

Agenda

Delaware Valley Regional High School
Board of Education

Regular Meeting of: November 27, 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
Veronica Hart

Athletes of the Month:

Girls Cross Country: Erin Dushinka, Coach Daniel Casserly
Boys Cross Country: Simon Wismer, Coach Daniel Casserly

The Arts Students of the Month:

Reed Pursell, presented by Ms. Sarah Ruppert

2.2 Presentation of the Annual Comprehensive Finance Report (ACFR) for fiscal year ending June 30, 2023- Laura Atwell, CPA of BKC

- [Annual Comprehensive Finance Report](#)
- [Auditor's Management Report](#)

A. Motion to approve the following resolution accepting the June 30, 2023 ACFR:

Be It Resolved that the Delaware Valley Regional High School Board of Education accepts the June 30, 2023 Annual Comprehensive Financial Report (ACFR) as presented.

B. Motion to approve the following resolution accepting the audit recommendations and corrective action plan:

Be It Resolved that the Delaware Valley Regional High School Board of Education accepts the following Audit Recommendations and Corrective Action Plan for fiscal year ending June 30, 2023:

1. Administrative Practices & Procedures	No recommendation
2. Financial Planning, Accounting & Reporting	No recommendation
3. School Purchasing Programs	No recommendation
4. School Food Service	No recommendation
5. Student Body Activities	No recommendation
6. Application for State School Aid	No recommendation
7. Pupil Transportation	No recommendation
8. Facilities and capital assets	No recommendation
9. Miscellaneous	No recommendation
10. Status of Prior Year Audit Finding /Recommendations	No prior year findings/ recommendations

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 November 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 11	3	3	3	3	N/A
Oct 12 – Nov 20	0	0	0	N/A	N/A
Nov 21 – 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	3	3			

Short-term Suspension Report: November 20, 2023

Case #	Violation of Student Code of Conduct	Level of Infraction	Date/s of Infraction	Terms of Suspension/dates	Clearance Required
2023-14	Substance Abuse Violation	Level 4	10/10/2023	OSS: 10/12, 10/13, 10/16, 10/17 & 10/18	Re-entry meeting 10/18
2023-15	Vandalism	Level 3	10/11/2023	ISS: 10/13	
2023-16	Fight	Level 3	10/24/2023	OSS: 10/25, 10/26, 10/27, 10/30 & 10/31	Re-entry meeting 10/31
2023-17	Fight	Level 3	10/24/2023	OSS: 10/25, 10/26, 10/27, 10/30 & 10/31	Re-entry meeting 11/1
2023-18	Fight	Level 3	10/25/2023	ISS: 10/26, 10/27 & 10/30	Re-entry meeting TBD
2023-19	Smoking/Possession of Tobacco/Vape Products Substance Abuse Violation	Level 4	10/31/2023	OSS: 11/1, 11/2, 11/3, 11/6, 11/7, 11/8, 11/9, 11/10, 11/13 & 11/14	Re-entry meeting 11/15
2023-20	Vandalism	Level 3	11/2/2023	OSS: 11/3/2023	N/A

Action Items:

- 6.1 Motion to acknowledge receipt of the updated DVRHS [Health and Safety Guidelines 2023/2024](#).

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

Informational Items:

- Next Regular Board of Education Meeting - December 18, 2023 7:00pm
- December Bill List Review - Jonathan DeLisle
- Reorganizational Meeting - Wednesday, January 3, 2024 at 7:00 pm
- Draft Board Meeting Calendar for 2024
- Official Election Results

Elected Members of the Board of Education for Full 3-Year Terms:
 William R. Prouty - Alexandria Township
 Thomas Loughlin - Frenchtown Borough
 Tanya Drake - Kingwood Township

Action Item:

- 7.1 Discussion on tabled resolution from a prior meeting regarding a regionalization study.

- A. Motion to apply for funding of a regionalization study through the School Regionalization Efficiency Program in partnership with Holland Township Board of Education.
- B. Motion to approve that the Delaware Valley Regional High School Board of Education be the applicant for funding of a regionalization study through the School Regionalization Efficiency Program.

8. Minutes

8.1 Motion to approve the following meeting minutes:

October 16, 2023 - Meeting Minutes
 October 30, 2023 - Special 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
Science	Kingwood, NJ Sicklerville, NJ	April 2024 January 2024
SADD Club	Jackson, NJ	May 2024
Music/Dance - Choral	Frenchtown, NJ Kingwood, NJ Pittstown, NJ	November 2023 November 2023 December 2023
Social Studies	Gettysburg, PA Frenchtown, NJ New York City, NY Philadelphia, PA	May 2024 May 2024 March 2024 April 2024
Special Education	East Rutherford, NJ Lyndhurst, NJ	February 2024 April 2024

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

Wrestling - Scott Woodland

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:

District	Destination	Route Cost
Hillsborough Township School	Various 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

District	Destination	Route Cost
Bernards Township School	Various Athletic Trips	\$455.00 for the 1 st 4 hrs \$85.00 per hr ea addl hr Billed in ¼ hr increments Plus tolls and parking

District	Destination	Route Cost
Frenchtown Elementary School	Various Athletic Trips	First 60 miles billed at \$2.75 per mile Addl miles billed at \$1.75 per mile First hr billed at \$68.00 per hr Addl hrs billed at \$40.00 per hr No Minimum charges assessed

9.4 Motion to approve the 2023/2024 Joint Transportation Agreements as indicated below. Willingboro Board of Education shall serve as the Lead Educational Authority and Host District:

District	Destination	Route Cost
Willingboro Board of Education	Burlington County Alternative High School	\$12,832.00
	Burlington County Alternative High School ESY	\$ 3,326.67

Total		\$16,158.67
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9.5 Motion to approve the athletic trips in conjunction with the winter athletic schedule.

10. Finance Committee -

Deb Culberson, Chairperson

Melaine Campbell, Amy Elphick, JoAnne Oldenburg

Informational Items:

Action Items:

10.1 Motion to approve the November 27, 2023 bill list as follows:

Bill List	Amount
General Fund 10	2,124,551.00
Special Revenue Fund 20	50,920.67
Technology Fund 61	13,131.09
Transportation Consortium Fund 62	340,138.49
Administrative Shared Services Fund 63	9,071.58
Total	\$2,537,812.83
Cafeteria (October)	\$ 57,693.71

10.2 Motion to approve line item transfers dated October 1, 2023 through October 31, 2023 in the amount of \$23,018.61.

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

Petty Cash Account	October 2023
Scholarship Account	October 2023
Cafeteria Account	October 2023

10.5 Motion to approve the 2023/2024 Special Education Tuition Contract Agreement with Matheny Medical and Education Center, Somerset County, NJ (student 24-008S/220 days) as follows:

Tuition:	\$ 100,650.00
ESY Tuition:	\$ 20,350.00
EO Tuition:	\$ 35,685.00
ESY EO Tuition:	\$ 7,215.00
Total:	\$ 163,900.00

10.6 Motion to accept a donation from Venus Tile and Marble for E101 Kitchen Renovations and other small cabinets for the Special Education Department and new doors on the press box for a total value of approximately \$43,000.

10.7 Motion to accept a donation from the Delaware Valley Wrestling Foundation for a Girl’s Wrestling Program in the amount of \$1,200.00.

10.8 Motion to amend the previously approved 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
ESY Tuition:	\$ 4,263.00
Non-Resident Fee	\$ 3,772.00
Total:	\$ 55,775.00

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
Tara Civitillo	Regional Women’s Education Leadership Forum Union, NJ	11/29	\$55.00	\$46.15/ TBD	N/A	N/A
Tara Civitillo	ELA Supervisor Meeting Madison, NJ	1/10	\$0.00	\$39.01/ TBD	N/A	N/A
Tara Civitillo	NJ AI Literacy Summit Old Tappan, NJ	12/11	\$0.00	\$71.91/ TBD	N/A	N/A

Ariel Gilbert	NJDOE: School Safety Speaker Series	11/17	\$0.00	\$48.22	N/A	N/A
Stacy Grady	AI Literacy Summit Old Tappan, NJ	12/11	\$0.00	\$72.66/ TBD	N/A	N/A
Stacy Grady	Regional Women's Education Leadership Forum Union, NJ	11/29	\$55.00	\$46.15/ TBD	N/A	N/A
Erena Joseph	Who Are Today's Students Warminster, PA	11/15	\$0.00	\$28.67	N/A	N/A
Jennifer MacDade	PDSN Teachers as Scholars	12/1 & 12/8	\$0.00	\$53.58/ TBD	N/A	N/A
Scott McKinney	NJASA TechSpo	1/24 - 1/26	\$540.00	\$119.38/ \$23.80	\$194.00	\$172.50
Tracy Miceli	NJASL Fall 2023 Conference Atlantic City, NJ	12/3 - 12/4	\$250.00	\$118.44	\$79.00	N/A
Tracy Miceli	NJ AI Literacy Summit Old Tappan, NJ	12/11	\$0.00	\$82.06	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 accept the **resignation** of **Rufino Garcia Canseco**, Mechanic, with regret, effective January 12, 2023.

- 12.2 Motion to accept the **resignation** of Marianne Beahm, Bus Driver, with regret, effective November 22, 2023.
- 12.3 Motion to approve the 2023/2024 employment contract for Scott Cariddi, as Leave Replacement German Teacher, 1.0 FTE, at a daily rate of \$381.28, effective on or about November 27, 2023 to on or about December 22, 2023.
- 12.4 Motion to approve the **Child Rearing Leave of Absence** for Employee ID #4615 beginning October 26, 2023, to on or about February 1, 2024.
- 12.5 Motion to approve the **Disability Leave of Absence** for Employee ID #4648, beginning on or about December 11, 2023, and ending on or about December 22, 2023.
- 12.6 Motion to approve **Intermittent Family Leave** for Employee ID #3917, beginning November 8, 2023 through June 30, 2024.
- 12.7 Motion to approve the employment contracts of **Co-Curricular Advisor/Coach** for the **2023/2024** school year:

POSITION	APPLICANT	YEARS EXPERIENCE	2023/2024 SALARY
Assistant Wrestling Coach - Girls	Justin Bagley	0	\$100
Assistant Wrestling Coach - Girls	Joseph Toye	0	\$100

- 12.8 Motion to approve of the following NJSIAA stipends for Volleyball Sectional Finals.

POSITION	APPLICANT	NJSIAA Stipend
Site Manager	Lance Jacobs	\$156.60
Announcer	Carlos Webster	\$ 89.10
Ticket Scanner	Kathy Lovering	\$ 80.10

POSITION	APPLICANT	NJSIAA Stipend
Ticket Scanner	Jennifer Terepka	\$ 80.10
Site Security	Dave Kirschenmann	\$ 89.10
Site Security	Arnold Stang	\$ 89.10

12.9 Motion to approve the following **Volunteer Club Advisors** for the 2023-2024 school year:

James Gessner - Robotics Club
 Joseph Perricone - Future Business Leaders of America

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

Keilah Hanley*
 Richard Jefferson*
 *Pending criminal history clearance

12.11 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
Tamar Thier	A-0	\$ 29.58

12.12 Motion to approve the following 2023/2024 **Substitute/Trip School Bus Drivers** for the 2023/2024 school year. Salary paid for by the Transportation Jointure.

Name	Step	Rate
Marianne Beahm	E-18	\$ 33.57

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 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 3161	Examination for Cause
P 3212	Attendance
R 3212	Attendance
P 4161	Examination for Cause
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

13.2 Motion to **abolish** the following policies and regulations:

P 5460.02	Bridge Year Pilot Program
R 5460.02	Bridge Year Pilot Program

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, Dec. 16th, 8:00 am - 11:00 am

Holland Township:

Township Committee Meeting (1st and 3rd Tuesday)

Kingwood Township:

Township Committee Meeting (1st Thursday)
Annual Tree Lighting, Dec. 2nd, 4:00 pm - 5:00 pm

Frenchtown Borough:

Township Committee Meeting (1st Wednesday)

Milford Borough:

Township Committee Meeting (1st and 3rd Monday)

Delaware Valley Regional High School:

Early Dismissal for Students - December 4th

8th Grade Orientation, December 4th

Academy & CEP Night, December 5th

Fall Varsity Sports Awards, December 6th, 6:00pm

Winter Concert, December 14th, 7:00pm

Action Items:

14.1 Motion to approve the following **Volunteer Clubs** for the 2023-2024 school year:

Robotics Club

Future Business Leaders of America

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, November 27, 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