

PAULSBORO PUBLIC SCHOOLS

BOARD OF EDUCATION MEETING
PAULSBORO, NEW JERSEY

AGENDA

MONDAY, FEBRUARY 27, 2023

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

There will be no remote or Zoom access to this meeting. Members of the public who wish to attend will need to follow all COVID-19 protocols upon entry.

6:00 p.m.

Board of Education Executive Session

7:00 p.m.

Board of Education Meeting

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

MISSION STATEMENT

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

CALL TO ORDER

As required by the Open Public Meetings Act as presiding officer, I announce that adequate notice of this meeting has been provided by mailing on the original date of Wednesday, July 27, 2022 and Monday, September 26, 2022 for the change of the October Meeting date from Monday, October 24, 2022 to October 17, 2022 due to the members attending the NJSBA 2022 to the Paulsboro Clerk, Greenwich Township Clerk, Courier Post, South Jersey Times, Secretary of Greenwich Township Board of Education and by posting the schedule of meetings in a public place reserved for such announcements by the Board of Education. The 2022-2023 Board of Education schedule of meetings was readopted by the Board of Education at the Reorganization Meeting on January 9, 2023 that reflected the change to the Reorganization Meeting date changed from January 3, 2023 to January 9, 2023 and February 27, 2023 "Day of the Week" changed from Tuesday to Monday.

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

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

EXECUTIVE SESSION

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

PLEDGE OF ALLEGIANCE

PRESENTATIONS

1. February’s ***Raider Report*** presented by Loudenslager Elementary School Teachers Krista Lange and Tara Stahl
2. Student of the Month Awards for December 2022 and January 2023:

Paulsboro Junior High School	Paulsboro High School
<u>December Students of the Month</u>	<u>December Students of the Month</u>
Sloane Golembiewski - Grade 7 Eithand Clark - Grade 8	Ja’lah Jenkins – Grade 9 Alyssa Sharp - Grade 10 Jordan Buie - Grade 11 Ivan Murray - Grade 12
<u>January Students of the Month</u>	<u>January Students of the Month</u>
London Mason - Grade 7 Vanessa Warren - Grade 8	Brandon Hampton-Beverly– Grade 9 Damire Townsend - Grade 10 Najiah Wilson- Grade 11 Robert Stotsenburg - Grade 12

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

RESOLUTION – 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:

INFORMATIONAL: Facilities: Building walkthrough prior to the Board Meetings.

March 27, 2023 at 5:00pm Loudenslager Elementary School
 April 24, 2023 at 5:00pm Billingsport Early Childhood Center
 May 22, 2023 at 5:00pm Paulsboro Junior/Senior High School

OLD BUSINESS: – None at this time.

PENDING ITEMS: – None at this time.

BOARD BUSINESS: – None at this time.

REPORT OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

REPORT OF THE SUPERINTENDENT

EXECUTIVE SESSION

WHEREAS the “Open Public Meetings Act:” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed, the Paulsboro Board of Education will meet in Executive Session for the purpose of discussing the

following: Personnel, Contracts, and Legal. The matters discussed will remain confidential until the need for confidentiality no longer exists.

NEXT MEETINGS OF THE BOARD OF EDUCATION

Regular Meeting

**Monday, March 27, 2023 at
7:00p.m. in the
Paulsboro High School Auditorium**

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

MOTION TO ADJOURN



REPORT OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

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

Informational: The Report of 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 | January 23, 2023 |
| Executive Meeting | January 23, 2023 |
| Special Meeting | January 30, 2023 |
- B. Approval of the January 2023 transfers. (**Attachment**)
- C. Approval for payment of bills that are duly signed and authorized. (**Attachment**)

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

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 - F: 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.
- 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 Monday, March 27, 2023 meetings of the Board of Education.

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

D. Recommend approval for the following job descriptions:

1. 12 Month Director of Safety and Security (**Attachments- Policy 1400 included**)

E. Recommend approval of the attached 2023-2024 District Calendar. (**Attachment**)

Informational: The recommended calendar was developed in consultation with the Paulsboro Education Association (PEA) and Paulsboro Administrators Association (PAA). In addition, the recommended calendar was, to the extent possible, coordinated with the Greenwich Township Public Schools and Gloucester County Institute of Technology. As per agreement with the PEA the calendar includes 181 days for students and 184 days for teachers. The calendar includes 5 days of parent/teacher conferences (2 day conferences and 3 evening conference).

F. Recommend approval to accept the resignation with the intent to retire of Paulsboro School District Bus Driver Marie Polimeni June 16, 2023.

Informational: Mrs. Polimeni has served our district for 19 years.

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

G. Recommend approval to appoint the Dena Weiss to the position of Playground/Cafeteria Aide at Loudenslager Elementary School for the remainder of the 2022-2023 School Year at a rate of \$15.00 per hour for 2 hour per day on those days that lunch is served. This recommendation is contingent on the successful completion of a criminal history background review. Resume and /or application are on file in the Administration Building. Resume and /or application are on file in the Administration Building.

Informational: Interviews were conducted by Loudenslager Principal Matthew Browne.

H. Recommend approval to appoint Lindsay Rieger to the position of Loudenslager Elementary School Grade 3 Special Education Teacher for the remainder of the 2022-2023 school year. Ms. Rieger will earn prorated Step N – BA - \$76,819.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on successful completion of a criminal history background review. Resume and /or application are on file in the Administration Building.

Informational: Ms. Rieger has fourteen years of experience as a special education teacher in the Woolwich School District and will fill the position vacated by Jayna Costantino whose resignation was approved by the Board of Education at the September 26, 2022 Board Meeting. Interviews and reference checks were conducted by Loudenslager Elementary School Principal Matthew Browne and Billingsport Early Childhood Center Principal Tina Morris.

I. Recommend approval to accept the resignation of Billingsport Early Childhood Center Part Time Hall Monitor Melanie Campbell effective February 1, 2023.

J. Recommend approval, via Letter of Intent dated February 6, 2023, to appoint Shelby Brown to the position of Math Teacher Paulsboro Junior High School for the remainder of the 2022-2023 school year effective February 9, 2023. Mr. Brown will earn prorated BA Step O - \$84,894.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

Informational: Interviews were conducted by Paulsboro Junior High School Principal Monica Moore-Cook, Paulsboro Junior High School Vice Principal John Giovannitti and Paulsboro Senior High School Vice Principal James Pandolfo.

- K. Recommend approval to appoint Tamara Little to a Substitute Custodian for the remainder of the 2022-2023 school year. This position is on an “as needed” basis and will earn \$14.13 per hour and does not include benefits. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

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

- L. Recommend approval of Federal Family Leave of Absence, Staff #1004 DOH 09/29/2015, with the following terms and conditions.

<u>Dates of Leave</u>	<u>Terms and Conditions of Leave</u>
Monday, March 13, 2023 – Friday, March 31, 2023	With pay and benefits by use of accumulated sick and personal leave as well as the concurrent use of Federal Family Leave (15 days)
Monday, April 3, 2023 – Friday, June 9, 2023	Unpaid; use of Federal Family Leave (46 days)

- M. Recommend approval of Intermittent Unpaid Leave of Absence, Staff #291 DOH 05/15/1997, with the following terms and conditions.

<u>Dates of Leave</u>	<u>Terms and Conditions of Leave</u>
Tuesday, February 7, 2023 – Friday, June 9, 2023	Intermittent unpaid days with benefits paid by employee, use of Federal Family Leave (60 days)

- N. Recommend approval of Federal Family Leave of Absence, Staff #2138 DOH 09/01/2019, with the following terms and conditions.

<u>Dates of Leave</u>	<u>Terms and Conditions of Leave</u>
Monday, February 13, 2023 – Monday February 27, 2023	With pay and benefits by use of accumulated sick and personal leave as well as the concurrent use of Federal Family Leave (9.75 days)
Monday February 27, 2023, 2023 – Monday, May 11, 2023	Without pay, employee to pay benefits prior to leave as well as use of Federal Family Leave (50.25 days)

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

- A. Recommend approval for Paulsboro Junior / Senior High School Athletic Director John Giovannitti to attend New Jersey Athletic Directors Conference on Monday, March 13, 2023 through Friday, March 17, 2023 in Atlantic City, New Jersey. The total cost to the District will be \$610.00.

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

- B. Recommend approval for Paulsboro Public Schools Facilities Manager John Swanson to participate in the training and vendor expo on school facilities in order to fulfill continuing education requirements under the Certified Educational Facilities Manager (CEFM) Program.

Informational: The State of New Jersey requires all Certified Educational Facilities Managers (CEFM) to complete 20 hours of training or continuing education in fields of study related to school facilities in the State and approved by the department. Participation in these workshops responds to these State mandates for continuing education credits of a CEFM. The New Jersey School Buildings and Grounds Association will take place on March 19, 2023 through March 22, 2023. The cost to the District will be \$59.22 for mileage reimbursement.

- C. **Informational** – Mid-Year Report of Paulsboro Junior-Senior High School Student Assistance Counselor L. Jean Brown. (**Attachment**)

Please find attached a copy of the above mentioned report for the period September 1, 2022 – January 31, 2023. The report highlights the nature and number of challenges faced by students. Ms. Brown assists student with issues ranging from anger to depression to family relationships to grief to legal matters, etc., etc.

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

- D. Recommend approval for Billingsport Early Childhood Center School Psychologist Kayla Kushner and the Director of Special Services Stacey DiMeo to attend re-certification training in Handle with Care. This one-day session will be held on Thursday, March 2, 2023 from 8:30 am – 4:30 pm at the Double Tree Hotel in Cherry Hill. The fee for the workshop for these two staff members is \$1,050.00 and will be paid for utilizing the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act and the American Rescue Plan (ARP) grant funds.

Informational: Handle with Care is a premier crisis intervention and behavior management system which teaches the safest and most powerful verbal and physical intervention methods. The staff members attending this re-certification seminar will turn-key the information and train District staff in valuable de-escalation techniques during critical situations.

- E. Recommend approval for Billingsport Early Childhood Center Child Study Team member Kristen Shute to attend “Pathways to Reading Difficulties: he Simple View of Reading, Poor Reader /Subgroups, Identification and Intervention virtual workshop held on Wednesday, March 15, 2023 and Wednesday, March 22, 2023 from 6:30 pm – 8:35 pm. The total cost to the District for this two-day session is \$115.00.

Informational: The New Jersey Branch International Dyslexia Association and the New Jersey Speech-Language-Hearing Association are presenting this two-day virtual conference to review the research on the language basis of reading. Poor reader subgroups will be described with a focus on early identification and intervention. Participants will received evidence-based practices and practical information on how to improve reading outcomes.

- F. Recommend approval for Paulsboro Public School Junior High Math Teacher Doug Foglein to write the curriculum for middle school Personal Financial Literacy. Expected completion date is March 2023.

Informational: Curriculum writing, revision and review is required in order for Paulsboro Public Schools to maintain alignment with the New Jersey Student Learning Standards for middle school Personal Financial Literacy. This course, in particular, is a newly formed, stand alone, semester course for middle school students and is a requirement of the New Jersey Department of Education. Mr. Foglein will be allotted 20 hours to complete this work and will be paid according to the current hourly rates in the PEA contract. Doug Foglein will replace Anthony Lelionis as the writer of curriculum for this subject area.

- G. Recommend approval of the following Mentor / Buddy Teacher at Loudenslager Elementary School and Paulsboro Junior High School for the 2022-2023 school year:

Subject	New Staff Member	Buddy	Mentor
Grade 5 Special Education Teacher	George Maier	Corey Hoffman	NA
Junior High Math Teacher	Shelby Brown	Douglas Foglein	NA

Informational: Experienced teachers who begin work in the Paulsboro Public Schools are assigned a buddy teacher to help orient and guide them through their first year of service. This is a local requirement not one imposed by the state. The buddy teachers are not paid but rather serve as a professional courtesy to their colleagues.

- H. Recommend approval for the New Jersey Child Assault Prevention (NJ CAP) group to implement the CAP program in Paulsboro Public School District for Pre-K.

Informational: New Jersey Child Assault Prevention (NJ CAP) fulfills the Erin’s Law compliance requirement. Erin’s Law (A-769/S-1130), requires all New Jersey school districts to incorporate age-appropriate sexual abuse prevention and awareness education into the New Jersey Students Learning Standards. This legislation also requires the training of school personnel on sexual assault awareness and prevention. The application completed by the Director of Curriculum was approved and Paulsboro Public Schools was awarded approximately \$5,900.00 in State CAP funding to support this very important project.

I. Informational - Enrollment and Class Size:

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

Grade	Enrollment - February 15, 2023							
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Pre- School Age 3 & 4	57	69	62	78	82	51	57	70
K	104	98	93	101	93	79	78	81
1	111	86	87	83	84	85	84	74
2	79	84	80	79	79	81	85	73
3	56	64	102	90	81	88	89	97
4	65	70	59	99	81	82	95	84
5	64	59	69	62	97	84	86	90
6	53	83	61	69	56	98	86	82
7	73	72	92	68	71	61	101	90
8	62	81	67	90	66	73	66	100
Self-Contained Special Education Billingsport/Loudenslager*	26*	28	20	19	23	13	21	28
Grand Totals	750	794	792	838	813	795	848	869

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

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

Grade	Enrollment – February 15, 2023							
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
9	63	80	93	92	107	102	114	100
10	82	78	77	83	82	100	98	107
11	80	77	64	78	73	75	84	92
12	78	95	85	63	82	83	76	96
TOTAL	303	330	319	316	344	360	372	395

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 February 15, 2023					
Pre-School	12	12	12	12	11	11
Kindergarten	21	20	18	22		
1	19	19	17	19		
2	19	18	18	18		

Grade	Number of Students per Class as of February 15, 2023					
3	26	24	23	23	1	
4	20	21	21	20	2	
5	24	23	21	20	2	
6	19	20	20	22	1	
Special Education	3	10	11	4		

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

- A. 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 Paulsboro Senior High School from Monday, June 19, 2023 through Tuesday, July 25, 2023 for students in grades 9 through 12. The Director of Special Services Stacey DiMeo will be the lead for this program. Paulsboro Senior High School Principal Paul Morina 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.

- B. Recommended approval to operate an Academic Enrichment Program for students in grades 7-12 at Paulsboro Senior High School from Monday, June 19, 2023 through Tuesday, July 25, 2023. Paulsboro Senior High School Principal Paul Morina and Junior High School Principal Monica Moore-Cook will collaborate to implement and supervise this program.

Informational: The purpose of this summer enrichment program is to provide intervention instruction for students who require additional academic support to reduce summer learning loss. This program will be funded through the ARP ESSER Grant.

- C. Recommend 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 Paulsboro Junior/Senior High School from Monday, June 19, 2023 through Thursday, July 27, 2023. Paulsboro High School Principal Paul Morina and Paulsboro High School Assistant Principal James Pandolfo will coordinate this program.

Informational: The purpose of the summer enrichment program is to provide experiences for students that are unique and engaging to prevent the learning loss that occurs when children are not in school. Credit recovery programs allow students to make up previously failed course credit with additional support to keep students on track for promotion to the next grade level. This program will be funded through the ARP ESSER Grant.

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

- D. Recommend approval for Garrett Campbell, son of Billingsport Early Childhood Center Kindergarten Teacher Ms. Lindsay Campbell to attend Billingsport Early Childhood Center as a professional courtesy during the 2023-2024 school year. This student will be in the preschool class.
- E. 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 Billingsport Early Childhood Center from Monday, June 19, 2023 through Tuesday, July 25, 2023 for students in grades Preschool through Sixth Grade. The Director of Special Services Stacey DiMeo will be the lead for this program. Loudenslager Elementary School Principal, Matthew J. 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.

- F. Recommended approval to operate an Academic Enrichment Program for students in grades K-6 at Billingsport Early Childhood Center from Monday, June 19, 2023 through Thursday, July 20, 2023. Loudenslager Elementary School Principal Matthew Browne and Billingsport Early Childhood Center Tina Morris will collaborate to implement and supervise this program.

Informational: The purpose of this summer enrichment program is to provide intervention instruction for students who require additional academic support to reduce summer learning loss. This program will be funded through the ARP ESSER.

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

Case #	Grade:	Hours of Instruction
302249	06	Student was placed on homebound instruction based on their current transient living situation and difficulty obtaining and maintaining transportation. The student will receive a minimum of 10 hours a week at the rate of \$40 / hr. End date 2/28/2023.
322248	04	Student was placed on homebound instruction based on their current transient living situation and difficulty obtaining and maintaining transportation. End date 2/28/2023.
332852	03	Student was placed on a medical home instruction for 4 weeks. The student will be reevaluated in 3 weeks. The student will receive 5 hours a week at the rate of \$40/hr. End date 3/17/2023.

- H. Recommend approval for the Preschool Parents Classroom Involvement per the New Jersey Department of Education Division of Early Childhood Education Preschool Classroom Teaching Guidelines.

Informational: The New Jersey Department of Education Division of Early Childhood Education Preschool Classroom Teaching Guidelines 2019 Section 5: Moving Beyond the Classroom “Collaborative Partnerships with Families and Communities: Collaborative Partnerships with Families and Communities Partnerships between a young child’s home, school and community are especially valuable in the preschool years. Knowledgeable early childhood educators understand the positive impact and benefits of engaging partners as a child’s “out-of-school” support system focused on learning and healthy development. The early learning years are a time when children reach important developmental milestones and acquire foundational competencies such as language, literacy, essential basic mathematical skills, and social emotional skills, all of which strongly affect their capacity for life-long learning and success. Meaningful partnerships based on children’s learning and development have a powerful influence on their future; perhaps, more than any other time in a child’s school experience.

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

- A. Recommend approval for the Paulsboro High School Grade 11 students to participate in a Spring College Fair at RiverWinds on Thursday, March 2, 2023. The following High School Guidance Staff will chaperone the field trip: Melba Moore-Suggs, Jean Brown, JessicaRose Johnson and Nicole Vitale.

Informational: The Career Council, Inc. Spring College Fair is an annual event held at RiverWinds Community Center. This presents an excellent opportunity for high school junior students to get information from college representatives from all over the country. The Career Council provides free transportation for students and chaperones. There will be no cost to the District.

- B. Recommend approval of the following Volunteer Assistant Coaches for the Paulsboro High School athletic teams for the 2023 Spring Season:

Sport	Name of the Volunteer Assistant Coach
Girls Track and Field	Paulette Cwik

Sport	Name of the Volunteer Assistant Coach
Girls Track and Field	Anita Evans
Boys Baseball	Vacant
Girls Softball	Monica Koraido
Boys Track and Field	Vacant

- C. Recommend approval of the following coaches for Paulsboro High School sports teams for the 2023 Spring Season 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.

Sports	Name	Stipend	Step
Boys Baseball Head Coach	John Marcucci	\$6,943.00	3
Boys Baseball Assistant Coach	Shane Kovalesky	\$4,600.00	2
Girls Softball Head Coach	Mandy Gattuso	\$6,943.00	3
Girls Softball Assistant Coach	Thomas Richardson	\$4,739.00	3
Boys Track & Field Head Coach	Thomas Hampel	\$6,752.00	3
Boys Track & Field Asst. Coach	Christopher Costenbader	\$5,259.00	3
Boys Track & Field Asst. Coach	Daryus Quarles	\$5,259.00	3
Girls Track & Field Head Coach	Euridee Gunter	\$6,752.00	3
Girls Track & Field Asst. Coach	Antonio Chila	\$4,300.00	1
Girls Track & Field Asst. Coach	Ronald Wenzel	\$5,259.00	3

Informational: All of the coaches recommended above served in the same positions during the 2021-2022 school year.

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

- D. Recommend approval for Loudenslager Elementary School to host a Community Build Playground Project on Saturday, April 1, 2023 from 8:00am - 4:00pm.

Informational: Loudenslager will be receiving a new grant-funded playground and as part of this we will be implementing a community build model. The community-build model features a supervised playground build that incorporates volunteers from our town or local businesses and organizations to assist with the installation process, which at its conclusion will provide our students with a new safe space to play while instilling a sense of pride by giving back to the community. The new Loudenslager playground will be funded through ARP ESSER Grant Funds. The rain date for our community build playground project is Sunday, April 2, 2023.

- E. Recommend approval for Loudenslager Elementary School to hold its Spring Music Concert on Thursday, May 25, 2023 at 9:30am.

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

- F. Recommend approval for Loudenslager Elementary School to hold the Loudenslager Moving Up Ceremony on Wednesday, June 7, 2023.

Informational: This annual program is the culminating activity for 6th Grade students and marks the transition from Loudenslager Elementary School to Paulsboro Junior High School. Weather permitting this program will be held on the Front Lawn at Loudenslager Elementary School. Rain dates for this program will be Thursday, June 8, 2023 or Friday, June 9, 2023. This program is coordinated by Loudenslager Elementary School 6th Grade Teacher Jennifer Hoffman.

- G. Recommend approval of the following athletic coaches for Paulsboro Junior High School for the 2022-2023 school year with stipends as per agreement with the Paulsboro Education Association (PEA).

Sport	Name	Stipend
Track & Field Coach	Erica Scott	\$3,342.00
Track & Field Coach	Kevin Harvey	\$3,342.00

Informational: All of the coaches recommended above served in the same position during the 2021-2022 school year. The salary for 7/8th grade coaches is the same for Steps 1, 2 and 3 as per agreement with the PEA.

- H. Recommend approval for the following change to 2nd Grade field trip list for the 2022 - 2023 school year:

Grade	Trip	Informational
2 nd Grade	Gloucester County Library Greenwich Twp Academy of Natural Sciences Franklin Institute, Philadelphia Philadelphia Zoo New Jersey Aquarium Philadelphia, Please Touch Museum Pitman Theatre Lincoln Park AMC Theaters IMAX Movie-Cherry Hill 24 The trip that is highlighted has been added to the list of approved trips.	A Field trip to the aquarium, zoo or museum will offer students an incredible opportunity to discover the biodiversity of Planet Earth firsthand. Prior to the field trip, students will be learning about animals and their habitats using textbooks, as well as supplemental materials. Teachers will select from the list of trips by availability and on a rotating basis.

Informational: All trips will be funded by SSER-II and ARP-SSER Grants.

- I. Recommend approval for Billingsport Early Childhood Center to celebrate Read Across America during the month of March. Volunteers will be invited to the school throughout the month of March to read to the students.

Informational: Read Across America Day is an annual event that is part of Read Across America, an initiative on reading that was created by the National Education Association. This day is a motivational and awareness day, calling all children and youth in every community across the United States to celebrate reading. As part of this program, Billingsport Early Childhood Center will invite Guest Readers into the school from local and community organizations including; The Paulsboro Public Schools Retired Teachers/Administrator, NHSM, Board Members, Paulsboro Police Department, Paulsboro Mayor and Council, Gloucester County Sherriff, EMS, Director, Communication Center, Library, Clerk, Paulsboro and Gibbstown Fire Departments, Gill Memorial Library, Bank, Credit Union, and the Paulsboro Refining Company.

CONSTRUCTION UPDATES:

Safety Grant: The District is ready to move forward on plans for Safety Vestibules for each of the buildings. Drawings were received from Garrison Architects to complete the vestibules and install Access Control Systems for the doors and Security Cameras. Using the Camden County Educational Services Cooperative Pricing system, a quote has been received to complete the brick-and-mortar portion of the vestibules that is within the funding limit of the Safety Grant Award. We will look for additional funding sources to complete the project at a later date but are moving forward with this critical project so that we can get this into the construction material supply chain.

Informational: ROD and Non-ROD Grants

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

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

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

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

February 2023 Update

ESIP Energy Savings Improvement Program: Many months of gathering data is finally come to an end. There is a meeting set for February 23rd to review the ESIP project scope and what the District needs to do next. We will also be reviewing a program provided by South Jersey Gas that the District can utilize as part of the ESIP where South Jersey Gas does a Direct Install of your energy and capital needs.

As part of the Energy Savings Program the District will be looking into Solar and will be advertising for proposals to be received in March. This solar RFP does not bind the District to anything; it is a request for proposals to see if solar can provide some utility bill savings. We are asking proposers to consider both onsite solar, and offsite solar systems, so as to keep as many options on the table as possible.

CONSTRUCTION: RECOMMENDED BOARD ACTION A: The Greenwich Township Representative may not vote on items in this section of the agenda.

- A. Recommend approval for the District to utilize the services of the Small Business Direct Install Program which provides rebates and repayment incentives for the installation of various Energy Conservation Measures in the following categories: lighting, controls, refrigeration, heating and air conditioning updates.

Informational:

South Jersey Gas will provide rebates and repayment incentives for lighting, electric HVAC, Electric all other and gas projects for the District. Total savings per building are estimated to be:

Billingsport Early Childhood Center	\$ 283,019.36
Loudenslager Elementary School	\$ 243,840.96
Administration Building	<u>\$ 25,790.60</u>
Total estimated savings/incentives	\$ 552,650.92

Cost to the District:

Billingsport Early Childhood Center	\$ 70,754.84
Loudenslager Elementary School	\$ 67,331.04
Administration Building	<u>\$ 10,495.14</u>
Total	\$ 148,581.02

The District cost is estimated to be paid from annual savings derived from energy saving initiatives. (**Attachments**)

ROD Grant Program: The State has now reviewed the paperwork for the Billingsport Rod Grant and provided a list of items needed to procure our next reimbursement of \$208,061.20.

Summer AC ventilation work is already being scheduled, and preliminary work is to begin during spring break. Equipment that has been on order for 12 months will be installed for the following; High School Auditorium, Nurses Office and Gym, Billingsport Main Office and STEAM Lab, and Loudenslager STEAM lab.

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

- A. Recommend approval to dispose of the following materials from Paulsboro Junior / Senior High School.

Quantity	Item	Year Purchased	Method of Disposal	Reason for Disposal
1	Magnavox VCR	2013	Trash	Obsolete
1	Overhead Projector	2000	Trash	Obsolete
1	Toshiba Television	2002	Trash	Obsolete
1	Sony Television	1999	Donate to Charity	Obsolete
1	TV Cart	Not Know	Metal Recycling	No Longer have a use, poor condition
1	VCR	2000	Trash	No longer use VHS Tapes, poor condition
1	Insignia Television	2007	Donate to Charity	Obsolete
1	Hitachi Projector	2006	Trash	Poor, not safe to use
1	RCA DVD Player	2000	Trash	Poor, does not work
1	RCA VCR	2000	Trash	No longer use VHS Tapes, poor condition
1	RCA TV	1986	Trash	Poor, Not compatible with current technology
1	RCA TV	1990	Trash	Poor, Not compatible with current technology
2	Panasonic VHS Players	1985	Trash	Poor, No Cord, not compatible with current technology
1	Studio Video Camera	1975	Trash	Poor, Not compatible with current technology
37	History of the United States Books	1997	Trash	Outdated and no longer of use to the district

- B. Recommend authorization for the Superintendent to approve the following organizations to use school facilities as listed for the 2022-2023 school year. This recommendation is contingent on each group filing the appropriate request and verification of insurance.

ORGANIZATION/ PERSON	ACTIVITY	FACILITY	CONTACT
Rutgers University/ Paulsboro Town Hall	Town Hall Meeting PFAS, Residents of Paulsboro March 13, 2023 7:00pm – 9:00pm	PHS Auditorium	Tonya Kidd
Trinity Track Club	Tuesdays, Thursdays and Fridays March 23, 2023-August 4, 2023 5:30pm-6:30pm 5:00pm-6:30pm Summer	PHS Track	Tonya Kidd

- C. Recommend approval to accept and submit the Asbestos Hazard Emergency Response Act (AHERA) Periodic Surveillance Inspection Reports to appropriate agencies for Paulsboro Junior-Senior High School and Administration Building. The reports dated January 18, 2023 are available for inspection in advance of the meeting in the Office of the Business Administrator. They will also be available at the meeting for review.

Informational: The AHERA Periodic Surveillance Inspection Report provides a summary of asbestos findings as well as a history of asbestos removals for a given facility. The

inspection is conducted and reports created by Horizon Environmental Group, Inc. under contract with the Paulsboro Board of Education. The district engages the Horizon Environmental Group to perform periodic inspections of all district facility for compliance with the Asbestos Hazard Emergency Response Act. These inspections are required to be performed every six months and the results reported to the Board. The reports identify all asbestos containing materials in each facility and the condition of those materials. All of the asbestos containing materials present in the district are properly encapsulated and no action is required at this time.

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

- D. Recommend authorization for the Superintendent to approve the following organizations to use school facilities as listed for the 2022-2023 school year. This recommendation is contingent on each group filing the appropriate request and verification of insurance.

Organization/ Person	Activity	Facility	Contact
Boys & Girls Club of Gloucester County	After School Care program	Billingsport Early Childhood Center	Jessica Jenkins
Boys & Girls Club of Gloucester County	After School Care program	Loudenslager Elementary School	Jessica Jenkins

- E. Recommended approval for the Boys & Girls Clubs of Gloucester County to utilize the Billingsport Early Childhood Center to host an after-school program from 2:30 PM - 6:00 PM, Monday through Friday during the 2022 - 2023 School Year.

Informational: The Boys & Girls Clubs of Gloucester County operates an after-school program for students in the community each afternoon. The Boys & Girls Club will provide either transportation or a supervised walk from Billingsport Early Childhood Center to their off-site location each afternoon. The Boys & Girls Club of Gloucester County provides staff to supervise these students each afternoon and provides them with snack and homework assistance until the bus arrives.

- F. Recommended approval for the Boys & Girls Clubs of Gloucester County to utilize the Loudenslager All-Purpose Room for an after-school program from 3:00pm - 6:00pm, Monday through Friday during the 2022-2023 School Year.

Informational: The Boys & Girls Clubs of Gloucester County operates an after-school program for students in the community each afternoon. The Boys & Girls Club either provides transportation or a supervised walk from Loudenslager Elementary School to their off-site location each afternoon, however requires a space to gather and account for students until transportation arrives. The Boys & Girls Club of Gloucester County provides staff to supervise these students each afternoon and provides them with snack and homework assistance until the bus arrives.

- G. Recommend approval for the Paulsboro Boys and Girls Club to use Paulsboro High School as its emergency evacuation site.

Informational: Approval of this recommendation is a renewal of an agreement that goes back at least 9 years.

- H. Recommend approval to submit the Asbestos Hazard Emergency Response Act (AHERA) Periodic Surveillance Inspection Reports to appropriate agencies for Loudenslager Elementary School and Billingsport Early Childhood Center. The reports dated January 18, 2023 are available for inspection in advance of the meeting in the Office of the Business Administrator. They will also be available at the meeting for review.

Informational: Please see above.

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

- A. Recommend approval for Billingsport Early Childhood Center to accept a donation of 60 sets of pajamas and 20 books for the students from Dusti Kramer. These items are valued at approximately \$700.00.

B. Informational - Child Nutrition

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

Month	Revenues	Expenses	Revenue - Expenses
September	\$92,929.93	\$80,502.79	\$12,427.14
October	\$96,203.94	\$87,374.12	\$8,829.82
November	\$83,492.63	\$77,385.47	\$6,107.16
December	\$75,014.94	\$67,307.77	\$7,707.17
January	\$95,621.77	\$86,782.66	\$8,839.11
Year to Date	\$443,263.21	\$399,352.81	\$43,910.40

Informational – Breakfast and Lunch Service at all schools during 2022-2023.

Month	Breakfast	Lunch	Total Meals Served
September	9,409	14,753	24,162
October	9,732	15,418	25,150
November	8,539	13,313	21,852
December	7,662	11,973	19,635
January	9,478	14,391	23,869
Year to Date	44,820	69,848	114,668

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

- A. Recommended approval for the Semi-Annual Student Safety Data System (SSDS) for the period September 1, 2022 – December 31, 2022 by HIB Coordinator John Giovannitti. The SSDS collects incidents of violence, vandalism, weapons, substance use, and harassment, intimidation and bullying (HIB), as well as HIB trainings and programs conducted to support anti-bullying efforts. A copy of the report is attached for review by members of the Board of Education. (**Attachment**).

Informational: Semi-annually information was submitted to the New Jersey Department of Education.

- B. Recommend approval for the Paulsboro Police Department to conduct a tactical training session at Paulsboro Junior/Senior High School during the 2022 - 2023 School Year. This tactical training session will be conducted under the supervision of Captain Kenneth Ridinger and Chief of Police Gary Kille.

Informational: This police tactical training session will allow the local police department to practice and refine their response to a school emergency at Paulsboro Junior/Senior High School. Additionally, providing the local police department the opportunity to conduct tactical training sessions in the school is a recommended practice from the New Jersey Office of School Security. It should be noted that this police training exercise will be completed after hours and will not include any students or staff from the Paulsboro Public Schools.

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

- C. Recommend approval for the Paulsboro Police Department to conduct a tactical training session at Billingsport Early Childhood Center during the 2022 - 2023 School Year. This tactical training session will be conducted under the supervision of Captain Kenneth Ridinger and Chief of Police Gary Kille.

Informational: This police tactical training session will allow the local police department to practice and refine their response to a school emergency at Billingsport Early Childhood Center. Additionally, providing the local police department the opportunity to conduct tactical training sessions in the school is a recommended practice from the New Jersey Office of School Security. It should be noted that this police training exercise will be completed after hours and will not include any students or staff from the Paulsboro Public Schools.

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

Case Number	Date of Incident	Status of Investigation	Names of Investigators	Type and Nature of Discipline Imposed
LES212023001	Various	Complete	Marcelina Guzman, School Counselor	Admonishment, and lunch detention Parent conference, increased supervision, aide support
LES212023002	Various	Complete	Marcelina Guzman, School Counselor	Referred to law enforcement Parent conference, increased supervision, and side support

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

- E. 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	09/29/2022 11/29/2022 12/21/2022 01/31/2023	09/09/2022 10/11/2022 11/28/2022 12/21/2022 01/27/2023	09/09/2022 10/06/2022 11/07/2022 12/08/2022 01/05/2023
Communication Drill**	September 2021			
Evacuation (Non-Fire)	Each school must conduct two annually		10/27/2022	10/27/2022
Bomb Threat	Each school must conduct two annually	10/21/2022		
Lockdown / Active Shooter	Each school must conduct two annually	09/16/2022	09/21/2022 11/14/2022 12/16/2022	09/16/2022 11/22/2022 12/19/2022 01/26/2023

Report of Paulsboro Public Schools Security Drills				
Type of Drill	Notation	Schools		
		Paulsboro Junior / Senior High	Loudenslager Elementary	Billingsport Early Childhood Center
Shelter In Place	Each school must conduct two annually	11/30/2022 01/05/2023	01/30/2023	
Other Drills				
Bus Evacuation	School District (Annually)	11/02/2022		11/03/2022
Bus Evacuation	School Routes (2 Annually)	<u>Bankbridge Run</u> 09/28/2022 <u>P5</u> 11/03/2022		
Test of Emergency Communication System	Not required but conducted as an extra safety measure			
AED (Automated External Defibrillators) *	Not required but conducted as an extra safety measure	09/30/2022 10/30/2022 11/30/2022 12/21/2022 01/30/2023	09/30/2022 10/30/2022 11/30/2022 12/21/2022 01/30/2023	09/30/2022 10/30/2022 11/30/2022 12/21/2022 01/30/2023

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

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

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.

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.