

DELSEA REGIONAL HIGH SCHOOL DISTRICT  
FRANKLINVILLE, NEW JERSEY 08322

**ORDER OF BUSINESS AND AGENDA**  
**DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION**  
**FEBRUARY 6, 2019**  
**REGULAR BOARD OF EDUCATION MEETING**  
**DELSEA MIDDLE SCHOOL – 7:30 P. M.**

**\*Subject to change**

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

As Board 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 1/9/19

B. Executive Session 1/9/19

**5. Communications**

A. Delsea Intensity Color Guard

**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 - Ms. Kathie Catucci - Chairperson**

*(All hiring is pending completion of required state paperwork)*

1. I make a motion to amend the start date of Dr. Sydonie Maitland, high school assistant principal, from March 1, 2019 to February 25, 2019
2. I make a motion to approve David Whittle as a computer technician at a yearly salary of \$40,000.00 (*pro-rated*) - effective February 6, 2019
3. I make a motion to approve Robert Croce as maintenance/mechanic at a yearly salary of \$42,500.00 (*pro-rated*) - effective February 5, 2019

4. I make a motion to approve Marion Schwenk as a contracted bus driver at \$16.13 per hour - effective February 1, 2019
5. I make a motion to approve the following permanent substitute bus drivers at \$15.00 per hour as listed:
  - a. Jannie Sepulveda - effective January 29, 2019
  - b. Frank J. Bellone - effective January 22, 2019
6. I make a motion to approve Courtney Nicholson as the 2019 summer S.H.A.P.E. coordinator at a previously approved rate
7. I make a motion to approve Kathie Wright as a substitute paraprofessional for Alternative School for the 2018-2019 school year at a previously approved rate
8. I make a motion to approve a stipend in the amount of \$1,278.00 for Friends of Save advisor, Abigale Bilinski (*club not included in Schedule B*)
9. I make a motion to approve the salary adjustment for Francis Ciociola from \$97,157.00 to \$98,000.00 (*pro-rated*) - effective February 1, 2019
10. I make a motion to approve the salary adjustment for Lawrence Cross from \$40,563.00 to \$42,500.00 (*pro-rated*) - effective February 1, 2019
11. I make a motion to approve the salary adjustment for Gavin Hawkes from \$55,000.00 to \$65,000.00 (*pro-rated*) - effective February 1, 2019
12. I make a motion to approve the change in degree status for the following staff, effective February 1, 2019 as listed:

<u>Name</u>	<u>Step</u>	<u>From</u>	<u>To</u>
Matthew Murschell	8	BA+15	Masters

13. I make a motion to approve the following staff to chaperone the senior trip from April 9<sup>th</sup> to April 13<sup>th</sup>, 2019 as listed:

Paul Berardelli	Jessica Ippolito
Abigale Bilinski	Kimberly Kelly
Brian D'Ottavio	Melissa Pilitowski
Lisa Dolby	Kenneth Schoudt
David Doyle	Maureen Servis ( <i>aide</i> )
Patricia Gaetano	Dorothy Dilger ( <i>nurse</i> )

14. I make a motion to approve the resignation of Eduardo Velez as a bus driver - effective January 19, 2019

15. 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 (teacher)	2/5/19 through 2/5/20 <i>(intermittent leave)</i>	2/5/19 through 2/5/20	2/5/19 through 2/5/20	Paid leave, based on sick days available Unpaid leave, based on sick days available
Dana Parker (transportation)	2/13/19 through 5/7/19	2/13/19 through 5/7/19 (benefit 12 weeks)	2/13/19 through 5/7/19 (benefit 12 weeks)	Paid leave 2/13/19 through 3/28/19 Unpaid leave 3/29/19 through 5/7/19
Stephanie Traum (transportation)	1/23/19 through 4/24/19	1/23/19 through 4/24/19 (benefit 12 weeks)	1/23/19 through 4/24/19 (benefit 12 weeks)	Paid leave N/A Unpaid leave 1/23/19 through 4/24/19

**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 2018. 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 18A:17-36 and 18A:17-9 for the month of December 2018. The Treasurer's Report and Secretary's Report are in agreement for the month of December 2018
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 Transfers for December 2018

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

i.	<u>Operating</u>	\$804,291.31
ii.	<u>Cafeteria, Athletic, &amp; Postage Bills</u>	\$101,456.71
ii.	<u>Hand Checks</u>	\$568,081.14

**C. Education - Ms. Diane Trace**

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 &amp; Tolls</u>	<u>Lodging &amp; Meals</u>	<u>Total</u>
Elisa Lomon Carolyn Ferrucci	Deptford High School	Gang Awareness Training	2/14/19	No Cost			No Cost
Chelsea Glenn	LRC South-Rowan University Tech Park, Mullica Hill	Developing Group Person Centered Planning in Classroom Settings	2/20/19	No Cost	\$4.96		\$4.96
†Felicia Seigel	Hilton, East Brunswick	NJMEA Music In-Service /Conference	2/21/19 - 2/23/19	\$170.00	\$101.72	\$30.00	\$301.72
†Kenneth Schoudt	Golden Nugget, Atlantic City	DAANJ Conference	3/12/19 - 3/15/19	\$375.00	\$60.76	\$196.00	\$631.76
†Dr. Melissa Williams †Dr. Piera Gravenor	The Palace at Somerset Park, NJ	ASSA Women's Leadership Conference	3/14/19 & 3/15/19	\$349.00 \$349.00	\$104.41 -		\$453.41 \$349.00
†Jill Bryfogle	Kean University	NJ AMLE Annual Conference	3/15/19	\$99.00	\$67.93		\$166.73
†Elisa Lomon †Dr. Melissa Williams	Rowan University	CASE Educators for Equity	3/19/19	\$15.00 (each)			\$30.00
†Laurie Magee	Rutgers University, New Brunswick	Good Ideas in Teaching Precalculus and...	3/22/19	\$165.00	\$62.14		\$227.14

<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>
†Kimberly Kelly	Rutgers University, New Brunswick	AMTNJ/Rutgers DIMACS Workshop, Pre-Calc/Calculus	3/22/19	\$175.00	\$25.73		\$200.73
Maureen Smashey Leslie Rodriguez Michael Amos	Golden Nugget, Atlantic City	STS Conference	3/28/19 - 3/29/19	\$350.00 \$350.00 \$350.00	\$34.72 \$34.72 \$31.00		\$384.72 \$384.72 \$381.00
Salvatore Marchese	West Point, NY	Army Football Clinic	4/1/19 - 4/6/19	No Cost			No Cost
Kevin Briles	The Capitol, Washington, DC	National Athletic Trainers' Association Capitol Hill Day	4/2/19 - 4/3/19	No Cost			No Cost
Gavin Hawkes	Pennsylvania Convention Center	ISTE 2019	6/23/19 - 6/26/19	\$550.00	\$86.00		\$636.00

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

2. I make a motion to approve an amendment to the 2018-2019 IDEA Basic Grant in the amount of \$42,151.00 (2017-2018 Carryover)
3. I make a motion to approve an amendment to open a line item for \$2,300.00 to the Perkins FY19 grant

**D. Policy - Mr. David Piccirillo - Chairperson**

1. I make a motion to approve on first reading the following policies and regulations as listed:

<u>Policy #5111</u>	Eligibility of Resident/NonResident Students (M) - <i>Revised</i>
<u>Reg. #5111</u>	Eligibility of Resident/NonResident Students (M) - <i>Revised</i>
<u>Policy #5337</u>	Service Animals - <i>Revised</i>
<u>Policy #5756</u>	Transgender Students (M) - <i>All New Content</i>
<u>Policy #5330.04</u>	Administering an Opioid Antidote (M) - <i>Revised</i>
<u>Reg. #5330.04</u>	Administering an Opioid Antidote (M) - <i>New</i>
<u>Policy #7440</u>	School District Security (M) - <i>Revised</i>
<u>Reg. #7440</u>	School District Security (M) - <i>Revised</i>

**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)*

<u>Name</u>	<u>Sport</u>	<u>Action</u>
Christian Cortese	Assistant Freshman Baseball Coach	Assign
Harry Rodriguez	Volunteer Baseball Coach	Assign
Shane McNichol	Freshman Baseball Coach	Resign

2. I make a motion to approve Michelle DePasquale as a volunteer site supervisor for high school athletics
3. I make a motion to approve the golf team to travel to Ocean City, Maryland from March 27<sup>th</sup> through March 30<sup>th</sup>, 2019

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

1. I make a motion to approve the following facility requests as listed:  
*(All approvals are pending insurance certificates)*

<u>Name of Person/Organization</u>	<u>Facilities Requested</u>	<u>Date Requested</u>	<u>Time</u>
Greece Fundraiser Paint Night - Soyan Unkow	HS Cafe.	3/1/19	6:00pm - 10:00pm
Anime Club Fundraiser Princess Party - Soyan Unkow	HS Cafe.	3/30/19	9:00am - 5:00pm

<b>Name of Person/Organization</b>	<b>Facilities Requested</b>	<b>Date Requested</b>	<b>Time</b>
Anime Club Fundraiser Pirate Party - Soyan Unkow	HS Cafe.	4/6/19	9:00am - 5:00pm
Family Bingo - Delsea Step Team	HS Cafe.	2/8/19	6:00pm - 9:00pm
Franklin Township Little League - Tom Schofield	JV & Freshman Fields	3/11/19 - 6/14/19	5:30pm - dark
Franklin Township Little League Pictures - Tom Schofield	MS Cafe.	4/1/19 & 4/2/19	4:00pm - 9:00pm

**G. Cafeteria - Tina DeSilvio**

1. I make a motion to approve the following cafeteria report for December 2018 as listed:

<b>Total Income</b>	\$56,892.81
<b>Total Expense</b>	\$(56,586.56)
<b>Net Income or (Loss)</b>	\$306.25
<b>Average Daily Attendance</b>	1612
<b>Average Daily Participation</b>	756
<b>Percentage of Participation</b>	47%

**H. Transportation - Mr. Harry Kennedy - Chairperson**

1. I make a motion to approve the following transportation jointures for the 2018-2019 school year as listed:
  - a. Jointure with Gloucester Township School District to transport 1 Gloucester student, along with 12 Delsea students on Delsea's Route SP14 to Elk Township from January 14, 2019, through June 30, 2019, at a cost of \$3,838.00
  - b. Jointure with Gloucester Township School District to transport 1 Gloucester student, along with 34 Delsea students on Delsea's Route AE04 to Elk Township from September 6, 2018, through December 21, 2018, at a cost of \$425.00

**I. Superintendent's Report**

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

<u>Date</u>	<u>Location</u>	<u>Name</u>
2/12/19	Aura Elementary - Music Tech Class	Vincent DuBeau
2/22/19	Rowan University - CISCO	Chris Gehringer
3/7/19	Philadelphia Flower Show - Horticulture	Gary Nelson
3/13/19	Rowan University SJ Technology Park - Student Voice Presentation	Pasha Chard Kathleen Assini
3/15/19	Mercer County College - Horticulture	Gary Nelson
3/21/19	Rowan University - Interact Club & S.U.R.E.	Tina Basile
3/23/19	Lindenwold High School - G.S.A.	Brian D'Ottavio
3/27/19	Cumberland County College - Hispanic Student Leadership Conference	Jessica Colon
4/8/19	Edelman Planetarium - Middle School Science Class	Shannon Godfrey
4/24/19 & 4/25/19	The University of Pennsylvania, GSE Conference Center - Student Voice Presentation	Pasha Chard Kathleen Assini
4/24/19	College Placement Test - RCGC	Brian D'Ottavio

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

<u>Initials</u>	<u>DOB</u>	<u>Township</u>	<u>Classification</u>	<u>School</u>	<u>Contracted Educational Tuition - Per Diem</u>
R.C.	11/9/05	Franklin	AUT	Y.A.L.E. Medford Campus	\$262.19

3. Recommend the Board acknowledge the receipt of the February 2019 HS/MS HIB report as presented
4. Recommend the Board approve the January 2019 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
- l. Maintenance
- m. Fire Drills/Crisis Drills:
  - Dates:** 1/17/19 & 1/23/19
  - Times:** 2:41 pm & 8:05 am
  - Locations:** Main Panel & Test Global Connect - H.S.
  
  - Dates:** 1/30/19 & 1/30/19
  - Times:** 2:50 pm & 5:00 pm
  - Locations:** Cafeteria & Test Global Connect - M.S.

8. **Executive Board Member's Report - Ms. Kathie Catucci - Chairperson**

- A. Legislative Update

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

- A. Recommend the Board approve the transfer of \$850,000.00 from Capital Reserve to Capital Outlay

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. I 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 \_\_\_\_\_ PM 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:

1. Negotiations - Custodial

**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 6, 2019

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Joseph Collins, Board Secretary

**14. Adjournment**

PG/mc  
Encl.