

DELSEA REGIONAL HIGH SCHOOL DISTRICT
FRANKLINVILLE, NEW JERSEY 08322

ORDER OF BUSINESS AND AGENDA
DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION
SEPTEMBER 6, 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 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. New Staff Introductions

5. **Reading of the Minutes**

A. Regular Session - 8/2/23

B. Executive Session - 8/2/23

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)

1. I make a motion to approve the following teaching staff hires for the 2023-2024 school year as listed:

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Step</u>	<u>Degree</u>	<u>Salary</u>	<u>Effective</u>
Susan Helsel	Electrical Teacher	HS	14	BA	\$90,434	10/26/23 <i>(Or sooner)</i>
David Zane	Spanish Teacher	HS	14	MA+30	\$93,434	11/1/23 <i>(Or sooner)</i>
Karen Ferrucci	Science Teacher	MS	12	MA	\$80,276	9/20/23

2. I make a motion to approve the following non-teaching staff hires for 2023-2024 as listed:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Salary</u>	<u>Effective</u>
Robert Conrow	Contracted Bus Driver	5	\$22.71 <i>(*Revised)</i>	8/9/23
David Whittle, Jr.	Computer Technician	N/A	\$48,754/year <i>(Prorated)</i>	9/1/23
Daniel Manders	Part-time Computer Technician	N/A	\$15.00/hour	8/23/23

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

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Tiffany Cipriano <i>(Resignation)</i>	HS World Language Teacher	8/21/23
Savannah Finn <i>(Resignation)</i>	MS Science Teacher	<i>(Pending new hire)</i>
Dr. Piera Gravenor <i>(Retirement)</i>	Superintendent	7/1/24
Dr. Jessica Hawk <i>(Retirement)</i>	HS English Teacher	7/1/24
Joseph Pepitone <i>(Retirement)</i>	HS Guidance Counselor	7/1/24

4. I make a motion to rescind the offer of employment to Scott Schwabe, high school electrical teacher - effective August 23, 2023

5. 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>
Nicole Pratt <i>(Admin. Asst.)</i>	9/13/23 through 10/6/23	Paid leave 9/13/23 through 9/22/23 Unpaid leave 9/25/23 through 10/6/23	9/25/23 through 10/6/23	9/25/23 through 10/6/23

<u>Employee</u>	<u>Leave Requested</u>	<u>Paid/Unpaid Days</u>	<u>Federal Medical Leave Act</u>	<u>State Medical Leave Act</u>
Stacey Culbreath (Transportation)	9/5/23 through 11/17/23	Paid leave 9/5/23 through 11/17/23	N/A	N/A
Julia Weiss (Secretary)	8/1/23 through 3/8/24 (Intermittent)	Unpaid leave 8/1/23 through 3/8/24 (Intermittent)		8/1/23 through 3/8/24 (Intermittent)

6. I make a motion to approve the following Curriculum Development assignment at a previously approved rate as listed:

<u>Writing</u>	<u>Name</u>
Electrical 1 - Semester	Susan Helsel

7. I make a motion to approve the following staff members to modify the 7th grade honors program at \$110.00 a day, for two days each during summer 2023 as listed:

Charles DeCicco	Candace Wright
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8. I make a motion to approve the following Alternative School & Bookbinder staff for the 2023-2024 school year at a previously approved rate as listed:

Teacher:	Renetta Meddick
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9. I make a motion to approve Kathy Daws-Lawrence as a substitute nurse for summer school 2023 at a previously approved rate
10. I make a motion to approve the following staff for a 7th period stipend in the amount of \$5,000.00 for the 2023-2024 school year as listed:

Matthew Afflerbach	Patrick Dougherty	Renetta Meddick
Leah Christenson	Jessica Ebinger	Heidi Salerno
Christa DiStefano	Christine Garnier	Soyan Unkow

11. I make a motion to approve Scott English for a 7th period internal suspension stipend in the amount of \$2,000.00 for the 2023-2024 school year
12. I make a motion to approve the following staff to attend the summer workshop/training at a previously approved rate as listed:

Equity Council Summer Session (Title IV funds) - 1 Day	
Alexandra Paine	Staci Bedell *(\$60.00/day)

HMH Training - 1 Day	
Allison Amico	Sabrina Boyle
Daniel Bockman	Amanda Clarkson *2 days
Heather Brescia	Olivia Fruits
Thomas Freeman	Lauren Holding
Jillian Giacobbe	Thomas Keller
Kristine Jiannotti	Evan Scott
Kenneth Olinsky	

13. I make a motion to approve Abigail Jones to complete summer CST scheduling at \$175.00/day for up to 8 days
14. I make a motion to approve Jessica Hawk to receive an additional stipend of \$2,000 for the 2022-2023 High School Public Relations position

B. Budget and Finance - Mr. Joseph Darminio - 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 July. 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 July 2023. The Treasurer's Report and Secretary's Report are in agreement for the month of July 2023.
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 July 2023
6. I make a motion to approve the following bills as listed:

i.	<u>Operating Bills</u>	\$1,317,617.12
ii.	<u>Operating Bills #2</u>	\$381,060.91
iii.	<u>Hand Checks</u>	\$623,614.31
iv.	<u>Cafeteria & Athletic Bills</u>	\$5,209.14

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 & Tolls</u>	<u>Lodging & Meals</u>	<u>Total</u>
Dillion Widdifield	Online	Fortinet NSE Training Institute Fortinet NSE 4 Certification Program	4/13/23	\$400.00			\$400.00
Tina Basile-Feoli <i>*previously approved, mileage revision</i>	Camden County Technical School	Association of Student Professionals of NJ Southern Regional Meeting	9/15/23 11/20/23 1/19/24 3/18/24 5/17/24	No Cost	\$118.44		\$118.44
Thomas Freeman	Arlington, VA	DC Basketball Clinic	9/22/23 & 9/23/23	\$110.00	\$151.81	\$397.00	\$658.81
Dr. Lisa Niemi Michele DePasquale	Online	Anti-Bias Training with Dr. Tahirah Walker	9/22/23	No Cost			No Cost
Dr. Michael Berner Louis Neglia Alexandra Paine Brian Theurer Damien Wilson	The Eileen Abbott Central Admin. Building	Rowan University's 2023-2024 Literary Consortium Writing Institute	9/27/23 10/26/23 11/30/23 12/14/23	\$3,000.00 <i>(Group Rate)</i>	\$10.62 <i>(each)</i>		\$3,053.11
Dr. Lisa Niemi Michele DePasquale	Online	Virtual Screening of On These Grounds with Healer-Activist Vivian Anderson	9/29/23	No Cost			No Cost
Lisa Dolby	The NJ Department of Education	18 to 21 Year Old Program Staff Community of Practice Meeting	10/4/23 1/24/24 4/24/24	No Cost	\$51.70		\$51.70
Dr. Lisa Niemi	Borgata Hotel, Atlantic City	2023 NJPSA/FEA/ NJASCD	10/11/23	\$198.00			\$198.00
Dr. Vincent DuBeau	Seven Stars Diner, Deptford	SJBODA Fall Membership Meeting	10/11/23	No Cost			No Cost

<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. Anthony Fitzpatrick	Borgata Hotel	NJPSA/FEA Fall Conference	10/12/23 & 10/13/23	\$425.00	\$60.90		\$485.90
Lisa Dolby	New Brunswick	Facing the Future 2023	10/13/23	\$215.00	\$83.02		\$298.02
Dr. Lisa Niemi	Online	Anti-Bullying Specialist Certificate Program	Various	\$500.00			\$500.00
Michele DePasquale	Online	The Power of Play with Ashley McGuire & Thom Nezbeda	10/16/23	No Cost			No Cost
Lisa Dolby	Hilton Hasbrouck Heights, NJ	NJ County Teachers Fall Leadership Retreat	10/20/23 & 10/21/23	No Cost	\$123.35		\$123.35
Dr. Lisa Niemi Michele DePasquale	Online	Practical RP Implementation with Carly McCollow	10/26/23	No Cost			No Cost
Dr. Vincent DuBeau	Atlantic City Convention Center	NJMEA Conference	2/22/24 - 2/24/24	No Cost	\$121.26		\$121.26
<ul style="list-style-type: none"> ▶ Jackie Scerbo ▶ Dr. Melissa Smith ▶ Lisa Elisio ▶ Tara Heffner ▶ Rachel Weichmann ▶ Melissa Pilitowski ▶ Brian D'Ottavio ▶ Sarah Jones ▶ Joseph Pepitone ▶ Mollie Huntsinger ▶ Melissa Haigh ▶ Daniel Cardona ▶ Kimberly Collins 	Online	NAPE Workshop: Non-Traditional Student Success - Perkins Basics and Beyond	Various Dates	\$39.00 <i>(per person)</i>			\$507.00

(† Paid for with Title II monies) (▲ Paid for with Title I monies) (▶ Paid for with Perkins) (◆ Paid for with Title IV monies)

2. I make a motion to accept the Annual Assessment results
3. I make a motion to approve the Curriculum Handbook for the 2023-2024 school year
4. 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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5. I make a motion to approve the middle school discipline revisions for the 2023-2024 school year

D. Policy - - Chairperson

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

<u>Policy 6112</u>	Reimbursement of Federal and Other Grant Expenditures (M) - <i>Revised</i>
<u>Policy 6115.04</u>	Federal Funds - Duplication of Benefits (M) - <i>New</i>
<u>Policy 6311</u>	Contracts for Goods or Services Funded by Federal Grants (M) - <i>Revised</i>
<u>Regulation 6115.01</u>	Federal Awards / Funds Internal Controls - Allowability of Costs (M) - <i>New</i>

E. Athletic/Activities - Mr. Garry Lightfoot - Chairperson

(All hiring is pending completion of required state paperwork)

1. I make a motion to approve the following athletic positions for the 2023-2024 school year as listed:

<u>Name</u>	<u>Sport</u>	<u>Action</u>
Arturo Serrano	Head MS Boys Soccer Coach	Assign
Adrianna Blake	Assistant Girls Basketball Coach	Resign
Adrianna Blake	Volunteer Girls Basketball 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)

<u>Name of Person/Organization</u>	<u>Facilities Requested</u>	<u>Date Requested</u>	<u>Time</u>
Swim Team Clothing Drive - John Delia	HS Athletics Entrance	10/7/23	8:00am - 12:00pm
Gloucester County Christian School Track Meet - William Cappell	John A. Oberg Stadium	5/2/24 <i>(rain date 5/6/24)</i>	7:00am - 2:30pm

G. Cafeteria - Mrs. Ellen Gaglianone - Chairperson

1. None

H. Transportation - Mrs. Cheryl Beck - Chairperson

1. I make a motion to approve the following 2023-2024 Transportation Jointures as listed:
 - a. Clayton Board of Education
 - b. Clearview Board of Education
 - c. Cumberland Board of Education
 - d. Glassboro Board of Education
 - e. Franklin Board of Education
 - f. Mantua Board of Education
 - g. Newfield Board of Education
 - h. Upper Pittsgrove Board of Education
 - i. Woodbury Board of Education
 - j. Pitman Board of Education
 - k. Monroe Township Board of Education
 - l. Sussex Co. Regional Cooperative (Summer 2023)
 - m. Sussex Co. Regional Cooperative (September 2023)

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>
A.D.	12/21/07	Delsea	MD	Bankbridge South High	\$234.00/per diem (Extended School Year)
B.A.	9/29/05	Delsea	Autism	Bankbridge Development Center	\$234.00/per diem (Extended School Year)
C.N.	1/24/04	Delsea	MD	Bankbridge South High	\$234.00/per diem (Extended School Year)
D.C.	4/28/03	Delsea	MD	Abilities Solution	\$148.34/per diem
D.C.	11/8/04	Delsea	MD	Bankbridge South High	\$234.00/per diem (\$191.50 aide/per diem) (Extended School Year)
E.A.	6/22/06	Delsea	MD	Bankbridge South High	\$234.00/per diem (Extended School Year)
F.C.	12/11/02	Delsea	MD	Bankbridge Development Center	\$234.00/per diem (\$191.50 aide/per diem) (Extended School Year)
G.T.	10/16/07	Delsea	Autism	Bankbridge Development Center	\$234.00/per diem (Extended School Year)

<u>Initials</u>	<u>DOB</u>	<u>Township</u>	<u>Classification</u>	<u>School</u>	<u>Contracted Educational Tuition</u>
G.A.	3/5/05	Delsea	ID-Moderate	Atlantic County Special Services	\$2,875.00 <i>(Extended School Year)</i>
G.A.	3/5/05	Delsea	ID-Moderate	Atlantic County Special Services	\$238.00/per diem
L.C.	8/4/06	Delsea	MD	Bankbridge Development Center	\$234.00/per diem <i>(\$191.50 aide/per diem)</i> <i>(Extended School Year)</i>
M.V.	10/20/04	Delsea	Autism	Bankbridge South High	\$234.00/per diem <i>(Extended School Year)</i>
M.I.	1/5/08	Delsea	Autism	Bankbridge South High	\$234.00/per diem <i>(\$191.50 aide/per diem)</i> <i>(Extended School Year)</i>
M.E.	8/21/02	Delsea	MD	Salem County Special Services	\$225.44/per diem <i>(\$180.57 aide/per diem)</i> <i>(Extended School Year)</i>
M.E.	8/21/02	Delsea	MD	Salem County Special Services	\$281.19/per diem <i>(\$300.92 aide/per diem)</i>
S.J.	1/25/05	Delsea	Autism	Bankbridge South High	\$234.00/per diem <i>(\$191.50 aide/per diem)</i> <i>(Extended School Year)</i>
S.J.	2/13/09	Delsea	MD	Bankbridge South Middle	\$234.00/per diem <i>(Extended School Year)</i>
S.J.	1/4/05	Delsea	MID	Abilities Solution	\$148.34/per diem
T.A.	8/26/06	Delsea	Autism	Bankbridge South Middle	\$234.00/per diem <i>(\$191.50 aide/per diem)</i> <i>(Extended School Year)</i>
T.C.	11/15/07	Delsea	MD	YALE Cherry Hill	\$352.22/per diem
R.C.	11/9/05	Delsea	Autism	YALE Cherry Hill	\$352.22/per diem

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>
10/5/23	Sam's Club, Williamstown - SAVE	Lisa Dolby
10/10/23	Inclusion Coffee Shop - CBI, SAVE HS & 18-21	Lisa Dolby
10/13/23	RCSJ Gloucester County - MEGA Job Fair	David Daigle

3. Recommend the Board approve the creation of the Tabletop Gaming Club - volunteer Melanie Pappert
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. 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:

<u>HIGH SCHOOL</u>	<u>Fire Drill</u>	<u>Crisis Drill</u>
Dates:	8/17/23	8/27/23
Times:	1:09pm	11:00am
Locations:	Main Panel	Tabletop Discussion

<u>MIDDLE SCHOOL</u>	<u>Fire Drill</u>	<u>Crisis Drill</u>
Dates:	8/2/23	8/9/23
Times:	9:09am	11:00am
Locations:	Girls Locker Room	Tabletop Discussion

9. **Student Board Member Report -**
 - A. Update

10. **Executive Board Member's Report - Mr. Frank Borelli - Chairperson**
 - A. Legislative Update

11. School Business Administrator's Report

A.

12. Old Business

A.

13. New Business

A.

14. 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.

15. 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 September 6, 2023

Joseph Collins, Board Secretary

16. Adjournment

PG/mc
Encl.