

**LENAPE REGIONAL HIGH SCHOOL DISTRICT
BOARD OF EDUCATION**

**Margaret Estlow, President
Barry Fitzgerald, Vice President**

**Dr. Robert Bende
Marc Jones
Bonnie Olt**

**Allison Eckel
Paula Lee
Charles Roseboro**

**Samuel Green
Steve Lee
David Stow**

**Dr. Carol Birnbohm, Superintendent
Comegno Law Group, Solicitor**

**Constance Stewart, Sch.Bus.Ad./Bd.Sec
Crystal Scott, Treasurer**

NOVEMBER 20, 2019

REGULAR BOARD MEETING AGENDA DRAFT

The Regular School Board meeting of the Lenape Regional High School District Board of Education will be held on November 20, 2019 at 7:30 PM in the Board Meeting Room at the District Administration Building for the general purposes including but not limited to the following:

1. Roll Call
2. Chairman's statement of "Open Public Meeting Law."

Adequate notice of this regular meeting has been provided by posting the Notice in the entrance at the administration building and in the Office of the Board Secretary on November 6, 2019, and mailing it to two newspapers designated by the Board of Education via first class mail on November 6, 2019 -- the Central Record and the Burlington County Times -- and mailing via first class mail on to the Clerks of the eight constituent municipalities.

3. Flag Salute
4. Communications

5. New Business
6. Reports
 - A. Solicitor
 - B. Board Secretary and Treasurer
 - C. Superintendent
7. PURCHASES/INVESTMENTS/PAYMENTS – Mrs. Lee, Committee Member
 1. Consider the request to ratify and approve the payments listed below:
 - a. November 20, 2019 Check Register check numbers 132716-132808 in the amount of \$708,776.42.
 - b. Check Registers from October 17, 2019 through November 19, 2019 check numbers 132223-132715 in the amount of \$4,041,371.30 and check numbers 20022-20026 and 124-129 in the amount of \$1,202,840.82.
 - c. October 2019 Payroll of \$8,001,388.40.
 2. Consider the request to approve the minutes of the Regular Board Meeting on October 16, 2019.

THIS MEETING WILL NOW BE OPEN TO THE PUBLIC*
REFERENCING AGENDA ITEMS ONLY. HOWEVER, IF YOUR
QUESTIONS OR COMMENTS PERTAIN TO LITIGATION, STUDENT OR
PERSONNEL ITEMS OR NEGOTIATIONS, WE WOULD ASK THAT YOU SEE THE
SUPERINTENDENT AFTER THE MEETING SINCE WE DO NOT DISCUSS THESE
ITEMS IN PUBLIC.

***IN ORDER TO ACCOMMODATE ALL THOSE WHO MAY WISH TO OFFER PUBLIC COMMENTS THIS EVENING, AS WELL AS TO ENSURE THE ORDERLY AND EFFICIENT OPERATION OF THIS MEETING, THE BOARD WILL ABIDE BY THE PUBLIC COMMENT PROTOCOL IN ACCORDANCE WITH BOARD POLICY 0160 AND WHICH IS DESCRIBED ON THE PRINTED AGENDA, COPIES OF WHICH ARE AVAILABLE AT THIS MEETING.**

PUBLIC COMMENT PROTOCOL

- 1. PARTICIPANTS MUST PREFACE THEIR COMMENTS BY AN ANNOUNCEMENT OF THEIR NAME, PLACE OF RESIDENCE AND GROUP AFFILIATION, IF ANY.**

2. **COMMENTS SHALL BE LIMITED TO TWO MINUTES IN DURATION, AND EACH PUBLIC COMMENT SESSION OF THE MEETING SHALL NOT EXCEED THIRTY MINUTES IN TOTAL.**
 3. **NO PARTICIPANT MAY SPEAK MORE THAN ONCE ON THE SAME TOPIC UNTIL ALL OTHERS WHO WISH TO SPEAK ON THAT TOPIC HAVE BEEN HEARD.**
 4. **TO THE EXTENT THAT ANY COMMENTS MADE ARE REPETITIVE OF PRIOR COMMENTS BY OTHERS, THE BOARD RESERVES THE RIGHT TO LIMIT SUCH COMMENTS, AS APPROPRIATE.**
8. POLICY – Mr. Fitzgerald, Chairperson
1. Consider the request to approve the second reading of revised Board of Education Policy 2422: Health and Physical Education.
 2. Consider the request to approve the second reading of revised Board of Education Policy 2610: Educational Program Evaluation.
 3. Consider the request to approve the first reading of the deletion of Board of Education Policy and Regulation 3440: Reimbursement for Travel and Related Expenses.
 4. Consider the request to approve the first reading of new Board of Education Policy 6112: Reimbursement of Federal and Other Grant Expenditures.
 5. Consider the request to approve the first reading of revised Board of Education Policy 6220: Budget Preparation.
 6. Consider the request to approve the first reading of revised Board of Education Policy 6230: Budget Hearing.
 7. Consider the request to approve the first reading of new Board of Education Policy 6311: Contracts for Goods or Services Funded by Federal Grants.
 8. Consider the request to approve the first reading of new Board of Education Policy 6340: Multiple Year Contract.
 9. Consider the request to approve the first reading of revised Board of Education Policy 6362: Contributions to Board Members and Contract Awards.
 10. Consider the request to approve the first reading of revised Board of Education Policy 6422: Budget Transfers.

11. Consider the request to approve the first reading of revised Board of Education Policy 6440: Cooperative Purchasing.
12. Consider the request to approve the first reading of revised Board of Education Policy 6450: Choice of Vendor.
13. Consider the request to approve the first reading of revised Board of Education Policy 6470: Payment of Claims.
14. Consider the request to approve the first reading of new Board of Education Policy and Regulation 6471: School District Travel.
15. Consider the request to approve the first reading of revised Board of Education Policy 6480: Purchase of Food Supplies.
16. Consider the request to approve the first reading of new Board of Education Policy and Regulation 6511: Direct Deposit.
17. Consider the request to approve the first reading of revised Board of Education Policy 6520: Payroll Deductions.
18. Consider the request to approve the first reading of revised Board of Education Policy 6620: Petty Cash.
19. Consider the request to approve the first reading of revised Board of Education Policy 6660: General Organization Fund.
20. Consider the request to approve the first reading of revised Board of Education Policy 6740: Reserve Accounts.
21. Consider the request to approve the first reading of revised Board of Education Policy 6810: Financial Objectives.
22. Consider the request to approve the first reading of revised Board of Education Policy 6820: Financial Reports.
23. Consider the request to approve the first reading of revised Board of Education Policy 6830: Audit and Comprehensive Annual Financial Report.
24. Consider the request to approve the first reading of revised Board of Education Policy 7230: Gifts, Grants and Donations.

9. PERSONNEL – Dr. Bende, Chairperson

1. Consider the request to ratify and affirm the following staff members.

<u>Name</u>	<u>Loc</u>	<u>Position</u>	<u>Step/Col</u>	<u>Salary</u>	<u>Effective Date</u>
Amanda Fritsch	Sen	Interim FCS	1/BA	57,910	10/14/19
Danielle Blythe	Che	Interim Spec. Ed.	1/BA	57,910	1/2/20
Jessica Blood	Sen	Interim Math	1/BA	57,910	1/27/20
LaSaunji Richardson	Len	P/T Para	1	16,134	11/21/19
Frank Ewing	Len	P/T Para	1	16,134	12/16/19
Kelly Kemps	Len	P/T Para	1	16,134	11/21/19
Matt D’Antonio	Che	P/T Para	1	16,134	11/21/19
Cara McWilliams	Che	P/T Para	1	16,134	11/21/19
Francis Duffner	Che	Security Assistant		29,228	11/21/19

2. Consider the request to ratify and affirm the following resignations and retirements.

<u>Name</u>	<u>Loc</u>	<u>Position</u>	<u>Effective Date</u>
Melanie Conklin	Che	P/T Para	11/7/19
John Watson	Che	Paraprofessional	11/15/19
Edward Royds	Seq	P/T Para	11/22/19
Gerard Clauss	Dist	Electrician	9/1/20
Stephanie Mroz	Sha	Asst. Athletic Trainer	1/17/20

3. Consider the request to ratify and affirm the following leaves of absence.

<u>Name</u>	<u>Loc</u>	<u>Subject</u>	<u>Type</u>	<u>From</u>	<u>To</u>
Erika McGinley	Che	Spec. Ed.	Med/FMLA/ NJFLA/CC	9/13/19	1/26/20
Casey Beck	Sen	Math	Med/FMLA/ NJFLA/CC	1/27/20	3/15/20
Bonnie Jarrett	Sha	P/T Para	Med/Other	10/30/19	2/11/20
Sarah Howarth	Sha	Science	Med/FMLA/ NJFLA/CC	9/30/19	2/22/20

4. Consider the request to approve Lynne Ritter and Laura Binai as mentor teachers for the 2019-2020 school year.

5. Consider the recommendation of the Superintendent to approve the following staff member for the 2019-2020 school year subject to Board of Education Policy #3126: Employment of Teaching Staff Members.

<u>Name</u>	<u>Loc</u>	<u>Subject</u>	<u>Step/Col</u>	<u>Salary</u>	<u>Effective Date</u>
Callie Darroch	Che	Health/PE	4/BA+15	60,610	1/21/20

6. Consider the request to approve the staff and salary adjustments as listed in the back-up material.
 7. Consider the request to approve the substitute teachers and nurses for the 2019-2020 school year as listed in the back-up material.
10. BUILDING & PROPERTY – Mrs. Lee, Chairperson

1. Consider the request to ratify and affirm the following staff members.

<u>Name</u>	<u>Loc</u>	<u>Position</u>	<u>Step/Col</u>	<u>Salary</u>	<u>Effective Date</u>
Gary Olaff	Sha	Custodian	1	38,500	10/21/19
Matthew Chamberlain	Sha	Custodian	1	38,500	11/21/19

2. Consider the request to approve the submission by The Design Collaborative Architects of a capital project application/LRFP amendment request that is not eligible for state funding to the New Jersey Department of Education for the Lenape High School Chiller Replacement, Project No. 1-004-19 and state plan #2610-050-20-1000.

11. TRANSPORTATION & FOOD SERVICES – Mrs. Olt, Chairperson

TRANSPORTATION

1. Consider the request to approve the contracted transportation services, addendum and coordinated transportation services for the 2019-2020 school year as listed in the back-up material.
2. Consider the request to ratify and affirm the following resignation.

<u>Name</u>	<u>Loc</u>	<u>Position</u>	<u>Effective Date</u>
Michael McMullen	Dist	P/T Transp. Security	10/29/19

3. Consider the request to approve the following staff member.

<u>Name</u>	<u>Loc</u>	<u>Position</u>	<u>Step/Col</u>	<u>Salary</u>	<u>Effective Date</u>
Denise Hough	Dist	Bus Driver	1	\$18.75/HR	11/25/19

FOOD SERVICES

1. Consider the request to ratify and approve food service disbursements check numbers 20935-20941 in the total amount of \$272,190.56.

12. FINANCE & INSURANCE – Mrs. Lee, Committee Member

FINANCE

1. Consider the request to approve a donation to Emergency Medical Service (EMS) providers in the amount of \$400.00 for each school activity requiring EMS services.
2. Consider the request to approve the Board Secretary Report for September 30, 2019 and the Treasurer’s Report ending September 30, 2019.
3. Consider the request to approve the Board Secretary’s and Board of Education’s Monthly Certifications as listed in the back-up material.
4. Consider the request to approve the Transfer Report for October 2019 and to approve the transfer of funds previously authorized by the Superintendent adjustment numbers 089-118.

INSURANCE

Nothing to report at this time.

13. EDUCATION – Mr. Lee, Chairperson

1. Consider the request to approve the donations listed below.

<u>Donation</u>	<u>Amount</u>	<u>To/For</u>	<u>From</u>
Monetary	\$2,253.12	SEN/Prom House	SEN Parent Group
Gift Certificates	\$100.00	SEN/Violence & Vandalism Week	Riviera Pizza
Monetary	\$300.00	CHS/Tents for Cross Country Team	CHS Cross Country Team Booster Club
Food Items	\$150.00	SEN/Food Pantry	Delta Kappa Gamma/Gail Griffin
Monetary	\$250.00	SEN/Girls in Ascent Program	Wood Floors & Supplies Direct Inc.
Monetary	\$100.00	CHS/Concert Choir Trip	Cathy Mayher
Gift Card	\$75.00	SEN/Food Pantry	Wegmans/Mt. Laurel

Monetary	\$250.00	CHS/DECA	Bakanas Flowers
Monetary	\$150.00	CHS/Concert Choir Trip	Anonymous
Monetary	\$100.00	SEN/Golf Team	Bruce Fox
Golf Shirts	\$335.00	SEN/Golf Team	Bruce Fox
Monetary	\$105.00	CHS/Refreshments for Math League Competition	CHS Foundation for Education

2. Consider the request to approve the students listed in the back-up material to attend the Burlington County Special Services School District Alternative High School.
3. Consider the request to approve Jacqueline Gsell as additional Social Recreation Program staff for the 2019-2020 school year.
4. Consider the request to ratify and affirm the change in host family placement for the foreign exchange student listed in the back-up material for the 2019-2020 school year.
5. Consider the request to approve Shawnee, Cherokee and Seneca high school media specialists to attend the New Jersey Association of School Librarians (NJSAL) Conference at the Hilton Hotel in East Brunswick, NJ on December 9 and 10, 2019. All costs will be covered through Title II funds.
6. Consider the request to approve Cherokee High School English teacher, Mary Henry, attend the 2019 Annual Convention of National Council of Teachers of English (NCTE) in Baltimore, MD from November 22-24, 2019. All costs will be covered through Title II funds.
7. Consider the request to ratify and affirm two math/special education teachers attend a Co-teaching Workshop at Rowan University in Glassboro, NJ on November 6, 2019. All costs will be covered through Title II funds.
8. Consider the request to approve the application of the ESEA Grant FY2020 Carry Over in the amount of \$20,446.00.
9. Consider the request to approve the new and continuing placements for classified and homeless students for the 2019-2020 school year as listed in the back-up material.

10. Consider the request to approve the recommendations of the Curriculum Council for course proposals for implementation in the 2020/2021 school year as listed in the back-up material.
 11. Consider the request to approve the clinical practices and observations as listed in the back-up material.
 12. Consider the request to approve Seneca Girls in Ascent (GIA) Advisor, Jennifer Knoll, to apply for a grant from The Delta Kappa Gamma Society International DKG/New Jersey ETA Chapter in the amount of \$1,000.00.
 13. Consider the request to approve two special education teachers to attend the Wilson Reading Program Workshops at the Robinowitz Education Center in Princeton, NJ on November 19-20 and December 3-5, 2019. All costs will be covered through Title II funds.
 14. Consider the request to approve the Superintendent's Education Report for the month of November.
 15. Consider the request to approve the Memorandum of Agreement (MOA) between the Lenape Regional High School District and local law enforcement officials for the 2019-2020 school year as listed in the back-up material.
14. STUDENT ACTIVITIES – Mr. Roseboro, Chairperson
1. Consider the request to approve Cheryl LaBriola, Matthew Ackiewicz and Michael O'Brien to be paid for professional services provided to the Shawnee High School Music Department during the 2019-2020 school year.
 2. Consider the request to approve the Greater Philadelphia YMCA, Inc. Facilities Use Agreement for the pool located at the Burlington County Special Services School District for the 2019-2020 school year as listed in the back-up material.
 3. Consider the request to approve the Shawnee High School Marching Band to attend Marching Band Camp at Camp Green Lane in Schwenksville, PA from August 24-28, 2020 at no cost to the district.
 4. Consider the request to approve Seneca High School business/marketing, science, special education and business/retail students' trip to Lincoln Financial Field in Philadelphia, PA on December 6, 2019 at no cost to the district.

5. Consider the request to approve the Shawnee Wrestling team to stay overnight on January 3, 2020 to participate in a tournament at Fairleigh Dickinson University on January 3 and 4, 2020.
6. Consider the request to approve Cherokee High School choirs to perform at the events listed in the back-up material during the 2019-2020 school year.
7. Consider the request to approve the Cherokee High School Girls Ensemble to perform at Longwood Gardens in Kennett Square, PA on December 10, 2019 and the Concert Choir to perform at The White House in Washington, DC on December 14, 2019 at no cost to the district.
8. Consider the request to approve the 2019-2020 Winter Sports Schedules for Lenape, Shawnee, Cherokee and Seneca high schools.
9. Consider the request to approve the staff listed in the back-up material to be paid for professional services provided to the Lenape High School Music Department during the 2019-2020 school year.
10. Consider the request to ratify and affirm the resignations and appointments of coaches, activity advisors and non-rep stipend positions as listed in the back-up material.
11. Consider the request to approve the field trips previously authorized by the Superintendent from October 16, 2019 to November 19, 2019.
12. Consider the request to approve the staff listed in the back-up material to be paid for professional services provided to the Cherokee High School Music Department during the 2019-2020 school year.
15. EXECUTIVE PLANNING – Mr. Fitzgerald, Chairperson
 1. Consider the request to approve the executive session minutes for October 16, 2019.
 2. Consider the request to approve board members Barry Fitzgerald as NJSBA Delegate, Margaret Estlow as NJSBA Alternate Delegate and Jung Lee as NJSBA Legislative Chairperson.
16. NEW BUSINESS ADDITIONAL
17. OLD BUSINESS

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ADJOURNMENT