff game to be held on November 25, 2015. The school day will run on a pep-rally schedule and at the appropriate time, students will be escorted by their teachers to the football bleachers to watch the football game.

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

Event staff includes:

Senior Coach Mr. Costenbader

Junior Coach Mrs. Schaffer

Officials Ms. Moncrief and Mr. Kovalesky

Announcer Mr. Krasting

Concessions School Store

1. Recommend approval for Matthew Cosgrove to be a volunteer wrestling coach for the 2015-2016 wrestling season.

Informational: Matthew Cosgrove is a 2011 Paulsboro High School graduate and he was a wrestler.

1. Recommend approval for the National Honor Society to participate in the collection of food for the Paulsboro/Gibbstown food bank.

Informational: This requires some students and parent volunteers to drive around Gibbstown picking up bags of food from porches.

ROLL CALL

Roll Call Vote: Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Dunn and Mrs. Priest 2 ABSENT.

Motion carried

1. Informational:
2. Reports of the Fall Athletic Team **(Attachment)**

a. Girls Tennis

**FINANCE**

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

1. Recommend approval to enter into a shared services agreement between the Paulsboro Public Schools and Pittsgrove Township Board of Education. The purpose of this shared service agreement includes but is not limited to HVAC services for the all-purpose room at Billingsport Early Childhood Center. Funding for this project is through the Preschool Expansion Aid Grant.
2. Recommend approval to submit the 2015-2016 No Child Left Behind (NCLB) amendment and accept the funds upon approval by the New Jersey Department of Education.

|  |  |  |  |
| --- | --- | --- | --- |
| **GRANT** | **2015-2016** | **2014-2015**  **Carryover** | **Revised 15-16 Award** |
| Title IA | $929,850 | $40,996 | $970,846 |
| Title IIA | $102,359 | $26,827 | $129,186 |
| Title III | $ 2,589 | $ 0 | $ 2,589 |

Informational: NCLB Title I carryover funds will be used to purchase Measurement of Academic Progress (MAP) and Compass Learning Odyssey licenses for students. Title II carryover funds will be used for professional development expense to prepare for the 2016-2017 workshops for science and mathematics. The Board approved the grant for submission on June 18, 2015.

1. Recommend approval to submit the 2015-2016 Individuals with Disabilities Education Act

(IDEA) amendment and accept the funds when approved by the New Jersey Department of Education.

|  |  |  |  |
| --- | --- | --- | --- |
| **GRANT** | **2015-2016** | **2014-2015**  **Carryover** | **Revised 15-16 Award** |
| Basic | $367,343 | $27,651 | $394,994 |
| Pre School | $ 13,161 | $ 0 | $ 13,161 |

Informational: IDEA Basic carryover funds were utilized for out of district tuition placements for the 2015-2016 school year. The Board approved the grant for submission on June 18, 2015.

1. Recommend approval to renew a License Agreement with LRG Prep, LLC of 442 Century Lane, Holland, Michigan.

Informational: The agreement authorizes LRG to market merchandise (by illustration, tee shirts, baseball caps, etc.) bearing the name, logo, and/or mascot of the Paulsboro Public Schools. LRG markets the merchandise to stores such as Walmart and Walgreens then reimburses the local school district at a rate of 50% of the revenues. This agreement is part of national arrangement in which the New Jersey Inter-Scholastic Athletic Association (NJSIAA) participates. The School Attorney Philipp Duvilla reviewed the agreement prior to bringing it to the Board of Education for approval. This contract automatically renews until written notification to cease is submitted by the School District. Mr. Duvilla also consulted with New Jersey School Boards Association before clearing the agreement for approval. The district earned approximately $27 during the 2013-2014school and $29 during the 2014-2015 school year.

1. Recommend approval to accept a donation of framing of a Paulsboro High School track uniform from Dr. and Mrs. Walter Quint.  The donation is valued at $241.

 Informational:  The track uniform was donated by Raymond Miller (Paulsboro High School Class of 1964).  Mr. Miller wore this uniform when he set Paulsboro High School records.   The Board of Education already accepted the donation from Mr. Miller.  Dr. and Mrs. Quint had the uniform prepared for display as part of the Hall of Diplomas Exhibition housed in the Administration Building.

1. Recommend approval to accept a donation of a camera to Paulsboro High School from

Mr. John R. Hurst. Mr. Hurst is donating a camera, lens and accessories valued at $554.84 to the Art Department.

Informational: This camera will be used to start a photography club to showcase the arts around the Paulsboro community.

ROLL CALL

Roll Call Vote: Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Dunn and Mrs. Priest 2 ABSENT.

Motion carried

**FACILITIES**

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

1. Recommend approval to dispose of the following:

|  |  |  |  |
| --- | --- | --- | --- |
| **Quantity** | **Item** | **Reason for Disposal** | **Method of Disposal** |

|  |  |  |  |
| --- | --- | --- | --- |
| 28 | Cafeteria Tables at PHS | Poor Condition. Replaced with seating attached at request from Principal. | Donated to Paulsboro Sports Hall of Fame |
| 51 | Computer Monitors | Broken and no longer in use | e-Waste |
| 50 | Computer Laptops | Broken and no longer in use | e-Waste |
| 20 | Batteries-Power Supplies | Broken and no longer in use | e-Waste |

ROLL CALL

Roll Call Vote: Mrs. Giampola, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, and Mr. Walter voting 5 YES; Ms. Eastlack and Mrs. Stevenson 2 ABSTAINED; Ms. Dunn and Mrs. Priest 2 ABSENT.

Motion carried

1. **CONSTRUCTION**

Motion by Lozada-Shaw, seconded by Stevenson to accept the Superintendents recommendation to approve items A - C:

1. Recommend approval to appoint Mr. Marc Kamp as the Paulsboro Public Schools Clerk of the Works at a rate of $18.87 an hour not to exceed 20 hours a week.

Informational: Mr. Kamp will assist the Superintendent and Board of Education with the renovations approved under the Bond referendum. The Clerk of the Works will oversee that all renovations are constructed in a manner consistent with the highest standards of efficiency, safety, economy and quality.

1. Recommend retroactive approval (as approved by the Board of Education on July 27, 2015) of a Change Order Number 2 in the amount of $2,047.50 to replace an exhaust fan on top of the all-purpose room rooftop.
2. Recommend retroactive approval (as approved by the Board of Education on July 27, 2015) of a Change Order Number 3 in the amount of $7,882.50. Two ladders will provide access to the 1973 wing classroom roof and the all-purpose room costing $6,930.00. Gutter guards will be added on the Baird Avenue side of the 1973 wing classroom side of the roof at a cost of $892.50.

ROLL CALL

Roll Call Vote: Ms. Eastlack, Mrs. Giampola, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 6 YES; Ms. Dunn and Mrs. Priest 2 ABSENT.

Motion carried

1. Loudenslager Roof Replacement
2. Construction Status:

The roof installation has been completed. The final inspection of the roof took place on Wednesday, November 4, 2015. This inspection involved all parties including the warranty company. The open items also known as the punch list developed during this inspection will be completed no later than Friday, December 4, 2015.

2. Financial Status:

|  |  |  |
| --- | --- | --- |
| **Construction Component** | **Cost** | **Comment** |
| Roof repairs | $732,580 |  |
| Replace two roof ventilators on the 1926 portion | $4,773.50  $ 418.75  $5,192.25 | Change Order 1  Contingency |
| Replace the food serving line exhaust fan on top of the all-purpose room rooftop. | $2,047.50 | Change Order 2 |
| Two ladders to provide access to the 1973 wing classroom roof and the all-purpose room. | $6,930.00 | Change Order 3 |
| Gutter guards for the Baird Avenue side of the 1973 wing classroom side of the roof. | $ 892.50 | Change Order 3 |
| Total Construction Costs Approved To Date | $747,642.25 |  |
| Project Funds Remaining | $52,357.75 |  |

1. Loudenslager Masonry Repairs
2. Construction Status:

All masonry repairs have been completed. The Skylight has been installed.

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 |
|  |  |
| 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 |  | $619,524.75 |  |
| Project Funds Remaining |  | ($19,524.75) |  |

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.

1. Paulsboro High School
2. Construction Status:

The lintel on the upper window facing the Administration Building is in poor condition and needs to be replaced. Garrison Architect recommended doing it as soon as possible as it is unclear what is holding the brick in place. There is a large gap between the deflected steel plate and the bottom of the brick. Watts Restoration has been contracted to complete the repairs at a cost of $20,467.00

**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 Junior High 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 Imposed** | **Other Measure** |
| PHSJR100915001 | 10/9/2015 | Complete | Non-HIB | Melba Moore-Suggs, Anti-Bullying Specialist | n/a | n/a |
| PHSJR110215001 | 11/2/2015 | Complete | HIB Victim | Melba Moore-Suggs, Anti-Bullying Specialist | 3 days Out of School Suspension, Conference with case manager, and parent conference | 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: Ms. Eastlack, Mrs. Giampola, Mr. Hughes, Mr. Lisa, Mrs. Lozada-Shaw, Mrs. Stevenson, and Mr. Walter voting 7 YES; Ms. Dunn and Mrs. Priest 2 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, 10/30/15 | 9/14/15, 10/8/15, 11/9/15 | 7/6/15, 9/14/15, 10/20/15, 11/4/15 |
| 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 | Shelter in Place  11/10/15 |
| Bus Evacuation \* | Conduct two annually for students transported to and from school | 10/23/15 | 10/22/15 | 10/22/15 |
| Bus Evacuation | Conducted annually for all students | 11/13/15 | 10/20/15 | 10/21/15 |
| Test of Emergency Communication System | Not required but conducted as an extra safety measure |  |  |  |

\*Routes with GCSSSD completed and on file with the business office.

**NEXT PUBLIC SESSION**

Monday, December 21, 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 Lozada-Shaw, seconded by Giampola and unanimously carried (7-0) to adjourn the meeting at 8:17p.m.

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

Regular Meeting recessed at approximately

Executive Session convened at approximately

Executive Session recessed at approximately

Regular Meeting reconvened at approximately

Regular Meeting adjourned at approximately 8:17 p.m.

Respectfully submitted,



Business Administrator/Board Secretary