

# Agenda

Delaware Valley Regional High School  
Board of Education

Regular Meeting of: March 28, 2022 – 7:00 pm

<b>Board of Education:</b>	<b>Title:</b>	<b>Municipality:</b>
<b>Board Members:</b>	<b>President Vice President Members</b>	<b>Ellen Gordon-Obal - Milford Borough Jonathan DeLisle - Alexandria Township Gerard Bowers - Holland Township Melaine Campbell - Holland Township Deborah Culberson - Alexandria Township Amy Elphick - Frenchtown Borough Anna Gaspari - Kingwood Township JoAnne Oldenburg- Kingwood Township George Tavernite - Holland Township</b>
<b>Administration:</b>	<b>Superintendent Board Secretary</b>	<b>Daria A. Wasserbach Teresa O'Brien</b>

## Sunshine Notice:

In accordance with the provisions of the New Jersey Open Public Meetings Act, Chapter 231, Laws of 1975, adequate and electronic notice of this meeting was provided through the public notice on March 2, 2022 by:

- Emailing to the Hunterdon County Democrat and the Express Times
- Posting on the District Website and the main bulletin board in the District Office
- Filing via email with the Clerks of the following Municipalities: Alexandria Township, Frenchtown Borough, Holland Township, Kingwood Township, and Milford Borough

### **1. Call to Order**

- 1.1. Pledge of Allegiance
- 1.2. Roll Call Attendance

### **2. Presentations**

- 2.1 Student Recognition:  
Student of the Month: Circe Fiorito, Assistant Stage Manager  
Presented by: Ms. Carolyn Wolsiefer  
  
Athletes of the Month: Mr. Deniz, Athletic Director

Boys Basketball: Logan Blake, Coach DePaolo  
 Boys Track: Matthew Diem, Coach DePaolo  
 Girls Track: Eleanor McNamara, Coach Fritsche

The Arts Students of the Month:  
 Presented by: Ms. Fleischman

Kate Bach, Grace DeLisle, and Dakota Krouse

Staff Recognition: Ronald Marinelli, Steven Sylvester,  
 and Brett Liskowaski  
 Recipients of Pioneer Athletics 2021 Fields of  
 Excellence Award  
 Presented by: Mrs. Daria Wasserbach

**3. Administrative/Staff Presentation and Reports**

Management Reports:

- 3.1 School Administration: Athletics - Bill Deniz, Athletic Director, Supervisor of Health and Physical Education
- 3.2 Principal’s Report - Submitted by Dr. Broadus Davis, Interim Principal

**4. Public Comment - Bylaw No. 0167 “Public Participation in Board Meetings”**

Residents are invited to respectfully share their concerns, comments, and suggestions.

**5. Board Goals and Evaluation Calendar**

2021/2022 District Goals

- 1. To develop and implement learning recovery for all students.
- 2. To continue to foster a school culture and climate that honors our shared mission, vision and beliefs that provides a supportive educational environment for teaching and learning for all students and staff.
- 3. Develop community and business partnerships that provide opportunities and experience beyond the classroom for all students.
- 4. Develop a strategy to promote Delaware Valley Regional High School, and to retain and attract students.

2021/2022 Calendar for Board/CSA Evaluation:

Goals publicly affirmed by the Board . . . . .	September 27
Action Plans presented to the Board . . . . .	September 27
Updates given on progress . . . . .	Monthly
Board Self-evaluation form to the Board . . . . .	May 31
Goal/Leadership Evaluation (Part 1 & Part 2) . . . . .	June 20
Goals/Indicators of success incorporated into goal evaluation document	
CSA completes form (goals, indicators, ratings) . . . . .	April 25
Both forms returned to FSR or Board President . . . . .	May 9
Analysis completed by FSR . . . . .	May 16

Initial CSA Summary REport completed and distributed to Board for review	June 13
Final CSA Summary Report complete by Board President . . . . .	June 20
Report given to CSA . . . . .	June 20
Summary Conference (must be completed by June 30) . . . . .	June 27
Final report to public on Board Goals . . . . .	June 27

**6. Superintendent - Daria Wasserbach**

Informational Items:

- a. Update on District Goals and Objectives
- b. QSAC Update
- c. Report on Student Safety Data System (SSDS), Period 1 (September 1 - December 31, 2021) *Twice per year, the CSA presents to the district board of education a summary of violence, vandalism, substance abuse, and harassment, intimidation and bullying (HIB) incidents submitted on the Department’s incident reporting system. (N.J.A.C. 6A:16-5.3)*

<b>Incidents (Violence, Vandalism, Substances, Weapons, and HIB Confirmed)</b>	
Violence	3
Vandalism	1
Substances	1
Weapons	0
HIB Confirmed	2
False Public Alarm	2
<b>Total Incidents</b>	<b>9</b>
<b>Other Incidents Leading to Removal</b>	<b>7</b>
<b>HIB Alleged</b>	<b>1</b>
<b>HIB Programs</b>	<b>7</b>

*HIB Report Period ending March 28, 2022:*

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
June 29 – Aug. 23	0	0	N/A	N/A	N/A
Aug 24 – Sept 27	0	0	N/A	N/A	N/A
Sept 28 – Oct 25	0*	0	N/A	N/A	N/A
Oct 26 – Nov 29	3	2	Y	Y	N
Nov 30– Dec 20	0	0	N/A	N/A	N/A
Dec 21 – Jan 3	1	1	Y	Y	N/A
Jan 4 - Jan 24	0	0	N/A	N/A	N/A
Jan 25 – Feb 28	5	1	Y	Y	N/A
Feb 29 – Mar 28	2	1	Y	Y	N/A
Mar 29 – April 25					
April 26 – May 23					
May 24 – June 27					
<b>TOTAL</b>	<b>11</b>	<b>5</b>			

\*Corrected

- Short-term Suspension Report: March 28, 2022

Student ID	Violation of Student Code of Conduct	Level of Infraction	Date/s of Infraction	Terms of Suspension/dates	Clearance Required
114165	SMOKING/TOBACC O E-Cig/Vaping Possession	4	2/22/2022	3 days ISS 2/23, 2/24, 2/25	N/A
113143	Violation of iPad Acceptable Use Policy	3	2/23/2022	1 day OSS 2/25/2022	N/A
114165	Substance Abuse Violation	4	3/4/2022	5 days OSS 3/7, 3/8, 3/9, 3/10 & 3/11	TBD

- COVID-19 Activity Report

Period Ending (COVID Risk by Color)	# of Positive Cases For Period Ending	Cumulative Annual Positive Cases 21/22 SY	Cumulative Annual Positive Cases For Same Period 20/21 SY
August 31, 2021	4	4	
September 30, 2021	8	12	1
October 31, 2021	69	81	1
November 30, 2021	12	93	3
December 31, 2021	48	141	9
January 31, 2022	89	230	24
February 28, 2022*	19	249	41
March 28, 2022	11	260	53
April 25, 2022			66
May 23, 2022			68
June 27, 2022			68

\*As of the time of publication; subject to change pending additional confirmed cases.

Action Items:

6.1 Motion to affirm the HIB Reports submitted on February 28, 2022.

6.2 Motion to acknowledge receipt of the school bus emergency evacuation drill report for the drill conducted on March 14, 2022.

**7. School Business Administrator/Board Secretary - Teresa O'Brien**

Informational Items:

- Next Regular Board of Education Meeting - April 25, 2022
- April Bill List Review - TBD
- Relative and Financial Disclosure Forms

Action Items:

**8. Minutes**

8.1 Motion to approve the following meeting minutes:

- February 28, 2022 - Meeting Minutes
- February 28, 2022 - Executive #1 Meeting Minutes
- February 28, 2022 - Executive #2 Meeting Minutes
- March 1, 2022 - Special Meeting Minutes
- March 1, 2022 - Executive Meeting Minutes
- March 6, 2022 - Special Meeting Minutes
- March 6, 2022 - Executive Meeting Minutes
- March 8, 2022 - Special Meeting Minutes
- March 8, 2022 - Executive Meeting Minutes

**9. Operations Committee - George Tavernite, Chairperson  
Jonathan DeLisle, Ellen Gordon, Joanne Oldenberg**

Informational Items:

Action Items:

9.1 Motion to approve the following 2021/2022 field trips in accordance with N.J.A.C. 6A:23A-5.8 (c):

<b>Organization/Department</b>	<b>Destination</b>	<b>Date</b>
Music	Glassboro, NJ	May 2022
Special Ed	Flemington, NJ	March 2022

**9.2 Food Service Consolidation Agreement**

Whereas, the Delaware Valley Regional High School Board of Education, the Frenchtown Board of Education and the Milford Board of Education, hereinafter referred to as “School Food Authorities”, participate in the Child Nutrition Programs sponsored by the United States Department of Agriculture, and

Whereas, the School Food Authorities have determined that it is beneficial both operationally and financially for all districts to continue to consolidate the food service operations in the 2022/2023 school year, and

Whereas, the School Food Authorities have also determined that Milford Board of Education and Frenchtown Board of Education will transfer and relinquish its

authority, duties and obligations associated with the programs to Delaware Valley Regional High School, and

Whereas, the Delaware Valley Regional High School Board of Education agrees to be the Sponsor School Food Authority and accepts authority, duty and obligation for Frenchtown Board of Education and Milford Board of Education as it relates to the School Nutrition Programs,

Now Therefore Be It Resolved, that the Delaware Valley Regional High School Board of Education approves the Agreement for School Food Authorities Consolidation of School Nutrition Programs effective July 1, 2022.

**10. Finance Committee -**

Gerard Bowers, Chairperson

Jonathan DeLisle, Anna Gaspari, Ellen Gordon

Informational Items:

Action Items:

**10.1 Resolution to approve an Enrollment Adjustment**

Whereas, N.J.A.C. 6A:23A-11.2(c) allows a district to request an adjustment to the tax levy for increases in enrollment that exceeds two percent of the pre-budget year:

Whereas, the Delaware Valley Regional High School Board of Education has determined that there is a need to use the enrollment adjustment in the amount of \$377,796 for the purpose of supporting a thorough and efficient education which has become more difficult as a result of state aid reductions exceeding the 2% tax levy cap in the amount of \$434,291,

Therefore Be It Resolved, that the Delaware Valley Regional High School Board of Education requests the approval to use the enrollment adjustment in the 2022/2023 budget which will exceed the 2% tax levy cap in the amount of \$377,796.

Be It Further Resolved, that the purpose for needing the enrollment adjustment will be satisfied during the 2022/2023 budget cycle.

**10.2 Resolution to approve the 2022/2023 Preliminary Budget**

Whereas, the 2022/2023 preliminary budget includes sufficient funds to implement the proposed planning process as described in this district's Annual Report pursuant to N.J.S.A.18A:7A -11 and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;

Whereas, the 2022/2023 preliminary budget is in compliance with the requirements set forth in N.J.S.A. 18A and N.J.A.C. Title 6 and 6A;

Therefore, Be it Further Resolved, the Delaware Valley Regional High School Board of Education approves the preliminary 2022/2023 budget in the amount of \$18,809,150 and authorizes its submission to the Hunterdon County Superintendent of Schools for approval as follows:

General Fund.....	\$18,809,150
Special Revenue Fund .....	\$170,870
Total Budget .....	\$18,980,020

Be It Further Resolved, that the Delaware Valley Regional High School Board of Education will withdraw \$300,000 from Capital Reserve in accordance with N.J.A.C. 6A:23A-14.1(h) for the following purposes:

Principal on Capital Lease Payment

The district obtained a 5 year capital lease during FY19 for the purpose of completing a chemistry lab renovation and a roof replacement/restoration project. A principal payment in the amount of \$511,176 is planned for FY23. A withdraw from capital reserve in the amount of \$300,000 will support the principal payment on the capital lease.

Be It Further Resolved to acknowledge that the 2022/2023 budget as described above results in a general fund tax levy in the amount of \$16,443,710 and a debt service tax levy in the amount of \$0 apportioned as follows:

Alexandria Township (32.4974832%):	
Alexandria Township General Fund Tax Levy.....	\$5,343,792
Frenchtown Borough (5.9880133%):	
Frenchtown Borough General Fund Tax Levy.....	\$984,652
Holland Township (30.1364311%):	
Holland Township General Fund Tax Levy .....	\$4,955,547
Kingwood Township (26.5070005%):	
Kingwood Township General Fund Tax Levy.....	\$4,358,734
Milford Borough (4.8710719%):	
Milford Borough General Fund Tax Levy.....	\$800,985
Total General Fund Tax Levy.....	\$16,443,710



Be It Further Resolved that the maximum general fund travel allowance for the 2022/2023 school year shall be established at \$55,000, and the maximum regular business travel amount shall not exceed \$1,500 per employee.

10.3 Motion to approve the March 28, 2022 bill list as follows:

Bill List	Amount
General Fund 10	\$1,371,457.17
Special Revenue Fund 20	7,727.06
Technology Fund 61	3,233.06
Transportation Consortium Fund 62	193,069.14
Administrative Shared Services Fund 63	4,926.26
<b>Total</b>	<b>\$1,580,412.69</b>
Cafeteria (January)	\$ 36,313.51

10.4 Motion to approve line item transfers dated February 01, 2022 through February 28, 2022 in the amount of \$157,959.20.

10.5 Motion to acknowledge receipt of the monthly certification of the Board Secretary for February 2022 , and after review of the Board Secretary’s and February 2022 Treasurer’s Reports, certify no major account or fund has been over-expended in violation of N.J.A.C.6A:23 – 2.11(c) 3 and that sufficient funds are available to meet the District’s financial obligation for the remainder of the fiscal year and that no budgetary line-item account has been exceeded pursuant to N.J.S.A. 18A:22-8.1, and that no line-item account has encumbrances and expenditure, which in total exceed the line-item appropriation in violation of N.J.A.C. 6A23-2.11(a).

10.6 Motion to approve the following financial reports:

Account	Date
Game Officials Account	February 2022
Petty Cash Account	February 2022
Student Activities Account	February 2022
Scholarship Account	February 2022

Cafeteria Account	February 2022
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10.7 Motion to approve a withdraw from Capital Reserve for an “other capital project”, State Project #1050-040-22-1000 entitled “Media Center Conversion to Student Center” in the amount of \$720,110.

10.8 **Award Contract for Student Center Renovations**

Whereas, on March 9, 2022, the Business Administrator publicly opened bids for the Student Center Renovations that resulted in the following:

<b>Contractor</b>	<b>Base Bid</b>	<b>Alternate 1</b>	<b>Alternate 2</b>	<b>Total</b>
Northeastern Interior	\$758,000	\$70,000	\$19,500	\$847,500
Venus Tile & Marble	\$586,900	\$55,900	\$30,200	\$673,000
DeSapio Construction	\$729,000	\$105,000	\$31,000	\$865,000
BGD Contracting	\$742,000	\$96,000	\$19,000	\$857,000
Vanas Construction Co.	\$678,000	\$66,000	\$28,000	\$772,000
Santorini Construction	\$774,000	\$55,000	\$20,000	\$849,000
Lanyi & Tevald	\$663,000	\$108,500	\$35,500	\$807,000

Whereas, the Delaware Valley Regional High School will accept Alternate Bid 1 for the wood accent ceiling and Alternate Bid 2 for the addition of 2 windows at the rear wall,

Now Therefore, Be It Resolved, that the Board of Education hereby awards the contract for Student Center Renovations, State Project #1050-040-22-1000 to Venus Tile & Marble in accordance with the March 9, 2022 bid including Alternate Bid 1 and Alternate Bid 2 for a total contract amount of \$673,000.

Be It Further Resolved, that the Board of Education authorizes the Business Administrator and Gianforcaro Architects to prepare and sign the contracts and take the necessary steps to initiate the project.

10.9 Motion to approve the following requests for employee/board member travel in accordance with the School District Accountability Act and Board of Education Policy. Only overnight stays are eligible for meal reimbursement. Mileage, meals and lodging reimbursements shall be in accordance with NJ Statute, Code and NJ Department of Treasury Guidelines. OMB Mileage Reimbursement Rate: \$0.35

Employee/ BOE Member	Program Title/ Location	Date(s)	Cost	Mileage/ Tolls	Lodging Total	Meals Total
<b>Teresa O'Brien</b>	NJASBO Annual Conference Atlantic City, NJ	6/6 - 6/10	\$275.00	Mileage \$83.30 Parking \$40.00 Tolls est. \$15.00	\$240.88	\$241.50
<b>Margaret McPherson</b>	Nurse for Music Trip Orlando, FL	4/6 - 4/10	\$1,761.00	Included in total	Included in total	Included in total

11. **Negotiations Committee** - Ellen Gordon, Chairperson  
Deborah Culberson, Joanne Oldenberg, George Tavernite

Informational Items:

Action Items:

12. **Personnel Committee** - Ellen Gordon, Chairperson  
Melaine Campbell, Deb Culberson, Jon DeLisle

Informational Items:

It is noted that all staff appointments are at the recommendation of the Superintendent of Schools and that all salaries are prorated to the effective date of employment.

Action Items:

- 12.1 Motion to approve the **Disability Leave of Absence** for employee #4434, beginning March 2, 2022 to on or about April 18, 2022.
- 12.2 Motion to approve the **Disability Leave of Absence** for employee #4464, beginning March 4, 2022 to on or about September 1, 2022.
- 12.3 Motion to approve the **Retirement** of Marianne Beahm, Bus Driver, with regret, effective June 1, 2022.
- 12.4 Motion to accept the **Retirement** of Carol Peabody, Science Teacher, with regret, effective July 1, 2022.
- 12.5 Motion to approve **Kaitlyn Saenger, Rutgers, RN-BSN student**, to conduct her student observation requirements, one day a week, for four weeks. Mrs. Beth Hendershot will be her preceptor, in the Health office.

12.6 Motion to approve **Margaret McPherson** as the School Nurse on the Music Department field trip to Florida, April 6 - 10, 2022.

12.7 Motion to approve the following request for **graduate course work** for the **2022/2023** school year:

<b>EMPLOYEE</b>	<b>SEMESTER</b>	<b>COURSE</b>	<b>CREDITS</b>
<b>Ryan Murphy</b>	Summer 2022	Building Organizational Capacity	3
<b>Erin Fleming</b>	Summer 2022	Dissertation & Research	5

12.7 Motion to approve the following Substitute for the 2021-2022 school year:

**Valeria Latragna                      Beth Goldberg**

12.8 Motion to approve the following vacation leave conversion payments in accordance with the negotiated agreement and employment contract: Unused Vacation Days:  
Denise Donnelly: . . . . . \$ 446.68

13. **Policy Committee** - Amy Elphick, Chairperson  
Gerard Bowers, Anna Gaspari, Ellen Gordon

Informational Items:

Action Items:

13.1 Motion to approve the second reading and adoption of [Bylaw 0168, "Recording Board Meetings."](#)

14. **Education and Student Affairs Committee** - Jonathan DeLisle, Chairperson  
Melaine Campbell, Amy Elphick,  
Ellen Gordon

Informational Items:

a. **Community Activities Calendar:**

Alexandria Township:

Township Committee Meeting (2<sup>nd</sup> Wednesday)

Easter Egg Hunt, April 15th, 2nd grade and younger - 1:00pm, 3rd to 8th grade 8:00pm

Dumpster Day, April, 16th, 8:00 am - 11:00 am

Holland Township:

Township Committee Meeting (1<sup>st</sup> and 3<sup>rd</sup> Tuesday)  
Annual Easter Celebration, April 9th, 11:45am - 1:00 pm  
Document Paper Shredding Day, April 30th, 9:00 am - 12:00 pm

Kingwood Township:

Township Committee Meeting (1<sup>st</sup> Thursday)

Frenchtown Borough:

Township Committee Meeting (1<sup>st</sup> Wednesday)  
Affordable Rentals in Frenchtown, waiting list deadline April 19, 2022

Milford Borough:

Township Committee Meeting (1<sup>st</sup> and 3<sup>rd</sup> Monday)

Delaware Valley Regional High School:

Junior College Planning Night, April 4th, 6:00pm - 8:00pm  
World Wide Web Wednesday - Senior Citizen Tech Night Series, April 6th & 18th,  
5:30pm - 7:00pm  
Spring Break - School Closed - April 14th - May 18th  
Job Fair - April 20th 5:30pm - 7:30pm

Action Items:

15. **Public Comment - Bylaw No. 0167 “Public Participation at Board Meetings”**  
Residents are invited to respectfully share their concerns, comments and suggestions.
  
  16. **Executive Session**  
Resolved by the Board of Education of Delaware Valley Regional High School as per Chapter 231, P. L. 1975:
    1. That it is hereby determined that it may be necessary to meet in Executive Session on Monday, March 28, 2022 to discuss: **Superintendent Employment Contract**
    2. The matter discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.
    3. The length of the meeting is thought to be approximately fifteen (15) minutes. Action will not be taken upon returning to open session.
  
  17. **Adjourn**
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Supporting documentation of a non-confidential nature shall be accessible to the public for inspection at the meeting and is available upon request at the earliest convenience in accordance with the provisions of Public Rights Law N.J.S.A. 47:1A-1 et seq.