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|  | **REGULAR BOARD MEETING OF THE DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION ON WEDNESDAY, DECEMBER 4, 2019 IN THE DELSEA REGIONAL MIDDLE SCHOOL MEDIA CENTER** |
| Purpose: | 2019-20 SCHOOL YEAR REGULAR BOARD MEETING FOR DECEMBER- SEE PAGE (S) OF MINUTES AGENDA |
| Special Note: | THE MEETING APPROVED AND PRE-SCHEDULED BEGAN 7:30 P.M. |
| Board Mem. Pres. | Mr. Gregory Coffin - AbsentMrs. Kathie Catucci Mr. James Kelly – 7:35pmMrs. Tina DeSilvio Mr. Garry Lightfoot Mr. William DiMatteo Mr. David Piccirillo Mr. Harry Kennedy Ms. Diane Trace  |
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| Admin. Pres. | Dr. Piera Gravenor, Superintendent, Mr. Joseph Collins, Business Administrator/Board Secretary, Dr. Melissa Williams, Assistant Superintendent |
| Press Identified: | Sentinel |
| Statement:Regular Session: | Board Vice President Mr. David Piccirillo read the following statement: "As Board Vice President” of the Delsea Regional High School District Board of Education, I hereby certify that provisions of the "Open Public Meeting Law" P.L. 1975, Chapter 231, have been met. Notice of this meeting was mailed to "The South Jersey Times", “The Sentinel", and "The Daily Journal", as well as to the municipal clerks of Elk and Franklin Townships. |
| Pledge: | Mr. William DiMatteo led the pledge of allegiance. |
|  | **PRESENTATIONS:** |
|  | None |
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|  | **MINUTES:** |
| Aprv. Minutes:  | Motion by Mr. William DiMatteo, seconded by Mrs. Tina DeSilvio to approve the November 6, 2019 minutes as listeda. Regular Session Voice Roll Call VoteYes – 7 No - 0 Abstentions - 1Mr. Gregory Coffin - AbsentMr. David Piccirillo - AbstainMotion Carried |
|  | **COMMUNICATIONS:** |
|  | None |
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|  | **CITIZENS** |
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|  | Mr. William Morris questioned if the CAP for café can be reviewed by the publicDr. Piera Gravenor stated that she would be happy to send the CAP report to Mr. Morris |
|  | **COMMITTEES:** |
|  | **PERSONNEL COMMITTEE** – Ms. Kathie Catucci (*All hiring is pending completion of required state paperwork)* |
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| Aprv. D. Stevenson: | Based upon the recommendation of the Superintendent approved the following non-teaching staff hire as listed:

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| **Name** | **Position** | **Step** | **Effective** | **Salary** |
| Dawn Stevenson | Substitute Bus Driver | N/A | 11/27/19 | $18.00/hour |

Motion by Ms. Kathie Catucci, seconded by Mr. Harry KennedyVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mrs. Kathie Catucci – YesMrs. Tina DeSilvio - YesMr. Gregory Coffin - AbsentMr. William DiMatteo – YesMr. James Kelly - YesMr. Harry Kennedy - YesMr. Garry Lightfoot - YesMr. David Piccirillo - YesMs. Diane Trace - YesMotion Carried Unanimously  |
| Aprv. Creation of Gaming Club: | Based upon the recommendation of the Superintendent approved the creation of Board/Card Gaming Club with the following volunteer staff advisors as listed:

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| Raymond Okuda | Caridad Cloud |

Motion by Ms. Kathie Catucci, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions - 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously |
| Aprv. Sch. B Non-Athletic Positions: | Based upon the recommendation of the Superintendent approved the following Schedule B Non-Athletic positions at a previously approved rate for the 2019-2020 school year as listed:

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| **Activity** | **Name** | **Action** |
| **Interact Club - HS****Advisor** | Teresa Johnson | Resign |
|  | Sarah Duca | Assign |

Motion by Ms. Kathie Catucci, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions - 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously |
| Aprv. Senior Trip Chaperone: | Based upon the recommendation of the Superintendent approved the following staff to chaperone the senior trip from March 24th to March 28th, 2019 as listed:

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| David Allonardo | Patricia Gaetano |
| Abigale Bilinski | Jessica Ippolito |
| Kevin Briles | Kimberly Kelly |
| Francis Ciociola | Laurie Magee |
| Brian D'Ottavio | Melissa Pilitowski |
| Cindy Mendenhall - *Nurse* |  |

Motion by Ms. Kathie Catucci, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions - 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously |
|  | **BUDGET AND FINANCE COMMITTEE** - Mr. James Kelly  |
|  |  |
| Aprv. BoardSecretary Report: | Approved Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of October 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 On File Superintendent’s OfficeMotion by Mr. James Kelly, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
| Aprv. TreasurersReport: | Approved the Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2019. The Treasurer's Report and Secretary's Report are in agreement for the month of October 2019See Page(s) of minutesMotion by Mr. James Kelly, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
| Aprv Board Sec. Cert: | Approved Board Secretary certification, in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 which certifies that there are no changes in anticipated revenue amounts or revenue sources.Motion by Mr. James Kelly, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
| Aprv. Board Cert:  | Approved 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 have 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.See Page(s) of minutesMotion by Mr. James Kelly, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
| Aprv. Report of Transfers: | Approved the Report of Transfers for October 2019 See Page(s) of minutesMotion by Mr. James Kelly, seconded by Mr. William DiMatteoRoll Call VoteYes - 8 No - 0 Abstentions – 0Mrs. Kathie Catucci – YesMrs. Tina DeSilvio - YesMr. Gregory Coffin - AbsentMr. William DiMatteo – YesMr. James Kelly - YesMr. Harry Kennedy - YesMr. Garry Lightfoot - YesMr. David Piccirillo - YesMs. Diane Trace - YesMotion Carried Unanimously |
| Aprv. Bills: | Approved the monthly bill list as presented:

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| i. | Operating | $ 1,600,486.21 |
| ii. | Cafeteria, Athletic, and Postage Bills | $ 83,672.24 |
| ii. | Hand Checks |  $ 76,835.52 |

See Page(s) of minutesMotion by Mr. James Kelly, seconded by Mr. William DiMatteoRoll Call VoteYes - 8 No - 0 Abstentions – 0Mrs. Kathie Catucci – YesMrs. Tina DeSilvio - YesMr. Gregory Coffin - AbsentMr. William DiMatteo – YesMr. James Kelly - YesMr. Harry Kennedy - YesMr. Garry Lightfoot - YesMr. David Piccirillo - YesMs. Diane Trace - YesMotion Carried Unanimously |
|  | **EDUCATION COMMITTEE** – Ms. Diane Trace  |
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| Aprv. Clinics/Workshops: | Based upon the recommendation of the Superintendent approved the following clinics/workshops as listed:

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| Theresa Wolf | Southern Regional Institute and Educational Technology Training Center, Stockton University, Galloway, NJ | Perkins V CLNA Training | 10/30/19 | No Cost | $31.90 |  | $31.90 |
| Sydonie Maitland | Alder Avenue Middle School, Egg Harbor Township, NJ | Legal One The Principal AP/VP's Survival Guide | 11/22/19 | $150.00 | $19.18 |  | $169.18 |
| Lauren Holding | Forsgate Country Club, Monroe Township, NJ | The Association of Mathematics Teachers of New Jersey Presents the 11th Annual Special Education and Mathematics Conference | 12/4/19 | $169.00 | $58.08 |  | $227.08 |
| David AllonardoRonald Flaim | Tropicana Hotel & Casino, Atlantic City, NJ | M-F Athletic / US All-Star Clinic | 12/5/19-12/6/19 | $109.00$109.00 | $30.80$31.01 | $49.00$49.00 | $188.80$189.01 |
| Tabitha MacKenzie | Tropicana Hotel & Casino, Atlantic City, NJ | U.S. All Star Clinic Track & Field | 12/5/19 | No Cost |  |  | No Cost |
| Maureen SmasheyLeslie Rodriguez | Forsgate Country Club, Monroe Township, NJ | STS Training | 12/6/19 | $45.00$45.00 | $27.48$27.48 |  | $72.48$72.48 |
| Lauren Holding | Rowan University, Glassboro, NJ | Engaging All Students in Rich Tasks & Mathematically Productive Struggle | 12/11/19 | No Cost | $5.74 |  | $5.74 |
| David Junkerman | Ralph Geiger Turfgrass Education Center, New Brunswick, NJ | Basics of Turfgrass Management | 12/18/19 | $210.00 | $58.10 |  | $268.10 |
| Renetta Meddick | Eastern Regional High School, Voorhees, NJ | DECA Planning Committee | 12/19/19 | No Cost | $14.70 |  | $14.70 |
| *●*Carolyn Moorehead | U.S. D.O.E., Washington, D.C. | SCTG-LEA Grantee Project Directors Meeting | 1/26/20-1/28/20 | No Cost | $170.00 | $613.08 | *●*$783.08 |
| David Daigle | Town & Country Diner, Bordentown, NJ | CoOp Educators Association General Membership Meeting | 2/20/20 | No Cost | $35.00 |  | $35.00 |
| Felicia Seigel | Atlantic City Convention Center, Atlantic City, NJ | NJMEA State Music Conference | 2/20/20-2/22/20 | $170.00 | $17.50 |  | $187.50 |

*(***†***Paid for with Title II monies)  (▲ Paid for with Title I monies) (*➤ *Paid for with Perkins) (● Paid for with School Climate Grant)*Motion by Ms. Diane Trace, seconded by Mr. William DiMatteoRoll Call VoteYes - 8 No - 0 Abstentions – 0Mrs. Kathie Catucci – YesMrs. Tina DeSilvio - YesMr. Gregory Coffin - AbsentMr. William DiMatteo – YesMr. James Kelly - YesMr. Harry Kennedy - YesMr. Garry Lightfoot - YesMr. David Piccirillo - YesMs. Diane Trace - YesMotion Carried Unanimously |
| Aprv. New Course Proposal/Revisions: | Based upon the recommendation of the Superintendent approved the new course proposal/revisions as listed:a. Language & Lyrics *(new)*b. AP Computer Science *(new)*c.Personal Financial Literacy *(revisions)*d. Programming in Python *(revisions)*e. Structured Learning Experience *(revisions)*See Page(s) of minutesMotion by Ms. Diane Trace, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
| Aprv. Submit: of T1 Performance Report: | Based upon the recommendation of the Superintendent approved submitting the Title I Performance reportMotion by Ms. Diane Trace, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
| Aprv. ESEA Fund Accept: | Based upon the recommendation of the Superintendent approved accepting the ESEA FY 2020 funds   Motion by Ms. Diane Trace, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
| Aprv. Rowan Student Practicum: | Based upon the recommendation of the Superintendent approved the following Rowan University students for the practicum in teaching and learning as listed:

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| **Name** | **Dates** | **Subject** | **Cooperating Teacher** | **School** |
| Avery Daniels | 3/26/20 & 4/2/20 | Health & Physical Education | Linda Marchese | HS |
| Christopher De Marco | 3/26/20 & 4/2/20 | Health & Physical Education | Linda Marchese | HS |
| Anthony Dilks | 3/26/20 & 4/2/20 | Health & Physical Education | Linda Marchese | HS |
| McKenna Dowd | 3/26/20 & 4/2/20 | Health & Physical Education | David Slates | HS |
| Miranda Wyatt | 3/26/20 & 4/2/20 | Health & Physical Education | David Slates | HS |
| Shaun Dowdy | 3/26/20 & 4/2/20 | Health & Physical Education | David Slates | HS |
| Kimberly Gaull | 1/1/20 - 6/30/20 | School Psychology | Rachele Weichmann | MS |

Motion by Ms. Diane Trace, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
|  | **POLICY** – Mr. David Piccirillo |
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| Aprv. Policies: | Based upon the recommendation of the Superintendent approved on first reading the following policies and regulation as listed:

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| Policy #6112 | Reimbursement of Federal and Other Grant Expenditures (M) - *Revised* |
| Reg #6112 | Reimbursement of Federal and Other Grant Expenditures (M) - *Revised* |
| Policy #8670 | Transportation of Special Needs Students (M)  - *Revised* |

Motion by Mr. David Piccirillo, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
|  | **ATHLETIC COMMITTEE** – Mr. Garry Lightfoot*(All coach hiring is pending completion of required state paperwork)* |
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| Aprv. 19-20 Athletic Positions: | Based upon the recommendation of the Superintendent approved the following athletic positions for the 2019-2020 school year as listed:

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| **Name** | **Sport** | **Action** |
| Francis McDonald  | Assistant Golf Coach | Assign |
| Zachary Nealis  | Volunteer Wrestling Coach | Assign |
| Steve Jillard | Volunteer Wrestling Coach | Assign |
| Vincent Londino | Assistant Baseball Coach | Assign |
| Frank Pilitowski | Assistant Baseball Coach | Resign |

Motion by Mr. Garry Lightfoot, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
|  | **BUILDING AND GROUNDS COMMITTEE** - Mr. William DiMatteo |
|  | None |
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|  | **CAFETERIA COMMITTEE** – Mrs. Tina DeSilvio |
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| Aprv. Café Report: | Based upon the recommendation of the Superintendent approved the following cafeteria report for October 2019 as listed:

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| --- | --- |
| **Total Income** | $89,908.54 |
| **Total Expense** | $(85,353.37) |
| **Net Income or (Loss)** | $ 4,555.17 |
| **Average Daily Attendance** | 1619 |
| **Average Daily Participation** | 835 |
| **Percentage of Participation** | 52% |

Motion by Mrs. Tina DeSilvio, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
| Aprv. SNP Procurement Review: | Based upon the recommendation of the Superintendent approved the State of New Jersey Department of Agriculture School Nutrition Program Report of Procurement ReviewSee Page(s) of minutesMotion by Mrs. Tina DeSilvio, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
| Aprv. Procurement CAP: | Based upon the recommendation of the Superintendent approved the Report of Procurement Review Corrective Action Plan.See Page(s) of minutesMotion by Mrs. Tina DeSilvio, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
|  | **TRANSPORTATION –** Mr. Harry Kennedy |
|  | None |
|  |  |
|  | **SUPERINTENDENT'S REPORT**  - Dr. Piera Gravenor |
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| Aprv. Field Trips: | Based upon the recommendation of the Superintendent approved the following field trips in accordance with our fee schedule and educational significance as listed:

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| **Date** | **Location** | **Name** |
| 12/10/19 | Rowan University - College Tour | Candice Davis |
| 12/13/19 | Barnes Museum - Art Club | Pamela DeRose |
| 12/19/19 | Cinemark 18 & Deptford Mall - Rewards Program | Gary Nelson |
| 1/3/20 | Camden County College - Leadership Workshop | Pasha Chard |
| 1/11/20 | Anime Convention - Rowan College of South Jersey | Kimberly Collins |
| 1/22/20 | Rowan College of South Jersey - Employment Training Information | David Daigle |
| 1/24/20 | Career Development Event - Deptford Mall | Gary Nelson  |
| 1/30/20 | Rowan College of South Jersey - Accuplacer Exam | Donna Garrett |
| 4/1/20 | Appel Farm Arts & Music Center - Gloucester County Teen Arts Festival | Pamela DeRose |

Motion by Mr. William DiMatteo, seconded by Ms. Kathie CatucciVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
| Aprv. Spec. Ed Student Placement: | Based upon the recommendation of the Superintendent approved the following special education tuition student placements as listed:

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| **Initials** | **DOB** | **Township** | **Classification** | **School** | **Contracted Educational Tuition -****Per Diem** |
| S.M | 12/18/05 | Elk | Autistic | Bankbridge Regional School | $39,510/year |

Motion by Mr. William DiMatteo, seconded by Ms. Kathie CatucciRoll Call VoteYes - 8 No - 0 Abstentions – 0Mrs. Kathie Catucci – YesMrs. Tina DeSilvio - YesMr. Gregory Coffin - AbsentMr. William DiMatteo – YesMr. James Kelly - YesMr. Harry Kennedy - YesMr. Garry Lightfoot - YesMr. David Piccirillo - YesMs. Diane Trace - YesMotion Carried Unanimously |
| Aprv. HS/MS HIB Report Receipt: | Based upon the recommendation of the Superintendent approved the receipt of the November 2019 HS/MS HIB report as presentedMotion by Mr. William DiMatteo, seconded by Ms. Kathie CatucciVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
| Aprv. Oct. HIB: | Based upon the recommendation of the Superintendent approved the October 2019 HS/MS HIB report as presented last month See Page(s) of minutesMotion by Mr. William DiMatteo, seconded by Mr. Garry LightfootVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
|  | **DISTRICT REPORTS**:A. \* Teacher Observation B. \* Attendance/Enrollment C. \* Suspension  1. HS 2. MSD. \* Transportation E. \* T&E/Curriculum/Monitoring/Staff Development F. \* CSTG. \* Supervisors’ Reports: Mrs. Ferrucci Mr. Schoudt Mrs. LomonH. Principals Educational Activities - High School - Middle SchoolI. Nurses’ Reports - High School - Middle SchoolJ. GuidanceK. \* MaintenanceL. Fire Drills/Crisis Drills**Dates:** 11/21/19 & 11/26/19**Times:** 12:35 p.m. & 8:38 a.m.**Locations:** Main Panel & Lockdown –H.S.**Dates:** 11/20/19 & 11/27/19**Times:** 2:03 p.m. & 8:58 p.m.**Locations:** Additional Storage Room & Lockdown – M.S. \*On File Superintendent’s Office |
|  | **EXECUTIVE BOARD MEMBERS REPORT** - Ms. Kathie Catucci |
| Update | [Legislative Update](https://www.njsba.org/news/legislative-corner.php?pn=48) |
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|  | **SCHOOL BUSINESS ADMINISTRATOR’S REPORT** – Mr. Joseph Collins |
|  | None |
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|  | **OLD BUSINESS**  |
|  | None |
|  |  |
|  | **NEW BUSINESS** |
|  | None |
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|  | **CITIZENS:** |
|  | None |
|  |  |
|  | **EXECUTIVE SESSION:** |
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| Executive Session Begins 7:41 p.m.: | Recommend the Board enter Executive Session to discuss matters as listed, no action will be taken:**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 8:15 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: 1. **Legal Matters - Newfield**

**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 4, 2019. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Joseph M. Collins,  Board SecretaryMotion by Mr. David Piccirillo, seconded by Mr. William DiMatteoVoice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
| Adjourn Executive 8:15pm: | Motion by Mr. David Piccirillo, seconded by Ms. Kathie Catucci that the executive session be adjourned at 8:15 p.m.Voice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously  |
| Adjourn Regular: | Motion by Mr. William DiMatteo, seconded by Mr. Garry Lightfoot that the meeting be adjourned 8:16 p.m. Voice Roll Call VoteYes – 8 No - 0 Abstentions – 0Mr. Gregory Coffin - AbsentMotion Carried Unanimously   Sincerely, Joseph M. Collins Business Administrator Board Secretary |