

PAULSBORO PUBLIC SCHOOLS

BOARD OF EDUCATION MEETING
PAULSBORO, NEW JERSEY

MINUTES

MONDAY, APRIL 24, 2023

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

6:00 p.m.

Board of Education Executive Session

7:00 p.m.

Board of Education Meeting

MISSION STATEMENT

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

CALL TO ORDER

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

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

ROLL CALL

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

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.

A motion was made by Mr. Haynes and seconded by Mrs. Scott to adjourn to Executive Session to discuss personnel, contract and legal matters.

Vote:

MOTION UNANIMOUSLY PASSED

PLEDGE OF ALLEGIANCE

PRESENTATIONS

1. April’s *Raider Report* presented by Loudenslager Elementary School Teachers Krista Lange and Tara Stahl
2. Student of the Month Awards for February 2023 and March 2023. The following students were presented with the Student of the Month Awards by Junior High School Principal Ms. Monica Moore-Cook and High School Assistant Principal Mr. James Pandolfo.

Paulsboro Junior High School	Paulsboro High School
<p><u>February Students of the Month</u></p> <p>Jayla Barnes - Grade 7 Jae’la Estrada - Grade 8</p> <p><u>March Students of the Month</u></p> <p>Jayla Davis - Grade 7 Nyla Bradley - Grade 8</p>	<p><u>February Students of the Month</u></p> <p>Ta’Kyira Barr – Grade 9 Aniya Mitchell- Grade 10 Austin Willets - Grade 11 Angelis Guzman Irizarry - Grade 12</p> <p><u>March Students of the Month</u></p> <p>Kyleigh Sewell – Grade 9 Brandon Lee - Grade 10 Jordanie Alvarado - Grade 11 Kimberly Distefano - Grade 12</p>

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

PUBLIC HEARING ON THE 2023 – 2024 ANNUAL SCHOOL BUDGET

- A. PRESENTATION OF THE PROPOSED 2023-2024 BUDGET (Attachment).** Mrs. Anisah Coppin, Business Administrator/Board Secretary presented an overview of the SY23-24 budget for review and approval.

PUBLIC COMMENTS

Members of the public raised the following questions/concerns about the SY2023-2024 budget.

- Ms. Costa: Does not support the creation of the Assistant Business Administrator position. Believes there are too many secretaries in the district. Felt that she has no idea what is going on with the budget prior to the public hearing.
- Ms. Cheryl Scott: Does not support the creation of the Assistant Business Administrator position.
- Mr. Brooks – Budget should include funding for the weight room.
- Ms. Toya Smith – Has concerns about the physical condition of the classrooms. Her child reported that a window fell out of the classroom. She has concerns about the sports bleachers.
- Ms. Mary Costa – In support of the woodshop class and believes the position should be filled upon the current teacher’s retirement.
- Mr. Robert Davis – Believes the salaries of district staff is too high.

B. ACTION ITEMS

A motion was made by Mrs. Lombardo and seconded by Mr. Robinson to approve Items 1 and 2, the Paulsboro Public Schools’ SY2023 -2024 budget and the Preschool Education Aid budget.

1. **BE IT RESOLVED** to approve the 2023-2024 school district budget. The SY2023-2024 budget was submitted to the DOE and reviewed and preliminarily approved by the County Executive Business Official.

2023-2024

Appropriations:	
General Fund	\$ 32,689,096
Special Revenues Fund	5,906,064
Debt Service	<u>213,255</u>
Grand Total	<u>\$ 38,808,455</u>

Tax Levy:	
General Fund	\$ <u>6,666,478</u>
Debt Service Fund	
Total Levy	<u>\$ 213,295</u>

2. **BE IT RESOLVED** to approve the SY2023-2024 Preschool Education Aid (PEA) Budget. PEA Grant funds are used exclusively to fund Preschool Educational materials for students, and salaries and benefits of the Preschool Program staff. The SY 2023 -2024 budget is estimated to be \$ 1,698,375.00 which includes \$411,375.00 in PEA Carryover funds and \$135,090.00 in local funds.

PEA Grant	\$ 1,144,000
SY2020-2021 PEA Carryover	\$ 411,375
General Fund Contribution (Preschool Special Education)	<u>\$ 143,000</u>
	\$ 1,698,375

Informational: The Department of Education, Division of Early Childhood Services reviewed and approved the Paulsboro School District's SY2023-2024 budget totaling \$1,698,375 on March 31, 2023. The PEA SY 2023 - 2024 grant includes the PEA Carryover of in the amount of \$411,375.00 to bring the PEA budget total to \$1,555,475.00. The PEA grant excludes special education students and therefore they are funded through local funds. PEA Grant funds are used to pay salaries and benefits for the faculty and staff of the Preschool program.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

RESOLUTIONS

A. PARTICIPATION IN NEW JERSEY STATE INTERSCHOLASTIC ATHLETIC ASSOCIATION

Recommend adoption of the following resolution:

A motion was made by Ms. Evans and seconded by Mr. Damminger to approve the Paulsboro High School's participation in the New Jersey Interscholastic Athletic Association.

BE IT RESOLVED, recommend adoption of Resolution #04-25-23-001 that Paulsboro High School as a member of the New Jersey State Interscholastic Athletic Association (NJSIAA) to participate in the approved interschool athletic program sponsored by the NJSIAA. This resolution to continue in effect until or unless rescinded by the Board of Education and shall be included among those policies adopted annually by the Board. Pursuant to N.J.S.A. 18A:11-3 in adopting this resolution, the Board of Education adopts as its own policy and agrees to be governed by the Constitution, Bylaws and Rules and Regulations of the NJSIAA.

Roll Call Vote:

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

MOTION PASSED

B. ANNUAL TEACHER RECOGNITION AWARDS CEREMONY AND RECEPTION

Recommend adoption of the following resolutions:

A motion was made by Mrs. Scott and seconded by Ms. Baylor to adopt the resolutions approving the Annual Teacher Recognition Awards Ceremony and Reception to be held on May 22, 2023; and resolutions honoring the Governor’s Teacher Recognition Awardees and honoring staff members who will be retiring in 2022-2023 school year.

BE IT RESOLVED, recommend adoption of resolutions that The Annual Teacher Recognition Awards Ceremony and Reception will take place on Monday, May 22, 2023 prior to the regular scheduled meeting.

1. Honoring teachers upon their selection as **GOVERNOR’S TEACHER RECOGNITION AWARD** recipients for 2023.

2022-2023	
Billingsport Early Childhood Center	Candell Maxie
Loudenslager Elementary School	Bonnie McHale
Paulsboro Junior High School	Kelly Kovalesky
Paulsboro High School	Phillip Neff

Informational: 2022-2023 Governor’s Educator of the Year Recognition Program:

The New Jersey Department of Education (NJDOE) aims to recognize educators who have gone above and beyond in their service to New Jersey’s students. Over the past several months, educators changed the way they delivered instruction to New Jersey’s 1.4 million students. Now, more than ever before, is the time to celebrate New Jersey’s outstanding educators. Therefore, every school in every district is encouraged to participate in Governor’s Educator of the Year program to honor the hardworking teachers and educational services professionals for their dedication to their students and the profession. This program promotes a culture that recognizes excellence, creates a sense of pride and brings public attention to the work of outstanding educators.

2. Honoring educators upon their selection as **GOVERNOR’S EDUCATIONAL SERVICES PROFESSIONAL AWARD** recipients.

2022-2023		
Billingsport Early Childhood Center	Instructional Aide	Christin Goss
Loudenslager Elementary School	Instructional Aide	Erica Scott
Paulsboro Senior High	Guidance Counselor	Melba Moore-Suggs

Informational: 2022-2023 Governor’s EDUCATIONAL SERVICES PROFESSIONAL AWARD:

The New Jersey Department of Education (NJDOE) aims to recognize Educational Professionals including certificated staff members such as School Nurses, Guidance Counselors, School Psychologists, Librarians, etc. that have gone above and beyond in their service to New Jersey’s students.

3. Honoring staff members upon their **RETIREMENT 2022-2023.**

Lessie J. Brown	Brenda Caltabiano	Earl McEwen	Gina Morina
Marie Polimeni	Dietra Roane	Jacquelyn Robinson-Hall	
Stephen Smeresky	Andra Tarpley	Michael Vizzini	

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

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

At this time, there were no public comments on the agenda items.

Board Members commented on the following agenda items.



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CORRESPONDENCE – None at this time.

BOARD BUSINESS:

A. TEACHER OBSERVATIONS AND NON-TENURE EVALUATION

The Superintendent Dr. Roy Dawson has reviewed the summary information about the evaluations of non-tenured teachers and will discuss with the Board of Education during the April 24, 2023 Executive Session. The Board of Education may not examine the actual evaluation reports of teachers but they can hear administrative summaries of the information. This meeting will take place prior to the Board of Education voting on contract renewal for non-tenured teachers. Rice Notices have been served to the non-tenured teachers.

Informational: In general, two of the three annual observations are announced. The third observation is not announced to the teacher in advance.

B. BOARD OF EDUCATION SELF-EVALUATION

The New Jersey Department of Education requires every Board of Education to complete a self-evaluation annually. The Superintendent of Schools respectfully suggests that the Board of Education use the self-assessment process that was used successfully during the 2021-2022 school year.

- Each member of the Board of Education independently completes the attached hard copy New Jersey School Boards Association “Board Self-Evaluation.”
- Each member of the Board of Education submits their completed Self-Evaluation form to the Superintendent of Schools by Friday, May 12, 2023.
- The Superintendent and his Secretary will compile the forms in a single Self-Evaluation then include it with the June 26, 2023 agenda of the Board of Education.
- The Board of Education will review, modify, edit, etc. the Self-Evaluation at the June 2023 meeting of the Board of Education. The Board will then approve the Self-Evaluation at the June 26, 2023 meeting.

Superintendent Dr. Dawson respectfully requests input from members of the Board of Education.

C. EVALUATION OF THE SUPERINTENDENT OF SCHOOLS

The New Jersey Department of Education requires every Board of Education to complete an evaluation of the Superintendent of Schools annually. The Superintendent of Schools respectfully suggests that the Board of Education use the self-assessment process that was used successfully during the 2021-2022 school year.

- Each non conflicted member of the Board of Education independently completes the attached hard copy New Jersey School Boards Association Evaluation of the Superintendent of Schools.
- Each member of the Board of Education submits their completed Evaluation form to the Superintendent of Schools by Friday, May 12, 2023.
- The Superintendent and his Secretary will compile the forms in a single Evaluation form then include it with the June 26, 2023 agenda of the Board of Education.
- The Board of Education will review, modify, edit, etc. the Evaluation at the June 2023 meeting of the Board of Education. The Board will then approve the Evaluation at the June 26, 2023.

Superintendent Dr. Dawson respectfully requests input from members of the Board of Education.

BOARD BUSINESS:

A. COMMITTEE OF THE WHOLE:

POLICY:

The Paulsboro Board of Education Policy Committee:

Chairperson: Mr. Joseph Lisa

Members: Frank Damminger, Markee Robinson, Danielle Scott

The Committee met Thursday, April 13, 2023.

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

The Committee met Thursday, March 9, 2023.

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

HUMAN RESOURCES AND NEGOTIATION:

Chairperson: Joseph Lisa

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

The Committee met Tuesday, April 18, 2023.

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

The Committee met Tuesday, March 7, 2023.

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

Minutes prepared by Board of Education Human Resources and Negotiation Member Kyana Evans

Good afternoon Paulsboro Board of Education,

The Human Resources Committee met on March 7, 2023 at 5:00pm at the Administration Building. In attendance were Dr. Roy Dawson, Mr. Joe Lisa and Ms. Kyana Evans. Two topics of discussion were the staff vacancies and the review of the Director of School Safety position Dr. Dawson is bringing forward for Board approval.

Staff Shortages and Vacancies:

Currently, there are over 50 vacancies across the PPS school district. Many of these vacancies are teachers and support staff essential to the daily operations of our three schools. Dr. Dawson has proposed a plan to help recruit and retain teachers. Another issue of concern is the looming bus driver issue. At the end of the school year, both drivers will be retiring leaving no one to transport our special needs and homeless youth. As a district and PBOE, we need to have a plan for how we will ensure bus drivers for the coming school year.

Director of School Safety Position:

Currently, Mr. Matthew Browne is acting the Paulsboro Public Schools Safety Officer. Mr. Browne, Principal of Loudenslager School is currently responsible for the overall safety of our three schools. This posed an issue of concern for me, due to the fact that Mr. Browne has a school he is responsible for and has to leave this post to take care of issues that arise at one of the other schools. Most recently, there were two major incidents that proved we need someone more knowledgeable about safety. Shooting- There was a recent shooting in town that caused the school district to go on lock-down. Bomb threat- There was a bomb threat at the high school that caused the school district to go on lock down. While Mr. Browne was able to respond to both incidents and ensure the safety of the children throughout the district, having a Director of School Safety would have been beneficial to the district's response to these incidents.

The current school security staff have been very instrumental in assisting Mr. Browne when major incidents arise. I have spoken with some school staff members who have expressed that the school safety officers, in particular the officer stationed at Loudenslager has been extremely helpful when Mr. Browne has to respond to a crisis within the district, outside of Loudenslager. This school safety officer has an extensive law enforcement background,

including the certification needed for a Director of School Safety. Based on this feedback, it is my opinion that a Director of School Safety would be beneficial for the PPS district.

It is the committee's recommendation that the Paulsboro Board of Education considers Dr. Dawson's recommendation of approving the job description for a Director of School Safety.

Mr. Joe Lisa will follow up with the other board committees.

Mr. Lisa requested that the Board Secretary, Anisah Coppin reach out to Paulsboro Public Schools' Field Representative at NJSBA to get clarity on the process for submitting the superintendent's evaluation. There were questions amongst the Board whether the evaluation could be done online and submitted directly to the State.

The Board also requested that the Board Secretary confirm that Mr. Lisa is set up as the Board of Education President in NJSBA specifically for the evaluations of the Superintendent.

BUDGET:

Chairperson: Joseph Lisa

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

The Budget committee met Thursday, March 23, 2023.

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

Minutes prepared by Board of Education Budget and Curriculum Member Roseanne Lombardo.

Budget Committee Meeting

We discussed the 3.7 Million extra in state aid has been budgeted for items that are needed HVAC repairs, windows, fencing and any other big ticket items. It is safer to put the money there instead of taking on new programs we may not be able to continue when funding ceases. Our Head of security is a needed position, as Mr. Brown, principal of Loudenslager is currently in charge and needs to run his school. As we have seen with the current lockdowns, we need someone to be able to run to all schools and not have Mr. Brown leave his position. During negotiations, we need to work on teacher salaries to keep teachers in our district. We also need to look at our new electives and current teachers to see who is qualified to fill those positions or look to fill them. A career/technical education woodshop teacher is needed.

Transportation costs are rising and we are in need of bus drivers, as our last 2 are retiring. We are offering \$32 per hour.

FACILITIES:

Chairperson: Joseph Lisa

Members: Lawrence Haynes, Sr., Markee Robinson

The Facilities Committee met on Monday, April 17, 2023 at 11am with the Director of Facilities John Swanson and ROD Consultant Frank Domin regarding the ESIP projects.

Facility Committee Meeting

Minutes prepared by ROD Consultant Frank Domin.

On April 17, 2023, the Facility Director John Swanson and members of the facility committee met with Frank Domin consultant to the business office and representatives from Schneider Electric who are working with District personnel on The Renewing Americas Schools Grant. The Final Grant submission deadline is April 21. The District had to submit a Position Paper that had to be accepted prior to receiving an invite to submit a final application. The District did receive that invite. If the final grant application is accepted for 2.5 million, it will complete the master plan for the (ESIP) Energy Savings Improvement Program. We are hoping that the award notifications will come out in June with sufficient time to prepare a presentation for the Board at the June meeting.

The Committee met on Friday, February 3, 2023, where they performed a walkthrough with the Director of Facilities John Swanson.

CURRICULUM:

Chairperson: Joseph Lisa

Members: Michelle Baylor, Theresa Cooper, Roseanne Lombardo

The Committee met Thursday, February 23, 2023.

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

Minutes prepared by Board of Education Budget and Curriculum Member Roseanne Lombardo.

Curriculum Meeting Summary

As of January 2023, we have 320 special Education Students grades K-12 with 11 different classifications. We have a 5-year Curriculum Revision Cycle, where we update different curriculum each summer and rotate purchasing books for our major subjects. This summer we will be writing curriculum for new courses, all dependent on staff availability and scheduling. The courses are Foundations of Entrepreneurship, Astronomy, Latin American Food and Identity, Spanish Identity through Film, and African American History.

With the shortage of teachers, we are seeking approval for a five-year pilot program to accept candidates with limited certificate of eligibility. This means teachers who are close to getting their teacher’s certificate would be placed in our district, highly supervised and after 5 years of exemplary teaching will be granted their teaching certificate. This will help with our many openings. We are also going to roll out the 2023-24 district wide Intervention Manager that will streamline the I&RS process and track students throughout their years. RemindHub, a districtwide subscription will be used to promote parent involvement and communication between schools, staff and students. We also accepted the NJCAP (Child Assault Protection) Grant to provide virtual parent workshops.

We are looking for an appropriate tool to use for staff evaluations for all Child Study Team members, Guidance members, and school nurses.

Kudos to the Paulsboro Junior High School who has met the criteria to be eligible to exit comprehensive status. We also have 2 senior students who will be graduating with the NJ State Seal of Biliteracy award. Their diploma will have this seal on it stating that they are proficient in Spanish and English. There are 12 students who have completed the application seeking Dual Credit for 18 courses between RCSJ and SCC. Our students can now graduate high school with college credits.

OLD BUSINESS:

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

April 24, 2023 at 5:00pm Billingsport Early Childhood Center

May 22, 2023 at 5:00pm Paulsboro Junior/Senior High School

PENDING ITEMS: – 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, May 22, 2023 at
7:00p.m. in the
Paulsboro High School Auditorium**

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

MOTION TO ADJOURN



REPORT OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

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

A motion was made by Mrs. Lombardo and seconded by Ms. Baylor to approve the Report of the Board Secretary/Business Administrator Items A-C.

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

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

Regular Meeting	March 27, 2023
Executive Meeting	March 27, 2023
- B. Approval of the March 2023 transfers. (**Attachment**)
- C. Approval for payment of bills that are duly signed and authorized. (**Attachment**)

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

Roll Call Vote:

Michelle Baylor, Theresa Cooper, Frank Damminger, Kyana Evans, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson (absent for vote), Danielle Scott (no- A), Tyesha Scott (no-A) and Greenwich Township Representative Roseanne Lombardo

MOTION PASSED

REPORT OF THE SUPERINTENDENT OF SCHOOLS

**NOTE: ALL RECOMMENDATIONS IN THE REPORT OF THE SUPERINTENDENT ARE MADE
“UPON THE RECOMMENDATION OF THE SUPERINTENDENT.”**

PERSONNEL B -D, F- P: The Greenwich Township Representative may vote on items in this section of the agenda.

A motion was made by Mrs. Scott and seconded by Mrs. Lombardo to approve Personnel Items B – P.

- A. Informational: All people being recommended for employment must have completed a Criminal History Background Review and met certificate / license requirements along with all necessary paperwork prior to board action unless otherwise noted.
- B. Recommend approval of the substitute teachers on the attached list from ESS (formally known as Source 4 Teachers). (**Attachment**)

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

- C. Recommend approval to grant the Superintendent authority to use a letter of intent to hire staff, as needed, prior to the Monday, May 22, 2023 meetings of the Board of Education.

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

- D. Recommend approval for Paulsboro High School Athletic Trainer Austin Lee to work summer hours at an hourly rate of \$40.00 per the agreement with the Paulsboro Education Association. Mr. Lee will work from Monday, August 7, 2023 until Monday, August 28, 2023 not to exceed 128 hours for a total of \$5,120.00 to cover summer conditioning drills.

Informational: Athletic Trainer work year is defined as 236 days instead of the teacher 184 days. The Athletic Trainers salary shall be consistent with the negotiated teachers salary guide. The Athletic Trainer is to perform services anytime Paulsboro Athletes are participating. The amount of hours and the days worked are to be coordinated through the Paulsboro High School Principal with consultation of the Athletic Director.

- E. Recommend approval for the following job descriptions:

- 1. 12 Month Director of Safety and Security (**Attachment**)

A motion was made by Mrs. Scott and seconded by Mr. Robinson to approve amended Personnel Items E with language to include the Directory of Safety and Security will address the violence and fighting in schools, school vandalism and the position will report to the Safety Officer.

Roll Call Vote (Personnel Item E only):

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

MOTION PASSED

- F. Recommend approval to accept the resignation of Bookkeeper, Payroll, and Business Secretary Michelle Jankauskas effective June 30, 2023.

Informational: Ms. Jankauskas has served our district for more than 15 years.

- G. Recommend approval to accept the resignation with the intent to retire of Billingsport Early Childhood Center Custodian Dietra Roane effective date will be June 1, 2023.

Informational: Ms. Roane has served the Paulsboro Public Schools for 35 years.

- H. Recommend approval to change the degree status for Paulsboro High School Business Teacher Noreen DeMarco from BA Step I to MA Step I – \$56,522.00 effective May 1, 2023.

Informational: Ms. DeMarco recently completed her Masters at Rowan University.

- I. Recommend approval of the following tenure contracts and salaries for School Administrators for the 2023-2024 school year. Salaries are as per the agreement with the Paulsboro Administrators Association (PAA).

Position	Administrator	2023-2024 Salary
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Senior High School Principal	Paul Morina	\$162,779
Senior. High Vice Principal	James Pandolfo	\$133,210
Jr. High Vice Principal/A.D.	John Giovannitti	\$156,919
Director of Curriculum and Instruction	Christine Lindenmuth	\$131,510

- J. Recommend approval of the following non-tenure contracts and salaries for School Administrators for the 2023-2024 school year. Salaries are as per the agreement with the Paulsboro Administrators Association (PAA).

Position	Administrator	2023-2024 Salary
Director of Special Services	Stacey DiMeo	\$127,555

- K. Recommend approval of the following nonunion personnel for the 2023-2024 school year effective July 1, 2023.

Staff Member	Position	2023-2024 Salary
John Swanson	Director of Facilities	\$100,981
Robinson, Michael	Night Custodial Foreman	\$45,364

Informational: The pay increases recommended above are the same as those received by employees represented by the Paulsboro Education Association and Paulsboro Administrators Association.

- L. Recommend appointment of the following confidential secretaries for the 2023-2024 school year effective July 1, 2023.

Staff Member	Position	2023-2024 Salary
Deborah Kappa	Secretary to the Superintendent of Schools	\$69,093
Jessica Knight	Secretary to the Business Administrator	\$49,488
Jenny O'Malley	Business Office Clerk	\$50,000

Informational: The pay increases recommended above are the same as those received by employees represented by the Paulsboro Education Association and Paulsboro Administrators Association.

- M. Recommend approval of contracts for the certificated tenured Grades 9-12 teachers for the 2023-2024 school year as follows: (Paulsboro High School noted as PHS-SR).

Name	School	Degree	2022-2023		2023-2024	
			Step	Salary	Step	Salary
Bish, Andrea	PHS-SR	BA	O	84,894	O	85,894
Bria, Amy	PHS-SR	BA	O	84,894	O	85,894
Broder, Lisa	PHS-SR	BA	O	84,894	O	85,894
Brown, Chelsea	PHS-SR	BA	G	52,122	H	53,637
Calabrese, Michael	PHS-SR	BA+30	O	86,094	O	87,094
Chila, Antonio	PHS-SR	MA	O	87,294	O	88,294
Costenbader, Christopher	PHS-SR	BA	M	71,709	N	77,152
Damminger, Thomas	PHS-SR	BA	O	84,894	O	85,894
DeMarco, Noreen	PHS-SR	MA	I	56,522	J	59,437
Garner, Monica	PHS-SR	BA	O	84,894	O	85,894
Gattuso, Mandy	PHS-SR	BA	K	61,685	L	67,302
Haas, Erica	PHS-SR	MA	N	79,219	O	88,294
Hampel, Thomas	PHS-SR	BA	G	52,122	H	53,637
Klein, Holly	PHS-SR	BA	M	71,709	N	77,152
Kovalesky, Shane	PHS-SR	MA	O	87,294	O	88,294
Krasting, Aaron	PHS-SR	MA+30	O	88,494	O	89,494
Johnson, Jessicarose	PHS-SR	MA+31	E	53,982	F	55,487

Name	School	Degree	2022-2023		2023-2024	
			Step	Salary	Step	Salary
Moncrief, Kelly	PHS-SR	MA	O	87,294	O	88,294
Moore-Suggs, Melba	PHS-SR	MA	O	87,294	O	88,294
O'Brien, Leslie	PHS-SR	BA	L	67,248	M	71,952
O'Malley, Christine	PHS-SR	BA	O	84,894	O	85,894
Ouellette, Jenna	PHS-SR	BA	L	67,248	M	71,952
Palmisano, Todd	PHS-SR	BA	N	76,819	O	85,894
Porter, Mary	PHS-SR	BA	O	84,894	O	85,894
Sichelstiel, Pamela	PHS-SR	MA	O	87,294	O	88,294
Thomson, Barbara	PHS-SR	BA+30	O	86,094	O	87,094
Vogeding, Mark	PHS-SR	BA+30	O	86,094	O	87,094
Wulk, Rachel	PHS-SR	BA	G	52,122	H	53,637

N. Recommend approval of contracts for the 2023-2024 school year for non-tenured Grade 9-12 teachers who will become tenured on the first day of the 2023-2024 school year.

Name	School	Degree	2022-2023		2023-2024	
			Step	Salary	Step	Salary
Foglein, Douglas	PHS-SR	BA+30	G	52,122	H	54,837
Mojalliu, Silvana	PHS-SR	BA	J	56,572	K	62,137
Neff, Phillip	PHS-SR	MA+30	O	88,494	O	89,494

O. Recommend approval of contracts for the 2023-2024 school year for non-tenured Grades 9 to 12 teachers, and the athletic trainer who remain non-tenured (Paulsboro High School noted as PHS-SR).

Name	School	Degree	2022-2023		2023-2024	
			Step	Salary	Step	Salary
LaPorta, Jessica	PHS-SR	MA	O	87,294	O	88,294
Lee, Austin	PHS-SR	MA	B	51,882	C	52,837
McGahey, Michael	PHS-SR	BA	F	51,132	G	52,637
Nasrin, Shamima	PHS-SR	MA	L	69,648	M	74,352
Pennypacker, Ryan	PHS-SR	MA	A	51,682	B	52,637
Stetson, Christine	PHS-SR	MA	B	51,882	C	52,837
Toole, Brittany	PHS-SR	BA	D	49,882	E	51,137
Vitale, Nicole	PHS-SR	MA	E	52,782	F	54,287

P. Recommend approval to appoint the following aide for the 2023-2024 school year. All appointments are contingent on enrollments. (Paulsboro High School noted as PHS-SR). Terms and conditions of employment are as per agreement with the Paulsboro Education Association.

Aide	School	Position	2022-2023			2023-2024	
			Hours /Day	Salary	Step	Step	Salary
Benne, Joseph	PHS	Special Education	6.0	27,041	3	3	27,857

Roll Call Vote – (Personnel Items B-D, F-P):

Michelle Baylor, Theresa Cooper (no: K- J. Swanson only), Frank Damminger (abstained M), Kyana Evans, Lawrence Haynes, Sr. (no-K), Joseph Lisa, Markee Robinson (no K – J. Swanson only, L – J. Knight only), Danielle Scott (no K– J. Swanson, J.; L- Knight raises), Tyesha Scott (no – I, J, K -J. Swanson, & K- J. Knight) and Greenwich Township Representative Roseanne Lombardo (no – K., J. Swanson)

FAILED MOTION: Item K – John Swanson.
MOTION PASSED: B-K (exception John Swanson)

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

A motion was made by Mrs. Scott and seconded by Ms. Baylor to approve Personnel Items Q – GG.

- Q. Recommend approval of Federal Family Leave of Absence, Staff #720 DOH 10/01/2012, with the following terms and conditions.

<u>Dates of Leave</u>	<u>Terms and Conditions of Leave</u>
Tuesday, March 28, 2023 - Friday, April 28, 2023	Unpaid with benefits paid by employee and use of NJ Family Leave (21 days)

- R. Recommend approval to accept the resignation of Billingsport Early Childhood Center Instructional Aide Tara Madison effective date will be April 14, 2023.

Informational: Ms. Madison has served the Paulsboro Public Schools for 6 years.

- S. Recommend approval to accept the resignation of Paulsboro Junior High School Behavioral Disabilities Teacher Jenny Hunt effective date will be June 30, 2023.

Informational: Ms. Hunt has served the Paulsboro Public Schools for 8 years.

- T. Recommend approval to accept the resignation of Paulsboro Junior High English Teacher James Hasegawa effective date will be June 30, 2023.

Informational: Mr. Hasegawa has served the Paulsboro Public Schools for 1 year.

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

Informational: Interviews were conducted by Loudenslager Principal Matthew Browne.

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

Informational: Interviews were conducted by Billingsport Early Childhood Center Principal Tina Morris.

- W. Recommend approval of the following tenure contracts and salaries for School Administrators serving students in Grades Preschool – 8 for the 2023-2024 school year. Salaries are as per the agreement with the Paulsboro Administrators Association (PAA).

Position	Administrator	2023-2024 Salary
Elementary School Principal	Matthew Browne	\$139,413
Elementary School Principal	Tina Morris	\$139,413

- X. Recommend approval of the following non-tenure contracts and salaries for School Administrators serving students in Grades Preschool – 8 for the 2023-2024 school year. Salaries are as per the agreement with the Paulsboro Administrators Association (PAA).

Position	Administrator	2023-2024 Salary
Junior High Principal	Monica Moore Cook	\$118,565

Y. Recommend approval of contracts for the 2023-2024 school year for the certificated tenured Pre-K to Grade 8 teachers (Paulsboro Junior High School noted as PHS-JR, Billingsport School noted as B and Loudenslager School noted as L).

Name	School	Degree	2022-2023		2023-2024	
			Step	Salary	Step	Salary
Andrus, Elaine	L	MA	O	87,294.00	O	88,294.00
Bellocchio, Devin	B	BA	O	84,894.00	O	85,894.00
Betz, Brian	L/PHS	MA	J	58,972.00	K	64,537.00
Bucco, Stephanie	B	BA	L	67,248.00	M	71,952.00
Campbell, Lindsay	B	BA	O	84,894.00	O	85,894.00
Coleman, Linda	B	BA	M	71,709.00	N	77,152.00
Cooper, Keri Lyn	B	BA	E	50,382.00	F	51,887.00
Diodati, Tamara	L	MA	O	87,294.00	O	88,294.00
Duca, Dean	L	BA	O	84,894.00	O	85,894.00
Duda Tarah	B	MA	K	64,085.00	L	69,702.00
Esters, Janice	L	BA	O	84,894.00	O	85,894.00
Generette, Charisse	L	MA	O	87,294.00	O	88,294.00
Gill, Shirley	L	BA	O	84,894.00	O	85,894.00
Hanly, Prudence	B	MA	K	64,085.00	L	69,702.00
Hernandez, Triana	B	BA	G	52,122.00	H	53,637.00
Hoffman, Corey	L	MA	M	74,109.00	N	79,552.00
Hoffman, Jennifer	L	MA	O	87,294.00	O	88,294.00
Howard, Toni	L	BA	O	84,894.00	O	85,894.00
Kovalesky, Kelly	PHS-JR	BA	O	84,894.00	O	85,894.00
Kuhnel-Morrison, Lisa	B	MA+30	O	88,494.00	O	89,494.00
Kuser, Rachel	B	MA	G	54,522.00	H	56,037.00
Lang, Mary Ann	B	BA	O	84,894.00	O	85,894.00
Lange, Krista	L	MA	I	56,522.00	J	59,437.00
Marcucci, John	PHS-JR	BA	I	54,122.00	J	57,037.00
Maxie, Candell	B	BA	O	84,894.00	O	85,894.00
McHale, Bonnie	L	BA	O	84,894.00	O	85,894.00
Minix, Tammi	B	BA	O	84,894.00	O	85,894.00
Moultrie, Cynthia	B	BA	H	53,122.00	I	54,637.00
Phifer, Colleen	B	MA	O	87,294.00	O	88,294.00
Phillips, Maria	L	MA	K	64,085.00	L	69,702.00
Reger, Kimberly	B/L	BA	M	71,709.00	N	77,152.00
Richardson, Rebecca	L	MA+30	O	88,494.00	O	89,494.00
Richardson, Thomas	L	BA	G	52,122.00	H	53,637.00
Roberts, Christina	L	MA	O	87,294.00	O	88,294.00
Shmuel, Addie	L	MA+30	N	80,419.00	O	89,494.00
Shute, Kristin	B	MA	O	87,294.00	O	88,294.00
Stahl, Tara	L	MA	O	87,294.00	O	88,294.00
Toscano, Judith	B	BA	O	84,894.00	O	85,894.00

Z. Recommend approval of contracts for the 2023-2024 school year for non-tenured Grade Pre-K to 8 teachers who will become tenured on September 1, 2023. (Paulsboro Junior High School noted as PJHS, Billingsport School noted as B and Loudenslager School noted as L).

Name	School	Degree	2022-2023		2023-2024	
			Step	Salary	Step	Salary
Backus, Donna	PJHS	MA+30	L	70,848	M	75,552
Denelsbeck, David	L	BA	D	49,882	E	51,137
Myers, Kai	B	BA	E	50,382	F	51,887

Name	School	Degree	2022-2023		2023-2024	
			Step	Salary	Step	Salary
Relation, Danielle	L	BA+30	D	51,082	E	52,337
Silvia, Kaitlyn	L	BA	D	49,882	E	51,137
Still-Maddred, Yvonne	B	MA	I	56,522	J	59,437
Verrecchio, Gianna	L	BA	D	49,882	E	51,137

AA. Recommend approval of contracts for the 2023-2024 school year for the non-tenured Pre-K to 8 staff who remain non-tenure (Paulsboro Junior High School noted as PJHS, Billingsport School noted as B and Loudenslager School noted as L).

Name	School	Degree	2022-2023		2023-2024	
			Step	Salary	Step	Salary
Breshock, Jacqueline	L	MA	O	87,294	O	88,294
Broadbelt, Mark	B	BA	O	84,894	O	85,894
Brooks, Trevon	PJHS	MA	A	51,682	B	52,637
Brown, Shelby	PJHS	BA	O	84,894	O	85,894
Bubnis, Sarah	PJHS	BA	B	49,482	C	50,437
Calce, Julianna	B	BA	B	49,482	C	50,437
Condo, Daniel	B	BA	B	49,482	C	50,437
Darby, Shaun	L	BA	M	71,709	N	77,152
Franchetti, Christine	PJHS	MA	H	55,522	I	57,037
Giannotti, Mary Ann	L	MA	O	87,294	O	88,294
Graves, Tyler	B/L	BA	C	49,682	D	50,637
Guzman, Marcelina	L	MA+30	N	80,419	O	89,494
Hertkorn, Danielle	B	MA	A	51,682	B	52,637
Jenkins, Kiesha	B	BA	G	52,122	H	53,637
Koellner, Eric	L	MA	G	54,522	H	56,037
Kushner, Kayla	L	MA+30	K	65,285	L	70,902
Latisha Thomas	B	MA	M	74,109	N	79,552
Lord, Christina	L	BA+30	K	62,885	L	68,502
Maier, George	L	MA+30	D	53,482	D	54,237
Marcucci, Jacqueline	B	BA	N	76,819	O	85,894
McCall, Louis	L	MA	N	79,219	O	88,294
Noble-Vetter, Anne	PJHS	BA	O	84,894	O	85,894
Persicketti, Debra	B	BA	J	56,572	J	57,037
Pettit, Laura	L	BA	B	49,482	C	50,437
Relation, Michele	B	MA	B	51,882	C	52,837
Roche, Diana	B	BA	B	49,482	C	50,437
Serpiello, Cheryl	L	MA	O	87,294	O	88,294
Shaffer, Lindsay	B	BA+30	K	62,885	L	68,502
Suter-Garren, Jillian	L	MA	L	69,648	M	74,352
Tuttle, Suzanne	B	BA	L	67,248	M	71,952
Victor Butler, Tracey	B	MA	O	87,294	O	88,294
Young, Aprilanne	L	BA	A	49,282	B	50,237

BB. Recommend approval to appoint the following aides for the 2023-2024 school year. All appointments are contingent on enrollments and number of students with Individual Education Plans requiring aides. (Paulsboro Junior High School noted as PHS-JR, Billingsport School noted as B and Loudenslager School noted as L). Terms and conditions of employment are as per agreement with the Paulsboro Education Association.

Aide	School	Hours /Day	2022-2023		2023-2024	
			Salary	Step	Step	Salary
Bene, Joseph	PHS-JR	6	26,920	1	2	27,791

Aide	School	Hours /Day	2022-2023		2023-2024	
			Salary	Step	Step	Salary
Brady, Taylor	L	6	27,041	3	3	27,857
Colanero, Teresa	PHS-JR	6	27,041	3	3	27,857
Costa, Mary Ann	B	6	27,041	3	3	27,857
Doran, Danielle	B	6	27,041	3	3	27,857
Dowdy, Carrie	PJHS	6	27,041	3	3	27,857
Elharden, Isra	L	6	26,920	1	2	27,791
Glocker, David	PHS-JR	6	27,041	3	3	27,857
Goss, Christin	B	6	27,041	3	3	27,857
Gyulay, Joanna	B	6	26,920	1	2	27,791
Harrold, Tiaja	L	6	27,041	3	3	27,857
Hinkle, Heather	L	6	27,041	3	3	27,857
Homan, Madison	B	6	26,975	2	3	27,857
Horton, Lisa	PHS-JR	6	26,975	2	3	27,857
Hurst, Katie	B	6	27,041	3	3	27,857
Jenkins, Barry	L	6	27,041	3	3	27,857
Johnson, Evelyn	B	6	27,041	3	3	27,857
LaBorde, Jessica	L	6	27,041	3	3	27,857
Latch, Lisa	B	6	26,975	2	3	27,857
Lexa, Marie	B	6	27,041	3	3	27,857
Lexa, Melissa	L	6	27,041	3	3	27,857
Lord, June	L	6	21,312	12	12	22,128
Mack, Daniel	L	6	26,920	1	2	27,791
Madison, Tara	B	6	27,041	3	3	27,857
Martin, Romell	B	6	21,312	12	12	22,128
Melchiore, Gloria	PJHS	6	27,041	3	3	27,857
Painter, Angela	B	6	21,312	12	12	22,128
Palmisano, Dottie	B	6	21,312	12	12	22,128
Parks, Heather	L	6	27,041	3	3	27,857
Quarles, Daryus	PJHS	6	27,041	3	3	27,857
Scott, Erica	L	6	27,041	3	3	27,857
Sierocinski, Cheryl	B	6	27,041	3	3	27,857
Tomarchio, Alfia	B	6	27,041	3	3	27,857
Vanderslice, Lauren	L	6	27,041	3	3	27,857

CC. Recommend approval to appoint the following part time aides for the 2023-2024 school year. Part time positions work 3.8 hours per day not to exceed 19 hours per week. All appointments are contingent on enrollments and the number of students with Individual Educational Programs (IEP) requiring aides. (Paulsboro Junior High School noted as PHS-JR, Billingsport School noted as B and Loudenslager School noted as L). Terms and conditions of employment are as per agreement with the Paulsboro Education Association.

Aide	School	Position	2022-2023		2023-2024	
			Salary/ Hour	Step	Step	Salary /Hour
Relation, Marietta	L	Inclusion	24.49	3	3	25.23

DD. Recommend approval to appoint the following employees for the 2023-2024 school year. Terms and conditions of employment are as per agreement with the Paulsboro Education Association.

Name	Work Day or Work Year	2022-2023		2023-2024	
		Step	Salary	Step	Salary
			(in \$)		(in \$)
Cafeteria Worker					
Linda Brandt	5.0 hours	9	19.80	9	20.46

Custodians					
Anderson, Cindy	(12 month)	8	37,129	9	39,611
Baker, Elena	(12 month)	2	32,079	3	32,579
Farley, Joshua	(12 month)	1	31,829	1	31,829
Jenkins, Shirley	(12 month)	7	35,279	8	37,129
Johnson, Jacqueline	(12 month)	6	34,429	7	35,279
Moran, Kathleen	(12 month)	7	35,279	8	37,129
Ottinger, James	(12 month)	7	35,279	8	37,129
Ponter, John	(12 month)	9	39,011	9	39,611
Robinson, Robert	(12 month)	2	32,079	3	32,579
Samalonis, Donna	(12 month)	2	32,079	3	32,579
Weiss, Dennis	(12 month)	9	39,011	9	39,611
Grounds					
Baker, Robert	(12 month)	3	33,091	4	34,191

Maintenance					
Eli, Harrison	(12 month)	4	38,534	5	40,634

Secretaries					
Abbott, Lauren	(12 month)		54,211		54,211
Croce, Theresa	(12 month)		55,919		55,919
Cucinotta, Rita	(10 month)	10	43,345	10	44,345
Gerace, Diana	(10 month)	2	36,981	3	38,845
Giovannitti, Adina	(12 month)	10	52,014	10	53,214
Hoehn, Joann	(12 month)	10	52,014	10	53,214
Lord, Kelly	(12 month)	10	53,214	10	53,214
Phillips, Lisa	(12 month)	10	52,014	10	53,214
Richardson, Danielle	(10 month)	6	38,637	7	41,053
Full Time Helpdesk Technician					
Scott, Norman	(12 month)		29,440		30,353
Computer Technician					
Glocker, Wendy	(12 month)	2	59,263	2	61,100
Network Technician					
Shannon, Matthew	(12 month)	2	67,015	3	69,092

EE. Recommend approval to appointment of Kenneth Ridinger to the position of Attendance Officer effective July 1, 2023 through June 30, 2024. Mr. Ridinger will earn \$13,085.00 per year. This is a 12 months position that does not include benefits.

Informational: Mr. Ridinger served in the same position during the 2022 – 2023 school year.

A motion was made by Mrs. Scott and seconded by Mr. Robinson to Table Personnel Item EE until a presentation can be made.

MOTION WAS UNANIMOUSLY APPROVED.

FF. Recommend approval to reappoint for the 2023–2024 school year District Consultant Frank Domin. Mr. Domin will continue to review the documentation for the existing Regular Operating District (ROD) grants, prepare applications for reimbursement from the New Jersey School Development Authority (SDA) and handle other work that needs to be completed so that the Paulsboro Board of Education receives reimbursement for that portion of the 2015 Bond Referendum ROD projects that have already been completed. Mr. Domin will work an additional not to exceed 300 hours at the same rate as before of \$55.00 per hour.

Informational: Mr. Domin is a retired School Business Administrator with ROD grant experience. Mr. Domin served in the same position during the 2022 – 2023 school year.

Mr. Domin will continue to complete the following tasks:

- Determine where the district is with the ROD grant applications.
- Determine the status of required paperwork.
- Ascertain the status of projects with the School Development Authority (SDA).
- Prepare required paperwork for reimbursement.
- Monitor and amend documentation as it moves through the SDA approval process.

GG. Recommend approval to appoint Shaun O’Bryant to the position of Part-Time Director of Technology effective July 1, 2023 – June 30, 2024. Mr. O’Bryant will earn \$36.09 per hour not to exceed 29 hours per week. This is a part-time position that does not include benefits.

Informational: Mr. O’Bryant served in the same position during the 2022 – 2023 school year.

Roll Call Vote:

Michelle Baylor, Theresa Cooper (abstained W-T. Morris, AA, BB), Frank Damminger, Kyana Evans, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson, Danielle Scott (abstained W- Tina Morris, AA, BB), and Tyesha Scott (abstained W-T. Morris, AA, BB)

MOTION PASSED

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

A motion was made by Mrs. Cooper and seconded by Mrs. Lombardo to approve Staff and Curriculum Development Items A – B.

- A. Recommend approval for the Secretary to the Business Administrator Jessica Knight and Business Office Clerk Jenny O’Malley to attend the Accounts Payable workshop sponsored by the New Jersey Association of School Business Officials (NJASBO). This workshop will take place on Thursday, May 18, 2023 at the Westin in Mt. Laurel, NJ.

Informational: The NJASBO sponsored workshop will review the Accounts Payable process and best practices. The discussion will include a brief overview of the NJ procurement laws, the collection of the proper items to make a payment, and best practices for monitoring and tracking payments, filing and retaining necessary documents. The total cost to the District will be \$288.36.

- B. Recommend approval for Paulsboro High School Technology Teacher Noreen DeMarco to attend the workshop series entitled “CS (Computer Science) Discoveries”. This workshop will take place on Monday, June 26, 2023 – Friday, June 30, 2023 at the College of New Jersey.

Informational: The CSA Discoveries workshop series is designed to support educators throughout the academic year as they teach, engage, and empower students to explore computer science. The CSA program (10th – 12th grade) includes: asynchronous pre-work, a 5-day in-person summer workshop and an 8-day virtual academic year workshop. Computer Science and Design Thinking education is required by the New Jersey Department of Education. Ms. Noreen DeMarco was accepted for a scholarship to attend TCNJ Center for Excellence in STEM Education's 2023-2024 Professional Learning Program for Computer Science A in partnership with Code.org. This program will allow Mrs. DeMarco the opportunity to introduce Paulsboro High School students to software engineering and object-oriented design while they learn the Java programming language in a user-friendly and visually rich multimedia environment. The final cost to the district is \$284.10.

Roll Call Vote:

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

MOTION PASSED

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

A motion was made by Ms. Baylor and seconded by Mr. Haynes to approve Staff and Curriculum Development Item C.

- C. Recommend approval of the following Mentor / Buddy Teacher at Loudenslager Elementary School for the 2022-2023 school year:

Subject	New Staff Member	Buddy	Mentor
Grade 5 Language Arts Teacher	Christina Myers	Jennifer Hoffman	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.

Roll Call Vote:

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

MOTION PASSED

D. Informational - Enrollment and Class Size:

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

Grade	Enrollment - April 15, 2023							
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Pre- School Age 3 & 4	57	69	61	78	83	52	61	70
K	104	99	92	105	89	81	77	79
1	111	83	88	85	85	85	84	72
2	79	86	80	83	79	76	88	73
3	56	60	102	89	82	93	89	96
4	65	68	56	98	81	81	95	82
5	64	57	75	61	96	82	86	91
6	53	82	57	70	58	99	88	81
7	73	68	93	70	71	61	99	90
8	62	81	67	92	66	75	70	99
Self-Contained Special Education Billingsport/Loudenslager*	26	26	19	19	22	15	23	29
Grand Totals	750	779	790	850	812	800	860	862

* 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 – April 15, 2023							
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
9	63	80	94	91	107	101	116	98
10	82	80	78	84	82	101	97	108
11	80	80	65	78	73	73	82	90
12	78	93	85	64	82	84	74	98
TOTAL	303	333	322	317	344	359	369	394

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 April 15, 2023					
	Pre-School	12	12	11	12	11
Kindergarten	21	19	20	19		
1	19	18	17	18		
2	19	19	18	17		
3	24	23	24	25		
4	21	21	20	20		
5	24	24	21	20	2	
6	18	20	20	22	1	
Special Education	4	5	10	10		

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

A motion was made by Mrs. Lombardo and seconded by Ms. Baylor to approve Instructional Services Item A.

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

Case #	Grade:	Hours of Instruction
232576	10	Student was placed on homebound instruction based on a court order. The student will receive a minimum of 10 hours a week at the rate of \$40 / hr. Possible duration of instruction 3/20/23 5/19/23.

Roll Call Vote:

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

MOTION PASSED

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

A motion was made by Mrs. Scott and seconded by Mrs. Cooper to approve Instructional Services B – D.

- B. Recommended approval for the JOY Making A Difference Program to conduct a Summer Enrichment Program at Loudenslager Elementary School for grades 3-6 during the months of June and July. Shaun Darby and Lou McCall will serve as the Site Coordinator for this program.

Informational: The JOY Making A Difference Program collaborates on a 21st Century Learning Grant with the Paulsboro Public School District. As part of this grant, it is required that the program operates a summer enrichment program for up to 30 students. The JOY Summer Program will have a project based learning and community service focus.

Informational: Due to construction scheduled to be completed at Billingsport Early Childhood Center during the Summer of 2023, the K-6 Extended School Year Program as well as the K-6 Jumpstart Program will be held at Loudenslager Elementary School.

- C. Recommend approval to operate a Junior High School Summer School Program for students in grades 7-8 at Paulsboro Senior High School from Monday, June 19, 2023 through Thursday, July 27, 2023. Paulsboro Senior High School Principal Paul Morina and Junior High School Principal Monica Moore-Cook will collaborate to implement and supervise this program.

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

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

Case #	Grade:	Hours of Instruction
32775	1	Student was placed on homebound instruction based on his behavior and concern for his safety and others. The student will receive a minimum of 10 hours a week at the rate of \$40 / hr. Start of instruction 3/24/23. Pending a partial care program.
261613	8	Student was placed on homebound instruction due to medical condition. The student will receive a minimum of 10 hours a week at the rate of \$40/hr. Start date 2/1/23 for the duration of 90 days.
261615	8	Student was placed on homebound instruction due to medical condition. The student will receive a minimum of 10 hours a week at the rate of \$40/hr. Start date 2/1/23 for the duration of 90 days.

Roll Call Vote:

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

MOTION PASSED

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

A motion was made by Mr. Haynes and seconded by Ms. Evans to approve Student Activities Items A – E.

- A. Recommend to host the 43st Academic Dinner for students in grades 7-12 on Tuesday, May 16, 2023 at 7:00pm. Our cafeteria personnel will prepare the food as done in the past.

Informational: This ceremony honors all students who obtained an average of 90 and above for the entire academic year.

- B. Recommend approval to host the Paulsboro Junior/Senior High School Prom on Thursday, May 4, 2023 at Auletto’s Catering from 7:00pm to 11:00pm.

- C. Recommend approval to host the 107th Commencement Exercises on Thursday, June 8, 2023 at 6:30pm at Bennet Field with a rain date scheduled for Monday, June 12, 2023.

Informational: The last day of school is Friday, June 9, 2023 all staff and underclassmen will report to school that day.

- D. Recommended approval for the PHS marching band students to attend a one-day competition/trip to Six Flags Great Adventure on May 20, 2023. There will be 40 students attending with 5 chaperones. There is no cost to the Board.

Informational: This trip is taking place of the previously submitted band competition/trip to Williamsburg, Virginia. The marching band will participate in a competition in the morning and will spend the rest of the day at Six Flags, ending the day with an award ceremony.

- E. Recommend approval for Paulsboro High School Special Education Teacher Erica Haase to take her classes on community-based walking trips for the remainder of 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.

Informational: Please see trips below:

Fort Billings Park: Students will learn about the history of Fort Billings Park. While on the trip, Dr. Quint will give the students a lesson on the importance of the park. (May 2023 – June 2023)

Tinicum Rear Range Lighthouse: Students will learn about the history of the lighthouse, as well as the importance of the lighthouse on the Delaware River. (May 2023 – June 2023)

Roll Call Vote:

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

MOTION PASSED

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

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

- F. Recommended approval for the Kindergarten Teachers at the Billingsport Early Childhood Center to host our annual “Donuts with Grown-ups” activity on Friday, May 19, 2023. Each student will invite one parent or special grownup to attend. All students, staff and grown-ups will receive a donut and drink. The students will read a book to the grown-ups that attend. In addition, the parent or special grownup will have the opportunity to play a game or color with their son or daughter.

Informational: Billingsport Early Childhood Center will receive \$350.00 dollars in donations from the Pride Grant to make this activity a success.

- G. Recommend approval for an Ice Cream Social at Billingsport Early Childhood Center for preschool parents and students. The Ice Cream Social will be held during the month of May. This event will take place in the multipurpose room from 1:00pm-2:00pm. The goal of this event is to improve and enhance the relationships between the parents, students, community members and staff.

Informational: Billingsport Early Childhood Center will receive \$350.00 dollars in donations to fund this activity.

- H. Recommended approval for Billingsport Early Childhood Center to have a Fun Day on Friday, May 26, 2023 for the preschool students. In addition, recommend approval for Community leaders, National Honor Society Students, and a Paulsboro Refinery representative to participate in Fun Day.

Informational: Billingsport Early Childhood Center would like to host an end of the school year Fun Day with a Carnival Theme for our preschool children, community leaders and businesses. This event will be held in the last week of May. During this event, the students will have various activities (Inflatable games, carnival games, Face Painting, Photographer, DJ etc.) This event will bring the school and community together in a fun and learning environment. During this event, the children will get a hot dog/pizza, water, bag of chips and ice cream (Mister Softee ice cream truck). All the students will also receive a fun day T-shirt. The event is sponsored by Pride funding and donations from the community.

- I. Recommended approval for Billingsport Early Childhood Center to have a Field Day on Friday, May 26, 2023 for students in kindergarten through 2nd grades. This activity will be held from 8:30am-11:30am outside in the field and playground area. In addition, recommend approval for a representative from the Paulsboro Refinery, Fire Department (Truck) and National Honor Society Students to participate in Fun Day.

Informational: Billingsport Early Childhood Center would like to host an end of the school year Fun Day/Field Day for our children, community leaders and businesses. During this event the students will have various activities (Sack Race, Tug-of-War, Water Balloon toss, Dance Party etc.) This event will bring the school and community together in a fun and learning environment. During this event, the children will get a hot dog/pizza, water, bag of chips and ice cream (Mister Softee ice cream truck or Frozen treat). All the students will also receive a fun day T-shirt.

- J. Recommended approval for the second-grade students at Billingsport Early Childhood center to tour Loudenslager Elementary School on Wednesday, May 31, 2023. The students will be given a tour of the building and meet the third grade teachers.

Informational: The tour will help the students become familiar with the environment and layout of the school, making them feel comfortable and confident when they transition to the next grade. Visiting the school provides the 2nd grade students an opportunity to observe the classwork that is done by 3rd grade students. In addition, the visit will help parents and students understand the expectations and goals for the students at Loudenslager.

- K. Recommended approval for The Billingsport Early Childhood Center Principal and Kindergarten teachers to host a tour of the building for the students that attend the Paulsboro Head Start Preschool program. The tour will be held on Friday, May 12, 2023.

Informational: The tour will help the students become familiar with the environment and layout of the classroom, which can make them feel comfortable when they transition to kindergarten. Visiting a kindergarten classroom will give the children an opportunity to observe and participate in structured learning activities. While at the school, the students will meet the kindergarten teachers. In addition, touring the classroom will help parents understand the expectations and goals of kindergarten, which can prepare the children for a successful transition to elementary school.

- L. Recommend approval for the Billingsport Early Childhood Center to conduct a preschool Round Up day to support families with the registration and enrollment process. This activity will be held tentatively on Tuesday, May 9, 2023.

Informational: The purpose of the Round-Up is to identify eligible children to attend the preschool program for the 2023-2024 school year. We will provide a time and space for staff to assist parents with completing all the required documents for the preschool registration and enrollment process.

- M. Recommend approval for the Renaissance Incentive Program to host a Paulsboro Junior High School Spring Dance on Friday, May 26, 2023, from 5pm - 8pm in the Paulsboro High School Cafeteria. There will be a \$5.00 admission fee to raise funds in support of the Junior High students who may attend the end of the year Renaissance Fair.

- N. Recommend approval for the Loudenslager Elementary School 5th Grade Students to a field trip to Philadelphia Zoo in Philadelphia, PA on Wednesday, May 3, 2023. The following staff members will chaperone this field trip; Lou McCall, Francine Faltz, Jacqueline Breshock, Heather Parks, Aprilanne Young, and David Denelsbeck.

Informational: The Philadelphia Zoo has over 1,300 animals spread out of 42 acres of land in the Centennial District of Philadelphia. The Philadelphia Zoo is also recognized as the first official Zoo in the United States, opening in July of 1874. Transportation and associated costs will be paid for via ESSER and ARP ESSER Grant Funds.

- O. Recommended approval for Loudenslager Elementary School 6th Grade Students to attend an orientation program at Paulsboro Junior High School on Thursday, June 1, 2023.

Informational: In an effort to assist with the transition from Loudenslager Elementary School to Paulsboro Junior High School, our 6th Grade students are offered an orientation program which highlights the instructional offerings, clubs, and activities that are available to students at the 7th Grade level. Students will also receive a building tour and learn about the history of Paulsboro Junior/Senior High School. This program is coordinated by Paulsboro Junior High Principal Monica Moore-Cook, Paulsboro High School Principal Paul Morina in collaboration with Loudenslager Principal Matthew Browne.

- P. Recommended approval for Paulsboro Junior High Principal Monica Moore-Cook to host the Gloucester County Association of Elementary and Middle School Administrators (GCAEMSA) meeting on Tuesday May 2, 2023 from 8:00 AM - 10:00 AM in the Paulsboro Junior/Senior High School Library.

Informational: The Gloucester County Association of Elementary and Middle School Administrators (GCAEMSA) is a professional consortium for administrators in both Gloucester County to share ideas, information, resources, and best practices. GCAEMSA meets approximately nine times a year and rotates locations to highlight the wonderful things going on in many of the school buildings throughout our county.

Roll Call Vote:

MOTION PASSED

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.

April 2023 Update

No new information this month.

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

A motion was made by Mr. Robinson and seconded by Mrs. Scott to approve Facilities Item A.

- 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 and verification of insurance.

ORGANIZATION/ PERSON	ACTIVITY	FACILITY	CONTACT
Boys and Girls Clubs of Gloucester County	Teen Program May 2, 2023-December 19, 2023 6:00pm – 9:00pm on School Days Noon-3:00pm During the Summer School Programs	Paulsboro Junior / Senior High School, Billingsport, Loudenslager	Sheree Mason Gerald Hodges
Raider Nation	Football Camp 8:00am-2:00pm June 24, 2023	Athletic Complex - Football Field	Wayne Farrow

ORGANIZATION/ PERSON	ACTIVITY	FACILITY	CONTACT
	June 25, 2023	Hockey Field Soccer Field	
7th & 8th Grade Junior High Advisors	7th & 8th Grade School Dance 5:00pm-8:00pm May 26, 2023	Cafeteria High School	Donna Backus Jenny Hunt

Informational: The Boys & Girls Clubs of Gloucester County Teen Program will work to cultivate the leaders of tomorrow by providing the skills to equip, engage, and elevate the teens so that they can succeed in life. This program will provide specific programming including; money matter, career launch, power hour, smart girls, and passport to manhood. Students will also participate in organized recreational activities including; The Triple Play Sports Program, Basketball, Flag Football, and Dancing.

Roll Call Vote:

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

MOTION PASSED

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

A motion was made by Mrs. Cooper and seconded by Mrs. Scott to approve Finance Items A -F.

- A. Recommend approval to renew an agreement with The Schools Health Insurance Fund (SHIF) with carriers Aetna and AmeriHealth for the period July 1, 2023 – June 30, 2024 with the following rates and coverages:

Coverage Level	Medical			
	Direct Access 15 Plan Monthly Premium		Direct Access 20 Plan Monthly Premium	
	2022-2023	2023-2024	2022-2023	2023-2024
Single	\$1,017.00	\$1054.00	\$1,153.00	\$1195.00
Husband/Wife	\$2,033.00	\$2107.00	\$2,306.00	\$2390.00
Parent/Child(ren)	\$1,730.00	\$1793.00	\$1,960.00	\$2031.00
Family	\$2,746.00	\$2846.00	\$3,113.00	\$3226.00

Coverage Level	Medical			
	Educators Plan Monthly Premium		Horizon Omni Plan Monthly Premium	
	2022-2023	2023-2024	2022-2023	2023-2024
Single	\$1,015.00	\$1052.00	\$644.00	\$667.00
Husband/Wife	\$2,032.00	\$2106.00	\$1,285.00	\$1332.00
Parent/Child(ren)	\$1,729.00	\$1792.00	\$1,094.00	\$1134.00
Family	\$2,744.00	\$2844.00	\$1,737.00	\$1800.00

Coverage Level	Medical	
	Garden State Plan Monthly Premium	
	2022-2023	2023-2024
Single	\$977.00	\$1013.00

Husband/Wife	\$1,954.00	\$2025.00
Parent/Child(ren)	\$1,662.00	\$1722.00
Family	\$2,640.00	\$2736.00

Informational: The rates for the 2023-2024 school year reflect a 3.64% increase compared to the current year. Schools Health Insurance Fund (SHIF) is a fully funded public sector trust. Its members include 100 school districts in New Jersey. Renewals are “pooled” so all members receive the same renewal and surplus is divided among the members. The SHIF returned \$43,733.71 in form of a dividend to Paulsboro Public Schools in 2022-2023.

- B. Recommend approval to renew the agreement with Delta Dental to provide employee dental insurance for the period July 1, 2023 – June 30, 2024 with the following coverages and rates:

Delta Dental		
Monthly Premium		
Coverage Level	2022-2023	2023-2024
One Party	\$32.81	\$32.81
Two Party	\$55.35	\$55.35
Three Party	\$89.73	\$89.73

Informational: The rates recommended for the 2023-2024 school year reflect a 0.0% increase compared to the current year. Delta Dental has provided coverage for the District since 1986.

- C. Recommend approval to continue the agreement with the RX Alliance/Public Employer Benefits Trust and Benecard’s management strategies to provide employee prescription insurance for the period July 1, 2023 – June 30, 2024.

Rates are as follows:

Coverage	Direct Access Monthly Premium	
	2022-2023	2023-2024
Single	\$326.38	\$339.44
Husband/Wife	\$634.48	\$659.86
Parent/Child(ren)	\$392.62	\$408.32
Family	\$763.71	\$794.26

Coverage	NJ Edu./GSP Monthly Premium	
	2022-2023	2023-2024
Single	\$306.31	\$318.56
Husband/Wife	\$595.46	\$619.28
Parent/Child(ren)	\$368.47	\$383.21
Family	\$716.75	\$745.42

Informational: The rates for the 2023-2024 school year reflect a 4.0% increase compared to the current year. The Rx Alliance/Public Employer Benefits Trust is a fully funded public sector trust. Its members include 64 school districts and municipalities in New Jersey). Renewals are “pooled” so all members receive the same renewal.

- D. Recommend approval to submit and accept the awarded grant funds for the Climate Awareness Education grant.

Informational: The purpose of this grant is to support school climate awareness initiatives that support climate awareness education curricula and/or activities based on the New Jersey Student Learning Standards and connect the local, regional, and global implication of climate change with the lives of students. The District endeavors to pursue practices and activities that reduce consumption and minimize waste through a reduce, reuse and recycle program.

- E. Recommend approval to enter into an agreement with the Gloucester County Special Services School District (GCSSSD) for “Participation in the Cooperative Transportation Services for the 2023 - 2024 School Year.”

Informational: Gloucester County Special Services School District (GCSSSD) performs a countywide cooperative transportation routing service for students who are homeless, attending nonpublic schools, attending schools for those with disabilities, require special transportation due to disabilities and attending vocational-technical schools. Special transportation requests are collected, collated and bid / quoted countywide in order to provide the most efficient and economical routes for these students. GCSSSD receives a 7% administrative fee for special education, vocational, public schools and homeless students. A 4% administrative fee is charged for nonpublic school students.

- F. Recommend approval (originally approval at the Board of Education Meeting held on August 24, 2024) to continue the contract with Brett Dinovi and Associates to provide contracted services as a Behavioral Health Technicians/Specialist / Clinical Associates and a Board Certified Behavioral Analyst for the 2023-2024 school year. The contract will start on July 1, 2023 and conclude on June 30, 2024, with options to renew for the 2024-2025 and 2025-2026 school years. The contract reads 5 clinical associates for the school year and 2 clinical associates during the Extended School Year program. A Board Certified Behavior Analyst will also be provided, as previously mentioned, to provide support to staff.

The contract will be funded out of grant funds (not local funds), specifically ESSER II and ARP ESSER funds at an amount not to exceed \$420,495.00.

Informational: As stated in the August 24, 2022 Board agenda (with subsequent approval)... “Recommend approval to continue the contract with Brett Dinovi and Associates to provide contracted services as a Behavioral Health Technicians /Specialist and a Board Certified Behavioral Analyst for the 2022-2023 school year. The contract will start on August 1, 2022 and conclude on June 30, 2023, with options to renew for the 2023-2024 and 2024-2025 school years.”

An RFP was not initiated to change provider in order to keep consistency of staff for our students and minimize loss of instructional and transitional time for a new provider. Rapport is key for the instructional success of all students and it would be detrimental to hire a new provider, which would in turn

“It is the intention of the Paulsboro Board of Education to contract 4 Registered Behavioral Health Technicians/Specialists (RBT) and 1 Board Certified Behavioral Analyst (BCBA) to provide in-school services, four days per week during the normal course of the school year. 2 Clinical Associates will provide services during the ESY program. These services will support our students with their social, emotional, and behavioral needs. This support is essential in helping our students achieve success within our schools and assist in our ability to keep our students in district (their least restrictive environment) and help limit out of district placements. We are unable to keep some of our students at this point without their support. As we move forward with our additional programming, support will be provided not only at the elementary level but at the middle and high school levels as well. The goal is to train our staff to turn-key learned information to provide the best support possible for our students.”

One additional classroom assistant has been requested to specifically provide support to the Junior and Senior High School.

Roll Call Vote:

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

MOTION PASSED

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

A motion was made by Ms. Baylor and seconded by Mr. Robinson to approve Finance Items G – H.

- G. Recommended approval to accept a donation toward the cost of the t-shirts for the Loudenslager Field Day Program to be held on Friday, May 26, 2023 by the Paulsboro Refining Company of Paulsboro, New Jersey. Through this donation every student and staff member will receive a commemorative t-shirt to be worn during this event. These items are worth approximately \$1,850.00.

Informational: The Paulsboro Refining Company supports many programs and events held at Loudenslager Elementary School through both the donation of time, supplies, and money. Over the years, our students and staff have enjoyed the benefits of their support of our school district.

- H. Recommended approval to submit a grant application for the New Jersey SNAP Gap Focus Group Grant in collaboration with Rutgers Cooperative Extension and the New Jersey Office of Food Security Advocate. This recommendation also includes approval to accept the grant funds if approved through the grant application process.

Informational: In 2023, Rutgers Cooperative Extension, in collaboration with the New Jersey Office of the Food Security Advocate, will collect data to better understand why NJ families whose children qualify for SNAP and free & reduced meals at school are not enrolled in those food assistance programs. For that reason, the Rutgers Cooperative Extension SNAP Gap project team is engaging schools to recruit parents to participate in this initiative and focus groups with parents. Loudenslager Elementary School has partnered with Rutgers Cooperative Extension over the past five years to support the Health Eating and Agricultural components of our STEAM Program.

I. **Informational - Child Nutrition**

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

Month	Revenues	Expenses	Revenue - Expenses
September	\$92,929.93	\$80,502.79	\$12,427.14
October	\$96,203.94	\$87,374.12	\$8,829.82
November	\$83,492.63	\$77,385.47	\$6,107.16
December	\$75,014.94	\$67,307.77	\$7,707.17
January	\$95,621.77	\$86,782.66	\$8,839.11
February	\$95,362.80	\$83,646.60	\$11,716.18
March	\$103,022.52	\$85,118.10	\$17,904.42
Year to Date	\$641,648.53	\$568,117.51	\$73,531.00

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

Month	Breakfast	Lunch	Total Meals Served
September	9,409	14,753	24,162
October	9,732	15,418	25,150
November	8,539	13,313	21,852
December	7,662	11,973	19,635
January	9,478	14,391	23,869
February	8,716	14,798	23,514
March	12,626	15,146	27,772
Year to Date	66,162	99,792	165,954

Roll Call Vote:

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

MOTION PASSED

SCHOOL SAFETY: A -

A motion was made by Mr. Damming and seconded by Mr. Haynes to approve School Safety Item A.

- A. Recommend that the Board of Education confirm the decision of the Superintendent of Schools for the following cases investigated as possible Harassment, Intimidation and Bullying (HIB) situations at Paulsboro Senior High School.

Case Number	Date of Incident	Status of Investigation	Names of Investigators	Type and Nature of Discipline Imposed
PHS03082303	Various	Non-HIB	Melba Moore-Suggs, School Counselor	Counseling

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

- B. Informational: Report of School Security Drills

Report of Paulsboro Public Schools Security Drills				
Type of Drill	Notation	Schools		
		Paulsboro Junior / Senior High	Loudenslager Elementary	Billingsport Early Childhood Center
Fire Evacuation	Each school must conduct one per month	09/29/2022 11/29/2022 12/21/2022 01/31/2023 03/28/2023	09/09/2022 10/11/2022 11/28/2022 12/21/2022 01/27/2023 02/08/2023 03/21/2023	09/09/2022 10/06/2022 11/07/2022 12/08/2022 01/05/2023 02/09/2023 03/21/2023
Communication Drill**	September 2021			
Evacuation (Non-Fire)	Each school must conduct two annually	03/06/2023	10/27/2022	10/27/2022 02/23/2023
Bomb Threat	Each school must conduct two annually	10/21/2022	02/14/2023	
Lockdown / Active Shooter	Each school must conduct two annually	09/16/2022 02/09/2023 03/28/2023	09/21/2022 11/14/2022 12/16/2022	09/16/2022 11/22/2022 12/19/2022 01/26/2023 03/02/2023
Shelter In Place	Each school must conduct two annually	11/30/2022 01/05/2023	01/30/2023 03/01/2023	
Other Drills				
Bus Evacuation	School District (Annually)	11/02/2022		11/03/2022
Bus Evacuation	School Routes (2 Annually)	<u>Bankbridge Run</u> 09/28/2022 <u>P5</u> 11/03/2022		
Test of Emergency	Not required but conducted as an extra safety measure			

Report of Paulsboro Public Schools Security Drills				
Type of Drill	Notation	Schools		
		Paulsboro Junior / Senior High	Loudenslager Elementary	Billingsport Early Childhood Center
Communication System				
AED (Automated External Defibrillators) *	Not required but conducted as an extra safety measure	09/30/2022 10/30/2022 11/30/2022 12/21/2022 01/30/2023 02/28/2023 03/30/2023	09/30/2022 10/30/2022 11/30/2022 12/21/2022 01/30/2023 02/28/2023 03/30/2023	09/30/2022 10/30/2022 11/30/2022 12/21/2022 01/30/2023 02/28/2023 03/30/2023

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

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

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

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

Roll Call Vote:

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

MOTION PASSED

PUBLIC COMMENTS

At this time, the public addressed the Board of Education on the following issues of concern.

- Ms. Yolanda Briscoe – Addressed the Board to help her with concerns regarding her grandson’s suspension for fighting. She is requesting a re-evaluation of his suspension.
- Ms. Toya Smith –
 - Addressed the Board regarding incidents of School Administrator, John Giovannitti alleged harassment of her two sons. In addition, Ms. Smith stated that someone took her son off his 504 Plan without her knowledge or consent. This son has not been re-evaluated since 2017. She also stated that this son was retaliated against by Mr. Giovannitti. Feels that school communications are poor.
 - Concerned that the bathrooms in the high school are kept locked
- George Johnson –
 - Concerned that the parents who addressed the Board are not being her; communications between the Board and public and amongst the Board members are poor.
 - Mr. Johnson also inquired to see if the Board could get a washer and dryer for the Billingsport Early Childhood Center to help students in need by washing their clothes discreetly to avoid unnecessary embarrassment.
- Cheryl Scott – Inquired about the services of Dinovi and the progress that they have made.



MOTION TO ADJOURN

A motion was made by Mr. Damminger and seconded by Mrs. Lombardo to adjourn the meeting.

MOTION UNANIMOUSLY PASSED.

The meeting was adjourned at 10:10 pm.

RESPECTFULLY SUBMITTED,

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

BOARD SECRETARY