

PAULSBORO PUBLIC SCHOOLS

Board of Education Meeting
PAULSBORO, NEW JERSEY

MINUTES

MONDAY, MAY 24, 2021

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 Tuesday, July 7, 2020 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 2020-2021 Board of Education schedule of meetings was adopted by the Board of Education at the Reorganization Meeting on June 29, 2020.

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.

ROLL CALL

Theresa Cooper, Robert Davis (arrived at 6:04 pm), Marvin E. Hamilton, Crystal L. Henderson, Elizabeth J. Reilly, Markee Robinson (arrived at 6:11 pm), Danielle Scott, Tyesha Scott, Irma R. Stevenson, Greenwich Township Representative Gerald Michael.

A motion was made by Mrs. Henderson, seconded by Mrs. D. Scott to go into Executive Session at 6:00 pm.

MOTION CARRIED

EXECUTIVE SESSION

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

PLEDGE OF ALLEGIANCE

RESOLUTIONS

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

The floor was opened to public comments.

CORRESPONDENCE – None at this time.

NEW BUSINESS

MOTION MADE BY MRS. STEVENSON AND SECONDED BY MRS. D. SCOTT TO APPROVE ITEM A.

MOTION CARRIED

A. SUMMER MEETINGS OF THE BOARD OF EDUCATION

BE IT RESOLVED, THAT THE PAULSBORO BOARD OF EDUCATION HAS APPROVED HOLDING THE JULY AND AUGUST REGULAR MEETING OF THE BOARD OF EDUCATION ON WEDNESDAY, JULY 28, 2021 AT 7:00 PM AND WEDNESDAY, AUGUST 25, 2021 AT 7:00 PM.

1. Recommend approval to conduct the Regular Meeting of the Board of Education on Wednesday, July 28, 2021 at 7:00p.m.
2. Recommend approval to conduct the Regular Meeting of the Board of Education on Wednesday, August 25, 2021 at 7:00p.m.

Informational: Holding the July and August meetings late in the month will allow last minute business to be handled prior to school opening in September. It also provides a break / vacation time for members of the Board of Education.

B. NOVEMBER 2021 ELECTION - OFFICES OPEN FOR GENERAL ELECTION

<u>Term of Office</u>	<u>Incumbents</u>
Three (3) three year terms	Theresa Cooper Danielle Scott Irma Stevenson

Election petitions are available through the Gloucester County Board of Elections office located at 550 Grove Road, West Deptford, New Jersey.

Petition submission deadline to the County Board of Elections Office is Monday, July 26, 2021.

OLD BUSINESS – None at this Time

PENDING ITEMS – None at this Time

BOARD BUSINESS:

A. COMMITTEE OF THE WHOLE: NEGOTIATIONS

COLLECTIVE BARGAINING – PAULSBORO EDUCATION ASSOCIATION AND PAULSBORO ADMINISTRATORS ASSOCIATION

At the January 27, 2020 meeting, the Interim Superintendent Dr. Walter C. Quint suggested that the Board of Education might want to select the members who will serve on the

Negotiations Committees for the contracts with the Paulsboro Education Association and Paulsboro Administrators Association. These agreements expire on June 30, 2021. Selection of committees now will allow them to review the existing contracts as well as attend training provided by New Jersey School Boards Association.

The Interim Superintendent Dr. Walter C. Quint sent the two collective bargaining agreements to the New Jersey School Board Association (NJSBA). NJSBA will review the agreements and make suggestions.

At the September 28, 2020 Board meeting, the Superintendent, Dr. Roy J. Dawson suggested that the Board of Education select the members who will serve on the Collective Bargaining Committee.

PAULSBORO EDUCATION ASSOCIATION

Update: At the September 28, 2020 Board meeting, the Paulsboro Board of Education selected the Negotiation Team: Mr. Joseph Lisa, Chairperson, Members: Mr. Robert Davis and Mrs. Danielle Scott.

Update: January 5, 2021, the newly elected Board President Mr. Marvin Hamilton will replace the past Board President Mr. Joseph Lisa as Chairperson.

Update: January 5, 2021, the Paulsboro Board of Education has requested the following meeting dates for negotiations with the Paulsboro Education Association to begin the process:

Tuesday, February 23, 2021 at 4:00

Tuesday, March 9, 2021 at 4:00

Monday, March 29, 2021 at 4:00

All meetings will take place at the Paulsboro High School Library

Update: February 23, 2021, the Paulsboro Board of Education met to discuss negotiations with the Paulsboro Education Association.

Update: March 9, 2021, the Paulsboro Board of Education met to continue discussing negotiations with the Paulsboro Education Association.

The next meeting for negotiations with the Paulsboro Education Association will be Monday, March 29, 2021 at 4:00 at the Paulsboro High School Library.

Update: March 29, 2021, the Paulsboro Board of Education met to continue discussing negotiations with the Paulsboro Education Association.

The next meeting for negotiations with the Paulsboro Education Association will be Wednesday, May 12, 2021.

Update: May 19, 2021, the next meeting is scheduled for June 3, 2021.

PAULSBORO ADMINISTRATION ASSOCIATION

Update: March 12, 2021, the Paulsboro Board of Education has requested the following meeting dates for negotiations with the Paulsboro Administration Association to begin the process:

Monday, April 19, 2021 at 4:00 Cancelled

Monday, May 3, 2021 at 4:00

More dates are pending.

All meetings will take place at the Paulsboro High School Library

Update: May 19, 2021, no dates have been set for the next meeting.

B. COMMITTEE OF THE WHOLE: POLICY MANUAL

The District Policy Manual is out of date and will be updated. New Jersey School Boards Association or another agency have provided leadership in this area.

Currently, the hard copy policy manual does not match what is posted online. The online policies, in some cases, appear to be drafts. Some recently adopted policies do not appear in the hard copy manual or online.

At the October 26, 2020 Board meeting the Board approved to contract with Strauss Esmay Associates, LLP who will update the District Policy Manual. The cost to review and update our District Policy Manual is \$13,000.00. This is a onetime charge. There will be a yearly fee of \$2,545.00 for the maintenance and updates to the policies.

Update: All documents that the Strauss Esmay Associates, LLP requested to start the process were sent to them on November 9, 2020 from the Office of the Superintendent. We are in the process of setting up meetings to discuss the DRAFT manuals for the District Policy Manual.

Update: January 13, 2021, Superintendent Dr. Roy J. Dawson and Secretary to the Superintendent Deborah Kappa had a review meeting with Strauss Esmay Associates, LLP. The meeting was to finalize some of Strauss Esmay Associates remaining questions regarding our personal titles and procedures. Our Policy Manual's first draft will be sent to the Superintendent's office by the end of January for our review.

Update: January 29, 2021, Superintendent Dr. Roy J. Dawson has received the first draft from Strauss Esmay Associates and will begin the reviewing process of the Policy manual.

Update: To date Superintendent Dr. Roy J. Dawson continues to review the first draft of the Policy manual from Strauss Esmay Associates and makes the necessary changes.

Update: May 13, 2021, Policy revisions were sent to Strauss Esmay Associates to make corrections. Waiting for the policy manual second draft to be sent back to the Superintendent's office.

C. 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 2019-2020.

- Members of the Board of Education independently completed the New Jersey School Boards Association "Board Self-Evaluation." Members submitted their completed Self-Evaluation form to the Superintendent of Schools by Friday, May 14, 2021. The Superintendent and his Secretary compiled the forms into a single Self-Evaluation.
- The combined Self-Evaluation is attached to this agenda for review by the Board of Education. (**Attachment**)

D. 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.

- Members of the Board of Education have independently completed the New Jersey School Boards Association "Evaluation of the Superintendent of Schools as well as the Evaluation of Progress on the Goals of the Superintendent." Members have submitted their completed Self-Evaluation form to the Superintendent of Schools by Friday, May 14, 2021. The Superintendent and his Secretary compiled the forms into a single Evaluation form.
- The combined Evaluation forms are attached to this agenda for review by the Board of Education. (**Attachment**)

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, Student Matters, Contracts, Negotiations and Litigation. The matters discussed will remain confidential until the need for confidentiality no longer exists.

NEXT MEETINGS OF THE BOARD OF EDUCATION

Regular Meeting

Monday, June 28, 2021 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

A MOTION WAS MADE BY MR. DAVIS AND SECONDED BY MRS. COOPER TO ADJOURN THE MEETING.

THE MOTION UNANIMOUSLY CARRIED. THE MEETING ADJOURNED AT 7:40 PM.

RESPECTFULLY SUBMITTED,

A handwritten signature in blue ink, appearing to read "Ansel A. Copp".

BOARD SECRETARY

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 made by Mrs. Stevenson and seconded by Mrs. Cooper to approve 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	April 26, 2021
Executive Meeting	April 26, 2021

B. Approval for April and May 2021 payment of bills that are duly signed and authorized. (**Attachment**)

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Elizabeth J. Reilly, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson.
9 YES

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

Motion made by Mrs. Stevenson and seconded by Mr. Michael to approve items B-Y.

- 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 for the following job descriptions:

1. Director of District Student Personnel Services / School Counseling (**Attachment**)
2. Supervisor of Curriculum (**Attachment**)

D. Recommend approval to accept the resignation with intent to retire of Paulsboro High School English Teacher Susan Howard effective June 30, 2021.

Informational: Ms. Howard served the Paulsboro Public Schools for 29 years.

E. Recommend approval to accept the resignation with intent to retire of Paulsboro High School Guidance Counselor Vincent Giovannitti effective June 30, 2021.

Informational: Mr. Giovannitti served the Paulsboro Public Schools for 31 years.

F. Recommend approval to authorize the Superintendent of Schools to allow members of the Paulsboro Administrators Association and non-union represented employees to carry-over

vacation from the 2020 - 2021 school year into the 2021 - 2022 school year. This recommendation is contingent on the President of the PAA agreeing that this action is not precedent setting.

Informational: The PAA agreement with the Board of Education limits the number of vacation days that can be carried over from one year to the next to 5 days. During the mandated school closing it is very difficult for the school principals to take a vacation day because they are involved in the creation and distribution of learning packets. The non-represented staff may not carry-over vacation. The non-union represented staff are almost all considered “essential employees.” As such, they are continuing to work both onsite and remotely to maintain essential district functions such as payroll, transportation, public information items such as Board of Education agendas. The above recommendation, if approved, relaxes these rules and provides flexibility to the Superintendent during this unprecedented school year.

- G. Recommend approval for the following Part Time Helpdesk Technicians Norman Scott and Christopher DeGardner to work additional hours during July and August 2021. They will each work 29 hours per week at \$20.00 per hour. The maximum stipend for both Part Time Helpdesk Technicians will be 29 hours x \$20.00 / hour x 8 weeks x 2 employees = \$9,280.00. These are part-time positions that do not include benefits.

Informational: The Part Time Helpdesk Technicians will assist with Credit Recovery Program, configuring promethean panels, reimaging computers, power washing each Chrome book, inventory, distribution, assisting teachers with first level support.

- H. Recommend approval for Kristina Chila, RN to serve as a Substitute School Nurse on an as needed basis during the 2021 - 2022 school year. Substitute School Nurses earn the same daily rate as Substitute Teachers.

Informational: Ms. Chila served as a Substitute School Nurse for the Paulsboro Public Schools in the past.

- I. Recommend approval of a Federal Medical Leave of Absence for Staff #1010 DOH 12/01/2015, with the following terms and conditions:

Dates of Leave

Tuesday, April 27, 2021 – Tuesday, June 22, 2021

Terms and Conditions of Leave

Federal Medical Leave of Absence unpaid with benefits being paid by staff member. (41 days)

- J. Recommend appointment of the following nonunion personnel for the 2021-2022 school year effective July 1, 2021.

Staff Member	Position	2020-2021 Salary	2021-2022* Salary
Jack Henderson	Supervisor of Support Staff	\$79,058	\$79,058
Kenneth Ridinger	Attendance Office	\$12,692	\$12,692

***Salaries to be determined upon completion of the PEA and PAA contract negotiations.**

- K. Recommend appointment of the following confidential secretaries for the 2021-2022 school year effective July 1, 2021.

Staff Member	Position	2020-2021 Salary	2021-2022 Salary*
Deborah Kappa	Secretary to the Superintendent of Schools	\$59,649	\$59,649
Lauren Abbott	Secretary to the Business Administrator	\$51,000	\$51,000
Michelle Jankauskas	Payroll Secretary	\$53,265	\$53,265

***Salaries to be determined upon completion of the PEA and PAA contract negotiations.**

- L. Recommend approval to appoint the following aide for the 2021-2022 school year. All appointments are contingent on enrollments. (Paulsboro High School noted as PHS-SR). Terms and conditions of employment are as per agreement with the Paulsboro Education Association.

Aide	School	Position	2020-2021			2021-2022*	
			Hours/Day	Salary	Step	Step	Salary
Benne, Joseph	PHS	Special Education	6.0	25,502	3	3	25,502

***Salaries to be determined upon completion of the PEA contract negotiations.**

- M. Recommend approval to grant the Superintendent authority to use a letter of intent to hire staff, as needed, prior to the Monday, June 28, 2021 meeting 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.

- N. Recommend approval to appoint Adrias Schwartz to the position of Full Time Guidance Counselor effective September 1, 2021. Mr. Schwartz will earn MA Step A - \$50,657.00 as per agreement with the Paulsboro Education Association.
- O. Recommend approval to appoint Robert Robinson to serve as a Substitute Custodian to be used on an “as needed” basis. The pay rate for this position is \$12.00 per hour and does not include benefits. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review.
- P. Recommend approval to appoint Harrison Eli, Jr. to serve as a Substitute Custodian to be used on an “as needed” basis. The pay rate for this position is \$12.00 per hour and does not include benefits. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review.
- Q. Recommend approval for Paulsboro High School Guidance Counselors Melba Moore-Suggs and the current vacancy to work up to 80 hours each during July and August 2021 at \$32.00 per hour as per agreement with the Paulsboro Education Association. The maximum amount of this stipend is 2 counselors x 80 hours / counselor x \$32.00/hour = \$5,120.00. The amount is within budget guidelines. The recommendation includes the provision that only one counselor is present at a time in order to maximize the number of days that the Guidance Office is staffed. Work schedules must be approved in advance by the Paulsboro High School Principal Paul Morina.

Informational: For many years, the Guidance Counselors worked during the summer. In recent years, this item was eliminated from the budget. The counselors are critical to school opening because they assist the Assistant Principal with schedule conflicts and changes so that every student has a complete schedule when school opens. They also handle request for transcripts, new student registration and updating of records.

- R. Recommend approval for each of the following Paulsboro Junior / Senior High School secretaries to work 10 days each in the summer up to 80 hours during July and August 2021 in order to assist the Principal and Assistant Principals to prepare for school opening in September 2021. These secretaries will earn \$22.00 as per agreement with the Paulsboro Education Association. The maximum stipend per secretary will be 80 hours x \$22.00/hour = \$1,760.00. This amount is within budget guidelines.

Paulsboro High School Secretary to the Principal
 Paulsboro High School Secretary for Attendance
 Paulsboro Jr. High Secretary

Tahje Thomas
 Rita Cucinotta
 Diana Gerace

Informational: For many years, the Board of Education budgeted for and approved summer work for secretaries.

- S. Recommend approval for Part Time Administration Office Clerk Roslyn Hamilton to work 10 days in the summer in order to assist with tasks required for the opening of the 2021 - 2022 school year. Ms. Hamilton will work 29 hours per week at \$20.00 per hour. This is a part-time position that does not include benefits.
- T. Recommend approval of the 2021 - 2022 Holiday Calendar as per the attachment.
(Attachment)

Informational: The attached 2021 - 2022 Holiday Calendar was reviewed in advance with the Presidents of the Paulsboro Education Association and Paulsboro Administrators Association.

- U. Recommend approval to appoint Robert Harris to the position of Part-Time Interim Supervisor of Special Services effective July 1, 2021 – December 31, 2022. Mr. Harris will work at least 3 days per week at a rate of \$425.00 per day. This position does not include benefits.

Informational: Mr. Harris served in the same position during the 2020 - 2021 school year. Mr. Harris is a very experienced Supervisor of Special Services.

- V. Recommend approval to appoint Shaun O’Bryant to the position of Part-Time Director of Technology effective July 1, 2021 – June 30, 2022. Mr. O’Bryant will earn \$35.00 per hour not to exceed 29 hours per week. This is a part-time position that does not include benefits.

Informational: Mr. O’Bryant served in the same position during the 2020 – 2021 school year.

- W. Recommend approval for all Paulsboro Public School employees who hold a valid certificate to teach in New Jersey be approved for the Alternative Education Program (AEP) at Paulsboro Junior / Senior High School for the remainder of the 2020 - 2021 school year.

AEP Teachers -Acct# 11-140-100-101-01-150

The teachers will be on a rotating schedule working as follows:

Teacher # 1	3:00p.m. – 5:00p.m.	2.0 hr. / day	\$32.00 per hour	\$ 64.00 per day
Teacher # 2	5:30p.m. – 7:30p.m.	2.0 hr. / day	\$32.00 per hour	<u>\$ 64.00 per day</u>
				\$128.00

- X. Recommend approval to appoint the following to the Alternative Education Program (AEP) at Paulsboro Junior / Senior High School for the remainder of the 2020-2021 school year.

Personnel	Position	Account Number
Jean Brown	Student Assistance Counselor	11-140-100-101-01-150
James Pandolfo	Principal / Administrator	11-000-240-104-01-150

The following will be working this schedule:

Counselor	3:00p.m. – 5:30p.m.	2.5 hr. / day	\$32.00 per hour	\$ 80.00 per day
Administrator	4:00p.m. – 7:30p.m.	3.5 hr. / day	\$32.00 per hour	<u>\$112.00 per day</u>
				\$192.00 per day

Informational: The daily cost for this program is not to exceed \$320.00 per day.

- Y. Recommend approval to reappoint District Consultant Frank Domin to continue to review the documentation for the existing Regular Operating District (ROD) grants, prepare applications for reimbursement from the New Jersey School Development Authority (SDA) and handle other work that needs to be completed so that the Paulsboro Board of Education receives reimbursement for that portion of the 2015 Bond Referendum ROD projects that have already been completed. Mr. Domin will work an additional not to exceed 100 hours at the same rate as before of \$55.00 per hour.

Informational: Mr. Domin is a retired School Business Administrator with ROD grant experience.

Mr. Domin will continue to complete the following tasks:

- Determine where the district is with the ROD grant applications.
- Determine the status of required paperwork.
- Ascertain the status of projects with the School Development Authority (SDA).
- Prepare required paperwork for reimbursement.
- Monitor and amend documentation as it moves through the SDA approval process.

Roll call Vote: Theresa Cooper, Robert Davis (No on items W, X) , Marvin E. Hamilton (abstained on item S), Crystal L. Henderson (abstained on items F,J, R), Elizabeth J. Reilly, Markee Robinson (No on items W, X), Danielle Scott (No on items W, X), Tyeshia Scott (No on items W, X), Irma P. Stevenson, Gerald Michael.

MOTION CARRIED.

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

Motion made by Mrs. Stevenson, seconded by Mr. Robinson.

- Z. Recommend approval of a Federal Family Leave of Absence for Staff #588 DOH 09/01/2004, with the following terms and conditions:

Dates of Leave

Friday, May 7, 2021 – Friday, June 4, 2021

Terms and Conditions of Leave

With pay and benefits by use of sick days. (20 days)

- AA. Recommend approval to accept the resignation with intent to retire of Billingsport Early Childhood Center Kindergarten Teacher Susan Addes effective June 30, 2021.

Informational: Ms. Addes served the Paulsboro Public Schools for 23 years.

- BB. Recommend approval to accept the resignation with intent to retire of Special Education Grade 1 Teacher Ann Giovannitti effective June 30, 2021.

Informational: Mrs. Giovannitti served the Paulsboro Public Schools for 33 years.

- CC. Recommend approval to appoint the following aides for the 2021-2022 school year. All appointments are contingent on enrollments and number of students with Individual Education Plans requiring aides. (Paulsboro Junior High School noted as PHS-JR, Billingsport School noted as B and Loudenslager School noted as L). Terms and conditions of employment are as per agreement with the Paulsboro Education Association.

Aide	School	Assignment	Hours /Day	2020-2021		2021-2022*	
				Salary	Step	Step	Salary
Brady, Taylor	L	1 on 1	6	25,381	1	1	25,381
Colanero, Teresa	PHS-JR	Inclusion	6	25,502	3	3	25,502
Cooke, Tina	L	Sp. Ed.	6	25,502	3	3	25,502
Costa, Mary Ann	B	Sp. Ed	6	25,502	3	3	25,502
Doran, Danielle	B	PreK	6	25,502	3	3	25,502
Dowdy, Carrie	PJHS	Sp. Ed.	6	25,502	3	3	25,502
Glocker, David	PHS-JR	Sp. Ed.	6	25,502	3	3	25,502
Goss, Christin	B	Sp. Ed	6	25,436	2	2	25,436
Harrold, Tiaja	L	1 on 1	6	25,381	1	1	25,381
Hinkle, Heather	B	1on 1	6	25,436	2	2	25,436
Hoehn, Alison	B	PreK	6	25,502	3	3	25,502
Hurst, Katie	B	PreK	6	25,502	3	3	25,502
Johnson, Evelyn	B	K	6	25,502	3	3	25,502
Laborde, Jessica	L	Sp. Ed.	6	25,502	3	3	25,502
Lexa, Marie	B	K	6	25,502	3	3	25,502

Aide	School	Assignment	Hours /Day	2020-2021		2021-2022*	
				Salary	Step	Step	Salary
Lord, June	L	1 on 1	6	19,773	12	12	19,773
Madison, Tara	B	K	6	25,502	3	3	25,502
Martin, Romell	B	1 on 1	6	19,773	12	12	19,773
Melchiore, Gloria	L	1 on 1	6	25,502	3	3	25,502
Painter, Angela	B	K	6	19,773	12	12	19,773
Palmisano, Dottie	B	PreK	6	19,773	12	12	19,773
Parks, Heather	L	Basic Sk.	6	25,502	3	3	25,502
Pidliskey, Madison	B	PreK	6	25,436	2	2	25,436
Quarles, Daryus	PJHS	2 to 1	6	25,502	3	3	25,502
Relation, Michele	L	2 to 1	1	25,381	1	1	25,381
Scott, Erica	L	Sp. Ed.	6	25,502	3	3	25,502
Sierocinski, Cheryl	B	Basic Sk.	6	25,502	3	3	25,502
Strube, Samantha	L	Sp. Ed.	6	25,436	2	2	25,436
Wellington, Haley	B	Basic. Sk.	6	25,436	2	2	25,436
Vacant	B	1 on 1					
Vacant	PHS-JR	Sp. Ed.					
Vacant	L	1 on 1					
Vacant	L	Basic Skills					

*Salaries to be determined upon completion of the PEA contract negotiations.

DD. Recommend approval to appoint the following part time aides for the 2021-2022 school year. Part time positions work 3.8 hours per day not to exceed 19 hours per week. All appointments are contingent on enrollments and the number of students with Individual Educational Programs (IEP) requiring aides. (Paulsboro Junior High School noted as PHS-JR, Billingsport School noted as B and Loudenslager School noted as L). Terms and conditions of employment are as per agreement with the Paulsboro Education Association.

Aide	School	Position	2020-2021		2021-2022*	
			Salary/Hour	Step	Step	Salary/Hour
Relation, Marietta	L	Inclusion	22.99	1	1	22.99
Vacant	L	Inclusion		1	1	

*Salaries to be determined upon completion of the PEA contract negotiations.

EE. Recommend approval to appoint the following employees for the 2021-2022 school year. Terms and conditions of employment are as per agreement with the Paulsboro Education Association.

Name	Work Day or Work Year	2020-2021		2021-2022*	
		Step	Salary	Step	Salary
			(in \$)		(in \$)
Cafeteria Worker					
Linda Brandt	5.0 hours	9	18.53	9	18.53
Custodians					
Anderson, Cindy	(12 month)	6	33,718	6	33,718
Baker, Robert	(12 month)	1	30,728	1	30,728
Gouse, Thomas	(12 month)	5	32,605	5	32,605
Jenkins, Shirley	(12 month)	5	32,605	5	32,605
Johnson, Jacqueline	(12 month)	4	32,030	4	32,030
Johnston, Paul	(12 month)	9	37,811	9	37,811
Moran, Kathleen	(12 month)	5	32,605	5	32,605
O'Brien, Nancy	(12 month)	5	32,605	5	32,605
Ottinger, James	(12 month)	5	32,605	5	32,605
Ponter, John	(12 month)	8	36,659	8	36,659

Roane, Dietra	(12 month)	9	37,811	9	37,811
Robinson, Michael	(12 month)	6	33,718	6	33,718
Weiss, Dennis	(12 month)	9	37,811	9	37,811
Grounds					
Farrow, Wayne	(12 month)	9	38,391	9	38,391
Maintenance					
McEwen, Earl	(12 month)	6	40,334	6	40,334
McLean, Timothy	5.0 hours	1	17,423	1	17,423

***Salaries to be determined upon completion of the PEA contract negotiations.**

Name	Work Day or Work Year	2020-2021		2021-2022*	
		Step	Salary	Step	Salary
			(in\$)		(in\$)
Secretaries					
Croce, Theresa	(12 month)	10	55,919	10	55,919
Hoehn, Joann	(12 month)	10	50,014	10	50,014
Giovannitti, Adina	(12 month)	10	50,014	10	50,014
Ingram, Chardae	(12 month)	8	46,078	8	46,078
Phillips, Lisa	(12 month)	10	50,014	10	50,014
Cucinotta, Rita	(10 month)	10	41,678	10	41,678
Gerace, Diana	(10 month)	1	34,470	1	34,470
Thomas, Tahje	(10 month)	4	35,543	4	35,543
Capasso, Lisa	20 hrs/week		26.00		26.00
Hamilton, Roslyn	29 hrs/week		20.00		20.00
Richardson, Danielle	29 hrs/week		20.00		20.00
Bus Drivers					
Aspell, Ann	(10 month)	3	25.66	3	25.66
Polimeni, Marie	(10 month)	3	25.66	3	25.66
Stuart, Genieve	(10 month)	1	25.49	1	25.49
Tarpley, Andra	(10 month)	2	25.55	2	25.55
Bus Aides					
Vacant	(10 month)				
Emerich, Kelli	(10 month)	2	13.03	2	13.03
Garretson, Theodore	(10 month)	2	13.03	2	13.03
Wood, Lillie	(10 month)	2	13.03	2	13.03
Computer Technician					
Glocker, Wendy	(12 month)	1	53,353	1	53,353
Shannon, Matthew	(12 month)	1	53,353	1	53,353
Part Time Helpdesk Technicians					
DeGardner, Christopher	29 hrs/week		20.00		20.00
Scott, Norman	29 hrs/week		20.00		20.00

***Salaries to be determined upon completion of the PEA contract negotiations.**

Roll Call Vote: Theresa Cooper (abstained on item CC), Robert Davis, Marvin E. Hamilton (abstained on items CC, EE), Crystal L. Henderson (abstained on item EE), Elizabeth J. Reilly, Markee Robinson, Danielle Scott (abstained on item CC), Tyesha Scott (abstained on item CC), Irma P. Stevenson, Gerald Michael (abstained on item EE).

MOTION CARRIED.

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

Motion was made by Mrs. Stevenson and seconded by Mr. Robinson.

- A. Recommend approval for Billingsport Early Childhood Center Teacher Cynthia Moultrie to attend Dyslexia and Literacy Leadership on Friday, June 4, 2021 online with Academic Language Therapy Association (ALTA).

Cost to the Board of Education:

Registration:	1 Person	\$ 99.00	1 day	per person	\$ 99.00
Substitute(s):	1 Teacher	\$120.00	1 day	per day	\$120.00
			Total Costs		<u>\$219.00</u>

B. Informational - Enrollment and Class Size:

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

Grade	Enrollment – May 15, 2021					
	2015	2016	2017	2018	2019	2020-2021
Pre- School Age 3 & 4	57	66	61	78	88	53
K	104	101	93	103	90	82
1	111	86	86	84	86	86
2	79	85	81	82	79	76
3	56	60	102	87	83	94
4	65	70	56	97	81	81
5	64	58	73	60	97	84
6	53	84	57	71	58	100
7	73	68	93	69	71	62
8	62	81	67	89	66	75
Self-Contained Special Education Billingsport/Loudenslager*	26	28	20	19	22	17
Grand Totals	750	787	789	839	821	810

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

GRADE	Enrollment – May 15, 2021					
	2015	2016	2017	2018	2019	2020-2021
9	63	80	93	92	107	102
10	82	80	78	85	83	101
11	80	80	65	77	73	75
12	78	93	84	64	82	84
TOTAL	303	333	320	318	345	362

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 May 15, 2021						
Pre-School	8	8	8	11	8	10	
Kindergarten	22	20	19	21			
1	21	23	21	21			
2	23	16	21	16			
3	19	19	19	20	17		
4	13	22	18	19	9		
5	20	20	14	15	15		
6	23	16	17	20	12	12	
Special Education BECC		4	7	6			

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

Motion was made by Mrs. Stevenson and seconded by Mrs. Henderson.

- A. Recommend approval to operate an Academic Enrichment Program for students in grades 7-12 at Paulsboro High School from Monday, June 28, 2021 through Thursday, July 29, 2021 from 8:00a.m. – 11:30a.m. All properly certificated staff will be paid at the hourly contractual rate of \$32.00 per the Paulsboro Education Association Agreement.

Informational: The purpose of this summer enrichment program is to provide intervention and compensatory academic instruction for those students who did not flourish with online or hybrid instruction during the 2020 - 2021 School Year. The courses offered through this program include Guitar Lessons, Instrumental Lessons, Coding, African American History, World Languages, Foods and Life Skills. If approved this program will be funded through the ESSER II Allocation.

- B. Recommended approval to conduct the Paulsboro High School Credit Recovery Program in accordance with NJAC 6A:32 - 10.1-10.4. This recommendation includes authorization to submit the application to operate the program to the New Jersey Department of Education. The PHS Credit Recovery Program will operate at Loudenslager Elementary School from Monday June 28, 2021 through Wednesday August 4, 2021. Loudenslager Principal Matthew Browne will serve as the Principal of this summer program.

Informational: The purpose of the Credit Recovery Program is to provide the courses needed for students to remain on pace to graduate with their anticipated graduation class. If these students graduate on-time, it has a positive impact on the district graduation rate as well as allows the students to move forward with their post high school plans.

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Elizabeth J. Reilly, Markee Robinson, Danielle Scott, Tysha Scott, Irma P. Stevenson, Gerald Michael
10 YES

MOTION CARRIED

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

Motion was made by Mrs. Stevenson and seconded by Mrs. Reilly.

- C. Recommend approval for the following student to attend Billingsport Early Childhood Center (BECC) as Professional Courtesy Student. The youngster is a child of a member of the certificated staff.

Student	2021-2022 Grade
Madelyn Damminger	Pre-Kindergarten

Informational: The Board of Education has for many years welcomed the children of its employees who live outside of Paulsboro to attend the Paulsboro Public Schools. It is a tribute to the quality of the district when employees want their children to attend the district where they work.

- D. Recommended approval to operate an Extended School Year (ESY) program for students classified with educational disabilities as required by their Individualized Education Plans (IEP). The program will be conducted at Loudenslager Elementary School from Monday, June 28, 2021 through Thursday, July 29, 2021 for students in grades Preschool through Eighth Grade. Part-Time Interim Supervisor of Special Services Robert Harris will be the lead for this program. Loudenslager Elementary School Principal Matthew Browne will be the Principal for ESY.

Informational: The Individuals with Disabilities Education Act (IDEA) requires schools to provide Extended School Year (ESY) programs for those students who will suffer significant learning losses if they do not continue their schooling through the summer months. The need for ESY is specifically stated and justified in the student's IEP.

- E. Recommended approval for the JOY Making A Difference Program to conduct a Summer Enrichment Program at Loudenslager Elementary School for grades 3 - 6 during the months of June and July. Loudenslager Basic Skills Teacher Anthony Petruz will serve as the Site Coordinator for this program.

Informational: The JOY Making A Difference Program collaborates on a 21st Century Learning Grant with the Paulsboro Public School District. As part of this grant, it is required that the program operates a summer enrichment program for up to 30 students. The JOY Summer Program will have a project based learning and community service focus.

- F. Recommend approval to operate an Academic Enrichment Program for students in grades K-6 at Loudenslager Elementary School from Monday, June 28, 2021 through Thursday, July 29, 2021. Loudenslager Elementary School Principal Matthew Browne and Billingsport Early Childhood Center Principal Tina Morris will collaborate to implement and supervise this program.

Informational: The purpose of this summer enrichment program is to provide intervention and compensatory academic instruction for those students who did not flourish with online or hybrid instruction during the 2020 - 2021 School Year. If approved this program will be funded through the ESSER II Allocation.

- G. Recommend approval for the following Child Study Team Members to complete evaluations for initial evaluations and re-evaluations of students at a rate of \$300.00 per evaluation for the 2021-2022 school year.

<u>Type of Specialist</u>	<u>Names of Specialists</u>
School Social Workers	Charisse Generette
School Social Workers	Renee Smallwood-Thigpen
School Psychologist	Ashley Higginbotham
School Psychologist	Jessicarose Johnson
Speech Pathologist	Kristin Shute
Speech Pathologist	Addie Shmuel

Informational: The evaluations are needed 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). Account number 11-000-219-104-052 not to exceed \$18,000.00.

- H. Recommend approval for teachers and Child Study Team members approved to attend initial classification and change of placement meetings during the months of July and August. Teachers and team members are paid \$32.00 per hour; meetings are a minimum of one hour in length. Not to exceed \$6,400.00. (Budget Account #11-000-219-104-00-053)

Informational: General Education and Special Education Teachers are required by New Jersey code to attend meetings to discuss academic programs. The Child Study Team members are required to review incoming students, new transfers, and Individual Education Plans (IEP's) with parents, team members, administrators, to finalize a placement in and out of district. General Education and Special Education Teachers are required by New Jersey code to attend meetings to discuss academic programs.

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Elizabeth J. Reilly, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson.
9 YES

MOTION CARRIED.

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

MOTION MADE BY MRS. STEVENSON, AND SECONDED BY MS. COOPER.

- A. Recommend approval for the Class of 2021 to attend a class trip to Hershey Park in Hershey, Pennsylvania on Monday, June 7, 2021. Students will be responsible for paying \$30.00 and the Senior Class Account will pay the balance. The price includes all day access to the amusement park and water park, as well as a meal voucher for the day. Hershey Park is open

and follows all health guidelines mandated by the Department of Health and CDC. There will be approximately 5 chaperones depending on how many students attend. For every 10 students who purchase a ticket one free chaperone ticket will be provided by the park. Cost to the Board of Education is 2 busses from Werner Bus Lines for \$3,164.00.

Informational: The annual Senior Trip to Walt Disney World was canceled due to the pandemic. Allowing the seniors to attend Hersey Park will provide them with the opportunity to go on a trip as a class. The students have missed out on so many traditions this year. This would give the students a chance to do one last activity as a class. The trip would be after students have completed their final exams and before graduation practice starts.

- B. Recommend approval for the Class of 2021 to have a BBQ/Pool Party at the Gibbstown Swim Club on Tuesday, June 8, 2021 after graduation practice.

Informational: The Class of 2021 has lost out on many traditions that occur each year. This is another opportunity we would like to provide the seniors with so they can spend time with their classmates and make memories. The only charge for the use of the pool facility is \$175.00 paid by Student Activities.

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Elizabeth J. Reilly, Markee Robinson, Danielle Scott, Tysha Scott, Irma P. Stevenson, Gerald Michael.
10 YES

MOTION CARRIED

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

MOTION WAS MADE BY MRS. STEVENSON, AND SECONDED BY MRS. REILLY.

- C. Recommend approval for Loudenslager Elementary School to hold a Virtual Spring Music Concert on Thursday, May 27, 2021.

Informational: Loudenslager has been implementing both instrumental music and general music throughout the 2020 - 2021 School Year. The virtual concert will be a series of pre-recorded videos highlighting the hard work and dedication of the students involved in the music program this school year. This program is being led by Loudenslager Instrumental Music Teacher Brian Betz and General Music Teacher Tyler Graves. There is no cost to the Board of Education for this activity.

- D. Recommended approval for Loudenslager Elementary School to host its National Elementary Honor Society Induction Ceremony on Wednesday, June 2, 2021 at 6:00p.m.

Informational: The Loudenslager Elementary Honor Society recognizes 5th & 6th Grade students who meet the national criteria for both academics and leadership. This year's program will be held outdoors at Loudenslager Elementary School as per CDC Guidelines. The rain date for this event will be Thursday, June 3, 2021 at 6:00p.m. This program will be led by Loudenslager Basic Skills Teacher Anthony Petruz in collaboration with Loudenslager Principal Matthew Browne.

- E. Recommend approval for Loudenslager Elementary School to host the 2021 6th Grade Moving Up Ceremony on Thursday, June 10, 2021 at 10:00 AM.

Informational: Loudenslager Elementary School recognizes it's 6th Grade students who are Moving Up to Paulsboro Junior/Senior High School during a ceremony each school year. This year's program will be held outdoors at Loudenslager Elementary School as per CDC Guidelines. The rain date for this event will be Friday, June 11, 2021 at 10:00 AM. This Program is coordinated by Loudenslager 6th Grade Teacher Jennifer Hoffman in collaboration with Loudenslager Principal Matthew Browne.

- F. Recommended approval for Loudenslager Elementary School to hold a Virtual Academic Awards Ceremony on Monday, June 14, 2021.

Informational: Loudenslager Elementary School has a tradition of holding an awards ceremony on the final day of school each year to celebrate the academic accomplishments of its students. This virtual awards ceremony will be a series of videos recognizing students for excellence in the subjects Mathematics, Science, Social Studies, Writing, Spelling, Language Arts as well and will acknowledge students for their improvement or character traits. This program will be coordinated by Loudenslager Principal Matthew Browne with the assistance of every teacher at Loudenslager Elementary School.

G. Recommended approval for Loudenslager Elementary School to hold a Virtual Academic Awards Ceremony on Monday, June 14, 2021.

H. Recommended approval to distribute a box of Munchkins donuts at dismissal to every student to take home to share with their families at Billingsport Early Childhood Center for “Donuts with Grown-ups” formerly known as “Muffins and Moms” on Tuesday, May 25, 2021 and Wednesday, May 26, 2021.

Informational: Billingsport Early Childhood Center has partnered with Dunkin’ Donuts in Paulsboro, New Jersey to make the “Donuts with Grown-ups” day a success. A special thank you to Dunkin Donuts for their assistance with making this event possible and for giving us a 25% discount. This event is sponsored by the Paulsboro Education Association as part of their Pride Grant Program. The approximate cost of these items is \$308.00.

I. Recommended approval for the Billingsport Early Childhood Center Principal and staff will be recognizing our 2nd grade students by hosting a virtual Moving up Ceremony. The ceremony will be posted on our school and district websites during the week of June 7, 2021.

J. **Informational: Virtual Visit-Head Start**

The Billingsport Early Childhood Center Principal, Kindergarten teachers and staff hosted a virtual classroom visit for the students that attend the Paulsboro Head Start Preschool program. The teachers prepared a video that displayed a typical day in kindergarten. We also provided a health and registration segment. The students, staff and parents seem to enjoy the question and answer time. The visit was held on Tuesday, May 11, 2021. We are excited to have our new friends join our school in September 2021.

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Elizabeth J. Reilly, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson.
9 YES

MOTION CARRIED.

CONSTRUCTION UPDATES:

A. **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.

Rod Grants Update: District Consultant Frank Domin, with district staff, has reviewed the proposed ROD (Regular Operating District) Grant Projects. They have met with the contractors that submitted the original bids in 2015 and 2017. The contractors consulted with their respective Union Hall representatives to review the wage rates that were used in the original bids. All contractors agreed to resubmit proposals through the County Educational Services bid process. When all proposals are received they will need to be within the Original Board approved Scope and Budget and then presented to the State to assure that they are acceptable under the original ROD Grant guidelines for funding.

The following proposals have been received:

High School; boiler replacement, bathroom renovations, Band Room humidity control. Paulsboro Junior / Senior High School, Billingsport Early Childhood Center and Loudenslager Elementary School; Building and Energy Management System to provide automatic temperature and ventilation control.

We are waiting for the following proposals: Site drainage correction on all three locations, domestic water piping and hot water, relocate Fire Alarm Panel, and exterior door replacement.

October 14, 2020 Update:

Dr. Dawson met with the Facility Committee, Supervisor of Support Staff Jack Henderson and District Consultant Frank Domin to review the SDA Rod Grant progress. The School Development Authority representative has continued to provide project guidance. Proposals are continuing to come in. We are waiting for all proposed work to have updated proposals which will be reviewed by the Facility Committee then sent to the SDA before moving forward on any project. This will allow the District to complete as much of the work as possible within the allowable budget.

As part of this process other emergent Non ROD Grant facility projects that were identified during the 2015 Bond Referendum are also being updated. Proposals have been received to correct Site Drainage at Loudenslager School \$142,000.00 and the High School \$115,000.00. We are waiting for Billingsport Early Childhood Center Wing drainage and Security System proposals. These are General Fund Capital Outlay items that are being updated should bond referendum monies come available at the end of the ROD Grant project. They should also be reviewed during the upcoming budget process.

B. Informational: Billingsport Early Childhood Center

This is informational at this point but it must be included in the 2020-2021 budget.

During February 2020, water leaked through the ceiling of a second floor classroom (used as office space) was reported. The maintenance staff immediately worked to determine the cause of the leak. In fact, a roofer made a minor repair with the hope of fixing the problem. This was unsuccessful.

Several contractors have examined the situation. Both indicate that a significant repair is needed. In addition to the roof itself, the rafter may need to be repaired. Cost estimates range into the six figures.

Garrison Architects have completed a field investigation of the situation, prepared a report and is now preparing specifications for the project.

October 14, 2020 Update:

Construction Proposal received using the County Educational Services Commission Bid Co-op to complete structural and roof repairs. Base Bid \$225,000.00. There was an alternate using an EDPM roof system that was \$203,000.00. This would be taken into consideration during the upcoming FY 2021 - 2022 planning.

November 19, 2020 Update

Meetings have continued with the vendors that are submitting proposals. Additional facility inspections have been conducted. Proposals have been reviewed by the architects to assure that they are within the original scope of the Bond Referendum. A lot has changed within the State in the last five years since the projects were approved, so all of the proposals have been submitted to the School Development Authority (SDA) to review for form and vendor approval. Using the County Educational Services Commission Purchasing Cooperative is also new to the SDA and we wanted to get their upfront review. The contractors have stated if awarded in November work can be started for some of the emergent projects over the December Holiday break. Shut off valves, boilers and potable water lines are the priority.

Our contact at the SDA has reviewed all of the projects we are recommending at this meeting.

There are two projects that are ready to award but the SDA said “has been DESCOPED” (Bathroom ADA Upgrades – W. J. Gross Inc., CCESC Bid # FY19-01, \$77,330.00; Replace existing shut off valves and Service piping to water distribution system and hot water to janitor closets in original 1926/1973 and 1981 sections to begin resolving code issues - W.J. Gross, Inc. CCESC Bid# FY19-01, \$37,900)

We will prepare letters petitioning the need for emergent relief because of need and that there are sufficient Grant funds to complete. We will look to award at a future meeting.

There are additional projects, Fire, Security and Potable Water Supply at Loudenslager that are waiting proposals and will be reviewed for a future meeting.

The projects that are being recommended for approval are within the original project guidelines and within the Bond budget. All projects are bid using regular wage hours. Proposals were received with alternates for night and weekend rates but are not included to provide time to see if projects can be done during normal work day and holiday weeks. This will allow up to \$35,000 per school to complete other emergent projects.

Building	Budget	6-30-19 Audited Expenditures	SDA Reimbursed	Pending	Recommended	Balance
BILLINGSPORT	\$729,479	\$435,422	\$208,061		\$240,315	\$53,742
LOUDENSLAGER	\$2,498,969	\$1,580,729	\$712,753		\$199,240	\$719,000
HIGH SCHOOL	\$3,771,750	\$2,380,621	\$1,075,744	\$128,328	\$1,039,800	\$223,001
Total	\$7,000,198	\$4,396,772	\$1,996,558	\$128,328	\$1,479,355	\$995,743

MOTION was Approved: for the following ROD Grant proposals submitted through the Camden County Educational Services Purchasing Cooperative - CCESC contract #66CCEPS.

High School:

Doors and Frames – Replace for Security and ADA Compliance. Exterior – FRP Doors, Aluminum frames, finish hardware and glazing – W.J. Gross, Inc., CCESC Bid# FY19-01, \$99,600.00 (Alternate for anodized vs. white deduct \$4,075.00).

Boiler Replacement – CM3, CCESC Bid# FY17-02, \$437,200 *Requires District to test and if necessary abate Asbestosis from existing boilers prior to project start.

New HVAC Building Automation System Expansion CM3 CCESC Bid# FY17-02, \$470,000 plus Alternate #1 Control Valve Replacement \$33,000

\$1,039,800

Loudenslager

Bathroom ADA Upgrades - W.J. Gross, Inc. CCESC Bid# FY19-01, \$3,240.00.

New HVAC Building Automation System Expansion CM3 CCESC Bid# FY17-02, \$170,000 plus Alternate #1 for Control Valve Replacement \$26,000

\$199,240

Billingsport

Correct window well drainage - W.J. Gross, Inc. CCESC Bid # FY19-01, \$21,865.00.

Remove Replace Doors for ADA Compliance. Main Entrance – New FRB Doors, aluminum frame, hardware & glazing - W.J. Gross, Inc. CCESC Bid# FY19-01, \$22,450.00 (Alternate for anodized vs. white deduct \$4,075.00).

New HVAC Building Automation System Expansion CM3 CCESC Bid# FY17-02, \$170,000 plus Alternate #1 for Control Valve Replacement \$26,000

\$240,315

December 21, 2020 Update

We have not received a response from the SDA concerning our request to expand the approved scope of work for the Bathroom ADA upgrades and the Water Shut Off Valves. This will hold these projects in limbo for the time being, but no news is good news.

We are moving forward with awarding the projects approved at the November meeting. The Board’s environmental company is actively consulting with the contractors that will be removing the High School Boilers and two exterior door panels that have known asbestos particles. Since both have been monitored in the District’s 6 month and Annual AHERA Reports we are able to move forward with these projects safely.

We have received two quotes for New Security Systems that include card swipes, cameras and monitors at both Billingsport at \$33,899 and Loudenslager at \$74,119. There are sufficient funds for the Loudenslager project but the Billingsport work was not in the approved SDA project Scope. There is State funding that has come available that may include this project, but has a very short window to apply. Matthew Browne is working under a tight deadline to complete the Security grant process and is including the Billingsport project.

MOTION was Approved: for the following ROD Grant Proposal.

Loudenslager

New Security Systems including, cameras wiring – LTW Master Agreement MNWNC-124 NJ State Contract #89980 \$73,619.18

January 19, 2021 – No updates at this time

February 16, 2021 Update

ROD GRANTS

SDA update. We have not received a (negative) response from our November Petition to re-include items into the project scope. Calls to the State have been very supportive so we are taking that as good news and are continuing to move forward.

High School Boiler Project. The District environmental consultant, Steven Flanagan, outlined asbestos remediation plan for boiler removal. Although the District Annual and Six Month AHERA Report reflects Boiler Room asbestos was remediated, there is still asbestos in the seams of all boilers that if dismantled need to be remediated. The original plan called for removal and replacement of one boiler at a time which allowed for the work to be completed during this heating season. Asbestos removal requires sealing the area and limited occupancy of the building. This will add about 4 weeks to the project and \$90,000 if boilers are removed one at a time or \$66,000 if together. This will push the start date until after the heating season. Quotes have been received for the additional costs and will be submitted to the State to see if they can be included in the ROD Grant.

ESIP - Educational Savings Improvement Program. This is a program that will enhance the ROD Grant projects that are underway and continue the momentum of Capital Improvements to the district facilities. Dr. Dawson has invited one of the State approved providers, Schneider Electric to conduct a no obligation review of the Districts possibility of taking advantage of this cost savings program. It is about a 1-year process that the end result

will outline facility improvements that will pay for themselves out of the annual cost savings. The first step required by the State is for the District to conduct a LGEA Local Government Energy Audit before applying for an ESIP.

The Audits are in depth reviews that are regulated by ASHRAE, American Society for Heating Refrigeration and Air Conditioning Engineers. These audits are not free but funding is available and is picked up by the State through a little charge that most people do not see on their electric bill. The Community Societal Benefit Charge. We have taken the first steps to secure funding to start moving forward.

March 8, 2021 Update

The SDA representative in Trenton is working with us to review the open projects and State reimbursement status. All of the ROD Grants are reimbursement grants that need to have percentage of completion reports submitted at intervals from Design and Award, 35%, 65%, Substantial and then Final Completion. The work that was completed from 2015 through 2017 has been reimbursed through the 65% request stage. Frank Domin continues working on the Substantial and Final completion requests for those projects.

There is an open project awarded in August 2017 for Physical Security Video and Door Access Control Management System for \$331,881 that was started (\$238,410) but not submitted to the State. We approved Let's Think Wireless for \$73,619 to continue that project at the December meeting. Frank Domin continues working with the State Representative to begin that reimbursement.

In addition to the Rod Grants the District had a second question on the ballot in 2015 that was approved for High School Track and Field improvements. Superintendent Dr. Dawson has moved that forward and we are working with the Architects to see if there were previous proposals on record or will Bid documents need to be prepared so that this work can proceed.

April 15, 2021 Update

It has been an interesting time since the last update. Some of the Federal Stimulus money that is being allotted to schools can be used (up to 80%) for facility upgrades. This money can be used for numerous facility upgrades but is recommended for updating and installing healthy ventilation systems in the classrooms. As part of the ROD Grant we have already started to move in that direction. The contractors have already started wiring the new uni-ventilator control valves and individual classroom thermostats in all three buildings. This system will be able to monitor each room and make immediate adjustments off site in real time.

Some of the original ROD Grant facility improvements had to be limited based on available funding so this stimulus funding comes at an extraordinary time. A meeting was held with the architects, the superintendent, the facility director and the district grant writer to discuss what options were available in the first round of funding. The Architect is meeting with the contractors that were awarded the High School boiler replacement to reevaluate the scope of the project to see if the stimulus money can be used to enhance this project.

HIGH SCHOOL TRACK

As part of the original Bond Referendum and Rod Grant process the High School Track was approved to be repaired and resurfaced. Proposals have been received and a motion will be on the agenda recommending an award through the Camden County Educational Services Cooperative to WJ Gross Construction for \$484,310 to mill and replace the running track. Work will include replacing damaged curbing, replacing drain grates and striping and marking the track oval to PIAA and NJSIAA standards.

MOTION was Approved for the following: It is recommended to approve the proposal received through the Camden County Educational Services Cooperative to WJ Gross Construction for \$484,310 to mill and replace the High School running track. Work will include replacing damaged curbing, replacing drain grates and striping and marking the track oval to PIAA and NJSIAA standards. Funding was approved in the 2015 Bond Referendum.

May 14, 2021 Update

High School Boiler Project was awarded in November for \$437,200.00. Two boilers are being replaced. As part of that project asbestos has to be removed at an additional cost of \$66,000.00. Adjacent to the boilers are the domestic hot water boilers and fresh water piping. The Domestic Hot Water Tank, Valves and Distribution system were approved under the ROD Grant project in scope but the budgeted funding was not enough to do the full project. During the past few years with the inspections for lead in the drinking water these boilers and piping have moved up on the priority list for replacement. With the first round of Federal Stimulus money the full project can be completed at the same time. Quotes were received through the Camden County Educational Services Cooperative. The contractor that was awarded the boiler project will be able to complete the Domestic Hot Water boilers and piping at the same time. There will be a motion to award the full project which includes asbestos removal for all boilers and piping.

Loudenslager School – We have received a quote from the District’s Security vendor Bevan Security Systems Inc. for \$19,790.00 to relocate the Master Fire Alarm Panel to the Main Office. This was approved in 2015 as part of the ROD grant project. There will be a motion to award.

MOTION: It is recommended to approve the additional scope of work as recommended by Garrison Architects for the High School Heater Boiler project to include Asbestos removal and Domestic Hot Water Tank, Valves, and Distribution System per the proposal received through the Camden County Educational Services Cooperative to CM3 for \$650,300.00. Funding through the Rod Grant and ESSER II Federal Stimulus Grant.

MOTION: It is recommended to approve the proposal received from Bevan Security Inc. to Relocate the Existing Fire Alarm Panel to the Main Office for \$19,729.00. Funding under the ROD Grant.

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

Motion was made by Mrs. Stevenson and seconded by Mr. Robinson.

A. Recommend approval to dispose of the following:

Quantity	Item	Age of Item	Method of Disposal	Reason for Disposal
1	Cub Cadet Golf Cart	Unknown	Metal Recycling	Needs extensive repairs

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Elizabeth J. Reilly, Markee Robinson, Danielle Scott, Tysha Scott, Irma P. Stevenson, Gerald Michael.
10 YES

MOTION CARRIED

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

Motion was made by Mrs. Stevenson and seconded by Mrs. Reilly.

B. Recommend approval to submit an application for Alternate Toilet Room Facilities at Billingsport Early Childhood Center for Kindergarten classrooms 2021-2022 school year pursuant to NJAC 6A:26-6.3 (h) 4.ii,iii.

Informational: Prekindergarten and kindergarten classrooms must include a toilet room. A school district may elect to use the alternate method of compliance with NJAC 6A:26-6.3(h) 4.ii and iii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom. Billingsport Early Childhood Center was designed to include enough classrooms with toilet rooms to meet this requirement. With the addition of one section of Kindergarten, there will be one room without an internal toilet room. The Executive County School Business Administrator will inspect the building prior to approving the waiver. The district has used the waiver approach for a number of years.

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Elizabeth J. Reilly, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson.
9 YES

MOTION CARRIED

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

MOTION WAS MADE BY MRS. STEVENSON AND SECONDED BY MR. MICHAEL

- A. Recommend approval to submit the attached 2021 - 2022 Revised Preschool Expansion Aid (PEA) One-Year Preschool Program Plan to the New Jersey Department of Education. **(Attachment)**

Informational: The Board of Education actually approved the grant application for the years 2019 - 2020, 2020 - 2021 and 2021 - 2022 school years at its meeting on June 24, 2019. The PEA SY 2021 - 2022 grant was revised to include the PEA Carryover of in the amount of \$321,384.00 to bring the PEA budget total to \$1,381,784.00. Grant funds are used to pay salaries and benefits for the faculty and staff of the Preschool program.

- B. The Paulsboro Board of Education is recommending approval of the following revisions to the original December 21, 2020 resolution as follows:

Informational: The School Security component of the Bond Act Program allocated \$75 million in grant monies for school security upgrades in public school districts. If approved, the Paulsboro Public School District would be eligible for up to \$62,581.00. Paulsboro Public School District hereby acknowledges submission of the Alyssa's Law/School Security Grant application. The purpose of this grant application is to cover the cost of installing door access control locations, surveillance cameras, and to install a direct message system between our Panic Alarm System and the Paulsboro Police Department in the amount not to exceed \$62,581.00.

The Paulsboro Board of Education affirms the submission of the grant application and that there are local funds available if the total estimated costs of the proposed work exceeds the school districts' grant allocation.

- C. Recommend approval of the addendum to extend the food service contract between the Paulsboro Board of Education and Nutri-Serve School Food Service Management, Inc. of Bridgeton, New Jersey for the 2021 - 2022 school year. The management fee will be \$42,525.00.

Informational: The food service contract was bid during the 2018 - 2019 school year and can be extended over the next five years without obtaining bids/quotes provided the increase is no higher than the current Consumer Price Index (CPI) applied to the base year fee which was \$40,500.00.

Contract Amount Base Year 2018 - 2019	\$40,500.00
2.0% CPI Increase on 2018 - 2019 Base	<u>\$ 810.00</u>
Contract Amount for 2019 - 2020	\$41,310.00
2.0% CPA Increase on 2018 - 2019 Base	<u>\$ 810.00</u>
Contract Amount for 2020 - 2021	\$42,120.00
1.0% CPA Increase on 2018 - 2019 Base	<u>\$ 405.00</u>
Contract Amount for 2021 - 2022	\$42,525.00

- D. Recommend adoption of the attached resolution authorizing the Business Administrator/ Secretary to the Board of Education to use an electronic (facsimile computer generated) signature on checks written against the Warrant Account and the Payroll Account.

Informational: The attached resolution is required to allow the Business Administrator/ Secretary to the Board of Education to utilize an electronic signature on checks being written against the Warrant Account and the Payroll Account. This will allow the business office to operate more efficiently.

- E. Request retroactive approval to amend Title I-A in the amount of \$52,899.00 to apply carryover funds to be moved from the 2019 - 2020 school year into the 2020 - 2021 school year.

Informational: The New Jersey Department of Education allows districts to carryover funds from the previous year. The district has already been notified that the carryover application has been approved.

- F. Request retroactive approval to amend Title I-A SIA- Reallocated in the amount of \$51,705.00 to apply carryover funds to be moved from the 2019 - 2020 school year into the 2020 - 2021 school year.

Informational: The New Jersey Department of Education allows districts to carryover funds from the previous year. The district has already been notified that the carryover application has been approved.

- G. Request retroactive approval to submit the Elementary and Secondary School Emergency Relief Fund II (ESSER II) grant application to the State of New Jersey Department of Education in the amount of \$3,002,462.00 for the purpose of addressing the impact of the disruption and closure of schools caused by COVID-19. This recommendation also includes the approval to accept the funds if the grant application is approved.

Informational: In December 2020, ESSER II was created through enactment of the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA). The core purpose of the ESSER II Fund is to provide direct money to states and districts to address the areas most impacted by the disruption of COVID-19. It aims to provide direct aid to states and districts to help safely reopen and sustain the safe operation of schools as well as address the impact of COVID-19 in schools.

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Elizabeth J. Reilly, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson, Gerald Michael.

10 YES

MOTION CARRIED

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

Motion was made by Mrs. Stevenson and seconded by Mrs. Reilly.

- H. Recommend approval to accept the donation of one (1) KNEX Education Renewable Energy Set through anonymous donors through donorschoose.org. The donated item will be utilized to supplement the STEAM Curriculum at Loudenslager Elementary School. This item is worth approximately \$200.00.

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 STEAM Teacher, Rebecca Richardson.

I. Informational - Child Nutrition

The following is a summary of student participation in the breakfast and lunch program for the 2020 - 2021 school year. Paulsboro participates in the Community Eligibility Program (CEP) that provides both breakfast and lunch free of charge to every student. The administration continues to explore strategies to increase participation in this important program.

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

Month	Expenses	Revenues	Revenue - Expenses
July	\$18,101.36	\$9,825.53	-\$8,275.83
August	\$14,886.16	\$6,782.04	-\$8,104.12

Month	Expenses	Revenues	Revenue - Expenses
September	\$33,158.96	\$23,064.65	-\$10,094.31
October	\$39,185.84	\$32,788.50	-\$6,397.34
November	\$31,588.14	\$32,519.19	\$931.05
December	\$27,967.48	\$24,613.89	-\$3,353.59
January	\$36,055.24	\$30,688.40	-\$5,366.84
February	\$30,886.85	\$33,146.56	\$2,259.71
March	\$42,452.27	\$53,125.02	\$10,672.75
April	\$42,944.52	\$48,218.61	\$5,274.09
Year to Date	\$317,226.82	\$294,772.39	-\$22,454.43

The data indicates that relatively few meals were served and are being served since the mandated school closure began during mid-March 2020. As result, the cafeteria, while providing a vital service, is losing money. The shortfall is being taken from reserves built up in the cafeteria account over past years.

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Crystal L. Henderson, Elizabeth J. Reilly, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson.
9 YES

MOTION CARRIED

J. **Informational: Breakfast and Lunch Service During the Mandatory School Closure and Summer 2020.**

Breakfast and lunch continue to be served at Paulsboro High School and Loudenslager Elementary School on a daily basis. Billingsport Early Childhood Center students may pick up their meals at the school most convenient for them. The “grab and go” meals are available between 9:00a.m. and 10:00a.m. daily.

The following chart presents the number of students and meals served per day:

Dates	Type of Program	Average Number of Students Served per Day	Average Number of Meals Served per Day	Total Meals Served
March 17 – June 15, 2020	School Year	262.5	525	33,076
June 15 – June 30, 2020	Seamless Summer Option	92.7	185	2,040
July 1 – July 31, 2020	Summer Foods		54.08	1,244
August 3 – August 28, 2020			51.80	1,036
September 1 – September 30, 2020	School Year	375.3	188	6,830
October 1 – October 31, 2020	School Year	Remote	271	8,388
November 1 – November 30, 2020	School Year	Remote	310	9,312
December 1 – December 31, 2020	School Year	Remote	265	6,630
January 1 – January 31, 2021	School Year	Remote	269	8,344
February 1 – February 28, 2021	School Year	Remote	282	7,906
March 11 – March 31, 2021	School Year	Remote	317	7,301
April 1 – April 30, 2021	School Year	Remote	340	6,462
Grand Total				98,569

SCHOOL SAFETY: A

A. 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	09/18/2020 10/17/2020 11/03/2020 Red 11/12/2020 White 12/17/2020 Red 01/21/2021 White 01/26/2021 Red 02/11/2021 White 02/09/2021 Red 03/18/2021 White 03/16/2021 Red 04/05/2021 White 04/07/2021 Red	09/18/2020 10/09/2020 11/24/2020 Red 11/20/2020 White 12/23/2020 Red 01/25/2021 Red 01/29/2021 White 02/16/2021 Red 02/25/2021 White 03/09/2021 Red 03/05/2021 White 04/13/2021 Red 04/29/2021 White	09/18/2020 10/07/2020 11/19/2020 White 11/23/2020 Red 12/21/2020 01/25/2021 Red 01/21/2021 White 01/25/2021 Red 02/16/2021 Red 02/26/2021 White 03/15/2021 Red 03/18/2021 White 04/13/2021 Red 04/09/2021 White
Communication Drill**	September 2020	09/25/2020	09/25/2020	09/22/2020
Evacuation (Non-Fire)	Each school must conduct two annually		10/21/2020 12/15/2020	10/15/2020 01/26/2021 Red 01/29/2021 White
Lockdown	Each school must conduct two annually	12/3/2020 03/23/2021 Red 03/18/2021 White 04/19/2021 Red 04/22/2021 White	03/23/2021 Red 03/18/2021 White 04/27/2021 Red 04/15/2021 White	03/22/2021 Red 03/19/2021 White 04/20/2021 Red 04/15/2021 White
Bomb Threat	Each school must conduct two annually	11/17/2020 Red 11/19/2020 White 02/25/2021 White 02/22/2021 Red	01/26/2021 Red 01/22/2021 White 02/23/2021 Red 02/26/2021 White	12/15/2020 02/23/2021 Red 02/25/2021 White
Active Shooter	Each school must conduct two annually			
Shelter In Place	Each school must conduct two annually	10/14/2020 01/25/2021 Red 01/28/2021 White	11/23/2020 Red 11/19/2020 White	11/23/2020 Red 11/20/2020 White
Other Drills				
Bus Evacuation	School District (Annually)			(P7) 10/1/2020

Report of Paulsboro Public Schools Security Drills				
Type of Drill	Notation	Schools		
		Paulsboro Junior / Senior High	Loudenslager Elementary	Billingsport Early Childhood Center
Bus Evacuation	School Routes (2 Annually)	(P7) Bankbridge Elementary 10/26/2020 (P8) Bankbridge Regional 10/23/2020 (P7) Bankbridge Dev. Center 10/26/2020		
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	09/01/2020 09/30/2020 10/30/2020 11/30/2020 12/18/2020 01/26/2021 02/22/2021 03/30/2021 04/28/2021	09/01/2020 09/30/2020 10/30/2020 11/30/2020 12/18/2020 01/26/2021 02/22/2021 03/30/2021 04/28/2021	09/01/2020 09/30/2020 10/30/2020 11/30/2020 12/20/2020 01/26/2021 02/22/2021 03/30/2021 04/28/2021

*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.

Emergency Management Update

The Loudenslager Elementary School closed circuit security system was completed at the beginning of February. Loudenslager was equipped with 34 security cameras both inside and outside of the building, an additional door entry location, and a school specific security server were installed.

The Paulsboro Public School District contracted with CM3 to install lockdown buttons in each school as well as the administration building back in May of 2020. These buttons did not meet the compliance requirements for Alyssa's Law, because they did not directly contact the local police department. In April 2021, CM3 installed direct dialer units in each building that used a local phone number to send an automated message directly to the local police department if the lockdown button is activated in an emergency. The district is now in compliance with Alyssa's Law.

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.

The floor was opened to public comments.