

ORDER OF BUSINESS AND AGENDA
DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION
JANUARY 4, 2017
REGULAR BOARD OF EDUCATION MEETING
DELSEA MIDDLE SCHOOL – 7:30 P. M.

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 November 2016 Annual School Election and will be made part of the minutes

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

- William DiMatteo
- Greg Coffin
- David Piccirillo

4. Administration of Oaths

5. Board Nomination for President

- A. Recommend that the Board open the nominations for president
- B. Recommend that the Board motion for nominations be closed
- 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 and pending board policies for the 2016-2017 school year
- B. I make a motion to appoint a delegate to the New Jersey School Boards Association for 2017
- C. I make a motion to appoint an alternate delegate to the New Jersey School Boards Association for 2017
- D. I make a motion to appoint a delegate to the Gloucester County School Boards Association
- E. I make a motion to appoint an alternate delegate to the Gloucester County School Board Association
- F. I make a motion to approve parliamentary procedures for Board meetings

- G. I make a motion to approve the curriculum and textbooks for the 2016-2017 school year
- 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

8. Presentations

- A. Introductions of Teacher of the Year

9. Reading of the Minutes

- A. Regular Session 12/7/16

10. Communications

- A. Thank you note
- B. Newfield BOE

11. 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.

12. Committees:

A. Personnel - Mr. Greg Coffin - Chairperson

(All hiring is pending completion of required state paperwork)

1. I make a motion to approve Chelsea Johnson as a full time custodian - effective January 5, 2017
2. I make a motion to approve Joanne Conto as a permanent substitute bus driver - effective January 3, 2017
3. I make a motion to approve the resignation of Frank Borelli, Jr., paraprofessional - effective December 10, 2016
4. I make a motion to approve the resignation of Michael Massi, high school evening security - effective December 24, 2016
5. I make a motion to approve the following leaves of absence as listed:

<u>Employee</u>	<u>Leave Requested</u>	<u>Federal Medical Leave Act</u>	<u>State Medical Leave Act</u>	<u>Sick Days</u>
Christine Garnier (teacher)	5/8/17 through 11/24/17	5/8/17 through 6/16/17 (benefit 6 weeks)	9/1/17 through 11/24/17 (benefit 12 weeks)	Paid leave 5/8/17 through 6/4/17 Unpaid leave 6/5/17 through 11/24/17

Rose Marie Kronberger (teacher)	2/8/17 through 5/3/17	2/8/17 through 5/3/17 (benefit 12 weeks)	2/8/17 through 5/3/17 (benefit 12 weeks)	Paid leave 2/8/17 through 5/3/17 Unpaid leave N/A
Jeannette Bisceglia (transportation)	1/9/17 through 4/3/17	N/A	1/9/17 through 4/3/17 (benefit 12 weeks)	Unpaid leave 1/9/17 through 4/3/17
Debra Cummings (teacher)	2/1/17 through 5/3/17	2/1/17 through 5/3/17 (benefit 12 weeks)	2/1/17 through 5/3/17 (benefit 12 weeks)	Paid leave 2/1/17 through 2/22/17 Unpaid leave 2/23/17 through 5/3/17

B. Budget and Finance - Mr. James Kelly - 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 2016. 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 8A:17-36 and 18A:17-9 for the month of November 2016. The Treasurer's Report and Secretary's Report are in agreement for the month of November 2016.
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 the Transfer for November 2016.
6. I make a motion to approve the following bills as listed:

i.	<u>Operating</u>	\$394,421.11
ii.	<u>Capital Projects</u>	\$ 29,660.00
iii.	<u>Hand Checks</u>	\$539,473.95
iv.	<u>Cafeteria & Athletic Bills</u>	\$ 61,585.83

C. Education - Mr. Nicholas Christian - 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>
Carlos Castro	Cherry Hill	New Jersey International Building Code	12/21/16	\$269.00	\$17.28		\$286.28
Courtney Nicholson	GCEA, Woodbury	SURE County Meeting	1/11/17	No Cost			No Cost
Felicia Seigel	Camden County Technical School, Sicklerville	Music Teacher Professional Development	1/24/17	No Cost			No Cost
Kathy Assini	DOE, Trenton	NJSTOY	1/25/17	No Cost			No Cost
†Kevin Thibault	Harrah's Atlantic City	Techspo	1/26/17 - 1/27/17	\$425.00	\$32.90	\$99.00	\$556.90
Melissa Pilitowski	Hotel ML, Mount Laurel	PARCC - NJ Regional Training	2/16/17	No Cost			No Cost
†Dr. Anner Thompson	Camden County College, Blackwood	Engaging Diverse Learners and Their Families	2/23/17	No Cost	\$8.25		\$8.25

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

2. I make a motion to approve the following graduate coursework as listed:
 - a. Lisa Dolby - \$2,682.00
 - b. Brian DuBois - \$1,939.56
3. I make a motion to approve Amanda Miduski as a homebound tutor for the 2016-2017 school year
4. I make a motion to approve the high school Code of Conduct revisions
5. I make a motion to approve the following Rowan University students for the spring semester practicum in teaching and learning as listed:

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	<u>Cooperating Teacher</u>	<u>School</u>
Luis Torres	3/20/17 - 4/26/17	Health & PE	David Slates	HS
Connor Smith	3/20/17 - 4/26/17	Health & PE	Matthew Murschell	MS
Jessica Johnson	1/1/17 - 6/30/17	Psychology	Rachele Weichmann	MS

6. I make a motion to approve the following Rowan University students to observe Scott McCarron and Vincent DuBeau on February 15, 2017 as listed:

Joshua Bodanza	Raymond King	Kaitlyn Plocharski	Alexandra Vitarelli
Layne Centrella Mossop	Chase J. Pecoraro	Samantha Ruvo	Kayleigh Whitmore
Matthew Gaudin	Elisabeth Pirolli	Lucas Sheary	

7. I make a motion to approve the following high school club with their volunteer advisors as listed:

1. Friends of SAVE - Laura Jones & Ronald Flaim

D. Policy - Mr. David Piccirillo - Chairperson

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

Policy # 3111	Creating Positions
Policy # 3124	Employment Contract
Policy # 3125.2	Employment of Substitute Teachers
Policy # 3126	District Mentoring Program
Policy # 3141	Resignation
Policy # 3144	Certification of Tenure Charges
Policy # 3144.3	Suspension Upon Certification of Tenure Charge
Policy # 3152	Withholding an Increment
Policy #3159	Teaching Staff Member/School District Reporting Responsibilities
Policy # 3161	Examination for Cause
Policy # 3211.3	Consulting Outside the District
Policy # 3321	Acceptable Use of Computer Network(s)/Computers and Resources by Teaching Staff Members
Policy # 3322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
Policy # 3324	Right of Privacy - Teaching Staff Members
Policy # 3370	Teaching Staff Member Tenure
Policy # 3372	Teaching Staff Member Tenure Acquisition
Policy # 3373	Tenure Upon Transfer or Promotion
Policy # 3425.1	Modified Duty Early Return to Work Program - Teaching Staff Members
Policy # 3432	Sick Leave
Policy # 3231	Outside Employment As Athletic Coach

E. Athletic - Mr. Garry Lightfoot - Chairperson

1. I make a motion to approve the following athletic position as listed:
(All coach hiring is pending completion of required state paperwork)

Dave Heyel	Spring Weight Room Coordinator	Assign
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F. Building and Grounds - Mr. William DiMatteo - Chairperson

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

<u>Name of Person/ Organization</u>	<u>Facilities Requested</u>	<u>Date Requested</u>	<u>Time</u>
Franklin Twp Basketball - Joe Ingram	MS Cafe <i>(pictures)</i>	1/27/17	5:00pm - 9:00pm
Franklin Twp Little League Baseball & Softball - Tom Schofield	JV Baseball & Softball Fields MS Cafe <i>(pictures)</i>	3/13/17 - 6/9/17 4/3/17 & 4/4/17	6:00pm -9:00pm 4:30pm - 9:30pm

G. Cafeteria - Mr. Robert Scavelli - Chairperson

1. I make a motion to approve the following cafeteria report for November 2016 as listed:

Total Income	\$ 57,888.14
Total Expense	\$ (59,614.63)
Net Income or (Loss)	\$ (1,726.49)
Average Daily Attendance	1597
Average Daily Participation	741
Percentage of Participation	0.46

H. Transportation - Mr. Mario Christina - Chairperson

1. I make a motion to approve the following transportation jointures for the 2016-2017 school year as listed:

- a. Jointure with Garfield Park School District to transport 1 Garfield student, along with 8 Delsea students on Delsea's Route SP06 to Archway from December 12, 2016 through June 30, 2017 at a cost of \$8,122.00
- b. Jointure with Ventnor School District to transport 1 Ventnor student, along with 53 Delsea students on Delsea's Route DHS04 to Delsea High School from September 1, 2016 through June 30, 2017 at a cost of \$623.00
- c. Jointure with Monroe School District to transport 1 Monroe student, along with 7 Delsea students on Delsea's Route SP06 to Archway from December 06, 2016 through June 30, 2017 at a cost of \$9,155.00

- d. Jointure with Clayton School District to transport 35 Clayton students, along with 0 Delsea students on Delsea's Route AC07 to GCIT from December 1, 2016 through June 30, 2017 at a cost of \$20,624.00

I. Bond Referendum - Mario Christina - Chairperson

1. None

J. Superintendent's Report

1. Recommend the Board approve the Educational Technology Coach position and job description
 2. Recommend the Board approve the following field trips in accordance with our fee schedule and educational significance as listed:

Date	Location	Name
1/5/17	Middle School Leadership Conference - Camden County College, Blackwood	Shane McNichol
1/10/17	Black Cultural League - United Artist Theatre	Jeanne White
1/11/17	Web Program - RCGC, Sewell	Dave Daigle
1/20/17	College Prep Math - RCGC, Sewell	Jane Fiducioso
2/7/17	Live from Surgery - Rowan EIRC, Blackwood	Mike Monteleone
3/17/17	Placement Testing - RCGC, Sewell	Melissa Pilitowski

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

Initials	DOB	Township	Classification	School	Contracted Educational Tuition - Per Diem
B.J.	11/26/02	Franklin	OHI	Bankbridge Regional	\$34,920.00/year
P.E.	11/9/01	Elk	MD	Archway Upper	\$199.20
N.S.	1/3/99	Elk	OHI	Archway Upper	\$199.20
V.J.	9/28/01	Franklin	AS	Bankbridge Regional - South Campus	\$36,540.00/year

4. Recommend the Board acknowledge the receipt of the December 2016 HS/MS HIB report as presented
 5. Recommend the Board approve the November 2016 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. Mrs. Ferrucci
 2. Mr. Schoudt
 3. Mrs. Lomon
 - 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: 12/20/16 & 12/23/16

Times: 11:59 pm & 8:40 am

Locations: West Wing & Lockout - H.S.

Dates: 12/22/16 & 12/23/16

Times: 8:48 am & 9:25 am

Locations: Cafeteria & Lockout - M.S.

13. Executive Board Member's Report - Mr. Dave Piccirillo - Chairperson

- A. Legislative Update

14. School Business Administrator's Report

- A. Recommend the Board approve the Certification of Compliance with Federal and State Law Respecting the Reporting of Compensation for Certain Employees for the calendar year ending December 31, 2016

15. Old Business

- A.

16. New Business

- A.

17. **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 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.
18. **Executive Session**
A. Recommend the Board 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 closed session, at approximately _____p.m. 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:

A.

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, 2017.

Joseph Collins, Board Secretary

19. Adjournment

PG/mc
Encl.