

## REGULAR MEETING MINUTES – May 6, 2015

The Regular Meeting of the Delanco Board of Education was held on May 6, 2015 in the M. Joan Pearson School cafeteria, Delanco Township, Burlington County, New Jersey. Vice President, Mr. Phil Jenkins called the meeting to order at 7:32 p.m.

A moment of silence was observed. The flag was saluted.

On roll call, the following members were present: Mr. Dennis Bryski (via video-conference), Mrs. Rose Gonteski, Mr. Paul Hamlin, Mr. Phil Jenkins, Mrs. Marisa Karamanoogian, Mr. Harry Litwack, and Mrs. Cynthia Wagstaff.

Also present were Mr. Joseph Mersinger, Superintendent/Principal; Mrs. Joanne D'Angelo, School Business Administrator/Board Secretary; Ms. Jennifer Mack, Principal; Mr. Cameron Jenkins, Riverside High School Representative; fourteen DTEA members; forty-eight parents and grandparents; and twelve students.

The Business Administrator/Board Secretary read the following statement:

PUBLIC NOTICE of this meeting pursuant to the Open Public Meetings Act has been given in the following manner: Posting written notice on the official bulletin boards of the M. Joan Pearson School, the Walnut Street School, and the Board of Education Office on May 1, 2015; by advertising in the Burlington County Times and the Courier Post on January 16, 2015 and by sending a notice on May 1, 2015; and by filing written notice with the Clerk of Delanco Township on May 1, 2015.

Approval of Minutes of April 15, 2015 Regular and Executive Session Meetings

**Motion: Mr. Hamlin      Second: Mrs. Gonteski      Vote: 7 ayes, 0 nays**

Acceptance of the Reports of the Board Secretary and Treasurer for March 2015, which are in agreement:

**Motion: Mr. Hamlin      Second: Mrs. Karamanoogian      Vote: 7 ayes, 0 nays**

### **Recognition of Guests**

Mr. Jenkins welcomed visitors to the meeting.

### **Liaison Reports**

#### **Riverside High School Student Representative Report**

Mr. Cameron Jenkins had no news to report.

#### **Delanco PTO Report – Mrs. Ruth Esposito**

In Mrs. Esposito's absence, PTO Representative Mr. Paul Hamlin, reported the following activities: Joe Corbi's fundraiser pick-up will take place on 5/19/15; the Trenton Thunder

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baseball outing was a success with over 40 students singing in the outfield; the final Chick-fil-A fundraiser was well attended; Teacher Appreciation Week is currently in progress; Mother's Day flowers will be available for students to purchase on 5/8/15; and the PTO will be selling yearbooks which will represent both schools for \$17.

### **Students of the Month**

Ms. Mack and Mr. Mersinger recognized students of the month by presenting medals and certificates to the students in attendance.

After the presentations, a break in the meeting took place from 7:52 p.m. to 7:58 p.m. while many in the audience departed leaving fourteen DTEA members, and approximately twenty-eight residents.

### **Budget Public Hearing & Adoption**

Open Public Hearing

**Motion: Mrs. Wagstaff    Second: Mrs. Karamanoogian    Vote: 7 ayes, 0 nays**

Budget Presentation - Mrs. D'Angelo and Mr. Mersinger presented an overview of the budget.

Public Comment on the Budget - Mr. Jenkins asked for comments or questions and there were none.

Close Public Hearing

**Motion: Mrs. Wagstaff    Second: Mrs. Karamanoogian    Vote: 7 ayes, 0 nays**

### **Adoption of 2015-2016 Final Budget**

BE IT RESOLVED, That the Board of Education adopts a school district budget for the 2015-2016 school year as follows:

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Total</u>
2015-16				
Total Expenditures	\$9,427,388	\$179,000	\$419,801	\$10,026,189
Less: Anticipated Revenues	<u>3,866,548</u>	<u>179,000</u>	<u>1</u>	<u>4,045,549</u>
Taxes to be Raised	\$5,560,840	\$ 0	\$419,800	\$ 5,980,640

**Motion: Mr. Jenkins    Second: Mr. Hamlin    Roll Call Vote: 7 ayes, 0 nays**

### **Superintendent's Report – Mr. Mersinger**

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A motion was requested to approve the following:

- A. HIB Report for April 2015 -- See Supplemental Agenda
- B. Fire and Emergency Drills have been conducted as follows:

	Fire	Emergency
Pearson	04/21/15	04/29/15 Non-fire evacuation
Walnut	04/15/15	04/20/15 Active shooter drill

**Motion: Mr. Hamlin      Second: Mr. Litwack      Vote: 7 ayes, 0 nays**

### **Pupil Welfare Report**

Mr. Mersinger reported that enrollment as of April 30, 2015 at the M. Joan Pearson School was 266 and at the Walnut Street School was 119. Suspensions for the month of April were listed on the supplement. Thirty-three students have registered for kindergarten to date.

Mr. Mersinger requested a motion to approve the continuation of the ExCare before and after-school care program for the 2015-2016 school year with forms and fees as attached

**Motion: Mr. Hamlin      Second: Mrs. Karamanoogian      Vote: 7 ayes, 0 nays**

Mr. Mersinger acknowledged staff appreciation week.

### **Special Education Report**

- A. Classifications and Placements for the month are listed on supplement
- B. A motion is requested to approve the Settlement Agreement reached in the due process matter (request for emergent relief) involving a student whose confidential identification information is on file in the Superintendent's office

**Motion: Mr. Jenkins      Second: Mr. Litwack      Vote: 7 ayes, 0 nays**

### **Curriculum Committee Report – Mrs. Wagstaff**

No report

### **Finance Report – Mr. Adams**

In the absence of the committee chairperson, Mr. Hamlin made a motion to approve the following:

- A. Necessary line item transfers for April 2015

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- B. Monthly line account certification for March 2015
- C. Payment of bills in the amount of \$76,623.66 and \$159,182.05; handwritten checks #131685-131686 in the amount of \$158.00; and electronic funds transfers in the amount of \$496,074.09
- D. Agreement for Professional Services with Burlington County Special Services School District for the 2015-2016 school year per the attached
- E. Burlington County Alternative Middle School tuition contract agreement for one student with Burlington County Special Services School District for the 2014-2015 school year
- F. Approve Delta-T Group, Inc. as service provider for the 2014-15 and 2015-16 school years at rates per the attached
- G. Agreement with Hutchinson as the Participating Contractor to perform the installation of energy efficient retrofit measures as listed on the attached scope of work under the New Jersey Office of Clean Energy Direct Install Program - These measures are valued at \$163,956.54. Under the program, the district cost will be 30% or \$49,186.96.
- H. Approval of tax levy payment schedule for submission to Delanco Township
- I. Renewal of dental benefit contract with Delta Dental of NJ Inc. for the period 7/1/15-6/30/2017 with two year rate guarantee of renewal premiums as follows:

<u>Delta Dental PPO Plus Premier Plan</u>		<u>Advantage Plan</u>	
One Party	\$ 56.80	One Party	\$ 53.45
Two Party	\$111.74	Two Party	\$105.31
Three Party	\$194.56	Three Party	\$183.79

- J. Approve Invo Healthcare Associates as special education service provider for the 2014-15 and 2015-16 school years

**Motion: Mr. Hamlin**

**Second: Mrs. Wagstaff**

**Vote: 7 ayes, 0 nays**

**Lunchroom Report – Mr. Adams**

In the absence of the Finance committee chairman, Mr. Hamlin made a motion to approve the following:

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- A. Nutri-Serve's monthly report for March 2015
- B. Ratification of bills paid in the amount of \$11,009.34 with checks # 2053-2054
- C. Year three renewal of the food service management contract with Nutri-Serve Food Management, Inc. of 4431 Route 130 South, PO Box 297, Burlington, NJ 08016 for the 2015-2016 school year at a flat management fee of \$13,261.30 with no profit/loss/breakeven guarantee

**Motion: Mr. Hamlin    Second: Mrs. Karamanoogian    Vote: 7 ayes, 0 nays**

### **Riverside Liaison Report – Mr. Jenkins**

No report

### **Transportation Committee Report – Mr. Hamlin**

No report

### **Buildings and Grounds Committee Report – Mr. Litwack**

Mr. Litwack reported on the current status of maintenance projects.

### **Policy and Personnel Report – Mrs. Karamanoogian**

The committee chairperson made a motion to approve the following:

- A. Master List for substitute calling service
- B. Approve salaries for DTEA teachers for 2015-2016 school year as per attached list and DTEA contract
- C. Approve salaries for DTEA support staff for the 2015-16 school year as per attached list and DTEA contract
- D. Approve salaries for non-DTEA personnel for the 2015-16 school year as per attached list
- E. Approve Donna Malinowski as homebound instruction provider at the rate of \$53 per hour on an as-needed basis
- F. Approve Dennis Adams as the Director of Facilities with an annual salary inclusive of longevity (in the amount of \$1,200) of \$88,348 for 2015-2016 school year
- G. Resolution to abolish Treasurer of School Moneys position

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**WHEREAS**, P.L. 2010, chapter 39 was signed into law by the Governor on 7/6/10 allowing for the Position of Treasurer of School moneys to be optional; and

**WHEREAS**, P.L. 2010, chapter 39 provides guidance on making the position optional; and

**WHEREAS**, P.L. 2010, chapter 39 became effective immediately upon signing; and

**WHEREAS**, the opinion set forth by the Board is to abolish said position effective June 30, 2015 for reasons of economy; and

**WHEREAS**, according to P.L. 2010, chapter 39, and amendments to various N.J.S.A. 18A, that the board secretary possess the required certifications and qualifications to assume all duties as identified in place of the Treasurer of School Moneys, and

**WHEREAS**, according to P.L. 2010, chapter 39 amends N.J.S.A.18A:17-9 as follows: *The chief school administrator or board designee other than the secretary shall prepare the monthly reconciliation of bank account statements and in conjunction with the secretary take any steps necessary to bring the cash record balance and reconciled bank balance into agreement prior to the completion of the secretary's monthly report; and*

**WHEREAS**, according to P.L. 2010, chapter 39, amends N.J.S.A. 18A:19-10 as follows: *Payment shall be made to the teachers and others entitled thereto by individual checks drawn to their respective orders upon such account and signed by the secretary and the superintendent; and*

**NOW THEREFORE BE IT RESOLVED** that the Delanco Township Board of Education hereby moves to abolish the position of Treasurer of School Moneys effective June 30, 2015; and

**BE IT FURTHER RESOLVED** that the Delanco Township Board of Education by way of abolishing the Treasurer of School Moneys position, assigns all duties as identified in P.L. 2010 which were previously assigned to the Treasurer of School Moneys to the Board Secretary; and

**BE IT FURTHER RESOLVED** that the Delanco Township Board of Education by way of abolishing the Treasurer of School Moneys position hereby increases the bond for the Business Administrator/Board Secretary to a minimum of what was required under 18A or as promulgated by the State board; and

**BE IT FURTHER RESOLVED** that the Delanco Township Board of Education designates the superintendent as signor on the payroll/agency account(s) and warrant account; and

**BE IT FURTHER RESOLVED** that the Delanco Township Board of Education designates the Superintendent to prepare monthly reconciliations according to amended N.J.S.A. 18A:17-9.

**Motion: Mrs. Karamanoogian Second: Mr. Hamlin Roll Call Vote: 7 ayes,  
0 nays**

**Old Business**

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None

### **New Business**

Board members were reminded to complete the Board Self Evaluation online at [www.njsba.org](http://www.njsba.org) prior to the June meeting.

### **Visitors - Public Comment**

Mr. Karl Reutter made a statement thanking fellow staff members and parents for their support.

The following individuals asked questions about the teacher evaluation process or made comments in support of Mr. Reutter:

Mrs. Kimberly Toye of 230 Larchmont Drive  
Mrs. Marie Reese of 224 Union Avenue  
Mrs. Jen Clarke of 219 Walter Avenue  
Mr. Sam James of 317 Princeton Avenue  
Mrs. Marissa Braun of 1604 Second Street  
Mrs. Cindy Pennell of 730 Chestnut Street  
Mrs. Kathy Haines of 236 Larchmont Drive  
Ms. Jessica Klein of 420 Ash Street  
Mr. Jack Haines of 221 Larchmont Drive  
Mrs. Elaine Reutter of 236 Larchmont Drive  
Miss Annika Jantz of 508 Ash Street  
Mrs. Laurie Pfisterer of 7 Edwards Avenue  
Mrs. Wajeha Chaudhary of 29 Tieman Circle  
Mrs. Maryann Pauline of 110 Oakford Avenue  
Mrs. Charmaine Anderson of 27 Falcon Lane  
Ms. Crystal Lewis of 423 Burlington Avenue  
Mr. William Reutter of 221 Larchmont Drive  
Ms. Patricia Lewis of 304 Oakford Avenue  
Two men and one woman who did not identify themselves

The following individuals made comments or spoke in support of Miss Mack:

Mr. Ron Manka of 212 Linden Avenue  
Ms. Kimberly Toye of 230 Larchmont Drive  
Mr. Joseph Miller of 200 Fenimore Lane  
One man and one woman who did not identify themselves

Mr. Bryski voiced disagreement with Mr. Miller's comments.

Mr. Karl Reutter verbally requested a Donaldson Hearing.

### **Executive Session**

None

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### **Adjournment**

On a motion by Mrs. Karamanoogian, seconded by Mrs. Wagstaff and carried by unanimous vote, the meeting was adjourned at 9:50 p.m.

Respectfully submitted,

Joanne P. D'Angelo  
Board Secretary