

**ORDER OF BUSINESS AND AGENDA**  
**DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION**  
**MARCH 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.

**4. Reading of the Minutes**

A. Regular Session 2/1/17

**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 - Mr. Greg Coffin - Chairperson**

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

1. I make a motion to approve Cindy Mendenhall as the alternative school nurse for three days a week at \$35.00 per hour for the 2016-2017 school year
2. I make a motion to approve Kim Hollywood as the alternative school nurse for two days a week at \$35.00 per hour for the 2016-2017 school year
3. I make a motion to approve Theresa Travers as a substitute nurse for the district at \$250.00 per day for the 2016-2017 school year - effective March 1, 2017

4. I make a motion to approve Theresa Travers as a substitute nurse for the alternative school program at \$35.00 per hour for the 2016-2017 school year - effective March 1, 2017
5. I make a motion to approve Margaret Cassidy as a substitute nurse for the alternative school program at \$35.00 per hour for the 2016-2017 school year - effective March 1, 2017
6. I make a motion to approve Diana Stockton Ruppel as a night security guard - effective March 1, 2017
7. I make a motion to approve Daniel Walker as a night security guard - effective March 1, 2017
8. I make a motion to approve Samantha Trapp as a high school physical education teacher, Step 3 BA at a yearly salary of \$53,000.00 (*prorated*) - effective May 1, 2017 (or sooner)
9. I make a motion to approve the following retirement resignations - effective June 30, 2017 as listed:
  - a. Caroline Pellicano - MS math
  - b. Timothy Eadline - MS science
  - c. Alice Kennedy - MS math
  - d. Daniel Owens - HS history
  - e. Rose Marie Kronberger - MS science
10. I make a motion to approve the following 2016-2017 Schedule B Non-Athletic positions as listed:

<u>Activity</u>	<u>Name</u>	<u>Assign/Resign</u>
<b>School Play:</b>		
<b>Set Construction</b>	Marie Kennedy	Resign
<b>Set Construction</b>	Pamela DeRose	Assign
<b>Costume Mistress</b>	Emma Arroyo	Assign
<b>Costume Assistant</b>	Emma Arroyo	Assign

11. I make a motion to approve the following SHAPE summer 2017 positions as listed:

<b>Math:</b>	Allison Amico
	David Bradley
	Kimberly Kelly
	Thomas Keller
<b>ELA:</b>	Christine Onorato
	Cathleen Hertens

	Brian Theurer
	TBD
<b>Enrichment:</b>	Jennifer Macielag
	Brian D'Ottavio
	Carol Fare
	Matthew Nicastro

12. I make a motion to approve the following leaves of absence as listed:

<b><u>Employee</u></b>	<b><u>Leave Requested</u></b>	<b><u>Federal Medical Leave Act</u></b>	<b><u>State Medical Leave Act</u></b>	<b><u>Sick Days</u></b>
Tarama Ruiz (transportation)	1/30/17 through 5/1/17	1/30/17 through 5/1/17 (benefit 12 weeks)	N/A	Paid leave 1/30/17 through 2/22/17 Unpaid leave 2/23/17 through 5/1/17
Emilia DiBenedetto (transportation)	2/28/17 through 5/30/17	2/28/17 through 5/30/17 (benefit 12 weeks)	2/28/17 through 5/30/17 (benefit 12 weeks)	Paid leave 2/28/17 through 4/6/17 Unpaid leave 4/7/17 through 5/30/17

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

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

i.	<u>Operating</u>	\$ 1,258,853.57
ii.	<u>Capital Projects</u>	\$ 32,775.00
iii.	<u>Hand Checks</u>	\$ 631,975.77
iv.	<u>Cafeteria &amp; Athletic Bills</u>	\$ 52,034.05

**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 &amp; Tolls</u>	<u>Lodging &amp; Meals</u>	<u>Total</u>
† Elisa Lomon	FEA Conference Center, Monroe Twp.	Educating the Whole Child	3/9/17	\$120.00	\$36.38		\$156.38
Dr. Anner Thompson	Forsgate Country Club, Monroe Twp.	School Refusal/Anxiety & Hot Legal Topics in Special Education	3/10/17	\$149.00	\$45.45		\$194.45
Anne Papiano	Crossroads North Middle School, Monmouth Junction	Literacy Camp 2017	3/11/17	No Cost	\$54.56		\$54.56
Courtney Nicholson Tina Basile	Rowan University	S.U.R.E. Summit	3/16/17	No Cost			No Cost
Shane McNichol Mollie Huntsinger	Ron Jaworski's Running Deer Golf Club, Pittsgrove, Twp.	NJASK Science Grade 8 Training	3/17/17	No Cost			No Cost
†Dr. Melissa Williams	Forsgate Country Club, Monroe Twp.	NJASA 2017 Women's Leadership Conference	3/20/17	\$169.00	\$46.93		\$215.93
Tara Kern	Westin, Mt. Laurel	Cooper In Schools: Annual School Nurse Symposium	3/21/17	\$45.00	\$18.79		\$63.79
Kathy Assini	DOE, Trenton	NJSTOY	3/23/17	No Cost			No Cost

Maureen Smashey	Golden Nugget, Atlantic City	Annual NJ Pupil Transportation Conference & Equipment Show	3/30/17 & 3/31/17	\$325.00			\$325.00
Mike Amos	Golden Nugget, Atlantic City	Annual NJ Pupil Transportation Conference & Equipment Show	3/30/17	\$150.00			\$150.00
Jill Bryfogle Elisa Lomon	The College of New Jersey, Ewing	Education Interview Days	4/7/17	\$100.00	\$21.70		\$121.70

(†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. Lisa Dolby - \$2,682.00
3. I make a motion to approve the following coursework as listed:
  - a. Christina Perkins - \$556.00
  - b. Christina Perkins - \$659.00
4. I make a motion to approve the following staff to chaperone the senior trip on April 7, 2017 through April 11, 2017 as listed:
  - a. Beverly Cunliffe
  - b. Joseph Pepitone
  - c. Brian D'Ottavio
  - d. Michele Hill
  - e. David Doyle
  - f. Lisa Dolby
  - g. Laura Jones
  - h. Ken Schoudt
  - i. Paul Berardelli
5. I make a motion to approve the following new high school club and advisor as listed:
  - a. Special Effects Club - Christina Brown
6. I make a motion to approve Mari DeGori to provide interpreting services at the middle school Parent Night on February 28, 2017 at a cost of \$100.00 for two hours

**D. Policy - Ms. Kathie Catucci - Chairperson**

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

Policy # 3425	Work Related Disability Pay
Policy # 6423	Expenditures for Non-Employee Activities, Meals, and Refreshments
Policy # 6440	Cooperative Purchasing

Policy # 6472	Tuition Assistance
Policy # 6831	Withholding or Recovering State Aid
Policy # 6832	Conditions or Receiving State Aid
Policy # 7101	Educational Adequacy of Capital Projects
Policy # 7102	Site Selection and Acquisition
Policy # 7300	Disposition of Property
Policy # 7421	Indoor Air Quality Standards
Policy # 7433	Hazardous Substances
Policy # 7435	Alcoholic Beverages on School Grounds
Policy # 7441	Electronic Surveillance In School Buildings and On School Grounds
Policy # 7450	Property Inventory
Policy # 7481	Unmanned Aircraft Systems (UAS also known as Drones)
Policy # 7510	Use of School Facilities
Policy # 7522	School District Provided Technology Devices to Staff Members
Policy # 7523	School District Provided Technology Devices to Students
Policy # 7610	Vandalism

**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)*

Carissa Van Dyk	Volunteer Softball Coach	Assign
Dan Fimiani	Volunteer Baseball Coach	Assign

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

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

Name of Person/Organization	Facilities Requested	Date Requested	Time
Girls Alumni Soccer Game - Misty Russo	Varsity Soccer Field	8/12/17	5:30 pm

Police Youth Week - Matt DeCesari	MS Classrooms: M5A & M5B	6/26/17 - 6/30/17	7:00 am - 4:00 pm
Youth Baseball Instructional Camp - Fran Ciociola	HS Gymnasium	3/18/17	11:00 am - 8:00 pm
Sports Outlet Men's Softball League - John Gilligan	JV Baseball Field	April - November (Sundays)	9:00 am - 12:00 pm

**G. Cafeteria - Mr. Robert Scavelli - Chairperson**

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

<b>Total Income</b>	<b>\$ 67,264.56</b>
<b>Total Expense</b>	<b>\$ (63,784.96)</b>
<b>Net Income or (Loss)</b>	<b>\$ 3,479.60</b>
<b>Average Daily Attendance</b>	<b>1604</b>
<b>Average Daily Participation</b>	<b>724</b>
<b>Percentage of Participation</b>	<b>0.45</b>

**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:
  - a. Jointure with Franklin Township School District to transport 1 Franklin student, along with 4 Delsea students on Delsea's Route DHS26 to Reutter from January 30, 2017 through June 30, 2017 at a cost of \$4,494.00
  - b. Jointure with Mainland Regional School District to transport 1 Mainland student, along with 9 Delsea students on Delsea's Route SP06 to Archway from January 30, 2017 through June 30, 2017 at a cost of \$5,984.00

**I. Superintendent's Report**

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

<b>Date</b>	<b>Location</b>	<b>Name</b>
3/3/17	Morgan State University, Baltimore, MD - Men Scholars	SSG Merritt
3/16/17	Rowan University - S.U.R.E. Student Summit	Linda Lawyer
3/18/17	Independence Hall & Constitution Center, Philadelphia - U.S. History Class	Dan Owens
5/22/17	Rutgers University, Camden - LGBTQ High School Youth Summit	Brian D'Ottavio
5/24/17	Six Flags Great Adventure - SGA	Laurie Magee

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

<b>Initials</b>	<b>DOB</b>	<b>Township</b>	<b>Classification</b>	<b>School</b>	<b>Contracted Educational Tuition - Per Diem</b>
S.A.	12/4/98	Elk	ED	Home Instruction	N/A
Y.S.	11/29/98	Franklin	MD	Home Instruction	N/A
B.T.	10/7/99	Elk	ED	Archway Upper	\$199.20
M.S.	3/13/02	Franklin	MD	YALE - Ellisburg	\$300.26
R.M.	12/7/00	Franklin	MD	Pineland	\$280.46

3. Recommend the Board acknowledge the receipt of the February 2017 HS/MS HIB report as presented
4. Recommend the Board approve the January 2017 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:** 2/6/17 & 2/23/17

**Times:** 9:41 am & 2:00 pm

**Locations:** Detector sensor & Testing of Walkies and PA System - H.S.

**Dates:** 2/23/17 & 2/23/17

**Times:** 2:36 pm & 2:40 pm

**Locations:** D-Wing Addition & Testing Communications - 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 authorizing the district to enter into a cooperative pricing agreement with Hunterdon County Educational Services Commission

**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. Negotiations**

**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 March 1, 2017.

\_\_\_\_\_  
Joseph Collins, Board Secretary

**14. Adjournment**

PG/mc  
Encl.