

PAULSBORO PUBLIC SCHOOLS

BOARD OF EDUCATION MEETING
PAULSBORO, NEW JERSEY

MINUTES MONDAY, SEPTEMBER 25, 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

Board President, Mr. Joseph Lisa called the meeting to order at 6:02 pm.

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

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

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

ROLL CALL

Michelle Baylor, Theresa Cooper, Frank Damminger, Kyana Evans, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson (6:34 pm), Danielle Scott (6:20 pm), Tyesha Scott and Greenwich Township Representative Roseanne Lombardo (absent).

EXECUTIVE SESSION

There were no items to discuss in Executive Session, instead the Board voted to recess into 7:00 pm.

A motion was made by Mr. Hayes and seconded by Mr. Damminger to go into a recess session until 7:00 pm to start the regular session of the board meeting.

Vote:

MOTION UNANIMOUSLY PASSED

PLEDGE OF ALLEGIANCE

UPCOMING SCHEDULED EVENTS

Fall Costume Parades: 1:30 p.m. on Monday, October 30, 2023
Billingsport Early Childhood Center

1:30 p.m. on Friday, October 27, 2023
Loudenslager Elementary School

Election Day: Tuesday, November 7, 2023 (Schools Open)

Parent Conferences: Friday, November 17, 2023, 12:30 p.m. Dismissal
All Schools - Conferences are 1:30-3:00p.m.

Monday, November 20, 2023, 12:30 p.m. Dismissal
Evening Conferences are 6:00-7:30p.m.
Billingsport and Paulsboro Junior / Senior High School

Tuesday, November 21, 2023, 12:30 p.m. Dismissal
Evening Conferences are 6:00-7:30p.m.
Loudenslager Elementary School

PRESENTATIONS:

NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM (NJQSAC) REVIEW

- A. Recommend approval to accept the findings of the NJQSAC review conducted on March 15, 2023. The following table presents the findings.

A motion was made by Ms. Baylor and seconded by Ms. Scott to approve the Acceptance of the NJQSAC findings and submission of the District's District Improvement Plan (DIP).

Pursuant to the requirements of N.J.A.C. 6A:30, the Paulsboro School District (District) has undergone the New Jersey Quality Single Accountability Continuum (NJQSAC) review. The Gloucester County Executive Superintendent and team conducted a review of the District's self-assessment on the district performance review (DPR) to verify the District's compliance with the five areas of NJQSAC: Instruction and Program, Fiscal Management, Governance, Operations and Personnel. Based on the review, the school district has been placed on the continuum of NJQSAC with the following placement scores for each area:

District Performance Review DPR Area	Interim Review March 2021	Interim Review February 2022	Initial Placement August 2023
Instruction and Program	55%	55%	67%
Fiscal Management	37%	66%	74%
Governance	74%	86%	88%
Operations	83%	83%	86%
Personnel	86%	86%	95%

Informational: The New Jersey Quality Single Accountability Continuum (NJQSAC) is the Department of Education's monitoring and District self-evaluation system for public schools. NJQSAC ensures that all Districts operate at a high level of performance.

On March 15, 2023, the New Jersey Department of Education conducted the NJQSAC review of the Paulsboro Public Schools. The data and information used by the New Jersey Department of Education was obtained from the previous school year 2022 - 2023 not the current school year.

Since the district has still not satisfied at least 80% of the weighted indicators in the areas of Instruction and Program and Fiscal Management; we are directed to create a district improvement plan (DIP) to address all noncompliant areas of the DPR. The deadline for submission of the DIP and accompanying board approval is October 9, 2023.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

RESOLUTIONS: - None at this time.

PUBLIC COMMENTS – None at this time.

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:

SAVE THE DATE – NJSBA 2023 CONFERENCE
TODAY’S STUDENTS... TOMORROW’S SUPERHEROES
Monday, October 23, 2023, to Thursday, October 26, 2023

BOARD BUSINESS:

A. COMMITTEE OF THE WHOLE:

POLICY:

Chairperson: Mr. Joseph Lisa

Members: Frank Damminger, Markee Robinson, Danielle Scott

The Committee met Thursday, June 22, 2023.

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

No updates provided.

HUMAN RESOURCES AND NEGOTIATION:

Chairperson: Joseph Lisa

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

The Committee met Tuesday, June 20, 2023.

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

No updates provided.

BUDGET:

Chairperson: Joseph Lisa

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

The Committee met Monday, July 24, 2023.

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

No updates provided.

FACILITIES:

Chairperson: Joseph Lisa

Members: Lawrence Haynes, Sr., Markee Robinson

The Committee met Monday, July 20, 2023.

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

No updates provided.

CURRICULUM:

Chairperson: Joseph Lisa

Members: Michelle Baylor, Theresa Cooper, Roseanne Lombardo

Curriculum Meeting was held on Thursday, June 15, 2023

PENDING ITEMS: – None at this time.

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.

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

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

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

Regular Meeting

August 23, 2023

- B. Approval of the July 31, 2023, Board Secretary’s Report and Board Certification. (**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 July 31, 2023, 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.

Please note that account 11-000-263-104-00-299 appears to be over expended, but it is not. The wrong account was initially charged; but the entry was corrected and charged to the appropriate account, resulting in no funds being over extended.



School Business Administrator

September 21, 2023

Date

- C. Approval of the August 2023 transfers. (**Attachment**)

- D. Approval for payment of the September bills that are duly signed and authorized. (**Attachment**)

Roll Call Vote:

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

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

A motion was made by Mr. Robinson and seconded by Mr. Damminger to approve Personnel Items B-G.

- 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 30, 2023, meetings of the Board of Education.

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

- D. Recommend approval to appoint Tyree Thomas to the position of Playground/Cafeteria Aide at Billingsport Early Childhood Education Center for the 2023-2024 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 Education Center Principal Tina Morris.

- E. Recommend approval to appoint Sherray Fisher-Eshner to the position of a 10 month School Bus Driver. Ms. Fisher-Eshner will earn Step 1 - \$32.00 per hour 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: Over the past three years the District has lost 4 bus drivers due to retirement and illness. As a result, transportation expenses have nearly doubled. Although Paulsboro Public School District is a walking district, we are required to transport our out-of-district special education students, homeless students, and transports athletes to offsite sporting events. By hiring additional drivers, the district will be able to significantly reduce the transportation expenses driven largely by high rates charged by contracted vendors.

- F. Recommend approval to appoint Director of Special Services Stacey DiMeo as the District HIB Coordinator replacing Paulsboro Junior High School Vice Principal John Giovannitti per the Director of Special Services job description.

Informational: Ms. DiMeo will perform the duties as the District Harassment, Intimidation and Bullying (HIB) Coordinator preparing and submitting all required documentation relative to HIB to the New Jersey Department of Education as well as the Superintendent of Schools.

- G. Recommend approval to reappoint Tamara Little as a Substitute Custodian for the 2023-2024 school year. This position is on an “as needed” basis and will earn \$14.13 per hour and does not include benefits. This recommendation is contingent on completion of all required paperwork and the Criminal History Background Review. Resume and /or application are on file in the Administration Building.

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

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

PERSONNEL H: 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 Personnel Item H.

- H. Recommend approval for School Photographer John Hurst to take photographs for the following Junior/Senior High School Events during the 2023-2024 school year. Mr. Hurst will be paid his normal rate of \$50.00 per hour.

The following are the estimated costs for events Mr. Hurst will cover this year. Some are the same events as the last school year:

Events	Times	Hours	Total
People’s Choice	5:30 – 8:30	3	\$150.00
Senior Citizens Luncheon	11:30 – 2:30	3	\$150.00
Brotherhood Assembly	9:00 – 12:30	3.5	\$175.00
Graduation	5:30 – 8:00	2.5	\$125.00
Board Members Photos		1	\$50.00
Cropping		8	\$400.00
BOE Meetings		10	\$500.00
	Total	31 Hours	\$1,550.00

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

PERSONNEL I – M: The Greenwich Township Representative may not vote on items in this section of the agenda.

A motion was made by Mrs. Cooper and seconded by Mr. Robinson to approve Personnel Item I – M.

- I. Recommended appointment of the following staff member to Extra-Curricular Positions at Loudenslager Elementary for the 2023-2024 School Year. Each of these extra-curricular positions are as per the agreement with the Paulsboro Education Association.

<u>Position</u>	<u>Staff Member</u>	<u>2023-2024</u>	<u>Account #</u>
Yearbook Advisor	Rebecca Richardson	\$1,409.00	11-401-100-100-00-997

- J. Recommend approval to appointment of the following staff member to serve as Lunch Detention Monitors at Loudenslager Elementary School for 2023-2024 School Year.

<u>Position</u>	<u>Staff Member</u>	<u>2023 - 2024</u>	<u>Account #</u>
Lunch Detention Monitor	Erica Scott	\$18.80/Hr.	11-000-262-107-03-012

Informational: Erica Scott is also an Instructional Aide at Loudenslager Elementary School.

- K. Recommend approval to correct Paulsboro Junior High School Math Teacher Cletus Mahoney from Step A – BA - \$50,037.00 to Step B – BA - \$50,237.00 as agreed upon during the interview.

Informational: Interviews were conducted and references were checked by Paulsboro Junior High School Principal Monica Moore-Cook and Paulsboro Junior / Senior High School History Teacher Chelsea Brown.

- L. Recommend approval to accept the resignation of Billingsport Early Childhood Center Second Grade Teacher Viktoria Rockelmann effective date will be October 27, 2023, or when this position is filled.

Informational: Ms. Rockelmann has served the Paulsboro Public Schools for 1 month. Per the teacher contract, they may at any time give 60 days' notice in writing of their intention to terminate.

- M. Recommend approval to accept the resignation of Billingsport Early Childhood Center Special Education Inclusion Teacher Cynthia Moultrie effective date will be October 27, 2023, or when this position is filled.

Informational: Ms. Moultrie 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.

Roll Call Vote:

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

MOTION PASSED

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

A motion was made by Mr. Damminger and seconded by Mr. Haynes to approve Personnel Items N-S.

- N. Recommend approval to accept the resignation of Paulsboro Junior High School English Language Arts (ELA) Inclusion Special Education Teacher Suzanne Tuttle effective date will be October 20, 2023, or when this position is filled.

Informational: Ms. Tuttle 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.

- O. Recommend approval to appoint Brianna Wallace to the position of Part-Time Intervention Aide at Loudenslager Elementary School. Ms. Wallace will work 29 Hours per week at \$20.00 per hour. This recommendation is contingent on successful completion of all required paperwork and the Criminal History Background review. Resume and /or application are on file in the Administration Building.

Informational: Ms. Wallace currently serves as a program assistant at the Durand Academy in Woodbury, New Jersey. This is a temporary grant funded position that is funded through Elementary and Secondary School Emergency Relief Funds (ESSER II) as long as funds are available. Interviews were conducted and references checked by Loudenslager Principal Matthew Browne.

- P. Recommend approval to appoint Lindsey Ale to the position of Second Grade Teacher at the Billingsport Early Childhood Center for the 2023-2024 school year. Ms. Ale will earn Step E – BA - \$51,137.00 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. Ale will be replacing Viktoria Rockelmann who has resigned. The interview was conducted by Billingsport Early Childhood Center Principal Tina Morris and Director of Special Services Stacey DiMeo.

- Q. Recommend approval of the following salaries funded through the Elementary and Secondary Education Act (ESEA)/Title I Part A Grant Funds for the 2023-2024 School Year:

Staff Member	Building	Salary	%	Grant Funded Amount
Jacqueline Marcucci	BECC	\$85,894.00	100	\$85,894.00
Marie Lexa	BECC	\$27,857.00	100	\$27,857.00
Katie Hurst	BECC	\$27,857.00	100	\$27,857.00
Evelyn Johnson	BECC	\$27,857.00	100	\$27,857.00
Lisa Latch	BECC	\$27,857.00	100	\$27,857.00
Cheryl DeLorenzo	BECC	\$27,857.00	100	\$27,857.00
Shirley Gill	LES	\$85,894.00	100	\$85,894.00

Corey Hoffman	LES	\$79,552.00	100	\$79,552.00
Heather Parks	LES	\$27,857.00	100	\$27,857.00
Taylor Brady	LES	\$27,857.00	100	\$27,857.00
Sarah Bubnis	PJHS	\$50,437.00	18	\$ 9,100.00

- R. Recommend approval of the following ASP Team Lead staff members at Loudenslager Elementary for the 2023-2024 School Year. Salaries are funded through School Improvement Grant Funds Title 1 Part A -SIA and are approved by the State of New Jersey:

Staff Member	Building	Salary	%	Grant Funded Amount
Krista Lange	LES	\$1,500.00	100	\$1,500.00
Tara Stahl	LES	\$1,500.00	100	\$1,500.00
Christina Myers	LES	\$1,500.00	100	\$1,500.00
Louis McCall	LES	\$1,500.00	100	\$1,500.00

- S. Recommend approval of the following School-Based Mentor & School-Based Mentor Program Lead Extra-Service Staff members at Loudenslager Elementary for the 2023-2024 School Year. Salaries are funded through School Improvement Grant Funds Title 1 Part A - SIA and are approved by the State of New Jersey:

Staff Member	Building	Salary	%	Grant Funded Amount
Louis McCall	LES	\$1,500.00	100	\$1,500.00
Thomas Richardson	LES	\$1,500.00	100	\$1,500.00
Danielle Relation	LES	\$1,500.00	100	\$1,500.00
Aprilanne Young	LES	\$1,500.00	100	\$1,500.00
Staff Member	Building	Salary	%	Grant Funded Amount
Kaityln Silvia	LES	\$1,500.00	100	\$1,500.00
Bonnie McHale	LES	\$1,500.00	100	\$1,500.00
Shaun Darby	LES	\$1,500.00	100	\$1,500.00
Krista Lange	LES	\$1,500.00	100	\$1,500.00
Gianna Verrecchio	LES	\$1,500.00	100	\$1,500.00
Cheryl Serpiello	LES	\$1,500.00	100	\$1,500.00
Laura Petit	LES	\$1,500.00	100	\$1,500.00

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

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

A motion was made by Ms. Evans and seconded by Mr. Damminger to approve Personnel Items T-Z.

- T. Recommend approval of the following After-School Intervention Tutoring Staff members at Loudenslager Elementary for the 2023-2024 School Year. Salaries are funded through School Improvement Grant Funds Title 1 Part A -SIA and are approved by the State of New Jersey:

Staff Member	Building	Salary	%	Grant Funded Amount
Laura Petit	LES	\$1,500.00	100	1,500.00
Donna Keane	LES	\$1,500.00	100	1,500.00
Jillian Garren	LES	\$1,500.00	100	1,500.00
Mary Ann Giannotti	LES	\$1,500.00	100	1,500.00

- U. Recommend approval of the following salaries funded through the Elementary and Secondary Education Act (ESEA)/Title IIA Grant Funds for the 2023-2024 School Year.

Staff Member	Building	Salary	%	Grant Funded Amount
Aprilanne Young	LES	\$50,237.00	79	\$39,603.00

- V. Recommend approval of the following salaries funded through the Elementary and Secondary Education Act (ESEA)/Title IV Grant Funds for the 2023-2024 School Year.

<u>Staff Member</u>	<u>Building</u>	<u>Salary</u>	<u>%</u>	<u>Grant Funded Amount</u>
Noreen DeMarco	PHS	\$59,437.00	42	\$12,700.00
Marcelina Guzman	LOUD	\$89,494.00	5	\$ 4,500.00

W. Request approval of the following approved stipends funded through the McKinney Vento Annual Rescue Plan – Homeless Children and Youth II (MCKV ARP-HCY II) grant for the 2023-2024 School Year.

<u>Staff Member</u>	<u>Building</u>	<u>Stipend</u>	<u>%</u>	<u>Grant Funded Amount</u>
Yvonne Still-Maddred	BECC	\$5,000.00	100	\$5,000.00
Charisse Generette	LOUD	\$5,000.00	100	\$5,000.00
Lauren Abbott	PJHS/PHS	\$5,000.00	100	\$5,000.00

X. Recommend approval to reappoint Bridget Golembiewski to the position of Part-Time Hall Monitor at Billingsport Early Childhood Center. Ms. Golembiewski 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.

Informational: Ms. Golembiewski held this position for the 2022-2023 school year. This is a temporary grant funded position that is funded through Elementary and Secondary School Emergency Relief Funds (ESSER II).

Y. Recommend approval to reappoint Tiffanie Thomas to the position of Part-Time Hall Monitor at Loudenslager Elementary School. Ms. Thomas 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.

Informational: Ms. Thomas held this position during the 2022-2023 School year. This is a temporary grant funded position that is funded through Elementary and Secondary School Emergency Relief Funds (ESSER II).

Z. Recommend approval to reappoint Paige Bays to the position of Part-Time Hall Monitor at Loudenslager Elementary School. Ms. Bays 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.

Informational: Ms. Bays held this position during the 2022-2023 School year. This is a temporary grant funded position that is funded through Elementary and Secondary School Emergency Relief Funds (ESSER II).

Roll Call Vote:

Michelle Baylor, Theresa Cooper, Frank Damminger, Kyana Evans, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson, Danielle Scott, and Tyasha Scott (no – X,Y,Z)

MOTION PASSED

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

A motion was made by Mr. Robinson and seconded by Mr. Haynes to approve Staff and Curriculum Development Items A-J.

A. Recommend approval to submit the Statement of Assurances for the district Professional Development Plan (PDP) and the district Mentoring Plan.

Informational: New Jersey school districts must certify annually to the New Jersey Department of Education (NJDOE), through a Statement of Assurance (SOA), that the school district is meeting the requirements for the school district Professional Development Plan (PDP) and the District Mentoring Plan, as set forth in New Jersey Administrative Code.

B. Recommend approval of the Title I Parent Compact Handbook for Paulsboro Junior/Senior High School, Billingsport Early Childhood Center, and Loudenslager Elementary School and the Districtwide 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. Each school building's Title I Program Parent Compact Handbook as well as the Districtwide Parent Involvement Policy explains how the school staff works to engage families in school programs as well as reporting student progress.

- C. Recommend approval to adopt the District Mentoring Plan for the 2023-2024 school year. **(Attachment)**

Informational: The District Mentoring Plan must be reviewed, revised, and submitted to the New Jersey Department of Education annually. The purpose of the plan is to delineate how teachers new to the profession as well as those new to the district will be mentored. Mentor selection, roles and responsibilities of mentors, mentor training, and training for new teachers are included in the plan. A copy of the Mentoring Plan is attached for review by members of the Board of Education.

Note: It should be mentioned that mentor and buddy teachers do not participate in the evaluation of new teachers. Their work is strictly professional development.

- D. Recommend approval to adopt the District Professional Development Plan 2023-2024 School Year. **(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).

- E. Recommend approval for Payroll Secretary Kimberly Capie to attend the Strauss Esmay New Jersey Family Leave and Federal Family and Medical Leave Program on October 16, 2023, from 9:30am-12:30pm. The training session will be 3 hours long and the cost to the Board will be \$145.00.

Informational: The program will be held at the Ocean County College Conference Center Building 10, College Drive, Toms River, New Jersey. The program's purpose is to provide an overview of the New Jersey Family Leave Act (NJFLA) and the Federal Family and Medical Leave Act (FMLA) and the implementation and interaction of these two laws. There will be a review and discussion of scenarios commonly confronting districts, which will greatly benefit Mrs. Capie in her role in human resources and payroll.

- F. Recommend approval for Paulsboro High School staff Brittany Toole, Christopher Costenbader, Chelsea Brown, and Rose Clark to attend Intervention and Referral Services (I&RS) team training at the Masonic Village in Burlington, New Jersey on October 10-12, 2023, from 9:00 AM – 3:00 PM. There is no cost for this workshop. The cost for the Board of Education is \$ 44.10 for mileage reimbursement per person.

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, improving academic performance, increasing graduation rates, and decreasing behavioral challenges.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

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

A motion was made by Mrs. Scott and seconded by Mr. Damminger to approve Staff and Curriculum Development Items G-J.

- G. Recommend approval to continue the Feed the Children Campaign during the 2023-2024 school year. This recommendation includes approval for the Board of Education to provide \$3,000.00 to match the \$3,000.00 being contributed by the Pegasus Education Foundation.

Informational: The Feed the Children Campaign began during the 2019-2020 school year in response to the Covid Pandemic. Using matching funds from the Board of Education and Pegasus Education Foundation, food gift cards are purchased at local grocery stores. These \$40.00 gift cards are distributed via the School Nurses, School Counselors, School Administration, District Homeless Liaison and School-based Homeless Leads to needy families. The goal is to help provide food stability for some of the neediest children enrolled in the Paulsboro Public Schools. To date, approximately 320 gift cards have been distributed. This is a particularly important program because of the growing number of children and families within the Paulsboro Schools District who are homeless and/or experiencing food instability. The \$3,000.00 commitment from the Board of Education will be funded through the board approved American Rescue Plan – Homeless Children and Youth II (ARP-HCY II) grant.

- H. Recommend approval to continue the Pegasus Scholar Program that pays tuition for Paulsboro High School students taking college courses during the 2023-2024 school year. This recommendation includes approval for the Board of Education to provide \$4,000.00 to match the \$4,000.00 being paid by the Pegasus Education Foundation.

Informational: The Pegasus Scholar Program began during the 2022-2023 school year. The Board of Education and Pegasus Education Foundation partnered to pay approximately \$8,600.00 in tuition costs for the 24 Paulsboro High School students who participated in the program. The goal of the Pegasus Scholar Program is to have Paulsboro High School meet or exceed the state average of 22.3% for the number of students taking college courses. The results of the program are as follows:

School Year	Number of Students Participating	Number of Credits Earned	Approximate Percentage of Juniors and Seniors Participating in the Program	Number of Pegasus Scholars Earning 3 or Higher on the Advanced Placement Exam	Total Cost (Combined contributions from the BOE and PEF)
2021-2022	0	0	0	0	Pre-Program \$0.00
2022-2023	24	82	3.0%	8	\$8,600.00

The \$4000.00 matching fund commitment from the Board of Education was included in the approved budget for the 2023-2024 school year.

- I. Recommend approval for the following teacher to fill the position of Department Chairperson at Paulsboro Junior / Senior High School for the 2023-2024 School Year.

Math – Thomas Damminger

Informational: The Department Chairperson teachers will order equipment, assist in curriculum development, order textbooks and/or educational programming and supplies, assist principal with the department budget, keep accurate records for subject assigned, and other related duties as determined by the high school principal. The salaries for these staff will align with the PEA contract agreement for Department Chairpersons.

PEA Contract

Each department chairperson with duty-free designation will receive \$260.00 for each staff member in the department excluding the chairperson.

Math – Thomas Damminger \$260 x 4 teachers = \$ 1,040.00

- J. Recommend approval for Director of Special Services Stacey DiMeo to attend NJPSA HIB Legal One trainings: Legal One Establishing Harassment, Intimidation and Bullying (HIB) Systems, Protocols, and Capacity, Understanding Bullying in our Schools, and Anti-Bullying Bill of Rights. All workshops are virtual. The total cost to the District will be \$50.00 to be paid with local funds.

Informational: The Director of Special Services has taken the role of HIB / Anti bullying Coordinator for the district. The above mentioned training is needed to prepare for this role and obtain the needed training in order to ensure all policies and procedures are followed and our district remains in compliance.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

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

A motion was made by Mrs. Scott and seconded by Ms. Scott to approve Staff and Curriculum Development Item K.

- K. Recommend approval for Director of Special Services Stacey DiMeo to attend Strass Esmay Harassment, Intimidation, or Bullying (HIB) on September 26, 2023, at Ocean County Conference Center, Toms River, New Jersey. The total cost to the district is \$145.00 plus mileage, to be paid with local funds.

Informational: The Director of Special Services has taken the role of HIB / Anti bullying Coordinator for the district. The above mentioned training is needed to prepare for this role and obtain the needed training in order to ensure all policies and procedures are followed and our district remains in compliance.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

STAFF AND CURRICULUM DEVELOPMENT L - O: 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 Staff and Curriculum Development L-O.

- L. Recommend approval for Paulsboro Junior High School staff Trevon Brooks, Antonio Chila, and Douglas Foglein to attend Intervention and Referral Services (I&RS) team training at the Masonic Village in Burlington, NJ on October 10-12, 2023, from 9:00 AM – 3:00 PM. There is no cost for this workshop. The cost for the Board of Education is \$ 44.10 for mileage reimbursement per person.

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, improving academic performance, increasing graduation rates, and decreasing behavioral challenges.

- M. Recommend approval for Loudenslager Principal Matthew Browne to attend monthly workshops provided by the New Jersey Office of School Preparedness and Emergency Planning during the 2023 – 2024 School Year.

Informational: Mr. Browne serves as the district’s school safety specialist as required by the State of New Jersey and must complete a minimum of 10 hours of training each year to maintain this credential. School Security related workshops are provided by the New Jersey Office of Preparedness and Emergency Planning each year via online seminars or when necessary, as an in-person workshop. There is no cost to the Board of Education for participation in these workshops.

- N. Recommend approval for the Director of School Safety & Security Brett Waller to attend monthly workshops provided by the New Jersey Office of School Preparedness and Emergency Planning during the 2023 – 2024 School Year.

Informational: Mr. Waller is working toward attaining his School Safety Specialist credential, and as required must complete a minimum of 10 hours of training each year to maintain this credential. School Security related workshops are provided by the New Jersey Office of Preparedness and Emergency Planning each year via online seminars or when necessary, as an in-person workshop. There is no cost to the Board of Education for participation in these workshops.

- O. Recommend approval for Billingsport Early Childhood Center Principal Tina Morris who did attend the New Jersey Principals and Supervisors Association (NJPSA) Legal One workshop entitled Understanding Major Changes in New Jersey’s HIB Law and Related Statutes. This webinar was scheduled for August 31, 2023. The cost for this live webinar was \$40.00 per person.

Informational: The State of New Jersey requires all administrators to attend at least one Legal One workshop per year. This webinar will review critical revisions to New Jersey’s Anti-Bullying Bill of Rights effective for the 2023-24 SY. Topics will include but are not limited to liability for parents of students engaged in HIB, the use of local policy, requirements for responding to students who engage in multiple acts of HIB, laws addressing hazing, demographic disparities in student discipline, and implementing instructional requirements designed to promote diversity, equity and inclusion and reduce HIB over time.

Roll Call Vote:

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

MOTION PASSED

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

- P. Recommend approval for Billingsport Early Childhood Center Speech Specialist Kristin Shute, Psychologist Kayla Kushner, Preschool Instructional Coach Latisha Thomas, Guidance Counselor Danielle Hertkorn, and BSI Teacher Jackie Marcucci to attend the Masonic Model Student Assistance Program (MMSAP) Interventions for students at risk (I&RS) training in Burlington, New Jersey on October 10, 11 & 12, 2023. There is no cost for this workshop. The cost for the Board of Education is \$ 44.10 for mileage reimbursement per person.

Informational: The Masonic Model Student Assistance Program (MMSAP) is designed to train school personnel to work as a team to identify the student 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. This will be funded through local revenues.

- Q. Recommend the following Mentor/Buddy Teachers at Billingsport Early Childhood Center, Loudenslager Elementary School, and Paulsboro Junior High School for the 2023-2024 school year: This item was tabled at the August 23, 2023 Board Meeting.

Location	Subject	New Staff Member	Mentor
LES	3rd Grade General Education Teacher	Samantha Ard	Bonnie McHale
LES	English as a Second Language (ESL) Teacher	Cristina DiSandro	Christina Roberts
BECC	First Grade Teacher	Cara Goggin	Linda Coleman
LES	Special Education 3 rd Grade Teacher	Donna Keane	Jillian Garren
PJHS	Math Teacher	Cletus Mahoney	Douglas Foglein

Location	Subject	New Staff Member	Mentor
BECC	Kindergarten Teacher	Nicole Severino	Prudence Hanly

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.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

R. Informational - Enrollment and Class Size:

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

Grade	Enrollment - September 15, 2023								
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Pre- School Age 3 & 4	63	67	60	58	76	42	45	59	79
K	109	94	87	93	100	71	72	74	65
1	106	89	95	82	89	82	78	74	71
2	68	85	80	80	92	86	86	74	80
3	65	64	100	90	82	88	88	95	86
4	56	70	62	102	82	78	96	81	96
5	74	62	69	56	100	79	80	93	78
6	66	83	56	69	61	95	83	80	92
7	74	74	96	66	78	59	103	89	81
8	78	77	72	90	60	71	64	99	92
Self-Contained Special Education Billingsport/Loudenslager*	26 / 17	27 / 5	18/0*	18 / 5	22/0*	10/0	16/0	25	20
Grand Totals	802	797	795	809	842	761	811	843	840

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

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

Grade	Enrollment – September 15, 2023								
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
9	75	79	92	91	107	96	110	97	129
10	94	80	84	85	85	99	95	102	105
11	90	84	65	81	71	75	82	88	97
12	83	93	83	69	82	82	76	96	94
TOTAL	342	336	324	326	345	352	363	383	425

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, 2023					
Pre-School	13	14	14	13	12	13
Kindergarten	17	16	16	16		
1	18	18	18	17		
2	20	20	20	20		
3	18	23	20	23	2	
4	23	24	24	23	2	
5	18	14	20	22	4	
6	19	22	24	21	6	
Special Education		4	11	5		

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

A motion was made by Mr. Haynes and seconded by Mr. Damminger to approve Student Activities Items A-B.

- A. Recommend approval for Raymond Moore to serve on an as needed basis for home athletic events. Mr. Moore will setup, break down and clean up fields at \$45.00 per event for the 2023-2024 school year.

Informational: Mr. Moore is a Paulsboro graduate and works in the high school cafeteria for Nutri-Serve. Mr. Moore has his fingerprints approved by the state.

- B. Recommend approval of all Paulsboro Public School employees to serve as event workers for athletic events during the 2023-2024 school year. This recommendation includes approval of the pay rates for event workers.

<u>Football</u>	<u># of Workers</u>	<u>Pay Rate (per event)</u>
Announcer / Clock Operator	1	\$45.00
Ticket Seller	3	\$45.00
Ticket Collector	4	\$55.00
Clock Operator	1	\$45.00
Grounds Crew	2	\$45.00
Filming of Games	1	\$50.00
<u>Wrestling</u>	<u># of Workers</u>	<u>Pay Rate (per event)</u>
Announcer / Clock Operator		
• Varsity and Junior Varsity	1	\$60.00
• 7/8 th Grade	1	\$60.00
Ticket Seller	3	\$55.00
Ticket Collector	4	\$55.00
<u>Basketball</u>	<u># of Workers</u>	<u>Pay Rate (per event)</u>
Announcer / Clock Operator		
• Varsity & Junior Varsity	1	\$60.00
• Third Game	1	\$30.00
Clock operator – Student	1	\$30.00
Ticket Seller / Collector	1	\$55.00
<u>All Other Sports</u>		
Clock Operator (if needed)	1	\$45.00

Roll Call Vote:

Michelle Baylor, Theresa Cooper, Frank Damminger, Kyana Evans, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson, Danielle Scott, and Tyasha Scott (abstained A)

MOTION PASSED

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

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

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

Informational: The High School team will use the building as needed, but the Junior High School will use it on a daily basis from November 2023 to March 2024. This building has been used in past years for Paulsboro High School and Paulsboro Junior High School students. A valid insurance policy for the wrestling building will be provided.

- D. Recommend approval for the cleaning of the mats at the Paulsboro Wrestling Club building for the 2023-2024 wrestling season from November 2023 – March 2024.

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

Week for Christmas is not included.

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

- E. Recommended approval for the student-centered services of Life Worth Living. This student support agency conducts professional development workshops for youth-serving professionals aimed to increase understanding, improve communication skills, and foster positive relationships with youth. Topics available include - Positive youth development, Adverse and Positive Childhood Experiences, Engaging and Empowering Families, Racial/Ethnic Equity and Inclusion, Collaborating Across Systems, Creating Community, and Power Through Policy and Practice.

Informational: Credible Messenger Hallway Engagement: Credible Messengers (Life Worth Living Staff) engage Paulsboro High School and Junior High students during non-educational times, like arrival and departure and during classroom changes to provide additional support to school staff, along with encouragement and accountability for students. Credible Messengers will also, when necessary, act to de-escalate threats or acts of violence. During classroom instruction time, Credible Messengers will maintain a presence in the hallways, connect with staff on student concerns, and gain greater insight to the activities of in-school support and enrichment services to assist in directing students to resources and opportunities. When there are instances or immediate concerns related to violence, Credible Messengers on site will report these concerns to administration or security staff immediately following de-escalation activities. Program supervision and direction is included in the daily fee for services. Staff of Life Worth Living utilizes a web-based punch system which tracks attendance by activity. This punch system allows for geographic tagging of start and end times. Additionally, Staff are required to submit a daily activity report for the purpose of program monitoring and staff supervision and will engage in weekly supervision and planning meeting. This program cost is \$184,910.00 and is Grant Funded through ESSER Mental Health Acct.

- F. Recommend approval for the following field trip list for Paulsboro Junior / Senior High School 2023 - 2024 school year:

Month	Field Trip
Monthly Visit	A.B.L.E to Loudenslager
	Gallery Club - Dodge Poetry Festival
	Temple Football Game
	College Visit to Rutgers University (New Brunswick)
	College Visit to Neumann University
	Gill Memorial Library (self-contained classes)
	Save A Lot (self-contained classes)
	Dollar General (self-contained classes)
	Fort Billings Park (self-contained classes)
	Tinicum Range Lighthouse (self-contained classes)
	Paulsboro Diner (self-contained classes)
	Pat's Pizzeria (self-contained classes)
	Don and Bert's (self-contained classes)
	McDonalds (self-contained classes)
	Rowan Planetarium (self-contained classes)

Month	Field Trip
	Philadelphia Historical Walking Trip (self-contained classes)
	Red Bank Battlefield (self-contained classes)
October	Renaissance Gold Card Luncheon - Pat's Pizzeria
	Tech School Visit to PennCo Tech
	Pennsylvania Renaissance Faire School Days Honors Class Trip
	College Visit to Rowan University
November	Key Club to Gloucester County Courthouse for Mock Trial
	Soup and Sweets Culinary Training Program (self-contained classes)
December	Junior High Students to the Walnut Street Theatre
	Renaissance Bowling Trip - Red and Gold Cards
	Live Stage Performances (self-contained classes)
January	St. Joe's University Basketball Game
	Annual NJ Association of Student Councils Convention - TCNJ
	Jr High Edelman Planetarium
February	Medieval Times Lyndhurst, NJ
	Jazz Band performances at Rowan University's Jazz Festival
	Renaissance Pasta with the Principals at Sportsman's Club
	Women in STEM Faire - R.C.G.C.
	Philadelphia Art Museum (self-contained classes)
	Jr. High English Classes National Liberty Museum in Philadelphia
March	S.U.R.E. Summit
	Renaissance Bowling Trip
	Women in STEM Faire - R.C.G.C.
	Jazz Band performance at Greenwich Library
	Jazz Band performance at Boys and Girls Club
	Jr. High Trip to Baltimore Aquarium
	Jr. High to Philadelphia Art Museum
	Soup and Sweets Culinary Training Program - Cherry Hill (SC classes)
April	Philadelphia Museum of Art
	Jr. High Marine Mammal Stranding Center in Brigantine, NJ
Last week of April	Senior Trip - Walt Disney World
April or May	Annual Art Class Trip to the Philadelphia Art Museum
	Marching Band trip to Busch Gardens & Historic Jamestown/Williamsburg
	Renaissance students to the Cape May Zoo

Month	Field Trip
	Camden Aquarium Visit
	College Visit to Stockton University
	RCSJ “Roadrunner Registration” Day
	Tech School Visit to PB Cosmetology/Rizzieri
	Jr. High Trip to Washington DC Holocaust Museum
	Morey’s Piers - Seashore Ecology (self-contained classes)
May	Annual NJ Association of Student Councils -Six Flags Great Adventure
	Franklin Institute (special education science students)
	Philadelphia Zoo (self-contained classes)
	Senior Class - Gibbstown Pool
	Marching Band Performance at Loudenslager for recruitment
	A.B.L.E Students to Pat’s Pizzeria
	Senior Band to attend open rehearsal for Philadelphia Orchestra
	Seniors bussed to both elementary schools for senior walk
	7th Grade Class Trip to Clementon Park
	8th Grade Class Trip to Six Flags Great Adventure

Roll Call Vote:

Michelle Baylor, Theresa Cooper (no), Frank Damminger, Kyana Evans, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson (no-E), Danielle Scott (abstained-E), and Tyesha Scott (no-E)

MOTION PASSED

Note: A motion was made by Mrs. Scott and seconded by Mr. Damminger to add the Pennsylvania Renaissance Faire School Days Honor Class trip to the list of approved field trips as reflected above.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

STUDENT ACTIVITIES G - I: 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. Robinson to approve Student Activities Items G-I.

- G. Recommend approval that the Paulsboro Junior Wrestling Program use the High School wrestling room and gym, whenever it is not being used by the High School from November 20, 2023 to June 30, 2024. This will be used for practices and competitions.
- H. Recommended approval for Courtney Mann the Secretary/ Event Coordinator of East Greenwich Township Fire and Rescue to conduct an assembly at the Billingsport Early Childhood Center during Fire Prevention Week. The students will have an assembly in the All Purpose Room followed by a tour of a Fire Truck.

Informational: The assembly will be held on Tuesday, October 10, 2023. The Fire Prevention Assembly is free to the district.

- I. Recommend approval for the Billingsport Early Childhood Center Principal Tina Morris and Staff to serve as volunteers on the Billingsport Early Childhood Center Centennial Committee. The Centennial Celebration will be funded by using general funds and the Student Activity Account.

Informational: The Committee will organize and host a Centennial Celebration at the Billingsport Early Childhood Center tentatively Saturday, December 2, 2023, at 2:00pm. This monumental celebration will be held in the All Purpose Room at the Billingsport Early Childhood Center.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

STUDENT ACTIVITIES J: 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 Item J.

- J. Recommend approval for the following field trip list for the Billingsport Early Childhood Center 2023 - 2024 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 Story Book Land Movie Theatre	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 Movie Theatre	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.
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 Movie Theatre	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 Movie Theatre	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.

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

SEPTEMBER 2023 CONSTRUCTION UPDATES:

It was one year ago that I reported the District has been fortunate to receive various State and Federal funding opportunities, but it was a challenge to get the equipment to complete the work. That is still the case with delays in getting the equipment. Projects planned for summer of 2022 had to wait till this past summer and are still being completed. But again, we have been very fortunate. In May we received notice that we were approved to receive approximately five million dollars in competitive Grant money. It was a long grant process, but we were approved. We will use this funding coupled with the (ESIP) Energy Savings Improvement Program to complete various projects including complete Ventilation and Air Conditioning for two buildings. In addition to air conditioning, this will be the most up to date ventilation with Bi-Polar ionization that scrubs the air providing a healthy environment for staff and students.

ROD GRANT

The State reimbursement process has been impacted by the supply chain delays and that major construction can only be completed in the summer. In order to receive reimbursement, the projects have to be completely closed out and final building permits signed off. The ROD Grants are specific to each of the schools. All of the projects for the Billingsport School have been completed and the State has completed their final walk-through last week. We have submitted our final reimbursement request for \$259,761 which will close that grant out.

SUMMER CONSTRUCTION PROJECTS

The summer is probably the longest in District history as the many summer projects started the summer of 2022 are still to be completed and will stretch into the fall. All of the open projects are related to Heating and air conditioning. As part of the Small Business Direct Install Program from South Jersey Gas, Billingsport, Loudenslager and the Administration building are all receiving new boilers. As part of the ESSER (COVID Economic Stability Funding) the High School is receiving HVAC units for the Auditorium, IT Room, Gym, and Cafeteria.

ESIP Energy Savings Improvement Program. The final report is complete and will be reviewed with the Facility committee on October 17, 2023 and presented to the Board at the October meeting.

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

A motion was made by Mrs. Scott and seconded by Ms. Baylor to approve Facilities Item B.

- A. **Informational:** This memorandum shall serve as the annual notification to interested parties regarding asbestos management activities performed by and for the Paulsboro Board of Education, as required by 40 CFR Part 763.93 (g) (4) (Asbestos Hazard Emergency Response Act).

Copies of the Asbestos Management Plan are available to the public for viewing during normal business hours (8am to 4pm) Monday through Friday at each school and at the Board of Education Office, 662 North Delaware St. Paulsboro NJ 08066.

Mandatory six-month periodic surveillance inspections of the school facilities were performed on December 2, 2022, and June 28, 2023. All inspections were performed by Steven J. Flannigan of Horizon Environmental Group, Inc., P.O. box 316, Thorofare NJ 08086. Mr. Flannigan is accredited as a building Inspector by the United States Environmental Protection Agency.

The firm of Horizon Environmental Group Inc., PO Box 316, Thorofare NJ 08086, has been retained by the Paulsboro Board of Education to act as Designated Person from July 1, 2022, to June 30, 2023. Horizon Environmental Group Inc. shall provide accredited personnel to perform any Designated Person activities required under AHERA. The next scheduled mandatory inspections of the school facilities is scheduled to take place in December 2023 and June, 2024. The results of these activities shall be presented at the next Board of Education meeting within one month of completion of the preparation of the inspection report.

Notice of any non-emergency asbestos-related response action that will be performed at any school shall be presented at a Board of education meeting at least Thirty days prior to the start of the response action.

Questions regarding this notification or any activities related to asbestos-containing materials may be directed to the Administration Office at 856-423-5515 ext. 1231.

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

ORGANIZATION/ PERSON	ACTIVITY	FACILITY	CONTACT
Paulsboro Youth Football	Home Game Sunday, October 22, 2023 8:30am – 5:30pm	Paulsboro High School Athletic Complex Football Field	Erica Scott
Paulsboro High School Homecoming	Homecoming Dance Friday, October 20, 2023 5:30-11:30 Saturday, October 21, 2023 5:30-11:30	Paulsboro High School Cafeteria Kitchen Classroom 116	Monica Garner Donna Backus

Roll Call Vote:

Michelle Baylor, Theresa Cooper, Frank Damminger, Kyana Evans, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson, Danielle Scott, and Tyesha Scott (abstained – Paulsboro Youth Football)

MOTION PASSED

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

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

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

Organization/ Person	Activity	Facility	Contact
Paulsboro Youth Basketball	Basketball Games November 27, 2023, to March 29, 2024 6pm – 9pm Monday – Friday	Billingsport Early Childhood Center	Erica Scott
Paulsboro Youth Basketball	Basketball Practice November 27, 2023, to March 29, 2024 6pm – 9pm Monday – Friday	Loudenslager Elementary School	Erica Scott
Paulsboro Midget Football	Cheer / Football Practice 6pm-9pm Monday - Friday September 26, 2023 to November 15, 2023	Billingsport Early Childhood Center	Erica Scott

Roll Call Vote:

Michelle Baylor, Theresa Cooper, Frank Damminger, Kyana Evans, Lawrence Haynes, Sr., Joseph Lisa, Markee Robinson (abstained – Paulsboro Youth Basketball), Danielle Scott, and Tyesha Scott (no)

MOTION PASSED

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

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

- A. Recommend approval to accept the donation of book bags and school supplies by St. Paul's United Methodist Church in Paulsboro, New Jersey. These items are valued at approximately \$500.00.

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

- B. Recommend approval to accept the donation of backpacks by the Paulsboro Refining Company in Paulsboro, New Jersey. These items are valued at approximately \$500.00.

Informational: The Paulsboro Refining Company collected books bags and donations throughout the summer months to donate to schools in the Paulsboro area. The Paulsboro Refining Company regularly participates in collections and volunteers for activities related to the Paulsboro Public School District. This donation was coordinated by the Paulsboro Refining Company Community Relations Advisor Rachael Mueller. These supplies will be distributed to students based on need.

- C. Recommend approval to accept the donation of book bags by Trinity United Methodist Church, Mullica Hill, New Jersey. These items are valued at approximately \$250.00.

Informational: Trinity United Methodist Church collected items during the month of August to be distributed to local schools throughout Gloucester County. These supplies will be distributed to students based on need.

- D. Recommended approval to accept the donation of supplies for the educational project Farmer's Market through anonymous donors through donorschoose.org. The donated items include Gardening Tools and Supplies for use with the Loudenslager Community Garden. These items are worth approximately \$250.00.

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

- E. Recommended approval to accept the donation of supplies for the educational project Butterfly Conservation through anonymous donors through donorschoose.org. The donated items include a monarch butterfly kit and supplies to be used as part of the STEAM Program at Loudenslager Elementary School. These items are worth approximately \$250.00.

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

Roll Call Vote:

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

MOTION UNANIMOUSLY PASSED

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

- A. Informational: Report of School Security Drills:

Report of Paulsboro Public Schools Security Drills				
Type of Drill	Notation	Schools		
		Paulsboro Junior / Senior High	Loudenslager Elementary	Billingsport Early Childhood Center
Fire Evacuation	Each school must conduct one per month	09/08/2023	9/19/2023	09/19/2023
Communication Drill**	September 2021			
Evacuation (Non-Fire)	Each school must conduct two annually			
Bomb Threat	Each school must conduct two annually			
Lockdown / Active Shooter	Each school must conduct two annually	09/18/2023		09/14/2023
Shelter In Place	Each school must conduct two annually			
Other Drills				
Bus Evacuation	School District (Annually)			
Bus Evacuation	School Routes (2 Annually)			
Test of Emergency Communication System	Not required but conducted as an extra safety measure			
AED (Automated External Defibrillators) *	Not required but conducted as an extra safety measure			

PUBLIC COMMENTS

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

Toya Smith

- Thanked the Board for addressing her concerns from last year.
- Expressed concerns that one of her sons was not able to participate in sports because his physical from his private physician was not accepted. The Superintendent asked her to send documentation to the school nurse for review.
- Expressed concerns and disappointment that her son’s Spanish class does not have a teacher assigned to the class and students are relying on online instructions.

NEXT MEETINGS OF THE BOARD OF EDUCATION

Regular Meeting

**Monday, October 30, 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

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

MOTION UNANIMOUSLY PASSED

The meeting was adjourned at 7:55 pm.

RESPECTFULLY SUBMITTED,

A handwritten signature in blue ink, appearing to read "Annette Capp". The signature is fluid and cursive, with a long horizontal stroke at the end.

BOARD SECRETARY