

ORDER OF BUSINESS AND AGENDA
DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION
DECEMBER 7, 2016
REGULAR BOARD OF EDUCATION MEETING
DELSEA MIDDLE SCHOOL – 7:30 P. M.

1. Call to order - 7:30 P.M.

As President of the Delsea Regional High School District Board of Education, I hereby certify that all provisions of the “Open Public Meeting Law”, P.L. 1975, Chapter 231 have been met. Notice of this meeting was mailed to “South Jersey Times”, “The Sentinel” and “The Daily Journal” as well as the Municipal Clerks of Elk and Franklin Townships

2. Pledge of Allegiance

3. Presentations

A.

4. Reading of the Minutes

A. Regular Session 11/2/16

B. Executive Session 11/2/16

5. Communications

A. Thank you note

6. Citizens (time limit 3 minutes per group or individual not being represented by a group)

The public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the appropriate administrator(s) or staff members(s). Such matters should only be brought to the Board after all avenues within the chain of command have been exhausted. Please remember that the Board is limited in its ability to respond to the public on the following matters: personnel, anticipated and pending litigation, negotiations, attorney-client privilege, unwarranted invasion of individual privacy, tactics and techniques in protecting safety and property of the public.

7. Committees:

A. Curriculum/Finance

1. Personnel - Mr. Greg Coffin - Chairperson

(All hiring is pending completion of required state paperwork)

a. I make a motion to approve an increase in work hours from 25 to 29 hours per week, effective November 28, 2016 for the following media specialist aides as listed:

1. Diana Spatafore

2. Lynn Kobik

b. I make a motion to approve Lauren McCaughin as an ELA tutor for the 2016-2017 school year

c. I make a motion to approve increasing James Clour, bus mechanic pay rate to \$21.00 per hour (increase of \$.49 per hour effective January 1, 2017)

- d. I make a motion to approve Joseph Pepitone as an alternative school science teacher for the 2016-2017 school year
- e. I make a motion to approve Charles Marcheski as a substitute custodian for the 2016-2017 school year - effective December 8, 2016
- f. I make a motion to approve the transfer of David Junkerman from custodian to grounds - effective December 5, 2016
- g. I make a motion to approve the following leaves of absence as listed:

<u>Employee</u>	<u>Leave Requested</u>	<u>Federal Medical Leave Act</u>	<u>State Medical Leave Act</u>	<u>Sick Days</u>
Lisa Burns (transportation)	11/17/16 through 2/16/17	11/17/16 through 2/16/17 (benefit 12 weeks)	11/17/16 through 2/16/17 (benefit 12 weeks)	Paid leave 11/17/16 through 2/16/17 Unpaid leave N/A
Christine Bittle (transportation)	11/18/16 through 2/17/17	11/18/16 through 2/17/17 (benefit 12 weeks)	11/18/16 through 2/17/17 (benefit 12 weeks)	Paid leave 11/18/16 through 2/17/17 Unpaid leave N/A
Sharon Sheridan (transportation)	11/4/16 through 2/3/17	11/4/16 through 2/3/17 (benefit 12 weeks)	11/4/16 through 2/3/17 (benefit 12 weeks)	Paid Leave 11/4/16 through 2/3/17 Unpaid leave N/A
Robert Willins (transportation)	12/5/16 through 3/6/17	12/5/16 through 3/6/17 (benefit 12 weeks)	12/5/16 through 3/6/17 (benefit 12 weeks)	Paid leave 12/5/16 through 1/30/17 Unpaid leave 1/31/17 through 3/6/17

2. Budget and Finance - Mr. James Kelly - Chairperson

- a. I make a motion to approve the Board Secretary Report in accordance with 18A:17-36 and 18A: 17-9 for the month of October 2016. 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.
- b. I make a motion to approve the Treasurer's Report in accordance with 8A:17-36 and 18A:17-9 for the month of October 2016. The Treasurer's Report and Secretary's Report are in agreement for the month of October 2016.
- c. I make a motion to approve, in accordance with N.J.A.C. 6A:23A - 16.10 (c) 2 the certification of the Board Secretary that there are no changes in anticipated revenue amounts or revenue sources.

- d. I make a motion to approve the 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 has 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.
- e. I make a motion to approve the Report of the Transfer for October 2016.
- f. I make a motion to approve the following bills as listed:

i.	<u>Operating</u>	\$1,342,412.64
ii.	<u>Capital Projects</u>	\$799,069.63
iii.	<u>Hand Checks</u>	\$48,976.56
iv.	<u>Cafeteria, Athletic, & Postage Bills</u>	\$95,522.49

3. Education - Mr. Nicholas Christian - Chairperson

- a. I make a motion to approve the following clinics/workshops as listed:

<u>Name</u>	<u>Location</u>	<u>Workshop</u>	<u>Date</u>	<u>Reg. Fee</u>	<u>Mileage & Tolls</u>	<u>Lodging & Meals</u>	<u>Total</u>
Rachele Weichmann	EIRC - Camden County College	NJNCAG	11/17/16	No Cost			No Cost
Lakishia Powell	Vineland High School	OnCourse Ed Tech Summit	11/18/16	No Cost			No Cost
Linda Marchese	Atlantic City	USA All Star Clinic	12/7/16 - 12/9/16	\$99.00			\$99.00
Kimberly Collins	Holiday Inn, Cherry Hill	Oppositional, Defiant and Disruptive Children and Adolescents, Non-medication Approaches to the Most Challenging Behaviors	12/16/16	\$199.99	\$13.02		\$213.01
Jeanne White	EIRC - Camden County College	NJNCAG	1/17/17	No Cost			No Cost
Felicia Seigel	Atlantic City	NAfME Eastern Division Conference managed by NJMEA	4/5/17 - 4/8/17	\$180.00			\$180.00

- b. I make a motion to approve the following Rowan University student for the spring semester practicum in teaching and learning as listed:

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	<u>Cooperating Teacher</u>	<u>School</u>
Elizabeth Ando	3/13/17 - 5/8/17	Music/ Instrumental	Vincent DuBeau	HS

- c. I make a motion to approve Rowan University student Megan Frank to complete her field experience this spring in Psychology with Linda Lawyer
- d. I make a motion to approve accepting the NCLB funds for the 2016-2017 school year
- e. I make a motion to approve accepting the Perkins funds for the 2016-2017 school year
- f. I make a motion to approve submission of the 2015-2016 Title I, Part A Performance report
- g. I make a motion to approve the following new course proposals for the 2017-2018 school year as listed:
1. Athletic Training & Exercise Science
 2. Computer Aided Interior Design
 3. Fix It: An Introduction to Tools, Hardware, and Materials Around the Home
 4. i-STEM 4: Senior Capstone
 5. Practical Applications of Computer Technology
 6. Tomorrow's Teachers
- h. I make a motion to approve the middle school Code of Conduct revisions
- i. I make a motion to approve the following new high school clubs with their volunteer advisors as listed:
1. D.I.Y. Club - Fran Ciociola and Ken Schoudt
 2. Remembering Our Senior Citizens - Christine Garnier
 3. Anglers Club - Keith Allonardo

4. Policy - Mr. David Piccirillo - Chairperson

- a. I make a motion to approve the following policies as listed:

Policy# 0131	Bylaws and Policies
Policy# 0133	Adjudication of Disputes
Policy# 0134	Board Self Evaluation
Policy# 0145	Board Member Resignation and Removal
Policy# 0152	Board Officers
Policy# 0153	Annual Appointments
Policy# 0154	Annual Motions and Designations
Policy# 0155	Board Committees
Policy# 0161	Call, Adjournment and Cancellation

Policy# 0162	Notice of Board Meetings
Policy# 0163	Quorum
Policy# 0167	Public Participation in Board Meetings
Policy# 0168	Recording Board Meetings
Policy# 1100	District Organization
Policy# 1110	Organizational Chart
Policy# 1130	Staff Liaison Committees
Policy# 1210	Board-Superintendent Relations
Policy# 1260	Incapacity of Superintendent
Policy# 1350	Incapacity of SBA
Policy# 2270	Religion in the Schools
Policy# 2320	Independent Study Programs
Policy# 2360	Use of Technology
Policy# 2432	School Sponsored Publications
Policy# 2435	NJSIAA Random Testing for Athletics
Policy# 2531	Use of Copyrighted Materials

B. Facilities/Athletic

1. Athletic - Mr. Garry Lightfoot - Chairperson

- a. I make a motion to approve the following athletic changes/additions as listed:
(All coach hiring is pending completion of required state paperwork)

Sal Marchese	Volunteer Indoor Track & Field	Assign
Brianna Crofton	Assistant Coach - Girls Spring Track & Field	Assign
Dick Stewart	Volunteer Boys Basketball Coach	Assign

- b. I make a motion to approve the following Tri County Conference prices for the 2017-2018 school year as listed:
1. Adults - \$3.00
 2. Students & Senior Citizens - \$2.00
 3. All West Jersey Football League Varsity Football Games, Adults - \$4.00
- c. I make a motion to approve the 2017-2018 Tri County Conference proposed budget in the amount of the \$1,425 per school
- d. I make a motion to approve the 2017-2018 Tri County Conference expansion to include Overbrook High School for bowling
- e. I make a motion to approve the golf team to travel to Ocean City, Maryland on March 29, 2017 to April 1, 2017

2. Building and Grounds - Mr. William DiMatteo - Chairperson

a. I make a motion to approve the following facility request as listed:

<u>Name of Person/ Organization</u>	<u>Facilities Requested</u>	<u>Date Requested</u>	<u>Time</u>
Midget Football Game - Gina Brescia	Varsity football field	12/3/16	11:00am - 7:00pm

3. Cafeteria - Mr. Robert Scavelli - Chairperson

a. I make a motion to approve the following cafeteria report for October 2016 as listed:

Total Income	\$72,375.30
Total Expense	(\$70,642.85)
Net Income or (Loss)	\$1,732.45
Average Daily Attendance	1598
Average Daily Participation	726
Percentage of Participation	0.45

C. Transportation - Mr. Mario Christina - Chairperson

1. I make a motion to approve the following transportation jointures for the 2016-2017 school year as listed:

- a. Jointure with Brigantine School District to transport 1 Brigantine student, along with 48 Delsea students on Delsea's Route DHS07 to Delsea Regional High School from September 1, 2016 through June 30, 2017 at a cost of \$675.00
- b. Jointure with Millville School District to transport 1 Millville student, along with 6 Delsea students on Delsea's Route SP06 to Archway from November 11, 2016 through June 30, 2017 at a cost of \$14,405.00
- c. Jointure with Irvington Public School District to transport 1 Irvington student, along with 5 Delsea students on Delsea's Route SP08 to Archway from October 21, 2016 through June 30, 2017 at a cost of \$13,695.00
- d. Jointure with Trenton Daylight/Twilight School District to transport 1 Trenton student, along with 10 Delsea students on Delsea's Route SP03 to Bankbridge North from October 10, 2016 through June 30, 2017 at a cost of \$6,610.00
- e. Jointure with Pitman School District to transport 1 Pitman student, along with 9 Delsea students on Delsea's Route SP10 to Bankbridge Elem. from November 21, 2016 through June 30, 2017 at a cost of \$5,865.00
- f. Jointure with Pennsgrove School District to transport 1 Pennsgrove student, along with 7 Delsea students on Delsea's Route SP04 to Pinelands from November 18, 2016 through June 30, 2017 at a cost of \$7,418.00
- g. Jointure with Washington Twp. School District to transport 1 Washington Twp. student, along with 8 Delsea students on Delsea's Route SP04 to Pinelands from November 21, 2016 through June 30, 2017 at a cost of \$7,303.00

2. I make a motion to approve the following transportation jointures for the 2016-2017 school year as listed:
 - a. Jointure with Glassboro School District for Glassboro to transport 3 Delsea students, along with 29 Glassboro students on Glassboro's Route GC-1 to Gloucester Catholic HS from September 7, 2016 through June 30, 2017 at a cost of \$2,652.00
 - b. Jointure with Glassboro School District for Glassboro to transport 6 Delsea students, along with 22 Glassboro students on Glassboro's Route PAUL-1 to Paul VI HS from September 7, 2016 through June 30, 2017 at a cost of \$5,304.00

D. Bond Referendum - Mario Christina - Chairperson

1. Update - Greyhawk

E. Superintendent's Report

1. Recommend the Board approve the following field trips in accordance with our fee schedule and educational significance as listed:

Date	Location	Name
12/6/16	Rowan University - Rowan Mentoring	Jeanne White
12/7/16	Scotland Run Golf Club - Athenaeum League	Heather Brescia Alice Kennedy
12/22/16	Cinemark 16 & Deptford Mall - Rewards Program	Gary Nelson Pat Ashe
3/28/17	Camden County College - Live From Surgery	Shannon Godfrey Karen MacGuigan
6/8/17	Tall Pines Day Camp - 7th & 8th Grade Class Trip	Heather Brescia Alice Kennedy

2. Recommend the Board approve the following special education tuition student placements as listed:

Initials	DOB	Township	Classification	School	Contracted Educational Tuition - Per Diem
W.S.	3/11/99	Elk	ED	Home Instruction	N/A
F.K.	2/23/99	Franklin	SLD	Home Instruction	N/A
R.J.	9/27/16	Franklin	ED	Pineland	\$280.46
S.S.	8/7/99	Franklin	MD	Archway Upper	\$199.20
A.T.	9/14/02	Franklin	MD	Williamstown Middle School	\$33,449/year
A.T.	9/14/02	Franklin	MD	Williamstown Middle School	\$12.61/hour 3 hours/day paraprofessional

A.T.	9/14/02	Franklin	MD	Williamstown Middle School	\$13.71/hour 4 hours/day paraprofessional
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3. Recommend the Board acknowledge the receipt of the November 2016 HS/MS HIB report as presented
4. Recommend the Board approve the October 2016 HS/MS HIB report as presented last month

5. District Reports

- a. Teacher Observations
- 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
 1. Mrs. Ferrucci
 2. Mr. Schoudt
 3. Mrs. Lomon
- i. Principals' Educational Activities
 1. High School
 2. Middle School
- j. Nurses' Reports
 1. High School
 2. Middle School
- k. Guidance
 1. Maintenance
- m. Fire Drills/Crisis Drills:

Dates: 11/30/16 & 11/23/16
Times: 7:40 am & 10:40 am
Locations: Main Panel & Lockdown - H.S.

Dates: 11/22/16 & 11/30/16
Times: 2:11 pm & 10:34 am
Locations: D-wing & Lockout/Lockdown - M.S.

8. **Executive Board Member's Report - Mr. Dave Piccirillo - Chairperson**

- A. Legislative Update

9. **School Business Administrator's Report**

- A. Recommend the Board approve the 2015-2016 Consolidated Annual Financial Report
- B. Recommend the Board approve the 2015-2016 Auditor's Management Report
- C. Recommend the Board approve the 2015-2016 Corrective Action Plan
- D. Recommend the Board approve the 2015-2016 Audit Synopsis
- E. Recommend the Board approve mandatory direct deposit for all employees in accordance with P.L. 2013, c.28

10. **Old Business**

A.

11. **New Business**

A.

12. **Citizens - (Time limit 3 minutes per group or individual not being represented by a group)**

The public is reminded that they should attempt to resolve problems and/or complaints through initial contact with appropriate administrator(s) or staff members(s). Such matters should only be brought to the Board after all avenues within the chain of command have been exhausted. Please remember that the Board is limited in its ability to respond to the public on the following matters: personnel, anticipated and pending litigation, negotiations, attorney-client privilege, unwarranted invasion of individual privacy, tactics and techniques in protecting safety and property of the public.

13. **Executive Session**

A. Recommend the Board make a motion to enter Executive Session to discuss matters as listed, not to be made public at this time:

**DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION
Resolution Authorizing Executive Session**

WHEREAS, N.J.S.A. 10:4-12 allows for Public Body to go into closed session during a Public Meeting, and

WHEREAS, the Board of Education of the Delsea Regional High School District has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the regular meeting of this Board of Education will reconvene at the conclusion of closed session, at approximately _____p.m. this evening.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Delsea Regional High School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-1:

A.

BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

I, Joseph Collins, Board Secretary do hereby certify the above to be a true and correct copy of a resolution adopted by the Delsea Regional High School District Board of Education at their reorganization and regular meeting held on December 7, 2016.

Joseph Collins, Board Secretary

14. Adjournment

PG/mc
Encl.