

PAULSBORO PUBLIC SCHOOLS

BOARD OF EDUCATION MEETING
PAULSBORO, NEW JERSEY

MINUTES

MONDAY, NOVEMBER 27, 2023

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

6:00 p.m.

Board of Education Executive Session

7:00 p.m.

Board of Education Meeting

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

MISSION STATEMENT

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

CALL TO ORDER

As required by the Open Public Meetings Act as presiding officer, I announce that adequate notice of this meeting has been provided by mailing on the original date of Wednesday, July 27, 2022, and Monday, September 26, 2022 to the Paulsboro Clerk, Greenwich Township Clerk, Courier Post, South Jersey Times, Secretary of Greenwich Township Board of Education and by posting the schedule of meetings in a public place reserved for such announcements by the Board of Education.

The 2023-2024 Board of Education schedule of meetings was readopted by the Board of Education at the Reorganization Meeting on March 27, 2023.

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

ROLL CALL

Michelle Baylor (6:29 pm), Theresa Cooper (6:43 pm), Frank Damminger, Kyana Evans (absent), Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson (6:55 pm), Danielle Scott, Tyesha Scott, and Greenwich Township Representative Roseanne Lombardo.

EXECUTIVE SESSION

A motion was made by Mrs. Lombardo and seconded by Ms. Scott to adjourn into Executive Session to discuss personnel matters.

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.

MOTION UNANIMOUSLY PASSED

PLEDGE OF ALLEGIANCE

UPCOMING SCHEDULED EVENTS

Junior / Senior High Winter Concert Tuesday, December 12, 2023, at 7:00 p.m.

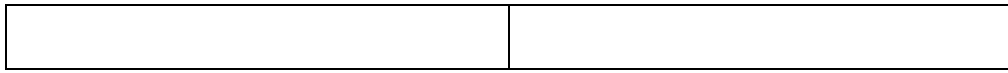
Billingsport Winter Concert Wednesday, December 20, 2023
9:30am-10:00am-Preschool and Kindergarten
10:30am-11:00am-1st and 2nd Grades

Loudenslager Winter Concert Thursday, December 14, 2023, at 9:00am

PRESENTATIONS:

1. October's *Raider Report* was distributed by Loudenslager Elementary School Teachers Krista Lange and Tara Stahl.
2. Student of the Month Awards for September and October 2023. Loudenslager Elementary School Principal Matthew Browne and Billingsport Early Childhood Center Principal Tina Morris presented the Student of the month awards to the following students:

Billingsport Early Childhood Center	Loudenslager Elementary School
<u>Preschool</u> September - Leila Elabaudi October – Tegan Young	<u>3rd Grade</u> September - Amelia Crutch October - Genesis Cooper
<u>Kindergarten</u> September – Cannon Davis October – Lyric Sanders	<u>4th Grade</u> September - Ariana Jefferson October - Isabella Brusafferri
<u>1st Grade</u> September – Zaid Torres October – Giovanni Navalo	<u>5th Grade</u> September - Jasir Gaines October - Elijah Strickland
<u>2nd Grade</u> September -Camryn Sabillena October -Delaney Murray	<u>6th Grade</u> September - Stella Golembiewski October - Chase Cascaden



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.

RESOLUTIONS: - None at this time.

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

At this time, the public addressed the Board of Education on agenda items.

- Ms. Barbara Thomson, PHS Spanish Teacher requested that the Board at to the November 27, 2023 agenda under New Business approval for the high school to put on the play “Sister Act, Jr.”

CORRESPONDENCE: None at this time.

NEW BUSINESS:

A. ELECTION RESULTS – NOVEMBER 7, 2023

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

Three (3) Three Year Terms

<u>Candidate</u>	<u>Number of Votes</u>
Markee Robinson	769
Tyesha Scott	791
Jack Henderson	65
Robert Davis	45
John Golembiewski	28

B. Recommend Approval of Last Chance Agreement for Employee # 331.

A motion was made by Mr. Haynes and seconded by Ms. Scott to approve New Business Item B - Last Chance Agreement for Employee #331.

Informational: The Board discussed in Executive Session the propose “Last Chance Agreement for Employee # 331.” The employee and their representatives agreed to the terms outlined in the agreement.

Roll Call Vote:

Michelle Baylor, Theresa Cooper, Frank Damminger, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson (no – B), Danielle Scott, Tyesha Scott (no-B), and Greenwich Township Representative Roseanne Lombardo.

MOTION PASSED

C. Recommend approval for the Paulsboro High School to put on the play “Sister Act, Jr.”

A motion was made by Mrs. Scott and seconded by Mr. Haynes to approve New Business Item C.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

BOARD BUSINESS:

A. COMMITTEE OF THE WHOLE:

POLICY:

Chairperson: Mr. Joseph Lisa

Members: Frank Damminger, Markee Robinson, Danielle Scott

The Committee met Thursday, October 19, 2023.

5:00 p.m. in the Central Office Conference Room at the Administration Building

No updates provided.

HUMAN RESOURCES AND NEGOTIATION:

Chairperson: Joseph Lisa

Members: Michelle Baylor, Kyana Evans, Lawrence Haynes, Sr.

The Committee met Tuesday, June 20, 2023.

5:00 p.m. in the Central Office Conference Room at the Administration Building

No updates provided.

BUDGET:

Chairperson: Joseph Lisa

Members: Frank Damminger, Lawrence Haynes, Sr., Roseanne Lombardo

The Committee met Monday, July 24, 2023.

5:00 p.m. in the Central Office Conference Room at the Administration Building

No updates provided.

FACILITIES:

Chairperson: Joseph Lisa

Members: Lawrence Haynes, Sr., Markee Robinson

The Committee met Monday, July 20, 2023.

5:00 p.m. Building Walk Through Paulsboro High School

No updates provided.

CURRICULUM:

Chairperson: Joseph Lisa

Members: Michelle Baylor, Theresa Cooper, Roseanne Lombardo

Curriculum Meeting was held on Thursday, June 15, 2023

PENDING ITEMS: – None at this time.

NEXT MEETINGS OF THE BOARD OF EDUCATION

Regular Meeting

**Monday, December 18, 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.

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.

A motion was made by Mr. Haynes and seconded by Ms. Baylor to approve the Report of the Board Secretary/Business Administrator.

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

- A. Approval of Minutes (**Attachments**)
Regular Meeting October 30, 2023
- B. Approval of the October 2023 transfers. (**Attachment**)
- C. Approval for payment of the November bills that are duly signed and authorized.
(**Attachment**)

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

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

A motion was made by Mr. Robinson and seconded by Mrs. Lombardo to approve Personnel Items B – I.

A. Informational: All people being recommended for employment must have completed a Criminal History Background Review and met certificate / license requirements along with all necessary paperwork prior to board action unless otherwise noted.

B. Recommend approval of the substitute teachers on the attached list from ESS (formally known as Source 4 Teachers). (**Attachment**)

Informational: The Board of Education has a contract with ESS to provide substitute teachers for the district. ESS verifies proper certification, Criminal History Background checks, etc. The Paulsboro Board of Education must then approve the names of the substitute teachers in order for them to work within the district.

C. Recommend approval to grant the Superintendent authority to use a letter of intent to hire staff, as needed, prior to the Monday, December 18, 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 to accept the resignation of School Business Administrator / Board Secretary Anisah Coppin effective date will be January 19, 2024.

Informational: Mrs. Coppin has served our district for 2 years. Per the administrator contract, they may at any time give 60 days’ notice in writing of their intention to terminate.

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

Informational: The position of Website Content Administrator has ongoing duties to receive recommended content, rewrite/write content, edit content, etc. then upload the materials to the websites.

F. Recommended approval to accept the resignation of Paulsboro Junior / Senior High School Business Teacher Linda Shinn effective date will be November 15, 2023.

- G. Recommend approval to appoint Kathleen Wetherington to the position of Paulsboro High School Guidance Counselor. Ms. Wetherington will earn prorated Step O – MA+30 - \$89,494.00 as per the agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

Informational: Ms. Wetherington will replace Nicole Vitale Engler who will resign on December 8, 2023. Interviews were conducted, and references were checked by Director Student Personnel Services Christina Skanes, Paulsboro Junior High School Principal Monica Moore Cook, Paulsboro Senior High School Principal Paul Morina, Director of Special Services Stacey DiMeo, Paulsboro High School Guidance Counselor Melba Moore-Suggs, Paulsboro Junior / Senior High School Math Teacher Douglas Foglein and Guidance Secretary Lauren Abbott.

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

Informational: Mr. Evans will replace Dr. Phillip Neff who has transferred to the Supervisor of Curriculum and Instruction on September 2, 2023. Interviews were conducted, and references were checked by Supervisor of Curriculum and Instruction Dr. Phillip Neff.

- I. Recommend approval to appoint Michael Moore to the nonunion position of Director of Facilities for the remainder of the 2023-2024 school year. Mr. Moore will earn a prorated salary of \$99,000.00. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review.

Informational: If approved, Mr. Moore replaces John Swanson who has submitted his resignation, and his last day at the District was November 24, 2023. Interviews were conducted by the Business Administrator, Anisah Coppin, current Director of Facilities, John Swanson, and Building Principals Paul Morina and Matthew Browne. Mr. Lisa, BOE President participated in the 2nd round of interview as an observer.

Mr. Moore has over 16 years of school facilities management experience working at two different public school districts. He holds certifications as a Certified Education Facilities Manager, High-Pressure Black Seal Boilers License, Universal Refrigeration and CPR. In addition, Mr. Moore is the current President of the NJ Buildings and Grounds Association of Camden and Gloucester Counties.

Roll Call Vote:

Michelle Baylor, Theresa Cooper (no- E, I), Frank Damminger, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson (no – E,I) , Danielle Scott (no – E,I), Tyesha Scott (no – E,I), and Greenwich Township Representative Roseanne Lombardo.

Items B-D, F-H: MOTION PASSED

Items E, I: MOTION FAILED

A motion was made by Mrs. Scott and seconded by Mr. Robinson to table Personnel Item I.

Informational: A motion was made to table Personnel Item I, recommendation to appoint a new Director of Facilities. Board Vice President, Mrs. Scott proposed that language be added to all contracts for non-affiliated staff that new hires will not be eligible to receive a raise within the first year of employment. Board President, Mr. Lisa also proposed that all non-affiliated staff raise must be performance based.

Roll Call Vote:

Michelle Baylor (no), Theresa Cooper, Frank Damminger (no), Lawrence Haynes (no), Sr., Joseph Lisa (abstained), Markee Robinson, Danielle Scott, Tysha Scott, and Greenwich Township Representative Roseanne Lombardo (no).

MOTION FAILED

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

A motion was made by Mr. Haynes and seconded by Mrs. Scott to approve Personnel Items J – P.

- J. Recommend approval to post one, extra-service, grant-funded stipend positions for current Loudenslager Elementary School teachers to serve as Annual School Plan (ASP) Team Leaders for the Special Education Department during the 2023-2024 School Year.

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

- K. Recommend approval to appoint Christin Goss to the position of Second Grade Teacher at the Billingsport Early Childhood Center for the remainder of the 2023-2024 school year. Ms. Goss will earn prorated Step A – BA - \$50,037.00 as per the agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

Informational: Ms. Goss will be replacing Kiesha Jenkins, who has resigned. The interview was conducted by Billingsport Early Childhood Center Principal Tina Morris and Supervisor of Curriculum and Instruction Dr. Phillip Neff. Ms. Goss has been with us since 2016 as an Instructional Aide.

- L. Recommend approval to change the degree status for Speech Correction / Language Specialist Kristin Shute MA Step O - \$88,294.00 to MA+30 – Step O – \$89,494.00 effective December 1, 2023.

Informational: Ms. Shute completed her MA+30 at Kean University.

- M. Recommended approval to accept the resignation with the intent to retire of Billingsport Early Childhood Center Instructional Aide Marie Lexa effective date will be July 1, 2024.

Informational: Mrs. Lexa has served our district for 20 years.

- N. Recommend approval to appoint the following people to the position of Playground / Cafeteria Aide at Billingsport Early Childhood Center for the remainder of the 2023-2024 School Year at a rate of \$15.00 per hour for 2 hours per day on those days that lunch is served. This recommendation is contingent on the successful completion of a criminal history background review.

<u>Aide</u>	<u>Position</u>	<u>Hours/Day</u>	<u>Salary/Hour 2023 - 2024</u>
Brittany Arnold	Playground/Cafeteria	2.0	\$15.00
Grace Croce	Playground/Cafeteria	2.0	\$15.00
Natalie Deaner	Playground/Cafeteria	2.0	\$15.00

- O. Recommend approval to pay each of the following Billingsport Early Childhood Center Part-Time Playground Aides up to six hours at their contracted rate in order to provide time for them to complete the online Safe School Training mandated by the State of New Jersey.

<u>Staff Member</u>	<u>Position</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Brittany Arnold	Playground Aide	6.0	\$15.00	\$90.00
Grace Croce	Playground Aide	6.0	\$15.00	\$90.00
Natalie Deaner	Playground Aide	6.0	\$15.00	\$90.00

- P. Recommend approval for professional development *Handle with Care* training that took place on August 28, 2023, from 10:00am-2:30pm for the following Loudenslager Elementary School certificated staff; Kristina Barbato, Jacqueline Breshock, Tamara Diodati, Donna Keane, Karen Slavinski, and Jill Suter-Garren. The training was 4 hours long at \$40.00 an hour per the agreement with the Paulsboro Education Association (PEA). Funds will be available through an ESSER grant, 20-488-100-100-00.

Informational: Handle with Care is a practical easy-to-learn program which involves de-escalation and restraining techniques and methods that have been tested and proven to work with students. The focus is on de-escalation to limit the possibility of any physical situations. Stacey DiMEO and Kayla Kushner have completed the coursework to be able to train our staff.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

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

A motion was made by Mrs. Scott and seconded by Mrs. Lombardo to approve Staff and Curriculum Development Items A -C.

A. Recommend approval of the following curriculum:

- English Language Arts** – Grade K-3, 5-6, Special Ed K-2
- Genetics, Forensic Science, Astronomy** – Grades 9-12
- Latin American Food and Identity** – Grades 9-12
- Graphic Novels** – Grades 9-12
- Creative Writing** – Grades 9-12
- African American Studies** – Grades 9 -12
- Computer Science, Media Arts** – Grades 6-12
- Microsoft Suite, Google Suite, Entrepreneurship** – Grades 7-12

Informational: All curriculum aligns with the most recent versions of the New Jersey Student Learning Standards.

B. Recommend adoption of the attached Curriculum Review Schedule for the 2023-2024 through 2027 - 2028 school years. (**Attachment**)

Informational: The Curriculum Review Schedule process is an effective way to assure that curriculum, textbooks and other teacher resource materials are current. This process allows the Board of Education to allocate money on a regular basis for curriculum, textbooks, and resource material purchases.

C. Recommend the following Mentor/Buddy Teacher at Paulsboro High School, for the remainder of the 2023-2024 school year:

Location	Subject	New Staff Member	Mentor
PHS	Physics Teacher	Richard Evans	Kelly Moncrief

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

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

A motion was made by Mr. Haynes and seconded by Mrs. Scott to approve Staff and Curriculum Development Items D-H.

- D. Recommend approval for Loudenslager Elementary School teachers Christina Roberts and Corey Hoffman to attend the Vocabulary Science of Reading Virtual Workshop. This workshop is held on December 5, 2023, from 11:00 am – 2:00 pm. There is no cost to the district for this workshop. A substitute is not required.

Informational: In this workshop, participants will learn the science behind vocabulary acquisition, research-based vocabulary approaches, best practice instructional strategies, and the importance of vocabulary to overall reading comprehension and fluency. This workshop is within the teacher’s current field of employment and aligns with district and school goals to increase student reading fluency.

- E. Recommend approval for Billingsport Early Childhood Center Pre-School Master Teacher Latisha Thomas to attend the Veteran Instructional Coach meeting on Friday, February 23, 2024 from 9:30 am – 12: 00 pm in Trenton, NJ. There is no cost to the district for this workshop and a substitute is not required.

Instructional: The New Jersey Department of Education has designed this meeting for coaches that have completed the Preschool Instructional Coach Seminar. The purpose of the meetings is to support instructional coaches in creating a toolbox of best practices to build teacher capacity in the areas of intentional teaching, data driven instruction, children’s mathematical knowledge, and research-based early literacy practices.

- F. Recommend approval for Billingsport Early Childhood Center Pre-School Master Teacher Latisha Thomas and Pre-School Community and Parent Involvement Specialist Yvonne Still-Maddred to attend Early Childhood collaborative workshops at various locations on December 5, 2023 from 10:00 am – 12:00pm, February 27, 2024 from 9:30 am – 11:30 am, and April 23, 2024 from 9:30 am – 11:30 am. There is no cost to the district for this workshop and a substitute is not required.

Informational: The Southern Region Early childhood’s Collaborative’s (SRECC) mission is to share in the development, implementation, monitoring, and costs of a high-quality early learning program. Workshops include a Gold Reports presentation and Supporting the Transition from Early Intervention to Preschool and Parent Involvement. The Collaborative supports Preschool staff in implementing the requirements of their role and best practice and resources are shared.

- G. Recommend the following Mentor/Buddy Teacher at Billingsport Early Childhood Center, for the 2023-2024 school year:

Location	Subject	New Staff Member	Mentor
BECC	2nd Grade Teacher	Christin Goss	Mary Ann Lang

- H. Recommend approval of the Preschool Education Aid (PEA) three-year plan for 2024 – 2025 school years. This recommendation is intended to increase access to high-quality preschool for our community. (**Attachment**)

Informational: The Three-Year Preschool Program Plan provides a comprehensive description of how the school district will implement each component of a high-quality preschool program for three and four-year old children for the school years 2021-2022 through 2024-2025.

The PEA grant funds are used to pay salaries and benefits for the faculty and staff of the Preschool program.

I. Informational - Enrollment and Class Size:

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

Grade	Enrollment – November 15, 2023								
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Pre- School Age 3 & 4	57	69	62	74	83	50	55	58	83
K	104	99	87	100	100	78	74	82	72
1	111	86	92	80	79	87	82	71	72
2	79	87	80	83	77	83	87	72	77
3	56	63	102	89	79	75	88	100	87
4	65	71	61	102	83	73	91	83	95
5	64	61	72	61	99	73	80	91	77
6	53	82	58	72	56	77	83	79	89
7	73	71	93	69	76	60	103	91	82
8	62	78	68	90	63	71	65	98	93
Self-Contained Special Education Billingsport/Loudenslager*	26	26	20	20	24	11/56	19	26/0	24
Grand Totals	750	793	795	840	819	794	827	851	851

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

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

Grade	Enrollment – November 15, 2023								
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
9	63	84	92	95	106	98	112	98	134
10	82	77	80	83	87	100	95	104	105
11	80	80	64	74	69	74	83	91	96
12	78	96	84	68	85	84	74	97	96
TOTAL	303	337	320	320	347	356	364	390	431

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 November 15, 2023					
Pre-School	14	14	13	14	14	14
Kindergarten	19	18	18	17		
1	18	19	17	18		
2	20	20	19	18		

Grade	Number of Students per Class as of November 15, 2023					
3	19	23	21	21	3	
4	24	23	23	23	2	
5	16	17	18	22	4	
6	21	20	23	21	4	
Special Education		5	14	5		

Roll Call Vote:

Michelle Baylor, Theresa Cooper, Frank Damminger, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson, Danielle Scott, and Tyesha Scott.

MOTION UNANIMOUSLY PASSED

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

A motion was made by Mrs. Lombardo and seconded by Mr. Haynes to approve Instructional Services Item A.

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

Case #	Grade:	Hours of Instruction
270591	9	The student was placed on Medical Home Instruction for 60 days. This student will receive Home Instruction from Inspira Memorial Hospital Adolescent Behavioral Health for a minimum of 10 hours a week at a rate of \$40 hr. Start date was 10/13/2023 - End Date TBD.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

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

A motion was made by Mr. Haynes and seconded by Ms. Baylor to approve Instructional Services Item B.

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

Case #	Grade:	Hours of Instruction
313819	5	The student was placed on Medical Home Instruction for 60 days. This student will receive Home Instruction from Brookfield Schools for a minimum of 10 hours a week at a rate of \$40 hr. Start Date 10/16/2023 – End Date TBD.

Case #	Grade:	Hours of Instruction
301688	7	The student was placed on Medical Home Instruction. This student will receive Home Instruction from Inspira Memorial Hospital Behavioral Health for a minimum of 10 hours a week at a rate of \$40 hr. Start date was 10/19/2023 - End Date. 10/25/2023
291758	7	The student was placed on Medical Home Instruction for 60 days. This student will receive Home Instruction from Inspira Memorial Hospital Behavioral Health for a minimum of 10 hours a week at a rate of \$40 hr. Start date was 10/19/2023- End Date TBD
291490	6	The student was placed on Medical Home Instruction for 60 days. This student will receive Home Instruction from Inspira Memorial Hospital Behavioral Health for a minimum of 10 hours a week at a rate of \$40 hr. Start date was 10/05/2023- End Date TBD
354062	2	The student was placed on Medical Home Instruction for 60 days. This student will receive Home Instruction from Inspira Memorial Hospital Behavioral Health for a minimum of 10 hours a week at a rate of \$40 hr. Start date was 10/30/2023- End Date TBD
292693	7	The student was placed on Medical Home Instruction for 60 days. This student will receive Home Instruction from Inspira Memorial Hospital Behavioral Health for a minimum of 10 hours a week at a rate of \$40 hr. Start date was 11/15/2023- End Date TBD
374087	K	The student was placed on Medical Home Instruction for 60 days. This student will receive Home Instruction from Inspira Memorial Hospital Behavioral Health for a minimum of 10 hours a week at a rate of \$40 hr. Start date was 10/12/2023- End Date TBD
373973	K	The student was placed on Medical Home Instruction for 60 days. This student will receive Home Instruction from Inspira Memorial Hospital Behavioral Health for a minimum of 10 hours a week at a rate of \$40 hr. Start date was 11/02/2023- End Date TBD

Roll Call Vote:

Michelle Baylor, Theresa Cooper, Frank Damminger, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson, Danielle Scott, and Tyesha Scott.

MOTION UNANIMOUSLY PASSED

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

A motion was made by Mrs. Scott and seconded by Mr. Haynes to approve Student Activities Items A – C.

- A. Recommend approval for Paulsboro High School to host a Parent Information Night on Thursday, December 7, 2023, from 6:30 pm – 7:30 pm in the High School Cafeteria.

Informational: The purpose of this meeting will be to discuss with parents and students the New Jersey Option II and dual credit program at Paulsboro High School. Both programs allow students to enroll as non-matriculated students in an accredited college and register for courses that earn them both high school and college credit. The Paulsboro Public Schools District has a matching funds agreement with the Pegasus Education Foundation to help

families offset a portion of tuition costs associated with participating in the dual credit or Option II programs.

- B. Recommend approval for the Boys Wrestling Team to participate in the following tournaments for the 2023-2024 winter season. These activities have already been approved in the local budget.

Informational: Approval is requested for the wrestling team to participate in several play-off and tournament events. However, the team's participation is contingent on them qualifying for each event. Cost includes lodging and meals.

Brick Tournament December 28, 2023

Rooms – approximate 10 rooms @ \$150.00	\$ 1500.00
Meals - Breakfast and Lunch 22 @ \$40.00	\$ 880.00
Incidentals	<u>\$ 340.00</u>
Total Cost not to exceed	\$2,720.00

Newton Duals January 5-6, 2024

Rooms- approximately 10 rooms @ \$147.00	\$1,470.00
Meals – Breakfast, Lunch and Dinner 28 @ \$40.00	\$1,120.00
Incidentals	<u>\$ 340.00</u>
Total Cost not to exceed	\$2,930.00

Council Rock Tournament January 13-14, 2024

Rooms – approximately 6 rooms @ \$155.00	\$ 930.00
Meals - Breakfast, Lunch and Dinner (2 Days)	
16 @ \$40 (day 1)	\$ 640.00
16 @ \$40 (day2)	\$ 640.00
Incidentals	<u>\$ 340.00</u>
Total Cost not to exceed	\$2,550.00

- C. Recommend approval for the following winter athletic Volunteer Paraprofessional Paulsboro Senior High School and Paulsboro Junior High School for the 2023-2024 school year.

Wrestling:

Gerald Hodges Volunteer Paraprofessional

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

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

A motion was made by Mrs. Scott and seconded by Mr. Haynes to approve Student Activities Items D – G.

- D. Recommend approval for the 6th Grade Instrumental Band students at Loudenslager Elementary School to attend an open rehearsal of Gershwin's Rhapsody in Blue at Verizon Hall on the Kimel Cultural Campus in Philadelphia, Pennsylvania on Thursday, January 18, 2024.

Informational: Open rehearsals serve as an opportunity for young musicians at the Middle and High School Levels to observe firsthand the artistic collaboration between world-class musicians and conductors and to get a behind the scenes look at a professional rehearsal. Paulsboro was selected to receive complimentary tickets. The cost to provide transportation for this trip is approximately \$500.00 and was budgeted for within the local school budget.

- E. Recommend approval for the Loudenslager Elementary School 5th Grade Students to a field trip to Adventure Aquarium in Camden, New Jersey on Thursday, December 7, 2023. The following staff members will chaperone this field trip; Louis McCall, George Maier, Jacqueline Breshock, Christina Myers, Aprilanne Young, and David Denelsbeck.

Informational: The Adventure Aquarium features exhibits related to over 15,000 aquatic animals as well as exhibits related to water conservation and keeping our oceans and water sources clean. The cost of admission and transportation for this trip is approximately \$2,500.00 and was budgeted within the local school budget.

- F. Recommend approval for Loudenslager Elementary School to hold its 1st Marking Honor Roll Breakfast on Friday, December 1, 2023, at 9:00 AM.

Informational: Each marking period Loudenslager Elementary School recognizes those students who obtained High, First, or Second Honor Roll with an awards presentation and light breakfast. This program is organized and implemented by Loudenslager Elementary School Technology Teacher, Shaun Darby and Loudenslager Elementary School Principal, Matthew Browne.

- G. Recommend approval for Loudenslager Elementary School to hold its One World Festival on Friday, January 26, 2024, at 9:00am.

Informational: The Loudenslager One World Festival will provide students with the opportunity to learn about and celebrate cultural diversity. Prior to the celebration each classroom will research a chosen country and participate in a project-based learning opportunity culminating in a celebration that will include parents and the community. The One World Festival is being organized by Loudenslager STEAM Teacher Rebecca Richardson and Loudenslager Technology Teacher Shaun Darby.

Roll Call Vote:

Michelle Baylor, Theresa Cooper, Frank Damminger, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson, Danielle Scott, and Tyesha Scott

MOTION UNANIMOUSLY PASSED

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

A motion was made by Mr. Haynes and seconded by Mrs. Lombardo to approve Policy Item A.

- A. Recommend approval of a first reading of the following Board of Education Policies: **(Attachments)**

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

Vote: MOTION UNANIMOUSLY PASSED

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

A motion was made by Ms. Baylor and seconded by Mr. Haynes to approve Facilities Items A – D.

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

ORGANIZATION/ PERSON	ACTIVITY	FACILITY	CONTACT
St. Margaret Regional School	Track and Field Practice – March 4, 2024 to May 30, 2024	Athletic Complex Track	Robert Doody
Gateway CAP	Wellness Event Wednesday, November 29, 2023* Monday, December 18, 2023 5:00pm-8:00pm	Paulsboro High School Cafeteria Sound System & Audio	Ashley Todd Kyana Evans

*This Agenda Item was approved at the October 30, 2023, Board Meeting. The date of Tuesday, November 28, 2023, has been changed to **Wednesday, November 29, 2023.**

- B. Recommend approval of the attached 2023-2024 Statement of Assurance for Health and Safety Evaluation of School Buildings Checklist. **(Attachments)**

Informational: The purpose of this evaluation is for the health and safety of students and staff even in the absence of a specific statute or code. The Health and Safety Evaluation of School Buildings Checklist.

Facilities review is for the evaluation of school buildings including traditional public school districts (owned or leased), private schools for the disabled, charter schools, renaissance school projects and any other school settings. This evaluation checklist must be completed annually by appropriate district personnel and kept on file for inspection or other legal issues.

Further, districts must submit the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance annually by January 30. These checklist items cover

regulations issued by the New Jersey Department of Education, New Jersey Department of Community Affairs, and Occupational Safety and Health Administration.

- C. Recommend approval of the attached Three-Year Comprehensive Maintenance Plans for 2022-2023, 2023-2024 and anticipated 2024-2025 School Years for each school building. This approval includes authorization to submit the reports to the New Jersey Department of Education. (**Attachments**)

Informational: The Three Year Comprehensive Maintenance Plan (CMP) must be submitted to the New Jersey Department of Education on an annual basis. The CMP and the accompanying Form M-1 are used to document required maintenance expenditures over a ten-year period. Districts are required to expend at least 2% of building replacement costs over a ten-year period as a condition of receiving future state aid. The CMP details the prior year actual expenditure for required maintenance as well as the current budget and anticipated budget amounts.

- D. Recommendation to approve resolution 11-27-2023-001 to authorize Borough of Paulsboro Board of Education to submit the Comprehensive Maintenance Plan.

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the Business Administrator and the Facilities Director have completed the necessary forms, and

Whereas, the required maintenance activities as listed in the attached document for the school facilities of the Paulsboro Public Schools are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Paulsboro Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Paulsboro Public Schools in compliance with Department of Education requirements, and that copies be distributed to the Superintendent and Facilities Director.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

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

A motion was made by Mr. Haynes and seconded by Mrs. Lombardo to approve Finance Items A – B.

A. ESIP Financing

Approval is recommended for the Tax-Exempt Lease/Purchase Financing Agreement with Banc of America Public Capital Corp. The amount to be financed is \$3,445,000 with a 20-year repayment term at 4.908% interest.

Informational: At the October 27, 2023, board meeting, the Board approved the request of the District to solicit financing for the ESIP Project in the amount of \$3,445,000. Requests for bids were placed in the South Jersey Times Newspaper. Banc of America was the only responsive bidder. An interest below 5% is considered very competitive in the current economy.

- B. This amount is being supported through the energy savings being secured through the efficiency projects being implemented. Therefore, this reflects a cost neutral financing program. At the October board meeting, Frank Domin, ROD Consultant for Paulsboro Public Schools requested approval from the Board to solicit proposals from financing organizations.

C. Informational: Rod Grant

A quick refresher. There are three active ROD Grants open, one for each of the schools. All open projects for the Billingsport School, a total of \$656,088.67, have been completed and the State has accepted our closeout documents and issued a final reimbursement check for \$259,761. Billingsport and the High School are still open projects.

ESIP Energy Savings Improvement Program

The Schneider Electric team has been working diligently to move the project forward and to get bids out to the public before the end of this year. This will provide enough lead time to procure supplies for summer 2024. The financing request for proposals went out to seven lenders and we received only one proposal. Bank of America came in with an interest rate of 4.908%, and a rate lock until January 14, 2024. With interest rates on the upswing, we were very lucky to get a quote that was close to our cost projection of 4.65%. There is a scheduled virtual meeting on Tuesday, November 27th with the bank to finalize all of the documents. We will have a resolution for the December meeting to accept the financing.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

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

A motion was made by Ms. Baylor and seconded by Mr. Haynes to approve Finance Items D - E.

- D. Recommend approval to submit a grant application for the National Football League's Fuel Up to Play 60 Grant. This recommendation also includes approval to accept the grant funds (Maximum \$4,000) when approved through the grant application process.

Informational: Sponsored by the National Dairy Council, state and regional Dairy Councils and other supporting organizations, the competitive, nationwide funding program provides money up to \$4,000 per year, per school to jumpstart healthy changes. Funds are used to help your school implement one Healthy Eating Play and one Physical Activity Play. If selected Loudenslager will receive supplies to support a Composting Program which will connect directly to our School Garden Program as well as a walking club to promote exercise during recess. This grant is being developed and written by Loudenslager Principal Matthew Browne and Loudenslager Teachers Shaun Darby and Rebecca Richardson.

- E. Recommend approval for Loudenslager Elementary School to apply for the Sustainable Jersey Schools Recognition Program for the 2023 - 2024 School Year.

Informational: The mission of the Sustainable Jersey Program is to empower New Jersey communities to build a better world for future generations with the tools, training, and financial incentives necessary to pursue critical sustainability initiatives. This certification program is being applied for by Loudenslager STEAM Teacher Rebecca Richardson.

F. **Informational - Child Nutrition**

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

Month	Revenues	Expenses	Revenue - Expenses
July	\$9,329.90	\$14,410.75	-\$5,080.85
August	\$0	\$0	\$0
September	\$69,711.82	\$79,312.28	-\$9,600.46
Year to Date	\$79,041.72	\$93,723.03	-\$14,681.31

Informational – Breakfast and Lunch Service at all schools during 2023-2024.

Month	Breakfast	Lunch	Total Meals Served
July	9,409	14,753	24,162
August	0	0	0
September	10,084	13,050	23,134
Year to Date	19,493	27,803	47,296

Roll Call Vote:

Michelle Baylor, Theresa Cooper, Frank Damminger, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson, Danielle Scott, and Tyesha Scott

MOTION UNANIMOUSLY PASSED

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

A motion was made to table School Safety Item A by Mrs. Scott and seconded by Ms. Scott.

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

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

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

- B. Informational: Report of School Security Drills:

Report of Paulsboro Public Schools Security Drills				
Type of Drill	Notation	Schools		
		Paulsboro Junior / Senior High	Loudenslager Elementary	Billingsport Early Childhood Center
Fire Evacuation	Each school must conduct one per month	09/08/2023 10/19/2023	09/22/2023 10/19/2023	09/19/2023 10/05/2023
Communication Drill**	Optional			
Evacuation (Non-Fire)	Each school must conduct two annually	10/24/2023	10/23/2023	10/19/2023
Bomb Threat	Each school must conduct two annually			
Lockdown / Active Shooter	Each school must conduct two annually	09/18/2023	09/12/2023	09/14/2023
Shelter In Place	Each school must conduct two annually			
Other Drills				
Bus Evacuation	School District (Annually)			
Bus Evacuation	School Routes (2 Annually)			

Report of Paulsboro Public Schools Security Drills

Type of Drill	Notation	Schools		
		Paulsboro Junior / Senior High	Loudenslager Elementary	Billingsport Early Childhood Center
Test of Emergency Communication System	Not required but conducted as an extra safety measure			
AED (Automated External Defibrillators) *	Not required but conducted as an extra safety measure	09/25/2023 10/30/2023	09/25/2023 10/30/2023	09/25/2023 10/30/2023

*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 (Optional)

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

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

C. **Informational: Disciplinary Data:** As of October 31, 2023

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

Loudenslager Elementary School - Disciplinary Actions					
<u>Disciplinary Actions</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>
Lunch Detention	0	25	11	15	51
After School Detention	0	0	0	0	0
In-School Suspension	0	0	0	0	0
Out of School Suspension	0	1	2	2	5

Paulsboro Junior High School - Disciplinary Actions			
<u>Disciplinary Actions</u>	<u>7th</u>	<u>8th</u>	<u>Total</u>
Lunch Detention	2	0	2
After School Detention	30	48	78
Saturday School Detention	7	16	23
In-School Suspension (supplemental learning lab)	5	11	16
Out of School Suspension	35	24	59

Paulsboro Senior High School - Disciplinary Actions					
<u>Disciplinary Actions</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	<u>Total</u>
Lunch Detention	0	0	0	0	0
After School Detention # of Students/# of ASD Issued	35/70	36/103	27/65	18/37	116/275
In-School Suspension # of Students/# of Days	2/7	5/8	1/1	0/0	8/16
Out of School Suspension # of Students/# of Days	11/34	11/36	5/8	2/8	29/86

PUBLIC COMMENTS

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

- Ms. Cheryl Scott –
 - Questioned how the Board could verify the decrease in the number of Direct Cert students that has resulted in the District receiving a lower reimbursement rate from the NJ Department of Agriculture.
 - Expressed concerns about the stats on the HIB/Violence Report included in the November Agenda.

MOTION TO ADJOURN

A motion was made by Mr. Haynes and seconded by Mr. Robinson to adjourn the meeting.

MOTION UNANIMOUSLY PASSED

The meeting was adjourned at 8:19 pm.

RESPECTFULLY SUBMITTED,

A handwritten signature in blue ink, appearing to read "Annette Cogg".

BOARD SECRETARY