

DELSEA REGIONAL HIGH SCHOOL DISTRICT
FRANKLINVILLE, NEW JERSEY 08322

ORDER OF BUSINESS AND AGENDA
DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION
JANUARY 6, 2021
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 Secretary 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. SECRETARY BOARD OF EDUCATION - Joseph Collins

For the information of the Board, the following candidates were elected as a result of the November 2020 Annual School Election and will be made part of the minutes

A. Elected to a full 3 year term as listed:

Franklin Township

- Frank Borelli - 6,059 votes
- Kathy Catucci - 5,028 votes
- James Kelly - 5,325 votes

4. Administration of Oaths

5. Board Nomination for President

- A. Recommend that the Board open the nominations for president
- B. Recommend that the Board close nominations for president
- C. Recommend that the Board cast the Ballot

PRESIDENT BOARD OF EDUCATION - Newly Elected

6. Board Nominations for Vice President

- A. I make a motion to open nominations for vice-president
- B. I make a motion to close nominations for vice-president
- C. I make a motion for the Secretary to cast the ballot

7. Reorganization Items and Appointments (President reads motion)

- A. I make a motion to adopt all existing board policies and regulations
- B. I make a motion to appoint _____ as delegate to the New Jersey School Boards Association for 2021
- C. I make a motion to appoint _____ as the alternate delegate to the New Jersey School Boards Association for 2021

- D. I make a motion to appoint _____ as delegate to the Gloucester County School Boards Association
- E. I make a motion to appoint _____ as the alternate delegate to the Gloucester County School Boards Association
- F. I make a motion to approve parliamentary procedures for Board meetings
- G. I make a motion to approve the curriculum and textbooks
- H. I make a motion to approve the Board of Education Regular Meeting and Special Meeting Dates and Times
- I. For the information of the Board the School Ethics Act and Code for School Board Members, pursuant to N.J.S.A. 18A:12-24.1 et seq., have been distributed. Each member of the Board of Education shall sign an acknowledgement of receipt for the Code of Ethics. This acknowledgement of receipt assures that each Board of Education member has read and become familiar with the Code of Ethics
 - 1. Discussion of Code of Ethics

8. Presentations

- A. None

9. Reading of the Minutes

- A. Regular Session - 12/2/20

10. Communications

- A. None

11. 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.

12. Committees:

A. Personnel - Ms. Kathie Catucci - Chairperson

(All hiring is pending completion of required state paperwork)

- 1. I make a motion to approve the following non-teaching staff hire as listed:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Salary</u>	<u>Effective</u>
Elisa Lomon	Middle School Assistant Principal	N/A	Current Salary	TBA

- 2. I make a motion to approve Brian Fischer as the Climate Grant District Graphic Designer with a stipend amount of \$1,100

3. I make a motion to approve the following Climate Team members to create and publish the monthly newsletter at a rate of \$25.00 per hour as listed:

Lauren Holding	Thomas Keller	Candice Wright
Mollie Huntsinger	Shane McNichol	

4. I make a motion to approve the following as tutors for the high school for the 2020-2021 school year at a previously approved rate as listed:

Kathleen Assini	Jennifer Macielag
Virginia Jankowsky	Raymond Okuda
Theresa Johnson	Kenneth Olinsky

5. I make a motion to approve Jennifer Macielag for attendance completion for the 2020-2021 school year at a rate of \$21.00 per hour

6. I make a motion to approve 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>
Renee Archer <i>(central office)</i>	1/25/21 through 6/10/21	Paid leave 1/21/21 through 3/17/21 <i>(36 days)</i> Unpaid leave 3/18/21 through 6/10/21	N/A	3/18/21 through 6/10/21 <i>(benefit 12 weeks)</i>	3/18/21 through 6/10/21 <i>(benefit 12 weeks)</i>
Cindy Kirby <i>(transportation)</i>	12/07/20 through 03/19/21	Paid leave 12/7/20 through 12/17/20	N/A	12/18/20 through 03/19/21 <i>(benefit 12 weeks)</i>	12/18/20 through 03/19/21 <i>(benefit 12 weeks)</i>
Emilia DiBenedetto <i>(transportation)</i>	12/1/20 through 1/4/21 <i>(17 days)</i>	Paid leave 12/1/20 through 1/4/21	N/A	N/A	N/A
Cindy Mendenhall <i>(nurse)</i>	12/23/20 through 1/27/21 <i>(18 days)</i>	Paid leave 12/23/20 through 1/27/21	N/A	N/A	N/A
Beth Harbs <i>(board office)</i>	12/15/20 through 3/16/21	Paid leave 12/15/20 through 2/4/21 Unpaid leave 2/5/21 through 3/16/21	N/A	2/5/21 through 3/16/21 <i>(benefit 12 weeks)</i>	2/5/21 through 3/16/21 <i>(benefit 12 weeks)</i>

B. Budget and Finance - Mrs Diane Trace - 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 November 2020. 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 November 2020. The Treasurer's Report and Secretary's Report are in agreement for the month of November 2020.
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 November 2020
6. I make a motion to approve the following bills as listed:

i.	<u>Operating</u>	\$693,423.50
ii.	<u>Cafeteria, Postage, & Athletic Bills</u>	\$32,298.27
ii.	<u>Hand Checks</u>	\$518,501.10

C. Education - Mrs. Tina DeSilvio - 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>
Elisa Lomon	Virtual	Affirmative Action Officer	1/20/21 1/26/21 1/27/21	\$400.00			\$400.00
David Junkerman	Virtual	Organic Turfgrass Management	1/26/21	\$175.00			\$175.00

(†Paid for with Title II monies) (▲ Paid for with Title I monies) (► Paid for with Perkins) (● Paid for with School Climate Grant)

2. I make a motion to approve the new course proposals/revisions as listed:
 - a. Diverse Voices in Literature (*revision*)
 - b. AP World History (*new*)
 - c. AP Environmental Science (*new*)
3. I make a motion to approve the following to attend the 2021 senior trip as listed:
 - a. (2) Paraprofessionals
 - b. (1) School nurse
4. I make a motion to approve the following graduate coursework as listed:
 - a. Kathleen Assini - \$2,150.00
5. I make a motion to approve 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>
Kelsey Holt	Spring 2021: January 25, 2021 - March 12, 2021 Fall 2021: October 25, 2021 - December 16, 2021	Health & PE	Kathy Williams	HS

D. Policy - Mr. David Piccirillo - Chairperson

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

<u>Policy #2270</u>	Religion in the School - <i>Revised</i>
<u>Policy #5330.05</u>	Seizure Action Plan (M) - <i>New</i>
<u>Reg. #5330.05</u>	Seizure Action Plan (M) - <i>New</i>
<u>Policy #6440</u>	Cooperative Purchasing (M) - <i>Revised</i>

E. Athletic - Mr. Garry Lightfoot - Chairperson

1. I make a motion to approve the following athletic positions for the 2020-2021 school year as listed:

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

<u>Name</u>	<u>Sport</u>	<u>Action</u>
Abigale Bilinski	Head Unified Sports Coach	Assign
Christine Dougherty	Assistant Unified Sports Coach	Assign
Kristina Martorana	MS Winter Athletic Site Manager	Assign
Charles Huff	Volunteer Wrestling Coach	Resign

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

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

<u>Name</u>	<u>Course</u>	<u>Cost</u>
Lawrence Cross	Information Systems	\$760.00

G. Cafeteria - Mrs. Desiree Miller - Chairperson

1. I make a motion to approve the following cafeteria report for November 2020 as listed:

Total Income	\$59,409.39
Total Expense	(\$40,643.18)
Net Income or (Loss)	\$18,766.21
Average Daily Attendance	1567
Average Daily Participation	624
Percentage of Participation	40%

H. Transportation - _____ - Chairperson

1. I make a motion to approve the following 2020-2021 transportation jointure as listed:
 - a. Clayton Public School District

I. Superintendent's Report

1. Recommend the Board approve the District Goals
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</u>
D.P.	10/13/06	Franklin	MD	Bankbridge <i>(revision, approved in December)</i>	\$42,210 / year

3. Recommend the Board acknowledge the receipt of the December 2020 HS/MS HIB report as presented
4. Recommend the Board approve the November 2020 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:

High School Fire Drill:

Date	Time	Location
12/8/20	10:46 am	Main Panel

High School Crisis Drill:

Date	Time	Drill Type
12/23/20	8:50 am	Lockout

Middle School Fire Drill:

Cohort	Date	Time	Location
Cohort A	12/3/20	9:45 am	Boiler Room
Cohort B	12/4/20	11:30 am	Boiler Room

Middle School Crisis Drill:

Cohort	Date	Time	Drill Type
Cohort A	12/10/20	8:55 am	Lockout
Cohort B	12/11/20	11:00 am	Lockout

- 13. **Executive Board Member's Report - Mrs. Tina DeSilvio - Chairperson**
 - A. Legislative Update

- 14. **School Business Administrator's Report**
 - A. Recommend the Board approve a motion to ratify the Memorandum of Agreement between the Delsea Regional Transportation Association and the Delsea Regional School District Board of Education
 - B. Recommend the Board approve the 2019-2020 IDEA carryover money in the amount of \$36,420

- 15. **Old Business**
 - A.

- 16. **New Business**
 - A.

- 17. **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 member(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 the safety and property of the public.

- 18. **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 the 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. 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 January 6, 2021

Joseph Collins, Board Secretary

19. Adjournment

PG/mc
Encl.