

**Delaware Valley Regional High School District
Board of Education**

Regular Meeting – December 18, 2023

Time and Place: The regular meeting was held on December 18, 2023 by the Board of Education of the Delaware Valley Regional High School District, Hunterdon County, in the Cafeteria of the Delaware Valley Regional High School, 19 Senator Stout Road, Frenchtown, New Jersey 08825.

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:

- a. Emailing to the Hunterdon County Democrat and Express Times
- b. Posting on the District Website and the main bulletin board in the District Office
- c. Filing via email with the Clerks of the following municipalities: Alexandria Township, Frenchtown Borough, Holland Township, Kingwood Township and Milford Borough.

Call To Order: The meeting was called to order at 7:00 p.m. by President Campbell.

Roll Call

Present:	Melaine Campbell, President	JoAnne Oldenburg, Vice President (Left 7:31 p.m.)
	Deborah Culberson	Jonathan DeLisle
	Amy Elphick (arrived 7:54 p.m.)	Anna Gaspari
	Ellen Gordon	Timothy McGuire
	Frank Simini III	

District Administrators

Present: Scott McKinney, Superintendent
Teresa O'Brien, Business Administrator/Board Secretary

Also Present: Stephen Fogarty, Esq.
Dakota Krouse and Jaden Perez, Student Representative

Also Present: Approximately 25 students, staff and members of the community in attendance.

President Campbell lead the Board in the Pledge of Allegiance.

Presentations

Student Recognition:

Student of the Month: Mr. Kays, Principal
Gavin Armenti

Athletes of the Month:

Volleyball: Kate Kraynanski, Coach Erin Fleming

The Arts Student of the Month:

Jacob Savacool, presented by Mr. Josh Paul

- Board Member Recognition: Melaine Campbell
Jonathan DeLisle
Amy Elphick
Anna Gaspari
- 2023 Retiree Recognition:
Melanie Kiely, Social Worker - Sandy Morisie, Supervisor
- DVRHS Five-Year Strategic Plan Presentation: Mr. Scott McKinney

Administrative/Staff Presentation and Reports

Management Reports:

- Principal’s Report - Michael Kays, Principal

Public Comment - Bylaw No. 0167 “Public Participation in Board Meetings”

- Tanya Drake of Kingwood Township stated that it is refreshing to see the 8th grade orientation program continue. This gives the students the opportunity to see and plan how they will fit in to the school community.

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

Superintendent– Scott McKinney

Informational Items:

- a. Report of the Student Representatives
- b. Update on District Goals
- c. Update on Strategic Planning Process
- d. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for 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 23– June 26					
Total	6	5			

e. 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 24-160

2024/2025 School Calendar

Be It Resolved that the Board of Education approved the 2024/2025 School Calendar. Moved by Simini, seconded by Gaspari. On roll call vote, resolution was Adopted as follows: ayes, 7; nays, 0; abstain, Amy Elphick..

Action 24-161**Five-Year Strategic Plan**

Be It Resolved that the Board of Education adopted the Delaware Valley Regional School District Five-Year Strategic Plan. . Moved by Simini, seconded by Gaspari. On roll call vote, resolution was Adopted as follows: ayes, 7; nays, 0; abstain, Amy Elphick..

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 7:00 pm
- January Bill List Review - TBD
- Revised Draft Board Meeting Calendar for 2024

Action 24-162**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.

Moved by Gordon, seconded by Elphick. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-163**Minutes**

Be It Resolved that the Board of Education approved the following meeting minutes:

November 27, 2023 - Meeting Minutes

Moved by DeLisle, seconded by Gordon. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Operations Committee – Frank Simini III - Chairperson, Melaine Campbell, Jonathan DeLisle, Anna Gaspari
Informational items:

Action 24-164 Pupil Transportation by Private Vehicle

Be It Resolved that the Board of Education approved the following request for pupil transportation by private vehicle in accordance with Board policy 8660:

Wrestling - Joseph Toye

Moved by Gaspari, seconded by Simini. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Finance Committee – Deborah Culberson - Chairperson, Melaine Campbell, Amy Elphick, JoAnne Oldenburg
Informational Items:

Action 24-165 Bill List – December 18, 2023

Be It Resolved that the Board of Education approved the December 18, 2023 bill list as follows:

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

Moved by Culberson, seconded by Elphick. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-166 Budget Transfers – November

Be It Resolved that the Board of Education approved line item transfers dated November 01, 2023 through November 30, 2023 in the amount of \$90,773.00. Moved by Culberson, seconded by Elphick. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-167 November 2023 Fund Financial Report

Be It Resolved that the Board of Education acknowledged 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). Moved by Culberson, seconded by Elphick. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-168

November 2023 Other Financial Reports

Be It Resolved that the Board of Education approved the following financial reports:

<i>Account</i>	<i>Date</i>
<i>Game Officials Account</i>	<i>November 2023</i>
<i>Petty Cash Account</i>	<i>November 2023</i>
<i>Scholarship Account</i>	<i>November 2023</i>
<i>Cafeteria Account</i>	<i>November 2023</i>

Moved by Culberson, seconded by Elphick. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-169

2023/2024 Special Education Tuition Contract – Gloucester County SSSD

Be It Resolved that the Board of Education approved 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:

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

Moved by Culberson, seconded by Elphick. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-170

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.

Moved by Culberson, seconded by Elphick. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-171

Final Eligibility Cost (FEC) Determination

Be It Resolved that the Board of Education accepted 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
State Share	\$609,900
Total Project Cost	\$1,524,750

Moved by Culberson, seconded by Elphick. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-172 Employee/Board Member Travel

Be It Resolved that the Board of Education approved 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

Moved by Culberson, seconded by Elphick. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Negotiations Committee - Ellen Gordon – Chairperson, Melaine Campbell, Anna Gaspari, Frank Simini III
Informational item:

Personnel Committee – Jonathan DeLisle – Chairperson, Melaine Campbell, Anna Gaspari, Ellen Gordon
Informational items:

It is noted that all staff appointments are at the recommendation of the Superintendent of Schools and that all salaries are pro-rated to the effective date of employment.

Action 24-173 2023/2024 Employment Contract – Richard Morris

Be It Resolved that the Board of Education approved 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. Moved by DeLisle, seconded by McGuire. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-174 Intermittent Family Leave – Employee ID #3469

Be It Resolved that the Board of Education approved **Intermittent Family Leave** for Employee ID #3469, beginning December 1, 2023 through June 30, 2024. Moved by DeLisle, seconded by McGuire. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-175 2023/2024 Co-Curricular Club Advisors

Be It Resolved that the Board of Education approved the appointment of **Co-Curricular Club Advisors** for the 2023/2024 school year.

<i>Position</i>	<i>Applicant</i>	<i>Years Experience</i>	<i>2023/2024 Salary</i>
<i>Best Buddies *Split Stipend (Sept-Nov)</i>	<i>Danielle Burnejko</i>	<i>0</i>	<i>\$ 361.65</i>
<i>Best Buddies *Split Stipend (Dec-June)</i>	<i>Dana Stem</i>	<i>0</i>	<i>\$ 843.85</i>

Moved by DeLisle, seconded by McGuire. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-176 Graduate Courses

Be It Resolved that the Board of Education approved the following request for **graduate coursework** for the 2023/2024 school year:

<i>Employee</i>	<i>Semester</i>	<i>Course</i>	<i>Credits</i>
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<i>Ashley Miranda</i>	<i>Spring 2024</i>	<i>School Law & Mental Health Code</i>	<i>3</i>
<i>Kara Trunk</i>	<i>Spring 2024</i>	<i>Thry & Instructional Practice</i>	<i>3</i>
<i>Kara Trunk</i>	<i>Spring 2024</i>	<i>Student Teaching Certification Spec Ed</i>	<i>1</i>

Moved by DeLisle, seconded by McGuire. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-177 2023/2024 Substitutes

Be It Resolved that the Board of Education approved the following **Substitutes** for the 2023/2024 school year:

- Leonor Fontanez**
- Joseph Toye*
- *Pending criminal history clearance*

Moved by DeLisle, seconded by McGuire. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-178 Rescind 2023/2024 School Bus Driver

Be It Resolved that the Board of Education rescinded the 2023/2024 employment contract for the following **School Bus Driver** for the 2023/2024 school year.

<i>Name</i>	<i>Step</i>	<i>Rate</i>
<i>Tamar Thier</i>	<i>A-0</i>	<i>\$ 29.58</i>

Moved by DeLisle, seconded by McGuire. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Policy Committee – Timothy McGuire – Chairperson, Melaine Campbell, Deborah Culberson, Frank Simini III
Information item:

Action 24-179 Policies & Regulations – First Reading

Be It Resolved that the Board of Education approved 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*

Moved by McGuire, seconded by Elphick. On roll call vote, resolution was Adopted as follows: ayes, 7; nays, Jonathan DeLisle.

Action 24-180 Policies & Regulations – Second Reading & Adoption

Be It Resolved that the Board of Education approved the second reading and adoption of the following policies and regulations:

<u>P 1642.01</u>	<i>Sick Leave</i>
<u>R 1642.01</u>	<i>Sick Leave</i>
<u>P 2270</u>	<i>Religion in the Schools</i>
<u>P 2419</u>	<i>School Threat Assessment Teams</i>
<u>R 2419</u>	<i>School Threat Assessment Teams</i>
<u>P 3212</u>	<i>Attendance</i>
<u>R 3212</u>	<i>Attendance</i>
<u>P 4212</u>	<i>Attendance</i>
<u>R 4212</u>	<i>Attendance</i>
<u>P 5111</u>	<i>Eligibility of Resident/Nonresident Students</i>
<u>R 5111</u>	<i>Eligibility of Resident/Nonresident Students</i>
<u>P 5116</u>	<i>Education of Homeless Children and Youths</i>
<u>R 5116</u>	<i>Education of Homeless Children and Youths</i>
<u>P8500</u>	<i>Food Services</i>

Moved by McGuire, seconded by Elphick. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Action 24-181 Abolish Policies & Regulations

Be It Resolved that the Board of Education abolished the following policies and regulations:

<u>P 3432</u>	<i>Sick Leave</i>
<u>R 3432</u>	<i>Sick Leave</i>
<u>P 4432</u>	<i>Sick Leave</i>
<u>R 4432</u>	<i>Sick Leave</i>
<u>P 8540</u>	<i>School Nutrition Programs</i>
<u>P 8550</u>	<i>Meal Charges/Outstanding Food Service Bill</i>

Moved by McGuire, seconded by Elphick. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Education and Student Affairs Committee – JoAnne Oldenburg - Chairperson, Melaine Campbell, Amy Elphick,

Timothy McGuire

Informational items:

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 24-182

2024/2025 Program of Studies (Course Guide)

Be It Resolved that the Board of Education approved the 2024/2025 Program of Studies (Course Guide). Moved by Simini, seconded by Gaspari. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

Public Comment – Bylaw No. 0167 “Public Participation in Board Meetings” - No comments

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 at 8:22 p.m. 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.

Moved by McGuire, seconded by Simini. On roll call vote, resolution was Adopted as follows: ayes, 8; nays, 0.

The board returned to open session at 9:02 p.m. on motion by McGuire, seconded by Simini. Motion carried by unanimous voice vote.

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.

Adjournment

Be It Resolved that the Board of Education adjourned the meeting at 9:07 p.m. Moved by Elphick, seconded by Gaspari. On roll call vote, resolution was Adopted as follows: ayes 8; nays, 0.

Respectfully submitted,

Teresa O'Brien, Business Administrator/Board Secretary

Melaine Campbell, Board President