

DELSEA REGIONAL HIGH SCHOOL DISTRICT  
FRANKLINVILLE, NEW JERSEY 08322

**ORDER OF BUSINESS AND AGENDA**  
**DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION**  
**JANUARY 5, 2022**  
**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 Secretary 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. SECRETARY BOARD OF EDUCATION - Joseph Collins**

For the information of the Board, the following candidates were elected as a result of the November 2021 Annual School Election and will be made part of the minutes

A. Elected to a full 3 year term as listed:

Franklin Township

- Joseph T. Darminio, Sr. - 3,974 votes
- Charles DeWoody - 126 votes (*write-in*)

Elk Township

- Garry L. Lightfoot, Jr. - 1,305 votes

B. Elected for a full 1 year term as listed:

Franklin Township

- Tina M. DeSilvio - 4,035 votes

**4. Administration of Oaths**

**5. Board Nomination for President**

- Recommend that the Board open the nominations for president
- Recommend that the Board close nominations for president
- Recommend that the Board cast the Ballot

**PRESIDENT BOARD OF EDUCATION - Newly Elected**

**6. Board Nominations for Vice President**

- I make a motion to open nominations for vice-president
- I make a motion to close nominations for vice-president
- I make a motion for the Secretary to cast the ballot

**7. Reorganization Items and Appointments (President reads motion)**

- A. I make a motion to adopt all existing board policies and regulations
- B. I make a motion to appoint \_\_\_\_\_ as delegate to the New Jersey School Boards Association for 2022
- C. I make a motion to appoint \_\_\_\_\_ as the alternate delegate to the New Jersey School Boards Association for 2022
- D. I make a motion to appoint \_\_\_\_\_ as delegate to the Gloucester County School Boards Association
- E. I make a motion to appoint \_\_\_\_\_ as the alternate delegate to the Gloucester County School Boards Association
- F. I make a motion to approve parliamentary procedures for Board meetings
- G. I make a motion to approve the curriculum and textbooks
- H. I make a motion to approve the Board of Education Regular Meeting and Special Meeting Dates and Times
- I. For the information of the Board the School Ethics Act and Code for School Board Members, pursuant to N.J.S.A. 18A:12-24.1 et seq., have been distributed. Each member of the Board of Education shall sign an acknowledgement of receipt for the Code of Ethics. This acknowledgement of receipt assures that each Board of Education member has read and become familiar with the Code of Ethics
  - 1. Discussion of Code of Ethics

**8. Roll Call**

**9. Presentations**

- A. Teacher of the Year - Lisa Dolby (HS), Tom Freeman (MS)

**10. Reading of the Minutes**

- A. Regular Session - 12/1/21

**11. Communications**

- 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 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. **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>
Kara Godfrey	Custodian	N/A	\$15.00/hr <i>(pending black seal license)</i>	1/10/21
Samantha Speyerer	Custodian	N/A	\$15.00/hr <i>(pending black seal license)</i>	1/10/21

2. I make a motion to approve the following leaves 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>
Karen MacGuigan <i>(Teacher)</i>	2/22/22 through 6/17/22	Paid leave 2/22/22 through 3/30/22 Unpaid leave 3/31/22 through 6/17/22	3/31/22 through 5/25/22 <i>(7 weeks)</i>	5/26/22 through 6/17/22 <i>(4 weeks)</i>
Nadia Lane <i>(Bus attendant)</i>	12/7/21 through 6/13/22	Paid leave 12/7/21 through 6/13/22	N/A	N/A
Kathie Wright <i>(paraprofessional)</i>	12/6/21 through 3/7/22	Unpaid days 12/6/21 through 3/7/22	12/6/21 through 3/7/22	N/A

3. I make a motion to approve the following termination/resignation as listed:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Dorothy Morgan <i>(terminated)</i>	Custodian	12/9/21
Laura Copeland <i>(resignation)</i>	Custodian	1/1/22
Lawrence Cross <i>(resignation)</i>	Mechanic	1/14/22

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

<b><u>Staff</u></b>	<b><u>Position</u></b>
Andrew Bast	Detention Monitor
Shannon Godfrey	Detention Monitor
Evan Scott	Detention Monitor
Shannon Godrey	Homework Clinic
Lauren Holding	Homework Clinic

5. I make a motion to approve John Witherspoon as the marching band drill instructor to receive a stipend in the amount of \$1,000.00
6. I make a motion to approve the following HIB staffing changes for the 2021-2022 school year as listed:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Action</u></b>
Mollie Hunstinger	Middle School HIB Co-Specialist	Resign
Mollie Hunstinger	High School HIB Co-Specialist	Assign
Melissa Haigh	Middle School HIB Co-Specialist	Assign

7. I make a motion to approve all newly hired teachers to attend the equity professional development sessions, one hour per month paid for through the School Climate Transformation Grant
8. I make a motion to approve Brian Theurer for a 7th period stipend from December 20, 2021 through January 31, 2022 at \$5,000.00 (*prorated*)
9. I make a motion to approve the following staff to chaperone the senior trip from March 22nd to March 25th, 2022 as listed:

Abigale Bilinski	Tara Kern
Robert Briles III	Laurie Magee
Brian D'Ottavio	Melissa Pilitowski
Lisa Dolby	Kenneth Schoudt
Patricia Gaetano	

**B. Budget and Finance - Mr. David Piccirillo - 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 November 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
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 November 2021. The Treasurer's Report and Secretary's Report are in agreement for the month of November 2021.
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 November 2021
6. I make a motion to approve the following bills as listed:

i.	<u>Operating Bills</u>	\$690,186.61
ii.	<u>Hand Checks</u>	\$499,973.98
iii.	<u>Cafeteria &amp; Athletic Bills</u>	\$68,045.35

**C. Education - Mrs. Desiree Miller - Chairperson**

1. 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>
♦Shane McNichol ♦Evan Scott ♦Jill Bryfogle <i>(Being paid at a previously approved rate)</i>	Virtual	Healing Centered Engagement	Various	No Cost			No Cost
Tara Heffner	Virtual	World Outside My Shoes	11/17/21	No Cost			No Cost

<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>
Teresa Johnson Christine Garnier Sydonie Maitland Tara Heffner	Virtual	Assessing and Implementing Restorative Justice in Schools with Tahirah Walker	12/13/21	No Cost			No Cost
Renetta Meddick	Cherokee High School	DECA Conference Planning Meeting	12/16/21	No Cost			No Cost
Margaret Durham	Virtual	-Mgmt Super & Human Resources -Info Systems -Structural & Mech Systems -Energy Mgmt	Various	\$2,024			\$2,024

(†Paid for with Title II monies) (▲ Paid for with Title I monies) (▶ Paid for with Perkins) (◆Paid for with Student Voice Climate Team Grant Funds)

- I make a motion to approve the submission of the Fiscal Year 2021 ESEA Title I Performance Report
- I make a motion to approve the following new course proposals/revisions as listed:

Digital Arts 2 (revision)	Digital Arts 3 (revision)
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- I make a motion to approve the Delsea Regional School District Safe to Reopen Plan update as required every six months by the New Jersey Department of Education
- I make a motion to approve the following Rowan University students for the clinical experience placement as listed:

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	<u>Cooperating Teacher</u>	<u>School</u>
Mackenzie Finley	1/18/22 - 4/28/22	English	Robert Briles, III	HS
Michael Foglio	1/18/22 - 4/28/22	Spanish	Jessica Ebinger	HS
Breanna Isner	1/18/22 - 4/28/22	History	Sean Bradley	MS
Erin Kalup	1/18/22 - 4/28/22	English	Lisa Dolby	HS

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	<u>Cooperating Teacher</u>	<u>School</u>
Kaitlyn F. Ley	1/18/22 - 4/28/22	History	Michele DePasquale	HS
Dylan McCormick	1/18/22 - 4/28/22	English	Patrick Dougherty	MS
Skylar Peia	1/18/22 - 4/28/22	English	Lisa Dolby	HS
Amanda Potter	1/18/22 - 4/28/22	English	Robert Briles, III	HS
Victoria Rivera	1/18/22 - 4/28/22	English	Tanya Mastrokriakos	HS
Rebecca Shaller	1/18/22 - 4/28/22	History	Michele DePasquale	HS
Paul Vancott	1/18/22 - 4/28/22	History	Sean Bradley	MS
Nicole Yates	1/18/22 - 4/28/22	English	Tanya Mastrokriakos	HS

**D. Policy - Mrs. Desiree Miller - Chairperson**

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

<u>Policy# 6115.01</u>	Federal Awards/Funds Internal Controls- Allowability of Costs (M) - <i>New</i>
<u>Policy# 6115.02</u>	Federal Awards/Funds Internal Controls- Mandatory Disclosures (M) - <i>New</i>
<u>Policy# 6115.03</u>	Federal Awards/Funds Internal Controls- Conflict of Interest (M) - <i>New</i>
<u>Policy# 8420</u>	Emergency and Crisis Situations (M) - <i>Revised</i>
<u>Reg. #8420.01</u>	Fire and Fire Drills (M) - <i>Revised</i>
<u>Policy# 8540</u>	School Nutrition Programs (M) - <i>Revised</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)*

- 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>
Russell Streater	Head MS Spring Track & Field Coach	Assign
Frank Pilitowski	Volunteer Boys Basketball Coach	Assign

<u>Name</u>	<u>Sport</u>	<u>Action</u>
Frank Borelli, Jr.	Volunteer Wrestling Coach	Assign
George Maxwell	Volunteer Football Coach	Resign
George Maxwell	Assistant Football Coach	Assign
George Maxwell, Jr.	Assistant Football Coach	Resign
George Maxwell, Jr.	Volunteer Football Coach	Assign

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

- 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>
Rutgers Center for Effective School Practices Workshop: <i>Post-Pandemic Response to Intervention</i> - Dr. Anthony Fitzpatrick	MS Media Center	1/7/22	9:00am - 12:30pm

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

- I make a motion to approve the following cafeteria report for November 2021 as listed:

<b>Total Income</b>	\$85,312.70
<b>Total Expense</b>	\$(69,178.33)
<b>Net Income or (Loss)</b>	\$16,134.37
<b>Average Daily Attendance</b>	1599
<b>Average Daily Participation</b>	1073
<b>Percentage of Participation</b>	67%



**H. Transportation - Mr. Joseph Darminio - Chairperson**

1. I make a motion to approve the following 2021-2022 Transportation Jointures as listed:
  - a. Atlantic City Board of Education
  - b. Clayton Board of Education
  - c. Gateway Regional Board of Education
  - d. Glassboro Board of Education
  - e. National Park Boro Board of Education
  - f. Township of Franklin Board of Education
2. I make a motion to approve homeless student transportation contract with Black Horse Pike Regional School District at a rate of \$60/month (two students)
3. I make a motion to approve the Interlocal Agreement for Transportation Services with the Pitman Public Schools Board of Education

**I. Superintendent's Report**

1. 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</u>
R.K.	6/4/05	Franklin	SLD	Black Horse Pike Regional	\$101.49/day
R.M.	6/26/06	Franklin	MD	Black Horse Pike Regional	\$101.49/day

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>
December 2021	Five Below & Dollar Tree - SAVE Class <i>(previously approved - location change)</i>	Abigale Bilinski
January 2022	Cabelas, Hamburg, P.A. - Delsea Anglers Club	Keith Allonardo
1/12/22	Crowne Plaza, Cherry Hill - DECA District Competition	Eileen Fischer
2/4/22	Deptford Mall - Horticulture FFA Competition Requirement	Gary Nelson
2/12/22	The Rack Shack, Newfield - Delsea Anglers Club	Keith Allonardo
2/28/22	Harrah's Conference Center, Atlantic City - DECA State Competition	Eileen Fischer

3. Recommend the Board approve the submission of the QSAC DPR
4. Recommend the Board acknowledge the receipt of the December 2021 HS/MS HIB report as presented
5. Recommend the Board approve the November 2021 HS/MS HIB report as presented last month

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. Dr. Berner
  - 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:** 12/15/21 & 12/23/21
  - Times:** 8:25am & 8:20am
  - Locations:** Main Panel & Lockout - H.S.
  
  - Dates:** 12/14/21 & 12/20/21
  - Times:** 2:40pm & 2:15am
  - Locations:** Gym & Lockout - M.S.

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

- A. Legislative Update

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

- A. Recommend the Board approve the Schools Health Insurance Fund Indemnity Agreement

16. **Old Business**

- A.

17. **New Business**

- A.

- 18. 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.
- 19. 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 January 5, 2022

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Joseph Collins, Board Secretary

**20. Adjournment**

PG/mc  
Encl.