

DELSEA REGIONAL HIGH SCHOOL DISTRICT
FRANKLINVILLE, NEW JERSEY 08322

ORDER OF BUSINESS AND AGENDA
DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION
SEPTEMBER 1, 2021
REGULAR BOARD OF EDUCATION MEETING
DELSEA MIDDLE SCHOOL MEDIA CENTER – 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. Roll Call

4. Presentations

A.

5. Reading of the Minutes

A. Regular Session - 8/4/21

6. Communications

A.

7. 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.

8. **Committees:**

A. Personnel - Mr. Frank Borelli - Chairperson

(All hiring is pending completion of required state paperwork and is dependent upon COVID 19 legislation and funding)

1. I make a motion to approve the following non-teaching staff hires as listed:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Salary</u>	<u>Effective</u>
Veronica Keener	Bus Driver	1	\$16.24/hr	9/1/21
Robert Mihlebach	Bus Driver	2	\$16.43/hr	9/1/21
Dawn Stevenson	Bus Driver	1	\$16.24/hr	9/1/21
Charles Drew	Permanent Substitute Bus Driver	N/A	\$15.00/hr	9/1/21
Greg Hatala	Permanent Substitute Bus Driver	N/A	\$15.00/hr	9/1/21
Laurie Spinner	Night Time Lead Custodian	N/A	\$53,000 <i>(prorated)</i>	9/1/21
Lauren Shover	Part-time HS Secretary	N/A	\$13.50/hr	TBA

2. I make a motion to approve the following resignations and retirement as listed:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Brandon Walker	Bus Mechanic <i>(resign)</i>	8/28/21
Chelsea Johnson	Custodian <i>(resign)</i>	8/28/21
April Jones	Bus Attendant <i>(resign)</i>	9/1/21
Timothy Keck	Guidance Counselor <i>(resign)</i>	9/1/21
Heidi Harbs	Secretary <i>(resign)</i>	9/30/21
Felicia Seigel	Music Teacher <i>(retire)</i>	1/31/22

3. I make a motion to approve the following leave of absence as listed:

<u>Employee</u>	<u>Leave Requested</u>	<u>Paid/Unpaid Days</u>	<u>Federal Medical Leave Act</u>	<u>State Medical Leave Act</u>
Donald Bateman (paraprofessional)	9/1/21 through 12/15/21	Paid leave 9/1/21 through 9/22/21 Unpaid leave 9/23/21 through 12/15/21	9/23/21 through 12/15/21 (benefit 12 weeks)	9/23/21 through 12/15/21 (benefit 12 weeks)

4. I make a motion to approve the following change in degree status as listed:

<u>Name</u>	<u>From</u>			<u>To</u>			<u>Effective</u>
	<u>Step</u>	<u>Degree</u>	<u>Salary</u>	<u>Step</u>	<u>Degree</u>	<u>Salary</u>	
Raymond Meade	3	BA	\$54,346	3	BA+15	\$54,846	9/1/21

5. I make a motion to approve Melissa Pilitowski for summer school from June 21st through June 25th, 2021 for a total of four days at \$175.00 per day
6. I make a motion to approve Cindy Mendenhall for one additional summer day for the 2021 Instructional Improvement Summer position at a previously approved rate
7. I make a motion to approve paraprofessional Darrin Stalling to participate in Compensatory Community Based Instruction trips during 2021 summer for two additional days at a previously approved rate
8. I make a motion to approve Pamela DeRose for 2021 summer Extended School Year program for one additional day at a previously approved rate
9. I make a motion to approve Dr. Melissa Smith for three summer work days at a previously approved rate
10. I make a motion to approve the following staff as Certified Climate Team members to participate in after school meetings at \$45.00 per hour as listed:

Lauren Holding	Thomas Keller	Courtney Nicholson
Mollie Huntsinger	Shane McNichol	Candace Wright

11. I make a motion to approve the following substitute athletic trainers for the 2021-2022 school year at \$35.00 per hour as listed:

Jenna Allonardo, ATC	Meghan Mattson, ATC
Philip Brenner, ATC	Chad Schott, ATC
Kyle Jones, ATC	

12. I make a motion to approve the following 2021-2022 Schedule B Non-Athletic positions as listed:

<u>Activity</u>	<u>Name</u>	<u>Action</u>
School Play - High School:		
Piano Accompanist	Robert Simmons	Resign
Piano Accompanist	Alicen Ragonese	Assign

13. I make a motion to approve the following high school staff for a 7th period stipend (\$5,000) for the 2021-2022 school year as listed:

<u>High School</u>	<u>Middle School</u>
Leah Christenson	Lauren Holding (6.5)
Pamela DeRose	Dana Wilbur (6.5)
Christa DiStefano	
Christine Garnier	

14. I make a motion to approve the following middle school positions for the 2021-2022 school year at a previously approved rate as listed:

<u>Homework Clinic</u>	<u>Detention</u>
Ashley Dobleman	Ashley Dobleman
Karen MacGuigan	Karen MacGuigan
Shane McNichol	Shane McNichol
Donna Ragonese	

B. Budget and Finance - Mr. David Piccirillo - Chairperson

- 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 2021. 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
- I make a motion to approve the Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 2021. The Treasurer's Report and Secretary's Report are in agreement for the month of July 2021
- 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 July 2021
6. I make a motion to approve the following bills as listed:

i.	<u>Operating Bills</u>	\$856,692.24
ii.	<u>Hand Checks</u>	\$500,687.46
iii.	<u>Athletic Bills</u>	\$7,983.00

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 & Tolls</u>	<u>Lodging & Meals</u>	<u>Total</u>
Elisa Lomon	Hamilton Forensic Technology Center, Hamilton, NJ	School Safety Specialist Training	8/10/21 - 8/13/21	No Cost			No Cost
Thomas Freeman	Washington, D.C.	D.C. Basketball Clinic	9/17/21 - 9/18/21	\$90.00	\$72.15	\$150.00	\$312.15
Gary Nelson	Rutgers EcoComplex, Bordentown, NJ	Fall Ag Ed Professional Development Conference	9/25/21	\$332.20			\$332.20

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

2. I make a motion to approve Rowan University Athletic Training student, Michael Rinaldi to complete observation hours this fall under the supervision of Kevin Briles
3. I make a motion to approve the 2021-2022 McRel teacher evidence document and the SLMS evidence document for the teacher's evaluation system
4. I make a motion to approve using the NJ Counselor Evaluation Model for the guidance evaluation system
5. I make a motion to approve the option to use the Reflective Practice Protocol for Highly Effective Educators during the 2021-2022 school year

6. I make a motion to approve Dr. Shelley Zion (Rowan University) as the district Diversity Consultant (*paid for with Titles II & IV funding*)

7. I make a motion to approve the revisions of the Codes of Conduct as listed:

<u>High School</u>	<u>Middle School</u>
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8. I make a motion to approve the following Rowan University student for the clinical practice placement as listed:

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	<u>Cooperating Teacher</u>	<u>School</u>
Meranda Pascoe	<p>Fall 2021: September 1, 2021 - December 8, 2021 <i>(7 hours/day x 3 days/week for 16 weeks)</i></p> <p>Spring 2022: January 18, 2022 - May 6, 2022 <i>(7 hours/day x 5 days/week = 35 hours/week for 16 weeks)</i></p>	English	Robert Briles <i>(formerly Lisa Dolby)</i>	HS

D. Policy - Mrs. Desiree Miller - Chairperson

1. I make a motion to approve on first reading the following policies and regulations as listed:

<u>Policy #1642</u>	Earned Sick Leave Law (M) - <i>New</i>
<u>Policy #1648.11</u>	The Road Forward Covid-19 - Health and Safety (M) - <i>New</i>
<u>Policy #1648.13</u>	School Employee Vaccination Requirements (M) - <i>New</i>
<u>Reg. #2431.1</u>	Emergency Procedures for Sports and other Athletic Activity (M) - <i>New</i>
<u>Policy # 6470.01</u>	Electronic Funds Transfer and Claimant Certification (M) - <i>New</i>
<u>Reg. #6470.01</u>	Electronic Funds Transfer and Claimant Certification (M) - <i>New</i>
<u>Policy #8613</u>	Waiver of Student Transportation - <i>New</i>

E. Athletic - Mr. Garry Lightfoot - Chairperson

(All hiring is pending completion of required state paperwork and is dependent upon COVID 19 legislation and funding)

1. I make a motion to approve the following athletic positions for the 2021-2022 school year as listed:

<u>Name</u>	<u>Sport</u>	<u>Action</u>
Francis McDonald	Head Girls Golf Coach	Assign
Laurel Baker	Volunteer MS Field Hockey	Assign

2. I make a motion to approve Delsea Regional High School District to be a member of NJSIAA

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

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

(All approvals are pending insurance certificates)

Name of Person/Organization	Facilities Requested	Date Requested	Time
Fall Craft Show - Gary Nelson	HS Cafeteria & HS Parking Lot	10/16/21	8:00am - 4:00pm (Custodial cost)
Caroline L. Reutter School <i>(Music Concert & Practice)</i> - Ted Peters	HS Track	Practice 11/8/21 Concert 11/8/21 <i>(rain date 11/9/21)</i>	9:00am - 2:00pm 6:30pm - 9:00pm
JROTC <i>(Drill Competition)</i> - Colonel Flood	HS & MS Gym and Cafeteria	12/11/21	6:00am - 6:00pm (Custodial cost)
Caroline L. Reutter School <i>(Winter Concert)</i> - Ted Peters	HS Auditorium, HS Media Center, HS Cafeteria	Practice 12/17/21 Concert 12/17/21	11:00am - 2:00pm 6:30pm - 9:00pm
Caroline L. Reutter School <i>(Spring Concert)</i> - Ted Peters	HS Auditorium, HS Media Center, HS Cafeteria	Practice 5/19/22 Concert 5/19/22	11:00am - 2:00pm 6:30pm - 9:00pm
Caroline L. Reutter School <i>(Sixth Grade Field Day)</i> - Ted Peters	HS Track	6/2/22 <i>(rain date 6/3/22)</i>	8:00am - 2:00pm
Caroline L. Reutter School <i>(Commencement Practice)</i> - Ted Peters	HS Track	6/7/22 & 6/8/22	8:00am-11:00am
Caroline L. Reutter School <i>(Commencement)</i> - Ted Peters	HS Track & MS Gym	6/8/22 <i>(rain date 6/9/22)</i>	5:00pm - 9:00pm

G. Cafeteria - Mrs. Tina DeSilvio - Chairperson

1. None

H. Transportation - Mr. Joseph Darminio - Chairperson

1. I make a motion to approve the parent transportation jointure for S.J. to Bankbridge School District on Route DHS-20 from July 1, 2021, through June 30, 2022, at a per diem rate of \$45.00 per day
2. I make a motion to approve the parent transportation jointure for B-H.D. to Delsea Regional High School on Route DHS-22 from July 1, 2021, through June 30, 2022, at a per diem rate of \$0.35 per mile

I. Superintendent's Report

1. Recommend the Board approve the following special education tuition student placement as listed:

<u>Initials</u>	<u>DOB</u>	<u>Township</u>	<u>Classification</u>	<u>School</u>	<u>Contracted Educational Tuition</u>
P.W	6/8/09	Franklinville	A.I.	Statewide Programs for the Deaf, Hard of Hearing, and Deaf-Blind	\$115,655.00 <i>(annually)</i>

2. 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>
September 2021	Hill Creek Farms - Mullica Hill	Abigale Bilinski
October 2021	Mood's Farm Market - Woodstown	Abigale Bilinski
October 2021	Fire Department & Police Station - Franklinville	Abigale Bilinski
October 2021	Gloucester Premium Outlets - Gloucester Township	Abigale Bilinski
December 2021	Cowtown - Woodstown	Abigale Bilinski
December 2021	Dicken's Village - Philadelphia	Abigale Bilinski
January 2022	United Artist Movie Theater - Washington Township	Abigale Bilinski
January 2022	Camden Aquarium - Camden	Abigale Bilinski
February 2022	Brunswick Bowling - Washington Township	Abigale Bilinski
February 2022	Rowan Edelman Planetarium - Glassboro	Abigale Bilinski
March 2022	Bridgeton Zoo - Bridgeton	Abigale Bilinski
April 2022	Nifty Fifties - Turnersville	Abigale Bilinski
May 2022	Washington lake Park/Friendly's - Sewell	Abigale Bilinski
May 2022	Big Swing Miniature Golf - Sewell	Abigale Bilinski

3. Recommend the Board approve the following Community Based Instruction/School to Work Structured Learning Experiences as listed:

<u>Location</u>	<u>Name</u>
Danny's Pizza Pizzazz - Franklinville	Abigale Bilinski
Bogey's Club & Cafe - Pitman	Abigale Bilinski
ShopRite - Sewell	Abigale Bilinski
Deptford Mall Food Court - Deptford	Abigale Bilinski
Sam's Club - Deptford	Abigale Bilinski
Heritages - Clayton	Abigale Bilinski
McDonald's - Malaga & Glassboro	Abigale Bilinski

4. 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. Mr. Nicholson
 - 2. Mr. Schoudt
 - 3. Mrs. Rucci
- 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:** 8/19/21 & 8/23/21
 - Times:** 8:00 am & N/A
 - Locations:** Main Panel & Table Top - H.S.

 - Dates:** 8/27/21 & 8/23/21
 - Times:** 12:21 pm & N/A
 - Locations:** Boiler Room & Table Top - M.S.

9. **Executive Board Member's Report - Mrs. Desiree Miller - Chairperson**

A. Legislative Update

10. **School Business Administrator's Report**

A. None

11. **Old Business**

A.

12. **New Business**

A.

13. **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.

14. **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 the 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. None

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 6, 2021

Joseph Collins, Board Secretary

15. **Adjournment**

PG/mc
Encl.