

DELSEA REGIONAL HIGH SCHOOL DISTRICT  
FRANKLINVILLE, NEW JERSEY 08322

**ORDER OF BUSINESS AND AGENDA**  
**DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION**  
**JANUARY 9, 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 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 2018 Annual School Election and will be made part of the minutes

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

- Tina M. DeSilvio
- Diane M. Trace
- Garry Lightfoot

**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 and pending board policies for the 2018-2019 school year
- B. I make a motion to appoint a delegate to the New Jersey School Boards Association for 2019
- C. I make a motion to appoint an alternate delegate to the New Jersey School Boards Association for 2019

- D. I make a motion to appoint a delegate to the Gloucester County School Boards Association
- E. I make a motion to appoint an 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 all Board policies
- H. I make a motion to approve the curriculum and textbooks for the 2019-2020 school year
- I. I make a motion to approve the Board of Education Regular Meeting and Special Meeting Dates and Times
- J. 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

**8. Presentations**

- A. Teachers of the Year

**9. Reading of the Minutes**

- A. Regular Session 12/5/18
- B. Executive Session 12/5/18

**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 Dr. Sydonie Maitland as the high school assistant principal at a yearly salary of \$98,000.00 (*prorated*) - effective March 1, 2019
- 2. 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>
Kathleen Assini	17	MA +30	PhD
Shane McNichol	6	MA +15	MA +30
Joan Flack ( <i>paraprofessional</i> )	2	-	60 credits

3. I make a motion to approve Tina Basile as the district Student Assistance Coordinator at a yearly salary of \$88,744.00 (*prorated*) - effective January 2, 2019
4. I make a motion to approve Dia Green, paraprofessional, to attend after-school activities for the 2018-2019 school year
5. I make a motion to amend the start date of Tara Heffner, school psychologist to January 14, 2019
6. I make a motion to approve the resignation of Richard Sontos as an evening security guard – effective January 4, 2019
7. I make a motion to approve the resignation of Daniel Wright as a computer technician - effective February 2, 2019
8. I make a motion to approve the resignation of vocal instructor Mark Simmons (Schedule B Non-Athletic position) - effective December 19, 2018
9. 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>
Julie Mistichelli (transportation)	1/8/19 through 4/8/19	1/8/19 through 4/2/19 (benefit 12 weeks)	1/8/19 through 4/2/19 (benefit 12 weeks)	Paid leave 1/8/19 through 2/26/19 Unpaid leave 2/27/19 through 4/8/19
Shane McNichol (guidance)	12/18/18 through 06/20/19	N/A	Intermittent	Paid leave N/A Unpaid leave 12/18/18 through 6/20/19

**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 November 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 November 2018. The Treasurer's Report and Secretary's Report are in agreement for the month of November 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 October 2018 and November 2018
6. I make a motion to approve the following bills as listed:

i.	<u>Operating</u>	\$752,586.50
ii.	<u>Cafeteria, Athletic. &amp; Postage Bills</u>	\$37,946.46
ii.	<u>Hand Checks</u>	\$33,657.80

**C. Education -**

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>
Pasha Chard	Rowan University Tech Park	Nurturing Culturally Responsive Pedagogy in Our Classrooms	12/11/18	No Cost	\$3.10		\$3.10
Francis Ciociola	Stockton University	Sheltering and Gang Training	12/17/18	No Cost	\$24.80		\$24.80
†Zachary Bittner	Camden County College	A Look at Differentiated Instruction	1/11/19	\$149.00			\$149.00
Carolyn Ferrucci	Camden County College	Bilingual ESL/ELS Coordinator Roundtable	1/14/19	No Cost	\$8.94		\$8.94
†Amanda Miduski	Online	Adobe Expert Certification	1/18/19	\$189.00			\$189.00
Eileen Fisher Renetta Meddick	Rowan University	GC Chamber of Commerce 15th Annual State of the County	1/25/19	\$55.00 \$55.00	\$4.96 \$4.96		\$59.96 \$59.96

<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>
Lisa Elisio	Cherry Hill	LGBTQ Workshop	1/25/19	\$199.00	\$20.77		\$219.77
Dr. Melissa Williams Michael Nicholson Jackie Scerbo	PSA, Monroe Twp., NJ	Affirmative Action Officer Certificate Program	1/29/19	\$150.00 \$150.00 \$150.00	\$42.47 \$24.77 \$45.57		\$192.47 \$174.77 \$195.57
Michael Nicholson Jackie Scerbo	PSA, Monroe Twp., NJ	Investigating Discrimination Claims	1/30/19	\$150.00 \$150.00	\$24.77 \$45.57		\$174.77 \$195.57
Michael Nicholson	PSA, Monroe Twp., NJ	Advanced Workplace Investigation Techniques	1/31/19	\$150.00	\$24.77		\$174.77
► Scott McCarron	Rowan University	Live Sound for Music Teachers	2/2/19	\$100.00	\$8.06		\$108.06
Sean Bradley	Pennsylvania Convention Center	ISTE 2019	6/23/19 - 6/26/19	\$550.00			\$550.00
†Lakishia Powell	Pennsylvania Convention Center	ISTE 2019	6/23/19 - 6/26/19	\$550.00	\$69.20		\$619.20

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

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

1. None

**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)

<b><u>Name</u></b>	<b><u>Sport</u></b>	<b><u>Action</u></b>
Thomas Keller	Assistant Boys Tennis Coach	Assign
Matthew Murschell	Assistant Softball Coach	Assign
Robert Parks	Assistant Softball Coach	Assign
Samantha Trapp	Assistant Freshman Softball Coach	Assign
Steven Mitchell	Assistant Girls Track & Field Coach	Assign
Rachael Kashow	Assistant Girls Track & Field Coach	Assign
Bruce Farquhar	Assistant Girls Track & Field Coach	Assign
Salvatore Marchese	Assistant Boys Track & Field Coach	Assign
Ronald Deckert	Assistant Boys Track & Field Coach	Assign
David Allonardo	Assistant Boys Track & Field Coach	Assign
Kristina Martorana	Assistant MS Track & Field Coach	Assign
Fran McDonald	Assistant Golf Coach	Assign
Gaeton Lucibello	Assistant Baseball Coach	Assign
Samuel Teague	Assistant Baseball Coach	Assign
Shane McNichol	Assistant Freshman Baseball Coach	Assign
Dan Fimiani	Volunteer Assistant Baseball Coach	Assign
John Schott	Volunteer Assistant Boys Tennis Coach	Assign
Victoria Miller	Volunteer Assistant Softball Coach	Assign
Salvatore Marchese	Volunteer Assistant Wrestling Coach	Assign

2. I make a motion to approve the Baseball/Softball teams to travel to Myrtle Beach, South Carolina from March 21st through March 25th

**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)*

<b>Name of Person/Organization</b>	<b>Facilities Requested</b>	<b>Date Requested</b>	<b>Time</b>
Aura Talent Show - Wayne Murschell	HS Auditorium	1/29/19	6:30pm - 8:30pm
Indoor Color Guard Show - Vincent DuBeau	MS Gymnasium	1/19/19	7:00am - 4:00pm
Township Wrestling Pictures - Jessica Lightfoot	MS Cafe.	1/28/19	4:30pm - 8:00pm

**G. Cafeteria -**

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

<b>Total Income</b>	\$63,922.55
<b>Total Expense</b>	\$(63,619.66)
<b>Net Income or (Loss)</b>	\$302.89
<b>Average Daily Attendance</b>	1610
<b>Average Daily Participation</b>	745
<b>Percentage of Participation</b>	46%

**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 Franklin Township School District to transport 1 Franklin student, along with 4 Delsea students on Delsea's Route SP08 to Archway from October 22, 2018 through June 30, 2019 at a cost of \$17,612.00
- b. Jointure with Middle Township School District to transport 1 Middle Township student, along with 3 Delsea students on Delsea's Route SP12 to Brookfield from November 5, 2018 through November 29, 2018 at a cost of \$2,088.00
- c. Jointure with Berlin School District to transport 1 Berlin student, along with 3 Delsea students on Delsea's Route SP12 to Brookfield from November 5, 2018 through June 30, 2019 at a cost of \$16,008.00

- d. Jointure with Washington Township School District to transport 1 Washington Township student, along with 0 Delsea students on Delsea's Route DHS26 to Delsea Regional from September 1, 2018 through June 30, 2019 at a cost of \$1,000.00
- e. Jointure with Clayton School District to transport 1 Clayton student, along with 3 Delsea students on Delsea's Route SP12 to Brookfield from December 17, 2018 through June 30, 2019 at a cost of \$13,108.00

**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>
1/13/19 Alternative Weather Dates: 1/12/19, 1/26/19 & 1/27/19	Lil' Le-Hi Trout Hatchery & Cabelas, Allentown, PA - Anglers Club	Keith Allondardo
1/25/19	RCGC - Accuplacer Test	Jane Fiducioso
1/25/19	Rowan University - Junior Achievement Career Success Program	Dr. Melissa Smith
5/6/19 (rain date 5/7/19)	Solar Field Tour at ACUA - MS Science	Shannon Godfrey
5/30/19	Little Ease Run, Environmental Stewardship - MS Science	Shannon Godfrey

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

<u>Initials</u>	<u>DOB</u>	<u>Township</u>	<u>Classification</u>	<u>School</u>	<u>Contracted Educational Tuition - Per Diem</u>
A.G.	2/2/06	Franklin	MD	Home Instruction	N/A
J.C.	8/1/06	Franklin	AUT	Home Instruction	N/A
V.N.	9/22/00	Elk	SLD	Home Instruction	N/A

- 3. Recommend the Board acknowledge the receipt of the January 2019 HS/MS HIB report as presented
- 4. Recommend the Board approve the December 2018 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:
 

<b>Dates:</b>	12/18/18 & 12/14/18
<b>Times:</b>	2:56 pm & 11:45 am
<b>Locations:</b>	Main Panel & Lockout - H.S.
<b>Dates:</b>	12/3/18 & 12/14/18
<b>Times:</b>	2:41 pm & 11:45 am
<b>Locations:</b>	D-wing & Lockout - M.S.

**13. Executive Board Member's Report - Ms. Kathie Catucci - Chairperson**  
 A. Legislative Update

**14. School Business Administrator's Report**  
 A. Recommend the Board approve the Certification of Compliance with Federal and State Law Respecting the Reporting of Compensation for Certain Employees for the calendar year ending December 31, 2018

**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 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.
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 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. Legal Matters - Newfield

**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 9, 2019

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Joseph Collins, Board Secretary

**19. Adjournment**

PG/mc  
Encl.