

Agenda

Delaware Valley Regional High School
Board of Education

Regular Meeting of: December 18, 2023 – 7:00 pm

Board of Education:	Title:	Municipality:
Board Members:	President Vice President Members	Melaine Campbell - Holland Township JoAnne Oldenburg- Kingwood Township Deborah Culberson - Alexandria Township Jonathan DeLisle - Alexandria Township Amy Elphick - Frenchtown Borough Anna Gaspari - Kingwood Township Ellen Gordon-Obal - Milford Borough Timothy McGuire - Holland Township Frank Simini, III- Holland Township
Administration:	Superintendent Board Secretary	Scott McKinney 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 12, 2023 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
Gavin Armenti**

Athletes of the Month:

Volleyball: Kate Kraynanski, Coach Erin Fleming

The Arts Students of the Month:

Jacob Savacool, presented by Mr. Josh Paul

- 2.2 Board Member Recognition: Melaine Campbell
Jonathan DeLisle
Amy Elphick
Anna Gaspari

- 2.3 DVRHS Five-Year Strategic Plan Presentation: Mr. Scott McKinney

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.

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 6
Both forms returned to FSR or Board President	_____	May 6
Analysis completed by FSR	_____	May 13
Draft CSA Summary Report completed for BOE discussion	_____	May 20
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 December 14, 2023:

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 18					
Jan 19 – Feb 22					
Feb 23 – Mar 15					
Mar 16 – April 19					
April 20 – May 17					
May 18 – June 26					
TOTAL	6	5			

Short-term Suspension Report: December 13, 2023

Case #	Violation of Student Code of Conduct	Level of Infraction	Date/s of Infraction	Terms of Suspension/dates	Clearance Required
2023-21	Inappropriate Touching	Level 3	11/8/23	OSS: 11/15, 11/16 & 11/17	Re-entry meeting 11/20
2023-22	HIB	Level 3	12/4/23	OSS: 12/5, 12/6 & 12/7	Re-entry meeting 12/8

Action Items:

- 6.1 Motion to approve the [2024/2025 School Calendar](#).
- 6.2 Motion to adopt the Delaware Valley Regional School District Five-Year Strategic Plan

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

Informational Items:

- Reorganization Meeting - Wednesday, January 3, 2024 at 7:00 pm
- Next Regular Board of Education Meeting - January 22, 2024 7:00pm
- January Bill List Review - TBD
- [Revised Draft Board Meeting Calendar for 2024](#)

Action Item:

- 7.1 Solar Power Purchase Agreement Estoppel and Lease Estoppel Certificates

WHEREAS, the Delaware Valley Regional High School Board of Education (“Board”) and IGS ORIX Solar I, LLC are parties to a Power Purchase Agreement (“Agreement”) to install and monitor solar power panels; and

WHEREAS, the parent companies of IGS ORIX Solar I, LLC will sell 100% of the membership interests in IGS ORIX Solar I, LLC to Madison Energy Holdings LLC; and

WHEREAS, the Agreement provides that IGS ORIX Solar I, LLC may assign the Purchase Power Agreement upon consent from the Board; and

WHEREAS, Madison Energy Holdings LLC has certified that it shall assume the obligations and responsibilities of IGS ORIX Solar I, LLC and shall comply with the terms and conditions of the Agreement; and

WHEREAS, the Board is desirous of approving the assignment of the Agreement to Madison Energy Holdings LLC.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board hereby approves the assignment of the Agreement to Madison Energy Holdings LLC.
2. The assignment is contingent upon Madison Energy Holdings LLC providing the requisite certificate of insurance, as well as, continuing to assume the obligations and responsibilities of IGS ORIX Solar I, LLC and complying with the terms and conditions of the Agreement.
3. The Board President and Business Administrator/Board Secretary are authorized to execute any and all documents necessary to effectuate the terms of this resolution.

8. Minutes

8.1 Motion to approve the following meeting minutes:

November 27, 2023 - Meeting Minutes

9. Operations Committee - Frank Simini, Chairperson
 Melaine Campbell, Jonathan DeLisle, Anna Gaspari

Informational Items:

Action Items:

9.1 Motion to approve the following request for pupil transportation by private vehicle in accordance with Board policy 8660:

Wrestling - Joseph Toye

10. Finance Committee - Deb Culberson, Chairperson
 Melaine Campbell, Amy Elphick, JoAnne Oldenburg

Informational Items:

Action Items:

10.1 Motion to approve the December 18, 2023 bill list as follows:

Bill List	Amount
General Fund 10	1,715,530.42
Special Revenue Fund 20	35,215.19
Technology Fund 61	12,157.38
Transportation Consortium Fund 62	328,931.77
Administrative Shared Services Fund 63	9,037.53
Total	\$2,100,872.29
Cafeteria (November)	<u>\$ 50,762.95</u>

10.2 Motion to approve line item transfers dated November 1, 2023 through November 30, 2023 in the amount of \$90,773.00.

10.3 Motion to acknowledge receipt of the monthly certification of the Board Secretary for November 2023, and after review of the Board Secretary’s and November 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).

10.4 Motion to approve the following financial reports:

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

10.5 Motion to approve the 2023/2024 Special Education Tuition Contract Agreement with Gloucester County Special Services School District, Gloucester County, NJ (student 24-003S/144 days) as follows:

Tuition:	\$ 33,480.00
Non-Resident fee	\$ 3,330.00
Total:	\$ 36,810.00

10.6 Appoint Health Benefit Advisor

Whereas, the selection of insurance broker and consulting services is in accordance with the requirements for Extraordinary Unspecifiable Services (“EUS”) per N.J.S.A. 18A:18A-5(a)10; and

Whereas, Brown & Brown Benefit Advisors, Inc. is authorized to represent the Board of Education in all aspects of these programs, including, but not limited to: plan marketing, financial analysis, legislative compliance and claim service; and

Whereas, compensation for services will be as per the proposal dated October 12, 2023; and

Therefore, be it resolved that the Delaware Valley Regional High School Board of Education hereby awards a contract to Brown & Brown Benefit Advisors, Inc. for Broker of Record and Health Benefit Advisor Services for the term of January 1, 2024 through December 31, 2024; and

Be it further resolved, that the Delaware Valley Regional High School Board of Education acknowledges receipt of the Standard Certificate Declaration for an Extraordinary Unspecifiable Service as issued by the School Business Administrator

10.7 Motion that the Delaware Valley Regional High School Board of Education accepts the [Final Eligibility Cost \(FEC\) Determination](#) issued by the New Jersey Department of Education, Office of School Facilities for HVAC Renovations, State Project #1050-040-23-R502 as follows:

Local Share	\$914,850
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State Share \$609,900
Total Project Cost \$1,524,750

10.8 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

Employee/ BOE Member	Program Title/ Location	Date(s)	Cost	Mileage/ Tolls	Lodging Total	Meals Total
Carla Abert	Payroll Administrators Program Whippany, Nj	5/21	\$125.00	\$41.55	N/A	N/A
Carla Abert	Payroll/Personnel Meeting Califon, NJ	1/19	\$0.00	\$15.13	N/A	N/A
Tara Civitillo	TECHSPO '24 Atlantic City, NJ	1/24 - 1/26	\$445.00	\$119.38/ TBD	\$234.44	\$172.50
Kari Gursky	FLENJ Annual Conference New Brunswick, NJ	3/21	\$140.00	\$34.78/ TBD	N/A	N/A
Melissa Kramer	Payroll/Personnel Meeting Califon, NJ	1/19	\$0.00	\$15.13	N/A	N/A
Tracy Miceli	TECHSPO '24 Atlantic City, NJ	1/24 - 1/26	\$445.00	\$119.38/ TBD	\$234.44	\$172.50
Jeff Reiss	NJSTS Pupil Transportation Conference Atlantic City, NJ	3/20 - 3/22	\$475.00	\$0.00	\$96.00	N/A
Brian Smith	ELA Supervisor Meeting Madison, NJ	1/10	\$0.00	\$39.01/ TBD	N/A	N/A
Brian Smith	TECHSPO '24 Atlantic City, NJ	1/24 - 1/26	\$445.00	\$119.38/ TBD	\$234.44	\$172.50

11. Negotiations Committee -

Ellen Gordon, Chairperson
 Melaine Campbell, Anna Gaspari, Frank Simini

Informational Items:

Action Items:

12. Personnel Committee - Jon DeLisle, Chairperson
Melaine Campbell, Anna Gaspari, Ellen Gordon

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.

- 12.1 Motion to approve the 2023/2024 employment contract for **Richard Morris**, as Transportation Mechanic, 1.0 FTE, at a salary of \$70,000, prorated, effective January 16, 2024 to June 30, 2024. Salary paid for by the Transportation Jointure.

- 12.2 Motion to approve **Intermittent Family Leave** for Employee ID #3469, beginning December 1, 2023 through June 30, 2024.

- 12.3 Motion to approve the appointment of **Co-Curricular Club Advisors** for the 2023/2024 school year.

POSITION	APPLICANT	YEARS EXPERIENCE	2023/2024 SALARY
Best Buddies *Split Stipend (Sept-Nov)	Danielle Burnejko	0	\$ 361.65
Best Buddies *Split Stipend (Dec-June)	Dana Stem	0	\$ 843.85

- 12.4 Motion to approve the following request for **graduate coursework** for the 2023/2024 school year:

EMPLOYEE	SEMESTER	COURSE	CREDITS
Ashley Miranda	Spring 2024	School Law & Mental Health Code	3
Kara Trunk	Spring 2024	Thry & Instructional Practice	3
Kara Trunk	Spring 2024	Student Teaching Certification Spec Ed	1

- 12.5 Motion to approve the following **Substitutes** for the 2023/2024 school year:

Leonor Fontanez*

Joseph Toye

*Pending criminal history clearance

- 12.6 Motion to **rescind** the 2023/2024 employment contract for the following **School Bus Drivers** for the 2023/2024 school year.

Name	Step	Rate
Tamar Thier	A-0	\$ 29.58

13. **Policy Committee** - Tim McGuire, Chairperson
Melaine Campbell, Deb Culberson, Frank Simini
Informational Items:

Action Items:

- 13.1 Motion to **approve** the first 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

- 13.2 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
[P 1642.01](#) Sick Leave
[R 1642.01](#) Sick Leave
[P 2270](#) Religion in the Schools
[P 2419](#) School Threat Assessment Teams
[R 2419](#) School Threat Assessment Teams
[P 3212](#) Attendance
[R 3212](#) Attendance
[P 4212](#) Attendance
[R 4212](#) Attendance
[P 5111](#) Eligibility of Resident/Nonresident Students
[R 5111](#) Eligibility of Resident/Nonresident Students
[P 5116](#) Education of Homeless Children and Youths
[R 5116](#) Education of Homeless Children and Youths
[P8500](#) Food Services

- 13.3 Motion to **abolish** the following policies and regulations:

- P 3432 Sick Leave
- R 3432 Sick Leave
- P 4432 Sick Leave
- R 4432 Sick Leave
- P 8540 School Nutrition Programs
- P 8550 Meal Charges/Outstanding Food Service Bill

**14. Education and Student Affairs Committee - JoAnne Oldenburg, Chairperson
Melaine Campbell, Amy Elphick,
Tim McGuire**

Informational Items:

a. Community Activities Calendar:

Alexandria Township:

Township Committee Meeting (2nd Wednesday)

Holland Township:

Township Committee Meeting (1st and 3rd Tuesday)

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:

Winter Break, December 25th - January 1st

Martin Luther King, Jr. Day - School Closed, January 15th

Early Dismissal, January 19th

Action Items:

14.1 Motion to approve the [2024/2025 Program of Studies \(Course Guide\)](#).

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, December 18, 2023 to discuss: a 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.

17. Adjourn