

# Agenda

## DELAWARE VALLEY REGIONAL HIGH SCHOOL BOARD OF EDUCATION

REGULAR MEETING OF: October 22, 2012

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

### 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 April 23, 2012 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
  - 2013 National Merit Scholarship Program:  
Daniela Davison  
Michael Oldenburg  
Daniel Rose  
Jeffrey Wu  
Taylor Burd
  - Special Student Recognition: Zora Moore, Finalist, Anthem Essay Contest sponsored by Ayn Rand Institute

- Student of the Month: Laura Delters, Key Club
- Female Athlete of the Month: Avery Brunkus, Volleyball
- Male Athlete of the Month: Dionisio Roman, Football

The Board will break briefly to acknowledge the students' accomplishments.

2.2 Club Reports

- Key Club – Laura Delters, President
- Student Council – Grace Guggenheim, Liaison

2.3 Special Report: Patricia Koefoed, Chinese Exchange Students

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

- 5.1 Public Hearing on Violence, Vandalism, Harassment, Intimidation, and Bullying – Mr. Mormile and Dr. Nastus
- 5.2 Public Comment on Violence, Vandalism, Harassment, Intimidation, and Bullying Hearing
- 5.3 Motion to accept the Public Report on Violence, Vandalism, Harassment, Intimidation, and Bullying:

***WHEREAS**, the Anti-Bullying Bill of Rights Act (P.L. 2010, c.122) requires that at a public hearing two times each year, the superintendent of schools provide a report to the board of education on all acts of violence, vandalism, and harassment, intimidation and bullying (HIB) which occurred in the school district during the previous reporting period;*

***WHEREAS**, the Anti-Bullying Bill of Rights Act (P.L. 2010, c.122) designates October 8-12, 2011 as a “Week of Respect” in New Jersey;*

***WHEREAS**, N.J.S.A. 18A:36-5.1 designates October 8-12, 2012 as School Violence Awareness Week in the state of New Jersey.*

***WHEREAS**, the Delaware Valley Regional High School District has observed the Week of Respect and School Violence Awareness Week by organizing activities to prevent school violence, vandalism, and HIB including, but not limited to, age appropriate opportunities for student discussion on conflict resolution, issues of student diversity and tolerance;*

***WHEREAS**, law enforcement personnel were invited to join members of the teaching staff in the discussions;*

**WHEREAS**, programs designated to help recognize warning signs of school violence, vandalism, and HIB and to instruct on recommended conduct during an incident of school violence, vandalism, and HIB were provided for school employees;

**WHEREAS**, this public hearing is specifically conducted to fulfill the district's legal obligation to present school violence, vandalism, and HIB information to the public and to conduct public hearings on the violence, vandalism, and HIB report;

**WHEREAS**, pursuant to the Anti-Bullying Bill of Rights Act (P.L. 2010, c.122) the Superintendent has provided a presentation to the Board of Education at the public hearing on all acts of violence, vandalism and HIB which occurred during the previous reporting period, including a report on the district's verified violence and vandalism data submitted under the Electronic Violence and Vandalism Reporting System (EVVRS) to the NJDOE for the previous school year (2011-2012).

**THEREFORE BE IT RESOLVED**, that the Board of Education accepts the Superintendent's public report on Violence, Vandalism, Harassment, Intimidation and Bullying.

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

Informational Items:

- a. Harassment, Intimidation, and Bullying ([HIB](#)) [Monthly Incident Report](#) for period ending October 15, 2012.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Sept 1- Oct 15	1	0	1	1	N
Oct 16 - Nov 15					
Nov 16 - Dec 15					
Dec 16 - Jan 15					
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>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	

Action Items:

- 6.1 Motion to establish the District Evaluation Advisory Committee as follows:

Superintendent .....Dr. Elizabeth Nastus  
 Special Education Administrator ..... Dr. Frank Guenther  
 Teacher .....Tiffany Kuhl  
 Parent.....Deborah Llabres

Board of Education Member..... David Sousa  
 Curriculum and Instruction Representative ..... Adrienne Olcott  
 Principal ..... Nicholas Romanetz  
 Vice-Principal ..... Anthony Mormile  
 Athletic Director..... Eric Jacobs

- 6.2 Motion to approve the 2012/2013 NJ Quality Single Accountability Continuum (QSAC) Statement of Assurance and authorize submission to the NJ Department of Education.
- 6.3 Motion to approve the 2012/2013 NJ QSAC District Performance Review (DPR) and authorize submission to the NJ Department of Education.

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

Informational Items:

- a. Next Regular Board of Education Meeting – Monday, November 26, 2012
- b. NJSBA Annual Conference – October 23 – 25, 2012. Representing DVRHS: Dr. Elizabeth Nastus, Daria Wasserbach, William Martin, and Robert Haver
- c. Correspondence – none

Action Items:

- 7.1 Motion to schedule the 2013 Annual Board Organization Meeting for Monday, January 7, 2013 beginning at 7:00 p.m. and direct the Board Secretary to advertise accordingly.

**8. MINUTES**

- 8.1 Motion to approve the following meeting minutes:

[September 24, 2012 – Regular Meeting Minutes](#)

**9. OLD BUSINESS**

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

Informational items:

Action Items:

- 10.1 Motion to approve the *revised* 2012/2013 Tuition Contract Agreement with Hunterdon Learning Center, Hunterdon County, NJ (student 13-004S/180 days) in the amount of \$20,727.00.
- 10.2 Motion to approve the [2012/2013 Nursing Services Plan](#) and authorize submission to the County Superintendent.

**11. FACILITIES / TRANSPORTATION/  
TECHNOLOGY COMMITTEE –**

Robert Haver, Chairperson  
A. William Dietze, William Martin, David Sousa  
Alternate: Brett Reina

Informational items:

Action Items:

- 11.1 Motion to approve the 2012/2013 School Year Joint Transportation Agreements as indicated below. High Point Regional High School shall serve as the Lead Education Authority and Host District:

<u>District</u>	<u>Destination</u>	<u>Route No.</u>	<u>Route Cost</u>
<b>DVRHS</b>	Montgomery Academy	E-0189	\$18,826.20

- 11.2 Motion to approve the 2012/2013 School Year Joint Transportation Agreements as indicated below. Delaware Valley Regional High School shall serve as the Lead Education Authority and Host District:

<u>District</u>	<u>Destination</u>	<u>Route No.</u>	<u>Route Cost</u>
<b>Holland Township</b>	Stepping Stone School	HSE4	\$11,091.80

- 11.3 Motion to approve the following 2012/2013 Field and Athletic Trips in accordance with N.J.A.C. 6A:23A-5.8 (c):

<u>Organization/Department</u>	<u>Destination</u>	<u>Date</u>
Learning Academy	Lyndhurst, NJ	November 2012
Music	Bridgewater, NJ	November 2012
Music	East Rutherford, NJ	November 2012

- 11.4 Motion to approve the following resolution approving the 2012/2013 [Comprehensive Maintenance Plan](#):

*WHEREAS the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and*

*WHEREAS the required maintenance activities as listed in the attached document for the various school facilities of the Delaware Valley Regional High School District are consistent with these requirements, and*

*WHEREAS all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,*

*THEREFORE BE IT RESOLVED that the Delaware Valley Regional High School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Delaware Valley Regional High School District in compliance with Department of Education requirements.*

- 11.5 Motion to approve the following resolution approving the 2012/2013 School Maintenance Budget Worksheet ([Form M-1](#)):

*BE IT RESOLVED that the Board of Education approves the Delaware Valley Regional High School Maintenance Budget Amount Worksheet (Form M-1) and the detailed actual expenditure worksheet and authorizes its submission to the Hunterdon County Executive Superintendent*

- 11.6 Motion to approve the following resolution approving the 2012/2013 Maximum Capital Reserve Allowance:

*WHEREAS the Delaware Valley Regional High School Board of Education has [16 projects identified in its Long Range Facility Plan](#) that have not been initiated or advanced; and,*

*WHEREAS the 16 projects have an estimated cost over the of \$2,462,500; and,*

*WHEREAS it is estimated that the district may be eligible for debt service or EDA Grant funds for these projects in the amount of \$985,000. Accordingly the estimated local share of these projects is \$1,477,500; and,*

*WHEREAS the local share in the amount of \$1,477,500 represents the maximum amount the Delaware Valley Regional High School District may deposit in capital reserve for the 2012/2013 school year;*

*THEREFORE BE IT RESOLVED that the Delaware Valley Regional High School District approves this statement as "Addendum A" and authorizes its submission to the Hunterdon County Department of Education.*

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

Action Items:

- 12.1 Motion to approve the General Fund Bill List for the period [September 25, 2012 through October 22, 2012 in the amount of \\$1,819,392.79](#).

- 12.2 Motion to approve the 2013/2014 budget development calendar as follows:

Distribute 2013/2013 Budget Information to Administrators .....	November 12, 2012
Preliminary Budget Requests to Business Administrator .....	December 10, 2012
CSA Submits Preliminary Budget to Finance Committee.....	January 28, 2013
NJDOE Releases State Aid Entitlements .....	January 2013
Tentative Budget Hearing and Adoption of 2013/2014 Budget .....	February 2013
Completed Budget to County Office .....	March 2013
Public Hearing (Tentative) .....	March 25, 2013

12.3 Motion to authorize the disposal of the following equipment:

Business Office Fax #03334

12.4 Motion to approve the 2012/2013 Food Services Management Company Contract Addendum with Maschio’s Food Service as follows:

Effective Date: July 1, 2012 – June 30, 2013

Annual Management Fee: \$8,712.00, payable in monthly installments of \$871.20 per month, commencing on September 1, 2012 and ending on June 30, 2013.

Guarantee Return: \$25,000.00

12.5 Motion to accept the donation of Art Books from Ms. Joan Curtis, Frenchtown, NJ.

12.6 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)
Eric Jacobs	NJSIAA Legal One 1&2 Series, Robbinsville, NJ	9/13/12	\$300	\$26.28	N/A	N/A
Aimee Thompson	Purdue University – Guidance Counselor Mtg, Princeton, NJ	11/16/12	\$0	\$25.42	N/A	N/A
Ingrid Gray	Best Strategies for Using iPads, Allentown, PA	11/29/12	\$225	\$22.07	N/A	N/A
Barbara Ball	Coaching Foundations Clinic, Rahway, NJ	11/30/12	\$399	\$31.62	N/A	N/A
Ogden Kruger	Workshop for HS Counselors, Glenside, PA	11/30/12	\$0	\$24.24	N/A	N/A
Patrick Callahan	AAPT Winter Meeting, New Orleans, LA	1/7/13 – 1/9/13	\$350	\$0	N/A	N/A
Lisa Cartwright	The Dystrophic Vision: Nightmare Worlds, Montclair, NJ	2/1/13	\$85	\$36.14	N/A	N/A
Eric Jacobs	NJSIAA Legal One 3&4 Series, Robbinsville, NJ	4/7/13	\$300	\$26.28	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 approve Disability Leave of Absence for **Nanette Neadle**, Special Education Teacher, beginning September 19, 2012 and ending on or about November 1, 2012.
- 13.2 Motion to approve the following Homebound Instructors from September 2012 through August 2013:
- **Mary Ellen Aleksa** Math, Biology, Physics, & Physical Science
  - **Kathleen Fabula** Biology
  - **Anya Szlaxhtianchyn** Social Studies
  - **Jennifer Thomas** Elem Schl/Lang Arts/Litrcy Specialst Grds 5-8
  - **Helen Ware** Spanish
  - **Beckie Hotz** Biology & Chemistry
- 13.3 Motion to appoint **Barbara DiLorenzo** and **Deborah Llabres**, Instructional Aides, as Educational Chaperones to assist special needs students to participate in Art Club, at \$32.00 an hour, not to exceed 20 hours, effective September, 2012.
- 13.4 Motion to appoint **Julia Lechner** and **Matthew Hagy** as Athletic Site Managers at an hourly rate of \$40 for a maximum of 40 hours per athletic season, cumulative.
- 13.5 Motion to approve the following 2012/2013 appointments of Co-Curricular Advisors/Coaches:

POSITION	APPLICANT	YEARS EXP	2012/2013 STIPEND*
Marching Band Assistant	<b>James Schnyderite</b>	0	\$4,420
Musical Choreographer	<b>Heather Fleischman</b>	1	\$2,593

\*Subject to change upon settlement of the Negotiated Agreement.

- 13.6 Motion to approve the following Volunteer Coaches:

**Charles (CJ) Inglin** Wrestling  
**Michael Guenther** Wrestling

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

**James Leach**  
**Frank Cordero**  
**William Gregson**

13.8 Motion to approve the following 2012/2013 Substitute Trip Transportation Driver beginning November 1, 2012 and ending June 30, 2013. Salary paid for by the Transportation Jointure.

<b>Sub Driver/Aide Name</b>	<b>Step</b>	<b>Hourly Rate</b>
<b>Melody Kist</b>	A (0-1)	\$20.00
<b>Victor Liss</b>	A (0-1)	\$20.00

14. **STUDENT AFFAIRS/POLICY COMMITTEE** - Brett Reina – Chairperson,  
 Sandra Howell, Sharon Kelly, Dave Sousa  
 Alternate: Robert Haver

Informational items:

Action Items:

14.1 Motion to approve the second reading and adoption of the following policies/regulations:

“Recording Board Meetings” .....	<a href="#">0168</a>
“Attendance” .....	<a href="#">R5200</a>
“Emergency Contracts” .....	<a href="#">6424</a>
“Tuition Assistance” .....	<a href="#">6472</a>
“School Volunteers” .....	<a href="#">9180</a>
“Volunteer Coaches and Advisors” .....	<a href="#">9181</a>

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

Informational items:

16. **COMMUNITY RELATIONS COMMITTEE** - Debora Frank –Chairperson,  
 A. William Dietze, Ellen Gordon, William Martin  
 Alternate: Sandra Howell

Informational items:

a. **November 2012 Community Activities Calendar:**

Alexandria Township:

Township Committee Meeting (2<sup>nd</sup> Wednesday): November 14, 7:30 pm

Holland Township:

Township Committee Meeting (1<sup>st</sup> and 3<sup>rd</sup> Tuesday): November 6 and 20, 7:00 pm

Kingwood Township:

Township Committee Meeting (1<sup>st</sup> Thursday): November 1, 7:00 pm

Frenchtown Borough:

Township Committee Meeting (1<sup>st</sup> Wednesday): November 7, 7:30 pm

Milford Borough:

Township Committee Meeting (1<sup>st</sup> and 3<sup>rd</sup> Monday): November 5 and 19, 7:00 pm

DVRHS:

NHS Induction – November 14, 6:30 p.m.

Evening of Shorts, Thespian Production – November 16&17, 7:00 p.m.

**17. NEW BUSINESS**

- Discussion regarding future DVRHS participation in the School Choice Program

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

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

**19. EXECUTIVE SESSION**

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, October 22, 2012 to discuss matters of DVREA Contract Negotiations.
- 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 thirty (30) minutes. Action may be taken upon return to open session.

**20. 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.