

DELSEA REGIONAL HIGH SCHOOL DISTRICT
FRANKLINVILLE, NEW JERSEY 08322

ORDER OF BUSINESS AND AGENDA
DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION
FEBRUARY 1, 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. Drama Club Presentation - Christine Dougherty

5. Reading of the Minutes

A. Regular Session - 1/4/23

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 and is dependent upon COVID 19 legislation and funding)

1. I make a motion to approve the following non-teaching staff hire as listed:

| <u>Name</u> | <u>Position</u> | <u>Salary</u> | <u>Effective</u> |
|----------------|----------------------|---------------|------------------|
| Bradford Rohm | Substitute Custodian | \$14.13/hour | 2/1/23 |
| Thomas Sargent | Substitute Custodian | \$14.13/hour | 2/1/23 |

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

| <u>Name</u> | <u>Position</u> | <u>Effective</u> |
|-------------|---------------------|------------------|
| Joan Flack | Paraprofessional | 2/1/23 |
| Kevin Hays | Health & PE Teacher | 7/1/23 |

3. 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> |
|---|--------------------------------|---|----------------------------------|---|
| Jessica Colon <i>(teacher)</i> | 4/17/23 through 1/2/24 | Paid leave 4/17/23 through 6/15/23 Unpaid leave 8/30/23 through 1/2/24 | N/A | 8/30/23 through 11/22/23 <i>(12 weeks)</i> |
| Chelsea Glenn <i>(teacher)</i> | 4/17/23 through 11/22/23 | Paid leave 4/17/23 through 6/15/23 Unpaid leave 8/30/23 through 11/22/23 | N/A | 8/30/23 through 11/22/23 <i>(12 weeks)</i> |
| Jill Sommeling <i>(transportation)</i> | 1/11/23 through 4/7/23 | Paid leave 1/11/23 through 4/7/23 | N/A | N/A |
| Joan Flack <i>(paraprofessional)</i> | 12/12/23 through 1/31/23 | Paid leave 12/12/23 through 1/31/23 | N/A | N/A |
| Karen Armistead <i>(teacher)</i> | 1/13/23 through 4/6/23 | Unpaid leave 1/13/23 through 4/6/23 | 1/13/23 through 4/6/23 | 1/13/23 through 4/6/23 |

- I make a motion to approve the following staff as school year tutors for the 2022-2023 school year at a previously approved rate as listed:

| | |
|---------------|--------------|
| Laura Holding | Darius Davis |
|---------------|--------------|

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

| <u>Writing</u> | <u>Name</u> |
|-------------------------|---------------------|
| iSTEM IV | Brian Dean |
| <u>Revision</u> | <u>Name</u> |
| Advanced Theatre | Christine Dougherty |
| Introduction to Theatre | Christine Dougherty |

- I make a motion to approve Tabitha Mackenzie for a 7th period, \$5000 stipend from January 2, 2023 through January 25, 2023 (*prorated*)
- I make a motion to approve the following 2022-2023 Schedule B Non-Athletic positions as listed:

| School Play - High School: | <u>Name:</u> | <u>Action:</u> |
|--|---------------------|-----------------------|
| Rehearsal Assistant/Box Office: | Patrick Dougherty | Resign |
| Rehearsal Assistant/Box Office: | William Conners | Assign |

B. Budget and Finance - Mr. Joseph Darminio - Chairperson

- I make a motion to approve the Board Secretary Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2022. 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 December 2022. The Treasurer's Report and Secretary's Report are in agreement for the month of December 2022.
- 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 December 2022

6. I make a motion to approve the following preliminary bills as listed:

| | | |
|------|---------------------------------------|--------------|
| i. | <u>Operating Bills</u> | \$747,559.41 |
| ii. | <u>Hand Checks</u> | \$127,408.71 |
| iii. | <u>Cafeteria & Athletic Bills</u> | \$79,292.97 |

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 | Whole School Approach for Restorative Justice | 1/9/23 | No Cost | | | No Cost |
| Jackie Scerbo | FEA Conference Center, Monroe Township, NJ | Data-Based Individualization - Strengthening Tier 2 and 3 | 2/24/23 3/17/23 4/21/23 | \$500.00 | \$81.92 \$81.92 \$81.92 | | \$745.76 |
| Jessica Urban Ashley Dobleman | Harrah's Waterfront Conference, Atlantic City | DECA State Judging | 2/28/23 | No Cost | \$52.30 \$52.30 | | \$52.30 \$52.30 |
| Tina Basile | Holiday Inn, East Windsor | Association of Student Assistance Professionals of NJ State Conference | 3/9/23 - 3/10/23 | \$250.00 | \$63.92 | \$127.00 | \$440.92 |
| Chelsea Glenn Jackie Scerbo Abigale Jones | Rowan University | Inclusion Institute | 3/14/23 | No Cost | \$8.46 - - | | \$8.46 - - |
| Maureen Smashey Michael Amos | Hard Rock Hotel, Atlantic City | 53rd Annual NJ Pupil Transportation Conference | 3/30/23 | \$400.00 \$350.00 | \$45.87 \$33.65 | | \$455.87 \$383.65 |
| ◆ Lakishia Powell ◆ Lisa Dolby | Philadelphia Convention Center | ISTE Live 23 | 6/25/23 | \$645.00 \$545.00 | | | \$645.00 \$545.00 |
| Christine Dougherty Abigale Jones | NYC | Broadway Teachers Workshop | 7/14/23 - 7/16/23 | \$849.00 \$849.00 | | | \$849.00 \$849.00 |

(†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 approve the submission of the ESEA Fiscal Year 2023 Amended Application

D. Policy - Ms. Kathie Catucci - Chairperson

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

| | |
|---------------------|--|
| <u>Bylaw # 0152</u> | Board Officers - <i>Revised</i> |
| <u>Bylaw # 0161</u> | Call, Adjournment, and Cancellation - <i>Revised</i> |
| <u>Bylaw # 0162</u> | Notice of Board Meetings - <i>Revised</i> |

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> |
|-------------------|-------------------------------------|----------------------|
| Brian Carione | Head Boys Golf Coach | <i>Resign</i> |
| Francis McDonald | Head Boys Golf Coach | Assign |
| Brian Carione | Volunteer Boys Golf Coach | Assign |
| Thomas Freeman | Volunteer Boys Golf Coach | Assign |
| Robert Gaetano | Volunteer Boys Golf Coach | Assign |
| Francis McDonad | Head Girls Golf Coach | <i>Resign</i> |
| Dominic Dipietro | Head Girls Golf Coach | Assign |
| Christopher Bryan | Volunteer Girls Golf Coach | Assign |
| Victoria Miller | Assistant Softball Coach | Assign |
| Robert Parks | Assistant Softball Coach | Assign |
| Zachary Mayo | Volunteer Softball Coach | Assign |
| Tara Heffner | Assistant Freshman Softball Coach | Assign |
| Tabitha Mackenzie | Assistant Girls Track & Field Coach | Assign |
| Steve Mitchell | Assistant Girls Track & Field Coach | Assign |
| Rachael Kashow | Assistant Girls Track & Field Coach | Assign |
| Ronald Deckert | Assistant Boys Track & Field Coach | Assign |

| <u>Name</u> | <u>Sport</u> | <u>Action</u> |
|---------------------|------------------------------------|---------------|
| Salavatore Marchese | Assistant Boys Track & Field Coach | Assign |
| David Allonardo | Assistant Boys Track & Field Coach | Assign |
| Patrick Dougherty | Assistant MS Track & Field Coach | Assign |
| Layla Stalling | Assistant MS Track & Field Coach | Assign |
| Vince Londino | Assistant Baseball Coach | Assign |
| Christian Cortese | Assistant Baseball Coach | Assign |
| Brad Dobzanski | Assistant Freshman Baseball Coach | Assign |
| John Malatesta | Volunteer Baseball Coach | Assign |
| Robert Briles, III | Spring Weight Room Supervisor | Assign |
| Abigale Jones | Head Unified Spring Coach | Assign |
| Christine Dougherty | Assistant Unified Spring Coach | Assign |
| Daniel Cardona | Head Boys Tennis 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)

| Name of Person/Organization | Facilities Requested | Date Requested | Time |
|--|-----------------------------|-------------------------|-----------------|
| Franklin Township Police Training - Matt Decesari | Aux. Gym | 3/28/23 & 3/30/23 | 8:00am - 2:00pm |
| Franklin Twp. Little League Pictures - Matt Decesari | MS Cafe. | 4/10/23 & 4/11/23 | 4:30pm - 9:00pm |

2. I make a motion to approve, as the lowest responsible respondent, Underwood Engineering, Inc the professional service contract for construction quality control and material testing during construction of the field house/toilet room in the amount of \$25,770

G. Cafeteria - Mrs. Ellen Gaglianone - Chairperson

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

| | |
|------------------------------------|---------------|
| Total Income | \$66,759.16 |
| Total Expense | (\$73,246.96) |
| Net Income or (Loss) | (\$6,487.80) |
| Average Daily Attendance | 1599 |
| Average Daily Participation | 604 |
| Percentage of Participation | 38% |

H. Transportation - Mr. Joseph Darminio - Chairperson

1. I make a motion to approve the following 2022-2023 Transportation Jointures as listed:
 - a. Black Horse Pike Regional Public School District
 - b. Gloucester Township Public School District
 - c. Trenton Public School District

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> |
|-----------------|------------|-----------------|-----------------------|--------------------------|---------------------------------------|
| W.A. | 6/18/03 | Elk | OHI | Homebound | N/A |
| S.Q. | 12/4/06 | Elk | ERI | Pineland Learning Center | \$330.00/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> |
|---|--|------------------------------------|
| 2/4/23 | Deptford Mall - FFA Career Development Event | Gary Nelson |
| 2/6/23 | Rancocas Valley Regional High School - Student Government State Office Meeting | Abigale Jones & Melissa Pilitowski |
| 2/7/23, 2/9/23 2/14/23, 2/21/23 2/23/23, 3/2/23 3/7/23, 3/9/23 3/21/23, 3/23/23 3/28/23, 3/30/23 4/4/23 | Rowan University - Get Fit-Rowan | Lisa Dolby |

| <u>Date</u> | <u>Location</u> | <u>Name</u> |
|-----------------------------------|--|---------------------------------|
| 2/15/23 | Coriell Institute for Medical Research Center - 8th Grade Honors Class | Shannon Godfrey |
| 2/16/23 | Wells Fargo Stadium Tour - HS & 18-21 SAVE | Lisa Dolby & Abigale Jones |
| 2/22/23 | Regal United Artist, Sewell - MS & HS SAVE Program | Chelsea Glenn |
| 3/9/23 | Pennsylvania Convention Center - SAE FFA Chapter Requirement | Gary Nelson |
| 3/10/23 | Mercer County Community College - Career Development Event | Gary Nelson |
| 3/15/23 | Camden County College - Surgery Live | Mike Monteleone |
| 3/30/23 | Rowan University - Rowan Mentoring & BCL | Candice Davis |
| 4/26/23 | Appel Farm Festival - Teen Arts Festival and Competition | Pamela DeRose |
| 5/22/23 5/23/23 (rain date) | Little Ease Run, Franklinville - 8th Grade Honors Science Class | Shannon Godfrey |
| 6/12/23 | Dorney Park - Senior Week Class Trip | Brian D'Ottavio Laurie Magee |

3. Recommend the Board approve the November 2022 HS/MS HIB report as presented last month
4. Recommend the Board acknowledge the receipt of the December 2022 HS/MS HIB report as presented
5. 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:** 1/26/22 & 1/1/23
 - Times:** 10:30 am & 9:00 am
 - Locations:** Main Panel & Testing Communication - H.S.

 - Dates:** 1/18/23 & 1/19/23
 - Times:** 11:20:17 am & 11:56 am
 - Locations:** A-wing & Testing Communication - M.S.

9. Student Board Member Report - Miss Maya Cope

- A. Update

10. Executive Board Member's Report - - Chairperson

- A. Legislative Update

11. School Business Administrator's Report

- A. None

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. Personnel

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 February 1, 2023

Joseph Collins, Board Secretary

16. Adjournment

PG/mc
Encl.