

DELSEA REGIONAL HIGH SCHOOL DISTRICT  
FRANKLINVILLE, NEW JERSEY 08322

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

**1. Call to order - 7:30 P.M.**

As 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. EVVR - Mike Nicholson & Helen Divens

**4. Reading of the Minutes**

- A. Regular Session 8/6/17
- B. Executive Session 8/6/17

**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 - Mr. Greg Coffin - Chairperson**

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

- 1. I make a motion to approve the following as high school evening security guards at \$10.00 per hour for the 2017-2018 school year as listed:
  - a. William Porch III - weight room
  - b. Mark Sajtlava - alternative school
- 2. I make a motion to approve the following substitute bus drivers at \$13.50 per hour for the 2017-2018 school year as listed:
  - a. Kevin Pratt
  - b. James Pine
  - c. Edith Bond

3. I make a motion to approve Dawn Stevenson as a permanent substitute bus driver at \$13.50 per hour - effective September 27, 2017
4. I make a motion to approve Asia Byrd as a paraprofessional for alternative school for the 2017-2018 school year
5. I make a motion to approve Leslie McGee as a 1:1 aide for after school activities at \$10.00 per hour for the 2017-2018 school year
6. I make a motion to approve Darius Davis as a middle school PM homework clinic monitor for the 2017-2018 school year
7. I make a motion to approve the following Schedule B Non-Athletic advisor positions for the 2017-2018 school year as listed:
  - a. Christine Dougherty - drama club
  - b. Pamela DeRose - art club
8. I make a motion to approve the following staff for middle school tutoring for the 2017-2018 school year as listed:
  - a. Karen Armistead - Math
  - b. Darius Davis - Math
  - c. Adoree Devine - Language Arts Literacy
9. I make a motion to approve the following staff to work in the middle school organizational management program for the 2017-2018 school year as listed:
  - a. Karen Armistead
  - b. Shane McNichol
10. I make a motion to approve the following middle school teachers to receive a 7th period stipend for the 2017-2018 school year as listed: (*pro-rated*)
  - a. Kim Giordano - \$2,000.00
  - b. Shannon Godfrey - \$2,000.00
  - c. Brian Theurer - \$2,500.00
11. I make a motion to approve the following resignations as listed:
  - a. Betty Sanders, bus driver - effective 10/1/17
  - b. Denise Brown, high school security guard - effective 9/8/17
  - c. Diane Stockton, high school security guard - effective 9/15/17
12. I make a motion to approve Dan Cliver as a district public relations liaison for the 2017-2018 school year in the amount of \$4,500.00
13. I make a motion to approve Dave Allonardo to provide overnight security for the 2017 football camp from August 21 -22, 2017
14. 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>
David Daigle (teacher)	1/16/18 through 2/23/18	N/A	1/16/18 through 2/23/18 (5 weeks)	Paid leave N/A Unpaid leave 1/16/18 through 2/23/18
Ashley Dobleman (teacher)	10/5/17 through 3/20/18	N/A	N/A	N/A

Russell Anderson (transportation)	9/5/17 through 10/17/17	9/5/17 through 10/17/17	9/5/17 through 10/17/17 (benefit 6 weeks)	Paid leave 9/5/17 through 9/18/17 Unpaid leave 9/19/17 through 10/17/17
Chelsea Johnson (transportation)	11/6/17 through 5/8/18	11/6/17 through 2/5/18 (benefit 12 weeks)	2/6/18 through 5/8/18 (benefit 12 weeks)	Paid leave 11/6/17 through 11/21/17 Unpaid leave 11/22/17 through 5/8/18

**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 August 2017. 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 August 2017. The Treasurer's Report and Secretary's Report are in agreement for the month of August 2017
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 August 2017
6. I make a motion to approve the following bills as listed:

i.	<u>Operating</u>	\$1,422,645.74
ii.	<u>Hand Checks</u>	\$704,360.58
iii.	<u>Cafeteria, Athletic, &amp; Postage Bills</u>	\$67,219.58
iv.	<u>Capital Projects</u>	\$114,547.37

**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 &amp; Tolls</u>	<u>Lodging &amp; Meals</u>	<u>Total</u>
Linda Lawyer	Camden County Institute of Technology, Sicklerville	Meeting for Association of Student Assistance Professionals (Southern Regional)	9/22/17 11/20/17 1/19/18 3/19/18 5/18/18	No Cost			No Cost
†Pasha Chard †Elisa Lomon †Gary Nelson	Rowan University Tech Park, Sewell	Engaging and Teaching Diverse Learners Workshop, "Moving Students into the Fast Lane of Learning"	9/26/17	No Cost			No Cost
Kathy Assini	NJDOE, Trenton	State Teacher of the Year Announcement & Luncheon	10/4/17	No Cost			No Cost
Deborah Adams	Gloucester County Institute of Technology, Sewell	McKinney-Vento Homeless Education	10/4/17	No Cost			No Cost
Courtney Nicholson	GCEA Building, Woodbury	S.U.R.E. Club County Meeting	10/18/17	No Cost			No Cost
Sara Duca	Stockton University	HESAA - Back to Basics	10/20/17	No Cost			No Cost
†Tara Raftery †Jamal Smith †Gary Nelson †Helen Divens †Felicia Seigel	Rowan University Tech Park, Sewell	Leading Equitable and Culturally Responsive Schools, "Schooltalk: Transforming Communications that Feed Inequality in our Schools"	10/24/17	No Cost			No Cost
Linda Marchese	Atlantic City Country Club	The Highest Level Conference	10/26/17	No Cost	\$32.28		\$32.28
►Eileen Fischer	Mercer County Technical School, Pennington, NJ	CTE -Program Re-approval workshop	11/1/17	No Cost	\$41.54		\$41.54
Tina Basile	Camden County Technical Institute	Southern Regional ASAP-NJ 2017-2018 Meetings	11/20/17 1/19/18 3/19/18 5/18/18	No Cost			No Cost

2. I make a motion to approve the following graduate coursework as listed:
  - a. Brian DuBois - \$1,881.00
  - b. Jill Bryfogle - \$2,521.95
  - c. Abigale Bilinski - \$1,398.00
3. I make a motion to approve the following coursework as listed:
  - a. Leslie Rodriguez - \$381.00
  - b. Leslie Rodriguez - \$822.00
4. I make a motion to approve the following students from Stockton University's Masters in Social Work Program to intern in the high school on Mondays and Wednesdays for the 2017-2018 school year as listed:
  - a. Nichole Granberg
  - b. Amanda Garrett
5. I make a motion to approve Gabriella Horvath from Fairleigh Dickinson University to complete her 60 hour observation with Janelle Cohen
6. I make a motion to approve submitting the FY17 NCLB Final Expenditure report
7. I make a motion to approve accepting the NJASK 8 Science and NJBCT results
8. I make a motion to approve the Nursing Service Plan for the 2017-2018 school year
9. I make a motion to accept the NJASK 8 Science and NJBCT results and action plan

**D. Policy - Ms. Kathie Catucci - Chairperson**

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

Policy #216	Vocational Education - ( <i>Abolish - covered under policy #2421</i> )
Policy #309	Evaluation of Chief School Administrator - ( <i>Abolish - Policy #1240 revised and approved 07/05/17</i> )
Policy #0110	Identification ( <i>Revised Policy #010</i> )
Policy #0132	Executive Authority ( <i>Revised Policy #070</i> )
Policy #0120	Authority and Powers ( <i>Revised Policy #020</i> )
Policy #0151	Organization Meeting ( <i>New</i> )
Policy #0164	Conduct of Board Meeting ( <i>New</i> )
Policy #0165	Voting ( <i>New</i> )
Policy #0166	Executive Sessions ( <i>New</i> )
Policy #0172	Duties of Treasurer of School Moneys ( <i>New</i> )

Policy #3090	Job Description - Chief School Administrator - <i>(Abolish)</i>
Regulation #5061	Credit Completion School - <i>(Abolish)</i>

**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>	<u>Sport</u>	<u>Action</u>
Asia Byrd	Volunteer Cheerleading Coach <i>(Fall &amp; Winter)</i>	Assign
Darius Davis	Volunteer Middle School Cross Country Coach	Assign
Dia Green	Volunteer Field Hockey Coach	Assign
Brionna Barber	Volunteer Girls Basketball Coach	Assign

2. I make a motion to approve the high school girls basketball Wildwood Classic trip on December 27 - 28, 2017
3. I make a motion to approve home schooled student B.J. to play freshman baseball

**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)*

<b>Name of Person/Organization</b>	<b>Facilities Requested</b>	<b>Date Requested</b>	<b>Time</b>
Franklin Township Fall Basketball League - Joe Ingram	HS Gymnasium	10/9/17 - 11/20/17	7:00pm - 9:00pm <i>Tuesdays &amp; Thursdays</i>
Franklin Township Basketball <i>(pictures)</i> - Joe Ingram	MS Cafe	12/8/17	4:30pm - 9:00pm
Franklin Township Basketball <i>(tryouts)</i> - Joe Ingram	MS Gymnasium	10/2/17 10/3/17 10/4/17	6:00pm - 9:00pm
Christine's Dance Studio - Christine Shimp	HS Auditorium HS Cafe & HS Auditorium	11/17/17 11/19/17	6:00pm - 8:30pm 2:00pm - 7:00pm
Janvier Presbyterian Preschool - Soyan Unkow	HS Auditorium HS Auditorium	12/15/17 6/15/18	6:00pm - 8:00pm 6:00pm - 8:00pm

Soup Night - DEA	HS Cafe	11/1/17	5:00pm - 8:00pm
Southwest Council Family Night Out - Christa Mazzeo	MS Cafe	10/11/17 - 12/6/17	5:30pm -7:30pm <i>Wednesdays</i>
Color Guard Show - Vincent DuBeau	MS Gym & MS Cafe	2/24/18	10:00am - 10:00pm

**G. Cafeteria - Mr. Robert Scavelli - Chairperson**

1. None

**H. Transportation - Mr. David Piccirillo - Chairperson**

1. I make a motion to approve all in-district bus routes
2. I make a motion to approve all bus routes within the district as hazardous due to the absence of sufficient sidewalk space for all students to walk
3. I make a motion to approve the parent transportation jointure to transport student L.S. to Bankbridge on Route DHS-1 from July 1, 2017 through June 30, 2018 at a rate of \$45.00 per diem

**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
11/2/17 11/16/17	Janvier Elementary School - Tomorrow's Teachers	Kathy Assini
11/30/17 12/7/17 12/14/17	Aura Elementary School - Tomorrow's Teachers	Kathy Assini
1/4/18 1/11/18	Main Road School - Tomorrow's Teachers	Kathy Assini
1/18/18 1/25/18	Reutter School - Tomorrow's Teachers	Kathy Assini
2/1/18 2/8/18	Delsea Middle School - Tomorrow's Teachers	Kathy Assini
Various Dates	Danny's Pizza Pizzazz, Franklinville - SAVE students	Abigale Bilinski
Various Dates	Greenfields Senior Living, Glassboro - SAVE students	Abigale Bilinski
Various Dates	Bogey's Club & Cafe, Sewell - SAVE students	Abigale Bilinski

10/3/17	Mood's Farm Market, Mullica Hill - SAVE students	Abigale Bilinski
10/8/17	Eastern State Penitentiary, Philadelphia - Fundraiser	Joe Pepitone
10/17/17	Barnes & Noble, Deptford - SAVE students	Abigale Bilinski
10/19/17	Hispanic Student Leadership Conference - Cumberland County College	Michele Hill
10/20/17	Adventure Aquarium, Camden - SAVE & SOAR class	Beverly Cunliffe
10/29/17	Gettysburg, PA - Mock Trial Club	Dan Owens
11/15/17	Sam's Club, Williamstown - SAVE students	Abigale Bilinski
11/18/17	Museum of Modern Art, New York City	Soyan Unkow
12/5/17	Cowtown, Pilesgrove - SAVE students	Abigale Bilinski
12/13/17	Philadelphia Christmas Village & Reading Market - SAVE & SOAR students	Beverly Cunliffe
12/13/17	Millville Senior High School - SAVE students	Abigale Bilinski
1/17/18	AMC Movie Theatre, Deptford - SAVE students	Abigale Bilinski
1/19/18	The Ritz Theatre, Oaklyn - 10 Day Play Festival	Christine Dougherty
1/23/18	Brunswick Zone Bowling, Turnersville - SAVE & SOAR class	Beverly Cunliffe
1/25/18	Franklin Institute, Philadelphia - SAVE students	Abigale Bilinski
2/7/18	Brunswick Zone Bowling, Turnersville - SAVE students	Abigale Bilinski
2/23/18	Peking Buffet, Glassboro - SAVE & SOAR class	Beverly Cunliffe
2/27/18	Williamstown High School - SAVE students	Abigale Bilinski
3/6/18	Planetarium, Rowan Univeristy - SAVE students	Abigale Bilinski
3/29/18	Philadelphia Museum of Natural Science	Beverly Cunliffe
4/10/18	Friendly's Restaurant, Glassboro - SAVE students	Abigale Bilinski
5/8/18	Miniature Golf & Washington Lake Park - SAVE students	Abigale Bilinski
5/16/18	NYC - Broadway Musical	Christine Dougherty
6/1/18	Six Flags Great Adventure, Jackson - Performance	Felicia Seigel

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

Initials	DOB	Township	Classification	School	Contracted Educational Tuition - Per Diem
C.J.	2/27/98	Franklin	MD	Pineland Learning Center	\$295.52
M.D.	12/26/00	Franklin	OHI	Pineland Learning Center	\$295.52
D.J.	6/25/02	Franklin	MD	Pineland Learning Center	\$295.52
D.C.	11/8/04	Elk	MD	Bankbridge Regional Middle School - South Campus	\$85,300.00/year \$4,140.00 (ESY 2017) \$3,400.00 (1:1 Aide/ESY 2017) \$37,800.00 (17-18 SY) \$39,960.00 (1:1 Aide/17-18 SY)
C.N.	12/12/03	Franklin	MD	Pineland Learning Center	\$295.52
P.J.	6/27/05	Franklin	OHI	Bankbridge Regional Middle School - South Campus	\$41,940.00/year
P.C.	9/24/05	Franklin	MD	St. John of God - Archbishop Damiano School	\$252.02
Z.J.	10/4/04	Newfield	MD	St. John of God - Archbishop Damiano School	\$252.02
F.A.	2/26/02	Elk	ED	Pineland Learning Center	\$295.52

3. Recommend the Board approve Shelly Zion (Center for Access, Success, and Equity at Rowan University) as the district Diversity Consultant for the 2017-2018 school year (*paid for with Title IV*)
4. Recommend the Board acknowledge the receipt of the October 2017 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. 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:** 9/11/17 & 9/14/17  
**Times:** 10:34 am & 1:20 pm  
**Locations:** Main Panel & Lockdown- H.S.

**Dates:** 9/11/17 & 9/14/17  
**Times:** 10:06 am & 9:55 am  
**Locations:** Receiving & Lockdown - M.S.

**8. Executive Board Member's Report - Mr. Dave Piccirillo - Chairperson**  
 A. Legislative Update

**9. School Business Administrator's Report**  
 A. None

**10. Shared Service Review Committee - Mr. Garry Lightfoot**

A. Update

B. I make a motion to approve the following shared services through June 30, 2018 as listed:

- 1. Franklin Township School District
  - a. IT Services
- 2. Elk Township School District
  - a. Superintendent
  - b. Assistant Superintendent/Curriculum Director
  - c. IT Services
  - d. Maintenance Mechanic
  - e. Child Study Team Director
  - f. Transportation Services
  - g. Facilities Manager
  - h. Business Services
  - i. Transportation Coordinator
  - j. Educational Research Coordinator
- 2. Clayton School District
  - a. Transportation Repair/Maintenance of Bus Fleet
  - b. Transportation Coordinator

**11. Old Business**

A.

**12. New Business**

A.

**13. 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.

**14. 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. Negotiations

**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 October 4, 2017.

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Joseph Collins, Board Secretary

**15. Adjournment**

PG/mc  
Encl.