

**ORDER OF BUSINESS AND AGENDA**  
**DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION**  
**NOVEMBER 2, 2016**  
**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 10/5/16

**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. Curriculum/Finance**

**1. Personnel - Mr. Greg Coffin - Chairperson**

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

- a. I make a motion to approve Simonette Tucker as a substitute school nurse at a previously approved rate for the 2016-2017 school year
- b. I make a motion to approve the following paraprofessionals to chaperone after school activities for special education students as needed during the 2016-2017 school year as listed:
  1. Pamela Berry
  2. Joan Flack
  3. Priscilla Martinez

- c. I make a motion to approve Theresa Wolf as administrative assistant to the assistant superintendent at a yearly salary of \$39,000 (*prorated*) - effective November 21, 2016 or sooner
- d. I make a motion to approve the change in degree status for Kathy Assini from Step 15, MA+15 to Step 15, MA+30 – effective September 1, 2016
- e. I make a motion to approve eliminating the position of school media specialist
- f. I make a motion to approve creating the position of district media specialist
- g. I make a motion to approve Ann Papiano as the district media specialist at her current step and rate
- h. I make a motion to approve Brianna Price as a Chromebook technician at a yearly salary of \$30,000 - effective November 15, 2016 or sooner
- i. I make a motion to approve the retirement resignation of Melvin R. Gaines, Jr., custodian - effective September 1, 2016
- j. I make a motion to approve the resignation of Keith Perkins, custodian - effective November 30, 2016
- k. I make a motion to approve the following leave 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>
Tanya Mastrokyriakos (teacher)	12/14/16 through 3/15/17	12/14/16 through 3/15/17 (benefit 12 weeks)	12/14/16 through 3/15/17 (benefit 12 weeks)	Paid leave 12/14/16 through 3/15/17 Unpaid leave N/A

**2. Budget and Finance - Mr. James Kelly - Chairperson**

- a. I make a motion to approve the Board Secretary Report in accordance with 18A:17-36 and 18A: 17-9 for the month of September 2016. 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.
- b. I make a motion to approve the Treasurer's Report in accordance with 8A:17-36 and 18A:17-9 for the month of September 2016. The Treasurer's Report and Secretary's Report are in agreement for the month of September 2016.
- c. 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.
- d. 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.
- e. I make a motion to approve the Report of the Transfer for September 2016.

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

i.	<u>Bill Operating List</u>	\$1,798,840.99
ii.	<u>Capital Projects</u>	\$1,147,200.24
iii.	<u>Hand Checks</u>	\$28,561.04
iv.	<u>Cafeteria &amp; Athletic Bills</u>	\$119,241.60

**3. Education - Mr. Nicholas Christian - Chairperson**

a. I make a motion to approve the following clinics/workshops as listed:

<b>Name</b>	<b>Location</b>	<b>Workshop</b>	<b>Date</b>	<b>Reg. Fee</b>	<b>Mileage &amp; Tolls</b>	<b>Lodging &amp; Meals</b>	<b>Total</b>
Lauren Boerlin Joe Pepitone	Atlantic City	NJSBA Annual Conference	10/24/16 - 10/25/16	No Cost			No Cost
Dr. Anner Thompson	Cherry Hill Public Library	Section 504 Explained	11/4/16	\$75.00	\$13.02		\$88.02
†Candice Davis †Keith Allonardo †Mary Scharf	Camden County College EIRC Library	NJNCAG Engaging Diverse Learning and School Culture	11/8/16	No Cost			No Cost
†Bruce Manton	Camden County College EIRC Library	NJNCAG Engaging Diverse Learning and School Culture	11/8/16	No Cost	\$8.37		\$8.37
Sarah Duca	Rowan University	Rowan Connection	11/9/16	No Cost			No Cost
Kathy Assini	DOE, Trenton	NJ County and State Teachers of the Year and DOE	11/14/16	No Cost			No Cost
Lakishia Powell	Vineland School District	OnCourse Ed-Tech Summit	11/18/16	No Cost			No Cost
†Elisa Lomon	FEA Conference Center, Monroe Twp	NJASCD Designing Instruction for Grades 6-8 and High School	12/7/16	\$145.00	\$37.81		\$182.81

†Melissa Pilitowski †Sarah Duca †Jack Burton	Camden County College EIRC Library	NJNCAG School Counselor & Pupil Services Workshop	11/17/16	No Cost			No Cost
†Helen Divens	Camden County College EIRC Library	NJNCAG School Counselor & Pupil Services Workshop	11/17/16	No Cost	\$8.31		\$8.31
†Carolyn Ferrucci	Camden County College EIRC Library	NJNCAG School Counselor & Pupil Services Workshop	11/17/16	No Cost	\$8.31		\$8.31
†Karen Armistead	Rowan University	How the Brain Learns Mathematics - Maximizing Student Success	11/17/16	\$149.00	\$7.79		\$156.79
†Karen Armistead	Camden County College EIRC Library	NJNCAG Designing Engaging Work: Understanding the Keys to Staff and Student Engagement	11/28/16	No Cost	\$10.60		\$10.60
†Vincent DuBeau	Camden County College EIRC Library	NJNCAG Engaging Diverse Learners and School Culture	11/28/16	No Cost	\$8.31		\$8.31
†Patrick Dougherty	Camden County College EIRC Library	NJNCAG Engaging Diverse Learners and School Culture	11/28/16	No Cost			No Cost
Dave Heyel	Neumann University, PA	NSCA Mid-Atlantic Strength & Conditioning Conference	12/3/16 & 12/4/16	\$150.00	\$17.98		\$167.98

Dr. Anner Thompson	FEA Conference Center, Monroe Twp.	Legally Compliant IEPs	12/5/16	\$150.00	\$45.45		\$195.45
†Susan Tiernan †Brian Blaszczyk †Tara Raftery	Camden County College EIRC Library	NJNCAG Brain Based Strategies to Promote Student Engagement in the Classroom	12/13/16	No Cost			No Cost
†Karen Armistead	Camden County College EIRC Library	NJNCAG Brain Based Strategies to Promote Student Engagement in the Classroom	12/13/16	No Cost	\$10.60		\$10.60
†Carolyn Ferrucci	Camden County College EIRC Library	NJNCAG Brain Based Strategies to Promote Student Engagement in the Classroom	12/13/16	No Cost	\$8.31		\$8.31
†Michelle Corson	Rowan University	Teaching Biology Using NGSS	12/15/16	\$149.00			\$149.00
†Shannon Godfrey	Rowan University	Teaching Biology Using NGSS	12/15/16	\$149.00	\$5.10		\$154.10
†Helen Divens	Camden County College EIRC Library	NJNCAG Engaging Diverse Learners and Their Families	2/23/17	No Cost	\$8.31		\$8.31
†Kim Collins	Camden County College EIRC Library	NJNCAG Engaging Diverse Learners and Their Families	2/23/17	No Cost			No Cost

†Jessica Graham †Dagoberto Polanco †Candice Davis	Camden County College EIRC Library	NJNCAG Leadership for ELLS: Developing a School-Wide and Collaborative Framework for Instruction	3/14/17	No Cost		No Cost
Michele Hill	Anaheim, CA	ASCD National Conference	3/27/17 & 3/28/17	No Cost		No Cost
Scott McCarron	Atlantic City	NJMEA Annual Music Conference/ NAFME Eastern Division Co	4/5/17 - 4/7/17	\$180.00		\$180.00

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

- b. I make a motion to approve the Title I School Parent Compact
- c. I make a motion to approve Rowan student Marc Mollo to complete his clinical assignment under the direct supervision of Kevin Briles
- d. I make a motion to approve submitting the Perkins FY16 Final Report
- e. I make a motion to approve the 2016-2019 Technology Plan for Digital Learning
- f. I make a motion to approve the following Rowan University students for the spring semester practicum in teaching and learning as listed:

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	<u>Cooperating Teacher</u>	<u>School</u>
Kaitlyn Sanchez	1/18/17 to 5/8/17	English	Donna Ragonese	MS
Matthew Senni	1/18/17 to 5/8/17	Mathematics	Thomas Freeman	MS
Erin Brooks	1/18/17 to 5/8/17	Physics	Adam Stewart	HS
Erica Faraone	3/13/17 to 5/8/17	Health & PE	Lakishia Powell	HS
Rebecca Fassano	3/13/17 to 5/8/17	Health & PE	Linda Marchese	HS

#### 4. Policy - Mr. David Piccirillo - Chairperson

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

Policy # 4160	Physical Examination (M)
Policy # 5111	Eligibility of Resident/Nonresident Students (M)
Policy # 5130	Withdrawal From School (M)
Policy # 5307	Nursing Services Plan (M) <i>New</i>

Policy # 5332	Do Not Resuscitate Orders (M) <i>New</i>
Policy # 5335	Treatment of Asthma (M) <i>New</i>
Policy # 5339	Screening of Dyslexia (M)
Policy # 5420	Reporting Student Progress (M)
Policy # 5466	Graduation and Yearbook Fees (M) <i>New</i>
Policy # 5513	Care of School Property (M)
Policy # 5613	Removal of Students for Assaults with Weapons Offenses (M)
Policy # 5752	Marital Status and Pregnancy (M)
Policy # 5755	Equity in Educational Programs and Services (M)
Policy # 6620	Petty Cash (M)
Policy # 8130	School Organization (M)
Policy # 8441	Care of Injured and Ill Persons (M)
Policy # 8451	Control of Communicable Disease (M)
Policy # 8462	Reporting Potentially Missing or Abused Children (M)
Policy # 8465	Hate Crimes and Bias-Related Acts (M)
Policy # 8601	Student Supervision After School Dismissal (M) <i>New</i>
Policy # 8630	Bus Driver/Bus Aide Responsibility (M)
Policy # 8660	Transportation by Private Vehicle (M)
Policy # 8670	Transportation of Disabled Students (M)
Policy # 9140	Citizens Advisory Committees (M) <i>New</i>

**B. Facilities/Athletic**

**1. Athletic - Mr. Garry Lightfoot - Chairperson**

- a. I make a motion to approve the following athletic changes/additions as listed:  
*(All coach hiring is pending completion of required state paperwork)*

Mary Kate Hertens	Assistant Girls Basketball Coach	Assign
Christine Jones	Assistant Girls Basketball Coach	Assign
Marlene Grimes	Assistant Girls Basketball Coach	Resign
Bob Parks	Volunteer Boys Basketball Coach	Assign

b. I make a motion to approve the girl's basketball team for the following tournaments (overnight) as listed:

1. Wildwood, NJ 12/27/16 & 12/28/16
2. Baltimore, MD 2/4/17 & 2/5/17

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

a. I make a motion to approve the facility requests as listed:

<b>Name of Person/Organization</b>	<b>Facilities Requested</b>	<b>Date Requested</b>	<b>Time</b>
United States Military Academy New Jersey Field Force - LTC Flood <i>(pending insurance certificate)</i>	HS gym, track, bathrooms & wrestling room	11/12/16	7:00am-12:00pm
Delsea Jr. Wrestling - Pat Dougherty <i>(pending insurance certificate)</i>	HS & MS gym	Various dates December through March	6:00pm-9:00pm
Pizazz Dance Studio - Aimee Minarich	HS auditorium & media center	6/21/17 - 6/25/17	1:00pm-8:00pm
Elk Township Basketball - Nick Teti <i>(pending insurance certificate)</i>	HS & MS gym	Various dates December through March	6:00pm-9:00pm

b. I make a motion to approve the submission of the three year Comprehensive Maintenance Plan

c. I make a motion to approve the Maximum Capital Reserve in the amount of \$2,715,129

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

a. I make a motion to approve the following cafeteria report for September 2016 as listed:

<b>Total Income</b>	<b>\$ 70,689.06</b>
<b>Total Expense</b>	<b>\$ (72,241.04)</b>
<b>Net Income or (Loss)</b>	<b>\$ (1,551.98)</b>
<b>Average Daily Attendance</b>	<b>1619</b>
<b>Average Daily Participation</b>	<b>676</b>
<b>Percentage of Participation</b>	<b>0.42</b>



**C. Transportation - Mr. Mario Christina - Chairperson**

1. I make a motion to approve the following transportation jointures for the 2016-2017 school year as listed:
  - a. Jointure with Asbury Park School District to transport 1 Asbury Park student, along with 7 Delsea students on Delsea's Route SP04 to Pinelands from October 17, 2016 through June 30, 2017 at a cost of \$10,269.00
  - b. Jointure with Camden City School District to transport 1 Camden City student, along with 20 Delsea students on Delsea's Route DMS14 to Delsea Middle School from September 1, 2016 through June 30, 2017 at a cost of \$1,991.00
  - c. Jointure with Collingswood School District to transport 1 Collingswood student, along with 28 Delsea students on Delsea's Route DMS04 to Delsea Middle School from September 1, 2016 through June 30, 2017 at a cost of \$1,311.00
  - d. Jointure with Glassboro School District to transport 1 Glassboro student, along with 52 Delsea students on Delsea's Route DHS06 to Delsea High School from September 1, 2016 through June 30, 2017 at a cost of \$497.00
  - e. Jointure with Trenton School District to transport 1 Trenton student, along with 52 Delsea students on Delsea's Route DMS06 to Delsea High School from September 1, 2016 through June 30, 2017 at a cost of \$497.00
  - f. Jointure with Paulsboro School District to transport 1 Paulsboro student, along with 8 Delsea students on Delsea's Route SP03 to Bankbridge from September 26, 2016 through June 30, 2017 at a cost of \$8,078.00
  - g. Jointure with Atlantic City School District to transport 1 Atlantic City student, along with 53 Delsea students on Delsea's Route DHS04 to Delsea High School from September 1, 2016 through June 30, 2017 at a cost of \$623.00

**D. Bond Referendum - Mario Christina - Chairperson**

1. Update - Greyhawk

**E. 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>
11/5/16	JROTC Air Rifle Competition - Pemberton Twp. High School	LTC Flood
11/6/16	U.S. History - Washington, D.C.	Dan Owens
11/15/16	College Fair - BB&T Pavilion, Camden	Jeanne White
11/19/16	JROTC Drill Competition - Union, NJ	LTC Flood
11/21/16	Elk Township Senior Citizens Luncheon - Ferrell Fire Hall	Scott McCarron

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

Initials	DOB	Township	Classification	School	Contracted Educational Tuition - Per Diem
M.S.	3/13/02	Franklin	OHI	Brookfield	\$289.39
F.T.	7/25/99	Elk	ED	Pineland Learning Center	\$280.46
M.S.	2/12/01	Elk	MD	Archway Program - Upper Schools	\$199.20

3. Recommend the Board approve a resolution acknowledging the submission of the QSAC SOA
4. Recommend the Board approve a resolution acknowledging approval of the Memorandum of Agreement between education and law enforcement officials
5. Recommend the Board acknowledge the receipt of the October 2016 HS/MS HIB report as presented
6. Recommend the Board approve the September 2016 HS/MS HIB report as presented last month
7. 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:** 10/25/16 & 10/28/16

**Times:** 3:21 pm & 1:35 pm

**Locations:** Main Panel & Lockout/Non-fire - H.S.

  

**Dates:** 10/27/16 & 10/26/16

**Times:** 10:52 pm & 2:43 pm

**Locations:** Front lobby & Lockout/Non-fire evacuation - 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 allowing Yale School West to provide free breakfast and lunch to all students attending the center 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)**

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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. Legal matters

**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 November 2, 2016.

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Joseph Collins, Board Secretary

**14. Adjournment**

PG/mc  
Encl.