

ORDER OF BUSINESS AND AGENDA
DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION
FEBRUARY 7, 2018
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. Delsea Theatre - Mrs. Christine Dougherty
- B. EVVR - Mike Nicholson & Helen Divens

4. Reading of the Minutes

- A. Regular Session 1/3/18
- B. Executive Session 1/3/18

5. Communications

- A.

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 approve Daniel Wright as a computer technician at a yearly salary of \$40,000 - effective March 12, 2018
- 2. I make a motion to approve Laurie Spinner as a full time custodian at \$15.00 per hour (*holds boilers license*) - effective January 29, 2018
- 3. I make a motion to approve Heidi Harbs as a part-time central office secretary at \$13.50 per hour for 29 hours per week - effective February 8, 2018

4. I make a motion to approve the following substitute custodians at \$10.50 per hour - effective February 8, 2018 as listed:
 - a. Robert Behm
 - b. Emilio Marandino
 - c. John Belfi
5. I make a motion to approve Karen Alexander as a substitute bus driver - effective January 11, 2018
6. I make a motion to approve Joe Talbot as a homebound tutor for the 2017-2018 school year at a previously approved rate - effective February 8, 2018
7. I make a motion to approve Courtney Nicholson as the 2018 summer S.H.A.P.E. coordinator at a previously approved rate
8. I make a motion to approve the following volunteer apprentice artists for the production of Beauty and the Beast under the supervision of Pamela DeRose as listed:
 - a. Kristina Zemanik
 - b. Briana Donnelly
9. I make a motion to approve Charles DeCicco to receive a 7th period stipend in the amount of \$2,000.00 for the 2017-2018 school year (*pro-rated*)
10. I make a motion to approve the change in degree status for Lisa Dolby from Step 12-13, BA +15 to Step 12-13, BA +30 - effective February 1, 2018
11. I make a motion to approve Fran Ciociola as the School Safety Specialist
12. I make a motion to approve the following staff to chaperone the senior trip from April 13, 2018 to April 17, 2018 as listed:
 - a. Paul Berardelli
 - b. Michele Hill
 - c. Brian D'Ottavio
 - d. Lisa Dolby
 - e. Dave Doyle
 - f. Melissa Pilitowski
 - g. Abigale Bilinski
 - h. Jessica Ippolito
 - i. Ken Schoudt
 - j. Joseph Pepitone
13. I make a motion to approve the retirement resignation of David Bradley, high school math teacher - effective June 30, 2018

14. 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> |
|---------------------------------|-------------------------------|--|--|--|
| Douglas Gibson (maintenance) | 1/12/18 through 4/5/18 | 1/12/18 through 4/5/18 (benefit 10 weeks) | 1/12/18 through 4/5/18 (benefit 10 weeks) | Paid leave 1/12/18 through 3/20/18 Unpaid leave 3/21/18 through 4/5/18 |
| Heather Brescia (teacher) | 4/27/18 through 6/15/18 | 5/16/18 through 6/15/18 (benefit 4 weeks) | N/A | Paid leave 4/27/18 through 5/15/18 Unpaid leave 5/16/18 through 6/15/18 |
| Melvin Gaines (maintenance) | 1/10/18 through 4/4/18 | 1/10/18 through 4/4/18 (benefit 12 weeks) | 1/10/18 through 4/4/18 (benefit 12 weeks) | Paid leave 1/10/18 through 2/9/18 Unpaid leave 2/12/18 through 4/4/18 |

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 2017. 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 2017. The Treasurer's Report and Secretary's Report are in agreement for the month of December 2017
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 2017

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

| | | |
|------|-------------------------------------|--------------|
| i. | <u>Operating</u> | 1,569,972.45 |
| ii. | <u>Hand Checks</u> | 518,649.98 |
| iii. | <u>Cafeteria and Athletic Bills</u> | 70,285.79 |

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> |
|--------------------------------|--|---|-----------------|-----------------|----------------------------|----------------------------|--------------|
| Linda Lawyer | Princeton Forrestal Hotel | EMPOWER - Association of Student Assistance Professionals | 2/8/18 & 2/9/18 | No Cost | | | No Cost |
| Ken Schoudt | Rowan College at Gloucester County | Points, Penalties, Pills | 2/23/18 | No Cost | \$9.30 | | \$9.30 |
| Matthew Murschell | Rowan College at Gloucester County | Points, Penalties, Pills | 2/23/18 | No Cost | \$4.90 | | \$4.90 |
| Brian Carione | Rowan College at Gloucester County | Points, Penalties, Pills | 2/23/18 | No Cost | \$10.17 | | \$10.17 |
| Kevin Briles Linda Marchese | Rowan College at Gloucester County | Points, Penalties, Pills | 2/23/18 | No Cost | | | No Cost |
| Salvatore Marchese | Golden Nugget Resort, Atlantic City | Nike Coach of the Year Football Clinic | 3/2/18 | No Cost | | | No Cost |
| Anne Papiano | Crossroads Middle School, South Brunswick Township | Team Edcamp: Leading Cultures of Literacy | 3/3/18 | No Cost | \$60.76 | | \$60.76 |

| | | | | | | | |
|---|--|---|-------------------------|--------------------|-------------------|--|----------|
| Mollie Huntsinger Shane McNichol | Sheraton Convention Center, Atlantic City | PARCC Training | 3/8/18 | No Cost | \$39.22 (each) | | \$78.44 |
| Vincent DuBeau | Gateway Regional High School | Developing Successful Students and Ensembles with Dr. Peter Boonshaft | 3/12/18 | No Cost | | | No Cost |
| Ken Schoudt | Golden Nugget Resort, Atlantic City | DAANJ State Conference | 3/12/18 - 3/16/18 | \$375.00 | \$121.52 | | \$496.52 |
| Dr. Piera Gravenor Dr. Melissa Williams | Forsgate Country Club, Monroe Twp. | AASA Women's Leadership Conference | 3/15/18 & 3/16/18 | \$329.00 (each) | \$47.12 | | \$705.12 |
| Laurie Magee | Rutgers University, New Brunswick | 32nd Annual Conference Good Ideas in Teaching Precalculus | 3/16/18 | \$175.00 | \$73.18 | | \$248.18 |
| Cindy Mendenhall | The Westin, Mount Laurel | Ready for the Real World at School, in Health, in Life, Cooper in School Series | 3/27/18 | \$45.00 | \$12.40 | | \$57.40 |

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

2. I make a motion to approve the following Rowan students for field placement as listed:

| <u>Name</u> | <u>Dates</u> | <u>Subject</u> | <u>Cooperating Teacher</u> | <u>School</u> |
|-----------------------|-------------------|----------------|--------------------------------|---------------|
| Austin Gilliss | 3/22/18 & 3/29/18 | Health & PE | Dave Heyel | HS |
| Anthony Keller | 3/22/18 & 3/29/18 | Health & PE | Dave Heyel | HS |
| Marcus King | 3/22/18 & 3/29/18 | Health & PE | Dave Heyel | HS |
| Maia Levenshus | 3/22/18 & 3/29/18 | Health & PE | Linda Marchese | HS |
| Alexander Litostansky | 3/22/18 & 3/29/18 | Health & PE | Linda Marchese | HS |
| Andrew Massaro | 3/22/18 & 3/29/18 | Health & PE | Linda Marchese | HS |

| | | | | |
|--------------------|-------------------|-------------|--------------------|----|
| Emily Massi | 3/22/18 & 3/29/18 | Health & PE | Linda Marchese | HS |
| Christopher Mullen | 3/22/18 & 3/29/18 | Health & PE | Brian Lindsey | HS |
| Thomas Nolan | 3/22/18 & 3/29/18 | Health & PE | Brian Lindsey | HS |
| Thomas Palumbo | 3/22/18 & 3/29/18 | Health & PE | Brian Lindsey | HS |
| William Bolle | 3/1/18 & 3/8/18 | Health & PE | Vincent Nestore | MS |
| Julie Carey | 3/1/18 & 3/8/18 | Health & PE | Vincent Nestore | MS |
| Thomas Carraher | 3/1/18 & 3/8/18 | Health & PE | Vincent Nestore | MS |
| Felix Cartagena | 3/1/18 & 3/8/18 | Health & PE | Vincent Nestore | MS |
| Riccardo Dale | 3/1/18 & 3/8/18 | Health & PE | Kristina Mortorana | MS |
| Nicholas Favino | 3/1/18 & 3/8/18 | Health & PE | Kristina Mortorana | MS |
| Anthony Fernandez | 3/1/18 & 3/8/18 | Health & PE | Kristina Mortorana | MS |
| Mark Fiedler | 3/1/18 & 3/8/18 | Health & PE | Kristina Mortorana | MS |
| Cameron Freeman | 3/1/18 & 3/8/18 | Health & PE | Kristina Mortorana | MS |
| Samantha Guarino | 3/1/18 & 3/8/18 | Health & PE | Kristina Mortorana | MS |

3. I make a motion to approve the following Rowan student for student teaching as listed:

| <u>Name</u> | <u>Dates</u> | <u>Subject</u> | <u>Cooperating Teacher</u> | <u>School</u> |
|--------------------|-------------------|----------------|----------------------------|---------------|
| Katherine Barnshaw | 1/16/18 to 5/7/18 | English | Tanya Mastrokyriakos | HS |

4. I make a motion to approve Heather Wriorowski, athletic trainer to observe Kevin Briles from February 2018 through January 2019 for 100 hours
5. I make a motion to approve Fairleigh Dickinson University student Gabriella Horvath to complete her field experience observing Candice Davis for 60 hours
6. I make a motion to approve submission of the 2018 ESEA carryover amendment
7. I make a motion to approve the new course proposal for Building Construction Technology 2: Construction Technology for the 2018-2019 school year

D. Policy - Mr. David Piccirillo - Chairperson

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

| | |
|--------------------|---|
| By-law #0169.02 | <u>Board Member Use of Social Networks</u> - <i>New</i> |
| Policy #2420 | <u>Reimbursement for Funds for Student Competitions</u> - <i>Revised and Replaces Policy #242</i> |
| Policy #2240 | <u>Controversial Issues</u> - <i>Revised and Replaces Policy #215</i> |
| Policy #2310 | <u>Student Grouping</u> - <i>Revised and Replaces Policy #208</i> |
| Policy #2340 | <u>Field Trips</u> - <i>Revised and Replaces Policy #218</i> |
| Policy #3437 | <u>Military Leave</u> - <i>New</i> |
| Policy #4437 | <u>Military Leave</u> - <i>Revised</i> |
| Regulation #5460.1 | <u>High School Transcripts</u> - <i>New (M)</i> |
| Policy #5516.01 | <u>Student tracking Devices</u> - <i>New</i> |
| Regulation #7101 | <u>Educational Adequacy of Capital Projects</u> - <i>Revised</i> |
| Policy #7425 | <u>Lead Testing of Water in Schools</u> - <i>New</i> |
| Policy #7440 | <u>School District Security</u> - <i>New (M)</i> |
| Regulation #7440 | <u>School District Security</u> - <i>New (M)</i> |
| Policy #7441 | <u>Electronic Surveillance in School Buildings and on School Grounds</u> - <i>Revised (M)</i> |
| Regulation #7441 | <u>Electronic Surveillance in School Buildings and on School Grounds</u> - <i>Revised (M)</i> |
| Policy #8507 | <u>Breakfast Offer Versus Serve (OVS)</u> - <i>Revised (M)</i> |
| Policy #8630 | <u>Bus Drivers/Bus Aide Responsibility</u> - <i>Revised (M)</i> |
| Regulation #8630 | <u>Bus Drivers/Bus Aide Responsibility</u> - <i>Revised (M)</i> |
| Policy #9242 | <u>Use of Electronic Signatures</u> - <i>New</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> |
|------------------|--|---------------|
| Steven Mitchell | Girls Spring Track & Field Assistant Coach | Assign |
| Dan Fimiani | Baseball Assistant Coach | Assign |
| Gaeton Lucibello | Baseball Assistant Coach | Assign |
| Gaeton Lucibello | Volunteer Baseball Coach | Resign |
| Brittany Sandora | Girls Spring Track & Field Assistant Coach | Resign |

2. I make a motion to approve the creation of the Unified Spring Track & Field team
3. I make a motion to approve an overnight stay for the wrestling team at the state tournament in Atlantic City March 2, 2018 - March 4, 2018

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)

| Name of Person/Organization | Facilities Requested | Date Requested | Time |
|---|---|-----------------------|------------------|
| Pizazz Dance Studio - Aimee Minarich | HS Auditorium, Cafeteria and Media Center | 6/20/18 - 6/24/18 | 10:00am - 9:00pm |
| Franklin Township Baseball/Softball Little League Pictures - Tom Schofield | MS Cafeteria | 4/9/18 & 4/10/18 | 4:30pm - 9:30pm |
| BCL Basketball Skills Challenge - Candice Davis | HS Gym | 3/15/18 | 5:00pm - 7:30pm |
| Gloucester County Junior Wrestling Tournament - Patrick Dougherty | MS Gym | 2/25/18 | 6:00am - 4:00pm |

G. Cafeteria - Mr. Thomas Tobin - Chairperson

1. I make a motion to approve the following cafeteria report for December 2017 as listed:

| | |
|------------------------------------|--------------------|
| Total Income | 56,960.10 |
| Total Expense | (56,222.18) |
| Net Income or (Loss) | 737.92 |
| Average Daily Attendance | 1445 |
| Average Daily Participation | 1094 |
| Percentage of Participation | 76% |

H. Transportation - Mr. Harry Kennedy - Chairperson

1. I make a motion to approve the following transportation jointures for the 2017-2018 school year as listed:
- a. Jointure with Hackensack School District to transport 1 Hackensack student, along with 11 Delsea students on Delsea's Route SP05 to Bankbridge Regional from September 15, 2017 through June 30, 2018 at a cost of \$8,831.00
 - b. Jointure with West New York School District to transport 1 West New York student, along with 13 Delsea students on Delsea's Route SP05 to Bankbridge Regional from December 11, 2017 through June 30, 2018 at a cost of \$8,831.00
 - c. Jointure with Point Pleasant School District to transport 1 Point Pleasant student, along with 42 Delsea students on Delsea's Route DHS15 to Delsea Regional High School from September 1, 2017 through June 30, 2018 at a cost of \$821.00

I. Superintendent's Report

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

| Date | Location | Name |
|-------------|---|-----------------|
| 2/17/18 | Allentown Trout Hatchery & Cabela's - Angler's Club | Keith Allonardo |
| 2/23/18 | IOW Union Facility - Step Team Performance | Kim Collins |
| 3/8/18 | Philadelphia Convention Center - Horticulture | Gary Nelson |
| 3/9/18 | Mercer County College - Horticulture | Gary Nelson |
| 3/15/18 | Rowan University - Training / Workshops | Linda Lawyer |

| | | |
|-------------------------|---|------------------------------------|
| 3/19/18 & 5/21/18 | Edelman Planetarium - Science Class | Shannon Godfrey |
| 4/24/18 | Camden County College, Live Surgery - HS & MS | Mike Monteleone Shannon Godfrey |
| 4/30/18 | Atlantic County Utilities Authority - Science Class | Karen MacGuigan |

2. Recommend the Board approve the Resolution to participate in Future Ready Schools - New Jersey
3. Recommend the Board approve the following special education tuition student placements as listed:

| Initials | DOB | Township | Classification | School | Contracted Educational Tuition - Per Diem |
|----------|----------|----------|----------------|--------------------------|---|
| S.Q. | 7/28/01 | Elk | ED | Pineland Learning Center | \$295.52 |
| D.A. | 2/4/01 | Franklin | OI | Home Instruction | N/A |
| J.W. | 12/27/04 | Franklin | MD | Home Instruction | N/A |
| M.S. | 3/13/02 | Franklin | MD | Pineland Learning Center | \$295.52 |

3. Recommend the Board acknowledge the receipt of the January 2018 HS/MS HIB report as presented
4. Recommend the Board approve the December 2017 HIB HS/MS 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:** 1/22/18 & 1/30/18
 - Times:** 2:44 pm & N/A
 - Locations:** Main Panel & Global Connect - H.S.

 - Dates:** 1/31/18 & 1/30/18
 - Times:** 1:58 pm & N/A
 - Locations:** B-wing & 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 to increase the substitute bus driver rate to \$18.00 per hour - effective February 8, 2018
- B. Recommend the Board approve to increase the permanent substitute bus driver rate to \$15.00 per hour - effective February 8, 2018
- C. Recommend the Board approve a Resolution allowing Larc School to provide free breakfast and lunch to all students attending the school as a part of their regular program

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 _____ 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. None

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 7, 2018.

Joseph Collins, Board Secretary

14. Adjournment

PG/mc
Encl.