

DELSEA REGIONAL HIGH SCHOOL DISTRICT
FRANKLINVILLE, NEW JERSEY 08322

ORDER OF BUSINESS AND AGENDA
DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION
SEPTEMBER 7, 2016
REGULAR BOARD OF EDUCATION MEETING
DELSEA MIDDLE SCHOOL – 7:30 P. M.

**District business since August 31, 2016*

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. Introduction of new staff

4. Reading of the Minutes

A. Regular Session 8/3/16

B. Executive Session 8/3/16

5. Communications

A. Parent letter

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 Sarah Duca as a high school guidance counselor, Step 1 MA at a yearly salary of \$53,750 - effective September 1, 2016
- b. I make a motion to approve Sharon Scott as middle school secretary at a yearly salary of \$29,000 - effective August 9, 2016
- c. I make a motion to approve Betty Sanders as a contracted bus driver at \$15.82 per hour - effective September 1, 2016

- d. I make a motion to approve the following full time custodians at \$15.00 per hour - effective September 8, 2016 as listed:
 - 1. Dorothy Morgan (*pending black seal license*)
 - 2. David Junkerman
- e. I make a motion to approve Chelsea Johnson as a substitute custodian at \$9.00 per hour - effective September 8, 2016
- f. I make a motion to approve James Pine as a substitute driver at \$13.50 per hour - effective September 1, 2016
- g. I make a motion to approve increasing Regan Cross, maintenance administrative assistant to full time at a yearly salary of \$28,080 (*prorated*) - effective September 8, 2016
- h. I make a motion to approve Vincent Driver as an aide for the Bookbinder program for the 2016-2017 school year
- i. I make a motion to approve the following administrative staff to work as needed in the Bookbinder program for the 2016-2017 school year as listed:
 - 1. Elisa Lomon
 - 2. Mike Nicholson
- j. I make a motion to approve the following to work as alternative school aides as listed:
 - 1. Sara Duca
 - 2. Teresa Johnson
- k. I make a motion to approve the change in degree status for Mary Scharf from Step 15, BA+30 to Step 15, MA
- l. I make a motion to approve the resignation of James Chester as a bus mechanic - effective August 5, 2016
- m. I make a motion to approve the resignation of Andrew Lehman as a bus attendant - effective August 16, 2016
- n. I make a motion to approve the resignation of Joseph Micarelli as a paraprofessional - effective August 26, 2016
- o. I make a motion to approve the retirement resignation of Joseph DiMatteo as a bus attendant – effective August 31, 2016
- p. I make a motion to approve the resignation of Christina Murray as lead computer technician - effective October 7, 2016
- q. I make a motion to approve the following leaves of absences 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>
Ronald Hoolahan (aide)	8/31/16 through 11/23/16	8/31/16 through 11/23/16 (benefit 12 weeks)	8/31/16 through 11/23/16 (benefit 12 weeks)	Paid leave 8/31/16 through 10/11/16 Unpaid leave 10/12/16 through 11/23/16

Elizabeth Putz (teacher)	8/31/16 through 2/23/17	8/31/16 through 11/23/16 (benefit 12 weeks)	11/24/16 through 2/23/17 (benefit 12 weeks)	Paid leave 8/31/16 through 9/26/16 Unpaid leave 9/27/16 through 2/23/17
Jacqueline Grasso (secretary)	9/1/16 through 11/24/16	9/1/16 through 11/24/16 (benefit 12 weeks)	9/1/16 through 11/24/16 (benefit 12 weeks)	Paid leave 9/1/16 through 10/6/16 Unpaid leave 10/7/16 through 11/24/16
Tomara Evans (transportation)	9/19/16 through 3/7/17	9/19/16 through 12/12/16 (benefit 12 weeks)	12/13/16 through 3/7/17 (benefit 12 weeks)	Paid leave 9/19/16 through 10/11/16 Unpaid leave 10/12/16 through 3/7/17

- r. I make a motion to approve Christine Garnier to receive a 7th period stipend for the 2016-2017 school year
- s. I make a motion to approve the following staff for an internal suspension stipend for the 2016-2017 school year as listed:
1. Alison Amico
 2. Steve Bell
 3. Brian Blaszczyk
 4. Pasha Chard
 5. Janelle Cohen
 6. Candice Davis
 7. Tom Maxwell
- t. I make a motion to approve the following staff for middle school tutoring as listed:
1. Lou Neglia - Language Arts Literacy
 2. Christine Onorato - Language Arts Literacy
 3. Heather Brescia - Mathematics
 4. Karen Armistead - Mathematics
 5. Tom Freeman - Mathematics
- u. I make a motion to approve the following middle school A.M. homework clinic monitors as listed:
1. Christine Onorato
 2. Donna Ragonese
- v. I make a motion to approve the following middle school P.M. homework clinic monitors as listed:
1. Tim Curry
 2. Kim Giordano
 3. Chelsea Glenn
 4. Shannon Godfrey
 5. Rose Kronberger
 6. Shane McNichol
 7. Brian Theurer

- w. I make a motion to approve the following middle school detention monitors as listed:
 1. Tim Curry
 2. Shannon Godfrey
 3. Karen MacGuigan
- x. I make a motion to approve the 2016-2017 teacher evidence document and SLMS evidence document for the teachers' evaluation system
- y. I make a motion to approve the 2016 PARCC results
- z. I make a motion to approve the 2016 Advanced Placement exam results

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 July 2016 and June 2016 Final. 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 July 2016 and June 2016 Final. The Treasurer's Report and Secretary's Report are in agreement for the month of July 2016 and June 2016 Final.
- 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 July 2016 and June 30, 2016 Final
- f. I make a motion to approve the following bills as listed:

i.	<u>Bill Operating List</u>	\$1,541,915.03
ii.	<u>Capital Projects</u>	\$1,283,937.15
iii.	<u>Hand Checks</u>	\$86,038.35
iv.	<u>Athletic Bills</u>	\$3,331.00

3. Education - Mr. Nicholas Christian - Chairperson

a. 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>
Dr. Anner Thompson	The Hotel ML, Mount Laurel	Fall 2016 NJ APA Administrator Training	9/16/16	No Cost	\$20.09		\$20.09
Deborah Adams Nicole Pratt	GCIT - Theatre	An Introduction/ Review of the McKinney-Vento Homeless Education Program	9/20/16	No Cost			No Cost
Dr. Anner Thompson	FEA Conference Center, Monroe Twp.	Personnel/Tenure Information	9/22/16	\$150.00	\$45.45		\$195.45
Dr. Anner Thompson	Rowan University	NJ Care System for Kids	9/26/16	No Cost	\$6.45		\$6.45
Shane McNichol Sgt. James Merritt Brian D'Ottavio	Rowan University	NJNCAG - Family and Community Engagement Workshop	9/27/16	No Cost			No Cost
Mary Scharf	Rutgers, New Brunswick	Teaching About the Upcoming Election	9/27/16	No Cost	\$44.64		\$44.64
Tina Basile	RCGC	The ABC's of Understanding the NJ Children's System of Care	9/29/16	No Cost			No Cost
Gary Nelson	Rutgers, Columbus, NJ	Fall Agricultural Teachers Conference	9/30/16	\$250.00	\$29.65		\$279.64
Kathy Assini	Woodbridge, NJ	NJ County Teachers of the Year	9/30/16 - 10/1/16	No Cost			No Cost

Mike Nicholson Fran Ciociola	Camden County College	504 and Affirmative Action in NJ School Districts	10/4/16	(each) \$129.00			\$258.00
Dr. Anner Thompson	FEA Conference Center, Monroe Twp.	Progressive Supervision and CAP	10/4/16	\$150.00	\$45.45		\$195.45
Kathy Assini	NJ DOE	State Teacher of the NJDOE Board Meeting	10/5/16	No Cost			No Cost
Kathy Assini	The College of New Jersey	NJ Future Educators Conference	10/11/16	No cost			No cost
†Jill Bryfogle	National Harbor, MD	ASCD National Leadership Conference	11/3/16 - 11/6/16	\$379.00	\$118.58	\$606.00	\$1103.58
†Elisa Lomon	National Harbor, MD	ASCD National Leadership Conference	11/3/16 - 11/6/16	\$379.00		\$606.00	\$985.00
Dr. Anner Thompson	FEA Conference Center, Monroe Twp.	Personnel/Tenure Information	11/18/16	\$150.00		\$45.45	\$195.45

- b. I make a motion to approve Ashley Williams, social work intern from Cumberland County College, to work with the Child Study Team for Fall 2016
- c. I make a motion to approve the following graduate coursework as listed:
1. Lisa Dolby - \$2,503.20
- d. I make a motion to approve the revisions to the Codes of Conducts as listed:
1. High school
 2. Middle school
- e. I make a motion to approve the following Rowan University students to complete their field placement with Scott McCarron and Vincent DuBeau on November 30, 2016 as listed:

Anisa Adkins	Taylor Amato
Vittoria Baccari	Antonia Bernard
Shannon Bradley	James Chiara
Garrett Davis	Daniel Eyerman
Kevin Gehringer	Zabrielle Holloway

Erik Krebl	Molly McDonald
Ryan Mcateer	Diane Hyun Young Park
Kathryn Pepe	Madison Schille
Julianne Smith	Joshua Springer
Emily Velez	

- f. I make a motion to approve the following staff to work in the Bookbinder and Alternative school programs for the 2016-2017 school year as listed:
1. Mary Scharf – History
 2. Christine Onorato – substitute teacher

4. Policy - Mr. David Piccirillo - Chairperson

- a. None

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)

Joe Smith	Volunteer assistant football coach	Assign
Trey Porch	Volunteer assistant freshman football coach	Assign
George Maxwell	Volunteer assistant freshman football coach	Assign
Caitlyn Granato	Assistant field hockey coach	Assign
Steve Casamassima	Volunteer assistant boys soccer coach	Assign
Tom Sweeney, Sr.	Volunteer assistant middle school football coach	Assign
Larry McSeed	Volunteer assistant middle school football coach	Assign
Arielle Visalli	Assistant field hockey coach	Resign
Chris Branco	Volunteer middle school football coach	Resign

- b. I make a motion to approve the following non unit co-curricular position:
1. John Riley - volunteer color guard instructor
- c. I make a motion to approve the NJSIAA membership for the 2016-2017 school year

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

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

Name of Person/Organization	Facilities Requested	Date Requested	Time
Franklin Township Youth Basketball - Joseph Ingram <i>(pending insurance certificate)</i>	MS Gymnasium	September 8th through March 9th (various dates)	6:30pm - 9:00pm
Sports Outlet Men's Softball - Joe Redden <i>(pending insurance certificate)</i>	JV softball & baseball fields	Sunday's September - November	9:00am - 12:00pm

3. Cafeteria - Mr. Robert Scavelli - Chairperson

a. None

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 Franklin Township School District to transport 1 Franklin student, along with 5 Delsea students on Delsea's Route DMS21 to Main Road School from September 1, 2016 through June 30, 2017 at a cost of \$14,390.00
- b. Jointure with Franklin Township School District to transport 1 Franklin student, along with 4 Delsea students on Delsea's Route DMS19 to Janvier School from September 1, 2016 through June 30, 2017 at a cost of \$68,163.00
- c. Jointure with Key Port School District to transport 1 Key Port student, along with 1 Delsea student on Delsea's Route SP19 to Brookfield from September 1, 2016 through June 30, 2017 at a cost of \$45,441.00
- d. Jointure with Camden City School District to transport 1 Camden City student, along with 53 Delsea students on Delsea's Route DHS15 to Delsea Regional from September 1, 2016 through June 30, 2017 at a cost of \$505.00

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:

Date	Location	Name
9/23/16	Moods Farm - Mullica Hill	HS SAVE/CST
10/14/16 - 10/16/16	Natural Helpers - JCC Camp, Medford	Kathy Assini
10/14/16	Wheaton Village - Millville	MS MD & SOAR/CST
10/21/16	Barnes & Noble -Deptford	HS SAVE/CST

12/20/16	Cowtown - Pilesgrove	HS SAVE/CST MS MD & SOAR/CST
1/11/17	Movies	MS MD & SOAR/CST
1/20/17	Franklin Institute - Philadelphia	HS SAVE/CST
2/15/17	Peking Buffet	MS MD & SOAR/CST
2/24/17	Janvier School - Read Across America	Anne Papiano
3/15/17	Franklin Institute - Philadelphia	MS MD & SOAR/CST
3/23/17	Movies	HS SAVE/CST
4/26/17	Wheaton Village - Millville	HS SAVE/CST

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

Initials	DOB	Township	Classification	School	Contracted Educational Tuition - Per Diem
W.S.	3/11/99	Elk	ED	Home Instruction	N/A
C.J.	2/27/98	Franklin	MD	Bankbridge Regional	\$36,540.00/year
S.J.	4/2/99	Franklin	ED	The REAL Program	\$185.00
S.N.	2/28/02	Newfield	MD	Bankbridge Regional - South	\$36,540.00/year
S.E.	5/21/00	Franklin	ED	YALE	\$300.26

3. Recommend the Board approve all special education placements
4. Recommend the Board approve the HS/MS School Self-Assessment for Determining Grades for the 2015-2016 school year
5. Recommend the Board approve the 2016-2017 District Goals
6. 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:** None due to construction & 8/24/16
 - Times:** None due to construction & 9:00 am
 - Locations:** None due to construction & Tabletop discussion - H.S.

 - Dates:** 8/2/16 & 8/24/16
 - Times:** 10:45 am & 9:00 am
 - Locations:** Main Panel & Tabletop discussion - 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 Garrison Architects to prepare and submit a NJDOE Other Capital Project for the bus transportation roof replacement project (*The district acknowledges that it will receive no state aid and further authorizes Garrison Architect to amend the district's LRFPP to include this project*)

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.

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 September 7, 2016.

Joseph Collins, Board Secretary

14. Adjournment

PG/mc
Encl.