

Agenda

DELAWARE VALLEY REGIONAL HIGH SCHOOL BOARD OF EDUCATION

REGULAR MEETING OF: August 23, 2021 – 7:00 pm

BOARD MEMBERS:	President	Ellen Gordon-Obal - Milford Borough
	Vice President	Jonathan DeLisle - Alexandria Township
	Members	Gerard Bowers - Holland Township
		Lynda DeFrancesco- Kingwood Township
		Amy Elphick - Frenchtown Borough
		Debora Frank - Kingwood Township
		Michelle Kletter - Alexandria Township
		Patrick Mancini - Holland Township
		George Tavernite - Holland Township
ADMINISTRATION:	Superintendent	Daria A. Wasserbach
	Board Secretary	Teresa O'Brien

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 January 5, 2021 by:

- Emailing to the Hunterdon County Democrat and 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 2021 Retiree Recognition and Presentation of Board Gifts (Ellen Gordon/Daria Wasserbach):
 - Rene Lafevre, Transportation Assistant (Jerry Ford)
 - All Sports Booster Club (Bill Deniz)

- Stacy Blake, President
- Dawn Pyatt, Vice President
- Kristin Christie, Treasurer/Correspondent Treasurer
- Jen Randazzo-Makarick, Secretary

2.2 Student Recognition and Presentation of Championship Jackets (Bill Deniz/Ellen Gordon):

- 2021 Del Val Cheer State Champions (Coach DeWire/Coach Trunk)

3. **ADMINISTRATIVE/STAFF PRESENTATION AND REPORTS**

Management Reports:

3.1 School Administration - Adrienne Olcott, Principal

3.2 School Administration - Bill Deniz, Vice Principal of Athletics, Health and Physical Education

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** - Goals publicly affirmed by the Board on September 27, 2021

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. Report on Northern Regional CSA Short Term Lead Group

- b. Review of 21/22 DVRHS Health and Safety Guidelines in accordance with “The Road Forward” and EO 251

HIB Report Period ending August 23, 2021:

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					
Sept 28 – Oct 25					
Oct 26 – Nov 22					
Nov 23– Dec 20					
Dec 21 – Jan 24					
Jan 25 – Feb 28					
Feb 29 – Mar 28					
Mar 29 – April 25					
April 26 – May 23					
May 24 – June 27					
TOTAL					

- Short-term Suspension Report: August 23, 2021

Student ID	Violation of Student Code of Conduct	Level of Infraction	Date/s of Infraction	Terms of Suspension/dates	Clearance Required

- COVID-19 Activity Report

Period Ending (COVID Risk by Color)	# of Positive Cases For Period Ending	Cumulative Annual Positive Cases
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August 23, 2021*	1	1
September 27, 2021		
October 25, 2021		
November 22, 2021		
December 20, 2021		
January 2022		
February 2022		
March 2022		
April 2022		
May 2022		
June 2022		

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

Action Items:

- 6.1 Motion to affirm the HIB Report submitted on June 28, 2021.
- 6.2 Motion to approve the 2021-2022 Mentor Plan.
- 6.3 Motion to accept the Superintendent's 21/22 DVRHS Health and Safety Guidelines in accordance with "The Road Forward" and EO 251

7. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY - Teresa O'Brien

Informational Items:

- Next Regular Board of Education Meeting - September 27, 2021
- September Bill List Review - TBD

Action Items:

8. MINUTES

- 8.1 Motion to approve the following meeting minutes:

June 28, 2021 - Special Meeting Minutes

June 28, 2021 - Executive Special Meeting Minutes



9. OPERATIONS COMMITTEE - Jonathan DeLisle, Chairperson
Patrick Mancini, George Tavernite

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):

Organization/Department	Destination	Date
Music - Marching Band	Flemington, NJ Piscataway, NJ	September 2021
Music - Marching Band State Championship	Flanders, NJ Basking Ridge, NJ East Rutherford, NJ TBD	October 2021
Music - Marching Band	Allentown, PA	November 2021

- 9.2 Motion to approve the following 2021 appointments/reappointments:

HIB Coordinator	Sandra Morisie
Anti-Bullying Specialists	Scott Woodland
Anti-Bullying Specialists	Heather Eckhert
Anti-Bullying Committee	Stephanie Vorilas
Anti-Bullying Committee	Marrissa Geary
Affirmative Action Officer	Fogarty & Hara
School Safety Specialist	Matt Cirigliano

- 9.3 Motion to approve the 2021/2022 Integrated Pest Management Plan.
- 9.4 Motion to approve athletic trips in conjunction with the fall athletic schedule.
- 9.5 Motion to approve the 2021/2022 Joint Transportation Agreements as indicated below. Delaware Valley Regional High School shall serve as the Lead Educational Authority and Host District:

District	Destination	Route No.	Route Cost
Clinton Township School	Clinton Township Middle School	CM05	\$25,496.00
	Aide	CM05	\$ 7,760.00
	Round Valley School	CR09	\$25,496.00

	Aide	CR09	\$ 7,760.00
	Clinton Township Middle School	CM06	\$25,496.00
	Patrick McGahren School	CP02	\$25,496.00
	Patrick McGahren School	CP09	\$28,651.00
Total			\$146,155.00

District	Destination	Route No.	Route Cost
Hunterdon Central Regional High School	HCRHS	4720	\$24,570.00
	JP Case	7708	\$24,570.00
	Copper Hill	6703	\$24,570.00
	JP Case	7710	\$31,251.60
	Robert Hunter	2707	\$31,251.60
	Robert Hunter	RH/HC 1	\$ 2,835.00
	JP Case	7715	\$31,251.60
	Barley Sheaf	1706	\$31,251.60
	Copper Hill	CH/HC1	\$ 2,835.00
Total			\$204,386.40

District	Destination	Route No.	Route Cost
Bethlehem Township School	Thomas Conley School	BC1	\$29,094.00
	Thomas Conley School	BC2	\$25,423.00
	Thomas Conley School	BC3	\$23,670.00

	Thomas Conley School	BC4	\$28,014.00
	Thomas Conley School	BC5	\$24,726.00
	Thomas Conley School	BC6	\$23,840.00
	Ethel Hoppock School	BH1	\$27,604.00
	Ethel Hoppock School	BH2	\$23,744.00
	Ethel Hoppock School	BH3	\$27,797.00
	Aide	BH4/BC4	\$19,533.00
Total			\$253,445.00

- 9.6 Motion to approve the 2021/2022 ESY Joint Transportation Agreements as indicated below. Delaware Valley Regional High School shall serve as the Lead Educational Authority and Host District:

District	Destination	Route No.	Route Cost
Hunterdon County ESC	Calais School	1500	\$8,741.18
	Celebrate the Children	1803	\$8,936.65
	Warren Glen Academy	1820	\$8,145.90
	Warren Glen Academy	1820	\$2,457.90
	High Bridge School	1902	\$5,867.99
	Rutgers Day	1955	\$10,102.95
	Aide	1955	\$3,551.79
	Horizon/Pilar	2015	\$11,631.30
	Hunterdon Preparatory	2110	\$7,260.00
	Katzenbach	HES3	\$2,950.51
Total			\$69,646.17

10. FINANCE COMMITTEE - Patrick Mancini, Chairperson
Gerard Bowers, Jonathan DeLisle, Ellen Gordon

Informational Items:

Action Items:

10.1 Motion to approve the June 30, 2021 bill list as follows:

General Fund 10	\$178,890.16
Special Revenue Fund 20	2,400.00
Capital Projects Fund 30	0.00
Technology Fund 61	5,689.94
Transportation Consortium Fund 62	152,126.36
Administrative Shared Services Fund 63	2,480.58
Total	\$341,587.04
Cafeteria (June)	\$ 28,855.40

10.2 Motion to approve the July 27, 2021 bill list as follows:

General Fund 10	\$1,105,062.46
Special Revenue Fund 20	41,070.00
Capital Projects Fund 30	0.00
Technology Fund 61	5,823.66
Transportation Consortium Fund 62	42,164.00
Administrative Shared Services Fund 63	5,957.90
Total	\$1,200,078.02
Cafeteria (July)	\$ 16,718.56

10.3 Motion to approve the August 23, 2021 bill list as follows:

General Fund 10	\$ 920,813.35
Special Revenue Fund 20	27,152.11
Capital Projects Fund 30	0.00
Technology Fund 61	11,647.32
Transportation Consortium Fund 62	473,755.52
Administrative Shared Services Fund 63	6,725.80
Total	\$1,440,094.10

- 10.4 Motion to approve line item transfers dated June 24, 2021 through June 30, 2021 in the amount of \$86,584.40
- 10.5 Motion to acknowledge receipt of the monthly certification of the Board Secretary for June 2021, and after review of the Board Secretary's and June 2021 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 acknowledge receipt of the monthly certification of the Board Secretary for July 2021, and after review of the Board Secretary's and July 2021 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).
- 10.7 Motion to approve the following financial reports:

Game Officials Account	June 2021
Petty Cash Account	June 2021
Student Activities Account	June 2021
Scholarship Account	June 2021
Cafeteria Account	June 2021

- 10.8 Motion to approve the following financial reports:

Game Officials Account	July 2021
Petty Cash Account	July 2021
Student Activities Account	July 2021

Scholarship Account	July 2021
Cafeteria Account	July 2021

10.9 Motion to approve the Addendum to the Agreement for Police Services for event police coverage at a rate of \$105.53 per hour.

10.10 Motion to accept the following donations from the following donors for “Turf in 22!”:

Donors	Amount
DelVal Chargers Junior Lacrosse	\$1,700.00
St. Thomas Episcopal Church	\$1,000.00

Total donations accepted as of 8/23/21: \$43,290

Ad Hoc Committee Fundraising Goal: \$100,000

10.11 Motion to accept FY21 Extraordinary Aid funds in the amount of \$317,096 and to appropriate these funds into the 21/22 budget as follows:

12-140-100-731 “Technology Equipment”	\$ 20,500
11-000-262-440 “Equipment Rentals”	\$ 7,216
11-000-262-610 “Custodial Supplies”	\$ 21,401
11-000-221-890 “Improv of Instruction Dues”	\$ 2,000
11-000-223-104 “Staff Training Sal”	\$ 3,200
11-000-261-421 “Lead Testing in Water”	\$ 774
11-402-100-300 “Athletics Purch Serv”	\$ 10,000
11-190-100-610 “e-Books”	\$ 4,532
11-000-217-600 “Extraordinary Serv Supp”	\$ 5,900
12-000-262-731 “Custodial Equipment	\$ 29,500
11-000-100-566 “Tuition Prvt Schools w/i State	\$212,073

10.12 Motion to accept FY 21 Non-Public Transportation Aid in the amount of \$2,610 and to appropriate these funds into account line 11-000-270-503 “Non-Public AIL” of the 21/22 budget.

10.13 Motion to authorize the Business Administrator to take the appropriate steps in accordance with N.J.S.A. 18:18A to procure a turf field.

10.14 Motion to accept American Rescue Plan/Individuals with Disabilities Act (ARP/IDEA) funds in the amount of \$29,772 and to approve the submission of the application to the NJ Department of Education.

10.15 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
Kelly Helmstetter	School School Safety Specialist Training Hamilton Twp, NJ	08/10 - 8/13	\$0.00	\$125.44	N/A	N/A
Margaret McPherson	Band Camp Nurse Greeley, PA	08/25 - 8/29	\$0.00	\$0.00	\$189.00	N/A
Adrienne Olcott	Women's Leadership Conference Somerset, NJ	09/30 & 10/1	\$389.00	\$49.56	N/A	N/A
Adrienne Olcott	School Safety Specialist Training Hamilton Twp, NJ	08/10 - 8/13	\$0.00	\$115.08	N/A	N/A
Paul Tomko	School Safety Specialist Training Hamilton Twp, NJ	8/10	\$0.00	\$28.63	N/A	N/A
Daria Wasserbach	NJASA Women's Leadership Conference Somerset, NJ	09/30 & 10/1	\$389.00	\$49.56	N/A	N/A
Daria Wasserbach	ASA Annual Superintendents Conference Shawnee on Delaware, PA	10/7 & 10/8	\$195.00	\$28.91	N/A	N/A

11. NEGOTIATIONS COMMITTEE- Ellen Gordon-Obal, Chairperson
George Tavernite

Informational Items:

Action Items:

12. PERSONNEL COMMITTEE - Ellen Gordon, Chairperson
Jon DeLisle, Debora Frank, Lynda DeFrancesco

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 accept the retirement of **Janet Jordan**, Information Technology Technician, with regret, effective September 16, 2021.
- 12.2 Motion to accept the resignation of Nicole Carro, Science Supervisor, with regret, on or before October 18, 2021.
- 12.3 Motion to accept the resignation of **Erin Kraus**, Instructional Aide, with regret, effective August 13, 2021.
- 12.4 Motion to approve the **Disability Leave of Absence** for employee #4466, beginning July 14, 2021 and ending on or about July 28, 2021.
- 12.5 Motion to approve the 2021-2022 appointment of **Michelle Fisher**, Secretary, 1.0 FTE, Step 7, Secretary Guide, at a salary to be determined upon settlement of negotiated agreement, beginning August 1, 2021 and ending June 30, 2022
- 12.6 Motion to approve the 2021-2022 appointment of **Brett Liskowaski**, Custodian, 1.0 FTE, Step 9-10, Custodial Guide, at a salary to be determined upon settlement of negotiated agreement, beginning August 1, 2021 and ending June 30, 2022.
- 12.7 Motion to approve the 2021-2022 appointment of **Jennifer DeWire**, Instructional Aide, 1.0 FTE, Aide Guide, Step 5, for 7.25 hours a day, at a salary to be determined upon settlement of negotiated agreement, beginning August 27, 2021 and ending June 30, 2022
- 12.8 Motion to approve the following request for **graduate course work** for the **2021/2022** school year:

EMPLOYEE	SEMESTER	COURSE	CREDITS
Michael Miklosey	Fall 2021	Transition in Special Education	3

- 12.9 Motion to approve the **appointment of Co-Curricular Advisor/Coach** for the **2021/2022** school year:

POSITION	APPLICANT	YEARS EXPERIENCE	2021/2022 SALARY
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Cheer, Assistant Coach - Fall	Stephanie Ruby	0	*
Cheer, Assistant Coach - Winter	Stephanie Ruby	0	*
Field Hockey, Head Coach	Tiffany Kuhl	9	*
Field Hockey, Assistant Coach	Amy Kucharski	0	*
Set Design	Joshua Paul	12	* +longevity
Soccer, Boys' Assistant Coach	Martin White	20	* +longevity

* Salary to be determined upon settlement of negotiated agreement

12.10 Motion to approve the **appointment of Co-Curricular Club Advisors** for the 2021/2022 school year:

POSITION	APPLICANT	YEARS EXPERIENCE	2021/2022 SALARY
Diversity Club	Lisa Cartwright	15	* +longevity
International Club	Kari Gursky	1	*
International Club	Deborah Henry	1	*
SADD Advisor	Heather Eckhardt	5	*
Stage Craft Club	Joshua Paul	8	*

*Salary to be determined upon settlement of negotiated agreement

12.11 Motion to approve the following Mentor for the 2021/2022 school year:

TEACHER	MENTOR
Kelley Commeford	Erin Fleming

12.12 Motion to approve Douglas Smith, as **Substitute Custodian**, for the 2021/2022 School year, at an hourly rate of \$18.00 an hour.

12.13 Motion to approve the following Job Description:
Security Assistant

12.14 Motion to approve the following **Volunteer Coach** for the 2021-2022 school year:

William Petty Cross Country, Team Manager

12.15 Motion to approve **Margaret McPherson**, Substitute Nurse, to serve as School Nurse on the Camp Greeley, Band Camp overnight trip, August 25-29, 2021. She will be paid at the approved Substitute Nurse rate.

13. POLICY COMMITTEE -

Debora Frank - Chairperson

Gerard Bowers, Amy Elphick, Michelle Kletter

Informational Items:

Action Items:

13.1 Motion to approve the second reading of the following policy and regulation revisions:

- | | |
|----------|---|
| P0155.1 | Board Member Participation at Board Meetings using Communication or Other Electronic Equipment |
| P0131 | Bylaws, Policies, and Regulations (Revised) |
| P1521 | Educational Improvement Plans (M) (Abolished) |
| P1649 | Federal Families First Coronavirus (COVID-19) Response Act (M) (Abolished) |
| P2421 | Career and Technical Education (Revised) |
| P3134 | Assignment of Extra Duties (Revised) |
| P3142 | Nonrenewal of Nontenured Teaching Staff Member (Revised) |
| P3221 | Evaluation of Teachers (M) (Revised) |
| P3222 | Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised) |
| P3223 | Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised) |
| P3224 | Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised) |
| P4146 | Nonrenewal of Nontenured Support Staff Member (Revised) |
| P5460.02 | Bridge Year Pilot Program (M) (New) |
| P6471 | School District Travel (M) (Revised) |
| P8561 | Procurement Procedures for School Nutrition Programs (M) (Revised) |

R2421	Vocational - Technical Education (Abolished)
R3142	Nonrenewal of Nontenured Teaching Staff Member (Revised)
R3221	Evaluation of Teachers (M) (Revised)
R3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
R3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
R3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
R4146	Nonrenewal of Nontenured Support Staff Member (Revised)
R5460.02	Bridge Year Pilot Program (M) (New)
R6471	School District Travel (M) (Revised)

14. **EDUCATION AND STUDENT AFFAIRS COMMITTEE** - Jonathan DeLisle, Chairperson
Amy Elphick, Debora Frank, Michelle Kletter

Informational Items:

a. **Community Activities Calendar:**

Alexandria Township:

Township Committee Meeting (2nd Wednesday)

Dumpster Day, September 18th, 8:00 am - 11:00 am

Holland Township:

Township Committee Meeting (1st and 3rd Tuesday)

Farmers Market, Saturdays - June 12th through September 25th, 9:00 am - noon

Kingwood Township:

Township Committee Meeting (1st Thursday)

Frenchtown Borough:

Township Committee Meeting (1st Wednesday)

Milford Borough:

Township Committee Meeting (1st and 3rd Monday)

Delaware Valley Regional High School:

SAT's - August 28th - 7:30 am

Student's First Day of School - September 1st

School Closed - Labor Day - September 6th

Back to School Night - September 9th

Senior Portraits Makeups - September 16th, 2:00pm - 7:00pm

Financial Aid Night - September 28th, 6:30pm

Alexandria AutumnFEST at DVRHS - October 9th

Action Items:

- 14.1 Motion to approve the 2021/2022 Contract Agreement with The New Jersey Commission for the Blind and Visually Impaired (student 22-004S) in the amount of \$2,200.00.
- 14.2 Motion to approve the Revised Code of Conduct.
- 14.3 Motion to approve five (5), 8th grade students, whose names are on file in the district office, to participate in the Golden Regiment Marching Band, for the 2021-2022 school year.

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, August 23, 2021 to discuss: Personnel Matters and DVREA Negotiations
- 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 thirty (30) minutes. Action may be taken upon returning to open session.

17. 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.