

ORDER OF BUSINESS AND AGENDA
DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION
FEBRUARY 1, 2017
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. Delsea Theatre - Mrs. Christine Dougherty
- B. EVVR - Mike Nicholson & Helen Divens

4. Reading of the Minutes

- A. Regular Session 1/4/17

5. Communications

- A. Newfield Board of Education

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. Personnel - Mr. Greg Coffin - Chairperson

(All hiring is pending completion of required state paperwork)

- 1. I make a motion to approve Dawn Patterson as a substitute custodian - effective February 2, 2017
- 2. I make a motion to approve Randy Swartz as evening security - effective February 2, 2017
- 3. I make a motion to approve Denise Brown as weight room security - effective February 2, 2017
- 4. I make a motion to approve Lakisha Powell as the educational technology coach - effective March 1, 2017

5. I make a motion to approve Courtney Nicholson as the SHAPE coordinator for the summer of 2017
6. I make a motion to approve Kevin Pratt as a substitute bus driver for the 2016-2017 school year - effective January 26, 2017
7. 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> |
|-----------------|--|--|--|--|
| Amanda Miduski | 1/5/17 through 2/5/18 <i>(Intermittent)</i> | 1/5/17 through 2/4/17 <i>(Intermittent)</i> | 2/5/17 through 2/5/18 <i>(Intermittent)</i> | Paid leave based on sick days available Unpaid leave based on sick days available |
| Karen MacGuigan | 4/24/17 through 11/24/17 | 4/24/17 through 6/16/17 (benefit 7 weeks) | 9/1/17 Through 11/24/17 (benefit 12 weeks) | Paid leave 4/24/17 through 6/16/17 Unpaid leave 9/1/17 through 11/24/17 |

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

1. I make a motion to approve the Board Secretary Report in accordance with 18A:17-36 and 18A: 17-9 for the month of December 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.
2. I make a motion to approve the Treasurer's Report in accordance with 8A:17-36 and 18A:17-9 for the month of December 2016. The Treasurer's Report and Secretary's Report are in agreement for the month of December 2016.
3. 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.
4. 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.
5. I make a motion to approve the Report of the Transfer for December 2016

6. I make a motion to approve the following bills as listed:

| | | |
|------|---|---------------|
| i. | <u>Operating</u> | \$ 735,316.76 |
| ii. | <u>Capital Projects</u> | \$ 302,076.59 |
| iii. | <u>Hand Checks</u> | \$ 590,760.72 |
| iv. | <u>Cafeteria, Athletic, & Postage Bills</u> | \$ 56,034.05 |

C. Education - Mr. Nicholas Christian - Chairperson

1. 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> |
|-----------------------------------|--|---|------------------------|-----------------|----------------------------|----------------------------|--------------|
| Joseph Pepitone | Holiday Inn, Cherry Hill | Over 75 Quick, "On-the-Spot" Techniques for Children and Adolescents with Emotional and Behavioral Problems | 1/27/17 | \$219.99 | | | \$219.99 |
| Tina Basile Courtney Nicholson | GCEA, Woodbury | SURE: Students United for Respect and Equality | 2/8/17 | No Cost | | | No Cost |
| Linda Lawyer | Ocean Place Resort, Long Branch, NJ | Association of Student Assistance Professionals - 31st Annual, NJ Conference, "We Rise with the Tide" | 2/8/17 - 2/10/17 | No Cost | | | No Cost |
| Meg Unger | Tropicana Casino Hotel | Field Hockey Seminar | 2/9/17 - 2/10/17 | \$175.00 | | | \$175.00 |
| †Elisa Lomon | FEA Conference Center, Monroe Township | Bridging the NGSS and the NJSLs to Enhance Student Learning and Performance | 2/15/17 | \$145.00 | 35.64 | | \$180.64 |
| Mollie Huntsinger | The Hotel ML, Mount Laurel | New Jersey State Regional Training for PARCC 217 | 2/16/17 | No Cost | \$18.10 | | \$18.10 |

| | | | | | | |
|---------------------------------|--|--|-------------------------|-----------------------------------|----------|----------|
| James Merritt Fran Ciociola | Camden County College - EIRC Library | NJNCAG Engaging Diverse Learners & Their Families | 2/23/17 | No Cost | | No Cost |
| Kathy Assini | NJDOE, Trenton | Teaching and Learning Advisory Board | 2/27/17 | No Cost | | No Cost |
| Mike Nicholson Fran Ciociola | NJSIG, Mt. Laurel | School Security 101 | 3/1/17 | \$150.00 <i>per person</i> | | \$300.00 |
| Ken Schoudt | Golden Nugget, Atlantic City | Athletic Director, DAANJ State Conference | 3/13/17 - 3/16/17 | No Cost | \$350.00 | \$350.00 |
| Jill Bryfogle | TCNJ, Ewing | TCNJ 2017 Education Interview Days | 4/7/17 | \$100.00 | \$25.05 | \$125.05 |
| Scott McCarron | Atlantic City Convention Center | NAfME All Eastern Conference | 4/5/17 - 4/7/17 | \$180.00 | \$134.22 | \$314.22 |

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

2. I make a motion to approve the following graduate coursework as listed:
 - a. Kathy Assini - \$180.00
3. I make a motion to approve the following Rowan University students for spring semester to complete two scheduled visits for their sophomore Field Experience as listed:

| <u>Name</u> | <u>Dates</u> | <u>Subject</u> | <u>Cooperating Teacher</u> | <u>School</u> |
|-------------------|-----------------|----------------|--------------------------------|---------------|
| Tabitha MacKenzie | 3/2/17 & 3/9/17 | Health & PE | Kristina Martorana | MS |
| Kayla McGuire | 3/2/17 & 3/9/17 | Health & PE | Kristina Martorana | MS |
| Erin Mehl | 3/2/17 & 3/9/17 | Health & PE | Kristina Martorana | MS |
| Alexis Mendoza | 3/2/17 & 3/9/17 | Health & PE | Kristina Martorana | MS |
| Emily Mitten | 3/2/17 & 3/9/17 | Health & PE | Elizabeth Putz | MS |
| Erica Onofrio | 3/2/17 & 3/9/17 | Health & PE | Elizabeth Putz | MS |
| Stephanie Polo | 3/2/17 & 3/9/17 | Health & PE | Elizabeth Putz | MS |
| Sarah Duffy | 3/2/17 & 3/9/17 | Health & PE | Elizabeth Putz | MS |
| Marshall Muldoon | 3/2/17 & 3/9/17 | Health & PE | Vince Nestore | MS |

| | | | | |
|------------------|-----------------|-------------|-------------------|----|
| Nicholas Neville | 3/2/17 & 3/9/17 | Health & PE | Vince Nestore | MS |
| Justin Pajic | 3/2/17 & 3/9/17 | Health & PE | Matthew Murschell | MS |
| Kevin Kelly | 3/2/17 & 3/9/17 | Health & PE | Matthew Murschell | MS |

4. I make a motion to approve the following Rowan University student for a spring field experience placement as listed:

| <u>Name</u> | <u>Dates</u> | <u>Subject</u> | <u>Cooperating Teacher</u> | <u>School</u> |
|-----------------|------------------|----------------|----------------------------|---------------|
| Michael Terilla | 2/2/17 - 4/28/17 | Psychology | CST-Rachele Weichmann | MS/HS |

5. Recommend the Board approve the Perkins 2014-2015 Corrective Action Plan
6. Recommend the Board approve Lindsay Eisinger to shadow the districts related services department for a total of 48 hours to be completed by April 21, 2017

D. Policy - Ms. Kathie Catucci - Chairperson

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

| | |
|-----------------|--|
| Policy # 4130 | Assignment and Transfer |
| Policy # 4159 | Support Staff Member/School District Reporting Responsibilities |
| Policy # 4161 | Examination for Cause |
| Policy # 4220 | Employee Evaluation |
| Policy # 4233 | Political Activities |
| Policy # 4321 | Acceptable Use of Computer Network(s)/Computers and Resources |
| Policy # 4322 | Staff Member's Use of Personal Cellular Telephones/Other Communication Devices |
| Policy # 4324 | Right of Privacy |
| Policy # 4425 | Work Related Disability Pay |
| Policy # 4425.1 | Modified Duty Early Return to Work Program - Support Staff Members |
| Policy # 4434 | Holidays |
| Policy # 4437 | Military Leave |
| Policy # 5114 | Children Displaced by Domestic Violence |
| Policy # 5116 | Education of Homeless Children |
| Policy # 5117 | Interdistrict Public School Choice |
| Policy # 5305 | Health Services Personnel |
| Policy # 5320 | Immunization |
| Policy # 5337 | Service Animals |

| | |
|---------------|---------------------------------------|
| Policy # 5440 | Honoring Student Achievement |
| Policy # 5511 | Dress and Grooming |
| Policy # 5615 | Suspected Gang Activity |
| Policy # 5842 | Equal Access of Student Organizations |

E. Athletic - Mr. Garry Lightfoot - Chairperson

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

| | | |
|------------------|--|--------|
| Doug Gominger | Assistant Softball Coach | Assign |
| Frank Pilitowski | Assistant Baseball Coach | Assign |
| Ryan Zeilman | Assistant Baseball Coach | Assign |
| Rachel Kashow | Assistant Spring Girls Track and Field Coach | Assign |

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

1. None

G. Cafeteria - Mr. Robert Scavelli - Chairperson

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

| | |
|------------------------------------|-----------------------|
| Total Income | \$ 58,053.81 |
| Total Expense | \$ (62,235.42) |
| Net Income or (Loss) | \$ (4,181.61) |
| Average Daily Attendance | 1602 |
| Average Daily Participation | 716 |
| Percentage of Participation | 0.45 |

H. Transportation - Mr. David Piccirillo - Chairperson

1. I make a motion to approve the following transportation jointures for the 2016-2017 school year as listed:
- Jointure with Glassboro School District to transport 2 Glassboro students, along with 3 Delsea students on Delsea's Route SP07 to Hollydell from January 13, 2017 through June 30, 2017 at a cost of \$13,502.00
 - Jointure with Glassboro School District to transport 1 Glassboro student, along with 16 Delsea students on Delsea's Route SP03 to Bankbridge North from January 03, 2017 through June 30, 2017 at a cost of \$3,042.00
 - Jointure with Monroe School district to transport 1 Monroe student, along with 16 Delsea students on Delsea's Route SP03 to Bankbridge from January 3, 2017 through June 30, 2017 at a cost of \$3,042.00

- d. Jointure with Hammonton School district to transport 1 Hammonton student, on Delsea's Route S6261 to Delsea Middle School from January 3, 2017 through June 30, 2017 at a cost of \$18,306.00
- e. Jointure with Hammonton School district to transport 1 Hammonton student, along with 20 Delsea students on Delsea's Route DMS14 to Delsea Middle School from September 1, 2017 through June 30, 2017 at a cost of \$797.00
- f. Jointure with Teaneck School district to transport 1 Teaneck student, along with 10 Delsea students on Delsea's Route SP04 to Pinelands from January 18, 2017 through June 30, 2017 at a cost of \$5,535.00
- g. Jointure with Newark School district to transport 1 Newark student, along with 46 Delsea students on Delsea's Route DHS21 to Delsea High School from January 11, 2017 through June 30, 2017 at a cost of \$552.00
- h. Jointure with Clayton School District to transport 1 Clayton student, along with 10 Delsea students on Delsea's Route SP04 to Pinelands School from January 23, 2017 through June 30, 2017 at a cost of \$5,364.00

I. Bond Referendum - Mario Christina - Chairperson

- 1. None

J. Superintendent's Report

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

| Date | Location | Name |
|-------------|---|--------------|
| 3/20/17 | Rowan University - NJFEA Middle School Conference | Kathy Assini |

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

| Initials | DOB | Township | Classification | School | Contracted Educational Tuition - Per Diem |
|-----------------|------------|-----------------|-----------------------|--------------------------|--|
| K.V. | 1/25/00 | Elk | ED | Bankbridge | \$34,920.00/year |
| T.T. | 9/30/01 | Elk | ED | Brookfield Academy | \$289.39 |
| W.S. | 3/11/99 | Elk | ED | Medical Home Instruction | N/A |
| B.A. | 2/10/00 | Franklin | CI | Medical Home Instruction | N/A |
| W.S. | 3/11/99 | Elk | ED | Medical Home Instruction | N/A |
| M.S. | 10/21/95 | Franklin | ID | Cumberland County Tech | \$16,500.00/year |
| S.A. | 12/4/98 | Delsea | Elk | Medical Home Instruction | N/A |

- 3. Recommend the Board approve student S.K. to attend the JROTC Nationals Air Rifle Competition in Camp Perry, Ohio, and the reimbursement of tolls and mileage in the amount of \$295.81 (*estimated*) from February 15-17, 2017
- 4. Recommend the Board approve the ESEA Accountability Action Plan

5. Recommend the Board acknowledge the receipt of the January 2017 HS/MS HIB report as presented
6. Recommend the Board approve the December 2016 HS/MS HIB report as presented last month
7. 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
 - l. Maintenance
 - m. Fire Drills/Crisis Drills:

Dates: 1/4/17 & 1/26/17
Times: 11:45 am & 7:00 pm
Locations: Main Panel & Testing of Procedures - H.S.

Dates: 1/13/17 & 1/26/17
Times: 9:15 am & 7:00 pm
Locations: Cafeteria & Testing of Procedures - 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 a Resolution allowing Larc School to provide free breakfast and lunch to all students attending the center as a part of their regular program
- B. Recommend the Board approve a Resolution authorizing the district to enter into a cooperative pricing agreement with Camden County Educational Services Commission
- C. Recommend the Board approve the FY18 Semi Revenue Projection in the amount of \$46,239.24

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 February 1, 2017.

Joseph Collins, Board Secretary

19. Adjournment

PG/mc
Encl.