

PAULSBORO PUBLIC SCHOOLS

Board of Education Meeting
PAULSBORO, NEW JERSEY

AGENDA

MONDAY, SEPTEMBER 26, 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 July 27, 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.

ROLL CALL

Theresa Cooper, Robert Davis, Kyana Evans, Marvin E. Hamilton, Joseph Lisa, Markee Robinson, Danielle Scott, Tyesha Scott and Greenwich Township Representative Roseanne Lombardo

EXECUTIVE SESSION

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

PLEDGE OF ALLEGIANCE

PRESENTATIONS – None at this Time

RESOLUTIONS: - None at this time.

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

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

CORRESPONDENCE: – None at this Time

NEW BUSINESS:

ESTABLISHMENT OF MEETING DATES, TIMES, LOCATION AND PLACES OF NOTIFICATION

A. Recommend approval of the following actions relative to the meetings of the Board of Education:

Informational: Changed the October Meeting date from Monday, October 24, 2022 to October 17, 2022 due to the members attending the NJSBA 2022 Conference being held from Monday, October 24, 2022 to Wednesday, October 26, 2022.

1. Pursuant to Chapter 231, PAL (Open Public Meeting Act) public meetings of the Board of Education will be held on the dates, at the times and at the location as per the following schedule. (**Attachment**)

**PAULSBORO PUBLIC SCHOOLS
BOARD OF EDUCATION MEETINGS
2022 – 2023 School Year**

BOE Meeting Date	Day of the Week	Time	Location	Type of Meeting
July 27, 2022	Wednesday	7:00pm	Paulsboro High School Auditorium	Regular
August 24, 2022	Wednesday	7:00pm	Paulsboro High School Auditorium	Regular
September 26, 2022	Monday	7:00pm	Paulsboro High School Auditorium	Regular
October 17, 2022	Monday	7:00pm	Paulsboro High School Auditorium	Regular
November 28, 2022	Monday	7:00pm	Paulsboro High School Auditorium	Regular
December 19, 2022	Monday	7:00pm	Paulsboro High School Auditorium	Regular
January 3, 2023	Tuesday	7:00pm	Paulsboro High School Auditorium	Reorg
January 23, 2023	Monday	7:00pm	Paulsboro High School Auditorium	Regular
February 27, 2023	Tuesday	7:00pm	Paulsboro High School Auditorium	Regular
March 27, 2023	Monday	7:00pm	Paulsboro High School Auditorium	Regular
April 24, 2023	Monday	7:00pm	Paulsboro High School Auditorium	Regular
May 22, 2023	Monday	7:00pm	Paulsboro High School Auditorium	Regular
June 26, 2023	Monday	7:00pm	Paulsboro High School Auditorium	Regular

2. Designate the South Jersey Times as the official newspaper and the Courier Post as the other newspaper to receive notices under the Open Public Meeting Act.
3. Adequate notice of meetings will be provided by mailing to the Paulsboro Clerk, Greenwich Township Clerk, Courier Post, South Jersey Times, Secretary of Greenwich Township Board of Education, by posting the schedule of meetings in a public place and / or district website reserved for such announcements by the Board of Education.
4. The Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matter that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made.

OLD BUSINESS

A. SAVE THE DATE – NJSBA 2022 CONFERENCE

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: - None at this time.

REPORT OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

REPORT OF THE SUPERINTENDENT

EXECUTIVE SESSION

WHEREAS the “Open Public Meetings Act:” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed, the Paulsboro Board of Education will meet in Executive Session for the purpose of discussing the following: Personnel, Contracts, and Legal. The matters discussed will remain confidential until the need for confidentiality no longer exists.

NEXT MEETINGS OF THE BOARD OF EDUCATION

Regular Meeting

**Monday, October 17, 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 – D: 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	August 24, 2022
Executive Meeting	August 24, 2022

- B. Approval of the June 30, 2022 transfers. (**Attachment**)
- C. Approval of the June 30, 2022 Board Secretary’s Report. (**Attachment**)

Be It Resolved, pursuant to NJAC 6A:23-2-11(c)4, that we, the members of the Paulsboro Board of Education, certify that as of June 30, 2022, after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of NJAC 6A:23-2.11(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

- D. 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 - W: 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, October 17, 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 of Federal Family Leave of Absence, Staff #331 DOH 09/01/2004, with the following terms and conditions.

<u>Dates of Leave</u>	<u>Terms and Conditions of Leave</u>
Tuesday, August 30, 2022 -	By use of sick and personal leave (27 days)
Friday, October 7, 2022	

- E. Recommend approval to accept the resignation of Part Time Business Office Secretary Lisa Capasso effective January 26, 2023.

Informational: Mrs. Capasso has served the district in this position since April 28, 2020.

- F. Recommend approval of Federal Family Leave of Absence, Staff #194 DOH 02/26/1997, with the following terms and conditions.

Dates of Leave

Tuesday, September 6, 2022 -
Friday, November 30, 2022

Terms and Conditions of Leave

With pay and benefits by use of accumulated sick and personal leave as well as the concurrent use of Federal Family Leave (59 days)

- G. Recommend approval to accept the resignation of Supervisor of Curriculum & Instruction Kristen Reid effective date will be October 28, 2022 or when this position is filled.

Informational: Ms. Reid has served the Paulsboro Public Schools for 10 months. Per the contract, they may at any time give 60 days' notice in writing of their intention to terminate.

- H. Recommend approval of the termination of Staff #1057, DOH 10/21/2016, Custodian.

- I. Recommend approval of the termination of Staff #2195, DOH 8/30/2021, Custodian.

- J. Recommend approval of the termination of Staff #2168, DOH 8/25/2020, Building & Grounds.

- K. Recommend approval to appoint Andrew Messinese Sr. to a Full Time 12 Month Custodian for the 2022-2023 school year. Mr. Messinese Sr. will earn Step 1- \$31,829.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

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

- L. Recommend approval to appoint Harrison Eli to a Full Time 12 Month Custodian for the 2022-2023 school year. Mr. Eli will earn Step 1- \$31,829.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

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

- M. Recommend approval to appoint Denise Holloway to a Substitute Custodian for the 2022-2023 school year. This position is on an "as needed" basis and will earn \$13.00 per hour and does not include benefits. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

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

- N. Recommend approval to appoint Harry Evans to a Substitute Custodian for the 2022-2023 school year. This position is on an "as needed" basis and will earn \$13.00 per hour and does not include benefits. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

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

- O. Recommend approval to appoint Amanda Riggle to the position of Part-Time Hall Monitor at Paulsboro Junior/Senior High School. Ms. Riggle will work 29 Hours per week at \$20.00 per hour. This is a part-time position for 10 months that does not include benefits. This recommendation is contingent on successful completion of all required paperwork and the Criminal History Background review.

Informational: This is a temporary grant funded position that is funded through Elementary and Secondary School Emergency Relief Funds (ESSER II). Interviews were conducted and references checked by Paulsboro Junior/Senior High School Principal Paul Morina.

- P. Recommend approval to appoint Samantha Reklewski to a Full Time 12 Month Custodian for the 2022-2023 school year. Ms. Reklewski will earn Step 1- \$31,829.00 as per agreement with the Paulsboro Education Association. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

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

- Q. Recommend approval of the voluntary transfer of Lauren Abbott from the position of Confidential Secretary to the Business Administrator to the position of 12 month Counseling Secretary to the Director of District Student Personnel. Effective start date will be when her current position has been filled and the replacement has been trained. As a member of the PEA, Ms. Abbott will remain at her current salary of \$54,211.00 until the grade and step within the Paulsboro Education Association Guide exceeds her current salary.
- R. Recommend appointment of the following staff to Education Club Advisor positions at Paulsboro High School for the 2022-2023 school year. Stipends are as per agreement with the Paulsboro Education Association.

Position	Advisor	2022-2023 Salary (in \$)
Education Club Advisor	Donna Backus	\$2,105.00
Education Club Advisor	Holly Klein	\$2,105.00

Informational: After meeting with Professor Nadeen Herring from Rowan University in the spring, we continue to realize that the number of males of color in education is a major concern. The Education Club would help bridge the gap to the university setting, providing access to Rowan University and the profession of education for our students. The Education Club was approved at the August 24, 2022 Board Meeting.

- S. Recommend appointment of the following staff to Class Advisor positions at Paulsboro High School for the 2022-2023 school year. Stipends are as per agreement with the Paulsboro Education Association. Acct. #11-401-100-100-00-997

Position	Advisor	2022-2023 Salary (in \$)
7 th Grade Advisor	Donna Backus	\$1,423.00
8 th Grade Advisor	Jenny Hunt	\$1,423.00
9 th Grade Advisor	Christine O'Malley	\$1,613.00
10 th Grade Advisor	Andrea Bish	\$1,613.00
11 th Grade Advisor	Rachel Wulk	\$2,577.00
12 th Grade Advisor	Brenda Caltabiano / Monica Garner	\$2,725.00

- T. Recommend approval to appoint Theodore Garrison to the position of Substitute Custodian to be used on an “as needed” basis. The pay rate for this position is \$13.00 per hour. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. This position that does not include benefits.

Informational: The recommendation rates are based on the Minimum Wages permitted in the State of New Jersey as of January 1, 2022.

- U. Recommend approval for Anne DiMarco to substitute for the Paulsboro Junior / Senior High School from August 30, 2022 – September 21, 2022 at a rate of \$32.66 per hour. This temporary position does not include benefits. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review.

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

- V. Recommend approval to appoint Paulsboro High School Principal Secretary Danielle Richardson to the position of Website Content Administrator for the 2022-2023 school year effective October 1, 2022 at a prorated 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. The position of Website Content Administrator was approximately 8 years ago.

- W. Recommend approval for the following job descriptions:

1. Secretary to the Business Administrator / Board Secretary (**Attachment**)

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

- X. Recommend approval to accept the resignation of Billingsport Early Childhood Center Grade 2 Teacher Brittany Bielski effective date will be October 14, 2022 or when this position is filled.

Informational: Ms. Bielski has served the Paulsboro Public Schools for 6 years. Per the teacher contract, they may at any time give 60 days' notice in writing of their intention to terminate.

- Y. Recommend approval to accept the resignation of Billingsport Early Childhood Center Technology Teacher Jennifer Henson effective date will be October 28, 2022 or when this position is filled.

Informational: Ms. Henson has served the Paulsboro Public Schools for 2 years. Per the teacher contract, they may at any time give 60 days' notice in writing of their intention to terminate.

- Z. Recommend approval to accept the resignation of Billingsport Early Childhood Center Preschool Teacher Kimberley Manual effective date will be November 7, 2022 or when this position is filled.

Informational: Ms. Manual has served the Paulsboro Public Schools for 7 years. Per the teacher contract, they may at any time give 60 days' notice in writing of their intention to terminate.

- AA. Recommend approval to accept the resignation of Loudenslager Elementary School Third Grade Special Education Teacher Jayna Costantino effective date will be October 31, 2022 or when this position is filled.

Informational: Ms. Costantino has served the Paulsboro Public Schools for 5 years. Per the teacher contract, they may at any time give 60 days' notice in writing of their intention to terminate.

- BB. Recommend approval to accept the resignation of Billingsport Early Childhood Center Instructional Aide Casey LaFrance effective October 20, 2022.

- CC. Recommend approval to appoint James Hasegawa to the position of Paulsboro Junior High School English Teacher for the 2022-2023 school year. Mr. Hasegawa will earn Step M – MA+30 - \$75,309.00 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: Mr. Hasegawa has 13 years of experience. Interviews were conducted by Paulsboro Senior High School Principal Paul Morina, Paulsboro Junior High School Principal Monica Moore-Cook and Director of District Student Personnel Paul Sommers.

- DD. Recommend approval to appoint Alfia Tomarchio to the position of Classroom Aide at Billingsport Early Childhood Center. Ms. Tomarchio will earn Step 3 - \$27,041.00 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. Tomarchio has 7 years of experience. Interviews were conducted and references were checked by Billingsport Early Childhood Center Principal Mrs. Morris and Loudenslager Principal Matthew Browne.

- EE. Recommend approval of New Jersey Family Leave of Absence, Staff #171 DOH 09/02/1997, with the following terms and conditions.

Dates of Leave

Tuesday, October 4, 2022 -
Monday, November 14, 2022

Terms and Conditions of Leave

With pay and benefits by use of accumulated sick and personal leave as well as the concurrent use of NJ Family Leave (29 days)

- FF. Recommend approval of the following staff members to Extra-Curricular and Extra Duty positions at Loudenslager Elementary School for the 2022-2023 school year per the agreement with the Paulsboro Education Association:

Position	Staff Member	2022-2023 Salary	Account Number
School Store	Danielle Relation	\$894.00	11-401-100-100-00-997
Student Council Advisor	Aprilanne Young	\$940.00	11-401-100-100-00-997
Elementary Science Club Advisor	Rebecca Richardson	\$868.00	11-401-100-100-00-997

- GG. Recommend approval to appoint Janet Sharper as a substitute for the Part-Time Hall Monitor position at Loudenslager Elementary School. Mrs. Sharper would be utilized on an as-needed basis in the case that one of the regular part-time monitors is absent and her hours would not exceed the 29 hours per week at \$20.00 per hour as stipulated by this grant-funded position.

Informational: This is a temporary grant funded position that is funded through Elementary and Secondary School Emergency Relief Funds (ESSER II). This position is part-time for 10 months and does not include benefits. Mrs. Sharper currently serves as a part-time playground aide at Loudenslager Elementary School.

- HH. Recommend approval to appoint Letitia Hobgen to the position of Part-Time Hall Monitor at Billingsport Early Childhood Center. Ms. Hobgen will work 29 Hours per week at \$20.00 per hour. This is a part-time position for 10 months that does not include benefits. This recommendation is contingent on successful completion of all required paperwork and the Criminal History Background review.

Informational: This is a temporary grant funded position that is funded through Elementary and Secondary School Emergency Relief Funds (ESSER II). Interviews were conducted and references were checked by Billingsport Early Childhood Center Principal Mrs. Morris and Loudenslager Principal Matthew Browne.

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

- A. Recommend approval for eleventh grade student Shea McFadden to enrollment in Paulsboro High School as a courtesy student for the 2022-2023 school year.

Informational: Shea is currently a student in grade 11 at Kingsway High School. Paulsboro Public School District participates in the New Jersey’s Inter-district Public School Choice Program. Currently, all choice seats are filled for the 2022-2023 school year. Choice seats will be made available in the 2023-2024 school year as students graduate from our program. Application for a choice seat in the 2023-2024 school year will be made by the family by December 2022.

B. Recommend approval to provide homebound for the following students Grades 9-12:

Case #	Grade:	Hours of Instruction
241289	11	Student was placed on Medical Home Instruction for 60 days. 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 9/6/2022 - End Date 11/6/2022.
253101	10	Student was placed on Medical Home Instruction for 5 weeks. This student will receive Home Instruction from Paulsboro Public Schools for a minimum of 5 hours a week at a rate of \$40 hr. Start date was 9/6/2022 - End Date 9/30/2022.
302852	12	Student was placed on Medical Home Instruction for 60 days. This student will receive Home Instruction from Paulsboro Public Schools for a minimum of 5 hours a week at a rate of \$40 hr. Start date was 9/6/2022 - End Date 11/6/2022.
273377	09	Student was placed on Medical Home Instruction for about 5/6 weeks. This student will receive Home Instruction from Brookfield Schools/Cherry Hill for a minimum of 10 hours a week at a rate of \$40 hr. Start Date 9/12/2022.

C. Recommend approval of the Title I Parent Compact Handbook and the District Parent Involvement Policy. (**Attachments**)

Informational: Title I programs must be evaluated annually and revised if necessary. Title I programs contain a family and community engagement component. 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. This handbook must be approved and distributed annually to all parents then posted on the district website.

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

D. Recommend approval to implement an After-School Tutoring program at Loudenslager Elementary School starting on Tuesday, November 1, 2022. This program will be offered to students in grades 3-6, two afternoons per week from 3:00 p.m. - 4:00 p.m., Monday through Thursday. This recommendation includes approval for all certified staff members at Loudenslager to serve as after school intervention tutors at their contractual rate of \$40.00 per hour.

Informational: This after-school intervention tutoring program will be offered to students who need additional academic support as identified by the teachers or school administration at Loudenslager Elementary School. The after school intervention program will be coordinated by Loudenslager Principal Matthew Browne, and will be funded through Elementary and Secondary School Emergency Relief Funds (ESSER II).

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

Case #	Grade:	Hours of Instruction
353039	01	Student was placed on Medical Home Instruction for about 5/6 weeks. This student will receive Home Instruction from Brookfield Schools/Cherry Bridgeton CAMHU for a minimum of 10 hours a week at a rate of \$40 hr. Start Date 9/14/2022.
271286	08	Student was placed on Medical Home Instruction for 90 days. 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 12/22/2022.

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

- A. Recommend approval to adopt the District Professional Development Plan 2022-2023 School Year. This recommendation includes authorization to submit the plans to the New Jersey Department of Education. (**Attachment**)

Informational: In order to create the professional development plans, the administration reviews a wide variety of data including teacher observation reports, Single Quality Assurance Continuum (QSAC) data, School Improvement Plans, and student assessment data. The District Professional Development Plan serves as a guide when approving staff attendance at workshops, planning in-service programs and focusing the work of the School Improvement Panels (SciP).

- B. Recommend adoption of the Paulsboro Public Schools Emergency Remote Instruction Plan for the 2022-2023 School Year. (**Attachment**)

Informational: In April 2020, Governor Murphy issued signed P.L.2020, c.27. This law provides districts the ability to utilize virtual or remote instruction to satisfy the 180-day requirement in the event of a public-health related district closure. Each school district must annually submit its proposed program for virtual instruction to the Commissioner of Education with approvals from the local board of education and county office of education. This is a State of New Jersey Department of Education requirement.

- C. Recommend approval to participate in cooperation with The Southwest Council to implement a school based mental health program located at Paulsboro Senior High School during the 2022-2023 school year.

Informational: There is no cost to the Board of Education. This program will provide a series of in school programs that will focus on mental health education, substance abuse prevention activities and social skills/ life skills. Advisory Committee (DEAC).

- D. Recommend approval of Intervention & Referral Services Team for Paulsboro Junior/Senior High School during the 2022-2023 school year.

School	Intervention and Referral Services Team
Paulsboro Jr/Sr High School (Grades 7-9)	Trevon Brooks, Jean Brown, William Brown, Christopher Costenbader, Doug Foglein, Ashley Higginbotham, Melba Moore-Suggs, Mary Porter, Paul Sommers
Paulsboro Jr/Sr High School (Grades 10-12)	Andrea Bish, Jean Brown, William Brown, Chelsea Brown, Brenda Caltabiano, Christina Franchetti, Lisa Horton, Jessicarose Johnson, Melba Moore-Suggs, Mary Porter, Paul Sommers, Nicole Vitale

Informational: The Intervention & Referral Services Team (I&RS) is an interdisciplinary team of professionals within the school environment who come together throughout the school year to formulate coordinated services and team delivery systems to address the full range of student learning, behavior, social, and health problems in the general education program as well as for students determined to be in need of special education programs and services. According to N.J.A.C 6A:16-8.1.,8.2 the goal of the committee is to see measurable student improvement in the identified targeted areas. Staff members refer students to the I&RS Team through the building principal, who then advises the parents of the referral. The I&RS Team develops an Action Plan containing goals, interventions, and a timeline for the plan's duration. (New Jersey Department of Education)

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

- E. Recommended approval for the following people to serve on the School Improvement Panel (SciP) for Billingsport Early Childhood Center during the 2022 - 2023 School Year.

Tina Morris	Lisa Kuhnel-Morrison
Colleen Phifer	Noreen DeMarco
Yvonne Maddred	Rachel Kuser
Latisha Thomas	Judy Toscano
Christin Goss	Linda Coleman
Triana Hernandez	Jacqueline Marcucci

Informational: The school improvement committee is mandated by the State of New Jersey (N.J.A.C 18A:6-120) and serves to ensure, oversee, and support the implementation of the district's evaluation, professional development, and mentoring policies at the school level.

- F. Recommend approval to participate in cooperation with The Southwest Council to implement a school based mental health program located at Paulsboro Junior High School, Loudenslager Elementary School and Billingsport Early Childhood Center (BECC) during the 2022-2023 school year.

Informational: There is no cost to the Board of Education. This program will provide a series of in school programs that will focus on mental health education, substance abuse prevention activities and social skills/ life skills.

- G. Recommend approval of the attached Student Affiliation Agreement with Rowan University for the 2022 - 2027 school year. (**Attachment**)

Informational: This agreement allows the Paulsboro Public Schools to accept student teachers, practicum students and other students completing field experiences from Rowan University. Prior to a given student working in the district, the administration will seek approval from the Board of Education.

- H. Recommend approval for Billingsport Early Childhood Education Center (BECC) staff members Jacqueline Marcucci, Kristen Shute, Kayla Kushner, Danielle Hertkorn, and Cynthia Moultrie to attend the Masonic Model Student Assistance Program (MMSAP) Interventions for students at risk (I&RS) training in Burlington, NJ on October 18, 19, & 20, 2022. There is not cost for this workshop. Cost to the Board of Education is \$70.14 for mileage reimbursement and substitute/coverage rates for one staff member per day.

Informational: The Masonic Model Student Assistance Program (MMSAP) is designed to train school personnel to work as a team to identify the students in their care who they believe are "at risk". MMSAP is a research-based and effective response to the negative behaviors that interfere with the success of children. This model of prevention and intervention is a vital tool in increasing attendance, improve academic performance, increase graduation rates, and decrease behavioral challenges. The mileage fee is congruent with the State of New Jersey's approved reimbursement rate of \$0.35/mile.

- I. Recommend approval for Paulsboro High School Nurse Mary Porter to attend Breathe for Change training. There is no cost for this workshop. Cost the Board of Education is \$11.55 for mileage reimbursement.

Informational: Breathe For Change offers a program that has been designed for people who work in education and want to help improve student well-being and mental health on a daily basis. This training provides its participants with tools to offer guidance and education for students and staff to help decrease the negative effects of stress and increase compassion and acceptance. The training is over 6 months on the following weekends: October 8-9, November 12-13, December 10-11, January 7-8, February 11-12, and March 11-12. There is no reimbursement cost for mileage. The workshop cost is \$1995.00 and will be paid for through ESSER II Mental Health funds.

- J. Recommend approval for Billingsport Early Childhood Center Speech-Language teacher, Kristen Shute, to attend the Speech Language Therapy: Promoting Rapid Change for Children with Sever Phonological Disorders workshop. This online workshop will be held

on November 9, 2022 from 9:00 PM – 3:30 PM.

Informational: This workshop is designed specifically for Speech-Language Pathologists serving students in grades PreK-6. The instructional workshop will include effective ways to: accelerate progress toward intelligibility for children with severe phonological disorders, enhance early literacy skills, especially for at-risk children, and improve phonological processes during therapy time. The cost of this workshop is \$279.00 and will be funded through ESSER II Learning Acceleration funds.

- K. Recommend approval for Paulsboro High School guidance counselor, Melba Moore-Suggs to attend the Fall 2022 Secondary School Counselor Training Institute held on Thursday October 13, 2022 at Rowan University from 9:00 AM – 1:00 PM. There is no cost to the District.

Informational: The Higher Education Student Assistance Authority (HESAA) offers this workshop for all secondary school counselors to update information regarding Federal and State Aid, FAFSA completion, NJFAMS System and financial aid resources for New Jersey Dreamers.

- L. Recommend the following Mentor/Buddy Teachers at Loudenslager Elementary School for the 2022-2023 school year:

Subject	New Staff Member	Buddy	Mentor
Multiple Disabilities Teacher	Cheryl Serpiello	Maria Phillips	NA
School Guidance Counselor	Marcelina Guzman	Charisse Generette	NA

Informational: When a novice teacher is hired, they are issued a Provisional Certificate. Upon the completion of two years of successful teaching, the Provision Certificate converts to a Standard Certificate. During the first year with a Provision Certificate, the teacher must be assigned a mentor teacher. The provisional teacher pays a stipend to the mentor.

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.

M. Informational - Enrollment and Class Size:

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

Grade	Enrollment - September 15, 2022							
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Pre- School Age 3 & 4	63	67	60	58	76	42	45	59
K	109	94	87	93	100	71	72	74
1	106	89	95	82	89	82	78	74
2	68	85	80	80	92	86	86	74
3	65	64	100	90	82	88	88	95
4	56	70	62	102	82	78	96	81
5	74	62	69	56	100	79	80	93
6	66	83	56	69	61	95	83	80
7	74	74	96	66	78	59	103	89
8	78	77	72	90	60	71	64	99
Self-Contained Special Education Billingsport/Loudenslager*	26 / 17	27 / 5	18/0*	18 / 5	22/0*	10/0	16/0	25
Grand Totals	802	797	795	809	842	761	811	843

* 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 – September 15, 2022							
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
9	75	79	92	91	107	96	110	97
10	94	80	84	85	85	99	95	102
11	90	84	65	81	71	75	82	88
12	83	93	83	69	82	82	76	96
TOTAL	342	336	324	326	345	352	363	383

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 September 15, 2022						
	Pre-School	10	10	10	10	10	10
Kindergarten	19	19	18	18			
1	19	19	18	18			
2	19	19	18	18			
3	24	24	24	23			
4	20	22	21	18			
5	23	22	22	21	5		
6	19	20	19	21	1		
Special Education	3	3	9	10	6		

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

- A. Recommend to approve D’Nita Hamilton as a guest speaker for Red Ribbon Week on October 26, 2022 during 4th period. Ms. Hamilton will speak to students in grades 10, 11 & 12. She is a graduate of PHS and former athlete who’s message will be about making good choices in life.

Informational: This program, will be sponsored by P.E.A.

- B. Recommend approval for the following field trip list for Paulsboro Junior / Senior High School 2022 - 2023 school year:

Month	Field Trip
Monthly Visit	A.B.L.E. to Loudenslager
October	Gallery Club - Doge Poetry Festival
	Temple Football Game
	College Visit to Rutgers University (New-Brunswick)
	College Visit to Neumann University
	Renaissance Gold Card Luncheon – Pat’s Pizzeria
November	Tech School Visit to PennCo Tech
	College Visit to Rowan University
	Key Club to Gloucester County Courthouse for Mock Trial
December	Junior High Students to the Walnut Street Theatre
	Renaissance Bowling Trip – Red and Gold Cards
January	St. Joe's University Basketball Game
	Annual NJ Association of Student Councils Convention - TCNJ
February	Medieval Times Lyndhurst, NJ
	Jazz band performance at Rowan University's Jazz Festival

Month	Field Trip
	Renaissance Pasta w the Principal at Sportsman's Club
March	Women in STEM Faire - R.C.G.C.
	Franklin Institute Visit
	SURE Summit
April	Renaissance Bowling Trip
	Jazz Band performance at Greenwich Library
	Jazz Band performance at Boys and Girls Club
	Jr. High Trip to Baltimore Aquarium
	Philadelphia Museum of Art
April 17th – April 21st	Senior Trip - Walt Disney World
April or May	Annual Art Class Trip to the Philadelphia Art Museum
May	Marching Band Trip to Busch Gardens & Historic Jamestown/Williamsburg
	Renaissance Students to the Cape May Zoo
	Camden Aquarium Visit
	College Visit to Stockton University
	RCSJ "Roadrunner Registration" Day
	Tech School Visit to PB Cosmetology/Rizzieri
	Annual NJ Association of Student Councils - Six Flags Great Adventure
June	Senior Class – Gibbstown Pool
	Marching Band Performance at Loud for recruitment
	Senior Band to attend open rehearsal for Philadelphia Orchestra
	Seniors Bussed to both elementary schools for senior walk
	A.B.L.E. Students to Pat's Pizzeria

- C. Recommend approval for the Paulsboro High School Marching Band to attend the Annual Elks Parade/Unity Day, Sunday October 2, 2022 from 2:00-6:00.

Informational: The Officers and Members of the Pride of Camden Lodge #83 and Fannie J. Coppin Temple #57, Improved Benevolent Protective Order of Elks invite the PHS Marching Band; and surrounding school Marching Bands, Drill Teams, from the Tri County area to participate in our yearly Marching Band and Parade celebration. As Community leaders our young people need to see the positive working relationships that should exist between the various community groups and fraternal organizations. Cost to the Board of Education includes school bus/van transportation is \$400.00. Band Director, Jenna Ouellette is in charge of the activity.

- D. Recommend approval for 30-40 members of the senior class to attend the Career Council College Fair at River Winds Community Center in West Deptford on October 20, 2022 from 9:30am-12:30pm. Over fifty (50) colleges/universities will be attending. This allows our students a wonderful opportunity to meet with numerous colleges from our region and gain a better understanding of the application requirements and deadlines. There is no cost to the students for this event.

There would be no cost to the Board of Education for this event. Career Council Inc. provides a free bus for each participating district. School Counselor Melba Moore-Suggs and Student Assistance Counselor Jean Brown would chaperone this event.

Informational: We try to assist our senior class with providing as many opportunities as possible for post-graduate success. This year, we are asking our students to complete all applications by Thanksgiving. The Career Council College Fair will help our students learn more information about the colleges/trade schools they're considering and apply long before the deadlines. This allows them to obtain the most amount of scholarships and financial aid.

- E. Recommend approval for the senior class to attend a visit to PennCo Tech and Rowan University on Wednesday, October 12, 2022. Grades 9-11 will be taking the PSAT test for the majority of the day. Because of this schedule, we are requesting for the senior class to go on a visit of both PennCo Tech and Rowan University that day. PennCo Tech will provide a one-hour tour of its facilities followed by a tour of Rowan University. Lunch will be provided by Rowan University free of cost in the dining hall. School Counselor Melba Moore-Suggs, School Counselor Nicole Vitale and Student Assistance Counselor Jean Brown will be their chaperones. There is no cost to the students.

Cost to the Board of Education would be for three (3) buses for the day. Because we need three buses for the trip, one would be supplied by Paulsboro (approximately \$200) and two would be contracted through Gateway (approximately \$400 each) for a total of \$1,000.00. No coverages would be needed for the counseling team.

Informational: Last year during the application season, we quickly realized that most of our students have never visited a college campus. To maximize the day for our seniors, we hope to show them both a technical/trade school along with a four-year university. Seniors will also have an opportunity to visit Rowan College of South Jersey (our two-year community college) later in the school year.

- F. Recommend approval to have “Shrek the Musical Jr” as the Spring 2023 School Musical on Thursday, March 16, 2023, Friday, March 17, 2023 and Saturday, March 18, 2023.

Informational: These dates are the correct dates which are different than the school calendar. The musical runs on Thursday, Friday and Saturday.

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

- G. Recommend approval to utilize Virtua’s Pediatric Mobile Van. The fully-equipped program on wheels offers a range of services, including dental and developmental screenings, blood lead level testing, lead poisoning education, flu shots, back-to-school physicals, vision and hearing screenings, health education, community resources, and referrals to specialized services. Exact dates for the Mobile Van will be scheduled through Loudenslager School Nurse Janice Esters, and will be advertised to parents and the community.

Informational: Virtua's Pediatric Mobile Services provides children from infancy to age six in underserved communities throughout South Jersey with health services they need. These services are free. The van and services are completely powered by Virtua’s Philanthropic Partners.

- H. Recommend approval for the following field trip list for the 2022 - 2023 school year:

Grade	Trip	Informational
Preschool	Duffield's Farm Conte’s Farm Gill Memorial Library Philadelphia, Please Touch Museum Cape May Zoo Pitman Theatre Lincoln Park	In the Fall and or Spring, Preschool students at Billingsport Early Childhood Center will be attending a field trip to one of the trips listed. Prior to the field trip, students will be learning about animals and their habitats using textbooks, as well as supplemental materials. Teachers will select from the list of trips by availability and on a rotating basis.
Kindergarten	Duffield's Farm Conte's Farm Gill Memorial Library Cape May Zoo Creamy Acres Farm Philadelphia, Please Touch Museum Pitman Theatre Lincoln Park	In the Fall and or Spring, Kindergarten students at Billingsport Early Childhood Center will be attending a field trip to one of the trips listed. Prior to the field trip, students will be learning about animals and their habitats using textbooks, as well as supplemental materials. Teachers will select from the list of trips by availability and on a rotating basis.

Grade	Trip	Informational
1 st Grade	Gloucester County Library Greenwich Twp Philadelphia Zoo Cape May Zoo Linville Orchards New Jersey Aquarium Philadelphia, Please Touch Museum Pitman Theatre Lincoln Park	A Field trip to the aquarium, zoo or museum will offer students an incredible opportunity to discover the biodiversity of Planet Earth firsthand. Prior to the field trip, students will be learning about animals and their habitats using textbooks, as well as supplemental materials. Teachers will select from the list of trips by availability and on a rotating basis.
2 nd Grade	Gloucester County Library Greenwich Twp Academy of Natural Sciences Franklin Institute, Philadelphia Philadelphia Zoo New Jersey Aquarium Philadelphia, Please Touch Museum Pitman Theatre Lincoln Park	A Field trip to the aquarium, zoo or museum will offer students an incredible opportunity to discover the biodiversity of Planet Earth firsthand. Prior to the field trip, students will be learning about animals and their habitats using textbooks, as well as supplemental materials. Teachers will select from the list of trips by availability and on a rotating basis.

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.

September 2022 Board Update

ROD Grant Program. The additional information requested by the School Development Authority has been received from the vendors and submitted to the State for review. The High School ROD grant is now fully encumbered. In laymen’s terms, we have entered into a contract to spend all of the money that was approved in the grant for the High School. This will allow the State to start closing out the Grant for the High School.

Summer Construction Update

The Loudenslager Multipurpose room did receive all of the needed HVAC equipment in time to be completed this summer and will be operational for the start of school.

All of the other projects are waiting for equipment and will be staged if possible on non-student attendance days.

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

- A. Recommend authorization for the Superintendent to approve the following organizations to use school facilities as listed for the 2022-2023 school year. This recommendation is contingent on each group filing the appropriate request, verification of insurance and does not conflict with District’s use of the facility for Paulsboro Public Schools events. .

ORGANIZATION/ PERSON	ACTIVITY	FACILITY	CONTACT
Mid Atlantic Athletic	Varsity and Junior Varsity Baseball September 27, 2022 – June 30, 2023 Monday – Friday 5:30pm – 7:00pm	Paulsboro High School Baseball and Softball Field	Thomas Johnson

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

- A. Recommend approval to award a contract to Special Education Solutions of New Jersey, LLC located at 104 North Monroe Avenue, Wenonah, New Jersey 08090 to perform up to 55 Learning Disability evaluations on an as needed basis for the 2022 – 2023 school year at the rate of \$350.00 per evaluation. Total cost of the contract is \$19,250.00 to be paid with local funds.

Informational: A basic Child Study Team is composed of a School Social Worker, School Psychologist and a Learning Disability Teacher / Consultant (LDTC). The Paulsboro Public Schools does not have an LDTC on staff. As a result, it must contract with an agency in order to complete evaluations of student being studied for disabilities and those already classified but needing to be re-evaluated.

- B. Recommend retroactive approval of the submission of IDEA application on July 27, 2022 for Fiscal Year 2023 and acceptance of grant funds.

Informational: Grant submission and grant award requires Board approval of both the application and receipt of awarded funds.

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

- C. Recommend approval to accept the donation of book bags and school supplies from the Bethel AME Church in Paulsboro, New Jersey. These items are valued at approximately \$500.00.

Informational: Bethel AME Church and SIMS Missionary Society collected school supply items and books bags from the community in August & September. These items will be distributed to students based on need during the month of September.

- D. Recommend approval to accept the donation of school and teacher supplies from the St. Paul's United Methodist Church in Paulsboro, New Jersey. These items are valued at approximately \$750.00.

Informational: St. Paul's United Methodist Church collected items during the month of August to be distributed to local schools in the Paulsboro Area. Teacher and staff supplies were distributed to each teacher and will be distributed to students based on need.

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.