

# Agenda

## DELAWARE VALLEY REGIONAL HIGH SCHOOL BOARD OF EDUCATION

REGULAR MEETING OF: February 25, 2013

---

---

<b>BOARD MEMBERS:</b>	<b>President</b>	<b>Ellen Gordon-Obal – Milford Borough</b>
	<b>Vice President</b>	<b>Brett Reina – Holland Township</b>
	<b>Members</b>	<b>A. William Dietze – Kingwood Township</b>
		<b>Debora Frank – Kingwood Township</b>
		<b>Robert Haver – Frenchtown Borough</b>
		<b>Sandra Howell, Ph.D. – Holland Township</b>
		<b>Sharon Kelly – Alexandria Township</b>
		<b>William Martin – Holland Township</b>
		<b>David Sousa – Alexandria Township</b>

<b>ADMINISTRATION:</b>	<b>Superintendent</b>	<b>Elizabeth A. Nastus, Ed.D.</b>
	<b>Board Secretary</b>	<b>Daria A. Wasserbach</b>

*Note: In the Absence of the Board President the Board Vice-President shall serve as presiding officer. (Bylaw No. 0171 "Duties of the President and Vice-President")*

### Sunshine Notice:

In accordance with the provisions of the New Jersey Open Public Meetings Act, Chapter 231, Laws of 1975, adequate notice of this meeting was provided through the public notice on January 8, 2013 by:

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

### **1. CALL TO ORDER**

- 1.1 Pledge of Allegiance
- 1.2 Roll Call Attendance

### **2. STUDENT ACTIVITIES/OTHER PRESENTATIONS**

- 2.1 Presentation of Honored Students – Nicholas Romanetz, Interim Principal
  - Male Athlete of the Month: Kody Eichlin, Wrestling
  - Female Athlete of the Month: Stephanie Ruby, Cheerleading
  
  - Students of the Month: Selvia Djombalic and Ardian Djombalic, Best Buddies
- 2.2 Staff Recognition – Andy Fitz, Head Coach, DVR Wrestling, 100<sup>th</sup> Career Win

2.3 Special Community Recognition – Marty White, Varsity Baseball Coach

- Delaware Valley Varsity Baseball Field Improvement Project Volunteers/Donors Recognition
- Delaware Valley Varsity Baseball Field Improvement Project “Above and Beyond” Recognition:

Fred Johnston  
Edward Kulik  
Wayne Barbiche  
Chuck Williams

The Board will break briefly to acknowledge the students’ and community accomplishments.

2.4 Club Reports

Art Club:	BJ Fedor
Environmental Club:	Sandy Morisie

**3. PUBLIC COMMENT – Bylaw No. 0167 “Public Participation in Board Meetings”**

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

**4. BOARD GOALS AND EVALUATION CALENDAR**

4.1 2012/2013 District and Board Goals (Adopted June 25, 2012)

1. Facilitate public understanding of the district budget and the allocation of taxpayer dollars by conducting work sessions in public during the development of 2013/2014 budget.
2. Using the criteria established through extensive staff and community input during the 2011/12 school year, select and employ a new superintendent to lead the district effective July 1, 2013.
3. Improve articulation and explore cost savings within and among the five sending districts through regular dialog among board and administrative representatives from each district regarding a common calendar, curriculum, shared services and programs.
4. Prepare for the development of a district Strategic Plan through pre-planning efforts including review of planning models, selection of a facilitator, budgeting for related planning costs and collection of baseline data.
5. Establish a methodology and protocols for collection of data for longitudinal monitoring and analysis of student achievement in order to guide program improvements and inform the Board and the public.

4.2 2012/2013 Calendar for Board/CSA Evaluation

Goals publicly affirmed by the Board .....	September 24
Action Plans presented to the Board .....	September 2
Updates given on progress.....	Monthly
NJSBA to review Evaluation Process and CSA Evaluation Document .....	January 7
Board Self-Evaluation form to the Board .....	January 14
Goal/Leadership Evaluation (Part 1 and Part 2):.....	January 28
Goals/indicators of success incorporated into Goal evaluation document	
CSA completes form (goals, indicators, rating) .....	February 4
Distribute forms to the Board.....	February 11
Both forms returned to your FSR or Board President.....	February 25
Analysis completed by your FSR.....	March 11
Forms returned to the Board by your FSR .....	March 18
Board meeting to discuss .....	March 25
Final CSA Summary Report completed by Board President .....	April 8
Report given to CSA.....	April 15
Summary Conference (must be completed by April 30).....	April 12
Final report to public on Board Goals .....	June 24

**5. ADMINISTRATIVE/STAFF PRESENTATIONS AND REPORTS**

Management Reports:

School Administration – Nicholas Romanetz, Interim Principal

**6. SUPERINTENDENT’S REPORT – Dr. Elizabeth Nastus**

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending FEBRUARY 15, 2013.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Sept 1- Oct 15	1	1	1	1	N
Oct 16 - Nov 15	0	0	0	0	N
Nov 16 - Dec 15	3	3	3	3	N
Dec 16 - Jan 15	3	3	3	3	N
Jan 16 - Feb 15					
Feb 16 - Mar 15					
Mar 16 - Apr 15					
Apr 16 - May 15					
May 16 - June 15					
June 16 - June 30					
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	

- b. Reporting of NJ QSAC 2013 District Performance Review (DPR) Placement Results in accordance with N.J.A.C. 6A:30:

DPR Areas	Initial Placement
Instruction and Program	95%
Fiscal Management	100%
Governance	100%
Operations	95%
Personnel	100%

DVRHS has been designated as a “High Performing” district by the NJ Department of Education.

- c. In accordance with the new teacher evaluations procedures, school boards must establish School Improvement Panels to ensure the effectiveness of the school's teachers. The panels will oversee teacher mentoring, conduct teacher evaluations, and identify professional development opportunities. The teacher on the panel will not take part in evaluations.

Action Items:

- 6.1 Motion to accept the Superintendent’s Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending January 15, 2013.
- 6.2 Motion to appoint the following as the DVRHS School Improvement Panel:
- Nicholas Romanetz, Interim Principal  
Adrienne Olcott, Director of Curriculum and Instruction  
Susan Coles, Teacher
- 6.3 Motion to approve the Proposed 2013/2014 DVRHS School Calendar

**7. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY – Daria Wasserbach**

Informational Items:

- a. Monday, March 4, 2013 –
- 6:30 p.m. Board Member Technology Training with Matt Cirigliano, IT Manager and DVR Tech Team (Media Center)
- 7:00 p.m. Board of Education Special Meeting for adoption and DOE submission of the 2013/2014 Tentative School Budget (Media Center)
- b. Thursday, March 21, 2013 – 7:00 p.m. Board of Education Regular Meeting and Public Hearing on the 2013/2014 School Budget (Media Center)

- c. Correspondence
  - Letter From Indoor Percussion, January 10, 2013; re: Dream Come True Foundation’s Telethon
  - Letter From Dr. Rick Falkenstein, February 2013; re: Student Tragedy

**8. MINUTES**

8.1 Motion to approve the following meeting minutes:

- January 28, 2013 – Regular Meeting Minutes
- February 4, 2013 – Special Meeting Minutes
- February 9, 2013 – Special Meeting Minutes
- February 9, 2013 – Executive Session Minutes
- February 14, 2013 – Special Meeting Minutes
- February 14, 2013 – Executive Session Minutes

The February 11, 2013 Special Meeting was canceled due to lack of a quorum.

**9. OLD BUSINESS**

**10. CURRICULUM COMMITTEE** – Sandra Howell, Chairperson,  
A. William Dietze, Debora Frank, William Martin  
Alternate: Sharon Kelly

Informational items:

Action Items:

**11. FACILITIES / TRANSPORTATION/ TECHNOLOGY COMMITTEE** – Robert Haver, Chairperson  
A. William Dietze, William Martin, David Sousa  
Alternate: Debora Frank

Informational items:

Committee Meeting Minutes – January 28, 2013 and February 5, 2013

Action Items:

- 11.1 Motion to approve the 2013 Letter of Agreement with Prevention Specialists for DOT Testing, paid for by the Transportation Jointure.
- 11.2 Motion to approve the following 2012/2013 Field and Athletic Trips in accordance with N.J.A.C. 6A:23A-5.8 (c):

Organization/Department	Destination	Date
Music	Allentown, NJ	March 2013
Music	Monmouth Junction, NJ	March 2013
Music	Skillman, PA	April 2013
Music	Blairstown, NJ	April 2013
Science	Fort Hancock, NJ	May 2013

Music	Phillipsburg, NJ	May 2013
Music	Allentown, PA	June 2013
Athletics	Academy of the New Church Architects Golf Club Beaver Brook Golf Course Belvidere High School Bernards High School Blair Academy High School Bridgewater-Raritan High School Cherry Valley Country Club Copper Hill Country Club David Brearley High School Diamond Nation, Flemington, NJ Fairway Valley Golf Club Franklin High School Governor Livingston High School Green Knoll Golf Course High Bridge Hills Golf Club Holmdel High School Hopatcong High School Hopewell Valley Central High School Immaculata High School Lenape Valley High School Middlesex High School Monmouth Regional HS Montgomery High School Mount Saint Mary Academy Nap Torpey Complex New Providence High School North Hunterdon High School North Plainfield High School North Warren Regional High School Pennington School Phillipsburg Athletic Complex Phillipsburg High School Pingry High School Pius X High School Power Time, Flemington, NJ Princeton Day HS Princeton High School Ridge High School Royce Brook Country Club Rutgers Preparatory School Scotch Plains-Fanwood HS Somerville High School South Brunswick High School South Plainfield HS Trump National Golf Course	Spring 2013 Season

	Verona High School Voorhees High School Warren Hills Reg. High School Watchung Hills Regional High School Westfield High School	
--	---	--

**12. FINANCE COMMITTEE** – Sharon Kelly, Chairperson,  
 Robert Haver, Sandra Howell, Brett Reina  
 Alternate: Ellen Gordon

Informational Items:

Action Items:

- 12.1 Motion to approve the General Fund Bill List for the period January 29, 2013 through February 25, 2013 in the amount of \$1,780,581.68.
- 12.2 Motion to approve the E-Rate 3-year contract (July 2013 – June 2016) Contract with Centurylink for 10 Mg internet service in the amount of \$1,644 per month.
- 12.3 Motion to accept the donation from James Gessner of a snare drum valued at \$180 for use by the DVR Music Department.
- 12.4 Motion to authorize the sale of district owned computer equipment no longer needed for school purposes in the amount of \$4,500 to Trilogy Leasing Company, Cranbury, NJ.

- 24 - Dell Vostro 1520 Laptops
- 14 - Gateway TA6 Laptops
- 26 - Dell Optiplex GX620 PCs
- 36 - Dell Optiplex 745 PCs

- 12.5 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: \$0.31.

Employee/ BOE Member	Program Title / Location	Date(s)	Cost	Mileage	Lodging (per diem)	Meals (per diem)
<b>Eric Jacobs</b>	DAANJ Professional Workshop, Atlantic City, NJ	3/18/13-3/20/13	\$350	\$78.74	N/A	N/A
<b>Stephanie Hank</b>	Handle With Care, Hightstown, NJ	4/19/13	\$400	\$27.28	N/A	N/A
<b>Janice Jones</b>	Handle With Care, Hightstown, NJ	4/19/13	\$400	\$27.28	N/A	N/A
<b>Eric Jacobs</b>	Danielson Framework	4/24/13	\$145	\$24.43	N/A	N/A

	Training, New Providence, NJ					
<b>Nanette Neadle</b>	Pathways to Adult Life, Trenton, NJ	4/29/13	\$15	\$20.03	N/A	N/A
<b>Frank Guenther</b>	Pathways to Adult Life, Trenton, NJ	4/29/13	\$15	\$20.03	N/A	N/A
<b>Dorise Benson</b>	Pathways to Adult Life, Trenton, NJ	4/29/13	\$15	\$20.03	N/A	N/A

13. **PERSONNEL COMMITTEE** – David Sousa, Chairperson,  
Debora Frank, Ellen Gordon, Sharon Kelly  
Alternate: Brett Reina

Informational items:

*IT IS NOTED THAT ALL STAFF APPOINTMENTS ARE AT THE RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS AND THAT ALL SALARIES ARE PRO-RATED TO THE EFFECTIVE DATE OF EMPLOYMENT.*

Action items:

- 13.1 Motion to accept, with regret, the resignation of **Patrick Callahan**, Science Teacher, effective August 1, 2013.
- 13.2 Motion to appoint the following staff members for the 2013 Extended School Year (ESY) Program from July 8 – August 16, 2013, Monday – Thursday, 8:00 a.m. – 12:00 p.m.:

**Mike Columbo**, Special Education Teacher, for 5 hours a day

**Nanette Neadle**, and **Kristen Lockett**, Special Education Teachers, will share this position for 5 hours a day.

**Diane Romeo**, Substitute Special Education Teacher.

**Noreen Pisano** and **Lorraine Colville**, Nursing Services, will share this position for 5 hours a day.

**Dorise Benson**, Speech Therapist, 12 hours per week

Instructional Aides for 5 hours a day unless noted:

**Susan Hoff**

**Carol Smith** (5.25 hours per day)

**Barbara DiLorenzo**

**Deborah Llabres** (substitute)

**Susan Daly** (substitute)

*Employees shall be paid at their per diem rate of pay, pro-rated to hours worked, in accordance with Article IX F.3 of the Negotiated Agreement.*

- 13.3 Motion to authorize **Teresa Gover** to provide 2013 ESY OT services for 0.5 hours per week at a rate of \$43.00 per session.



- 13.4 Motion to authorize 2013 summer work for **Tiffany Kuhl** to complete the 2013/2014 paraprofessional scheduling, at a rate of \$31 per hour not to exceed \$2,000.
- 13.5 Motion to authorize Hilleri Keizer, Susquehanna University student, to observe Math teachers **Andy Fitz** and **Carolyn Wolsiefer** for 40 hours during April & May 2013.
- 13.6 Motion to approve of the following request for graduate courses for the 2012/2013 school year:

<b>Employee</b>	<b>Semester</b>	<b>Course</b>	<b>Credits</b>
<b>Jennifer Sayers</b>	Spring 2013	Establishing Learning Goals to Support Learning and Instructional Design	3

- 13.7 Motion to appoint the following Co-Curricular Advisors/Coaches for the 2012/2013 school year:

<b>POSITION</b>	<b>APPLICANT</b>	<b>YEARS EXP</b>	<b>2012/2013 STIPEND</b>
Boys' Head Track Coach	<b>Lawrence Voll</b>	14	\$7,709 + \$832 longevity
Girls' Assistant Track Coach	<b>James Kluska</b>	5	\$5,831

- 13.8 Motion to appoint the following Co-Curricular Advisors/Coaches for the 2013/2014 school year:

<b>POSITION</b>	<b>APPLICANT</b>	<b>YEARS EXP</b>	<b>2013/2014 STIPEND</b>
Field Hockey Head Coach	<b>Stephanie Cirino</b>	2	\$7,709
Football Assistant Coach	<b>Matthew Carr</b>	3	\$6,792
Girls Soccer, Head Coach	<b>Scott Cariddi</b>	19	\$7,709 + \$1,664 longevity
Girls Soccer, Assistant Coach	<b>Martin White</b>	12	\$5,831 + \$832 longevity

- 13.9 Motion to approve the following Volunteer Advisors/Coaches for the 2012/2013 school year:

<b>Michael Haughey</b>	Baseball
<b>Gregory Smith</b>	Track Coach
<b>Kenneth Zimmerman</b>	Drumline

- 13.10 Motion to approve the following Substitutes for the 2012/1013 school year:

**Barbara Callahan** – Nurse  
**Jerry Haag** - Custodian

**Sandra Matuska** – Band - Trip Nurse

- 13.11 Motion to approve **Raymond Smith**, Seasonal Grounds Worker, at \$12.00 an hour, not to exceed 20 hours a week, effective May 2013 and ending October 30, 2013.
- 13.12 Motion to approve the following 2012/2013 Substitute Trip Transportation Driver beginning February 26, 2013 and ending June 30, 2013. Salary paid for by the Transportation Jointure.

Sub Driver	Step	Hourly Rate
Donald Johnson Jr.	A (0-1)	\$20.00

**14. STUDENT AFFAIRS/  
PUBLIC RELATIONS COMMITTEE -**

Brett Reina – Chairperson,  
Sandra Howell, Sharon Kelly, Dave Sousa  
Alternate: Robert Haver

Informational items:

**a. March 2013 Community Activities Calendar:**

Alexandria Township:

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

Holland Township:

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

Kingwood Township:

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

Frenchtown Borough:

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

Milford Borough:

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

DVRHS:

DelVal Musical “The Drowsy Chaperone” – February 28, 7:00 p.m., March 1, 7:00 p.m.,  
March 2, 7:00 p.m.\*\*\*Matinee added for Saturday, March 2

Varsity Sports Awards – March 14, 6:30 p.m.

District Art and Music Festival – March 21, 5:30 p.m.

Action Items:

- 14.1 Motion to waive the October 1 application submission deadline required under Board Policy and Regulation 2340 “Field Trips” and authorize the Drumline’s May 2013 Overnight Field Trip to Wildwood, NJ.
- 14.2 Motion to accept the request to become a 2013/2014 tuition student from L.M. and J.M. o/b/o C.M. (Parental Tuition Contract to follow upon establishment of the 2013/2014 tuition rates.)

## 14.3 Motion to approve the following Employment Transition Placements, Round #3:

Opdyke's Lumber Co.  
 900 Milford Frenchtown Rd.  
 Frenchtown, NJ 08825  
 Mary Masters, Supervisor  
 Job Coach: Sue Hoff

Milford Public Library –  
 40 Frenchtown Rd  
 Milford, NJ 08848  
 Jennifer Locke, Supervisor

U.S. Diagnostics  
 34 Bridge Street  
 Milford, NJ 08848  
 Dawn Van Doren, Supervisor  
 Job Coach: Mike Haughy

Shenberger Insurance  
 1110 Harrison Street  
 Frenchtown, NJ 08825  
 Deborah Shenberger, Owner/Supervisor  
 Job Coach: Catherine Masterson

Sky Manor Air Repair  
 48 Sky Manor Road  
 Pittstown, NJ 08867  
 Doug Hulse, Owner  
 Job Coach: Maureen Gallasch

**15. NEGOTIATIONS COMMITTEE** - Ellen Gordon-Obal – Chairperson,  
 Robert Haver, Brett Reina

Informational items:

**16. POLICY COMMITTEE** - Debora Frank – Chairperson,  
 A. William Dietze, William Martin, Brett Reina  
 Alternate: Sandra Howell

Informational items:

Action Items:

16.1 Motion to approve the first reading of the following revised bylaws, policies and regulations:

0132	Executive Authority
0151	Organization Meeting
0167	Public Participation in Board Meetings
2363	Pupil Use of Privately Owned Technology

2415	No Child Left Behind Programs
2431	Athletic Competition
R2431.1	Emergency Procedures for Athletic Practices and Competitions
R2431.2	Medical Examination to Determine Fitness for Participation in Athletics
2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries
R2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries
2468	Independent Educational Evaluations
2622	Pupil Assessment
3230	Outside Activities
R3230	Outside Activities
3281	Inappropriate Staff Conduct
R3281	Inappropriate Staff Conduct
3282	Use of Social Networking Sites
4230	Outside Activities
R4230	Outside Activities
4281	Inappropriate Staff Conduct
R4281	Inappropriate Staff Conduct
4282	Use of Social Networking Sites
6113	E-rate
6163	Advertising on School Property
6164	Advertising on School Buses
6470	Payment of Claims
R6470	Payment of Claims
6480	Purchase of Food Supplies
8505	School Nutrition

16.2 Motion to approve the second reading and adoption of the following revised policies and regulations:

8451	Control of Communicable Diseases
8750	Employee Indemnification
9191	Booster Clubs
R8451	Control of Communicable Diseases
R8540	Free and Reduced Rate Meals
R8600	Pupil Transportation
R9120	Public Information Program
R9150	School Visitors
R9329	Cooperation with Law Enforcement Officials

17. **STRATEGIC PLANNING COMMITTEE** - William Martin – Chairperson,  
Debora Frank, Ellen Gordon, Sharon Kelly

18. **NEW BUSINESS**

19. **PUBLIC COMMENT – Bylaw No. 0167 “Public Participation in Board Meetings”**  
Residents are invited to respectfully share their concerns, comments and suggestions.

**20. EXECUTIVE SESSION:** (if needed)

Resolved by the Board of Education of Delaware Valley Regional High School as per Chapter 231, P. L. 1975:

- a. That it is hereby determined that it is necessary to meet in Executive Session on Monday, February 25, 2013 to discuss matters of \_\_\_\_\_.
- b. 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.
- c. The length of the meeting is thought to be approximately \_\_\_\_\_ minutes. Action may be taken upon return to open session.

**21. ADJOURN**

---

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.