

# Agenda

Delaware Valley Regional High School  
Board of Education

Regular Meeting of: January 29, 2024 – 7:00 pm

<b>Board of Education:</b>	<b>Title:</b>	<b>Municipality:</b>
<b>Board Members:</b>	<b>President</b> <b>Vice President</b> <b>Members</b>	<b>Ellen Gordon-Obal - Milford Borough</b> <b>Frank Simini, III- Holland Township</b> <b>Melaine Campbell - Holland Township</b> <b>Deborah Culberson - Alexandria Township</b> <b>Tanya Drake - Kingwood Township</b> <b>Thomas Loughlin - Frenchtown Borough</b> <b>Timothy McGuire - Holland Township</b> <b>JoAnne Oldenburg- Kingwood Township</b> <b>William Prouty - Alexandria Township</b>
<b>Administration:</b>	<b>Superintendent</b> <b>Board Secretary</b>	<b>Scott McKinney</b> <b>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 January 11, 2024 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: Mr. Kays, Principal**  
Owen Hatch

### **Athletes of the Month:**

Cheerleading: Skylar Regep, Coach Jennifer DeWire  
Boys Basketball: Frankie Denver, Coach Michael DePaolo

**The Arts Students of the Month:**  
Lily Brunell, presented by Mr. Kyle Tinnes

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

Management Reports:

3.1 Principal’s Report - Michael Kays, 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**

2023/2024 District Goals

1. To promote student achievement and growth through the adoption of a five-year District Strategic Plan that focuses and aligns the work of the district and the development of action plans and initiatives developed to achieve established goals.
2. To articulate, share, and align curricular and instructional planning through collaboration with Alexandria, Frenchtown, Holland, Kingwood, and Milford (Pre K-5) School Districts.
3. To develop instructional practices that maximize instructional time, enhance student engagement and active participation, and prepare students for success after graduation.

**Updated 2023/2024 Calendar for Board/CSA Evaluation:**

Goals publicly affirmed by the Board	_____	August 28
Action Plans presented to the Board	_____	September 25
Updates given on progress	_____	Monthly
CSA completes self-evaluation		
Goals/Indicators of success shared with BOE	_____	April 29
Board completes BOE self-evaluation	_____	April 29
Board completes Goals & Leadership Evaluation	_____	May 13
Both forms returned to FSR or Board President	_____	May 13
Analysis completed by FSR	_____	May 20
Draft CSA Summary Report completed for BOE discussion	_____	June 10
Final CSA Summary Report completed by Board President	_____	June 17
Report given to CSA	_____	June 17
Summary Conference (must be completed by June 30)	_____	June 24
Final report to public on Board Goals	_____	June 24

**6. Superintendent - Scott McKinney**

Informational Items:

- a. Report of the Student Representatives

- b. Update on District Goals
- c. Update on Strategic Planning Process

*HIB Report Period ending January 24, 2024:*

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
June 26 – Aug. 23	0	0	N/A	N/A	N/A
Aug 24 – Sept 20	0	0	N/A	N/A	N/A
Sept 21 – Oct 11	3	3	3	3	N/A
Oct 12 – Nov 20	0	0	0	N/A	N/A
Nov 21 – Dec 14	3	2	2	2	N/A
Dec 15 – Jan 24	1	1	1	1	N/A
Jan 25 – Feb 22					
Feb 23 – Mar 15					
Mar 16 – April 19					
April 20 – May 17					
May 18 – June 26					
<b>TOTAL</b>	<b>7</b>	<b>6</b>			

Short-term Suspension Report: January 24, 2024

Case #	Violation of Student Code of Conduct	Level of Infraction	Date/s of Infraction	Terms of Suspension/dates	Clearance Required
2023-24	Smoking/Possession of Tobacco/Vape Products	Level 4	12/15/23	OSS: 12/15, ISS: 12/19 & 12/20	Re-entry meeting 12/21
2023-25	Smoking/Possession of Tobacco/Vape Products Substance Abuse Violation	Level 4	12/19/23	OSS: 12/19, 12/20, 12/21 & 12/22	Re-entry meeting 1/2/24
2023-26	Smoking/Possession of Tobacco/Vape Products Substance Abuse Violation	Level 4	1/8/2024	OSS: 1/9, 1/10, 1/11, 1/12, 1/16	Re-entry meeting 1/17/24
2023-27	HIB	Level 3	1/11/2024	OSS: 1/23, 1/24, 1/25 ISS: 1/26 & 1/29	Re-entry meeting 1/30/24

Action Items:

- 6.1 Motion to approve the Uniform State Memorandum of Agreement between Education and Law Enforcement officials for the 2023-2024 school year.
- 6.2 Motion to approve the Agreement between Delaware Valley Regional Board of Education and the New Jersey State Police for the 2023-2024 school year.
- 6.3 January is School Boards Recognition Month - this resolution is to commend the efforts of boards throughout New Jersey during School Board Recognition Month and to urge the public to support efforts to improve education.

**Whereas**, the New Jersey State Board of Education, which adopts the administrative code to implement state education law, has established rigorous standards through its promulgation of the New Jersey Student Learning Standards, which set the expectations of academic achievement for nearly 1.4 million public schoolchildren; and

**Whereas**, New Jersey's locally elected and appointed boards of education play a vital role in ensuring that their local school districts meet state standards and adhere to state and federal education statutes and regulations, with the goal of preparing all students for college and the workplace, thereby enabling them to compete in a global economy; and

**Whereas**, New Jersey's 5,000 non-partisan local board of education members and charter school trustees are public servants who dedicate their time, without pay or benefit, to the oversight of school district operations, sound financial practices, comprehensive policies, curriculum, staffing, and the well-being and academic achievement of all students in the district; and

**Whereas**, the efforts of local boards of education, in conjunction with state education officials and local educators, have built a foundation of success that has led to New Jersey's status as a leader in student achievement, as evidenced by the National Assessment of Educational Progress scores; and

**Whereas**, the National School Boards Association and the New Jersey School Boards Association have declared January 2024 to be School Board Recognition Month; now, therefore, be it

**Resolved**, that the New Jersey State Board of Education recognizes the contributions of our state's local boards of education to the academic success of its public school students and expresses its sincere appreciation to local board of education members for their continued focus on the achievement of children throughout New Jersey; and be it further

**Resolved**, that the New Jersey State Board of Education and the Acting Commissioner of Education encourage qualified New Jersey citizens to consider serving as members on their local school boards.

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

Informational Items:

- Next Regular Board of Education Meeting - February 26, 2024 7:00pm
- February Bill List Review - Frank Simini

Action Item:

7.1 Delaware Valley Regional High School hereby resolves to implement the following:  
 Voluntary benefits with Colonial Life effective 1-29-2024 that will be offered to the staff as a payroll deduction at no cost to the district.

The plans will be offered as follows:

1. Pursuant to the meeting of the Delaware Valley Regional High School District, the Board accepts the recommendation of the Business Administrator to designate Brown & Brown Insurance as the authorized broker with Lisa Perri Colonial Life NJ Public Sector Office to offer voluntary benefits to the employees of Delaware Valley Regional High School.
2. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement these changes.

**8. Minutes**

8.1 Motion to approve the following meeting minutes:

- December 18, 2023 - Meeting Minutes
- December 18, 2023 - Executive Meeting Minutes
- January 3, 2024 - Reorg Meeting Minutes

**9. Board Liaison Reports**

- Hunterdon County School Boards Association Representative - Bill Prouty
- Hunterdon County ESC Board Representative - Tom Loughlin
- Hunterdon County Vocational Advisory Board - Frank Simini
- Legislative Chairperson - Deb Culberson

**10. Operations Committee - William Prouty, Chairperson  
 Ellen Gordon, Timothy McGuire, Frank Siminii**

Informational Items:

Action Items:

10.1 Motion to approve the following 2023/2024 field trips in accordance with N.J.A.C. 6A:23A-5.8 (c):

Organization/Department	Destination	Date
Sports & Spirit Club	Flemington, NJ	January 2024

Jazz Band	Annandale, NJ	February 2024
	Bethlehem, PA Bridgewater, NJ Bethlehem, PA Scotch Plains, NJ	March 2024
	Edison, NJ Metuchen, NJ	April 2024

10.2 Motion to approve the 2023/2024 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
<b>Holland Township School</b>	Midday PreK	HPKa	\$16,601.00
	Keeps Program	HSE04	\$26,096.40
<b>Total</b>			<b>\$42,697.40</b>

10.3 Motion to award contracts for the purchase of vehicles in accordance with the vehicle replacement schedule and paid for by the Delaware Valley Regional Transportation Consortium as follows:

Vendor	Purchasing Coop	Item	Quantity	Cost	Total
Creative Bus Sales	ESCNJ Co-op #65MCECCPS Contract Bid # ESCNJ 22/23-24	2025 Collins/Chevrolet 24 passenger School Bus	2	\$106,614.20	\$213,228.40
<b>Total</b>					<b>\$213,228.40</b>

**11. Finance Committee -** Frank Simini, Chairperson  
Ellen Gordon, Thomas Loughlin, JoAnne Oldenburg

Informational Items:

Action Items:

11.1 Motion to approve the January 29, 2024 bill list as follows:

Bill List	Amount
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General Fund 10	2,432,480.47
Special Revenue Fund 20	24,033.81
Technology Fund 61	12,157.38
Transportation Consortium Fund 62	331,736.17
Administrative Shared Services Fund 63	8,517.88
<b>Total</b>	<b>\$2,808,925.71</b>
Cafeteria (December)	\$ 46,316.67

11.2 Motion to approve line item transfers dated December 1, 2023 through December 31, 2023 in the amount of \$2,750.00.

11.3 Motion to acknowledge receipt of the monthly certification of the Board Secretary for December 2023, and after review of the Board Secretary’s and December 2023 Treasurer’s Reports, certify no major account or fund has been over-expended in violation of N.J.A.C.6A:23A-16.10(c) 3 and 4 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).

11.4 Motion to approve the following financial reports:

Account	Date
Game Officials Account	December 2023
Petty Cash Account	December 2023
Scholarship Account	December 2023
Cafeteria Account	December 2023

11.5 Motion to approve the submission of a 2023 National School Lunch Program Equipment Grant application for cafeteria equipment to the New Jersey Department of Agriculture in the amount of \$16,440.89.

11.6 Motion to accept anonymous donations toward students’ cafeteria balances that are in arrears.

11.7 Motion to approve the agreement with Fogarty & Hara for board attorney legal services for the period of January 1, 2024 through the next reorganizational meeting at the following rates:

- Partner \$175/hr
- Associate \$155/hr

- 11.8 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: \$0.47

<b>Employee/ BOE Member</b>	<b>Program Title/ Location</b>	<b>Date(s)</b>	<b>Cost</b>	<b>Mileage/ Tolls</b>	<b>Lodging Total</b>	<b>Meals Total</b>
<b>Adrian Camano</b>	Observation at Roxbury High School Roxbury, NJ	2/2	\$0.00	\$34.97/ TBD	N/A	N/A
<b>Nanette Elder</b>	Transition Coordinators Network of NJ Holmdel, NJ	1/10	\$0.00	\$57.15	N/A	N/A
<b>Stacy Grady</b>	NJSLA Science Advisory Committee Meetings New Brunswick, NJ	2/7	\$0.00	\$37.69	N/A	N/A
<b>Stacy Grady</b>	NJSLA Science Advisory Committee Meetings Princeton, NJ	7/22,7/23, 8/19, 8/20, 8/21 & 8/22	\$0.00	\$223.91	N/A	N/A
<b>Sarah Hall</b>	TCNJ PDSN Exploring Ethics and Justice Erwing, NJ	4/9 & 4/16	\$0.00	\$52.64	N/A	N/A
<b>Britta Koep</b>	TCNJ PDSN Talking Back to the Canon Erwing, NJ	3/12 & 3/19	\$0.00	\$52.64	N/A	N/A
<b>Tracy Miceli</b>	Hunterdon County Librarian Workshop Flemington, NJ	2/15	\$75.00	\$8.93	N/A	N/A
<b>Mark Miller</b>	Management Supervision and Human Resource online	1/9, 1/11, 1/18, 1/23, 1/25, 1/30, 2/1, 2/6 & 2/8	\$853.00	\$0.00	N/A	N/A
<b>Mark Miller</b>	Code Compliance online	2/19, 2/21, 2/26, 2/28, 3/04, 3/6, 3/11 & 3/13	\$760.00	\$0.00	N/A	N/A
<b>Mark Miller</b>	Financial Management online	4/15, 4/17,4/22, 4/24.4/29 &	\$483.00	\$0.00	N/A	N/A



		4/29				
<b>Ashley Miranda</b>	Kutztown University Counselor Brunch Kutztown, PA	2/7	\$0.00	\$50.76	N/A	N/A
<b>Ashley Miranda</b>	Ramapo College Counselor Luncheon Mahwah, NJ	2/23	\$0.00	\$62.60	N/A	N/A
<b>Arnold Stang</b>	NJSBGA Conference/Expo Atlantic City, NJ	3/17 - 3/20	\$325.00	\$112.80/ TBD	\$311.43	N/A

**12. Negotiations Committee - Ellen Gordon, Chairperson  
Deborah Culberson, Thomas Loughlin, William Prouty**

Informational Items:

Action Items:

**13. Personnel Committee - Timothy McGuire, Chairperson  
Ellen Gordon, JoAnne Oldenburg, William Prouty**

Informational Items:

Action 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.
- 13.1 Motion to accept the letter of **retirement for Michael Gurysh**, Director of Curriculum, with regret, effective June 1, 2024.
- 13.2 Motion to approve horizontal movement across the guide for **James Gessner**, Science Teacher, 1.0 FTE, from BS+30, Step 18, to MS, Step 18, at a salary of \$90,650, effective January 1, 2024.
- 13.3 Motion to approve horizontal movement across the guide for **Sean Lynch**, Special Education Teacher, 1.0 FTE, from MS+15, Step 3-4, to MS+30, Step 3-4, at a salary of \$64,970, effective January 1, 2024.
- 13.4 Motion to approve the following request for **graduate coursework** for the **2023/2024** school year:

EMPLOYEE	SEMESTER	COURSE	CREDITS
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<b>Cheryl Munley</b>	Spring 2024	Introduction to Assessment, Applied Statistics, and Research	3
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13.5 Motion to approve the employment contracts of **Co-Curricular Advisor/Coach** for the **2023/2024** school year:

<b>POSITION</b>	<b>APPLICANT</b>	<b>YEARS EXPERIENCE</b>	<b>2023/2024 SALARY</b>
Baseball, Assistant Coach	<b>William Gregson</b>	7	\$ 6,055
Softball, Assistant Coach	<b>Logan Ditmar</b>	0	\$ 6,055

13.6 Motion to approve the following **Volunteer Co-Curricular Advisor/Coach** for the **2023/2024** school year:

Robert Tramo - Softball

**14. Policy Committee** - Tanya Drake, Chairperson  
 Ellen Gordon, Melaine Campbell, Deborah Culberson  
Informational Items:

Action Items:

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

- [P 0155.1](#) Board Member Participation at Board Meetings Using Communication or Other Electronic Equipment
- [P 3161](#) Examination for Cause
- [P 4161](#) Examination for Cause

**15. Education and Student Affairs Committee** - Melaine Campbell, Chairperson  
 Ellen Gordon, Tanya Drake,  
 Thomas Loughlin

Informational Items:

- a. **Delaware Valley Regional High School Activities Calendar:**  
Delaware Valley Regional High School:  
 8th Grade Orientation - February 1st, 6:30 pm - 8:30 pm  
 School Closed Presidents Day Weekend, February 16th & 19th

Action Items:

15.1 Motion to approve the disposal of the attached list of books, textbooks and teaching materials.

**16. Public Comment - Bylaw No. 0167 “Public Participation at Board Meetings”**

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

**17. 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, January 29, 2024 to discuss: Legal Matter
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 will not be taken upon returning to open session.

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.

**18. Adjourn**