

DELSEA REGIONAL HIGH SCHOOL DISTRICT
FRANKLINVILLE, NEW JERSEY 08322

ORDER OF BUSINESS AND AGENDA
DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION
JULY 3, 2019
REGULAR BOARD OF EDUCATION MEETING
DELSEA MIDDLE SCHOOL – 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. Presentations

A. Tech Update - Ryan Van Laeys

4. Reading of the Minutes

A. Regular Session 6/5/19

B. Executive Session 6/5/19

C. Special Meeting - Executive Session 6/26/19

5. Communications

A.

6. 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.

7. Committees:

A. Personnel - Ms. Kathie Catucci - Chairperson

(All hiring is pending completion of required state paperwork)

1. I make a motion to approve Tabitha MacKenzie as a high school physical education teacher at Step 1, BA at a yearly salary of \$52,551.00 - effective September 1, 2019
2. I make a motion to approve Brian Fischer to work 5 summer days as the district graphic designer at \$110.00 per day

3. I make a motion to approve a stipend in the amount of \$1,278.00 for Friends of Save advisor, Abigale Bilinski for the 2019-2020 school year (*club not included in Schedule B*)
4. I make a motion to approve Vincent D'Ottavio as a summer student tech intern at a previously approved rate
5. I make a motion to approve the following salary revision as listed:

		<u>From</u>		<u>To</u>			
Name	Step	Degree	Salary	Step	Degree	Salary	Effective
Lisa Dolby	14-15	BA+30	\$76,653	14-15	MA	\$77,483	9/1/19

6. I make a motion to approve Joe Talbot as a homebound tutor for the 2019-2020 school year at a previously approved rate

7. I make a motion to approve the following summer bus aides as listed:

Jeannette Bisceglia	Colleen Donnelly	Lou Ann Lindmeier	Sheldon Norwood
Denise Danter	Lisa Fricano	Crystal McDowell	Dana Parker
Denise Dayton	Dorothy Greenwood	Mary Merlino	Maryann Pizzo
Mary DeMarco	Nannett Ianni	Miller Mills	Kaitlyn Polarksi
Michelle DeMatteo	Alexis Jackson	Julie Mistichelli	Christine Stigliano
Emila DiBenedetto	April Jones	Kelly Moylan	Donna Scarpa
Charles Dickinson	Nadia Lane	Josette Mungiole	

8. I make a motion to approve the following to attend the 2019 summer workshops/trainings as listed:

MS Climate/Safety Workshop (Title II Funds) 1-2 Days	
Thomas Keller	Shane McNichol

Equity Council (Title II/IV Funds) 1-2 Days	
Gary Nelson	

Customizing the Teacher Toolbox to Reach Every Student (Title II Funds) - 1 Day	
Abigale Bilinski	

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 May 2019. 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 May 2019. The Treasurer's Report and Secretary's Report are in agreement for the month of May 2019
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 May 2019
6. I make a motion to approve the following bills as listed:

i.	<u>Operating</u>	\$1,423,513.91
ii.	<u>Cafeteria, Athletic, and Postage Bills</u>	\$64,217.25
ii.	<u>Hand Checks</u>	\$545,057.42

C. Education - Ms. Diane Trace - 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>
Jackie Scerbo	NJPSA/FEA Conference Center, Monroe Twp.	EdCamp: Fostering Collaborative and Collegial Relationships	7/25/19	No Cost	\$42.16		\$42.16
†Jessica Ebinger	Camden County College	AP Summer Institute - Italian Language & Culture	8/5/19	\$995.00	-		\$ 995.00
†Debra Cummings			8/8/19	\$995.00	\$54.31		\$1,049.31

(†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 student for the practicum in teaching and learning as listed:

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	<u>Cooperating Teacher</u>	<u>School</u>
Rebecca Kwiecien	Fall 2019: 9/3/19 - 12/10/19 (Wednesdays)	Biology/Biology Sciences	Michelle Corson	HS

D. Policy - Mr. David Piccirillo - Chairperson

1. None

E. Athletic - Mr. Garry Lightfoot - Chairperson

1. I make a motion to approve the following athletic positions for the 2019-2020 school year as listed:

(All coach hiring is pending completion of required state paperwork)

<u>Name</u>	<u>Sport</u>	<u>Action</u>
Frank Gaetano Jr.	Boys MS Soccer Coach	Assign
Corrine Allen	Volunteer Field Hockey Coach	Assign
Robert Briles	Head Girls Basketball Coach	Assign
Michele DePasquale	Assistant Girls Basketball Coach	Assign
Neil Bress	Assistant Girls Basketball Coach	Assign
Corrine Allen	Field Hockey Assistant Coach	Resign
Christian Cortese	Boys Soccer Assistant Coach	Resign

2. I make a motion to approve the girls basketball team to travel to Tampa, Florida for the Tampa Christmas Invitational from December 26th through December 31st with the following coaches in attendance:

Robert Briles	Neil Bress	Michele DePasquale
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3. I make a motion to approve Delsea Regional High School District to be a member of NJSIAA
4. I make a motion to approve the NJSIAA annual dues in the amount of \$2,150.00

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
Delsea Football Camp - Salvatore Marchese	HS Cafe. & HS Gym	8/26/19 - 8/31/19	Overnight
Soup Night Fundraiser - Soyan Unkow	HS Cafe	11/13/19	4:30 pm - 6:30 pm

G. Cafeteria - Tina DeSilvio - Chairperson

1. I make a motion to approve the following cafeteria report for May 2019 as listed:

Total Income	\$95,045.07
Total Expense	\$(79,057.80)
Net Income or (Loss)	\$15,987.27
Average Daily Attendance	1613
Average Daily Participation	865
Percentage of Participation	54%

H. Transportation - Mr. Harry Kennedy - Chairperson

1. I make a motion to approve the parent transportation jointure for S.J. to Bankbridge School District on Route DHS-20 from July 1, 2019, through June 30, 2020, at a per diem rate of \$45.00
2. I make a motion to approve the parent transportation jointure for R.C. to GCIT on Route DHS-20 from July 1, 2019, through June 30, 2020, at a per diem rate of \$45.00

3. I make a motion to approve the ESY transportation jointures for the 2019-2020 school year with the following districts as listed:
 - a. Clayton School District
 - b. Clearview Regional School District
 - c. Glassboro Public School District
 - d. Monroe Township Public School District
 - e. Montville Public School District
 - f. Newark Public School District
 - g. Newfield School District
 - h. Pitman School District
 - i. Trenton Public School District
 - j. Township of Franklin Public School District
 - k. Upper Pittsgrove School District
 - l. Washington Township Public School District

I. Superintendent's Report

1. 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>
6/27/19 & 7/6/19	Philadelphia International Airport - Greece Trip	Tanya Mastrokyriakos
7/8/19 & 7/29/19	Sam's Club, Williamstown - ESY	Abigale Bilinski
7/15/19	Danny's Pizza, Franklinville - ESY	Abigale Bilinski
7/19/19	Ocean City Boardwalk - ESY	Abigale Bilinski
7/22/19	Danny's Pizza Pizzazz, Franklinville - ESY	Abigale Bilinski
7/23/19	Washington Lake Park, Sewell & Water Ice Station, Pitman - ESY	Abigale Bilinski
10/10/19	Henry M. Rowan College of Engineering - STEM	Candace Wright
10/15/19	Henry M. Rowan College of Engineering - STEM	Ashley Dobleman

2. 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 - Per Diem</u>
H.G.	11/1/01	Franklin	CI	Home Instruction	N/A
J.L.	9/13/03	Elk	OHI	Home Instruction	N/A
B.A.	11/13/00	Franklin	ASD	Y.A.L.E.	\$311.45
E.R.	11/9/00	Newfield	ASD	Y.A.L.E.	\$311.45
M.B.	6/14/01	Franklin	ASD	Y.A.L.E.	\$311.45
W-F.L.	3/21/03	Franklin	ED	State	\$302.00

3. Recommend the Board approve the Affirmative Action Team to conduct a needs assessment and develop a Comprehensive Equity Plan
4. Recommend the Board approve the submission of the proposed Comprehensive Equity Plan
5. Recommend the Board approve the revised 2019-2020 district calendar
6. Recommend the Board approve the donation of various computer items from the federal government excess equipment program, *Computers for Learning* for the Technology Student Association
7. Recommend the Board acknowledge the receipt of the June 2019 HS/MS HIB report as presented
8. Recommend the Board approve the May 2019 HS/MS HIB report as presented last month
9. 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:** 6/17/19 & 6/19/19
 - Times:** 1:32 pm & 9:30 am
 - Locations:** Main Panel & Lockout - H.S.

 - Dates:** 6/4/19 & 6/20/19
 - Times:** 2:08 pm & 11:12 am
 - Locations:** Lobby & Lockout - M.S.

8. Executive Board Member's Report - Ms. Kathie Catucci - Chairperson
 A. Legislative Update

9. School Business Administrator's Report

A. Recommend the Board approve the following Shared Service Agreements as listed:

- 1. Franklin Township School District
 - i. IT Services
- 2. Elk Township School District
 - i. Superintendent
 - ii. Assistant Superintendent/Curriculum Director
 - iii. IT Services
 - iv. Maintenance Mechanic
 - v. Child Study Team Director
 - vi. Transportation Services
 - vi. Facilities Manager
 - vii. Business Services
 - viii. Transportation Coordinator
 - ix. Educational Research Coordinator
- 3. Clayton School District
 - i. Transportation Repair/Maintenance of Bus Fleet
 - ii. Transportation Coordinator

10. Old Business
 A.

11. New Business
 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 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.
13. **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 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 July 3, 2019

Joseph Collins, Board Secretary

14. Adjournment

PG/mc
Encl.