

# PAULSBORO PUBLIC SCHOOLS

Board of Education Meeting  
PAULSBORO, NEW JERSEY

## MINUTES

**WEDNESDAY, JULY 28, 2021**

**Billingsport Early Childhood Center Multipurpose Room  
441 Nassau Avenue  
Paulsboro, New Jersey 08066**

### 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 (6:04 PM)

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 Wednesday, June 23, 2021 to the Paulsboro Clerk, Greenwich Township Clerk, Courier Post, South Jersey Times, Secretary of Greenwich Township Board of Education and by posting the schedule of meetings in a public place reserved for such announcements by the Board of Education. The 2021-2022 Board of Education schedule of meetings was adopted by the Board of Education at the Reorganization Meeting on June 28, 2021.

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

### ROLL CALL

Theresa Cooper, Robert Davis (arrived at 6:51pm), Marvin E. Hamilton, Crystal L. Henderson (absent), Elizabeth J. Reilly (absent), Markee Robinson, Danielle Scott, Tysha Scott, Irma R. Stevenson, Greenwich Township Representative Gerald Michael (absent). Quorum was reached.

### EXECUTIVE SESSION

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

### PLEDGE OF ALLEGIANCE

**PRESENTATION – None at this Time**

**RESOLUTIONS – None at this Time**

### 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. INFORMATIONAL:**

#### **SHARE YOUR EXPERTISE AT VIRTUAL WORKSHOP 2021**

The New Jersey School Boards Association invites you to share your expertise at Workshop 2021, the largest training event for K-12 public school leaders in the state. The three-day virtual conference is taking place from Tuesday, October 26, 2021 to Thursday, October 28, 2021.

NJSBA is seeking engaging, creative, and thoughtful submissions presented through a teaching approach. Proposals should reflect best practices in education today and sessions should leave attendees with:

- A greater depth of content
- Tools that they can easily implement
- Engaging and educational information delivered through multiple techniques via the user-friendly conference platform
- Cutting-edge innovation and technology in education
- Differentiated content appropriate for new and veteran school leaders

All sessions will be held on NJSBA's Virtual Workshop conference platform, which will allow presenters to upload materials, chat with attendees, and host up to 500 people in their sessions. Presentations will be recorded and accessible to session registrants for 30-days.

The deadline for receiving completed forms is August 1, 2021. All program submissions will receive equal consideration. NJSBA will notify those submitting proposals with its decision via email by early August.

Proposal submission requirements:

- Each session is 50 minutes and requires an individual proposal
- All presenters must be listed
- No more than three presenters per session
- Presenter title format should include full name, title, and organization

For more information visit <http://workshop.njsba.org> or email [wsprograms@njsba.org](mailto:wsprograms@njsba.org).

## **OLD BUSINESS**

### **A. 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.

**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 was Wednesday, May 12, 2021.

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

Update: June 3, 2021 a Memorandum of Agreement between the Paulsboro Education Association and the Paulsboro Board of Education was received.

Update: July 7, 2021 the Paulsboro Education Association approved the 2021-2024 Contract.

**MOTION:** Recommend approval of the ratified Memorandum of Agreement with the Paulsboro Education Association and the Paulsboro Board of Education.

Motion made by Mrs. Danielle Scott and seconded by Mr. Robinson to approve the 2021-2024 PEA.

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Markee Robinson, Danielle Scott, Tysha Scott, Irma P. Stevenson.

7 YES

MOTION CARRIED

### 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.

Update: June 14, 2021, Strauss Esmay Associates sent us the revised and updated new policy manual. In July we will be working to place the updated policy manual on our website after it has been Board approved.

### **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**

**Wednesday, August 25, 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 MRS. STEVENSON AND SECONDED BY MR. ROBINSON TO ADJOURN THE MEETING.

THE MOTION UNANIMOUSLY CARRIED. THE MEETING ADJOURNED AT 8:26 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	June 28, 2021
Executive Meeting	June 28, 2021

B. Approval for June 2021 payment of bills that are duly signed and authorized. The recommendation includes authorization for the Business Administrator to pay other bills needed to close out the 2020-2021 school year. (**Attachment**)

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

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson.

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

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.

Motion made by Mr. Robinson and seconded by Mrs. Stevenson to approve items B – V.

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

C. Recommend approval to grant the Superintendent authority to use a letter of intent to hire staff, as needed, prior to the Wednesday, August 25, 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.

D. Recommend approval of the termination of Staff #1010, DOH 12/01/2015, Custodian.

E. Recommend approval of the termination of Staff #813, DOH 12/01/2008, Custodian.

- F. Recommend approval of the termination of Staff #2169, DOH 10/05/2020, Part Time Helpdesk Technician.
- G. Recommend approval to appoint Eric Koellner to the position of District ESL (English as Second Language) Teacher for the 2021-2022 school year effective August 31, 2021. Mr. Koellner will earn MA Step F - \$52,757.00\* as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of all required paperwork and the Criminal History Background Review.

Informational: The New Jersey Quality Single Accountability Continuum (NJQSAC) is the Department of Education's monitoring and district self-evaluation system for public school districts. During our review in 2020 our Governance QSAC Indicator 9 stated that our district was not in compliance with having an English Language Learner (ELL) Program. Paulsboro Public Schools 2021 - 2022 budget includes funding for an English as a Second Language (ESL) teacher

Interviews were conducted by Director of Curriculum, Instruction and Assessment Christine Lindenmuth and Interim Supervisor Special Education Robert Harris.

\* Salary subject to the PEA contract negotiations.

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

Staff Member	Position	2021-2022 Salary
Deborah Kappra	Secretary to the Superintendent of Schools	\$65,000
Lauren Abbott	Secretary to the Business Administrator	\$52,581
Michelle Jankauskas	Bookkeeper, Payroll and Business Secretary	\$58,000

- I. Recommend approval for the following job descriptions:

- 1. Grounds Person (**Attachment**)

- J. Recommend approval to observe Juneteenth National Independence Day. This is a federal and New Jersey State holiday commemorating the emancipation of African-American slaves. It is also often observed for celebrating African-American culture. Originating in Galveston, Texas, it has been celebrated annually on June 19 in various parts of the United States since 1865.

Informational: Governor Murphy signed legislation designating the third Friday in June as a state and public holiday, known as Juneteenth Day. Friday June 17, 2022 will be included on the 2021-2022 Paulsboro Public Schools Calendar. (**Attachment**)

- K. Holiday Calendar Changes 2021-2022  
Recommend approval of the revised 2021-2022 Holiday Calendar to include Juneteenth Day on Friday June 17, 2022. (**Attachment**)

Informational: The 2021 - 2022 Holiday Calendar was approved readopted at the June 28, 2021 Board Meeting.

- L. Recommend approval to appoint Austin Lee to the position of Athletic Trainer for the 2021-2022 school year effective August 31, 2021. Mr. Lee will earn MA Step A - \$50,657.00\*as per agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review.

Informational: If approved, Mr. Lee replaces Steven Andrews who did not return for 2021-2022 school year. Interviews were conducted by Athletics Director John Giovannitti and Paulsboro Junior / Senior High School Principal Paul Morina. Mr. Giovannitti checked references.

\* Salary subject to the PEA contract negotiations.

- M. Recommend approval to appoint Nicole Vitale to the position of Guidance Counselor for the 2021-2022 school year effective August 31, 2021. Ms. Vitale will earn MA Step D - \$51,257.00\*as per agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review.

Informational: If approved, Ms. Vitale replaces Vincent Giovannitti who recently retired. Interviews were conducted by Superintendent Dr. Roy J. Dawson, Director of Curriculum, Instruction and Assessment Christine Lindenmuth and Paulsboro Junior / Senior High School Principal Paul Morina.

- N. Recommend approval for Rowan University Clinical Student, Ms. Kali McCabe to complete her Full Year Clinical Practice I & II with Paulsboro High School Physical Education Teacher Brenda Caltabiano during the 2021-2022 school year.

Placements will be the following:

Clinical Practice I Secondary, Fall 2021, September 1, 2021 through October 22, 2021.

Clinical Practice I Elementary, Fall 2021, October 25, 2021 through December 8, 2021.

Clinical Practice I Elementary, Spring 2022, January 18, 2022 through March 11, 2022.

Clinical Practice II Secondary, Spring 2022, March 14, 2022 through May 6, 2022.

Informational: During Clinical Practice also known as Student Teaching, the college students will observe in the classroom then gradually assume all of the duties of the cooperating teacher. A university supervisor will make a number of formal visits to the classroom in order to evaluate the student teacher and consult with the cooperating teacher.

- O. Recommend approval for Rowan University Clinical Student, Mr. Frank Gursik to complete his Full Year Clinical Practice I & II with Paulsboro High School Social Studies Teacher Michael Calabrese during the 2021-2022 school year.

Placements will be the following:

Clinical Practice I, Fall 2021, September 1, 2021 through December 8, 2021.

Clinical Practice II, Spring 2022, January 18, 2022 through May 6, 2022.

Informational: During Clinical Practice also known as Student Teaching, the college students will observe in the classroom then gradually assume all of the duties of the cooperating teacher. A university supervisor will make a number of formal visits to the classroom in order to evaluate the student teacher and consult with the cooperating teacher.

- P. Recommend approval of the voluntary transfer effective August 1, 2021 of Paulsboro Junior / Senior High School Full Time 12 Month Custodian Robert Baker to the position of Grounds Person position for the 2021-2022 School Year. Mr. Baker will earn Step 2- \$30,942.00\* prorated as per agreement with the Paulsboro Education Association.

Informational: Mr. Baker will replace Wayne Farrow who has retired.

\* Salary subject to the PEA contract negotiations.

- Q. Recommend approval of the voluntary transfer effective August 1, 2021 of Paulsboro Public Schools Substitute Custodian Robert Robinson to Full Time 12 Month Custodian for the 2021-2022 School Year. Mr. Robinson will earn Step 1- \$30,728.00\* prorated as per agreement with the Paulsboro Education Association.

Informational: Mr. Robinson will replace Robert Baker who has transferred to the Grounds Person.

\* Salary subject to the PEA contract negotiations.

- R. Recommend approval to appoint Elena Baker to Paulsboro Junior / Senior High School Full Time 12 Month Custodian. Mrs. Baker will earn Step 1- \$30,728.00 prorated as per agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review.



- S. 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	\$ 64.00 per day
				\$128.00

\*Salary subject to the PEA contract negotiations.

- T. Recommend approval for all Paulsboro Public School employees who hold a valid Principal's certificate in New Jersey be approved for the Alternative Education Program (AEP) at Paulsboro Junior / Senior High School for the 2021 - 2022 school year.

AEP Administrator/Principal - Acct# 11-000-240-104-01-150

The following will be working this schedule:

Administrator/Principal 4:00p.m. – 7:30p.m. 3.5 hr./day

\*Rate to be determined upon completion of the PAA contract negotiations.

- U. Recommend approval for all Paulsboro Public School employees who hold a valid School Counselor's certificate in New Jersey be approved for the Alternative Education Program (AEP) at Paulsboro Junior / Senior High School for the 2021 - 2022 school year.

AEP School Counselor – Acct# 11-140-100-101-01-150

The following will be working this schedule:

Counselor 3:00p.m. – 5:30p.m. 2.5 hr./day

\*Rate subject to the PEA contract negotiations.

Informational: For many years, the Paulsboro Public Schools has operated alternative programs in order to prevent students from dropping out of school as well as develop the skills, behaviors and attitudes required to re-enter the typical day school program at Paulsboro High School and Paulsboro Junior High School.

The Alternative Education Program (AEP) is a twilight program which is open between 3:00 PM and 7:30 PM on Monday through Friday. The AEP serves students in Grades 7 – 12 who are experiencing academic, behavioral, and/or social problems while attending the typical school program during the day. Classes are composed of only a few students so each receives the individual attention from the teacher that is needed for them to grow academically. Students follow the same curricular framework as their counterparts who attend school during the regular school day. The program includes a counseling component designed to help students develop the social and behavior skills needed to return to and flourish in the typical day school program.

- V. Recommend approval for Cafeteria Worker Linda Brandt to work in the Summer Foods Program from July 6, 2021 through August 24, 2021. Ms. Brandt will earn \$18.53 per hour (her normal rate for the 2020-2021 school year) for 20 hours per week.

Informational: The Board of Education approved the Summer Foods Program at its May 24, 2021 meeting. Ms. Brandt is the only Paulsboro Public Schools employee still employed. All other workers in the summer program are employees of Nutri-Serve (district food service provider).

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson.

7 YES

MOTION CARRIED

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

Motion made by Mrs. Stevenson and seconded by Mrs. Cooper to approve items W-GG.

- W. Recommend approval for Billingsport Early Childhood Center Preschool Aide, Ms. Madison Pidliskey to complete her Practicum in School Counseling from Marshall University, West Virginia in the Paulsboro Public Schools.

Informational: Ms. Pidliskey will complete 100 counseling hours, 40 direct and 60 indirect from September 2021 – December 2021. Emphasis is placed upon gaining direct experiences and actually participating in all phases of the role of the school counselor. She will be supervised by a university supervisor from Marshall University. The mentor for Ms. Pidliskey will be with Billingsport Early Childhood Center Preschool Intervention & Referral Team-Early Childhood Ms. Megan Dimit.

- X. Recommend approval to appoint Mary Ann Giannotti to the position of Loudenslager Elementary School Instructional Aide for the 2021-2022 school year. Ms. Giannotti will earn Step 3 - \$25,502.00\* as per agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review.

Informational: If approved, Ms. Giannotti replaces Taylor Brady who has transferred to the Basic Skills Mathematics Aide position for the 2021–2022 school year. Interviews were conducted and references checked by Loudenslager Principal Matthew Browne and Billingsport Principal Tina Morris.

\* Salary subject to the PEA contract negotiations.

- Y. Recommend approval to appoint Nicole Notarianni to the position of Loudenslager Elementary School Part Time Inclusion Aide for the 2021-2022 school year. Ms. Notarianni will earn Step 1 - \$22.99\* per hour as per agreement with the Paulsboro Education Association. Part time positions work 3.8 hours per day not to exceed 19 hours per week. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review.

Informational: If approved, Ms. Notarianni replaces Brandi Esters who has resigned. Interviews were conducted and references checked by Loudenslager Principal Matthew Browne and Billingsport Principal Tina Morris.

\* Salary subject to the PEA contract negotiations.

- Z. Recommend approval to appoint Alexandra Cooke to the position of Paulsboro Junior High School English Teacher for the 2021-2022 school year effective August 31, 2021. Ms. Cooke will earn BA Step A - \$48,257.00\* as per agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review.

Informational: Interviews were conducted by Paulsboro Junior / Senior High School Principal Paul Morina and High School Assistant Principal James Pandolfo. Mr. Morina checked references.

\* Salary subject to the PEA contract negotiations.

- AA. Recommend approval to appoint the following employees for the 2021-2022 school year. All appointments are contingent on enrollments. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review.

Informational: Interviews were conducted and references checked by Loudenslager Elementary School Principal, Mr. Matthew Browne and Billingsport Early Childhood Center Principal Mrs. Tina Morris

<b>Aide</b>	<b>School</b>	<b>Position</b>	<b>Hours/Day</b>	<b>Salary/Hour 2021-2020</b>
Patricia Chambers	B	Playground/Cafeteria	2.0	\$12.00
Kimberly Ritter	B	Playground/Cafeteria	2.0	\$12.00
Ann Aspell	L	Playground/Cafeteria	2.0	\$12.00
Alana Dixon	L	Playground/Cafeteria	2.0	\$12.00
Taylor Fox	L	Playground/Cafeteria	2.0	\$12.00

B – Billingsport Early Childhood Center Account # 11-000-262-107-02-910  
L – Loudenslager Elementary School Account # 11-000-262-107-03-910

Informational: The recommendation rates are based on the Minimum Wages permitted in the State of New Jersey as of January 1, 2021. If the minimum wage increases the Board will review.

BB. Recommend approval to pay each of the following up to six hours at their contracted hourly rate in order to provide time for them to complete the online Safe School Training mandated by the New Jersey Department of Education.

<b>Aide</b>	<b>School</b>	<b>Position</b>	<b>Salary/Hour 2021-2022</b>
Patricia Chambers	B	Playground/Cafeteria	\$12.00
Kimberly Ritter	B	Playground/Cafeteria	\$12.00
Ann Aspell	L	Playground/Cafeteria	\$12.00
Alana Dixon	L	Playground/Cafeteria	\$12.00
Taylor Fox	L	Playground/Cafeteria	\$12.00

B – Billingsport Early Childhood Center Account # 11-000-262-107-02-910  
L – Loudenslager Elementary School Account # 11-000-262-107-03-910

CC. Recommend approval for Rowan University Clinical Student, Ms. Kara Leenas to complete her Full Year Clinical Practice I & II with Billingsport Early Childhood Center Second Grade Teacher Brittany Bielski during the 2021-2022 school year.

Placements will be the following:

Clinical Practice I, Fall 2021, September 1, 2021 through December 8, 2021.

Clinical Practice II, Spring 2022, January 18, 2022 through May 6, 2022.

Informational: During Clinical Practice also known as Student Teaching, the college students will observe in the classroom then gradually assume all of the duties of the cooperating teacher. A university supervisor will make a number of formal visits to the classroom in order to evaluate the student teacher and consult with the cooperating teacher.

DD. Recommend approval for Rowan University Clinical Student, Ms. Casey LaFrance to complete her Full Year Clinical Practice I & II with Billingsport Early Childhood Center Second Grade Teacher Colleen Phifer during the 2021-2022 school year.

Placements will be the following:

Clinical Practice I, Fall 2021, September 1, 2021 through December 8, 2021.

Clinical Practice II, Spring 2022, January 18, 2022 through May 6, 2022.

Informational: During Clinical Practice also known as Student Teaching, the college students will observe in the classroom then gradually assume all of the duties of the cooperating teacher. A university supervisor will make a number of formal visits to the classroom in order to evaluate the student teacher and consult with the cooperating teacher.

EE. Recommend approval of the voluntary transfer of Loudenslager One-On-One Aide Taylor Brady to the position of Basic Skills Mathematics Aide for the 2021-2022 School Year.

Informational: If approved, Ms. Brady will replace Lauren Brassill who transferred to Fifth Grade Teacher on March 1, 2021.

FF. Recommend approval of the voluntary transfer of Billingsport Early Childhood Center School Nurse Janice Esters to the position of Loudenslager Elementary School Nurse for the 2021-2022 School Year.

Informational: If approved, Ms. Esters will replace Catherine Brettman who did not return for 2021-2022 school year.

GG. Recommend approval to accept the resignation of Billingsport Early Childhood Center Classroom Instructional Aide Ms. Alison Hoehn effective July 14, 2021.

Informational: Ms. Hoehn has served our district for 5 years.

Roll call Vote: Theresa Cooper, Robert Davis (No votes: item S, T & U), Marvin E. Hamilton, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson.  
7 YES (exception: Items S, T, U – 6 YES)

MOTION CARRIED

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

Motion made by Mrs. Stevenson and seconded by Mr. Robinson to approve Item A.

- A. Recommend approval for Paulsboro High School Teacher Barbara Thomson and Billingsport Early Childhood Center Teacher Triana Hernandez to provide English Language Learner (ELL) services during the 2021-2022 school year. The Teachers will earn \$32.00\* per hour. Services will be provided on an as needed basis under the direction of Director of Curriculum, Instruction and Assessment Christine Lindenmuth. Funds for this service are included in the Title III grant.

Informational: Ms. Thompson and Ms. Hernandez are fluent in Spanish. English Language Learner (ELL) tutoring is mandated for students with Limited English Proficiency. These teachers provided the same services during the 2020-2021 school year. \*Hourly rate to be determined upon completion of the PEA contract negotiations.

\* Salary subject to the PEA contract negotiations.

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson.  
7 YES

MOTION CARRIED

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

Motion made by Mrs. Stevenson and seconded by Mrs. Danielle Scott to approve items A – C.

- A. Recommend approval of the following coaches for Paulsboro High School Fall Sports Teams for the 2021-2022 school year with stipends\* as per agreement with the Paulsboro Education Association. This recommendation is contingent on the New Jersey Department of Education and the New Jersey State Interscholastic Athletic Association approving sports during the fall season.

Position	Staff Member	2021-2022 Salary*	Step
Head Football Coach	Glenn Howard	\$8,112.00	3
Asst. Football Coach	Thomas Richardson	\$5,662.00	3
Asst. Football Coach	Kevin Harvey	\$5,662.00	3
Asst. Football Coach	Karron Whitsett	\$5,662.00	3
Asst. Football Coach	Vacant		
Head Cross Country Coach	Christopher Costenbader	\$5,475.00	3
Head Field Hockey Coach	Devin Bellocchio	\$4,925.00	3

Position	Staff Member	2021-2022 Salary*	Step
Assistant Field Hockey Coach	Gina Morina	\$4,646.00	3
Head Girls Soccer Coach	Mandy Gattuso	\$5,713.00	3
Assistant Girls Soccer Coach	Chelsea Brown	\$4,646.00	3
Head Boys Soccer Coach	Douglas Foglein	\$4,925.00	1
Assistant Boys Soccer Coach	Daryus Quarles	\$3,653.00	1
Head Cheerleading Coach	Erica Scott	\$2,763.00	3
Assistant Cheerleading Coach	Vacant	\$1,925.00	1
Assistant to the Athletic Director	Mark Vogeding	\$5,691.00	3

\* Salary subject to the PEA contract negotiations.

- B. Recommend approval of the following to the position of Volunteer Athletic Paraprofessional Aide (Volunteer Coaches) for the 2021-2022 Fall Sports Season. This recommendation is contingent on the New Jersey Department of Education and the New Jersey State Interscholastic Athletic Association approving sports during the fall season.

Volunteer	Sport
Wayne Farrow	Football
Francis Simpson	Football
Dustin Herrera	Football

Informational: Mr. Farrow also served as a volunteer for the Football during the 2020-2021 school year.

- C. Recommend approval for Paulsboro Junior / Senior High School Nurse Mary Porter to assist our school doctor with fall physicals. This recommendation is for up to 40 hours at \$32.00\* per hour = \$1,280.00.

Informational: Ms. Porter will do health screening and review paper work with athletes and coaches before the physical exam.

\* Salary subject to the PEA contract negotiations.

Roll call Vote:

Theresa Cooper: Item A –Abstained, Item B - Yes, Item C –No  
 Robert Davis: Items A – No, Item B - Yes, Item C – No  
 Marvin E. Hamilton: Item A - Abstained, Item B – Yes, Item C – Yes  
 Markee Robinson Item A – Yes, Item B - Yes, Item C – No  
 Danielle Scott: Item A – Abstained, Item B - Yes, Item C – Abstained  
 Tyesha Scott: Item A – Abstained, Item B - Yes, Item C – No  
 Irma P. Stevenson: Item A – Yes, Item B – Yes, Item C – Yes

Item A – 2 YES, 4 Abstentions, 1 NO  
 Item B – 7 YES  
 Item C – 2 YES, 1 Abstention, 4 NO

Motions: Items A & B MOTION CARRIED, Item –C MOTION FAILED.

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

Motion made by Mrs. Stevenson and seconded by Mrs. Danielle Scott to approve Items D-F.

- D. Recommend to reapprove for the 1st Annual Special Education Parent Advisory Group (SEPAG) / Parent Advisory Group (PAG) Parent United Barbeque to be rescheduled for August 16, 2021 from 12:00pm – 4:00pm and a rain date for August 17, 2021 from 12:00pm - 4:00pm.

Informational: This was originally approved at the June 28, 2021 Board Meeting.

- E. Recommend approval of the following athletic coaches for Paulsboro Junior High School for the 2021-2022 school year with stipends\*as per agreement with the Paulsboro Education Association (PEA). This recommendation is contingent on the New Jersey Department of Education and the New Jersey State Interscholastic Athletic Association approving sports during the fall season.

Position	Staff Member	2021-2022 Salary	Step
7 & 8 Grade Cross Country Coach	Tony Chila	\$3,181.00	3
7 & 8 Field Hockey	Vacant		

Informational: The salary for 7/8<sup>th</sup> grade coaches are the same for Steps 1, 2 and 3 as per agreement with the PEA.

\* Salary subject to the PEA contract negotiations.

- F. Recommend approval of the following to the position of Volunteer Athletic Paraprofessional Aide (Volunteer Coaches) for the 2021-2022 Fall Sports Season. This recommendation is contingent on the New Jersey Department of Education and the New Jersey State Interscholastic Athletic Association approving sports during the fall season.

Volunteer	Sport
Irma Stevenson	Girls 7 & 8 Grade Field Hockey

Informational: Ms. Stevenson also served as a volunteer for the Girls 7 & 8 Grade Field Hockey Team during the 2020-2021 school year.

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson (Abstained on Item F).  
7 YES (except Item F, 1 Abstention)

MOTION CARRIED

**POLICY 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 to approve Item A.

- A. Recommend approval from the Paulsboro Board of Education to readopt the Paulsboro Public Schools District’s Bylaw, Policy and Regulation Manuals that were revised and updated by the District Administration and Strauss Esmay Associates.

Informational: These manuals represent the policies and regulations as they have been edited by the District Administration. The PROOF version of the manuals are available for review in the Superintendent’s Office. We will be working to place the updated policy manuals on our website after it has been Board approved.

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson.

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.

### **June 10, 2021 Update**

The public typically thinks schools are closed for the summer, to the contrary it is a very busy time because the maintenance staff have a very limited window to deep clean and do the things that they cannot do when students and teaching staff are in the building. And conversely most building projects have to be completed when students are not present. One such project; the High School Boiler and Domestic Water project couldn't start until the day after graduation. Boilers and old piping have asbestos insulation which requires the building to be bagged with negative air pressure for up to 20 days. This requires the building to be totally closed even to maintenance personnel, summer staff preparing for summer school, and the Technology team that needs every minute of the summer to get the building ready for September. Yes, we already have our eye on September and summer didn't officially start until June 20th.

We have already seen a flurry of construction activity. The new doors (5 pairs & 1 single) are in at the High School and 1 pair of doors at the Billingsport School. This summer will be busier than usual, coordinating work to be done in the classrooms and the summer school schedule.

The wiring and installation in all three buildings of the individual classroom thermostats and heater controls has been going on behind the scenes is now complete. Over 50 Exhaust Fans had to be rewired to communicate with the new controls. Over the summer every Unit Ventilator in the district will receive new electronic valves that will communicate with the central heating program.

The High School Track replacement will start right after graduation and alarm panel work will be completed at Loudenslager School.

### **July 21, 2021 Update**

Summer projects are in full force being funded by the 2015 Rod Grants and the 2015 Bond Issue and is receiving additional funding from the Federal Recovery Act monies ESSER 1 and 2. The High School boiler project is well under way and the asbestos has been removed allowing the (ESSER II funded) mechanical room electrical and hot water to begin demolition as they break down the old boilers.

The High School Track has a tentative start date in July and will take 20-30 days to complete. With delays in the supply chain and school contractors backed up for summer work Jack Henderson has been monitoring this project very closely and is pushing the vendor for its earliest September completion.

There is roof work at Billingsport Early Childhood Center and site drainage at Paulsboro High School and Loudenslager Elementary School, fire alarm panel work being completed along with the enhanced summer educational program in addition to the normal summer maintenance deep clean.

**FACILITIES: None at this Time**

**FINANCE 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.

A. Recommend approval of the agreement between Paulsboro Public Schools and Gloucester County Special Services School District (GCSSSD) to provide the following professional services during the 2021-22 school year: evaluations, treatments, consultations, staff recruitment and supervision, and training for:

- a. Assessments
  - 1. Augmentative/Assistive Technology
  - 2. Functional Behavior
  - 3. Related Services (OT, PT, Speech)
  - 4. Specialized Speech Language
- b. Autism Outreach Services
  - 1. Autism Consultation/Support
  - 2. Behavior Consultation/Support
  - 3. Program Assistant
- c. Professional Development
  - 1. In-Service Training/Workshops
  - 2. Sign Language Instruction
- d. Professional Services
  - 1. Augmentative/Assistive Technology
  - 2. Behavior Consultation
  - 3. Education Consultant
  - 4. Educational Interpreter with Sign Language
  - 5. Homebound Instructor
  - 6. Inclusion Services
  - 7. Itinerant Specialized Teaching
  - 8. Occupational and Physical Therapy
  - 9. Occupational and Physical Therapy Assistant
  - 10. Parent Workshops
  - 11. Sign Language Instruction
  - 12. Social Worker
  - 13. Speech Language Therapy
  - 14. Teacher of the Deaf

Fee Schedule for Services will be billed at the 2021-2022 rate. (**Attachment**)

B. Recommend retroactive approval for Paulsboro Public Schools to authorize the submission of the ESEA application for Fiscal Year 2022 and accept the grant award of these funds upon the subsequent approval of the FY 2022 ESZEA Application.

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson.

7 YES

MOTION CARRIED

C. 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
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
May	\$52,958.61	\$56,660.08	\$3,701.47
June	\$26,515.94	\$27,302.42	\$786.48
<b>Year to Date</b>	<b>\$39,701.373</b>	<b>\$378,734.89</b>	<b>-\$17,966.48</b>

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.

D. 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
May 1 - 31, 2021	School Year	Remote	389	7,779
June 1 - 11, 2021	School Year	Remote	376	3,758

Dates	Type of Program	Average Number of Students Served per Day	Average Number of Meals Served per Day	Total Meals Served
<b>Grand Total</b>				<b>110,106</b>

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

Motion made by Mrs. Stevenson and seconded by Mrs. Cooper to approve Item E.

- E. Recommend approval for Billingsport Early Childhood Center Preschool Intervention & Referral Team Megan Dimit and Kindergarten Teacher Lindsay Campbell to receive reimbursement for time working in the summer to plan for the implementation of the Character Counts program. The teachers will participate in 5, 2-hours work sessions, beginning July 26, 2021 and ending on July 30, 2021. Each teacher will receive reimbursement for 10 hours of work at the rate agreed upon in the PEA contract. This amount will not exceed \$800.00 and will be charged to the Coronavirus Response and Supplemental Appropriations Act – Elementary and Secondary School Emergency Relief Fund (CRRSA – ESSER II).

Account Number: 20-484-100-100

Informational: Character Counts uses the Six Pillars of Character as a foundational strategy while using the TEAM approach. Character Counts promotes a positive school climate, intensive decision-making strategies and mindfulness.

Roll call Vote: Theresa Cooper, Robert Davis, Marvin E. Hamilton, Markee Robinson, Danielle Scott, Tyesha Scott, Irma P. Stevenson.

7 YES

MOTION CARRIED

**SCHOOL SAFETY: None at this Time**

**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.

Motion made by Mrs. Stevenson and seconded by Mrs. Danielle Scott to go into closed session.

The motion unanimously carried.

The Board went into closed session at 7:57 pm and returned to public session at 8:26 pm, which adjourned immediately thereafter.