

Agenda

Delaware Valley Regional High School
Board of Education

Regular Meeting of: September 25, 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
Lauren Bent

Athletes of the Month:

Boys' Soccer: Kevin Hults, Coach Mike Miklosey
Field Hockey: Natalie DeTemple, Coach Stephanie Riffard

The Arts Students of the Month:
 Audrey LaRue, presented by TJ Hayden

3. Administrative/Staff Presentation and Reports

Management Reports:

3.1 Principal’s Report - Michael Kays, Principal

3.2 Annual Assessment Report - Michael Gurysh, Curriculum Director

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. District Goals Action plan

HIB Report Period ending September 20, 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 16					
Oct 16 – Nov 16					
Nov 17 – Dec 14					
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	0	0			

Short-term Suspension Report: September 20, 2023

Case #	Violation of Student Code of Conduct	Level of Infraction	Date/s of Infraction	Terms of Suspension/dates	Clearance Required
2023-01	Smoking/Possession of Tobacco/Vape Products Substance Abuse Violation	Level 4	9/12/23	OSS: 9/13, 9/14, 9/15, 9/18 & 9/19	Re-entry meeting 9/20
2023-02	Smoking/Possession of Tobacco/Vape Products Substance Abuse Violation	Level 4	9/12/23	OSS: 9/13, 9/14, 9/15, 9/18 & 9/19	Re-entry meeting 9/20
2023-03	Smoking/Possession of Tobacco/Vape Products Substance Abuse Violation	Level 4	9/13/23	OSS: 9/14, 9/15, 9/18, 9/19 & 9/20	Re-entry meeting 9/21
2023-04	Smoking/Possession of Tobacco/Vape Products Substance Abuse Violation	Level 4	9/13/23	OSS: 9/14, 9/15, 9/18, 9/19 & 9/20	Re-entry meeting 9/21
2023-05	Smoking/Possession of Tobacco/Vape Products Substance Abuse Violation	Level 4	9/13/23	OSS: 9/14, 9/15, 9/18, 9/19 & 9/20	Re-entry meeting 9/21
2023-06	Disrespect/Disorder iPad Violation Profanity/Obscene Language Other	Level 3	9/14/23	OSS: 9/15 & ISS: 9/18	Re-entry meeting 9/18
2023-07	Profanity/Obscene Language Other	Level 3	9/14/23	ISS: 9/15, 9/18 & 9/19	Re-entry meeting 9/19
2023-08	On school property while on suspension	Level 2	9/18/23	ISS: 9/20, 9/21, 9/22 & 9/25	Re-entry meeting 9/26

Action Items:

- 6.1 Motion to acknowledge receipt of the school bus emergency evacuation drill report for the drills conducted on September 19, 2023.

7. School Business Administrator/Board Secretary - Teresa O'BrienInformational Items:

- Next Regular Board of Education Meeting - October 16, 2023
- October Bill List Review - Melaine Campbell

- NJSBA Convention - Monday, October 23rd - Wednesday, October 25th

Action Items:

8. Minutes

8.1 Motion to approve the following meeting minutes:

August 28, 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 2023/2024 field trips in accordance with N.J.A.C. 6A:23A-5.8 (c):

Organization/Department	Destination	Date
Art	Clinton, NJ	September 2023
Special Education - MD Program	Frenchtown, NJ Milford, NJ Clinton, NJ Flemington, NJ Hopewell, NJ Bethlehem, PA	2023-2024 School Year
Marching Band	Newtown, PA Flemington, NJ Warrington, PA	September 2023
	North Brunswick Township, NJ Somerville, NJ Basking Ridge, NJ	October 2023
Science	Frenchtown, NJ Stockton, NJ Flemington, NJ	October 2023 November 2023 January 2024
Art	New York City, NY Hamilton Twp., NJ Frenchtown, NJ	December 2023 April 2024 May 2024
Math	King of Prussia, PA	May 2024

- 9.2 Motion to approve the following 2023/2024 Overnight Field Trips in accordance with Board Policy No. 2340 and N.J.A.C. 6A:23A-5.8 (c):

Organization/Department	Destination	Date
Athletics	Atlantic City, NJ	02/28/2024 - 03/02/2024
Athletics	Orlando, FL	02/07/2024 - 02/13/2024

- 9.3 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:

Educational Authority and Host District:

District	Destination	Route No.	Route Cost
Alexandria Township School	Alexandria School	ASE01	\$ 36,812.00
	Somerset Hills Learning Institute	ASE02	\$ 48,683.00
	The Center School	2304	\$ 21,505.68
Total			\$107,000.68

District	Destination	Route No.	Route Cost
Holland Township School	Marie H. Katzenbach School	HSE03	\$31,966.00
Total			\$31,966.00

District	Destination	Route No.	Route Cost
Kingwood Township School	Midland School	DASE	\$39,250.00
	Midland School	DASE aide	\$13,500.00
	Kingwood Elementary School	1822p	\$ 7,827.00

Total			\$60,577.00
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District	Destination	Route No.	Route Cost
Bethlehem Township School	Ethel Hoppock School	BH4	\$35,540.00
Total			\$35,540.00

District	Destination	Route No.	Route Cost
Holland Township School	Holland Township School	ASE02a	\$19,800.00
Total			\$19,800.00

District	Destination	Route No.	Route Cost
Hunterdon Central Regional HS	Copper Hill Elementary School	6753	\$19,821.00
	Copper Hill Elementary School	6156	\$20,208.00
Total			\$40,029.00

District	Destination	Route No.	Route Cost
Branchburg Township School	Celais School	1500	\$11,500.00
Total			\$11,500.00

District	Destination	Route No.	Route Cost
Hunterdon County ESC	Calais School	1500	\$79,043.90

	Celebrate the Children	1803	\$101,891.15
	Voorhees HS	1806	\$67,687.20
	Warren Glen	1820	\$71,204.70
	Aide	1820	\$21,486.05
	East Amwell School	1822	\$59,087.15
	Aide	1822	\$15,776.80
	Somerset County Vo Tech	D1829	\$42,391.80
	Pillar Elementary School	2015	\$101,671.80
	Aide	2015	\$24,600.00
	Hunterdon Central Regional High	2106	\$57,103.20
	Hunterdon Prep	2110	\$63,461.85
	Somerset County Vo Tech	2111	\$66,200.40
	The Center School	2304	\$48,841.20
	Clinton Township Middle School	CM05	\$31,820.40
	Clinton Township Middle School	CM06	\$31,818.60
	Patrick McGaerhan School	CP03	\$31,820.40
	Patrick McGaerhan School	CP09	\$35,757.00
	Voorhees High School ESY	s2304	\$ 6,300.00
	Midland School ESY	s2305	\$ 6,225.00
	Aide	s2305`	\$ 1,875.00
	Hunterdon Central High School	Q2434	\$21,600.00
Total			\$897,663.60

District	Destination	Route Cost
Hunterdon County ESC	Various Field and Athletic Trips	\$285.00 for the 1 st 3 hrs \$85.00 per hr ea addl hr Billed in ¼ hr increments Plus tolls and parking Time to and from bus garage

- 9.4 Motion to accept 30 HEPA Air Purifiers and filters from South Brunswick Board of Education at no cost,

Upon the recommendation of the Superintendent of Schools that the Delaware Valley Regional High School Board of Education accept 30 HEPA Air Purifiers from the South Brunswick Township School District.

Whereas, Funding from the CDC ELC Reopening Schools supplement, the New Jersey Department of Health (NJDOH) provided an abundance of free High Efficiency Particulate Air (HEPA) purifiers and filters to South Brunswick Township Schools.

Whereas, South Brunswick Township Schools was tasked with locating, reporting to the NJDOH, and disseminating air purifiers and filters to Districts in need.

Therefore be it known, on this 25th, of September 2023 the Delaware Valley Regional High School Board of Education will receive 30 Air Purifiers with filters at no cost nor requirement to participate in any future NJDOH program.

- 9.5 Motion to approve an agreement with McGowan, LLC for Well Water Compliance Management for the 23/24 School year in the amount of \$5,260

10. Finance Committee -

Deb Culberson, Chairperson
Melaine Campbell, Amy Elphick, JoAnne Oldenburg

Informational Items:

Action Items:

- 10.1 Motion to approve the September 25, 2023 bill list as follows:

Bill List	Amount
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General Fund 10	1,167,110.76
Special Revenue Fund 20	48,589.28
Technology Fund 61	12,865.61
Transportation Consortium Fund 62	393,253.43
Administrative Shared Services Fund 63	14,618.57
Total	\$1,636,437.65
Cafeteria (August)	\$ 328.50

10.2 Motion to approve line item transfers dated August 1, 2023 through August 31, 2023 in the amount of \$19,073.93.

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

10.4 Motion to approve the following financial reports:

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

10.5 Motion to approve a 2023/2024 Tuition Contract Agreement with Somerset County Vocational School and Technical School, Somerset County, NJ for 2 students attending the full-time academy programs as follows at a rate of \$11,460 per student for a total of \$22,920.00.

10.6 Motion to approve the 2024/2025 budget development calendar as follows:

Distribute 2024/2025 Budget Information to Administrator.....October 13, 2023
 Department Meetings with BA and Superintendent.....November/December
 Preliminary Budget Requests to Business Administrator.....December 18, 2023
 District Office Review and Development of Preliminary BudgetDecember/January

Budget Review with Administration.....	January 2024
Superintendent Submits Preliminary Budget to Finance Committee...	January 8, 2024
Finance Committee Review of Budget.....	January/February
NJDOE Releases State Aid Notices.....	February 29, 2024
Approval of Preliminary 2024/2025 Budget.....	March 18, 2024
Submit Budget to Executive County Superintendent.....	March 18, 2024
Public Hearing and Adoption of Final Budget (Tentative).....	April 22, 2024

10.7 Motion to accept the 2023-2024 Unified Champion Schools Grant sponsored by Special Olympics New Jersey in the amount of \$4,000.

10.8 Motion to approve the 2023/2024 Special Education Tuition Contract Agreement with the Burlington County Special Services School District, Burlington County, NJ (student 24-005S/180 days) as follows:

Tuition: \$ 47,740.00

10.9 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
Lisa Cartwright	TCNN PDSN Teachers as Scholars	10/18 & 10/25	\$0	\$26.23	N/A	N/A
Nanette Elder	Facing the Future Conference NJAPSE New Brunswick, NJ	10/13	\$185.00	\$37.60 Tolls TBD	N/A	N/A
Nanette Elder	Transitions Coordinator Meetings Holmdel, NJ	10/25, 1/10 & 5/15	\$0	\$58.47 each trip	N/A	N/A
Margaret Esposito	Winter Poetry & Pose Getaway Galloway, NJ	01/12 - 01/15	\$535.00	\$387.28/ Tolls TBD	N/A	N/A
Michael Fortino	Professional Day NYCC New York, NY	10/12	\$0.00	\$50.48/ Tolls TBD	N/A	N/A
Lance Jacobs	Skyland Athletic Directors Meeting Far Hills, NJ	9/20	\$0.00	\$28.29	N/A	N/A
Lance Jacobs	Skyland Athletic Directors Meeting Flemington, NJ	10/19	\$0.00	\$12.13	N/A	N/A
Lance	Skyland Athletic Directors Meeting	11/22	\$0.00	\$12.13	N/A	N/A

Jacobs	Flemington, NJ					
Lance Jacobs	Skyland Athletic Directors Meeting Flemington, NJ	12/12	\$0.00	\$12.13	N/A	N/A
Michael Kays	Integrated Pest Management Training Washington, NJ	10/27	\$0.00	\$16.92	N/A	N/A
Sean Lynch	Handle with Care Hamilton, NJ	9/14	\$525.00	\$38.45	N/A	N/A
Tracy Miceli	TCNN PDSN Teachers as Scholars Ewing, NJ	10/18 & 10/25	\$0	\$26.23	N/A	N/A
Mark Miller	Information Systems Online	10/10, 10/12, 10/17, 10/19, 10/24	\$483	\$0	N/A	N/A
Mark Miller	Structural Mechanical System Online	11/7, 11/9, 11/14, 11/16, 11/21	\$483	\$0	N/A	N/A
Mark Miller	Energy Management Online	11/28 & 11/30	\$205	\$0	N/A	N/A
Ashley Miranda	NJSCA Fall Conference Edison, NJ	10/13	\$109.00	\$40.23	N/A	N/A
Ashley Miranda	SEC College Tour Morristown, NJ	09/14	\$0.00	\$37.41	N/A	N/A
Ashley Miranda	Marist School Counselor Day Poughkeepsie, NY	11/7	\$0.00	\$113.74	N/A	N/A
Jennifer Reuber	Who's In? Determining Eligibility Bridgewater, NJ	10/20	\$165.00	\$28.67	N/A	N/A

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 **Robert Tramo**, as Instructional Aide, 1.0 FTE, Aide Guide, Step 1, for 7.25 hours a day, at a salary of \$30,151, beginning September 6, 2023 to June 30, 2024.

12.2 Motion to approve the 2023/2024 employment contract for **Christine Hons**, as Child Study Team Social Worker, 1.0 FTE, at MS, Step 2, at a salary of \$61,220 (pro-rated) beginning January 2, 2024 to June 30, 2024.

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

POSITION	APPLICANT	YEARS EXPERIENCE	2023/2024 Level
Environmental Club *Split Stipend	Bessy Kapetanakis	3	\$ 1,205.50
Environmental Club *Split Stipend	Dorothy Salvatori	1	\$ 1,205.50

12.4 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	Danielle Burnejko	0	\$ 1,205.50
Environmental Club	Bessy Kapetanakis	3	\$ 2,411
Model UN	Jennifer MacDade	1	\$ 2,411

12.5 Motion to approve **Family Leave of Absence** for employee #4109, beginning November 27, 2023 through December 23, 2023.

12.6 Motion to approve four days without pay for Employee ID #64 from March 5, 2024 through March 8, 2024.

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

Jennifer Mechan*
 Claire Polin*
 *pending criminal history clearance

12.8 Motion to approve the following **site managers** for the 2023/2024 school year, for fall, winter, and spring athletic seasons, as needed, at an hourly rate of \$36.00/hr., for a maximum of 4 hours an event.

Arnold Stang

12.9 Motion to approve the following **Volunteer Coach/Advisor** for the 2023/2024 Season:

David Castro Wrestling
 Phil Hutchins Wrestling

12.10 Motion to approve the 2023/2024 employment contract for the following **School Bus Drivers** for the 2023/2024 school year. Salary paid for by the Transportation Jointure.

Name	Step	Rate
Jan Donlay	B-1	\$ 30.42
Jason Kuster	A-0	\$ 29.58
Richard Hagedorn	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 second reading of the following policies and regulations:

[R5530](#) Substance Abuse

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)
Dumpster Day, Oct. 21st, 8:00 am - 11:00 am

Holland Township:

Township Committee Meeting (1st and 3rd Tuesday)

Kingwood Township:

Township Committee Meeting (1st Thursday)
Community Day, Sept. 30th, 4:00 pm - 8:00 pm

Frenchtown Borough:

Township Committee Meeting (1st Wednesday)

Milford Borough:

Township Committee Meeting (1st and 3rd Monday)

Delaware Valley Regional High School:

SAT's Oct 7th
School Closed - Oct. 9th
Early Dismissal for Students - Oct. 11th

Action Items:

- 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** (if necessary)
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, September 25, 2023 to discuss:
 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 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