

**REGULAR BOARD MEETING OF THE DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION ON WEDNESDAY, DECEMBER 2, 2020 IN THE DELSEA REGIONAL MIDDLE SCHOOL GYMNASIUM**

Purpose: 2020-21 SCHOOL YEAR REGULAR BOARD MEETING FOR DECEMBER-  
SEE PAGE (S) \_\_\_\_\_ OF MINUTES AGENDA

Special Note: THE MEETING APPROVED AND PRE-SCHEDULED BEGAN 7:30 P.M.

Board Mem. Ms. Kathie Catucci  
Pres. Mrs. Tina DeSilvio Mr. Garry Lightfoot  
Mr. William DiMatteo Mrs. Desiree Miller  
Mr. Harry Kennedy Mr. David Piccirillo  
Mr. James Kelly Ms. Diane Trace

Admin. Pres. Dr. Piera Gravenor, Superintendent, Mr. Joseph Collins, Business Administrator/Board Secretary, Dr. Melissa Williams, Assistant Superintendent

Press Identified: Sentinel

Statement: Board President Mr. James Kelly read the following statement: "As Board President" of the Delsea Regional High  
Regular School District Board of Education, I hereby certify that provisions of the "Open Public Meeting Law" P.L. 1975,  
Session: Chapter 231, have been met. Notice of this meeting was mailed to "The South Jersey Times", "The Sentinel", and  
"The Daily Journal", as well as to the municipal clerks of Elk and Franklin Townships.

Pledge: Mr. James Kelly led the pledge of allegiance.

**PRESENTATIONS:**

None

**MINUTES:**

Aprv. Motion by Mr. William DiMatteo, seconded by Ms. Kathie Catucci to approve the minutes for the Regular Session  
November on November 4, 2020  
Minutes:

Voice Roll Call Vote

Yes - 7 No - 0 Abstentions - 2

Mrs. Tina DeSilvio - Abstain

Mr. David Piccirillo - Abstain

Motion Carried Unanimously

**COMMUNICATIONS:**

None

**CITIZENS**

Mrs. Marsha Bilinski questioned if winter sports are going to be canceled

Mr. Joseph Collins stated that the start of the winter season was pushed back, but winter sports would be played

Mr. William Morris questioned what the savings were to the Delsea Regional School District since the the solar field was put online

Mr. Joseph Collins stated that he would email all the details on the solar field to Mr. Morris

Mr. Kevin Kelton questioned how many Board Members currently have school aged children

Mr. James Kelly stated that there are three Board Members with school aged children

Mr. Kevin Kelton questioned how many Board members want the schools to be open

Mr. James Kelly stated that all of the Board Members want the schools to be open

Mr. Harry Kennedy stated that transportation is very prohibitive to schools being open

Mr. Kevin Kelton stated that he feels the students are being cheated by learning through programs such as zoom

Ms. Diane Trace stated that the attendance rate had been low and questioned if there had been any investigation into why this is

Dr. Melissa Williams stated that the district is currently compiling information on the attendance rates

Ms. Michelle Cunningham questioned if only thirty percent of students are currently attending school, of that thirty percent how many are using transportation

Dr. Melissa Williams spoke to the cohorts and stated that the district is compiling information on the amount of students using district transportation

Mr. James Kelly stated that everyone wants the kids back at school, however there are rules that have to be followed

**COMMITTEES:**

**PERSONNEL COMMITTEE – Mrs. Kathie Catucci**

*(All hiring is pending completion of required state paperwork and is dependent upon COVID 19 legislation and funding)*

Aprv. LOA:

Based upon the recommendation of the Superintendent approved the following leaves of absence as listed:

<u>Employee</u>	<u>Leave Requested</u>	<u>Paid/Unpaid Days</u>	<u>Emergency Paid Sick Leave</u>	<u>Federal Medical Leave Act</u>	<u>State Medical Leave Act</u>
Cindy Kirby <i>(transportation)</i>	10/30/20 through 12/4/20	Sick days 10/30/20 through 12/04/20 <i>(22 days)</i>	N/A	N/A	N/A
David Harrington <i>(maintenance)</i>	11/19/20 through 6/30/21	Unpaid days 11/19/20 through 6/30/21	N/A	N/A	N/A

Motion by Ms. Kathie Catucci, seconded by Mr. Garry Lightfoot

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

Aprv. M.  
Nicholson DS:

Based upon the recommendation of the Superintendent approved the following non-teaching staff hire as listed:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Salary</u>	<u>Effective</u>
Michael Nicholson	District Supervisor or ELA/History/World Language/Media Specialist	N/A	Current Salary	1/1/21

Motion by Ms. Kathie Catucci, seconded by Mr. William DiMatteo

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

Aprv. K. Kelly  
Retirement:

Based upon the recommendation of the Superintendent approved the following retirement as listed:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Kimberly Kelly	Mathematics Teacher	6/30/21

Motion by Ms. Kathie Catucci, seconded by Mr. William DiMatteo

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

**BUDGET AND FINANCE COMMITTEE - Ms. Diane Trace**

Aprv. Board  
Secretary  
Report:

Approved Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of October 2020 and also June 2020 - Final Report. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year

On File Superintendent's Office

Motion by Ms. Diane Trace, seconded by Mr. William DiMatteo

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

Aprv.  
Treasurers  
Report:

Approved the Treasurer Report in accordance with 8A:17-36 and 18A:17-9 for the month of October 2020 and June 2020 - Final. The Treasurer's Report and Secretary's Report are in agreement for the month of October 2020 and June 2020 Final.

See Page(s) \_\_\_\_\_ of minutes

Motion by Ms. Diane Trace, seconded by Mr. William DiMatteo

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

Aprv Board Sec.  
Cert:

Approved Board Secretary certification, in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 which certifies that there are no changes in anticipated revenue amounts or revenue sources.

Motion by Ms. Diane Trace, seconded by Mr. William DiMatteo

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

Aprv. Board  
Cert:

Approved Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund have been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

See Page(s) \_\_\_\_\_ of minutes

Motion by Ms. Diane Trace, seconded by Mr. William DiMatteo

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

Aprv. Report of  
Transfers:

Approved the Report of Transfers for October 2020 and also June 2020 - Final

See Page(s) \_\_\_\_\_ of minutes

Motion by Ms. Diane Trace, seconded by Mr. William DiMatteo

Roll Call Vote

Yes - 9 No - 0 Abstentions – 0  
Ms. Kathie Catucci – Yes  
Mrs. Tina DeSilvio - Yes  
Mr. William DiMatteo – Yes  
Mr. James Kelly - Yes  
Mr. Harry Kennedy - Yes  
Mr. Garry Lightfoot - Yes  
Mrs. Desiree Miller - Yes  
Mr. David Piccirillo - Yes  
Ms. Diane Trace - Yes

Motion Carried Unanimously

Aprv. Bills: Approved the monthly bill list as presented:

i.	<u>Operating</u>	\$ 678,285.45
ii.	<u>Hand Checks</u>	\$ 68,307.49
iii.	<u>Cafeteria &amp; Athletic Bills</u>	\$ 40,485.27

See Page(s) \_\_\_\_\_ of minutes

Motion by Ms. Diane Trace, seconded by Mr. William DiMatteo

Roll Call Vote

Yes - 9 No - 0 Abstentions – 0  
Ms. Kathie Catucci – Yes  
Mrs. Tina DeSilvio - Yes  
Mr. William DiMatteo – Yes  
Mr. James Kelly - Yes  
Mr. Harry Kennedy - Yes  
Mr. Garry Lightfoot - Yes  
Mrs. Desiree Miller - Yes  
Mr. David Piccirillo - Yes  
Ms. Diane Trace - Yes

Motion Carried Unanimously

**EDUCATION COMMITTEE – Mrs. Tina DeSilvio**

Aprv. Clinics/  
Workshops: Based upon the recommendation of the Superintendent approved the following clinics/workshops as listed:

<u>Name</u>	<u>Location</u>	<u>Workshop</u>	<u>Date</u>	<u>Reg. Fee</u>	<u>Mileage &amp; Tolls</u>	<u>Lodging &amp; Meals</u>	<u>Total</u>
▶ Dr. Melissa Williams ▶ Dr. Sydonie Maitland ▶ David Daigle	Virtual	National Summit for Educational Equity, Advocates for Equity	4/26/21 - 4/29/21	\$99.00 (per person)			\$297.00

(†Paid for with Title II monies) (▲ Paid for with Title I monies) (▶ Paid for with Perkins)

Motion by Mrs. Tina DeSilvio, seconded by Mr. William DiMatteo

Roll Call Vote

Yes - 9 No - 0 Abstentions – 0

- Ms. Kathie Catucci – Yes
- Mrs. Tina DeSilvio - Yes
- Mr. William DiMatteo – Yes
- Mr. James Kelly - Yes
- Mr. Harry Kennedy - Yes
- Mr. Garry Lightfoot - Yes
- Mrs. Desiree Miller - Yes
- Mr. David Piccirillo - Yes
- Ms. Diane Trace - Yes

Motion Carried Unanimously

Aprv. RU  
Student  
Clinical:

Based upon the recommendation of the Superintendent approved the following Rowan University student for the clinical practice placement as listed:

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	<u>Cooperating Teacher</u>	<u>School</u>
Taylor Higgins	Spring 2021: January 25, 2021 - March 12, 2021 Fall 2021: October 25, 2021 - December 16, 2021	Health & PE	Kathy Williams	HS

Motion by Mrs. Tina DeSilvio, seconded by Mr. William DiMatteo

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

Aprv. Graduate  
CW:

Based upon the recommendation of the Superintendent approved the following graduate coursework as listed:

- a. Lisa Dolby - \$2,055.00
- b. Francis Ciociola - \$5,326.00
- c. Francis Ciociola - \$5,326.00

Motion by Mrs. Tina DeSilvio, seconded by Mr. William DiMatteo

Roll Call Vote

Yes - 9 No - 0 Abstentions – 0

- Ms. Kathie Catucci – Yes
- Mrs. Tina DeSilvio - Yes
- Mr. William DiMatteo – Yes
- Mr. James Kelly - Yes
- Mr. Harry Kennedy - Yes
- Mr. Garry Lightfoot - Yes
- Mrs. Desiree Miller - Yes
- Mr. David Piccirillo - Yes
- Ms. Diane Trace - Yes

Motion Carried Unanimously

Aprv.  
CS/Networking  
Revision  
Proposal:

Based upon the recommendation of the Superintendent approved a course revision proposal for Computer Systems & Networking 4

See Page(s) \_\_\_\_\_ of minutes

Motion by Mrs. Tina DeSilvio, seconded by Mr. William DiMatteo

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

Aprv. FY20  
Title Report  
Submission:

Based upon the recommendation of the Superintendent approved the submission of the FY20 Title I Performance Report

Motion by Mrs. Tina DeSilvio, seconded by Mr. William DiMatteo

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

**POLICY – Mr. David Piccirillo**

Aprv. Policies:

Based upon the recommendation of the Superintendent approved on first reading the following policies and regulations as listed:

<u>Reg. #5610</u>	Suspension Procedures (M) - <i>Revised</i>
<u>Policy #5620</u>	Expulsion (M) - <i>Revised</i>
<u>Policy #8320</u>	Personnel Records (M) - <i>Revised</i>
<u>Reg. #8320</u>	Personnel Records (M) - <i>Revised</i>

Motion by Mr. David Piccirillo, seconded by Mr. William DiMatteo

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

**FACILITIES/ATHLETIC – Mr. Garry Lightfoot**

*(All hiring is pending completion of required state paperwork and is dependent upon COVID 19 legislation and funding)*

Aprv. Tri  
County  
Conference Fee:

Based upon the recommendation of the Superintendent approved the following 2021-2022 Tri County Conference fee of \$1,500.00 and the following ticket prices as listed:

<i>All Athletic Events:</i>	\$3.00 Adults
	\$2.00 Students/Senior Citizens
<i>West Jersey Football League Varsity Football Games:</i>	\$4.00 Adults

Motion by Mr. Garry Lightfoot, seconded by Mr. William DiMatteo

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

**BUILDING AND GROUNDS COMMITTEE - Mr. William DiMatteo**

Aprv. LC  
Coursework:

Based upon the recommendation of the Superintendent approved the following coursework as listed:

<u>Name</u>	<u>Course</u>	<u>Cost</u>
Lawrence Cross	Structural and Mechanical Systems	\$483.00

Motion by Mr. William DiMatteo, seconded by Mr. Garry Lightfoot

Roll Call Vote

Yes - 9 No - 0 Abstentions – 0  
Ms. Kathie Catucci – Yes  
Mrs. Tina DeSilvio - Yes  
Mr. William DiMatteo – Yes  
Mr. James Kelly - Yes  
Mr. Harry Kennedy - Yes  
Mr. Garry Lightfoot - Yes  
Mrs. Desiree Miller - Yes  
Mr. David Piccirillo - Yes  
Ms. Diane Trace - Yes

Motion Carried Unanimously

**CAFETERIA COMMITTEE** – Mrs. Desiree Miller

Aprv. Café  
Report:

Based upon the recommendation of the Superintendent approved the following cafeteria report for October 2020 as listed:

<b>Total Income</b>	\$ 46,708.03
<b>Total Expense</b>	\$ (45,086.35)
<b>Net Income or (Loss)</b>	\$ 1,621.68
<b>Average Daily Attendance</b>	1581
<b>Average Daily Participation</b>	344
<b>Percentage of Participation</b>	22%

Motion by Mrs. Desiree Miller, seconded by Mr. William DiMatteo

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

**TRANSPORTATION** – Mr. Harry Kennedy

None

**SUPERINTENDENT'S REPORT** - Dr. Piera Gravenor

Table Motion

Motion by Ms. Diane Trace, seconded by Mrs. Tina DeSilvio to table the approval of the District Goals

Roll Call Vote

Yes - 8 No - 1 Abstentions – 0  
Ms. Kathie Catucci – Yes  
Mrs. Tina DeSilvio - Yes  
Mr. William DiMatteo – No  
Mr. James Kelly - Yes  
Mr. Harry Kennedy - Yes  
Mr. Garry Lightfoot - Yes  
Mrs. Desiree Miller - Yes  
Mr. David Piccirillo - Yes  
Ms. Diane Trace - Yes

Motion Carried

Aprv. Special  
Ed. Tuition:

Based upon the recommendation of the Superintendent approved the following special education tuition students placements as listed:

<u>Initials</u>	<u>DOB</u>	<u>Township</u>	<u>Classification</u>	<u>School</u>	<u>Contracted Educational Tuition</u>
A.G.	2/2/06	Franklin	MD	Homebound Instruction	N/A
D.P.	10/13/06	Franklin	MD	Homebound Instruction	N/A

Motion by Mr. Harry Kennedy, seconded by Ms. Kathie Catucci

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

Aprv. Sr. Trip:

Based upon the recommendation of the Superintendent approved the revised dates for the 2021 senior trip to June 8th - June 12<sup>th</sup>

Motion by Mr. David Piccirillo, seconded by Mr. Garry Lightfoot

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

Aprv. Qsac  
19-20:

Based upon the recommendation of the Superintendent approved the submission of the QSAC District Performance Review for 2019-2020

Motion by Mr. William DiMatteo, seconded by Ms. Kathie Catucci

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

Aprv. SS/SP  
Annual Review  
Statement of  
Assurance:

Based upon the recommendation of the Superintendent approved the certification of School Safety and Security Plan Annual Review Statement of Assurance

See Page(s) \_\_\_\_\_ of minutes

Motion by Mr. Harry Kennedy, seconded by Mr. Garry Lightfoot

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

Aprv.  
November  
HIB:

Based upon the recommendation of the Superintendent approved the receipt of the November 2020 HS/MS HIB report as presented

See Page(s) \_\_\_\_\_ of minutes

Motion by Mr. William DiMatteo, seconded by Ms. Kathie Catucci

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0



Motion Carried Unanimously

Aprv. October  
HIB:

Based upon the recommendation of the Superintendent approved the October 2020 HS/MS HIB report as presented last month

Motion by Mr. Harry Kennedy, seconded by Mrs. Desiree Miller

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

**DISTRICT REPORTS:**

- a. \* Teacher Observation
- b. \* Enrollment
- c. Attendance
  - 1. HS
  - 2. MS
- d. \* Suspension
  - 1. HS
  - 2. MS
- e. \* Transportation
- f. \* T&E/Curriculum/Monitoring/Staff Development
- g. \* CST
- h. \* Supervisors' Reports:
  - Mrs. Ferrucci
  - Mr. Schoudt
  - Mrs. Lomon
- i. Principals Educational Activities
  - High School
  - Middle School
- j. Nurses' Reports
  - High School
  - Middle School
- k. Guidance
- l. \* Maintenance
- m. Fire Drills/Crisis Drills
  - Dates:** 11/11/20 & 11/17/20
  - Times:** 12:15 a.m. & 1:30 p.m.
  - Locations:** Main Panel & Main Panel –H.S.
  - Dates:** 11/24/20 & 11/30/20
  - Times:** 12:55p.m. & 7:00 p.m.
  - Locations:** C-wing & Global Connect Test – M.S.

\*On File Superintendent's Office

**EXECUTIVE BOARD MEMBERS REPORT -**

None

**SCHOOL BUSINESS ADMINISTRATOR'S REPORT – Mr. Joseph Collins**

Aprv. Res. To  
Renew Part. In  
SHIF:

Based upon the recommendation of the Superintendent approved the Resolution to Renew participation in the Schools Health Insurance Fund

Motion by Mr. William DiMatteo, seconded by Mr. Garry Lightfoot

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

**OLD BUSINESS**

Mr. James Kelly thanked Mr. Harry Kennedy for his service

**NEW BUSINESS**

Mr. Harry Kennedy congratulated the elected Board members

Mr. Harry Kennedy congratulated Mrs. Carolyn Ferrucci on her retirement and for her many years of service at Delsea Regional

Ms. Diane Trace and Mrs. Tina DeSilvio thanked Mr. Harry Kennedy for his service

**CITIZENS:**

Mr. Kevin Helton questioned if the buses are not being used to their fullest why can kids not be brought into school

Mr. Harry Kennedy questioned what other schools in Gloucester County were currently open

Dr. Melissa Williams stated that most schools were completely virtual at this point

Mr. James Kelly stated that the district cannot open without abiding by the rules the district has been given

Ms. Desiree Miller stated that by opening one hundred percent we would be violating the rules the district has been given

Ms. Michelle Cunningham thanked the Board for tabling the District Goals

Adjourn  
Regular:

Motion by Mr. William DiMatteo, seconded by Ms. Kathie Catucci that the meeting be adjourned 8:29 p.m.

Voice Roll Call Vote

Yes – 9 No - 0 Abstentions – 0

Motion Carried Unanimously

Sincerely,

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Joseph M. Collins  
Business Administrator  
Board Secretary