

DELSEA REGIONAL HIGH SCHOOL DISTRICT
FRANKLINVILLE, NEW JERSEY 08322

ORDER OF BUSINESS AND AGENDA
DELSEA REGIONAL HIGH SCHOOL DISTRICT
DECEMBER 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. School Climate & Equity Team

5. Reading of the Minutes

A. Regular Session - 11/1/23

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 retirement as listed:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Patricia Cowell	High School Security	12/31/23

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>
Henry Lisitski <i>(tech department)</i>	3/4/24 through 5/24/24	Unpaid leave 3/4/24 through 5/24/24	N/A	3/4/24 through 5/24/24
Lauren Clay <i>(secretary)</i>	11/1/23 through 6/30/24 <i>(Intermittent)</i>	Unpaid leave 11/1/23 through 6/30/24 <i>(Intermittent)</i>	N/A	11/1/23 through 6/30/23 <i>(Intermittent)</i>

3. I make a motion to approve the following staff to chaperone the senior trip to Disney in Orlando, Florida from April 16th through April 19th, 2024 as listed:

Chaperones:	Robert Briles, III
	Pasha Chard
	Cathleen Hertens
	Abigale Jones
	Victoria Miller
	Melissa Pilitowski
Administration:	Francis Ciociola
Nurse:	Tara Kern

4. I make a motion to approve the following staff to provide support as paraprofessionals for students with IEP's for extracurricular activities for the 2023-2024 school year at a previously approved rate as listed:

Staci Bedell	Robin Bishop
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5. I make a motion to approve the following clubs with their volunteer advisors as listed:

<u>Volunteer</u>	<u>Club Name</u>	<u>School</u>
George Clark	The Middle School Gamer Club	MS
Middle School Literary Magazine	Alexandra Paine	MS
Future IT Professionals	Bradford Scott	HS

6. I make a motion to approve the following staff as detention monitors for the 2023-2024 school year at a previously approved rate as listed:

Jennifer Macielag	Matthew Nicaastro
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B. Budget and Finance - Mr. Joseph Darminio -

- I make a motion to approve the Board Secretary Report in accordance with 18A:17-36 and 18A:17-9 for the month of September. 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 October 2023. The Treasurer's Report and Secretary's Report are in agreement for the month of October 2023.
- 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
- 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
- I make a motion to approve the Report of Transfers for October 2023
- I make a motion to approve the following bills as listed:

i.	<u>Operating Bills</u>	\$1,754,843.96
ii.	<u>Hand Checks</u>	\$1,028,214.79
iii.	<u>Cafeteria & Athletic Bills</u>	\$151,555.93

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>
Tara Heffner	Virtual	Information Session with Growing Stronger Consulting Services	11/1/23	No Cost			No Cost
Mollie Huntsinger	RCSJ Gloucester County	FAFSA Workshop	11/6/23	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>
David Daigle	The Grove at Centerton	Regional Economic Perspective: Cumberland and Salem Counties	12/1/23	No Cost			No Cost
John Bertolino	FEA	Co-Teaching in Middle School & High School	12/6/23	No Cost			No Cost
Maureen Smashey	Forsgate Country Club	STS General Meeting	12/6/23	No Cost	\$69.09		\$69.09
Rachele Weichmann	Gloucester County Library - Mullica Hill Branch	Gloucester County Collaborative of School Psychologists	12/7/23	No Cost	\$12.22		\$12.22
Tara Heffner	Virtual	School Behavioral Threat Assessment & Management (BTAM) Training - NJ DOE	12/14/23	No Cost			No Cost
Melissa Pilitowski	Rowan University	New Jersey School Counselor Association Winter Conference	1/5/24	No Cost			No Cost
Allison Amico Olivia Fruits Heather Brescia	Rowan University	Building Thinking Classrooms	1/8/24	\$199.00 \$199.00 \$199.00			\$199.00 \$199.00 \$199.00
Alexa Happ Jillian Giacobbe	Rowan University	High School Data Science - HS Math Teachers	1/9/23	\$199.00 \$199.00	\$7.43 \$7.52		\$206.43 \$206.52
John Bertolino	FEA	Building the Master Schedule for MS and HS	1/22/24	\$100.00	\$56.10		\$156.10
Dr. Anthony Fitzpatrick Lakishia Powell Brianna Rucci Dr. Micheal Berner	Harrah's Resort, Atlantic City	TECHSPO '24	1/24/24 - 1/26/24	\$540.00 \$540.00 \$540.00 \$540.00	\$59.84 \$59.84 \$59.84 \$60.78	\$558.16 \$558.16 \$558.16 \$558.16	\$1,158.00 \$1,158.00 \$1,158.00 \$1,158.94

(† 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 approve the following graduate coursework as listed:

<u>Name</u>	<u>Course</u>	<u>Cost</u>
Ashley Caspermeyer	The Long Poem	\$1,095.00
Ashley Caspermeyer	Remote Poetry Writing	\$1,095.00
Teresa Johnson	Educational Assessment in Special Education	\$2,183.46

3. I make a motion to approve Rekindle Education to provide 1:1 instructional coaching support to non-tenured math teachers for the 2023-2024 school year at a rate of \$600.00 per teacher (**Paid through Title II funds*)

4. I make a motion to approve the Amended FY24 ESEA application

5. I make a motion to approve Kimberly Tucker to provide technical support for the implementation of the co-teaching model at Delsea Middle School for four days at \$1,000.00 per day (**Paid through Title I SIA funds*)

6. I make a motion to approve submission of the 2022-2023 Title I Performance Report

7. I make a motion to approve the following Curriculum Development assignments for the 2023-2024 school year at a previously approved rate as listed:

<u>Name</u>	<u>Writing</u>
Scott English	Plumbing 1 - Full Year
Susan Helsel	Electrical 1 - Full Year

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

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	<u>Cooperating Teacher</u>	<u>School</u>
Layla Stalling	January 2024 through May 2024 (300 hour practicum)	School Psychology	Rachele Weichmann	MS
Vincent Piantadosi	Spring 2024: 1/16/24 - 3/8/24 (Monday/Wednesday Visitation) Fall 2024: 10/28/24 - 12/19/24 (5 days/week)	Health & PE	Brian Lindsey	HS
Jessica Wells	January 16, 2024 through May 10, 2024	School Counselor	Melissa Pilitowski	HS
Jessica Mitchell & Skye Robinson	Field Placement: 2/9/24, 2/16/24, 2/23/24, 3/1/24, 3/8/24, 3/22/24, 3/29/24	Art	Pamela DeRose	HS

D. Policy - - Chairperson

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

<u>Policy 2419</u>	School Threat Assessment Teams (M) - <i>Revised</i>
<u>Regulation 2419</u>	School Threat Assessment Teams (M) - <i>New</i>
<u>Policy 5460.02</u>	Bridge Year Pilot Program (M) - <i>ABOLISHED</i>
<u>Regulation 5460.02</u>	Bridge Year Pilot Program (M) - <i>ABOLISHED</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 amended:

<u>Name</u>	<u>Sport</u>	<u>Action</u>
Kristina Martorana	Winter Athletic Site Supervisor for the Middle School	Resign
Joshua Taylor	Winter Athletic Site Supervisor for the Middle School	Assign
Vincent Kennedy	Head Boys MS Basketball Coach	Resign
Vincent Kennedy	Volunteer Boys MS Basketball Coach	Assign
William Hawkins	Head Boys MS Basketball Coach	Assign
Adrianna Blake	Volunteer Girls Basketball Coach	Resign
Mason Maxwell	Volunteer Wrestling Coach	Assign
Thomas Freeman	Fall Weight Room Supervisor	Assign
Kalin Priest	Volunteer Indoor Track & Field Coach	Assign

2. I make a motion to approve homeschooled student Z.K. to be eligible to tryout for tennis
3. I make a motion to approve the 2024-2025 Tri County Conference school fees of \$1,500.00 per school and the following ticket prices for all athletic events as listed:

Adults	\$3.00
Students & Senior Citizens <i>(The admission price for senior citizens and military personnel is at the discretion of the home team; By-laws B2.3.6 pg.18)</i>	\$2.00
All West Jersey Football League Varsity Football Games - Adults	\$4.00

4. I make a motion to approve the following sports teams to travel to Myrtle Beach, South Carolina as listed:

Baseball Team	March 20th through March 24th, 2024
Softball Team	March 21st through March 25th, 2024

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)

Name of Person/Organization	Facilities Requested	Date Requested	Time
Club Interact Thanksgiving Dinner - Kenneth Olinsky	HS Cafeteria & Kitchen & East Wing Restrooms	11/23/23	7:00am - 3:00pm

^Custodial & transportation costs required

2. I make a motion to approve the Three Year Comprehensive Maintenance Plan (HS/WWTP and MS)
3. I make a motion to approve the Annual Maintenance Budget Amount Worksheet, Form M-1
4. I make a motion to approve the Maximum Capital Reserve (LRFP) in the amount of \$8,661,533

G. Cafeteria - Mrs. Ellen Gaglianone - Chairperson

1. I make a motion to approve the following cafeteria report for September 2023

Total Income	\$73,617.91
Total Expense	\$(95,406.71)
Net Income or (Loss)	\$(21,788.80)
Average Daily Attendance	1590
Average Daily Participation	620
Percentage of Participation	39%

H. Transportation - Mrs. Cheryl Beck - Chairperson

1. I make a motion to approve the following 2023-2024 Transportation Jointures as listed:
 - a. Lenape Regional High School District
 - b. Clayton Public Schools
 - c. Rancocas Valley Regional School District
2. I make a motion to approve the sale of the following retired buses

I. Superintendent's Report

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

Initials	DOB	Township	Classification	School	Contracted Educational Tuition
D.Z.	1/28/11	Delsea	OI	Home Instruction	N/A
R.B.	10/30/06	Delsea	Homeless	Vineland High School	\$76.96/diem
M.T.	3/24/20	Delsea	SLD	Williamstown High School	\$91.33/diem
M.B.	10/25/06	Delsea	ERI	Clayton High School	\$76.96/diem
W.J.	2/26/07	Delsea	MD	Home Instruction	N/A

2. Recommend the Board approve 103 students to attend Gloucester County Vocational Technical School District for the Career - Technician Programs at an annual rate of \$2,592.00 per student
3. Recommend the Board approve the following staff to attend the senior trip to Disney in Orlando, Florida from April 16th through April 19th, 2024 as paraprofessionals and the cost of the trip, \$2,049.00 per person as listed:

Brian D'Ottavio	Christine Garnier	Jeffrey Hartmann
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4. Recommend the Board approve the following field trips in accordance with our fee schedule and educational significance as listed:

Date	Location	Name
12/4/23	Oak Valley Railroad - SAVE 18-21 Transitions	Lisa Dolby
12/5/23	Macy's, Philadelphia - HS SAVE	Abigale Jones
12/12/23	HollyDELL School, Sewell - DECA	Eileen Fischer
12/12/23	College Town Shopping Center, Glassboro - SAVE 9-12	Abigale Jones
12/16/23	New York City - Delta Eta Sigma	Tanya Mastrokyriakos
12/20/23	Salem Nuclear Power Plant - Law Enforcement Class	Cathleen Hertens & Edward Gonnelli
1/10/24	RCSJ, Sewell - Accuplacer Test	Jillian Giacobbe
3/12/24	Camden County College - 8th Grade Honors Science	Shanon Godfrey
3/12/24	Camden County College - AP Biology	Micheal Monteleone
6/6/24	Morey's Pier - Renaissance Club	Lisa Dolby & Ashley Caspermeyer

5. Recommend the Board approve the 2023 HS/MS School Self-Assessment for Determining Grades
6. Recommend the Board approve the October 2023 HS/MS HIB report as presented last month

7. Recommend the Board acknowledge the receipt of the November 2023 HS/MS HIB report as presented
8. 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 Schools
 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:	11/20/23	11/17/23
Times:	1:00 pm	1:00 pm
Locations:	Main Panel	Secure Drill

<u>MIDDLE SCHOOL</u>	<u>Fire Drill</u>	<u>Crisis Drill</u>
Dates:	11/16/23	11/13/23
Times:	2:37 pm	10:02 am
Locations:	Near A2	Secure Drill

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. For the information of the Board on Thursday November 30th the GCSSDJIF held their annual state of the fund dinner. Since joining the JIF, Delsea has implemented several procedures to limit risk and promote safety. For our efforts we were awarded the following:

1. Performance award - Loss ratio below 50% - \$1,000
2. Timely Reporting - under 24 hours - \$1,000
3. Elite II Safety - \$2,500
4. Safety District of the Year - \$2,500

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 December 6, 2023

Joseph Collins, Board Secretary

16. Adjournment

PG/mc
Encl.