

PAULSBORO PUBLIC SCHOOLS

BOARD OF EDUCATION MEETING
PAULSBORO, NEW JERSEY

AGENDA

MONDAY, DECEMBER 18, 2023

**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, July 27, 2022, and Monday, September 26, 2022 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 2023-2024 Board of Education schedule of meetings was readopted by the Board of Education at the Reorganization Meeting on March 27, 2023.

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 Paulsboro Borough Hall and sent to the newspapers.

PLEASE WELCOME THE NEW STUDENT MEMBER OF THE BOARD OF EDUCATION AND THE ALTERNATE STUDENT MEMBER OF THE BOARD OF EDUCATION

Student Member of The Board Of Education

Austin Willetts is involved in the National Honor Society, Project ABLE, Student Council and a recipient of the Football Unsung Hero Award. He also plays football, wrestling and track and field. Please welcome Mr. Willetts to the Board of Education as a non-voting member.

Alternate Student Member of The Board Of Education

Taylor Strickland is involved in Marching Band, National Honor Society, Future Educators Club, Student Council, Project ABLE, Homecoming Court and a recipient of the NSHSS Award. She also plays soccer and softball. Please welcome Ms. Strickland Taylor to the Board of Education as a non-voting member.

ROLL CALL

Michelle Baylor, Theresa Cooper, Frank Damminger, Kyana Evans, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson, Danielle Scott, Tyesha Scott, and Greenwich Township Representative Roseanne Lombardo.

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

RESOLUTIONS – FALL SPORTS TEAMS AND ATHLETES

1. Recommend adoption of Resolution Number #12-18-23-001 honoring *Student Athletes Fall 2023 Season*.

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

Stephen Lane

Boys Soccer – 2nd Team All-Colonial Conference, Patriot Division

Malachi Streeter

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

Jiani Alvarado

Alyssa Sharp

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

Dasoni Scott

West Jersey Football League

1st Team Defense

Javion Payne

Defensive Line

Sharif Green

Defensive Back

2nd Team Defense

Austin Willetts

Defensive Back

2nd Team Offense

Keros Cooper

Running Back

PRESENTATIONS:

1. November’s *Raider Report* presented by Loudenslager Elementary School Teachers Krista Lange and Tara Stahl.
2. Student of the Month Awards for October and November 2023:

Paulsboro Junior High School	Paulsboro High School
<u>October Students of the Month</u>	<u>October Students of the Month</u>
Rose Harden - Grade 7 Amaries Frye - Grade 8	Frank Damminger – Grade 9 John Blake - Grade 10 David Booker - Grade 11 Jordanie Alvarado - Grade 12

<u>November Students of the Month</u>	<u>November Students of the Month</u>
Jackson Solina - Grade 7 Sloane Golembiewski - Grade 8	Dasoni Scott – Grade 9 Nour Samih - Grade 10 Juan Vazquez - Grade 11 Jonathon Jones – Grade 12

Following this presentation, the Paulsboro Education Association invites the families and the Board of Education Students of the Month for light refreshments in the cafeteria.

- Annual Harassment, Intimidation and Bullying (HIB) report for 2022-2023 presented by Director of Special Education Stacey DiMeo.

RESOLUTIONS:

- Recommend adoption of the following resolution:

RESOLUTION TO APPROVE NAMING THE STEAM CENTER AT LOUDENSLAGER ELEMENTARY SCHOOL

WHEREAS, Dr. Walter C. Quint began his professional career in 1970 as a Physics teacher. He went on to earn his Doctorate at Temple University. In addition, to teaching in public schools, Dr. Quint served as a professor at a number of colleges before retiring from Rowan University, and

WHEREAS, Dr. Walter C. Quint has received a number of prestigious awards: The National Science Teachers’ Award for Innovations in Science Teaching, Princeton University’s Distinguished Teaching Award for New Jersey and the New Jersey Council of Education’s Distinguished Educator Award, and

WHEREAS, Dr. Walter C. Quint received the Emeritus Award from Paulsboro High School, and

WHEREAS, Dr. Walter C. Quint served as Paulsboro’s Superintendent of Schools from 1991 until 2001. He returned to Paulsboro as our Interim Superintendent of School from September 1, 2013, until August 31, 2015, and August 13, 2019, until August 28, 2020, and

WHEREAS, Dr. Walter C. Quint in April of 2017 as the founding president established the Pegasus Education Foundation. Since the foundation’s inception Dr. Quint has served as the President of the Board of Trustees, and

WHEREAS, Dr. Walter C. Quint was the leading force in this effort and on September 24, 2018 the Paulsboro Board of Education voted to implement a Preschool-12 STEAM Academy. During the 2019-2020 school year, STEAM classes began for the students. The STEAM program continues today in the Paulsboro Public Schools offering two state-of-the-art STEAM Centers that provide a space for students to do hands-on projects, work in teams and create computer programs, robots and other tools that will help them learn the essential skills needed to flourish in the 21st century, and

WHEREAS, without **Dr. Walter C. Quint’s** leadership and guidance, the STEAM Program would not exist in Paulsboro Public Schools and thanks to his efforts, the STEAM programs are a success, and the Pegasus Education Foundation has established itself as a profitable fundraising organization for Paulsboro Public Schools, and.

WHEREAS, the naming of a facility is an appropriate recognition for such a distinguished person; and

NOW THEREFORE BE IT RESOLVED that the Board of Education hereby names the Steam Center at Loudenslager Elementary School in honor of **Dr. Walter C. Quint**; and

BE IT FURTHER RESOLVED that the Board of Education directs that an appropriate ceremony be held to mark the naming of **The Dr. Walter C. Quint STEAM Center at Loudenslager Elementary School** on March 21, 2024.

Resolution Number #12-18-23-002

- B. Recommend approval to adopt the resolution for the Lease Financing Agreement with Banc of America and Paulsboro Board of Education.

A RESOLUTION OF BOROUGH OF PAULSBORO BOARD OF EDUCATION, AUTHORIZING THE EXECUTION AND DELIVERY OF AN EQUIPMENT LEASE/PURCHASE AGREEMENT WITH RESPECT TO THE ACQUISITION, PURCHASE, FINANCING AND LEASING OF CERTAIN EQUIPMENT FOR THE PUBLIC BENEFIT; AUTHORIZING THE EXECUTION AND DELIVERY OF AN ESCROW AGREEMENT AND OTHER DOCUMENTS REQUIRED IN CONNECTION THEREWITH; AND AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS RESOLUTION.

WHEREAS, BOROUGH OF PAULSBORO BOARD OF EDUCATION (the “*Lessee*”), a political subdivision of the State of New Jersey, is authorized by the laws of the State of New Jersey to purchase, acquire and lease personal property for the benefit of the Lessee and its inhabitants and to enter into contracts with respect thereto; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.6 *et seq.*, as amended (the “*ESIP Law*”), the Lessee desires to purchase, acquire and lease certain equipment and other property with a cost not to exceed \$3,444,955.00 that constitutes “energy conservation measures” (as that term is defined in the ESIP Law) necessary for the Lessee to perform essential governmental functions (the “*Equipment*”); and

WHEREAS, Lessee has heretofore contracted with a qualified third party to verify the projected “energy savings” (as that term is defined in the ESIP Law) to be realized from the acquisition of the Equipment pursuant to the ESIP Law; and

WHEREAS, subsequent to such verification and pursuant to the ESIP Law, Lessee has heretofore adopted an “energy savings plan” (as that term is defined in the ESIP Law) relating to the Equipment and submitted such plan to the New Jersey Board of Public Utilities; and

WHEREAS, LESSEE HAS DETERMINED THAT THE ENERGY SAVINGS TO BE GENERATED FROM THE PROJECTED REDUCED ENERGY USE FROM ITS ENERGY SAVINGS IMPROVEMENT PROGRAM (AS THAT TERM IS DEFINED IN THE ESIP LAW) RELATING TO THE EQUIPMENT, WILL BE SUFFICIENT TO COVER THE COST OF THE EQUIPMENT AS SET FORTH IN ITS ENERGY SAVINGS PLAN; AND

WHEREAS, IN ORDER TO ACQUIRE SUCH EQUIPMENT AND OTHER PROPERTY, THE LESSEE proposes to enter into that certain Equipment Lease/Purchase Agreement (the “*Agreement*”) with Bank of America, National Association (or one of its affiliates) (the “*Lessor*”) and that certain Escrow and Account Control Agreement (the “*Escrow Agreement*”) among the Lessee, the Lessor and the Escrow Agent therein identified, and the forms of the Agreement and the Escrow Agreement have been presented to the Lessee at this meeting; and

WHEREAS, the Lessee deems it for the benefit of the Lessee and for the efficient and effective administration thereof to enter into the Agreement and the Escrow Agreement and the other documentation relating thereto for the purchase, acquisition and leasing of the Equipment to be therein described on the terms and conditions therein provided;

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the BOROUGH OF PAULSBORO BOARD OF EDUCATION as follows:

Section 1. Approval of Documents. The form, terms and provisions of the Agreement and the Escrow Agreement are hereby approved in substantially the forms presented at this meeting, with such insertions, omissions and changes as shall be approved by the Superintendent of Schools of the Lessee or other members of the Lessee executing the same, the execution of such documents being conclusive evidence of such approval; and the Superintendent of Schools of the Lessee is hereby authorized and directed to execute, and the Superintendent of Schools of the Lessee is hereby authorized and directed to attest and countersign, the Agreement, any related Exhibits attached thereto and the Escrow Agreement and to deliver the Agreement (including such Exhibits) and the Escrow Agreement to the respective parties thereto, and the Board Secretary of the Lessee is hereby authorized to affix the seal of the Lessee to such documents.

Section 2. Other Actions Authorized. The officers and employees of the Lessee shall take all action necessary or reasonably required by the parties to the Agreement and the Escrow Agreement to carry out, give effect to and consummate the transactions contemplated thereby (including the execution and delivery of Disbursement Requests and Acceptance Certificates and any tax certificate and agreement, as contemplated in the Agreement and the Escrow Agreement) and to take all action necessary in conformity therewith, including, without limitation, the execution and delivery of any closing and other documents required to be delivered in connection with the Agreement and the Escrow Agreement.

Section 3. No General Liability. Nothing contained in this Resolution, the Agreement, the Escrow Agreement nor any other instrument shall be construed with respect to the Lessee as incurring a pecuniary liability or charge upon the general credit of the Lessee or against its taxing power, nor shall the breach of any agreement contained in this Resolution, the Agreement, the Escrow Agreement or any other instrument or document executed in connection therewith impose any pecuniary liability upon the Lessee or any charge upon its general credit or against its taxing power, except to the extent that the Rental Payments payable under the Agreement are special limited obligations of the Lessee as provided in the Agreement.

Section 4. Appointment of Authorized Lessee Representatives. The Superintendent of Schools and Interim Business Administrator of the Lessee are each hereby designated to act as authorized representatives of the Lessee for purposes of the Agreement and the Escrow Agreement until such time as the Lessee shall designate any other or different authorized representative for purposes of the Agreement and the Escrow Agreement.

Section 5. Severability. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 6. Repealer. All bylaws, orders and resolutions or parts thereof, inconsistent herewith, are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed as reviving any bylaw, order, resolution or ordinance or part thereof.

Section 7. Effective Date. This Resolution shall be effective immediately upon its approval and adoption.

Resolution Number #12-18-23-003

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

At this time, the public may address the Board of Education. Please record your name, address, and contact information in the red book on the table.

CORRESPONDENCE: None at this time.

NEW BUSINESS:

A. REORGANIZATION MEETING

Pursuant to 18A:10-3(c) for November annual school elections, reorganization takes place on any day of the first week in January 2024. The Department of Education indicated that it interprets this provision to mean that for boards with a November 2023 annual school election, reorganization must take place between Tuesday, January 2, 2024, and Thursday, January 4, 2024. If the reorganization meeting cannot take place on the scheduled date for lack of a quorum, or any other reason, the reorganization meeting must be properly advertised and held within three days of the original reorganization meeting date.

The Reorganization Meeting is scheduled on the Board of Education calendar for Tuesday, January 2, 2024, in the Paulsboro High School Auditorium at 7:00 p.m.

BOARD BUSINESS:

A. OFFICIAL ELECTION RESULTS – NOVEMBER 7, 2023

The following are the *official results* of the Tuesday, November 7, 2023, election for the Three seats on the Board of Education. Candidates will take office at the Reorganization Meeting on Tuesday, January 2, 2024.

Three (3) Three Year Terms

<u>Candidate</u>	<u>Number of Votes</u>
Markee Robinson	769
Tyesha Scott	791
Jack Henderson	65

B. GREENWICH TOWNSHIP REPRESENTATION ON THE PAULSBORO BOARD OF EDUCATION

On November 30, 2023, Executive County Superintendent of Schools Avé Altersitz informed the district that Greenwich Township sends 66 students to Paulsboro High School. There are a total of 395 students attending Paulsboro High School in grades 9-12. Greenwich Township students constitute 16.92% of the student population. The calculation of percentages required are based on the number of pupils reported as of the last school day prior to October 16 of each prebudget year. As a result, Greenwich Township is entitled to one representative on the Paulsboro Board of Education as per NJSA 18A:38-8.1.

COMMITTEE OF THE WHOLE:

POLICY:

Chairperson: Mr. Joseph Lisa
Members: Frank Damminger, Markee Robinson, Danielle Scott

The Committee met Thursday, October 19, 2023.
5:00 p.m. in the Central Office Conference Room at the Administration Building
No updates provided.

HUMAN RESOURCES AND NEGOTIATION:

Chairperson: Joseph Lisa
Members: Michelle Baylor, Kyana Evans, Lawrence Haynes, Sr.

The Committee met Tuesday, June 20, 2023.
5:00 p.m. in the Central Office Conference Room at the Administration Building
No updates provided.

BUDGET:

Chairperson: Joseph Lisa
Members: Frank Damminger, Lawrence Haynes, Sr., Roseanne Lombardo

The Committee met Monday, July 24, 2023.
5:00 p.m. in the Central Office Conference Room at the Administration Building
No updates provided.

FACILITIES:

Chairperson: Joseph Lisa
Members: Lawrence Haynes, Sr., Markee Robinson

The Committee met Monday, July 20, 2023.
5:00 p.m. Building Walk Through Paulsboro High School
No updates provided.

CURRICULUM:

Chairperson: Joseph Lisa

Members: Michelle Baylor, Theresa Cooper, Roseanne Lombardo

Curriculum Meeting was held on Thursday, June 15, 2023

PENDING ITEMS: – None at this time.

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

Reorganization Meeting

**Tuesday, January 2, 2024, at
7:00 p.m. in the
Paulsboro High School Auditorium**

Regular Meeting

**Monday, January 29, 2024, 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 – C: The Greenwich Township Representative may vote on items in this section of the agenda.

Informational: The Report of the 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 Business Administrator/Secretary to the Board of Education.

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

Regular Meeting	November 27, 2023
Executive Meeting	November 27, 2023
- B. Approval of the November 2023 transfers. (**Attachment**)
- C. Approval for payment of the December bills that are duly signed and authorized. (**Attachment**)

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 - Q: The Greenwich Township Representative may vote on items in this section of the agenda.

- A. Informational: All people being recommended for employment and entities performing work for the Board of Education will make provisions to have their employees complete a Criminal History Background Review and meet 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 January 29, 2024, 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 appoint William Thompson to the position of Interim School Business Administrator / Secretary to the Board of Education effective January 8, 2024, to March 31, 2024, and subject to extension at the discretion of the Superintendent Dr. Roy Dawson. Mr. Thompson will earn a salary of \$550.00/ day which is the current rate paid to experienced interim school business administrators in New Jersey. Mr. Thompson will begin work on January 8, 2024, so that Business Administrator Anisah Coppin can orient him and bring him up to date in terms of ongoing projects. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

Informational: Mr. Thompson has twenty-five years of experience as a Business Administrator. The workweek for the Interim School Business Administrator/Board Secretary shall be no less than three (3) days per week on an as needed basis. The Interim Business Administrator is not entitled to any benefits or payments including, but not limited to, paid leave of absence, paid bereavement days, medical insurance, or pension. Payments shall be made semi-monthly upon submission of a voucher / time sheet. The interview was conducted by Superintendent Dr. Roy Dawson, Business Administrator Anisah Coppin, Director of Curriculum, Instruction and Assessment Christine Lindenmuth, Loudenslager Elementary School Principal Matthew Browne, and Supervisor of Curriculum, Instruction and Assessment Dr. Phillip Neff. Superintendent Dr. Roy Dawson checked references.

- E. Recommend approval to appoint Douglas McGarry to the position of School Business Administrator / Secretary to the Board of Education effective on or about February 16, 2024, to June 30, 2024, at a prorated salary of \$125,000.00. The Interim Business Administrator William Thompson will orient Mr. McGarry and bring him up to date in terms of ongoing projects. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review and the Executive County Superintendent of Schools approval of the contract for Mr. McGarry. Resume and /or application are on file in the Administration Building.

Informational: Mr. McGarry has five years of experience as a Business Administrator. The interview was conducted by Superintendent Dr. Roy Dawson, Business Administrator Anisah Coppin, Director of Curriculum, Instruction and Assessment Christine Lindenmuth,

Loudenslager Elementary School Principal Matthew Browne, and Supervisor of Curriculum, Instruction and Assessment Phillip Neff. Superintendent Dr. Roy Dawson checked references.

- F. Recommend approval to accept the resignation of Paulsboro High School English Teacher Christina Franchetti effective date will be December 31, 2023.

Informational: Ms. Franchetti has served the Paulsboro Public Schools for 1 year. Per the teacher contract, they may at any time give 60 days' notice in writing of their intention to terminate.

- G. Recommend approval of a voluntary transfer of Christie Butler from the position of Paulsboro Junior High English Teacher to Paulsboro Senior High English Teacher effective start date will be January 2, 2024. Ms. Butler will remain at her current salary of BA - Step O - \$85,894.00.

Informational: Ms. Butler will replace Christina Franchetti who resigns on December 31, 2023.

- H. Recommend approval to accept the resignation of Paulsboro Public School District HVAC / Maintenance Technician Mark Mikell effective date was November 28, 2023.

Informational: Mr. Mikell was employed by the Paulsboro Public Schools for three months from August 28, 2023, to November 28, 2023.

- I. Recommended approval to reappoint Paulsboro High School Principal Secretary Danielle Richardson to the position of Website Content Administrator for the 2023-2024 school year at a salary of \$3,900.00.

Informational: The position of Website Content Administrator has ongoing duties to manage the District's websites by receiving recommended content, rewriting/writing content, editing content, etc. then uploading the materials to the websites.

- J. Recommend approval to appoint Stanley Harris as a Substitute Custodian for the remainder of the 2023-2024 school year. This position is on an "as needed" basis and will earn \$14.13 per hour and does not include benefits. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

Informational: The interview was conducted by Director of Facilities John Swanson.

- K. Recommend approval for the following personnel to hang their boiler licenses for the 2023 - 2024 school year with a stipend of \$694.00.

Cindy Anderson
John Ponter

Kathy Moran
Michael Robinson

- L. Recommend approval for all Paulsboro Public School employees who hold a valid certificate to teach in New Jersey to provide tutoring services for students planning on taking the AccuPlacer test. The cost will not exceed \$1,000.00 and will be funded through the American Rescue Plan Elementary and Secondary Schools Emergency Relief (ARP ESSER) – Accelerated Learning and Coaching sub-grant.

Informational: The AccuPlacer is an assessment by which many colleges assess student readiness for introductory credit-bearing college courses. Paulsboro Senior High School would like to increase accessibility to college courses by offering tutoring support to students intending on taking the AccuPlacer assessment. Tutoring will be made available for two weeks in both ELA and Math after school in the month of February. Student participation is optional. The AccuPlacer assessment is also an alternate pathway to meeting graduation assessment requirements of the State of New Jersey.

- M. Recommend approval of Family and Medical Leave Act (FMLA) and New Jersey Family Leave of Absence (NJFLA) for Staff #2224 DOH 4/11/2022, with the following terms and conditions.

<u>Dates of Leave</u>	<u>Terms and Conditions of Leave</u>
Wednesday, January 31, 2024 to Wednesday, February 21, 2024	Paid with benefits and use of sick time FMLA (14.75 days)
Thursday, February 22, 2024 to Monday, April 29, 2024	Unpaid with benefits, employee responsible for Chapter 44 health benefit contributions FMLA (45.25 days)
Tuesday, April 30, 2024 to Friday, June 7, 2024	Unpaid with benefits, employee responsible for Chapter 44 health benefit contributions NJFLA (28 days)

- N. Recommend approval to appoint Samanta Hunt to the position of Child Study Team School Psychologist part time for the remainder of the 2023-2024 school year. Ms. Hunt will earn \$39.01 per hour for 6.5 hours per day 3 days per week (Monday, Wednesday, and Thursday). This position does not include benefits. This recommendation is contingent on successful completion of all required paperwork and the Criminal History Background review. Resume and /or application are on file in the Administration Building. Resume and /or application are on file in the Administration Building.

Informational: Ms. Hunt has two years of experience as a school psychologist for Pitman School District until a school building was closed due to a district reconfiguration. Ms. Hunt will replace Jessicarose Johnson who resigned on November 24, 2023. Interviews were conducted and references checked by Director of Special Education Stacey DiMeo, Speech Correction / Language Specialists Kristin Shute and Addie Shmuel, School Psychologist Kayla Kushner and Child Study Team Secretary Kelly Lord.

- O. Recommend approval to change the degree status for Paulsboro High School English Teacher Amy Bria from BA - Step O - \$85,894.00 to BA+30 – Step O – \$87,094.00 effective January 1, 2024.

Informational: Ms. Bria completed her BA+30 at Southern New Hampshire University.

- P. Recommend approval of the following revised job descriptions for positions in the Business Office and the Secretary of Transportation (who also has a dual reporting relationship with the Business Administrator). (**Attachment**)

Recommended Titles:

- 1) Transportation Manager
- 2) Assistant to the Business Administrator/Board Secretary
- 3) Accounting & Purchasing Specialist
- 4) Payroll & Benefits Administrator

Informational: The current job descriptions include the word “Secretary” which does not fully nor accurately describe the work responsibilities of each of these positions. If approved, the new titles will be effective immediately. Each title listed below is responsible for significantly more complex duties than what was initially identified in the previous job descriptions. The new titles include:

- a. Transportation Manager – This role is responsible for managing currently 3 bus drivers and 4 bus aides. In addition, this staff member works very closely with district administrators and outside vendors to coordinate the district contracted transportation needs. The role is also responsible for State reporting and budget development.
- b. Assistant to the Business Administrator/Board Secretary – Formerly called Secretary to the Business Administrator. This role is responsible for board member management, district compliance reporting, tuition management, purchasing and accounts payable. The position assists with budget development.
- c. Accounting & Purchasing Specialist – Formerly called Business Office Clerk. The position is an accounting role that involves recording transactions, account analysis, bank reconciliations, managing revenues, approving purchases and bill payments. The position assists with budget development.
- d. Payroll & Benefits Administrator – Formerly called Payroll Secretary. This position is responsible for single-handedly managing all payrolls for the District, as well as pension and benefits administration.

- Q. Recommend approval to appoint Brenda Hoffman to the position of Behavioral Disabilities Teacher Grade 9-12 for the remainder of the 2023-2024 school year. Ms. Hoffman will earn prorated Step N – MA - \$79,552.00 as per the agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

Informational: Ms. Hoffman has 14 years of educational experience. Interviews were conducted by Director of Special Services Stacey DiMeo, Director of Curriculum, Instruction and Assessment Christine Lindenmuth and Supervisor of Curriculum, Instruction and Assessment Phillip Neff.

PERSONNEL R - BB: The Greenwich Township Representative may not vote on items in this section of the agenda.

- R. Recommended appointment of the following staff members to ASP Team Lead Extra-Service Positions at Billingsport Early Childhood Center for the 2023-2024 School Year. Each of these extra-service positions are funded through School Improvement Funds (SIA) and are approved by the State of New Jersey.

<u>Position</u>	<u>Staff Member</u>	<u>2023-2024</u>	<u>Account #</u>
ASP Team Lead – K-2 Language Arts	Jacqueline Marcucci	\$1,500.00	20-233-100-101-03
ASP Team Lead – K-2 Mathematics	Prudence Hanly	\$1,500.00	20-233-100-101-03

Informational: Each ASP Team Leader will be tasked with coordinating and guiding common planning for their assigned team, monitoring progress toward goals related to their assigned content area and ensuring the proper implementation of the activities related to the state approved Smart Goals identified in the Annual School Plan. Funding for these positions is state-approved and will be paid for through School Improvement Funds (SIA).

- S. Recommend approval to change the degree status for Billingsport Early Childhood Center Steam Teacher Tahje Thomas from BA Step B - \$50,237.00 to MA – Step B – \$52,637.00 effective January 1, 2023.

Informational: Mr. Thomas recently completed his MA at Grand Canyon University.

- T. Recommend approval of a voluntary transfer of Tahje Thomas from the position of Billingsport Early Childhood Center Steam Teacher to Paulsboro High School Business Teacher effective start date will be January 2, 2024. Mr. Thomas will remain at his current salary of MA - Step B - \$52,637.00.

Informational: Mr. Thomas will replace Linda Shinn who resigned on November 15, 2023.

- U. Recommend approval to post four extra service, hourly positions for certified staff members to serve as After-School Tutors for the High Impact Tutoring Program at Loudenslager Elementary School during the 2023 - 2024 School Year.

Informational: Loudenslager Elementary applied for the State of New Jersey’s High Impact Tutoring Program and the application for the grant has been determined to be eligible for award. The positions being recommended will be paid \$40.00/hr. as per the agreement with the Paulsboro Education Association and will provide tutoring to eligible students. This grant is in the pre-award process, and programming will not begin until final approval is given by the State of New Jersey.

- V. Recommend approval to accept the resignation of Loudenslager 5th Grade teacher, Aprilanne Young from her assigned extra-service position of School-Based Mentor at Loudenslager Elementary School effective January 31, 2024.

Informational: Mrs. Young will be taking a medical leave pending Board of Education approval and will be unable to fulfill her required duties in this position. She has served in

this position since September 2023 and has done an excellent job of building relationships with the students.

- W. Recommended appointment of the following staff members to Extra-Service Positions at Loudenslager Elementary for the 2023 - 2024 School Year. Each of these extra-service positions are funded through School Improvement Funds (SIA) and are approved by the State of New Jersey.

<u>Position</u>	<u>Staff Member</u>	<u>2023 - 2024</u>	<u>Account #</u>
ASP Team Lead - Special Education	Jillian Garren	*\$900.00	20-233-100-101-03
School-Based Mentor	Charisse Generette	*750.00	20-233-100-101-03

* Stipend Amount Reflect the prorated amount for the remainder of the school year. *

- X. Recommend approval to implement a High Impact Tutoring Program for 3rd & 4th Grade Students at Loudenslager Elementary School starting in January 2024. This recommendation includes approval for all certified staff members at Loudenslager Elementary School to serve as tutoring support personnel at their agreed upon contractual rate of \$40.00 per hour as per the agreement with the Paulsboro Education Association.

Informational: Loudenslager Elementary applied for the State of New Jersey’s High Impact Tutoring Program and the application for the grant has been determined to be eligible for award. As part of the grant, Loudenslager Elementary School will partner with Edmentum, an online tutoring company to provide small group tutoring services in the content areas of Mathematics and Reading. Tutoring sessions will be offered three days per week starting in January of 2024. The positions being recommended will be paid \$40.00/hr. as per the agreement with the Paulsboro Education Association and will provide support and supervision of the students so that they can receive this tutoring within the school building. All costs associated with this grant program will be paid for through the State of New

- Y. Recommend approval to appoint Jennifer D’Ariano-Majkut to the position of Preschool Teacher at Billingsport Early Childhood Center. Ms. D’Ariano-Majkut will earn prorated MA - Step A - \$52,437.00 as per the agreement with the Paulsboro Education Association. This recommendation is contingent upon completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

Informational: Ms. D’Ariano-Majkut has worked at childcare programs and will fill the position vacated by Candell Maxie who resigned. Interviews and references were conducted by Billingsport Early Childhood Center Principal Tina Morris and Director of Special Services Stacey Dimeo.

- Z. Recommend approval to appoint Martin Hollis to the position of Paulsboro Junior High School Social Studies Teacher. Mr. Hollis will earn prorated Step A – BA - \$50,037.00 as per the agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

Informational: Interviews were conducted and references were checked by Paulsboro Junior High School Principal Monica Moore-Cook and Assistant Principal/Athletic Director John Giovannitti.

- AA. Recommend approval to appoint Robin Walters to the position of Paulsboro Junior High School Science Teacher. Ms. Walters will earn prorated Step O - BA- \$85,894.00 as per the agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

Informational: Ms. Walters has 16 years of educational experience. Interviews were conducted by Paulsboro Junior High School Principal Monica Moore-Cook and Paulsboro Junior High School Assistant Principal John Giovannitti.

BB. Recommend approval to appoint Julia Gibson to the position of Long-Term Substitute Teacher for Loudenslager Elementary School Grade 5 Language Arts. Ms. Gibson will earn prorated Step A – BA - \$50,037.00. This position does not include benefits. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

Informational: Interviews were conducted by Loudenslager Elementary School Principal Matthew Browne.

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

A. Informational: **2023-2024 Governor’s Educator of the Year Recognition Program:**

The New Jersey Department of Education (NJDOE) aims to recognize educators who have gone above and beyond in their service to New Jersey’s students. Over the past several months, educators changed the way they delivered instruction to New Jersey’s 1.4 million students. Now, more than ever before, is the time to celebrate New Jersey’s outstanding educators. Therefore, every school in every district is encouraged to participate in Governor’s Educator of the Year program to honor the hardworking teachers and educational services professionals for their dedication to their students and the profession. This program promotes a culture that recognizes excellence, creates a sense of pride, and brings public attention to the work of outstanding educators.

Once again, each school has named their 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, Instructional Aides, etc.

The following have been selected for *Teacher of the Year for 2023-2024*

Billingsport Early Childhood Center	Rachel Kuser
Loudenslager Elementary School	Tara Stahl
Paulsboro Junior High School	Douglas Foglein
Paulsboro High School	Monica Garner

The following have been selected for *Educational Services Professional for 2023-2024*

Billingsport Early Childhood Center	CPIS*	Yvonne Still-Maddred
Loudenslager Elementary School	Guidance Counselor	Marcelina Guzman
Paulsboro Junior High School	Instructional Aide	Carrie Dowdy
Paulsboro High School	Instructional Aide	Joseph Benne

*CPIS - Community & Parent Involvement Specialist

B. Recommend approval for Assistant Principal/Athletic Director John Giovannitti to attend New Jersey Athletic Directors Conference on Tuesday, March 13, 2024, through Friday, March 15, 2024, in Atlantic City, New Jersey. The total cost to the District will be \$900.00 which includes registration and hotel.

Informational: The New Jersey Athletic Directors Conference provides updated professional development. This is an annual workshop that supports the growth, development, and professional relationships of New Jersey High School Athletic Administrators. The DAANJ works closely with the New Jersey State Interscholastic Athletic Association (NJSIAA) to promote interscholastic athletic programs in the state. The information received at this workshop will be shared with District coaches and administration.

C. Recommend approval for English as a Second Language Teacher Cristina DiSandro to attend the English Language Learners and Dyslexia workshop. This workshop is available online on January 19, 2023, from 9:00 am – 3:30 pm. A substitute is not required. The cost for workshop registration is \$279.00 and will be paid for through ARP ESSER funds through the Accelerated learning Coach and Educator Support sub-grant.

Informational: The workshop is designed for educators serving English Language Learners in grades K-5. The topics of the workshops include how to differentiate between language acquisition and a specific learning disability, strategies to build foundational reading and

writing skills for ELL students, and practices to help ELL students who have dyslexia improve their reading and writing fluency.

- D. Recommend approval for Billingsport Early Childhood Center Principal Tina Morris to attend the Regional Pre-School Administrator meeting held on Monday, January 11, 2024, from 10:00 am – 2:00 pm at the Camden County Educational Services building in Clementon, NJ. There is no cost to the district for this workshop.

Informational: The workshop is designed for pre-school administrators in the timely communication of practices that help to develop and sustain high quality pre-school programs. The request matches district objectives and information will be shared with staff as necessary.

- E. Recommend approval for Loudenslager Elementary School Counselor Marcelina Guzman and Billingsport Early Childhood Center School Counselor Danielle Hertkorn to attend the 1st Annual New Jersey School Counselors Association Winter Conference at Rowan University on Friday, January 5, 2024, from 8:00 am – 2:30 pm. A substitute is not required for either staff member. The cost for both workshops will not exceed \$100.00 for registration and mileage reimbursement and will be paid for through ARP ESSER funds sub-grant for Accelerated learning Coach and Educator Support.

Informational: This conference is designed to offer school counselors support in a variety of topics impacting school counseling practices. Session topics include Generative AI in the School Counseling Office, A Multi-tiered Approach to College and Career Readiness for Students with Disabilities, Career and Technical Education, and Multi-tiered Systems of Support as a school counselor.

- F. Recommend approval for Director of Curriculum, Instruction and Assessment Christine Lindenmuth to submit a grant application to the Pegasus Education Foundation (PEF) and accept the award amount from the grant to provide tuition assistance to students participating in dual credit and/or the high school options program (HSOP). The grant application requests an additional \$2,250.00 with matching funds being provided by the American Rescue Plan-Elementary and Secondary Schools Emergency Relief grant.

Informational: Paulsboro Public Schools district has already been awarded \$4,000.00 from the Pegasus Education Foundation (PEF) to provide tuition support to Paulsboro High School students who participate in dual credit and/or HSOP courses and meet all requirements of the grant. This request will provide an additional \$4,500.00 for qualified students - \$2,250.00 from PEF and \$2,250.00 from PPS.

- G. Recommend approval of the following Mentor / Buddy Teachers at Paulsboro High School for the 2023-2024 school year:

Location	Subject	New Staff Member	Buddy	Mentor
PHS	Behavior Disabilities Classroom Teacher	Brenda Hoffman	Donna Backus	NA
PHS	School Psychologist	Samanta Hunt	Kayla Kushner	NA

Informational: When a novice teacher is hired, they are issued a Provisional Certificate. Upon the completion of two years of successful teaching, the Provision Certificate converts to a Standard Certificate. During the first year with a Provision Certificate, the teacher must be assigned a mentor teacher. The provisional teacher pays a stipend to the mentor. Experienced teachers who begin work in the Paulsboro Public Schools are assigned a buddy teacher to help orient and guide them through their first year of service. This is a local requirement not one imposed by the state. The buddy teachers are not paid but rather serve as a professional courtesy to their colleagues.

- H. **Informational:** Paulsboro High School is expanding its current weighted course list to include college courses students register for through the High School Options Program (HSOP). The following local schools utilize course weights: Williamstown, Delsea, West Deptford, Clearview, Kingsway, Gateway, Glassboro, and GCIT. Paulsboro High School believes this addition provides an incentive for students to register for college courses while still in high school and acknowledges course rigor and hard work. Paulsboro High School

will add 8 points to each successfully completed, credit bearing, college course. A copy of the college transcript must be provided to the guidance office. These points are added to the total sum of grades before calculating a student's average. This information will be updated in the Paulsboro High School Course Selection Guide as well as the Student Handbook. Below is the information that will appear in both guides. The (*) indicates the addition to the current weighted course list.

8 Points

- A.P. Language and Composition
- A.P. Literature and Composition
- A.P. Calculus
- Biology II
- *All Credit Bearing College Courses
(with **college transcript)

4 Points

- Honors English I
- Honors English II
- Honors Algebra II
- Honors Geometry
- Calculus
- Honors World History
- Honors U.S. History I
- Honors U.S. History II
- Honors Biology
- Honors Chemistry
- Anatomy & Physiology

**The following grade scale will be used to translate the earned college grade into a corresponding numerical value that will be included on the student's Paulsboro High School transcript. A transcript from the college at which the course was completed must be provided. Any grade below a C- will not be accepted.

A	95
A-	90
B+	87
B	84
B-	80
C+	77
C	74
C-	70

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

- I. Recommend the following Mentor/Buddy Teacher at Billingsport Early Childhood Center and Paulsboro Junior High School for the 2023-2024 school year:

Location	Subject	New Staff Member	Buddy	Mentor
BECC	Preschool Teacher	Jennifer D'Ariano-Majkut	Keri Lyn Cooper	NA
PJHS	Science Teacher	Robin Walters	Kelly Moncrief	
PJHS	History Teacher	Martin Hollis		Michael Calabrese

Informational: When a novice teacher is hired, they are issued a Provisional Certificate. Upon the completion of two years of successful teaching, the Provision Certificate converts to a Standard Certificate. During the first year with a Provision Certificate, the teacher must be assigned a mentor teacher. The provisional teacher pays a stipend to the mentor. Experienced teachers who begin work in the Paulsboro Public Schools are assigned a buddy teacher to help orient and guide them through their first year of service. This is a local requirement not one imposed by the state. The buddy teachers are not paid but rather serve as a professional courtesy to their colleagues.

J. Informational - Enrollment and Class Size:

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

Grade	Enrollment – December 13, 2023								
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Pre- School Age 3 & 4	57	69	62	78	81	50	55	70	84

Grade	Enrollment – December 13, 2023								
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
K	104	97	86	102	97	76	76	83	73
1	111	86	93	83	84	86	82	73	71
2	79	87	79	80	76	81	87	73	76
3	56	64	100	90	80	90	90	96	88
4	65	70	60	103	83	81	89	82	94
5	64	61	72	60	98	84	81	90	76
6	53	81	59	72	68	99	84	84	88
7	73	72	93	70	73	60	102	90	80
8	62	78	68	89	67	71	65	101	93
Self-Contained Special Education Billingsport/Loudenslager*	26*	27*	20*	20*	21*	13	18	27	25
Grand Totals	750	792	792	847	828	791	829	869	848

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

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

Grade	Enrollment – December 13, 2023								
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
9	63	84	92	95	106	98	112	98	129
10	82	77	80	83	87	100	95	104	104
11	80	80	64	74	69	74	83	91	96
12	78	96	84	68	85	84	74	97	97
TOTAL	303	337	320	320	347	356	364	390	426

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 December 15, 2023						
Pre-School	14	14	13	15	14	14	
Kindergarten	19	18	18	18			
1	18	19	17	17			
2	20	20	18	18			
3	19	24	21	21	3		
4	24	21	24	23	2		
5	15	17	18	22	4		
6	21	20	23	21	3		
Special Education		6	14	5			

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

- A. **Informational** – The New Jersey Society of the Sons of the American Revolution sponsor the George S. & Stella M. Knight Essay Contest. To participate, students must submit an original 800-to-1,200-word essay based on an event, person, philosophy, or ideal associated with the American Revolution, Declaration of Independence, or the framing of the United States Constitution. Paulsboro Junior/Senior High School Social Studies teacher, Vito Mazzeo, will organize and collect entries to be submitted for review by Monday, December 29, 2023. Each student’s essay will be judged based upon its historical accuracy, clarity, organization, grammar, spelling, and documentation and awards vary from \$250.00 to \$5,000.00.

B. Recommended approval to provide homebound for the following students Grades 9-12:

Case #	Grade:	Hours of Instruction
250121	12	The student was placed on Medical Homebound Instruction for 60 days. This student will receive Home Instruction from Inspira Memorial Hospital Adolescent Behavioral Health for a minimum of 10 hours a week at a rate of \$40 hr. Start date was 11/17/2023 - End Date TBD
303249	11	The student was placed on Medical Home Instruction. For 60 days. This student will receive Home Instruction from Paulsboro SD staff for a minimum of 10 hours a week at a rate of \$40 hr. Start date was 11/14/2023 - End Date TBD
263676	9	The student was placed on Medical Home Instruction. For 60 days. This student will receive Home Instruction from Inspira Memorial Hospital Adolescent Behavioral Health for a minimum of 10 hours a week at a rate of \$40 hr. Start date was 12/4/2023 - End Date TBD

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

- A. Recommend approval to have “Sister Act Jr.” as the Spring 2024 School Musical on Thursday, March 14, 2024, Friday, March 15, 2024, and Saturday, March 16, 2024.
- B. Recommend approval of the 2023-2024 Winter Sports Schedules and Tournaments. **(Attachments)**

Informational: The Girl’s middle school will reschedule their first two games in December due to the approval of a new middle school coach. The winter season due to weather conditions and school events will have schedule changes. All changes will be posted on our web site as well as social media accounts and in some cases a telephone blast or email blast.

- C. Recommend approval for the Winter Athletic Teams to sponsor a lunch for the Paulsboro Senior Citizen Club on Tuesday, February 13, 2024. The food is being donated by a staff member and will be prepared by the Culinary Arts Teacher Stephen Villari and his students during their Culinary Arts class.
- D. Recommend approval for the Boys Basketball Team to participate in the 2023 Boardwalk Basketball Classic on Friday, December 29, 2023, and Saturday, December 30, 2023, for the 2023-2024 winter season.

Boardwalk Basketball Classic

Day’s Inn 4610 Ocean Avenue, Wildwood NJ 08260
 Rooms – 8 rooms @ \$120.00 \$ 960.00
 Meals - Breakfast and Lunch 16 @ \$40.00 \$ 640.00
 Total Cost not to exceed \$1,600.00

- E. Recommend approval for the PHS Honors band members to attend the University of Pennsylvania on Saturday, January 20, 2024.

Informational: The University of Pennsylvania Honors Band accepts limited students based on director recommendation. Students will have the opportunity to play pep music in a large ensemble with students from other districts in New Jersey and Pennsylvania and will work on skill sets needed to further their playing abilities. The students will perform their pep music during a University basketball game held that evening.

This trip has been approved in past years and students that have participated have the unique opportunity to play in a large university band setting, which furthers their musical abilities and helps them become better musicians within an ensemble setting.
 Transportation Cost to School: \$400.00
 Cost to Student: \$0 (food is included)

Chaperone: Instrumental Music Teacher Jenna Ouellette

Acceptance to the Penn Honors Band requires a recommendation from the Music Teacher. Only 8 students from each high school in the Tri-State Area are accepted. This is an amazing opportunity for the students who excel in band to play with a large ensemble of other fine musicians and to learn from college level students and professors.

Students submitted to the Penn Honors Band:

Taylor Strickland
Shana Veney
Tanisha Perez
Nada Reda
Marilyn Lucci
Xavier Johnson
Sanii Price
Zanilah DeVine

- F. **Informational:** Congratulations to Nada Reda who made All South Jersey Band under the direction of Instrumental Music Teacher Brian Betz.
- G. **Informational:** Congratulations to the following students who made All South Jersey Choir under the direction of Choral Director Aaron Krasting.

Cristian Duran – 9th grade
Zanilah Devine – 11th grade
Aniya Mitchell – 11th grade

H. **Informational- Reports of Fall Sports Teams**

Please find attached reports of the Fall Season Sports Teams. (**Attachments**)

Varsity Field Hockey	Varsity Girls Soccer
Varsity Boys Soccer	Varsity Cross Country
Junior Varsity Cross County	Cheerleading
Football	Junior Field Hockey

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

- I. Recommend approval of the following winter athletic coaches for Paulsboro Junior High School for the 2023-2024 school year with stipends as per agreement with the Paulsboro Education Association.

Girls Basketball:

Courtney Nutt / Maciana Mazzeo 7th / 8th Grade Coach \$3,342.00

Informational: Both coaches have agreed to be at all games and practices. Each coach will receive \$1,671.00.

- J. Recommend approval for the Rising Raider Mentor Program to attend a Field Trip to Monster Mini-Golf in Cherry Hill, New Jersey during the 2023 - 2024 School Year.

Informational: As part of the Rising Raiders Mentoring Program, mentees will participate in a maximum of three off-campus field trips with their mentors for the purpose of building positive relationships between the mentors and mentees. The Mentoring Program and the Field Trips associated with this program are listed in the required Annual School Plan for the 2023 - 2024 School Year. The cost of this field trip is approximately \$1,500.00 and is paid for through SIA Funding.

- K. Recommend approval for Mrs. Karen Slavinski’s self-contained classroom at Loudenslager Elementary School to participate in the following field trips during the 2023-2024 School Year.

Camden Aquarium
Paulsboro Lighthouse

Red Bank Battlefield

Informational: Mrs. Slavinski's self-contained classroom at Loudenslager Elementary School serves approximately 8 students and focuses on providing both educational and life skills opportunities in a modified environment. The cost of admission and transportation for these trips will be approximately \$2,500.00 and was budgeted for within the local school budget.

- L. Recommend approval for Loudenslager Elementary School to hold its annual Black History Month Celebration on Wednesday, February 28, 2024.

Informational: Loudenslager Elementary School has a long standing tradition of celebrating Black History Month through the implementation of student-centered projects, lessons, and activities during the month of February. This year, these projects will be featured as part of a living museum program that will be open to parents and the community.

- M. Recommend approval for the Paulsboro Education Foundation (PEF) to hold a dedication ceremony for the Loudenslager Elementary School STEAM Center on Thursday March 21, 2024.

Informational: The Loudenslager STEAM Center opened during the 2021 - 2022 School Year and provides every student that attends Loudenslager with exploratory educational opportunities related to Science, Technology, Engineering, Art, and Mathematics. The Loudenslager STEAM Center was funded through the collaborative efforts of the Paulsboro Public School District and the Paulsboro Education Foundation. This dedication ceremony was postponed due to the COVID-19 Pandemic.

- N. Recommend approval to implement an Intervention After-School Tutoring Program at Billingsport Early Childhood Center starting January 2024. This recommendation includes approval for all certified staff members at Billingsport Early Childhood Center to serve as after school intervention tutors at their contractual rate of \$40.00 per hour per the agreement with the Paulsboro Education Association (PEA).

Informational: Intervention After-School Tutors will provide support to students who qualify for Intervention Services with 1-2 hours of after-school support each week in the content areas of mathematics and language Arts. Funding for this position is state-approved and will be paid for through School Improvement Funds (SIA).

- O. Informational - **Santa's Elves Project for 2023**

Loudenslager Elementary School Teacher Ms. Tara Stahl and District Library-Media Specialist Ms. Tammi Minix volunteered their services to organize their favorite event - *Santa's Elves Project 2023*.

This year, they were able to organize the adoption of 56 families (127 children) for the Paulsboro Community. Our Paulsboro Staff raised \$1,138.00 that was given to St. Paul's Church to help with their shopping needs.

Below are the organizations / Paulsboro Staff that have generously taken on this amazing task and adopted families in the district for the holiday season.

Christmas Gifts for Families in the District:

- Family Promise of Southwest New Jersey: Adopted 15 families, totaling 38 children
- Muscled Maidens: 10 gift cards were donated - helping 10 families
- Volunteers of America: Adopted 3 families, totaling 8 children
- Paulsboro Refining Energy Company: Adopted 12 families, totaling 39 children
- Mr. & Mrs. Barry Corradetti: Adopted 1 families, totaling 1 child
- St. Paul's Church: Adopted 12 families, totaling 35 children

- Paulsboro High School Class of 2021: Adopted 2 families, totaling 4 children
- Loudenslager Elementary School: Adopted 1 family, totaling 2 children

As always, they did an amazing job volunteering their time in organizing this event.

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

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

Policy Number	Title
•	Policy #2419 School Threat Assessment Teams (M)
•	Policy # 3212 Teaching Staff Members – Attendance (M)
•	Policy # 4212 Support Staff Members - Attendance (M)
•	Policy # 5111 Eligibility of Resident/Nonresident Students (M)
•	Policy # 8500 Food Services (M)

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

- A. Recommend authorization for the Superintendent to approve the following organizations to use school facilities as listed for the 2023-2024 school year. This recommendation is contingent on each group filing the appropriate request, verification of insurance and availability of space.

ORGANIZATION/ PERSON	ACTIVITY	FACILITY	CONTACT
Hall of Distinguished Alumni	Induction of Alumni Class of 2024 Saturday, April 13, 2024 12:30 – 3:00	PHS Auditorium	Paul Morina

FINANCE B: The Greenwich Township Representative may vote on items in this section of the agenda.

- A. Informational – Application for State School Aid (ASSA)

On December 1, 2023, the district administration filed the 2024 - 2025 ASSA (Application for State School Aid) Summary. The New Jersey Department of Education takes a snapshot of the district enrollment on the last day of school prior to October 16th each year. This enrollment is used to determine the State School Aid for the next school year. Business Administrator Anisah Coppin is in charge of preparing and submitting this important report. The following chart presents an enrollment summary for the past four years.

School Year	Number of Students on Roll	Number of Students Sent	Number of Students Received	Number of Low Income	Number of Special Education
2024-2025	1274	24	96	735	294
2023-2024	1253	13	67	702	290
2022-2023	1185	22	73	*570	257
2021-2022	1128	49	75	871	211
2020-2021	1094	36	97	834	269

**Due to COVID low response rate to Free and Reduces Lunch applications.

- B. Recommend approval for Paulsboro Public Schools to authorize submission of the Amendment to the Elementary and Secondary Education Act (ESEA) application for Fiscal Year (FY) 2024 to account for carryover funds.

Informational: The Elementary and Secondary Education Act (ESEA) is the primary source of federal aid for elementary and secondary schools. Programs outlined in this act authorize federal aid for the education of disadvantaged youth. Paulsboro Public Schools has been approved to apply school wide, therefore, programs designed to upgrade and reform the educational program of PPS occur throughout the district. Every year carryover funds become available to New Jersey school districts to include in their ESEA application and budget. In order to facilitate this an Amendment must be created and approved.

FINANCE C - E: The Greenwich Township Representative may not vote on items in this section of the agenda.

- C. Recommend approval to accept the New Jersey Learning Acceleration Program: High-Impact Tutoring Competitive Grant for the 2023 - 2024 School Year awarded to Loudenslager in the amount of \$97,000.00.

Informational: The Board of Education approved the submission of the New Jersey Learning Acceleration Program: High Impact Tutoring Grant at the August 23, 2023, board meeting. This grant is intended to support districts to provide high dosage, intensive tutoring by focusing on high-impact tutoring interventions for students. The grant opportunity prioritizes districts with elementary schools and their students in grades three and four but will allow award recipients to serve additional students as needed to optimize funding for their targeted tutoring through identified vendors or organizations that meet established, research-based criteria.

- D. Recommend approval to accept the donation of books for the educational project Book A Month through anonymous donors through donorschoose.org. The donated items include Chapter Books that will be used across 5th Grade Language Arts classes. The approximately value of this donation is \$250.00.

Informational: DonorsChoose.org is a non-profit organization that allows individuals to donate directly to public school classroom projects in the United States. This item was requested by Loudenslager 5th Grade Language Arts Teacher Aprilanne Young.

- E. Recommend approval to accept the donations of food items from staff and administration at Billingsport Early Childhood Center that helped provide Thanksgiving dinners for our families in need.

SCHOOL SAFETY A - B: The Greenwich Township Representative may vote on items in this section of the agenda.

- A. Recommend approval for the Semi-Annual Reporting of Harassment, Intimidation and Bullying (HIB) and Violence, Vandalism and Substance Abuse data for the period July 1, 2022 – June 30, 2023, completed by Assistant Principal/Athletic Director John Giovannitti the former HIB Coordinator. The HIB grades attached were determined through a self-assessment created by the New Jersey Department of Education and completed by each School Safety Team. Based upon the measures outlined in the Anti-Bullying Bill of Rights, there were eight elements factored into the score of each school. (**Attachment**)

Informational: Individual HIB as well as Violence and Vandalism cases are included in the monthly Board of Education agenda. Semi-annually information is submitted to the New Jersey Department of Education.

- 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 Paulsboro Senior High School.

Case Number	Date of Incident	Status of Investigation	Names of Investigators	Type and Nature of Discipline Imposed
PHS110623	11/06/2023	Complete	Melba Moore-Suggs , Anti-Bullying Specialist	Non-HIB No disciplinary action required.

Case Number	Date of Incident	Status of Investigation	Names of Investigators	Type and Nature of Discipline Imposed
PHS111423	11/14/2023	Complete	Melba Moore-Suggs , Anti-Bullying Specialist	Non-HIB No disciplinary action required. Parent Conference Counseling

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.

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

- C. 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
LOUD100423	10/04/2023	Complete	Christina Skanes, Designee	Non-HIB Recess/Lunch Detention Parent Conference Counseling

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.

- D. Informational: Report of School Security Drills:

Report of Paulsboro Public Schools Security Drills				
Type of Drill	Notation	Schools		
		Paulsboro Junior / Senior High	Loudenslager Elementary	Billingsport Early Childhood Center
Fire Evacuation	Each school must conduct one per month	09/08/2023 10/19/2023 11/15/2023	09/22/2023 10/19/2023 11/17/2023	09/19/2023 10/05/2023 11/7/2023
Communication Drill**	Optional			
Evacuation (Non-Fire)	Each school must conduct two annually	10/24/2023	10/23/2023	10/19/2023
Bomb Threat	Each school must conduct two annually			
Lockdown / Active Shooter	Each school must conduct two annually	09/18/2023	09/12/2023	09/14/2023 11/29/2023
Shelter In Place (Hold)	Each school must conduct two annually		11/30/2023	
Other Drills				
Bus Evacuation	School District (Annually)	11/29/2023		11/30/2023
Bus Evacuation	School Routes	<u>Bankbridge Run</u>		11/30/2023

Report of Paulsboro Public Schools Security Drills				
Type of Drill	Notation	Schools		
		Paulsboro Junior / Senior High	Loudenslager Elementary	Billingsport Early Childhood Center
	(2 Annually)	11/28/2023 <u>Durand Academy</u> 09/15/2023 <u>P5</u> 12/01/2023		
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	09/25/2023 10/30/2023 11/28/2023	09/25/2023 10/30/2023 11/28/2023	09/25/2023 10/30/2023 11/28/2023

*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 (Optional)

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.

E. Informational: Disciplinary Data

As of December 13, 2023

Billingsport Early Childhood Center - Disciplinary Actions				
<u>Disciplinary Actions</u>	<u>PreK</u>	<u>1st</u>	<u>2nd</u>	<u>Total</u>
Lunch Detention	0	0	0	0
After School Detention	0	0	0	0
In-School Suspension	0	0	0	0
Out of School Suspension	0	0	0	0

Loudenslager Elementary School - Disciplinary Actions					
<u>Disciplinary Actions</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>
Lunch Detention	2	1	4	9	16
After School Detention	0	0	0	0	0
In-School Suspension	0	0	1	1	2
Out of School Suspension	0	0	0	1	1

Paulsboro Junior High School - Disciplinary Actions			
<u>Disciplinary Actions</u>	<u>7th</u>	<u>8th</u>	<u>Total</u>
Lunch Detention	0	0	0
After School Detention # of Students/# of ASD Issued	6/7	12/18	18/25
In-School Suspension # of Students/# of Days	3/3	5/5	8/8
Out of School Suspension # of Students/# of Days	5/20	5/17	10/37

Paulsboro Senior High School - Disciplinary Actions					
<u>Disciplinary Actions</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	<u>Total</u>
Lunch Detention	0	0	0	0	0
After School Detention # of Students/# of ASD Issued	16/21	20/30	10/14	15/18	61/83
In-School Suspension # of Students/# of Days	2/7	4/5	0/0	0/0	6/12
Out of School Suspension # of Students/# of Days	11/27	6/27	2/10	0/0	19/64

PUBLIC COMMENTS

At this time, the public may address the Board of Education. Please record your name, address, and contact information in the red book on the table.