

# PAULSBORO PUBLIC SCHOOLS

Board of Education Meeting  
PAULSBORO, NEW JERSEY

## MINUTES

(REVISED AS OF 5/16/2022)

**MONDAY, MARCH 28, 2022**

**Paulsboro Junior / Senior High School Auditorium  
670 N. Delaware Street  
Paulsboro, New Jersey 08066**

6:00 p.m.

**Board of Education Executive Session**

7:00 p.m.

**Board of Education Meeting**

- 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.

### MISSION STATEMENT

*The mission of the Paulsboro School District is to work with students, parents, educators, and community to develop excellence in education while preparing each student to be viable and productive citizens in society. Our goal is to develop the unique potential of the whole student by creating a challenging and diverse learning climate that prepares students for the 21st Century and is rich in tradition and pride.*

### CALL TO ORDER

As required by the Open Public Meetings Act as presiding officer, I announce that adequate notice of this meeting has been provided by mailing on the original date of Wednesday, June 23, 2021 and Wednesday, September 8, 2021 for the change of February 21, 2022 Meeting to February 22, 2021 to the Paulsboro Clerk, Greenwich Township Clerk, Courier Post, South Jersey Times, Secretary of Greenwich Township Board of Education and by posting the schedule of meetings in a public place reserved for such announcements by the Board of Education. The 2021-2022 Board of Education schedule of meetings was adopted by the Board of Education at the Meeting on August 25, 2021.

In addition, an announcement that this meeting would be conducted in public was placed on the district website, Facebook and Twitter. A phone blast announcement was sent to alert citizens that the information about the public meeting is available on the district website, Facebook and Twitter. As usual, notice of the meeting was posted in the Paulsboro Borough Hall and sent to the newspapers.

### ROLL CALL

Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa, Elizabeth J. Reilly (absent), Markee Robinson, Danielle Scott, Tyasha Scott, Greenwich Township Representative Roseanne Lombardo, and Student Member Jason Gugel (absent)

### EXECUTIVE SESSION

BE IT RESOLVED: The Paulsboro Board of Education will adjourn to Executive Session to discuss personnel, contracts, and legal matters the results of which may be made known upon return to regular session or when conditions warrant.

### PLEDGE OF ALLEGIANCE

## PRESENTATIONS –

1. *In a Sense, this is what we do....* Presented by Director of Curriculum & Instruction Christine Lindenmuth and Supervisor of Curriculum & Instruction Kristen Reid.

Informational: The presentation given will provide an update, future plans for academic programming and curricular revisions.

**RESOLUTIONS**– None at this time.

## PUBLIC COMMENTS – ITEMS UNDER THE JURISDICTION OF THE BOARD OF EDUCATION

At this time, members of the public addressed the Board of Education.

- Unidentified person – Will parents be given the opportunity to opt out of LBGQT training when the State mandates it for all public schools?

## CORRESPONDENCE

- A. Letter from Board of Education member Irma R. Stevenson resigning from the Board of Education effective March 24, 2022.

**Recommend approval to accept this resignation.**

Informational: The Board of Education must appoint a replacement for Mrs. Stevenson within 65 days. Please find attached a copy of Paulsboro Board of Education Bylaw Number 0413 – Board Member Election and Appointments (**Attachment**)

- B. Letter from Ronald McDonald House

## NEW BUSINESS

### A. TEACHER OBSERVATIONS AND NON-TENURE EVALUATION

The Superintendent Dr. Roy Dawson III plans to review the summary information about the evaluations of non-tenured teachers with the Board of Education during the April 25, 2022 Executive Session. The Board of Education may not examine the actual evaluation reports of teachers but they can hear administrative summaries of the information. This meeting will take place prior to the Board of Education voting on contract renewal for non-tenured teachers. Rice Notices will be served to the non-tenured teachers.

Informational: In general two of the three annual observations are announced. The third observation is not announced to the teacher in advance.

### B. BOARD OF EDUCATION SELF-EVALUATION

The New Jersey Department of Education requires every Board of Education to complete a self-evaluation annually. The Superintendent of Schools respectfully suggests that the Board of Education use the self-assessment process that was used successfully during the 2020-2021 school year. (**Attachment**)

- Each member of the Board of Education independently completes the attached hard copy New Jersey School Boards Association “Board Self-Evaluation.”
- Each member of the Board of Education submits their completed Self-Evaluation form to the Superintendent of Schools by Friday, May 13, 2022.
- The Superintendent and his Secretary will compile the forms in a single Self-Evaluation then include it with the June 27, 2022 agenda of the Board of Education.

- The Board of Education will review, modify, edit, etc. the Self-Evaluation at the June 2022 meeting of the Board of Education. The Board will then approve the Self-Evaluation at the June 27, 2022 meeting.

Superintendent Dr. Dawson respectfully requests input from members of the Board of Education.

**C. EVALUATION OF THE SUPERINTENDENT OF SCHOOLS**

The New Jersey Department of Education requires every Board of Education to complete an evaluation of the Superintendent of Schools annually. The Superintendent of Schools respectfully suggests that the Board of Education use the self-assessment process that was used successfully during the 2020-2021 school year. **(Attachment)**

- Each member of the Board of Education independently completes the attached hard copy New Jersey School Boards Association Evaluation of the Superintendent of Schools.
- Each member of the Board of Education submits their completed Evaluation form to the Superintendent of Schools by Friday, May 13, 2022.
- The Superintendent and his Secretary will compile the forms in a single Evaluation form then include it with the June 27, 2022 agenda of the Board of Education.
- The Board of Education will review, modify, edit, etc. the Evaluation at the June 2022 meeting of the Board of Education. The Board will then approve the Evaluation at the June 27, 2022.

Superintendent Dr. Dawson respectfully requests input from members of the Board of Education.

**OLD BUSINESS:**

**A. 2022-2023 SCHOOL BUDGET**

At a Special Meeting conducted on March 21, 2022, the Board of Education approved the 2022-2023 School Budget for submission to the Gloucester County Office of Education for review and, hopefully, approval.

School Business Administrator Anisah Coppin will submitted the budget to the Gloucester County Office of Education on March 28, 2022 as per New Jersey Department of Education guidelines.

The Public Hearing for the 2022-2023 School Budget is scheduled for April 25, 2022.

**B. Board Member Comments:**

- In reference to Personnel Item Q, Mr. Robinson also requested to see more details in the Board Agenda on new hires, including years of service and resumes.
- In reference to Personnel Items Q& S, Mr. Robinson expressed concerns about the District hiring family members of board members. He expressed frustration that board members have no input in hiring of staff.
- In reference to Staff & Curriculum Development Item A, Board Members requested a presentation on the Amistad Curriculum.
- In reference to Staff & Curriculum Development Item C, Mrs. D. Scott inquired as to why the District was paying for professional development on the NJ Child Assault Prevention Program. She stated that every county provides these services free of charge. She suggested the District contact the Center for Family Services.
- In reference to Student Activities A – approval for sophomore students to visit Stockton University, board members requested that the gas prices be checked. Members questioned why busses were not equipped with EZ-Pass.
- Board members questioned Policy A “second reading and final adoption,” as they believe it was a new policy presented to the board.
- Mr. Lisa requested that the District’s Engineer present to the Board the work that has been done. Later it was clarified that Mr. Frank Domin is the District’s ROD consultant and he should present to the Board a presentation on status of projects.

(Note: monthly updates are provided in the monthly agendas under “Construction Updates.”)

**PENDING ITEMS:** – None at this time.

**BOARD BUSINESS:**

**PAULSBORO BOARD OF EDUCATION COMMITTEE APPOINTMENTS** - The following Board members have been appointed to the respective committees.

**HUMAN RESOURCES AND NEGOTIATION:**

Mrs. Danielle Scott  
Mr. Marvin Hamilton  
Mr. Robert Davis

**BUDGET:**

Mrs. Danielle Scott  
Mrs. Crystal Henderson  
Mr. Markee Robinson

**FACILITIES:**

Mr. Marvin Hamilton  
Mrs. Irma Stevenson  
Mr. Joseph Lisa  
Mr. Markee Robinson  
Ms. Elizabeth J. Reilly

**POLICY:**

Mr. Martin Hamilton  
Mrs. Irma Stevenson  
Ms. Elizabeth J. Reilly  
Ms. Tyesha Scott

**CURRICULUM:**

Mrs. Roseanne Lombardo  
Ms. Tyesha Scott  
Ms. Elizabeth J. Reilly

**REPORT OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR**

**REPORT OF THE SUPERINTENDENT**

**EXECUTIVE SESSION**

WHEREAS the “Open Public Meetings Act:” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed, the Paulsboro Board of Education will meet in Executive Session for the purpose of discussing the following: Personnel, Contracts, and Legal. The matters discussed will remain confidential until the need for confidentiality no longer exists.

**NEXT MEETINGS OF THE BOARD OF EDUCATION**

**Regular Meeting**

**Monday, April 25, 2022 at  
7:00p.m. in the  
Paulsboro High School Auditorium**

- The Board will take official action at this meeting.
- The meeting is open to the public and comments will be solicited from citizens in attendance.

**MOTION TO ADJOURN**



**REPORT OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR**

**RECOMMEND APPROVAL OF A – B:** The Greenwich Township Representative may vote on items in this section of the agenda.

Motion was made by Mrs. Lombardo and seconded by Mrs. D. Scott to approve the Report of the Board Secretary/Business Administrator Items A –B.

Informational: The Report of Secretary to the Board of Education as well as associated reports of accounts will be available for review at the meeting or in advance in the Office of the Interim Business Administrator/Secretary to the Board of Education.

A. Approval of Minutes (**Attachments**)

Regular Meeting	February 22, 2022
Executive Meeting	February 22, 2022
Special Budget Meeting	March 21, 2022

B. Approval for payment of bills that are duly signed and authorized. (**Attachment**)

Informational: A copy of the Bill List will be available at the meeting or in advance in the office of the Business Administrator/Secretary to the Board for review by members of the Board of Education.

Roll call vote:

Robert Davis (no-A), Marvin E. Hamilton, Crystal L. Henderson (abstained - A), Joseph Lisa (abstained – B), Markee Robinson, Danielle Scott (no-A), Tyesha Scott (no-A) and Greenwich Township Representative Roseanne Lombardo

MOTION CARRIED

## REPORT OF THE SUPERINTENDENT OF SCHOOLS

**NOTE: ALL RECOMMENDATIONS IN THE REPORT OF THE SUPERINTENDENT ARE MADE “UPON THE RECOMMENDATION OF THE SUPERINTENDENT.”**

**PERSONNEL B - J**: The Greenwich Township Representative may vote on items in this section of the agenda.

Motion was made by Mrs. D. Scott and seconded by Mr. Robinson to approve Personnel Items B-J.

- A. Informational: All people being recommended for employment must have completed a Criminal History Background Review and met certificate / license requirements along with all necessary paperwork prior to board action unless otherwise noted.
- B. Recommend approval of the substitute teachers on the attached list from ESS (formally known as Source 4 Teachers). (**Attachment**)

Informational: The Board of Education has a contract with ESS to provide substitute teachers for the district. ESS 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.

- C. Recommend approval to grant the Superintendent authority to use a Letter of Intent to hire staff, as needed, prior to the Monday, April 25, 2022 meetings of the Board of Education.

Informational: “Letter of Intent” authority authorizes the Superintendent to offer positions to candidates prior to the next meeting of the Board of Education. At its next meeting, the Superintendent will request the Board of Education to approve these appointments. The Superintendent will only use letters of intent when absolutely necessary. The letter of intent authority will not be used for administrative or supervisory positions.

- D. Recommend approval to accept the resignation, with intent to retire, of Paulsboro Junior / Senior High School Custodian Nancy O’Brien effective April 30, 2022.

Informational: Ms. O’Brien served the Paulsboro Public Schools for 21 years.

- E. Recommend approval of the revised 2022-2023 District Calendar. (**Attachment**)

Informational: The District Calendar was originally approved at the February 22, 2022 Board Meeting. The revision that were made are for the Teacher ½ Day In Service developed in consultation with the Director of Curriculum and Instruction Christine Lindenmuth and the Paulsboro Education Association (PEA).

- F. Recommend approval of a New Jersey Family Leave of Absence for Staff #987 DOH 9/01/2015, with the following terms and conditions:

Dates of Leave

Wednesday, March 23, 2022 – Tuesday, May 24, 2022

Wednesday, May 25, 2022- Friday, June 10, 2022

Terms and Conditions of Leave

With pay and benefits by use of accumulated sick and personal leave congruently with NJFMLA (42 days).

Without pay and with benefits, employee to pay Medical Chapter 44 contributions.

- G. Recommend approval of a Family Leave of Absence for Staff #232 DOH 2/02/1999, with the following terms and conditions:

Dates of Leave

Tuesday, February 15, 2022 - Friday, May 13, 2022

Terms and Conditions of Leave

With pay and benefits by use of accumulated sick and personal leave congruently with FMLA (60 days).

- H. Recommend approval of a Leave of Absence for Staff #2191 DOH 8/31/2021, with the following terms and conditions:

Dates of Leave

Tuesday, February 22, 2022 - Thursday, March 3, 2022

Terms and Conditions of Leave

With pay and benefits by use of accumulated sick and personal leave 7.5 days.

- I. Recommend approval to appoint Tleshette Cutler serve as a Substitute Custodian at Paulsboro Public Schools to be used on an “as needed” basis. Ms. Cutler will earn \$13.00 per hour. This position that does not include benefits. This recommendation is contingent on successful completion of the Criminal History Background Review.

Informational: Interviews were conducted by Director of Facilities John Swanson.

- J. Recommend approval to accept the resignation of Paulsboro High School Boys Baseball Assistant Coach Joseph Duca.

Informational: Mr. Duca has served as the Assistant Coach for 4 years.

Roll call vote:

Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa, Markee Robinson (no – I), Danielle Scott, Tyesha Scott and Greenwich Township Representative Roseanne Lombardo

MOTION CARRIED

**PERSONNEL K - S:** The Greenwich Township Representative may not vote on items in this section of the agenda.

Motion was made by Mrs. D. Scott and seconded by Mrs. Henderson to approve Personnel Items K-S.

- K. Recommend approval to accept the resignation, with intent to retire, of Paulsboro Junior High School Science Teacher Glenn Howard effective June 30, 2022.

Informational: Mr. Howard served the Paulsboro Public Schools for 35 years.

- L. Recommend approval of a Family Leave of Absence for Staff #2124 DOH 2/12/2019, with the following terms and conditions:

Dates of Leave

Wednesday, April 20, 2022 - Friday, June 10, 2022

Tuesday, August 30, 2022- Friday November 18, 2022

Terms and Conditions of Leave

With pay; benefits are waived by use of accumulated sick and personal leave congruently with FMLA (37 days)

Without pay; benefits, are waived.(56 days) NJMFLA

- M. Recommend approval of a Family Leave of Absence for Staff #843 DOH 9/01/2013, with the following terms and conditions:

Dates of Leave

Wednesday, February 2, 2022 - Monday, May 2, 2022

Terms and Conditions of Leave

With pay and benefits by use of accumulated sick and personal leave congruently with FMLA (60 days)

- N. Recommend approval to accept the resignation, with intent to retire, of Billingsport Early Childhood Center Physical Education Teacher Anthony DellaVecchia effective June 30, 2022.

Informational: Mr. DellaVecchia served the Paulsboro Public Schools for 33 years.

- O. Recommend approval for the following staff member to serve as Lunch Detention Monitors at Billingsport Early Childhood Center for the remainder of the 2021-2022 school year.

Position	Staff Member	2021-2022 Salary	Account Number
Lunch Detention Monitor	Cheryl Sierocinski	\$18.87 / hr.	11-000-262-107-02-012

Informational: Cheryl Sierocinski is a Classroom Aide at Billingsport Early Childhood Center. The Lunch Detention Monitor hours do not exceed 2 periods daily x 45 minutes/period prorated for the remainder of the 2021 - 2022 school year not to exceed 2 periods daily.

- P. Recommend approval to appoint Aprilanne Leonard to the position of Loudenslager Elementary School Grade 5 Teacher. Ms. Leonard will earn Step A- BA - \$48,985.00 prorated for the remainder of the 2021-2022 school year as per agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review.

Informational: If approved, Ms. Leonard replaces Shaun Darby who will then transfer to the position of Technology Teacher at Loudenslager Elementary School. Mr. Darby's transfer was Board approved at the February 22, 2022 Board Meeting. Interviews were conducted and references checked by Loudenslager Elementary School Principal Matthew Browne and Billingsport Early Childhood Center Principal Tina Morris.

- Q. Recommend approval to appoint Jillian Garren to the position of Special Education Grade 4 Teacher at Loudenslager Elementary School. Ms. Garren will earn MA Step L \$69,648.00 prorated for the remainder of the 2021-2022 school year. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review.

Informational: Mrs. Suter-Garren is a graduate of Paulsboro High School and is currently working as a special education teacher for the East Greenwich School District. Mrs. Suter-Garren will be replacing Ms. Amber Berry whose resignation was approved on February 22, 2022 Board of Education Meeting. Interviews were conducted and references checked by Loudenslager Elementary School Principal Matthew Browne.

- R. Recommend approval to accept the resignation, with intent to retire, of Loudenslager Elementary School 4<sup>th</sup> Grade Teacher Susan Piccione effective June 30, 2022.

Informational: Ms. Piccione served the Paulsboro Public Schools for 17 years.

- S. Recommend the following Mentor/Buddy Teachers at Billingsport Early Childhood Center, Loudenslager Elementary School and Paulsboro Junior High School for the remainder of the school year:

Subject	New Staff Member	Buddy	Mentor
Basic Skills Teacher BECC	Jacqueline Marcucci	Cynthia Moultrie	
Special Education Grade 4 Teacher LES	Jillian Garren	Jennifer Hoffman	

Grade 5 Teacher LES	Aprilanne Leonard		Shaun Darby
School Nurse BECC	Tracey Scott	Janice Esters	

Roll call vote:

Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa, Markee Robinson, Danielle Scott, Tyesha Scott

MOTION CARRIED – Items K-P, R

MOTION FAILED – Items Q, S

**STAFF AND CURRICULUM DEVELOPMENT A-B:** The Greenwich Township Representative may vote on items in this section of the agenda.

Motion was made by Ms. T. Scott and seconded by Mr. Davis to approve Staff & Curriculum Development Items A- B.

- A. Recommend approval to enter into a partnership with the Amistad Commission in a multiyear effort to educate the staff and students of Paulsboro Public Schools about the historical events associated with the African slave trade, slavery in America, the vestiges of slavery in this country and the contributions of African-Americans in overcoming these obstacles to contribute to the development of this country and for our Board of Education to incorporate in an appropriate place in the curriculum of our elementary and secondary school students.

Informational: Create an awareness of the importance of the history of African-Americans to the growth and development of American society in global context. Infuse the history of Africans and African-Americans into the curriculum to provide an accurate, complete and inclusive history through professional development and in-service workshops and residential summer institutes. (**Attachment**)

- B. Recommend approval for the use of the Administrative / Supervisory Performance Evaluation form to be utilized as the process and observation instrument for Administrators and Supervisors during the 2021-2022 school year. (**Attachment**)

Informational: This is a new assessment tool to be used and must be approved annually.

Roll call vote:

Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa (no), Markee Robinson, Danielle Scott, Tyesha Scott and Greenwich Township Representative Roseanne Lombardo

MOTION CARRIED

**STAFF AND CURRICULUM DEVELOPMENT C:** The Greenwich Township Representative may not vote on items in this section of the agenda.

Motion was made by Mrs. D. Scott and seconded by Ms. T. Scott to approve Staff & Curriculum Development Item C.

- C. Recommend approval for professional development for teachers, staff and parents for the New Jersey Child Assault Prevention Program not to exceed \$1,422.00.

Informational: New Jersey Child Assault Prevention (NJ CAP) fulfills the Erin’s Law compliance requirement. Erin’s Law (A-769/S-1130), signed in 2019, and requires all New Jersey school districts to incorporate age-appropriate sexual abuse prevention and awareness education into the New Jersey Student Learning Standards from Pre-K through grade 12. This legislation also requires the training of school personnel on sexual assault awareness and prevention.

Roll call vote:

Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa, Markee Robinson, Danielle Scott, Tyesha Scott



**D. Informational - Enrollment and Class Size:**

1. The following chart presents the enrollment data for Preschool -8:

Grade	Enrollment - March 15, 2022						
	2016	2017	2018	2019	2020	2021	2022
Pre- School Age 3 & 4	57	69	62	79	83	51	60
K	104	98	93	104	89	81	77
1	111	86	87	85	85	84	83
2	79	84	80	82	79	78	86
3	56	64	102	89	82	93	89
4	65	70	59	99	81	82	96
5	64	59	69	62	96	84	87
6	53	83	61	70	58	98	88
7	73	72	92	70	71	61	99
8	62	81	67	91	66	74	69
Self-Contained Special Education Billingsport/Loudenslager*	26	28	20	19	22	16	22
<b>Grand Totals</b>	<b>750</b>	<b>794</b>	<b>792</b>	<b>850</b>	<b>812</b>	<b>802</b>	<b>856</b>

\* At Loudenslager School, students in self-contained classes are included with general education students for purposes of this report.

2. The following chart presents the enrollments for Paulsboro Senior High School:

Grade	Enrollment – March 15, 2022						
	2016	2017	2018	2019	2020	2021	2022
9	63	80	93	93	107	101	116
10	82	79	78	84	82	101	97
11	80	79	65	76	73	74	83
12	78	94	85	63	82	83	76
<b>TOTAL</b>	<b>303</b>	<b>332</b>	<b>321</b>	<b>316</b>	<b>344</b>	<b>359</b>	<b>372</b>

3. The following chart presents the class sizes for Billingsport Early Childhood Center and Loudenslager Elementary School:

Grade	Number of Students per Class as of March 15, 2022					
Pre-School	11	10	11	10	9	9
Kindergarten	19	20	19	19		
1	21	21	20	21		
2	22	21	22	21		
3	21	22	22	24		
4	23	24	23	23	3	
5	21	22	22	21	1	
6	22	20	20	23	3	
Special Education		5	8	9		

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

Motion was made by Mrs. D. Scott and seconded by Mr. Lisa to approve Instructional Services A – B.

- A. Recommend approval of an agreement with Gloucester County Special Services School District (GCSSSD) to provide speech-language services during April 2022 to June 2022. This work is required because our Speech-Language Specialist is on a leave of absence. The total cost of the contract is not to exceed 28 hours x \$90/hour = \$2,520.00.

- B. Recommend approval to provide homebound instruction for the following student(s)  
 Grades 9-12:

Case #	Grade:	Hours of Instruction
223298	12	Student was placed on Medical Home Instruction. This student will receive Home Instruction from Paulsboro Public Schools for a minimum of 10 hours a week. Start date was 2/9/2022.

Informational: The Paulsboro Public School district is currently working with the Gloucester County Special Services School District (GCSSSD) to provide one-to-one supplemental instruction to eligible McKinney-Vento (MCKV) students. The GCSSSD MCKV Education Program is federally funded and serves children in Gloucester County. The tutoring provided supplements classroom instruction in math, language arts and other subject areas, as needed. There is no cost to the district for this service.

Roll call vote:

Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa, Markee Robinson, Danielle Scott, Tyesha Scott and Greenwich Township Representative Roseanne Lombardo

MOTION CARRIED

**INSTRUCTIONAL SERVICES C:** The Greenwich Township Representative may not vote on items in this section of the agenda.

- C. Recommend approval to provide homebound instruction for the following students Grades PK-8:

Motion was made to approve Instructional Services Item –C by Mrs. D. Scott and seconded by Ms. T. Scott.

Case #	Grade:	Hours of Instruction
27137	07	Student was placed on Medical Home Instruction. This student will receive Home Instruction from Paulsboro Public Schools for a minimum of 5 hours a week. Start date was 2/23/2022.
352775	KF	Student was placed on Medical Home Instruction awaiting placement. This student will receive Home Instruction from Paulsboro Public Schools for a minimum of 5 hours a week. Start date was 2/17/2022.
311946	04	Student was placed on Medical Home Instruction awaiting placement. This student will receive Home Instruction from Paulsboro Public Schools for a minimum of 5 hours a week. Start date was 2/24/2022.

Roll call vote:

Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa, Markee Robinson, Danielle Scott, Tyesha Scott

MOTION CARRIED

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

Motion was made by Mrs. D. Scott and seconded by Mr. Lisa to approve Student Activities Items A-B.

- A. Recommend approval for our sophomore class students to visit Stockton University in Galloway, New Jersey. Stockton University will provide an information session, lunch and a college tour. The date is scheduled for Monday, April 25, 2022. School Counselor Melba Moore-Suggs, School Counselor Nicole Vitale and School Counseling Intern Trevon Brooks will be their chaperones. There is no cost to the students.

Cost to the Board of Education would be for the two busses for the day. No coverages will be needed for the school counseling team.

Bus rental from Gateway Transportation					\$ 425.00
Paulsboro Bus Mileage: 112 @ 12 miles per gallon	12 Gallons	\$ 3.69			\$ 44.28
Paulsboro Bus Driver 1	5.5 Hours	\$ 27.00	per hour		\$ 148.50
				Total Costs	<u>\$ 617.78</u>

\* The Paulsboro bus is not equipped with E-Z Pass so cash will need to be available for our Bus Driver.

Informational: After meeting with current members of the Class of 2022 and members of the Classes of 2023 and 2024 in both classroom and individual visits, we are aware that Stockton University is a top choice for our four-year college-bound students. We are also aware that our students have generally never been on a college campus, and this will be a first time opportunity to expose our students to the college entrance program. Additionally, students in the 7th grade, 8th grade, 9th grade and 11th grade will be taking the NJSLA test on April 25, 2022 while a group of our seniors will be on their Senior Trip. These factors, in combination with a highly successful Instant Decision Day visit by Stockton to Paulsboro High School lead us to request a tour of the campus.

**B. Recommend approval of the following Volunteer Assistant Coaches for the Paulsboro High School athletic teams for the 2022 Spring Season:**

<b>Sport</b>	<b>Name of the Volunteer Assistant Coach</b>
Girls Track and Field	Paulette Cwik Anita Evans
Boys Baseball	Vacant
Girls Softball	Arcilia Hernandez-Pineiro
Boys Track and Field	Vacant

Roll call vote:

Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa, Markee Robinson, Danielle Scott, Tyesha Scott and Greenwich Township Representative Roseanne Lombardo

MOTION CARRIED

**C. Informational – Reports of the Winter Season Sports Teams**

The following reports of the Winter Season Sports Teams are attached for review by members of the Board of Education (**Attachments**):

- Girls Varsity and Junior Varsity Basketball
- Boys Varsity and Junior Varsity Basketball
- Boys Junior High Basketball
- Varsity and Junior Varsity Wrestling
- Junior High Wrestling

**STUDENT ACTIVITIES D - G:** The Greenwich Township Representative may not vote on items in this section of the agenda.

Motion was made by Mr. Robinson and seconded by Mrs. D. Scott to approve Student Activities Items D – G.

**D. Recommend approval for Loudenslager Elementary School to hold its Spring Music Concert on Thursday, May 26, 2022 at 9:00am.**

Informational: The Loudenslager Spring Music Concert will feature students from General Music at each grade level, our Beginner Band and Advance Band Students. This program will be organized and implemented by Loudenslager Elementary School General Music Teacher Tyler Graves and Loudenslager Elementary School Instrumental Music Teacher Brian Betz.

**E. Recommend approval for Billingsport Early Childhood Center to hold our annual Moving Up Ceremony on Tuesday, June 7, 2022.**

Informational: This annual program is the culminating activity for 2nd Grade students and marks the transition from Billingsport Early Childhood Center to Loudenslager Elementary School. The program will be held in the Multi-Purpose Room.

- F. Recommend approval for Loudenslager Elementary School to hold the Loudenslager Moving Up Ceremony on Wednesday, June 8, 2022.

Informational: This annual program is the culminating activity for 6th Grade students and marks the transition from Loudenslager Elementary School to Paulsboro Junior High School. Weather permitting this program will be held on the front lawn at Loudenslager Elementary School. Rain dates for this program will be Thursday, June 9, 2022 or Friday, June 10, 2022. This program is coordinated by Loudenslager Elementary School 6th Grade Teacher Jennifer Hoffman.

- G. Recommended approval to utilize Virtua’s Pediatric Mobile Van. The fully-equipped program on wheels offers a range of services, including dental and developmental screenings, blood lead level testing, lead poisoning education, flu shots, back-to-school physicals, vision and hearing screenings, health education, community resources, and referrals to specialized services.

Below are the dates the Mobile Van will provide services at Loudenslager Elementary School for their students.

- April 12, 2022 - Physicals from 9:00am to 12:00pm
- April 28, 2022 - Dental from 9: 00am to 12:00pm
- May 3, 2022 - Physicals from 9: 00am to 12:00pm
- May 17, 2022 - Physicals from 9: 00am to 12:00pm

Informational: Virtua's Pediatric Mobile Services provides children in underserved communities throughout South Jersey with health services they need. These services are free. The van and services are completely powered by Virtua’s Philanthropic Partners.

Roll call vote:

Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa, Markee Robinson, Danielle Scott, Tysha Scott and Greenwich Township Representative Roseanne Lombardo

MOTION CARRIED

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

Motion was made by Ms. T. Scott and seconded by Mrs. Lombardo to approve Policy Item A.

- A. Recommend approval of a second reading and final adoption of the following Board of Education Policies: **(Attachments)**

<b>Policy Number</b>	<b>Title</b>
2622	Student Assessment
5541	Anti-Hazing

Roll call vote:

Robert Davis (no) , Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa, Markee Robinson (no), Danielle Scott (no), Tysha Scott (no) and Greenwich Township Representative Roseanne Lombardo

MOTION FAILED

**CONSTRUCTION UPDATES:**

**Safety Grant:** The District is ready to move forward on plans for Safety Vestibules for each of the buildings. Drawings were received from Garrison Architects to complete the vestibules and install Access Control Systems for the doors and Security Cameras. Using the Camden County Educational Services Cooperative Pricing system, a quote has been received to complete the brick-and-mortar portion of the vestibules that is within the funding limit of the Safety Grant Award. We will look for additional funding sources to complete the project

at a later date but are moving forward with this critical project so that we can get this into the construction material supply chain.

**Informational: ROD and Non-ROD Grants**

District Consultant Frank Domin has established contact with and conducted meetings with the official at the School Development Authority (SDA) charged with the Paulsboro projects that are jointly funded by the 2015 Bond Referendum and SDA. All parties are reviewing and familiarizing themselves with the projects since they have been dormant for approximately four years.

The first task is to assemble all of the required documents to apply for reimbursement from SDA for projects that are at the 65% completion level. When this information is submitted to and approved by SDA, reimbursement will be paid to the district.

The second task is to determine what facilities upgrade are included in the application to SDA. It appears that some of the items in the application to SDA were not part of the original scope of the bond referendum. On the other hand, some items included in the original scope of the project seem to have been “de-scoped” which removed them from funding consideration by SDA. Mr. Domin, working with representatives of SDA and School Architect Robert Garrison has resolved these concerns. All parties now agree that the project is now just as it was presented to the public for the 2015 bond referendum.

The SDA official emphasized the importance of beginning work on those items that all parties agree are within the scope of the projects. The work needs to be completed quickly for two reasons. First, the projects are critical repairs to district facilities. Second, to protect the funding available by SDA. Mr. Domin is now working with the School Architect and Camden County Special Services School District in order to restart projects. It seems likely that within a month or two, the Board of Education will be able to award contracts for projects such as heater controls, drainage projects, etc. so that the work begun in 2015 can move forward.

**March 2022 Update**

Summer 2022, Projects that were discussed in last September’s Board update are becoming a reality. The plans submitted by Garrison Architect’s for building ventilation upgrades will be started with a \$2,070,000 project funded entirely by ESSER II Funds. We will have a motion for HVAC work in all three schools. All equipment will have state of the art Bipolar Ionization and MERV-13 filters to purify the air. The High School Gymnasium and Auditorium will get Rooftop AC units and the nurse’s office and IT rooms will get Ductless Split Units. Billingsport offices and Steam Labs and office and Loudenslager Nurses office and Steam Labs and office will receive new HVAC equipment.

**Motion to accept Proposal #CM32022-HVAC112 for HVAC Replacement at Paulsboro HS, Billingsport Early Childhood Center and Loudenslager School from CM3 Building Solutions through the Camden County Educational Services Co-Op Bid for \$2,070,000.00.**

Motion was made Ms. T. Scott and seconded by Mrs. Lombardo to approve the acceptance of Proposal #CM32022-HVAC112.

**ESIP Energy Savings Improvement Program.** The New Jersey Clean Energy Program Consultants have completed their building-by-building Energy Audit and are completing their report, which we are told we should have by the end of March. This report will give the district suggestions for energy savings and improvements. The next step is to advertise for proposals for an ESCO Energy Service Company that will use the audit to recommend and implement an Energy Savings plan for the District. There is only one cost to the district through this process. The NJ Board of Public Utilities requires that the Energy Savings Program be reviewed by an independent company that verifies the energy savings are accurate to protect the BPU and the District.

Roll call vote:

Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa (no), Markee Robinson, Danielle Scott, Tyesha Scott and Greenwich Township Representative Roseanne Lombardo

MOTION CARRIED

**ROD GRANT**

After two months, the State has been productive with their requests for information about our submissions. They want to close out one building at a time and started with the High School. The following projects are complete and are in process for reimbursement \$2,139,910.00.

**High School**

Boiler	\$534,845
HVAC controls	\$503,000
Doors	\$95,525
Bathroom	\$85,030
Camera/Security	\$233,799

**Loudenslager**

HVAC Controls	\$196,000
Potable Water	\$47,900
Alarm Panel	\$19,729
Camera/Security	\$183,767

**Billingsport**

Doors	\$ 22,450
HVAC Controls	\$196,000
Window well drainage	\$ 21,865

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

Motion was made by Mrs. D. Scott and seconded by Mrs. Lombardo to approve Finance Items A-D.

- A. Recommend approval to enter into a service agreement with Waste Management of New Jersey, Inc. (Waste Management) to provide trash removal and recycling services to the school district in an amount not to exceed \$ 9,000.00 for the remainder of the School Year 2021-2022 school year.

Informational: In the past, waste removal services were provided by the Borough of Paulsboro at no cost to the District. However, beginning April 1, 2022 the Borough has decided to discontinue those services largely because they have selected another vendor; and cost are too prohibitive to continue to allow the school district free services. Therefore, the District solicited quotes from several waste management firms to provide services for the rest of the school year. Waste Management provided the most cost efficient services. The District will solicit bids and/or quotes for School Year 2022-2023.

- B. Recommended approval to accept the donation from the Pegasus Foundation Association, (PEF) in the amount of \$12,101.21. The Pegasus Foundation Association reimbursed the district to support the implementation of STEAM related programs at Loudenslager Elementary School on July 7, 2021.

Informational: At the February 24, 2020 Board Meeting the Paulsboro Board of Education has allocated \$25,000.00 in district funds for STEAM related supplies during the 2020 – 2021 School Year. The Pegasus Educational Foundation has pledged to match district allocated funds specifically allocated to support the Loudenslager STEAM Center up to \$25,000.00 for the 2020 – 2021 school year. The total allocated and pledged funds for the 2020 – 2021 school year is \$50,000.00.

- C. Recommend approval for the following agency to provide homebound instruction for the 2021-2022 school year at the rate of :

Learn Well Education – Education Inc. - \$46.00 per hour

- D. Recommend approval for the following Child Study Team outside consultants to complete 10 additional Learning Evaluations for initial evaluations and re-evaluations of students. Specialists are paid \$350.00 per case for the 2021 - 2022 school year. (Budget Account #11-000-219-104-00-053) - Not to exceed \$3,500.00.

<u>Type of Specialist</u>	<u>Names of Specialists</u>
Learning Disability Teacher/Consultant	Karolyn Adams
Learning Disability Teacher/Consultant	Tamar Shelov

**Informational:** A Child Study Team is composed of, at a minimum, a School Psychologist, School Social Worker and a Learning Disability Teacher/Consultant (LDT/C). Paulsboro School District employs two Psychologists and two Social Worker but no LDT/Cs. As a result, the required learning evaluations must be completed by an outside contractor. Ms. Adams and Ms. Shelov has completed these duties for the Paulsboro Public Schools for many years. The evaluations are needed in order for the Child Study Team to remain in compliance with the timelines for evaluations/re-evaluations mandated by the Individuals with Disabilities Education Act (IDEA).

Roll call vote:

Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa (abstained), Markee Robinson, Danielle Scott, Tyesha Scott and Greenwich Township Representative Roseanne Lombardo

MOTION CARRIED

**E. Informational – Special Education Medicaid Initiative (SEMI)**

On August 26, 2019, the administration reported that some services provided by the Child Study Team straddle education and medicine. SEMI funding reimburses the district for some of these services.

The following is a brief history of SEMI reimbursement to the Paulsboro Public Schools:

Year	Amount of Reimbursement
2013-2014	\$96,627
2015-2016	\$85,348
2016-2017	\$65,983
2017-2018	\$20,036
2019-2020	\$59,917
2020-2021	\$69,723

During the 2017-2018 school year, SEMI reimbursement to the district was \$20,035.77. This was significantly lower than in the past. By illustration, SEMI reimbursement during the 2013-2014 school year was \$96,626.71.

For the 2020-2021 school year, the district had 100% of the parent consent form required for the reimbursement. There were 229 students eligible for Medicaid service, which is an increase of 28 students from the 2019-2020 school year.

**F. Informational - Child Nutrition**

The following information summarizes the financial status of the child nutrition program:

Month	Revenues	Expenses	Revenue - Expenses
July	\$17,778.63	\$17,590.99	\$187.64
August	\$1,792.75	\$7,663.85	-\$5,871.10
September	\$84,129.48	\$66,611.56	\$17,517.92
October	\$99,018.76	\$86,919.46	\$12,099.30
November	\$85,771.28	\$68,569.99	\$17,201.29
December	\$86,477.84	\$84,362.88	\$2,114.96
January	\$74,629.41	\$68,410.82	\$6,218.59
February	\$108,423.67	\$79,942.34	\$28,481.33
<b>Year to Date</b>	<b>\$558,021.82</b>	<b>\$480,071.89</b>	<b>\$77,949.93</b>

**Informational – Breakfast and Lunch Service at all schools during 2021-2022.**

Month	Breakfast	Lunch	Total Meals Served
September	8,444	13,170	21,614

October	9,667	15,757	25,424
November	8,440	13,608	22,048
December	8,538	13,071	21,609
January	6,940	10,525	17,465
February	9,737	16,642	26,379
<b>Year to Date</b>	<b>51,766</b>	<b>82,773</b>	<b>134,539</b>

**FINANCE G - H:** The Greenwich Township Representative may not vote on items in this section of the agenda.

Motion was made by Mrs. Lombardo and seconded by Mrs. Henderson to approve Finance Items G – H.

G. Recommend approval for a special thank you to the Billingsport Early Childhood Center Staff for donating appropriately 75 boxes of Valentine Day chocolates to the Ronald McDonald House located in Camden, New Jersey. For the past three years, Billingsport staff has generously donated boxes of candy to the families residing in the Ronald McDonald house. Each year the staff donates enough candy for the Ronald McDonald staff to place a box of candy on every pillow in the house on Valentine's Day.

H. Recommended approval to accept grant funds in the amount of \$1,750.00 from the New Jersey Education Association for the Fun Day Pride Grant. In addition, recommend approval for the Paw Patrol Character, Amazon representative and Paulsboro Refinery representative to participate in Fun Day.

Informational: Billingsport Early Childhood Center would like to host an End of The School Year Fun Day for our children, community leaders and businesses. This event will be held the first week of June. During this event, the child will have various activities (ring toss jump rope, kick ball, balloon toss, entertainment etc.). This event will bring the school and community together in a fun and learning environment. During this event, the children will get a hot dog, water, bag of chips and ice cream (Mister Softee ice cream truck or Kona Ice truck). The students will also receive a fun day t-shirt and goodie bag.

Roll call vote:

Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa, Markee Robinson, Danielle Scott, Tyesha Scott

MOTION CARRIED

**SCHOOL SAFETY A:**

A. Informational: Report of School Security Drills

<b>Report of Paulsboro Public Schools Security Drills</b>				
<b>Type of Drill</b>	<b>Notation</b>	<b>Schools</b>		
		<b>Paulsboro Junior / Senior High</b>	<b>Loudenslager Elementary</b>	<b>Billingsport Early Childhood Center</b>
Fire Evacuation	Each school must conduct one per month	09/09/2021 10/14/2021 11/01/2021 12/17/2021 01/31/2022 02/10/2022	09/15/2021 10/25/2021 11/29/2021 12/23/2021 01/19/2022 02/07/2022	09/14/2021 10/14/2021 11/09/2021 12/08/2021 01/19/2022 02/10/2022
Communication Drill**	September 2021	09/16/2021		
Evacuation (Non-Fire)	Each school must conduct two annually		09/28/2021	09/20/2021
Lockdown	Each school must conduct two annually	11/10/2021 01/28/2022	11/23/2021 01/25/2022	01/26/2022



<b>Report of Paulsboro Public Schools Security Drills</b>				
<b>Type of Drill</b>	<b>Notation</b>	<b>Schools</b>		
		<b>Paulsboro Junior / Senior High</b>	<b>Loudenslager Elementary</b>	<b>Billingsport Early Childhood Center</b>
Bomb Threat	Each school must conduct two annually			11/17/2021
Active Shooter	Each school must conduct two annually	02/24/2022	02/22/2022	12/16/2021 02/23/2022
Shelter In Place (Secure Classroom)	Each school must conduct two annually	10/28/2021 12/02/2021	10/18/2021 12/18/2021	10/15/2021
<b>Other Drills</b>				
Bus Evacuation	School District (Annually)	(P7) 11/18/2021 (P5) 11/17/2021		
Bus Evacuation	School Routes (2 Annually)	(P7) Bankbridge Elementary 09/21/2021  (P8) Bankbridge Regional 10/04/2021  (P7) Bankbridge Dev. Center 09/21/2021		
Test of Emergency Communication System	Not required but conducted as an extra safety measure			
AED (Automated External Defibrillators) *	Not required but conducted as an extra safety measure	09/30/2021 10/22/2021 11/23/2021 12/21/2021 01/27/2022 02/01/2022	09/30/2021 10/22/2021 11/23/2021 12/21/2021 01/27/2022 02/28/2022	09/30/2021 10/22/2021 11/23/2021 12/21/2021 01/27/2022 02/28/2022

\*The Administration Building AED testing is included with the Paulsboro Junior / Senior High School.

\*\*Communication Drill is a test of the internal communications system will help identify the true capability of the school to effectively communicate on - campus emergencies

It is anticipated adjustments will be made by schools to help reduce the likelihood of virus transmission during the upcoming school year.

These will take the form of implementing practices recommended by the CDC, NJ DOH, etc. such as practicing safe social distancing, wearing face coverings, etc.

**SCHOOL SAFETY B:** The Greenwich Township Representative may not vote on items in this section of the agenda.

Motion was made by Mrs. D. Scott and seconded by Mrs. Henderson to approve School Safety Item B.

- B. Recommend that the Board of Education confirm the decision of the Superintendent of Schools for the following cases investigated as possible Harassment, Intimidation and Bullying (HIB) situations at Billingsport Early Childhood Center and Loudenslager Elementary School.

Case Number	Date of Incident	Status of Investigation	Names of Investigators	Type and Nature of Discipline Imposed
BECC3322-003	3/03/2022	Complete	Melba Moore-Suggs, Anti-Bullying Specialist	Non-HIB Confirmed

Informational: The New Jersey Department of Education requires all suspected cases of HIB to be investigated. At the end of each investigation, the Superintendent must officially act on the case(s). In general, the Superintendent confirms the findings of those who investigated the incident. Each month, the Superintendent must request that the Board of Education confirm, reject or modify his decision. The Superintendent informs the parents of this decision as well as their rights to appeal.

Roll call vote:

Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Joseph Lisa, Markee Robinson, Danielle Scott, Tyesha Scott

MOTION CARRIED

**PUBLIC COMMENTS**

At this time, members of the public came forth to address the Board of Education.

- Ms. Erica Scott – Will students be able to obtain physicals for Spring sports. Ms. Scott was told that the District was only offering student physicals on two days.
- A staff member questioned why the years of experience was not included on the agenda for new hires that start above Step 1 on the Salary Guide.
- Ms. T. Harvey, a parent questioned the Board on why she did not receive written notification from the District regarding her daughter’s suspension. She stated the school called her but did not provide written notification.
- Mrs. Irma Stevenson addressed the board on her reasons for resigning her position as board member.

**MOTION TO ADJOURN**

Motion made by Mrs. D. Scott and seconded by Mrs. Lombardo; unanimously carried (8-0) to adjourn the meeting at 9:25 pm.

Respectively Submitted,



Board Secretary