DELSEA REGIONAL HIGH SCHOOL DISTRICT FRANKLINVILLE, NEW JERSEY 08322

ORDER OF BUSINESS AND AGENDA DELSEA REGIONAL HIGH SCHOOL DISTRICT BOARD OF EDUCATION NOVEMBER 7, 2018 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. None

4. Reading of the Minutes

- A. Regular Session 10/3/18
- B. Executive Session 10/3/18

5. Communications

A. None

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 Bradford Scott II as a computer technician at a yearly salary of \$40,000.00 (prorated)- effective October 22, 2018
- 2. I make a motion to approve Tara Heffner as a school psychologist at Step 1 MA at a yearly salary of \$54,301.00 (prorated) effective January 1, 2019

- 3. I make a motion to approve Richard Sontos Jr. as high school evening security at \$10.00 per hour effective November 8, 2018
- 4. I make a motion to approve the following staff as before and after school math tutors for the 2018-2019 school year as listed:
 - a. Karen Armistead
 - b. Darius Davis
 - c. Brian Simione
 - d. Lauren Holding
- 5. I make a motion to approve Caridad Cloud as a middle school ELL tutor for the 2018-2019 school year
- 6. I make a motion to approve the following paraprofessionals to attend after-school activities for the 2018-2019 school year as listed:
 - a. Emma Arroyo
 - b. Leslie McGee
- 7. I make a motion to approve the following substitute nurses for the 2018-2019 school year as listed:
 - a. Kathleen Smith
 - b. Dorothy Dilger
- 8. I make a motion to approve Mark Simmons as a vocal instructor for the 2018-2019 school year Schedule B Non-Athletic position
- 9. I make a motion to approve David Junkerman as a volunteer for the Anglers Club for the 2018-2019 school year
- 10. I make a motion to approve the retirement of Helen Divens as a vice-principal effective February 1, 2019
- 11. I make a motion to approve the retirement of Douglas Gibson as a maintenance/mechanic effective January 1, 2019
- 12. I make a motion to approve the retirement of the following bus aides as listed:
 - a. Linda Markert effective November 1, 2018
 - b. Lauren Bass effective September 29, 2018

13. I make a motion to approve the following leaves of absences as listed:

Employee	<u>Leave</u> <u>Requested</u>	Federal Medical Leave Act	State Medical Leave Act	Sick Days
Karen MacGuigan (teacher)	2/12/19 through 6/20/19	4/12/19 through 5/14/19 (benefit 4 weeks)	N/A	Unpaid leave 4/12/19 through 6/20/19 Paid leave 2/12/19 through 4/11/19
Christine Garnier (teacher)	4/23/19 through 6/20/19	5/16/19 through 6/20/19 (benefit 5 weeks)	TBD	Unpaid leave 5/16/19 through 6/20/19 Paid leave 4/23/19 through 5/15/19

<u>Employee</u>	<u>Leave</u> <u>Requested</u>	<u>Federal Medical</u> <u>Leave Act</u>	State Medical Leave Act	<u>Sick Days</u>
Kimberly McLaughlin (transportation)	11/16/18 through 2/15/19	11/16/18 through 2/15/19 (benefit 12 weeks)	11/16/18 through 2/15/19 (benefit 12 weeks)	Paid leave 11/16/18 through 1/31/19 Unpaid leave 2/1/19 through 2/15/19
Timothy Keck (guidance)	2/1/19 (Intermittent Leave)	N/A	2/1/19 (Intermittent Leave)	N/A

B. Budget and Finance - Mr. James Kelly - Chairperson

- 1. I make a motion to approve the <u>Board Secretary Report</u> in accordance with 18A:17-36 and 18A: 17-9 for the month of September 2018. 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 <u>Treasurer's Report</u> in accordance with 8A:17-36 and 18A:17-9 for the month of September 2018. The Treasurer's Report and Secretary's Report are in agreement for the month of September 2018
- 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 September 2018
- 6. I make a motion to approve the following bills as listed:

i.	Operating	\$1,057,957.46
ii.	Cafeteria, Athletic, & Postage Bills	\$154,559.59
ii.	Hand Checks	\$113,737.20

C. Education - Mr. Nicholas Christian - Chairperson

1. I make a motion to approve the following clinics/workshops as listed:

				, and the second			
<u>Name</u>	<u>Location</u>	<u>Workshop</u>	<u>Date</u>	Reg. Fee	Mileage & Tolls	Lodging & Meals	<u>Total</u>
Michelle DePasquale	Rowan University Tech Park	Leadership for Equity-Driven Instructional and Facilitative Leaders	10/24/18	No Cost			No Cost
Jackie Scerbo	NJPSA-FEA Conference Center, Monroe Twp.	Change the Game Special Olympics Conference	10/24/18	No Cost	\$45.57		\$45.57
Abigale Bilinski Ronald Flaim Chelsea Glenn	Delsea Regional HS	Delsea Regional Special Education PD	11/1/18	No Cost			No Cost
Rachele Weichmann Lisa Elisio Kimberly Collins	Gateway Regional School District	EdCamp	11/7/18	No Cost	\$11.66 \$11.59 \$10.54		\$11.66 \$11.59 \$10.54
Joseph Pepitone	Atlantic City	NJ League of Municipalities	11/13/18 - 11/15/18	No Cost			No Cost
Anne Papiano	Ocean Place Resort	NJ Association of School Libraries	12/2/18 - 12/4/18	\$175.00	\$80.60	\$355.25	\$610.85
Ronald Flaim Linda Marchese	Tropicana Hotel & Casino	US All-Star Track, Field & Cross Country Clinic	12/6/18 & 12/7/18	\$109.00 \$109.00	\$51.46 \$34.00	\$65.00 \$65.00	\$208.00 \$208.00
Rachele Weichmann Lisa Elisio Kimberly Collins	Kingsway Regional High School	Person-Centered Case Management for Students who are in Out-of-District Placements	1/10/19	No Cost	\$11.10 \$11.78 \$7.44		\$11.10 \$11.78 \$7.44

<u>Name</u>	Location	<u>Workshop</u>	<u>Date</u>	Reg. Fee	Mileage <u>&</u> Tolls	Lodging & Meals	<u>Total</u>
†Ashley Dobleman	Rowan University	STEM Activities for Physics & Astronomy	1/11/19	\$149.00	\$4.65		\$153.65
Felicia Seigel	Rowan University Tech Park	"Nurturing Students and Our Own Resilience: It Begins with Beliefs"	1/16/19	No Cost			No Cost
Scott McCarron	East Brunswick Hilton, New Brunswick	NJMEA State Music Conference	2/21/19 - 2/23/19	\$170.00	\$76.20		\$246.20

(†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 spring semester practicum in teaching and learning as listed:

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	Cooperating Teacher	School
Melissa Williams	1/1/19 - 6/30/19	School Psychology	Rachele Weichmann	MS

3. I make a motion to approve the following Wilmington University students to work as an intern as listed:

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	Cooperating Teacher/Admin	<u>School</u>
Abigale Bilinksi	January 2019 - May 2019	Guidance	Timothy Keck	HS
Shane McNichol	Fall 2018	School Leadership	Michael Nicholson	MS

- 4. I make a motion to approve the following graduate coursework as listed:
 - a. Matthew Murschell \$1,740.00
 - b. Brian DuBois \$1,881.00
 - c. Brian DuBois \$1,881.00
 - d. Lisa Dolby \$2,586.00
 - e. Lisa Dolby \$1,290.00
- 5. I make a motion to approve the <u>Title I School Parent Compact</u>

- 6. I make a motion to approve the creation of the following clubs and their volunteer advisors as listed:
 - a. Reasoning in the 21st Century Club Jessica Ippolito
 - b. Science Club Ashley Dobelman (MS)
 - c. Volleyball Club Zachary Bittner
- 7. I make a motion to approve the following Rowan University students to complete their clinical rotations under the supervision of Kevin Briles as listed:
 - a. Austin Lee
 - b. Sarah Unger

D. Policy - Mr. David Piccirillo - Chairperson

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

Reg. #1330	Evaluation of School Business Administrator - New
Reg. #2415	Title I Services - New
Reg. #5130	Withdrawal from School - New
Reg. #5330	Administration of Medication - Revised
Reg. #5420	Reporting Student Progress - New
Reg. #5513	Care of School Property - New
Reg. #5550	Disaffected Students - New
Reg. #5560	Disruptive Students - New
Reg. #6810	Financial Objectives - New
Reg. #7410	Maintenance and Repair - New
Reg. #7420	Handling and Disposal of Body Wastes and Fluids - New
Reg. #7430	School Safety - New
Reg #7432	Eye Protection Practices - New
Reg. #8441	Care of Injured and Ill Persons - New
Reg. #8451	Control of Communicable Disease - New
Reg. #8465	Hate Crimes and Bias-Related Acts - New
Reg. #9140	Citizens Advisory Committee - New

E. Athletic - Mr. Garry Lightfoot - Chairperson

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

<u>Name</u>	Sport	Action
John Martine	Assistant Freshman Boys Basketball Coach	Assign
Dominic Ruggerio	Assistant Wrestling Coach	Assign
Abigale Bilinski	Head Unified Athletics Coach	Assign
Christine Dougherty	Assistant Unified Athletics Coach	Assign

- 2. I make a motion to approve the following girls' basketball trips as listed:
 - a. Wildwood, December 27th & 28th, 2018
 - b. Poconos, February 1st 3rd, 2019
- 3. I make a motion to approve the following Tri-County Conference school fee of \$1,475.00 and the following ticket prices as listed:
 - a. All athletic events
 - 1. Adults \$3.00
 - 2. Students/Senior Citizens \$2.00
 - b. West Jersey Football League Varsity Football Games \$4.00/Adults

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
Family Bingo		12/7/18	
Delsea Step Team	HS Cafe	12/8/18	6:00pm - 9:00pm
Aura Winter Concert - Karen Scheeper	HS Auditorium	1/9/19	9:30am - 12:00pm 6:00pm - 9:00pm
Franklin Township Winter Basketball		-	
Joseph Ingram	MS & HS Gym	11/1/18 - 2/28/19	6:30pm - 9:30pm

G. Cafeteria - Mr. Thomas Tobin - Chairperson

1. I make a motion to approve the following cafeteria report for September 2018 as listed: (will be updated)

Total Income	\$65,760.52
Total Expense	\$(66,120.41)
Net Income or (Loss)	\$(359.89)
Average Daily Attendance	1607
Average Daily Participation	678
Percentage of Participation	42%

H. Transportation - Mr. Harry Kennedy - Chairperson

- 1. I make a motion to approve the following transportation jointures for the 2018-2019 school year as listed:
 - a. Jointure with Atlantic City School District to transport 1 Atlantic City student, along with 28 Delsea students on Delsea's Route DHS24 to Delsea Regional High School from September 1, 2018 through June 30, 2019 at a cost of \$1,162.00
 - b. Jointure with Camden School District to transport 1 Camden student, along with 18 Delsea students on Delsea's Route DHS11 to Delsea Regional High School from September 1, 2018 through June 30, 2019 at a cost of \$2,684.00
 - c. Jointure with Clayton School District to transport 4 Clayton students, along with 3 Delsea students on Delsea's Route SP07 to Bankbridge/GCIT from September 1, 2018 through June 30, 2019 at a cost of \$52,044.00
 - d. Jointure with Clayton School District to transport 2 Clayton students, along with 2 Delsea students on Delsea's Route SP09 to Bankbridge DC from September 1, 2018, through June 30, 2019, at a cost of \$40,076.00
 - e. Jointure with Gloucester County Special Services School District to transport 1 GCSSSD student, along with 5 Delsea students on Delsea's Route SP17 to Larc from October 15, 2018, through June 30, 2019, at a cost of \$14,820.00
 - f. Jointure with Gloucester County Special Services School District to transport 1 GCSSSD student, along with 9 Delsea students on Delsea's Route SP04 to Pineland from September 1, 2018, through June 30, 2019, at a cost of \$9,108.00
 - g. Jointure with Gloucester County Special Services School District to transport 1 GCSSSD student, along with 7 Delsea students on Delsea's Route SP06 to Archway from September 1, 2018, through June 30, 2019, at a cost of \$6,342.00
 - h. Jointure with Glassboro School District to transport 1 Glassboro student, along with 42 Delsea students on Delsea's Route DHS29 to Delsea Regional High School from September 17, 2018, through June 30, 2019, at a cost of \$742.00

- i. Jointure with Glassboro School District to transport 2 Glassboro students, along with 7 Delsea students on Delsea's Route AE01 to Aura Elementary from September 17, 2018, through June 30, 2019, at a cost of \$2,000.00
- j. Jointure with Jersey City School District to transport 1 Jersey City student, along with 37 Delsea students on Delsea's Route DHS14 to Delsea Regional High School from September 1, 2018, through June 30, 2019, at a cost of \$1,246.00
- k. Jointure with Montville School District to transport 1 Montville student, along with 9 Delsea students on Delsea's Route SP01 to Durand from September 18, 2018, through June 30, 2019, at a cost of \$10,839.00, along with a 1:1 aide at a cost of \$22,950.00
- 1. Jointure with Newark School District to transport 1 Newark student, along with 9 Delsea students on Delsea's Route SP01 to Durand from September 01, 2018 through June 30, 2019, at a cost of \$10,839.00, along with a 1:1 aide at a cost of \$24,300.00
- m. Jointure with Newark School District to transport 1 Newark student, along with 8 Delsea students on Delsea's Route SP04 to Pineland from September 1, 2018, through June 30, 2019, at a cost of \$10,086.00
- n. Jointure with Newfield School District to transport 16 Newfield students, along with 27 Delsea students on Delsea's Route DHS03 to Delsea Regional High School from September 1, 2018, through June 30, 2019, at a cost of \$11,520.00
- o. Jointure with Newfield School District to transport 57 Newfield students, along with 0 Delsea students on Delsea's Route DHS18 to Delsea Regional High School from September 1, 2018, through June 30, 2019, at a cost of \$29,146.00
- p. Jointure with Newfield School District to transport 49 Newfield students, along with 5 Delsea students on Delsea's Route DHS19 to Delsea Regional High School from September 1, 2018, through June 30, 2019, at a cost of \$4,470.00
- q. Jointure with Newfield School District to transport 1 Newfield student, along with 3 Delsea students on Delsea's Route DHS09 to Delsea Regional High School from September 1, 2018, through June 30, 2019, at a cost of \$12,979.00
- r. Jointure with Newfield School District to transport 37 Newfield students, along with 12 Delsea students on Delsea's Route DMS13 to Delsea Regional Middle School from September 1, 2018, through June 30, 2019, at a cost of \$23,384.00
- s. Jointure with Newfield School District to transport 1 Newfield student, along with 29 Delsea students on Delsea's Route DMS14 to Delsea Regional Middle School from September 1, 2018, through June 30, 2019, at a cost of \$1,731.00
- t. Jointure with Newfield School District to transport 1 Newfield student, along with 29 Delsea students on Delsea's Route DMS14 to Delsea Regional Middle School from September 1, 2018, through June 30, 2019, at a cost of \$1,731.00
- u. Jointure with Newfield School District to transport 10 Newfield students, along with 27 Delsea students on Delsea's Route AC02 to GCIT from September 1, 2018, through June 30, 2019, at a cost of \$29,290.00

- v. Jointure with Pitman School District to transport 23 Pitman students, along with 26 Delsea students on Delsea's Route AC01 to GCIT from September 1, 2018, through June 30, 2019, at a cost of \$49,680.00
- w. Jointure with Pitman School District to transport 23 Pitman students, along with 19 Delsea students on Delsea's Route AC03 to GCIT from September 1, 2018, through June 30, 2019, at a cost of \$53,866.00
- x. Jointure with Upper Pittsgrove School District to transport 1 Pittsgrove student, along with 11 Delsea students on Delsea's Route SP05 to Bankbridge Regional from September 1, 2018, through June 30, 2019, at a cost of \$8,316.00
- y. Jointure with Willingboro School District to transport 1 Willingboro student, along with 4 Delsea students on Delsea's Route SP13 to Pinelands from September 1, 2018, through June 30, 2019, at a cost of \$14,696.00
- z. Jointure with Clifton School District to transport 1 Clifton student, along with 33 Delsea students on Delsea's Route DHS03 to Delsea Regional High School from September 1, 2018, through June 30, 2019, at a cost of \$911.00
- 2. I make a motion to approve the following transportation jointures for the 2018-2019 school year as listed:
 - a. Jointure with Pittsgrove School District to transport 1 Delsea student, along with 1 Pittsgrove student on Pittsgrove's Route PLC/TB to Pineland from October 18, 2018, through June 30, 2019, at a cost of \$8,479.59
- 3. I make a motion to approve the parent transportation jointure to transport student L.S. to Bankbridge School District on Route DHS-1 from September 1, 2018, through June 30, 2019, at a per diem rate of \$45.00

I. Superintendent's Report

1. Recommend the Board approve the following field trips in accordance with our fee schedule and educational significance as listed:

Date	Location	Name
11/13/18	College Fair - BB&T, Camden Waterfront	Candice Davis
11/19/18	College Tour - Kean University	Carlos Castro
	M.E.N. Scholars, Promising Practices Symposium	
11/27/18	Rowan University Tech Park	Sgt. James Merritt
11/29/18	Barnes Foundation Museum - Philadelphia	Pamela DeRose
11/30/18	Health & Exercise Building - Rowan University	David Heyel
12/4/18	College Visit - Rowan University	Candice Davis
1/12/19	Anime Club, Kotoricon Convention - RCGC	Kimberly Collins
2/26/19	Live from Surgery – Camden County College	Shannon Godfrey
2/26/19	Live from Surgery – Camden County College	Mike Monteleone

Date	Location	Name
3/28/19	College Placement Test - RCGC	Brian D'Ottavio

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

<u>Initials</u>	DOB	<u>Township</u>	Classification	<u>School</u>	Contracted Educational Tuition - Per Diem
V.S.	12/14/04	Franklin	ED	Pineland Learning Center	\$297.00

- 3. Recommend the Board approve the Memorandum of Understanding between the Franklin Township Police Department and the Delsea Regional Board of Education
- 4. Recommend the Board approve the receipt of a donation of technology supplies from Stark & Stark, Attorneys at Law
- 5. Recommend the Board acknowledge the receipt of the November 2018 HS/MS HIB report as presented
- 6. Recommend the Board approve the October 2018 HS/MS HIB report as presented last month
- 7. For the information of the Board, Mike & Courtney Nicholson announced the birth of their daughter, Lucy
- 8. District Reports
 - a. Teacher Observations
 - b. Enrollment
 - c. Attendance:
 - 1. HS
 - 2. <u>MS</u>
 - 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
 - 1. Maintenance

m. Fire Drills/Crisis Drills:

Dates: Times: 10/31/18 & 10/16/18 10:02 am & 9:08 am

Locations:

Main Panel & Lockdown - H.S.

Dates: Times: 10/18/18 & 10/10/18 10:22 am & 10:48 am D-wing & Lockout - M.S.

Locations:

-

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 submission of the FY2018 IDEA final report
- B. Recommend the Board approve the submission of the <u>Three Year Comprehensive Maintenance Plan (Form M-1)</u>
- C. Recommend the Board approve the Maximum Capital Reserve in the amount of \$1,966,378.00

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 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.

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 ______ 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. 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 November 7, 2018.

Joseph Collins, Board Secretary

14. Adjournment

PG/mc Encl.