

DELSEA REGIONAL HIGH SCHOOL DISTRICT  
FRANKLINVILLE, NEW JERSEY 08322

**ORDER OF BUSINESS AND AGENDA**  
**DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION**  
**OCTOBER 2, 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 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. SSDS Report - Mike Nicholson & Sydonie Maitland
- B. Introduction of new staff

**4. Reading of the Minutes**

- A. Regular Session 9/4/19
- B. Executive Session 9/4/19

**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 the following non-teaching staff hire as listed:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Salary</u>	<u>Effective</u>
Barry Levy	Bus Driver	1	\$16.19/hour	9/16/19

2. 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>
Christina Leto (teacher)	2/18/20 through 6/19/20	4/24/20 through 5/19/20 (benefit 4 weeks)	5/20/20 through 6/19/20 (benefit 5 weeks)	Paid leave 2/18/20 through 4/23/20 Unpaid leave 4/24/20 through 6/19/20
Donald Bateman (paraprofessional)	9/30/19 through 6/19/20 (intermittent leave)	N/A	9/30/19 through 6/19/20 (intermittent leave)	Paid leave N/A Unpaid leave for all dates used

3. I make a motion to approve the following Schedule B Non-Athletic positions at a previously approved rate for the 2019-2020 school year as listed:

<b><u>Activity</u></b>	<b><u>Name</u></b>
<b>School Play - High School:</b>	
Vocal Instr.	Robbie Simmons (resign)
	Abigale Bilinski (assign)
Piano Accompanist	Robbie Simmons (assign)

4. I make a motion to approve the following paraprofessionals to work after-school, weekend and school trips for the 2019-2020 school year as listed:

Emma Arroyo	Charles Jones
Susan Coppola	Maureen Servis

5. I make a motion to approve the following staff to receive a \$2,000.00 stipend for the position of one-to-one paraprofessional for the 2019-2020 school year as listed:

Pamela Berry	Susan Coppola	Kathy D'Alfonso
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6. I make a motion to approve Adoree Devine for middle school P.M. homework clinic and detention monitor for the 2019-2020 school year

7. I make a motion to approve the following paraprofessionals for the Bookbinders program and Alternative School for the 2019-2020 school year as listed:

Dia Green	Michelle Barbaro
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8. I make a motion to approve the following teachers to work Bookbinders for the 2019-2020 school year as listed:

Michelle Barbaro	Caridid Cloud	Renetta Meddick
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9. I make a motion to approve the following teachers as math tutors for the 2019-2020 school year as listed:

Karen Armistead	Lauren Holding	Matthew Senni
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**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 August 2019. 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 August 2019. The Treasurer's Report and Secretary's Report are in agreement for the month of August 2019
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 August 2019
6. I make a motion to approve the following bills as listed:

i.	<u>Operating</u>	\$1,470,454.98
ii.	<u>Cafeteria, Athletic, and Postage Bills</u>	\$56,839.11
ii.	<u>Hand Checks</u>	\$90,019.58

**C. Education - Ms. Diane Trace - 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>
David Daigle	Auletto Caterers, Almonesson, NJ	Economic Workforce Development Conference	9/11/19	No Cost	\$14.00		\$14.00
David Daigle	Robert Wood Johnson Conference Center, Mercerville, NJ	New Jersey Next Gen Industry Partnership Academy	9/12/19 - 9/13/19	No Cost	\$53.75		\$53.75
David Daigle	Auletto Caterers, Almonesson, NJ	Bankers and Brokers	9/20/19	No Cost	\$17.50		\$17.50
Tina Basile-Feoli	Camden County Technical School Conference Center, Sicklerville, NJ	Southern Regional ASAP-NJ Meetings	9/23/19 11/22/19 1/13/20 3/20/20 5/18/20	No Cost			No Cost
Dr. Vincent DuBeau	Seven Stars Diner, Sewell, NJ	SJBODA Fall Membership Meeting	10/2/19	No Cost			No Cost
David Daigle	Rowan College at Gloucester County, Sewell, NJ	Rowan Job Fair Workshop	10/2/19	No Cost	\$11.20		\$11.20
Christopher Gehringer	The College of NJ, Ewing, NJ	2019 NJ TSA Advisor Boot Camp	10/7/19	No Cost	\$28.35		\$28.35
Tara Heffner	Vineland Elks Lodge #1422, Vineland, NJ	Handle with care instructor & re-certification program	10/10/19	\$450.00	\$6.86		\$456.86

<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>
David Daigle	Rowan College at Gloucester County, Sewell, NJ	Gloucester County MEGA Job Fair	10/11/19	No Cost	\$11.20		\$11.20
Abigale Bilinski Ronald Flaim	Vineland Board of Education, Vineland, NJ	TCB-SJ Fall Meeting	10/10/19	\$20.00 \$20.00 <i>(membership)</i>			\$20.00 \$20.00
†Adoree Devine †Tara Raftery †Candace Wright †Michele DePasquale †Charles DeCicco	Rowan University South Jersey Technology Park, Mullica Hill, NJ	NJ Consortia for Excellence Through Equity Workshop Series	10/10/19 11/14/19 12/12/19	No Cost	\$3.96 \$4.34 - - -		\$3.96 \$4.34 - - -
Jackie Scerbo Tabitha MacKenzie Kelly Martino Chelsea Glenn Abigale Bilinski Ronald Flaim	Foundation for Educational Administration, Monroe Twp, NJ	Change the Game 2019 Conference	10/16/19	No Cost	\$46.20 - \$54.10 \$54.10 \$51.80 -		\$46.20 - \$54.10 \$54.10 \$51.80 -
Tina Basile-Feoli Courtney Nicholson	Gloucester County Education Association, Woodbury, NJ	SURE Summit County Meetings	10/16/19 11/20/19 12/18/19 1/15/20 2/5/20 2/19/20 3/19/19	No Cost			No Cost
Tara Heffner	Harrah's Waterfront Conference Center, Atlantic City, NJ	37th Annual Autism Conference Center	10/18/19	\$275.00	\$32.20		\$307.20
Dr. Piera Gravenor Dr. Melissa Williams Joseph Collins	Atlantic City Convention Center	NJSBA Annual Conference	10/21/19 - 10/24/19	\$ 1,700 <i>(group rate)</i>	\$40.10		\$1,740.10

<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>
John Burton Kimberly Collins Dr. Melissa Smith	Rowan University South Jersey Technology Park, Mullica Hill, NJ	PCAST: Utilizing Person- Centered Approaches to Improve IEP Meetings	10/22/19 - 10/23/19	No Cost	- \$7.70 -		- \$7.70 -
David Daigle	Pennco Tech, Blackwood, NJ	NJCEA General Membership Meeting	10/24/19	\$30.00 <i>(membership)</i>	\$10.50		\$40.50
Sarah Duca	Stockton University, Galloway, NJ	Student Loan Information Session through HESAA	10/25/19	No Cost			No Cost
†Christina Leto †Jessica Ebinger	Montclair State University, Montclair, NJ	TIXII - Enriching Your Classroom with Digital Media	10/25/19	\$50.00			\$50.00
Jackie Scerbo	Foundation for Educational Administration, Monroe Township, NJ	Special Educational Directors Toolkit	11/1/19	\$149.00	\$46.20		\$195.20
Jackie Scerbo	Southern Regional Institute & Educational Technology Training Center, Stockton University, NJ	Understanding the Law on Special Needs Students, Equity and Disproportionality	11/13/19	\$178.00	\$44.10		\$222.10

<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>
Kelly Martino	Holiday Inn, Cherry Hill, NJ	Trauma Informed Compassionate Classrooms	11/13/19	\$219.99	\$11.90		\$231.89
Linda Marchese	Holiday Inn, Cherry Hill, NJ	Yoga to Improve Sensory Regulations and Motor Skills	11/20/19	\$219.00	\$20.30		\$239.30
Jackie Scerbo	FEA Conference Center, Monroe, NJ	Getting to Effectiveness Leveraging Your Data to Drive Special Education Outcomes:	12/4/19	\$100.00	\$46.20		\$146.20
Anna Papiano	Hilton East Brunswick Hotel, NJ	NJASL Better Together	12/9/19 & 12/10/19	\$240.00 <i>(registration)</i> & \$65.00 <i>(membership)</i>	\$153.40		\$458.40
Kenneth Schoudt	Gaylord National Resort, National Harbor, MD	National Athletic Directors Conference	12/13/19 - 12/17/19	\$255.00		\$1,002.00	\$1,257.00
†Candace Wright †Pasha Chard †Candice Davis †Adoree Devine	Camden County College, Blackwood, NJ	NJCEE-South Middle and High School Student Leadership Institutes	1/3/20	No Cost			No Cost
†Courtney Nicholson †Tara Raftery †Felicia Seigel	Rowan University South Jersey Technology Park, Mullica Hill, NJ	NJ Consortia for Excellence Through Equity Workshop Series	1/13/20 & 2/26/20	No Cost	\$7.00 \$15.54 -		\$7.00 \$15.54 -

<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>
Jackie Scerbo	FEA Conference Center, Monroe Twp., NJ	Hot Issues in Special Education Law	1/14/20	\$150.00	\$46.20		\$196.20
†Kristine Jiannotti	Rowan University, Glassboro, NJ	Mathematical Modeling in Three Acts	1/24/20	\$149.00	\$5.60		\$154.60

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

- I make a motion to approve the following Fairleigh Dickinson student to complete a Field Experience as listed:

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	<u>Cooperating Teacher</u>	<u>School</u>
Khali Lee	10 days between: 1/2/20 - 1/17/20	Secondary Education	Dr. Kathleen Assini	HS

- I make a motion to approve the following Rowan College of South Jersey students to observe the following teachers as listed:

<u>Name</u>	<u>Subject</u>	<u>Cooperating Teacher</u>	<u>School</u>
Jordon Catrell	Health & PE	Matthew Murschell	MS
Brianna Gelsomino	Health & PE	Elizabeth Putz	MS

- I make a motion to approve submitting the FY19 Perkins Final Expenditure report
- I make a motion to approve the changes to the AP reimbursement process
- I make a motion to approve the HS/MS Nursing Service Plans for the 2019-2020 school year
- I make a motion to approve the following graduate coursework as listed:
  - Brian D'Ottavio - \$1,464.00



**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 #3159</u>	Teaching Staff Member/School District Reporting Responsibilities - (M) <i>Revised</i>
<u>Policy #3218</u>	Use, Possession or Distribution of Substances - (M) <i>Revised</i>
<u>Reg. #3218</u>	Use, Possession or Distribution of Substances - (M) <i>Revised</i>
<u>Policy #4218</u>	Use, Possession or Distribution of Substances - (M) <i>Revised</i>
<u>Reg. #4218</u>	Use, Possession or Distribution of Substances - (M) <i>Revised</i>

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

1. I make a motion to approve the following athletic positions for the 2019-2020 school year 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>
Frank Pilitowski	Boys Assistant Basketball Coach	Assign
John Martine	Boys Assistant Freshman Basketball Coach	Assign
Elizabeth Kramer	Girls Assistant Freshman Basketball Coach	Assign
Matthew Miles	Volunteer Boys Basketball Coach	Assign
David Orlandini	Volunteer Boys Basketball Coach	Assign
Richard Stewart	Volunteer Boys Basketball Coach	Assign
Ryan Colone	Volunteer Boys Basketball Coach	Assign
Kristina Martorana	MS Site Manager	Assign
Salvatore Marchese	Winter Weight Room Coordinator	Assign
Robert Jillard	Wrestling Assistant Coach	Assign
Joseph Smith	Volunteer Football Coach	Assign

2. I make a motion to approve the substitute rate for a Certified Athletic Trainer in the amount of \$35.00 per hour

**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>
Parent/Community Assembly, "Vaping Me Crazy" - Tina Basile-Feoli	HS Auditorium	10/17/19	6:00pm - 7:30pm
Franklin Twp. Basketball League - Joe Ingram	HS Gym	10/7/19 through 11/22/19	6:00pm - 8:00pm
Christine's Dance Studio - Recital Practice - Bree Smith	HS Auditorium	11/22/19	4:30pm - 8:30pm
Christine's Dance Studio - Recital - Bree Smith	HS Auditorium & HS Cafe.	11/24/19	12:00pm - 9:00pm
Janvier Presbyterian School Holiday Show - Danielle Smith	HS Auditorium and Media Center	12/13/19	5:30pm - 8:00pm

**G. Cafeteria - Tina DeSilvio - Chairperson**

1. None

**H. Transportation - Mr. Harry Kennedy - Chairperson**

1. I make a motion to approve the 2019-2020 school year transportation jointures with the following districts as listed:

- a. Perth Amboy Public School District
- b. Franklin Township Public School District
- c. Clayton Public School District
- d. Pine Hill Public School District
- e. Upper Pittsgrove Public School District

**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>
10/1/19 & 10/8/19	Mary F. Janvier School - Tomorrow's Teachers	Dr. Kathleen Assini
10/4/19	Longwood Gardens - Horticulture Event	Gary Nelson
10/5/19	Pennsylvania Renaissance Faire - English Classes	Tanya Mastrokyriakos
10/11/19	Rowan College of South Jersey - Mega Job Fair	David Daigle
10/15/19 & 10/18/19	Main Road School - Tomorrow's Teachers	Dr. Kathleen Assini
10/18/19	Amazon Fulfillment Center - Computer Systems & Networking	Christopher Gehringer
10/19/19	Six Flags, Jackson, NJ	Joseph Pepitone
10/22/19 & 10/25/19	Caroline L. Reutter School - Tomorrow's Teachers	Dr. Kathleen Assini
10/24/19	Rowan University, Tenor/Bass Choral Festival - HS & MS	Felicia Seigel Dr. Vincent DuBeau
10/26/19	New York Historical Tour - Delta Eta Sigma	Tanya Mastrokyriakos
10/27/19	YMCA of the Pines - Club Interact	Tina Basile-Feoli
10/29/19	Aura Elementary School - Tomorrow's Teachers	Dr. Kathleen Assini
11/5/19 & 11/12/19	Delsea Middle School - Tomorrow's Teachers	Dr. Kathleen Assini
11/14/19	Millville Theatre - Drama Club	Christine Dougherty
11/19/19, 11/21/19, 12/3/19, 12/10/19, 12/12/19, 12/17/19, 12/19/19, 1/7/20, 1/9/20, 1/14/20, 1/16/20, 1/21/20, 1/23/20, 1/28/20, 1/30/20, 2/4/20, 2/6/20, 2/11/20, 2/13/20, 2/18/20, 2/20/20, 2/25/20, 2/27/20	SK847 Skating Rink, Franklinville- Delsea JROTC Practice	Albert Flood, III
12/7/19	NYC, Midtown Manhattan - Delta Eta Sigma	Tanya Mastrokyriakos
3/28/20	NYC, Midtown Manhattan - Delta Eta Sigma	Tanya Mastrokyriakos
4/25/20	Washington, D.C., Historical Tour - Delta Eta Sigma	Tanya Mastrokyriakos

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>
WT.	9/6/02	Franklin	MD	DCF School	\$51,792.00/year
D.I.	2/16/03	Elk	ED	Pineland Learning Center	\$302.00
C.C.	8/10/05	Elk	MD	Archway-Lower School	\$240.45 \$140.00 (1:1 aide)
H.L.	5/12/05	Franklin	MD	Pineland Learning Center	\$302.00
D.A.	7/11/03	Franklin	ED	Pineland Learning Center	\$302.00

3. Recommend the Board approve the following community-based instruction / school-to-work locations for the S.A.V.E. program for the 2019-2020 school year as listed:

ShopRite, Sewell, NJ	ShopRite, Glassboro, NJ	Rowan University, Sewell, NJ
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4. Recommend the Board acknowledge the receipt of the September 2019 HS/MS HIB report as presented
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:** 9/5/19 & 9/17/19  
**Times:** 1:38 pm & 12:45 pm  
**Locations:** Faulty Sensor & Lockdown - H.S.

**Dates:** 9/17/19 & 9/13/19  
**Times:** 9:20 am & 2:08 pm  
**Locations:** Boiler Room & Lockdown - M.S.

8. **Executive Board Member's Report - Ms. Kathie Catucci - Chairperson**
  - A. Legislative Update
9. **School Business Administrator's Report**
  - A. None
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 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.
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 \_\_\_\_\_ 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. Negotiations
2. Board Business

**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 October 2, 2019

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

**14. Adjournment**

PG/mc  
Encl.