

DELSEA REGIONAL HIGH SCHOOL DISTRICT  
FRANKLINVILLE, NEW JERSEY 08322

**ORDER OF BUSINESS AND AGENDA**  
**DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION**  
**JANUARY 4, 2023**  
**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 2022 Annual School Election and will be made part of the minutes

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

Franklin Township

- Ellen Gaglianone - 99 votes (*write-in*)
- William DiMatteo - 4,228 votes

Elk Township

- David Piccirillo - 791 votes

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

Franklin Township

- Cheryl Beck - 18 votes (*write-in*)

**4. Administration of Oaths**

**5. Board Nomination for President**

- A. Recommend that the Board open the nominations for president
- B. Recommend that the Board close nominations for president
- C. Recommend that the Board cast the Ballot

**PRESIDENT BOARD OF EDUCATION - Newly Elected**

**6. Board Nominations for Vice President**

- A. I make a motion to open nominations for vice-president
- B. I make a motion to close nominations for vice-president
- C. 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 2023
- C. I make a motion to appoint \_\_\_\_\_ as the alternate delegate to the New Jersey School Boards Association for 2023
- 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 - Robert Briles, III (HS)

**10. Reading of the Minutes**

- A. Regular Session - 12/7/22

**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.

**3. 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 teaching staff hire as listed:

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Step</u>	<u>Salary</u>	<u>Effective</u>
Scott English	Plumbing Teacher	HS	14	\$90,434.00	9/1/23

2. 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>
Angel Rivera	Permanent Substitute Bus Driver	N/A	\$19.00/hr	1/2/23

3. I make a motion to approve the following retirements as listed:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Francis Freeman-Gaines	Custodian	Rescind Retirement
Georgina Atsu-Swanzy	MS Teacher	January 1, 2023

4. 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>
Melvin Gaines <i>(custodian)</i>	1/1/23 through 6/30/23	Unpaid leave 1/1/23 through 6/30/23	N/A	N/A
Sean Bradley <i>(teacher)</i>	1/2/23 through 1/13/23 & 4/3/23 through 6/2/23	Unpaid leave 1/2/23 through 1/13/23 & 4/3/23 through 6/2/23	N/A	1/2/23 through 1/13/23 & 4/3/23 through 6/2/23
Joan Flack <i>(paraprofessional)</i>	12/12/22 through 3/30/23	Paid leave 12/12/22 through 1/5/23 Unpaid leave 1/6/23 through 3/30/23	1/6/23 through 3/30/23	1/6/23 through 3/30/23
Sonam Yanzom Unkow <i>(teacher)</i>	12/16/22 through 1/13/23	Unpaid leave 12/16/22 through 1/13/23	12/16/22 through 1/13/23	12/16/22 through 1/13/23

5. I make a motion to approve the following staff to chaperone the senior trip from March 21<sup>st</sup> to March 24<sup>th</sup> as listed:

Francis Ciociola - <i>Administrator</i>	Victoria Miller
Abigale Jones	Cathleen Hertens
Melissa Pilitowski	Tara Kern - <i>Nurse</i>
Brian D'Ottavio	Maureen Servis - <i>1:1 paraprofessional</i>
Laurie Magee	Lisa Dolby - <i>1:1 paraprofessional</i>
Robert Briles	Kenneth Olinsky - <i>1:1 paraprofessional</i>

(1:1 paraprofessional paid by Board)

6. I make a motion to approve Brian Dean, Jr. to attend the Teacher Bridge Program with a stipend of \$2,322.34 paid for with the Pathway Initiative Grant
7. I make a motion to approve the resignation of the following 2022-2023 Schedule B Non-Athletic positions as listed:

<b>Interact Club - High School:</b>	<b><u>Name:</u></b>
<b>Advisor</b>	Sonam Yanzom Unkow
<b>Class Advisor:</b>	
<b>Freshman</b>	Sonam Yanzom Unkow

8. I make a motion to approve the following 2022-2023 Curriculum Development assignments as listed:

<b><u>Writing</u></b>	<b><u>Name</u></b>
<b>CAA/Interior Design II</b>	Carlos Castro
<b>ELL SWA-G</b>	Christa DiStefano
<b>Intro to Stagecraft</b>	Christine Dougherty
<b>Production and Performance</b>	Christine Dougherty
<b>Sports Management II</b>	Christian Cortese
<b>Electrical Technology I, II, &amp; III</b>	Dr. Anthony Fitzpatrick
<b>Plumbing I (Semester only), II &amp; III</b>	Dr. Anthony Fitzpatrick
<b><u>Revision</u></b>	<b><u>Name</u></b>
<b>Language &amp; Lyrics</b>	Ashley Caspermeyer
<b>iSTEM I, II &amp; III</b>	Brian Dean

<u>Writing</u>	<u>Name</u>
<b>Advanced Theater</b>	Christine Dougherty
<b>Introduction to Theater</b>	Christine Dougherty

9. I make a motion to approve the following 2022-2023 Schedule B Non-Athletic positions as listed:

<u>Activity</u>	<u>Name</u>	<u>Action</u>
<b>School Play - High School:</b>		
<b>Pit Conductor</b>	Dr. Vincent DuBeau	Assign
<b>Piano Accompanist</b>	Dr. Vincent DuBeau	Assign

**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 2022 and June 2022 - 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
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 2022 and June 2022 - Final. The Treasurer's Report and Secretary's Report are in agreement for the month of November 2022 and June 2022 - Final.
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 2022 and June 2022 - Final
6. I make a motion to approve the following bills as listed:

i.	<u>Operating Bills</u>	\$1,339,370.87
ii.	<u>Hand Checks</u>	\$525,129.80
iii.	<u>Cafeteria, Athletic, &amp; Postage Bills</u>	\$77,191.76

**C. Education - Mr. Charles DeWoody - 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>
Tara Heffner	Virtual	Oakland Unified School District & Restorative Practices	12/1/22	No Cost			No Cost
Gianna Leonen	Antietam National Battlefield	Rowan History Department Trip to Antietam National Battlefield	1/5/23	No Cost			No Cost
Dr. Lisa Niemi Christine Garnier	Virtual	Whole School Approach for Restorative Justice	1/6/23	No Cost			No Cost
Ashley Dobleman Jessica Urban	Doubletree Hotel, Cherry Hill	DECA Southeast Regional Judges	1/9/23	No Cost	\$13.63 \$13.63		\$13.63 \$13.63
Dr. Vincent DuBeau	Rowan University	SJBODA Winter Membership Meeting	1/13/23	No Cost			No Cost
Abigail Brous Ashley Trovarelli Jessica Ketschek Gianna Leonen	Camden County College	Dealing with Difficult Students	1/20/23	\$149.00 \$149.00 \$149.00 \$149.00	\$6.30 \$12.69 \$38.54 \$6.58		\$155.30 \$161.69 \$188.84 \$155.58
Tara Heffner	DoubleTree by Hilton Hotel, Cherry Hill	Handle with Care Instructor Recertification Program	3/1/23	\$475.00	\$26.32		\$501.32
Brandon Vignola	Caroline Reutter School	School Bus Driver Safety Seminar	3/4/23	\$20.00	\$0.47		\$20.47

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

2. I make a motion to approve the following Rowan University students for field placement as listed:

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	<u>Cooperating Teacher</u>	<u>School</u>
Jessica Mitchell & Skye Robinson	2/13/23, 2/27/23, 3/6/23, 3/20/23, 3/27/23, 4/3/23, 4/10/23	Art	Brian Fischer	MS

3. I make a motion to approve the following graduate coursework as listed:
  - a. Brianna Rucci - Organizational Behavior and Culture - \$3,159

**D. Policy - - Chairperson**

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

<u>Policy # 5513</u>	Harassment, Intimidation, or Bullying (M) - <i>Revised</i>
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**E. Athletic/Activities - 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 2022-2023 school year as listed:

<u>Name</u>	<u>Sport</u>	<u>Action</u>
Abigale Jones	Head Winter Unified Coach	Assign
Susan Coppola	Assistant Winter Unified Coach	Assign
Robert Gaetano	Volunteer Girls & Boys Golf Coach	Assign

**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>
Caroline L. Reutter School, Field Day - Ted Peters	John A. Oberg Stadium	5/31/23	8:00am - 2:00pm

2. I make a motion to approve, as the lowest responsible bidder, Aliano General Contractors, Inc. the construction contract in the amount of \$3,492,600 for the Delsea Regional School Fieldhouse and toilet room addition (pending the completion of a legal review)

**G. Cafeteria - - Chairperson**

1. I make a motion to approve the following cafeteria report for November 2022 as listed:

<b>Total Income</b>	\$ 69,836.91
<b>Total Expense</b>	(\$64,969.19)
<b>Net Income or (Loss)</b>	\$ 4,867.72
<b>Average Daily Attendance</b>	1,596
<b>Average Daily Participation</b>	589
<b>Percentage of Participation</b>	37%

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

1. I make a motion to approve the following 2022-2023 Transportation Jointures as listed:
  - a. Patterson Public School District
  - b. Sussex County Regional Cooperative School District
  - c. Delran Township School District

**I. Superintendent's Report**

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

<b><u>Initials</u></b>	<b><u>DOB</u></b>	<b><u>Township</u></b>	<b><u>Classification</u></b>	<b><u>School</u></b>	<b><u>Contracted Educational Tuition</u></b>
B.S.	9/28/06	Clayton	SLD	Homebound Instruction	N/A
F.K.	5/16/06	Franklin	OHI	Homebound Instruction	N/A

2. Recommend the Board approve the following field trips in accordance with our fee schedule and educational significance as listed:

<b><u>Date</u></b>	<b><u>Location</u></b>	<b><u>Name</u></b>
1/11/23 2/8/23 3/1/23 3/8/23 4/5/23 5/10/23	Sam's Club, Williamstown - HS S.A.V.E. Class	Lisa Dolby
1/20/23	Rowan College of South Jersey - Accuplacer	Jillian Giacobbe
1/21/23	Cabela's, P.A. - Anglers Club	Keith Allonardo
1/25/23 2/1/23 2/8/23	Gloucester County Courthouse, Woodbury - Mock Trial Club Competition	Christopher Bryan



<u>Date</u>	<u>Location</u>	<u>Name</u>
2/4/23 2/11/23	Kingsway Regional High School - Mock Trial Club Competition	Christopher Bryan
2/4/23	The Rack Shack, Newfield - Anglers Club	Keith Allonardo

3. For the information of the Board, Brad Scott and Julia Weiss announced the birth of their daughter Isabella Mara Scott
4. For the information of the Board, Sean Bradley announced the birth of his daughter Penelope Summer Bradley
5. Recommend the Board approve the October 2022 HS/MS HIB report as presented last month
6. Recommend the Board acknowledge the receipt of the November 2022 HS/MS HIB report as presented
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. 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:** 12/23/22 & 12/16/22  
**Times:** 10:30 am & 8:20 am  
**Locations:** Main Panel & Lockout - H.S.

**Dates:** 12/8/22 & 12/16/22  
**Times:** 11:17 am & 11:18 am  
**Locations:** Cafeteria & Lockout - M.S.

**14. Student Board Member Report - Miss Maya Cope**  
A. Update

- 15. **Executive Board Member's Report -** - Chairperson
  - A. Legislative Update
- 16. **School Business Administrator's Report**
  - A. Recommend the Board approve the resolution to purchase Electric Generation Services through ACES
  - B. Recommend the Board approve the Budget Calendar as presented
- 17. **Old Business**
  - A.
- 18. **New Business**
  - A.
- 19. **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.
- 20. **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.

**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 4, 2023

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Joseph Collins, Board Secretary

**21. Adjournment**

PG/mc  
Encl.