

PAULSBORO PUBLIC SCHOOLS

Board of Education Meeting
PAULSBORO, NEW JERSEY

AGENDA

MONDAY, OCTOBER 17, 2022

**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, June 23, 2021 and Wednesday, September 8, 2021 for the change of February 21, 2022 Meeting to February 22, 2021 to the Paulsboro Clerk, Greenwich Township Clerk, Courier Post, South Jersey Times, Secretary of Greenwich Township Board of Education and by posting the schedule of meetings in a public place reserved for such announcements by the Board of Education. The 2022-2023 Board of Education schedule of meetings was adopted by the Board of Education at the Meeting on September 26, 2022.

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

PLEASE WELCOME THE NEW STUDENT MEMBER OF THE BOARD OF EDUCATION

Anaiah Hill is the Valedictorian of the Senior Class. She is also the Vice President of National Honor Society and is involved in Key Club, S.U.R.E., Big Brothers/Big Sisters and Project A.B.L.E. (Athletes Being Leaders Everywhere). She plays Basketball, Track and Field and is the Captain of the Cheerleading Team. Anaiah plans to attend a 4-year college and major in Sports Management. Please welcome Miss Hill to the Board of Education as a non-voting member.

SWEARING IN

Mr. George Johnson will be sworn in as a member of the Board of Education replacing Mrs. Crystal Henderson.

ROLL CALL

Theresa Cooper, Robert Davis, Kyana Evans, Marvin E. Hamilton, George Johnson, Joseph Lisa, Markee Robinson, Danielle Scott, Tyasha Scott and Greenwich Township Representative Roseanne Lombardo and Student Member Anaiah Hill.

MOTION to appoint Frank P. Cavallo, Jr., Esquire as Board Secretary Pro Tem.

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

UPCOMING SCHEDULED EVENTS

Halloween Parades: 1:15 p.m. on Monday, October 31, 2022
Billingsport Early Childhood Center

1:45 p.m. on Friday, October 28, 2022
Loudenslager Elementary School

Election Day: Tuesday, November 8, 2022 (Schools Open)

Parent Conferences: Friday, November 18, 2022 12:30 p.m. Dismissal
All Schools - Conferences are 1:30-3:00p.m.

Monday, November 21, 2022 12:30 p.m. Dismissal
Evening Conferences are 6:00-7:30p.m.
Billingsport and Paulsboro Junior / Senior High School

Tuesday, November 22, 2022 12:30 p.m. Dismissal
Evening Conferences are 6:00-7:30p.m.
Loudenslager Elementary School

PRESENTATION:

- 1. Student of the Month Awards for September 2022:

Paulsboro Junior High School	Paulsboro High School
John David – Grade 7 Josias Torres – Grade 8	Justine Chila – Grade 9 Jack Corson – Grade 10 Donald Wilson – Grade 11 Alanauh Taylor – 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.

- 2. Director of Curriculum, Instruction and Assessment Christine Lindenmuth will be presenting the Spring 2022 New Jersey Student Learning Assessment results.

RESOLUTIONS: - None at this time.

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

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

CORRESPONDENCE:

1. Email received from a parent on September 27, 2022 thanking our Paulsboro High School Nurse Mary Porter for all her hard work keeping our students safe. (**Attachment**)

NEW BUSINESS:

OLD BUSINESS

A. SAVE THE DATE – NJSBA 2022 CONFERENCE

The annual convention of the New Jersey School Boards Association (NJSBA) is scheduled for Monday, October 24, 2022 to Wednesday, October 26, 2022.

B. NOVEMBER 2022 ELECTION - OFFICES OPEN FOR GENERAL ELECTION

<u>Term of Office</u>	<u>Incumbents</u>
Three (3) three year terms	Theresa Cooper Kyana Evans Larry Haynes Sr. Tahje N. Thomas Jackie R. Henderson George Johnson II
Unexpired Two (2) Year	Frank Damminger
Unexpired One (1) Year	Michelle Baylor

PENDING ITEMS: - None at this time.

BOARD BUSINESS:

A. PAULSBORO BOARD OF EDUCATION COMMITTEE APPOINTMENTS - The following Board members have been appointed to the respective committees.

HUMAN RESOURCES AND NEGOTIATION:

Mr. Marvin Hamilton
Mrs. Danielle Scott
Mr. Robert Davis

BUDGET:

Mrs. Danielle Scott
Mrs. Theresa Cooper
Mr. Markee Robinson

FACILITIES:

Mr. Marvin Hamilton
Mr. Markee Robinson
Mr. Joseph Lisa

POLICY:

Mr. Marvin Hamilton
Ms. Kyana Evans
Ms. Tyesha Scott

CURRICULUM:

Mrs. Roseanne Lombardo
Ms. Tyesha Scott
Mrs. Theresa Cooper

B. MOTION: Recommend approval of the Side-Bar Agreement between the Paulsboro Education Association and the Paulsboro Board of Education regarding the “Safety Patrol” is no longer an extracurricular activity that utilizes the funds that are earmarked for and the need for a program advisor for the National Elementary Honor Society.

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, November 28, 2022 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 Business Administrator/Secretary to the Board of Education.

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

Regular Meeting	September 26, 2022
Executive Meeting	September 26, 2022
Regular Meeting	October 3, 2022
Executive Meeting	October 3, 2022

B. Approval of the July, August and September 2022 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 - I: 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 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, November 28, 2022 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 Director of District Student Personnel Paul Sommers effective date will be November 23, 2022.

Informational: Mr. Sommers has served our district for 1 year. Per the administrator contract, they may at any time give 60 days’ notice in writing of their intention to terminate.

- E. Recommend approval to post three, extra-service, grant-funded stipend positions for current Paulsboro Public School employees to be specifically tasked with locating and re-engaging homeless children and youths. These stipends are approved to be paid through the American Rescue Plan – Homeless Children and Youths (ARP-HCY II) grant for the 2022-2023 school year.

Informational: The purpose of the ARP-HCY II Fund is to help local educational agencies identify homeless children and youths, provide wraparound services that address the effects of the pandemic on homeless children and youth, and ensure that these children are able to attend school and participate fully in school activities. As a result of the pandemic, students experiencing homelessness are increasingly under-identified. These stipend positions will enable the District to coordinate services for students and families in each school who may experience homelessness.

- F. Recommend approval to make the current part-time Business Office Clerk a full-time position. The District would like to post the position immediately and begin the interview process. The position was previously a full-time position, when the position was held by Karen Minniti who retired June 30, 2020.

Informational: The position is currently a part-time position held by Mrs. Lisa Capasso. Mrs. Capasso has submitted her resignation letter effective January 2023. The Part-time Clerk position is responsible for accounts receivable, accounts payable, purchasing and general business office duties. The Executive County Business Official has expressed concerns in the past that the Business Office is understaffed. Making the Business Office Clerk a full-time position will create additional capacity. Current part-time job description is attached for reference purposes. (**Attachment**)

- G. Recommend approval of Grievance 2223-1 of Staff #1057, DOH 10/21/2016, Custodian.

H. Recommend approval of Grievance 2223-2 of Staff #2168, DOH 8/25/2020, Building & Grounds.

I. Recommend approval of Grievance 2223-3 of Staff #2195, DOH 8/30/2021, Custodian.

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

J. Recommend approval of the following salaries funded through the Federal Elementary and Secondary Education Act (ESEA)/Title I funds for the 2022-2023 School Year:

<u>Staff Member</u>	<u>Building</u>	<u>Salary</u>	<u>%</u>	<u>Grant Funded Amount</u>
Jacqueline Marcucci	BECC	\$76,819.00	100	\$76,819.00
Marie Lexa	BECC	\$27,041.00	100	\$27,041.00
Katie Hurst	BECC	\$27,041.00	100	\$27,041.00
Evelyn Johnson	BECC	\$27,041.00	100	\$27,041.00
Tara Madison	BECC	\$27,041.00	100	\$27,041.00
<u>Staff Member</u>	<u>Building</u>	<u>Salary</u>	<u>%</u>	<u>Grant Funded Amount</u>
Cheryl DeLorenzo	BECC	\$27,041.00	100	\$27,041.00
Shirley Gill	LOUD	\$84,894.00	100	\$84,894.00
Corey Hoffman	LOUD	\$74,109.00	100	\$74,109.00
Heather Parks	LOUD	\$27,041.00	100	\$27,041.00
Taylor Brady	LOUD	\$27,041.00	100	\$27,041.00
William Brown	PJHS	\$50,382.00	100	\$50,382.00

K. Recommend approval of the following salaries funded through the Federal Elementary and Secondary Education Act (ESEA)/Title II funds for the 2022-2023 School Year.

<u>Staff Member</u>	<u>Building</u>	<u>Salary</u>	<u>%</u>	<u>Grant Funded Amount</u>
Aprilanne Young	LOUD	\$49,282.00	80	\$39,440.00

L. Recommend approval of the following salaries funded through the Federal Elementary and Secondary Education Act (ESEA)/Title IV funds for the 2022-2023 School Year.

<u>Staff Member</u>	<u>Building</u>	<u>Salary</u>	<u>%</u>	<u>Grant Funded Amount</u>
Noreen DeMarco	BECC	\$54,122.00	23	\$12,700.00
Marcelina Guzman	LOUD	\$80,419.00	31	\$25,100.00

M. Recommend approval to appoint Jacqueline Ceresini to the position of Loudenslager Elementary School Third Grade Special Education Teacher for the remainder of the 2022-2023 school year. Ms. Ceresini will earn Step K – MA - \$64,085.00 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: Mrs. Ceresini has 9 years of experience in education and holds Masters in Education with certification in Elementary Education (K-6) and Teacher of Students with Disabilities and a Reading Specialist Certificate. Mrs. Ceresini currently works for Winslow Township Public School District. Interviews were conducted by Loudenslager Principal Matthew Browne and Director of Special Services Stacey Dimeo.

N. Recommend approval to appoint the Jetzayda Cotto to the position of Playground/Cafeteria Aide at Loudenslager Elementary School for 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.

Informational: Interviews were conducted by Loudenslager Principal Matthew Browne

O. Recommend approval to appoint the Tiarra Loudon to the position of Playground/Cafeteria Aide at Loudenslager Elementary School for 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. Tiarra Louden

Informational: Interviews were conducted by Loudenslager Principal Matthew Browne

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

- A. Recommend approval of the Title I Parent Compact Handbook and the District Parent Involvement Policy. This handbook must be approved and distributed annually to all parents then posted on the district website upon board approval. (**Attachments**)

Informational: The Elementary and Secondary Education Act (ESEA) requires schools to engage parent of public and private school students in the development, implementation, and annual review of school programs for Title I students. The parent engagement requirement for schools and districts serving students through Title I includes maintaining a District Parent and Family Engagement Policy. A template for this document is provided by the New Jersey Department of Education. The District Wide Title I Program Parent Compact Handbook as well as the Family Involvement Policy explain how the school staff works to engage families in school programs as well as reporting student progress.

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

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

Case #	Grade:	Hours of Instruction
271286	08	Student was placed on Medical Home Instruction for 90 days. But the Doctors note date changed. This student will receive Home Instruction from Paulsboro Public Schools for a minimum of 10 hours a week at a rate of \$40 hr. Start date was 9/22/2022 End Date 1/13/2022.
271372	07	Student was placed on Medical Home Instruction for about 5/6 weeks. This student will receive Home Instruction from Brookfield Schools/Woodbury NJ for a minimum of 10 hours a week at a rate of \$32 hr. Start Date 9/12/2022.

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

- A. Recommend approval of the attached QSAC (Quality Single Accountability Continuum) SOA (Statement of Assurances) and the DPR (District Performance Review) for the 2022 - 2023 school year and authorization to submit same to the New Jersey Department of Education contingent on final review and edits by the QSAC Team. (**Attachment**)

Note: The above materials are due to the New Jersey Department of Education before the next meeting of the Board of Education. Prior to submission, the QSAC Team will meet in order to review, edit and approve the document for submission.

Informational: The Quality Single Accountability Continuum (QSAC) is the Department of Education’s monitoring and evaluation system for public school districts. It is a system that consolidates and incorporates the monitoring requirements of applicable state laws and programs with a focus on five key components. All districts must submit the Statement of Assurance (SOA) files through the New Jersey Homeroom by November 15, 2022. At the next meeting of the Board, the Superintendent will seek approval for the QSAC District Performance Review (DPR). The DPR is only required when a district is preparing to undergo a full QSAC review by the New Jersey Department of Education. The SOA and DPR serve as planning documents while the district prepares for its full QSAC review on Wednesday, March 15, 2023.

- B. Recommend approval of the District Quality Single Accountability Continuum (QSAC) Team / Committee.

Represents	Staff Member
Chief School Administrator	Dr. Roy J. Dawson
District Administrative Staff Members	Matthew Browne Monica Moore Cook
Teachers	Noreen DeMarco Rachel Wulk
School Business Administrator	Anisah Coppin
Curriculum and Instruction Representative	Christine Lindenmuth
Local Collective Bargaining Representative	Jennifer Hoffman
District Board of Education Members	Marvin Hamilton Roseanne Lombardo

- C. Recommend approval of the following staff members to serve on the Paulsboro Junior/Senior High School Improvement Panel (ScIP):

School	School Improvement Panel
Paulsboro Junior/Senior High School	Dr. Donna Backus, Monica Moore Cook, Michael Calabrese, Mary Porter, Monica Garner, Melba Moore-Suggs, Thomas Damminger, Brynn Buechler, Jenny Hunt, Danielle Richardson, James Pandolfo, Thomas Hampel, Dr. Phillip Neff, Paul Morina

Informational: Each school is required to form a School Improvement Panel (ScIP) whose role is to ensure, oversee, and support the implementation of the district's evaluation, professional development (PD), and mentor policies at the school level. The New Jersey Department of Education recommends that ScIPs work closely with the District Evaluation Advisory Committee (DEAC).

- D. Recommend adoption of the attached Curriculum Review Schedule for the 2022-2023 through 2025 - 2026 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.

- E. Recommend approval for Paulsboro Public School District Social Studies Teacher Rachel Wulk and Mathematics Teacher Pamela Sichelstiel to revise and/or rewrite the curriculum for middle school social studies and high school Geometry, respectively. The expected completion date is December 2022.

Informational: Curriculum review and revision is required in order for Paulsboro Public Schools to maintain alignment with the New Jersey Student Learning Standards for middle school social studies and high school Geometry. Both Ms. Wulk and Mrs. Sichelstiel will be allotted 30 hours each (total of 60 hours) to complete this work and will be paid according to the current hourly rates in the PEA contract. Payment for these curricular revisions will be made through the American Rescue Plan Elementary and Secondary School Emergency Relief Fund (ARP-ESSER) grant.

- F. Recommend approval for Paulsboro Public School District Business Administrator Anisah Coppin to attend the New Jersey School Boards Association (NJSBA) Annual Conference. The conference begins on October 24, 2022 and ends on October 26, 2022 in Atlantic City, New Jersey. The cost to the District is approximately \$230.00.

Informational: Co-Sponsored by NJSBA, NJASBO and NJASA, this annual conference offers a variety training programs tailored to school districts' business needs. Workshops are held from approximately 9:00am – 4:00pm daily, Monday, October 24, 2022 through Wednesday, October 26, 2022.

- G. Recommend approval for Speech Language Pathologist Addie Shmuel to attend the online seminar entitled Speech-Language Pathologists: Strategies to Support Students with Reading and Language Deficits. This workshop will be held on November 9, 2022 from 9:00am – 3:30pm. The cost to the Board of Education for this workshop is \$279.00.

Informational: The Speech-Language Pathologists workshop will review evidence-based strategies for in person and online support in reading comprehension, language and written skills. Attendees will explore accessible and differentiated education materials and how intervention can incorporate literacy strategies into special and general education setting.

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

- H. Recommend approval for Billingsport Early Childhood Education Center staff member Noreen DeMarco to participate in curriculum writing for Science, Technology, Engineering, Art, and Mathematics (S.T.E.A.M) for grades K-2. Funding to support this work will be through the Elementary and Secondary School Emergency Relief Fund II (ESSER II).

Informational: Science, Technology, Engineering, Art, and Mathematics (S.T.E.A.M) education is used as access points for guiding inquiry, dialogue, and critical thinking. The S.T.E.A.M program in Paulsboro Public Schools assists students with meeting the State’s challenging academic standards. This curriculum will include the most updated New Jersey Student Learning Standards (NJSLS) in each of the five areas.

- I. Recommend approval for the New Jersey Child Assault Prevention (NJ CAP) group to implement the CAP program in Paulsboro Public School District for grades K-8.

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.

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

Subject	New Staff Member	Buddy	Mentor
English Teacher	James Hasegawa	Holly Klein	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.

K. Informational - Enrollment and Class Size:

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

Grade	Enrollment - October 15, 2022							
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Pre- School Age 3 & 4	57	66	59	71	79	47	51	59
K	104	98	88	100	99	75	74	79
1	111	88	91	79	78	87	82	72
2	79	87	77	82	80	83	91	73
3	56	64	102	90	81	91	87	97
4	65	70	61	102	84	82	96	84
5	64	61	68	61	99	81	80	92
6	53	83	57	71	61	99	81	80
7	73	74	94	68	77	59	104	90
8	62	77	68	90	62	70	65	98

Grade	Enrollment - October 15, 2022							
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Self-Contained Special Education Billingsport/Loudenslager	26 / 17	26 / 5	19/0*	21 / 5	22/0*	10/0	18/0	25/0
Grand Totals	767	799	784	840	822	784	829	849

* 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 – October 15, 2022							
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
9	63	80	92	93	108	98	111	98
10	82	77	79	84	86	98	94	105
11	80	79	66	76	69	75	82	89
12	78	97	85	68	84	83	75	96
TOTAL	303	333	322	321	347	354	362	388

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 October 15, 2022							
	9	10	11	12	13	14	15	16
Pre-School	9	10	10	11	10	9		
Kindergarten	20	20	20	19				
1	19	18	17	18				
2	19	19	18	17				
3	25	24	24	24				
4	21	21	20	22				
5	23	22	22	22	3			
6	19	20	19	21	1			
Special Education	3	9	10	3				

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

A. Recommend approval of the 2022-2023 Winter Sports Schedules and Tournaments. **(Attachments)**

B. Recommend approval of the following winter athletic coaches for Paulsboro Senior High School and Paulsboro Junior High School for the 2022-2023 school year with stipends as per agreement with the Paulsboro Education Association.

Boys Basketball:

Daryus Quarles	Head Coach	Step 3	\$7,903.00
John Marcucci	Assistant Coach	Step 3	\$5,259.00
Trevon Brooks	Volunteer Paraprofessional		

Kyle Jones	7 th / 8 th Grade Coach		\$3,342.00
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Girls Basketball:

Erica Scott	Head Coach	Step 3	\$7,903.00
Thomas Richardson	Assistant Coach	Step 3	\$5,259.00

Kai Myers	7 th / 8 th Grade Coach		\$3,342.00
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Wrestling:

Paul Morina	Head Coach	Step 3	\$8,522.00
Dean Duca	Assistant Coach	Step 3	\$5,948.00

Joseph Duca	Assistant Coach	Step 3	\$5,948.00
Carmel Morina	Assistant Coach	Step 3	\$5,948.00
Steven Anuszewski	Volunteer Paraprofessional		
Nick Morina	Volunteer Paraprofessional		
Casper Tortella	Volunteer Paraprofessional		
Robert Onorato	Volunteer Paraprofessional		
M. Tyrone Hamilton	Volunteer Paraprofessional		
Joseph Bene	Volunteer Paraprofessional		
Antonio Chila	7 th / 8 th Grade Coach		\$3,181.00
Douglas Foglein	Asst. to the Athletic Director	Step 1	\$4,881.00

- C. Recommend approval for the Paulsboro High School 2022 Powder Puff Game to be hosted by the Poem Committee on Wednesday, November 23, 2022. The school day will run on a pep-rally schedule and at the appropriate time, their teachers will escort students to the football bleachers to watch the football game. There is no cost to the district.

Informational: This event has been hosted at PHS for many years. Teachers will monitor the students until 12:30 p.m. when the students will be dismissed from the football field. This is a half-day dismissal for the Thanksgiving Holiday. The game will be held on the football field at 11:45 pm. Participants will include Junior and Senior male and female students. Participants must submit parent permission slips. Tickets will be sold the week before the game during lunch periods. Cost per ticket is \$1.00. The school day will run on a pep-rally schedule and at the appropriate time, students will be escorted by their teachers to Bennett Field.

- D. Recommend approval for the Paulsboro High School Wrestling Team to use the Paulsboro Wrestling Club building located at 541-C Mantua Avenue in Paulsboro when needed during the season.

Informational: The High School team will use the building as needed, but the Junior High School will use it on a daily basis from November 2022 to March 2023. This building has been used in past years for Paulsboro High School and Paulsboro Junior High School students. A valid insurance policy for the wrestling building will be provided.

- E. Recommend approval for the cleaning of the mats at the Paulsboro Wrestling Club building for the 2022-2023 wrestling season from November 2022 – March 2023.

Estimated cost: 14 weeks @ \$100.00 per week = \$1,400.00

Week for Christmas is not included.

Informational: Keeping the mats clean on a daily basis is very critical for wrestling due to skin infections, which could cause students/athletes to miss completion and overall health issues. We have always taken this very seriously and have been very successful on controlling all skin diseases.

- F. Recommend approval for Paulsboro High School Special Education Teacher Erica Haase to take her classes on community-based walking trips for the 2022-2023 school year. These trips will enrich the students' learning outcomes as well as enhance their daily living skills as addressed in their Individualized Education Plans. (**Attachment**)

Informational: Please see trips below:

Gil Memorial Library: Students will learn about available resources, how to increase knowledge and develop skills, and learn how to increase their Information Literacy. Most importantly obtain a library card (November 2022- May 2023)

Save-A-Lot: Students enrich Language Arts Literacy and Math skills by using recipes, setting budgets, making grocery lists to go shopping. (November 2022- April 2023)

Dollar Tree: Students exhibit appropriate behavior in the store and communicate appropriately with store clerks to ask for help as they shop for holiday gifts. (November 2022-February 2023)

Paulsboro Diner: Students will practice real life skills by sitting in a restaurant while participating in dining experiences, reviewing a menu to make an order. Students will also develop relationships with servers while asking about menus. (November 2022-April 2023, 2 trips for the year)

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

- G. Recommend approval for Paulsboro Junior High School Special Education Teachers Ms. Jenny Hunt and Dr. Donna Backus to take their classes on community-based walking trips for the 2022-2023 school year. These trips will enrich the students' learning outcomes as well as enhance their daily living skills as addressed in their Individualized Education Plans. **(See above Attachment)**

Informational: Please see trips below:

Gil Memorial Library: Students will learn about available resources, how to increase knowledge and develop skills, and learn how to increase their Information Literacy. Most importantly obtain a library card (November 2022- May 2023)

Save-A-Lot: Students enrich Language Arts Literacy and Math skills by using recipes, setting budgets, making grocery lists to go shopping. (November 2022- April 2023)

Dollar Tree: Students exhibit appropriate behavior in the store and communicate appropriately with store clerks to ask for help as they shop for holiday gifts. (November 2022-February 2023)

Paulsboro Diner: Students will practice real life skills by sitting in a restaurant while participating in dining experiences, reviewing a menu to make an order. Students will also develop relationships with servers while asking about menus. (November 2022-April 2023, 2 trips for the year)

- H. Recommend approval that the Paulsboro Junior Wrestling Program use the High School wrestling room and gym, whenever it is not being used by the High School from November 21, 2022 to June 30, 2023. This will be used for practices and competitions.
- I. Recommend approval that the Paulsboro Junior High Wrestling Team use Paulsboro Wrestling Club building located at 541-C Mantua Avenue in Paulsboro during the 2022-2023 season. Since Jr. High does not have to practice in the cafeteria, it can be utilized for other activities after school. The Junior High Wrestling Team does practice in the high school when it is available.

Informational: A valid insurance policy for the wrestling building will be provided.

- J. Recommend approval for Billingsport Early Childhood Center Community and Parent Involvement Specialist Yvonne Still-Maddred to participate in the United States Marine Corps Toys for Tots Program during the 2022-2023 school year.

Informational: If approved the school will collect donated unwrapped toys then forward them to the Marine Corps. The goal is for every child in the United States to receive a toy during the holiday season. The Paulsboro Public Schools has participated in the Toys for Tots program for a number of years.

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.

October 2022 Board Update

ROD GRANT

On Monday October 3rd, the School Development Authority conducted a facility inspection for the High School projects. The inspector found everything that he needed to check and said that the State releases the money rather quickly after the inspection. This would be good for the district’s cash flow.

Now that the State is in the process of approving the High School reimbursement, they can start to review the submissions for the Loudenslager and Billingsport projects.

ESIP Energy Savings Improvement Program. Schneider Electric has been working on the district wide energy audit. The State has released two additional Capital Improvement grants and Schneider Electric is submitting applications on behalf of the District. If we are eligible, the grants can be used to enhance any projected plumbing or HVAC projects recommended as part of the energy audit.

FACILITIES: None at this Time.

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

- A. Recommend approval for Paulsboro BOE Board Members and select administrative staff to attend the annual convention of the New Jersey School Boards Association (NJSBA) scheduled for Monday, October 24, 2022 to Wednesday, October 26, 2022. Reservations have been made for members of the Board of Education to stay at the Resorts Casino and Harrah’s Casino Hotels for Monday, October 24, 2022 through Wednesday, October 26, 2022. Total cost to the board is anticipated to be \$6,000.00, which includes reimbursement for food, mileage and lodging.

Informational: The following board members will be attending the Annual NJSBA Convention. Theresa Cooper, Robert Davis, Marvin Hamilton, Kyana Evans, Joseph Lisa, Markee Robinson, Danielle Scott and Tyesha Scott. Attendees will be reimbursed for meals, mileage and lodging if prepaid from personal funds.

- B. Recommend approval of the 2022-2023 joint venture agreement between Rancocas Valley Regional High School Board of Education to provide transportation services as specified in the Joint Venture Agreement to the Burlington County Special Services School District. The cost of services will be based on actual cost and shall not exceed \$8,500.00 without additional board approval. (**Attachment**)

Informational: A transportation jointure agreement is a type of shared-service where one school district contracts with another school system or group of schools in order to provide transportation on an as needed basis. By illustration, Paulsboro might use the services of a jointure to transport a student to an out of district school for students with disabilities. Other examples are using a jointure is to provide transportation to a field trip or athletic event when all of the Paulsboro buses are already scheduled.

- C. Recommend approval of a transportation jointure agreement with Gateway Regional High School to transport students for the 2022-2023 school year. The cost of services will be based on actual cost and shall not exceed \$10,000.00 without additional board approval.

Informational: A transportation jointure agreement is a type of shared-service where one school district contracts with another school system or group of schools in order to provide transportation on an as needed basis. By illustration, Paulsboro might use the services of a jointure to transport a student to an out of district school for students with disabilities. Other examples are using a jointure is to provide transportation to a field trip or athletic event when all of the Paulsboro buses are already scheduled.

- D. Recommend that the Paulsboro Board of Education reimburse employees and board members for travel expenses based on the current Government Services Administration (GSA) rates for meals and incidentals. The current rates for SY22-23 are as follows: Total Meals and Incidentals (M&I) are \$59.00 per day, except for the first and last day of travel, which is \$44.25 per day (75%).

Informational: The GSA rates are set by the Federal government to provide a standard rates for reimbursement of travel expenses. The rates are periodically revised for inflation and other economic considerations. Staff and board members will be reimbursed upon submitting receipts for purchases made during approved travel for Board business.

- E. Recommend approval for select staff to be reimbursed for purchasing emergency provisions necessary for homeless children and youth to participate fully in school activities. Supplies can include, but are not limited to, school supplies, personal care items, health-related needs, clothing, food, and/or store cards/prepaid cards. Source of funds: grant funds.

Informational: The purchase of supplies are for homeless children and youth, and will be paid for through the American Rescue Plan – Homeless Children and Youths (ARP-HCY) II grant. Due to the emergent/unexpected needs of homeless students, there can be an immediate need for supplies and services that cannot be procured timely through the normal purchasing process. Staff members will be required to submit documentation including actual receipts to qualify for reimbursement.

- F. Board Input Requested: A copy of the Budget Calendar for 2023 - 2024 is attached for review by members of the Board of Education. The administration respectfully requests input and suggestions from members of the Board of Education prior to finalizing the calendar. If the Board of Education agrees with the overall calendar including changes suggested at this meeting, then; (**Attachment**)

Recommend adoption of the Budget Calendar for the 2023 - 2024 school year.

Informational: This document serves as a guide as the Board of Education begins its review of the 2023 - 2024 budget.

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

- G. Recommended approval to accept the donation of school supplies from St. Paul's Methodist Church of Paulsboro, New Jersey. These school supplies including but not limited to; pencils, erasers, pencil sharpeners, glue sticks, scissors, and highlighters. They will be disbursed to students in need at Billingsport Early Childhood Center. The approximate value of these items is \$150.00.

Informational: St. Paul's Methodist Church has been coordinating a school supply or book bag drive for the students at Billingsport Early Childhood Center for several years.

- H. Recommended approval to accept the donation of approximately 30 books bags from St. Claire of Assisi of Swedesboro, New Jersey. These book bags will be dispersed to students in need at Billingsport Early Childhood Center. The book bags are valued at approximately \$350.00.

- I. Recommend approval to accept the donation of school supplies from the Amazon Distribution Center in West Deptford, New Jersey. These items are valued at approximately \$500.00.

Informational: Staff and administration from the West Deptford Amazon Distribution Center collected school supply items during the month of September and donated these items to local school districts in the immediate area.

- J. Recommended approval to accept the donation of supplies for the project entitled Explore STEM Careers through anonymous donors through donorschoose.org. The donated item will be utilized to supplement the STEAM Curriculum at Loudenslager Elementary School. This item is worth approximately \$200.00.

Informational: DonorsChoose.org is a non-profit organization that allows individuals to donate directly to public school classroom projects in the United States. This item was requested by Loudenslager STEAM Teacher, Rebecca Richardson.

- K. Recommended approval to accept the donation of supplies for the project entitled The Human Body Experience through anonymous donors through donorschoose.org. The donated item will be utilized to supplement the STEAM & Health Curriculum at Loudenslager Elementary School. This item is worth approximately \$150.00.

Informational: DonorsChoose.org is a non-profit organization that allows individuals to donate directly to public school classroom projects in the United States. This item was requested by Loudenslager STEAM Teacher, Rebecca Richardson.

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

- A. Recommended approval for the following people to serve on the **Medical Emergency Response Team** for Paulsboro Junior / Senior High School during the 2022-2023 School Year.

Mary Porter, School Nurse
Paul Morina, High School Principal
James Pandolfo, Asst. Principal
Monica Moore-Cook, Junior High School Principal
John Giovannitti, Junior High School Assistant Principal/Athletic Director
Paul Sommers, Director of School Counseling
Chelsea Brown, Teacher
Rita Cucinotta, Secretary
David Glocker, Instructional Aide
Thomas Hampel, Teacher
Michael Calabrese, Teacher
Phillip Neff, Teacher

Antonio Chila, Teacher
Sarah Bubnis, Teacher
Christopher Costenbader, Teacher
Adina Giovannitti, Secretary
Douglas Foglein, Teacher

Informational: The role of the Medical Emergency Response Team is to provide support and assistance during a Medical Emergency.

- B. Recommend approval of the following people to serve on the **School Crisis Team** at Paulsboro Junior / Senior High School during the 2022-2023 School Year.

Paul Morina, High School Principal
James Pandolfo, High School Asst. Principal
Monica Moore-Cook, Junior High School Principal
John Giovannitti, Junior High School Assistant Principal/Athletic Director
Paul Sommers, Director of School Counseling
Mary Porter, School Nurse
Danielle Richardson, Principal's Secretary
Jessicarose Johnson, School Psychologist
Ashley Higginbotham, School Psychologist
Trevon Brooks, School Counselor
Nicole Vitale, School Counselor
Melba Moore-Suggs, School Counselor
Jean Brown, Student Assistance Counselor
Thomas Damminger, Teacher
Thomas Hampel, Teacher

Informational: The role of the School Crisis Team is to review and provide input on changes related to the Emergency Management Plan for Paulsboro Junior/Senior High School.

- C. Recommended approval of the following people to serve on the **Incident Command Team** at Paulsboro Junior / Senior High School during the 2022-2023 School Year.

Paul Morina, High School Principal
John Giovannitti, Junior High School Assistant Principal/Athletic Director
Melba Moore-Suggs, School Counselor
Jean Brown, Student Assistance Counselor
Thomas Hampel, Teacher
David Glocker, Instructional Aide
Chelsea Brown, Teacher
Antonio Chila, Teacher
Mandy Gattuso, Teacher
Kelly Kovalesky, Teacher
Todd Palmisano, Teacher
Mary Porter, Nurse
Michael Calabrese, Teacher
Gina Morina, Teacher
Monica Garner, Teacher
Phillip Neff, Teacher

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

- D. Recommended approval for the following people to serve on the **Medical Emergency Response Team** for Loudenslager Elementary School during the 2022-2023 School Year.

Janice Esters, School Nurse
Matthew Browne, Principal
Thomas Richardson, Teacher
Rebecca Richardson, Teacher
Shaun Darby, Teacher
Gianna Verrecchio, Teacher
Danielle Relation, Teacher
Corey Hoffman, Teacher
David Denelsbeck, Teacher

Informational: The role of the Medical Emergency Response Team is to provide support and assistance during a Medical Emergency.

- E. Recommended approval for the following people to serve on the **Medical Emergency Response Team** for Billingsport Early Childhood Center during the 2022-2023 School Year.

Daniel Condo, Teacher
Joann Hoehn, Secretary
Yvonne Still-Maddred, PIRT Specialist
Christin Goss, Instructional Aide
Lisa Kuhnel, Teacher
Candell Maxie, Teacher
Linda Coleman, Teacher
Kai Myers, Teacher
Tracey Scott, School Nurse
Katie Hurst, Instructional Aide
Tarah Duda, Teacher

Informational: The role of the Medical Emergency Response Team is to provide support and assistance during a Medical Emergency.

- F. Recommended approval of the following people to serve on the **School Crisis Team** at Loudenslager Elementary School during the 2022-2023 School Year.

Matthew Browne, Principal
Brett Waller, Security Officer
Dennis Weiss, Daytime Custodian
Lisa Phillips, School Secretary
Janice Esters, School Nurse
Corey Hoffman, Teacher
Shirley Gill, Teacher
Shaun Darby, Teacher
David Denelsbeck, Teacher
Charisse Generette, Social Worker
Marcelina Guzman, Guidance Counselor

Informational: The role of the School Crisis Team is to review and provide input on changes related to the Emergency Management Plan for Loudenslager Elementary School.

- G. Recommended approval of the following people to serve on the **Incident Command Team** at Loudenslager Elementary School during the 2022-2023 School Year.

Matthew J. Browne, Principal
Charisse Generette, Social Worker
Marcelina Guzman, Guidance Counselor
Janice Esters, School Nurse
Addie Shmuel, Speech Pathologist
Corey Hoffman, Teacher
Shirley Gill, Teacher
Dean Duca, Teacher
Shaun Darby, Teacher
Rebecca Richardson, Teacher
Mark Broadbelt, Teacher
Tyler Graves, Teacher
Brian Betz, Teacher
Elaine Andrus, Teacher
Maria Phillips, Teacher
Heather Parks, Instructional Aide
Melissa Lexa, Instructional Aide
Tiaja Harrold, Instructional Aide
June Lord, Instructional Aide

- H. Recommend recommended approval of the following people to serve on the **School Crisis Team** at Billingsport Early Childhood Center during the 2022-2023 School Year.

Tina Morris, Principal
 Dietra Roane, Daytime Custodian
 Kathleen Moran, Evening Custodian
 Joann Hoehn, Secretary
 Tracey Scott, School Nurse
 Danielle Hertkorn, Guidance Counselor
 Kristin Shute, Speech Pathologist
 Kayla Kushner, School Psychologist
 Prudence Hanly, Teacher
 Lisa Kuhnel, Teacher
 Daniel Condo, Teacher
 Jacqueline Marcucci, Teacher

Informational: The role of the School Crisis Team is to review and provide input on changes related to the Emergency Management Plan for Loudenslager Elementary School.

- I. Recommended approval of the following people to serve on the **Incident Command Team** at Billingsport Early Childhood Center during the 2022-2023 School Year.

Tina Morris, Principal
 Tracey Scott, School Nurse
 Kayla Kushner, School Psychologist
 Christin Goss, Instructional Aide
 Latisha Thomas, Master Pre-School Teacher
 Tyler Graves, Teacher
 Mark Broadbelt, Teacher
 Cynthia Moultrie, Teacher
 Danielle Hertkorn, Guidance Counselor
 Kristin Shute, Speech Pathologist
 Yvonne Still-Maddred, PIRT Specialist
 Tara Madison, Instructional Aide
 Jacqueline Marcucci, Teacher
 Noreen DeMarco, Teacher
 Cheryl DeLorenzo, Instructional Aide

- J. Recommend approval for the Paulsboro Police Department to conduct a tactical training session at Loudenslager Elementary School during the 2022 - 2023 School Year. This tactical training session will be conducted under the supervision of Captain Ken 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 Loudenslager Elementary 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.

- K. 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	09/09/2022	09/09/2022
Communication Drill**	September 2021			

Report of Paulsboro Public Schools Security Drills				
Type of Drill	Notation	Schools		
		Paulsboro Junior / Senior High	Loudenslager Elementary	Billingsport Early Childhood Center
Evacuation (Non-Fire)	Each school must conduct two annually			
Bomb Threat	Each school must conduct two annually			
Lockdown / Active Shooter	Each school must conduct two annually	09/16/2022	09/21/2022	09/16/2022
Shelter In Place	Each school must conduct two annually			
Other Drills				
Bus Evacuation	School District (Annually)			
Bus Evacuation	School Routes (2 Annually)			
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	09/30/2022	09/30/2022

*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.