

REGULAR MEETING MINUTES – June 8, 2016

The Regular Meeting of the Delanco Board of Education was held on June 8, 2016 in the M. Joan Pearson School cafeteria, Delanco Township, Burlington County, New Jersey. President, Mr. Phil Jenkins called the meeting to order at 7:34 p.m.

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

On roll call, the following members were present: Mr. Ken Adams, Mrs. Rose Gonteski, Mr. Paul Hamlin, Mr. Phil Jenkins, Mr. Harry Litwack and Mrs. Cindy Wagstaff

Also present were Mr. Joseph Mersinger, Superintendent/Principal; Mrs. Joanne D'Angelo, School Business Administrator/Board Secretary; Mr. Louis Conti, Principal; Mr. Cameron Jenkins, Riverside High School Representative; two DTEA members; two DPTO members; one Township Representative; sixteen students; twenty-four parents and grandparents; and two residents.

The Business Administrator/Board Secretary read the following statement:

PUBLIC NOTICE of this meeting pursuant to the Open Public Meetings Act has been given as follows: by posting on the official bulletin boards at the M. Joan Pearson Elementary School, the Walnut Street Middle School, and the Delanco Township Board of Education Office on June 1, 2016; by advertising in the Burlington County Times and the Courier Post on January 27, 2016; and by filing written notice with the Clerk of Delanco Township on June 1, 2016.

Approval of Minutes of May 4, 2016 Regular & Executive Session Meetings

Motion: Mr. Hamlin Second: Mrs. Gonteski Vote: 6 ayes, 0 nays

Accept Reports of Secretary and Treasurer for April 2016, which are in agreement

Motion: Mr. Adams Second: Mr. Hamlin Vote: 6 ayes, 0 nays

Liaison Reports

Riverside High School Student Representative Report

Mr. Cameron Jenkins reported on the following events and activities at Riverside High School: The Student Council received the Community Smile Award and the \$2,000 State Charity Award at the NJASC spring awards ceremony; 16 students and Mrs. Hunter participated in Relay for Life at Delran High School and raised \$1,169 for the the American Cancer Society; and Student Council officers for 2016-17 were announced.

Delanco PTO

Mr. Paul Hamlin reported on the following PTO activities: Families are encouraged to collect Box Tops for Education over the summer; a limited number of yearbooks are still available for sale; the Summer Library program, "On Your Mark, Get Set, It's Magic" will be held on 7/11/16; and the PTO luncheon will be held on June 14th.

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Delanco Public Library

Mrs. Heather Phillips announced that the summer reading kick-off registration will be held this Saturday from 11-1.

DYSA & Recreation report

Mrs. Marlene Jass announced that summer concerts have begun and will be held each week. Summer camp begins 7/6/16 and will run for six weeks. Half and full days are available.

Mr. Mersinger described the responsibilities of the Curriculum Director position and introduced Ms. Casey Noble.

Student Recognition

Students of the Month for May 2016 were recognized.

A break in the meeting took place from 8:06 p.m. to 8:10 p.m. Most of the audience departed leaving two DTEA members, one Township Representative and two residents.

Welcome Visitors - Public Comment on Agenda Items

Public Hearing on Superintendent's Contract

Whereas, the State of New Jersey has enacted P.L. 2007, c.53, An Act Concerning School District Accountability; and

Whereas, Section 5 of the Act amended N.J.S.A. 18A:11-11 to require boards of education to provide public notice of the above action 30 days prior to the renegotiation, extension, amendment, or alteration of an employment contract with the superintendent of schools; and

Whereas, said 30 day advance public notice was provided by publishing in the Burlington County Times and the Courier Post on May 27, 2016; and

Whereas, Section 5 of the Act amended N.J.S.A. 18A:11-11 to require boards of education to provide 10 days advance notice of a public hearing prior to the renegotiation, extension, amendment, or alteration of an employment contract with the superintendent of schools; and

Whereas, said 10 day advance notice of the public hearing was provided by publishing in the Burlington County Times and Courier Post on May 27, 2016 ; now therefore be it

Resolved, that the Delanco Board of Education hereby designates that during the regular Board of Education meeting of June 8, 2016 a public hearing will be held as required by the Act.

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Motion to adopt this resolution: Mr. Litwack Second: Mr. Adams Vote: 6 ayes, 0 nays

Members of the public are invited to submit public comments regarding the renegotiation of the Superintendent's employment agreement. The Board, pursuant to N.J.S.A. 10:4-12(b), the Open Public Meetings Act, shall not publicly discuss personnel matters and shall not respond to comments made by members of the public; however, the board will give all comments appropriate consideration. Please be aware that the subjects of this hearing retain the right of privacy and shall retain all rights regarding defamation and slander according to the laws of New Jersey. The board shall not be held liable for comments made by members of the public.

Questions or comments from the audience

There were no comments or questions.

Motion to close public hearing: Mr. Adams

Second: Mrs. Gonteski Vote: 6 ayes, 0 nays

Superintendent's Report - Mr. Mersinger

A motion is requested to approve the following:

- A. Superintendent's Weekly Reports submitted by Joseph Mersinger as attached
- B. Principal's Monthly Report submitted by Louis Conti as attached
- C. Fire and Emergency Drills have been conducted as follows:

	<u>Fire</u>	<u>Emergency</u>
Pearson	5/25/16	5/26/16 Active Shooter Drill
Walnut	6/1/16	5/17/16 Lockdown Drill

Bus Evacuation Drill conducted at Pearson on May 17, 2016.

Code Valentine (AED and CPR) Drill conducted WSMS on May 12, 2016.

- D. Pupil Welfare
 - a. HIB and Suspensions - See supplemental agenda
 - b. Enrollment Report - See attached

Motion: Mrs. Gonteski Second: Mr. Adams Vote: 6 ayes, 0 nays

Special Education Report

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

- A. Classifications and Placements for the month as listed on supplement

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- B. Continuation of the self-contained Language Learning Disabled special education class for the 2016-17 school year and tuition rate of \$25,703
- C. Summer In-District Special Education Programs for 2016 at the M. Joan Pearson School. Special Education program for LLD (Learning and Language Disabled) class to be held from July 5 to August 8, 2016, 8:15 am to 12:15 pm, Monday through Thursday.

Motion: Mr. Jenkins Second: Mrs. Wagstaff Vote: 6 ayes, 0 nays

Curriculum Committee Report

The committee chairperson makes a motion to approve the following:

- A. Pegeen Harper to perform 30 hours of curriculum writing work during Summer 2016 at a rate of \$55 per hour
- B. The submission of the NCLB Consolidated Grant application for 2016-17 school year, and accept the grant award of these funds upon the subsequent approval of the FY 2017 NCLB application as attached:

Title I Part A-Improving Basic Programs-Basic Skills	\$ 92,696
Title II Part A-Teacher and Principal Training & Recruiting	<u>\$ 15,794</u>
Total Allocation	\$108,490

- C. Waiver of Title III - English Second Language Learners funding in the amount of \$1,940
- D. Board of Education and staff travel per the attached exhibit

Motion: Mrs. Wagstaff Second: Mr. Adams Roll Call Vote: 6 ayes, 0 nays

Finance Report

The committee chairperson makes a motion to approve the following:

- A. Necessary line item transfers for May 2016
- B. Monthly line account certification for May 2016
- C. Payment of bills in the amount of \$ 340,836.17; handwritten check #132645-132651 in the amounts of \$1,011.55; and electronic funds transfers in the amount of \$628,690.14

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- D. Pursuant to PL 2015, Chapter 47 the Delanco Township Board of Education intends to renew, award, or permit to expire contracts previously awarded by the board of education per the attached list. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200.
- E. Authorization for the Business Administrator to process additional invoices for payment during the current fiscal year with Board confirmation at the next regular meeting
- F. Resolution directing the distribution of the Delanco Township Board of Education net returned surplus funds held in trust by the Burlington County Insurance Pool Joint Insurance Fund as per the attached exhibit
- G. 2016-17 tuition rates as follows:

<u>Kindergarten</u>	<u>Grades 1-5</u>	<u>Grades 6-8</u>	<u>Language Learning Disabled</u>
\$15,778	\$15,778	\$16,124	\$25,703

Motion: Mr. Adams Second: Mrs. Wagstaff Vote: 6 ayes, 0 nays

- H. Resolution Authorizing and Approving Renewal of Interlocal Services Agreement for Shared Business Administrator Services with Moorestown Township Board of Education

WHEREAS, on December 1, 2012, the Moorestown Township Board of Education (“Moorestown”) entered into an Interlocal Services Agreement for Shared Business Administrator Services (the “Agreement”) with the Delanco Township Board of Education (“Delanco”) (Delanco and Moorestown collectively, the “Parties”), pursuant to the provisions of the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq. and N.J.A.C. 6A:23-1.1, et seq.; and.

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 23-1.1 et seq. authorize local school districts to enter into an agreement with each other to subcontract any service which the parties to such an agreement are empowered to render within its own jurisdiction; and

WHEREAS, Moorestown and Delanco are both required to provide the services of a School Business Administrator/Board Secretary and related business services (“Business Services”) for their respective school districts; and

WHEREAS, the Parties remain of the opinion that the Business Services are more efficiently and economically provided to their respective school districts through a joint agreement for the subcontracting of such Business Services; and

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WHEREAS, the Parties desire to extend the term of the Agreement for one (1) year, effective August 1, 2016, by virtue of an Addendum.; and

WHEREAS, under the terms of the Agreement and the Addendum thereto, Moorestown shall provide Business Services to Delanco as more specifically delineated in the Agreement and the Addendum

NOW THEREFORE, BE IT RESOLVED, that Delanco hereby authorizes and approves the Addendum to the Agreement extending the term of the Agreement for one (1) year, effective August 1, 2016

Motion: Mr. Adams Second: Mrs. Gonteski Vote: 6 ayes, 0 nays

Lunchroom Report

The committee chairperson makes a motion to approve the following:

- A. Nutri-Serve's monthly report for April 2016
- B. Ratification of bills paid in the amount of \$15,477.01 with check # 2074-2084
- C. Child nutrition program lunch prices for both schools for the 2016-17 school year as follows:

Lunch -	\$3.00	Reduced Lunch -	\$.40	Adult Lunch:	\$4.00
Breakfast -	\$1.00	Reduced Breakfast -	\$.30	Adult Breakfast:	\$1.40

Motion: Mr. Adams Second: Mr. Litwack Vote: 6 ayes, 0 nays

Riverside Liaison Report - Mr. Jenkins

Mr. Jenkins reported that he and Mr. Lohr met with Riverside High School Principal, Mr. Todd Pae to inquire about Riverside programs and that Guidance Counselor Ms. DiLuzio took 50 students on a trip to Rowan College at Burlington County.

Operations and Facilities Committee Report

No report.

Policy Committee Report - Mr. Hamlin

The committee chairperson makes a motion to enter and adopt on second reading the following bylaws, policies, and regulations (included in Board packet for May 2016):

- Bylaw 0167 - Public Participation in Board Meetings
- Bylaw 0168 - Recording Board Meetings
- Policy 2422 - Health and Physical Education
- Policy 2425 - Physical Education

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- Policy 2431 - Athletic Competition
- Regulation 2431.2 - Medical Examination Prior to Participation, etc.
- Policy and Regulation 5111 - Eligibility of Resident/Non-Resident Students
- Policy and Regulation 5310 - Health Services
- Policy and Regulation 5330.01 - Administration of Medical Marijuana
- Policy and Regulation 8462 - Reporting Potentially Missing or Abused Children
- Policy 8550 - Outstanding Food Service Charges

Motion: Mr. Hamlin Second: Mrs. Wagstaff Vote: 6 ayes, 0 nays

Personnel Committee Report

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

- A. Master List for substitute calling service
- B. Stipend positions per attached exhibit at rates according to DTEA agreement
- C. Hiring of Casey Noble as Director of Curriculum for the 2016-17 school year as of 7/1/2016 at the 12-month annual salary of \$86,500
- D. Resolution to certify that the Superintendent's quantitative merit goal criterion of creating an online policy manual has been satisfied and to approve submission of the completion form to Executive County Superintendent
- E. Medical leave of absence for Phillip Commisso for the period of 5/5/16 through 6/3/16
- F. Medical leave of absence for Richelle Farley for the period of 5/16/16 through 6/3/16
- G. Continuation of the Substitute Calling Consortium with Beverly, Edgewater Park and Riverton School Districts for the 2016-17 school year with Jacqueline DiLuzio as Substitute Caller at the rate of \$7,465 per year
- H. Hiring of instructional aides as of 9/1/16 for the 2016-17 school year at the rate of \$10 per hour

Shane Lilliston	4.75 hours daily
Tammy Fey	4.75 hours daily
Nika Corbett	4.75 hours daily - long-term substitute for Deborah Letton until approximately 10/6/16
- I. Approve Melissa Barbara as Extended School Year teacher for LLD program for

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the period 7/5/16-8/8/16 at the rate of \$46 per hour per DTEA agreement

- J. Approve the following teachers, teaching assistants, and substitutes for the summer school program funded by 2017 NCLB Title I based on funding:

\$46/hour teachers and their substitutes
(4 days a week for 5 weeks for approximately 4 hours a day)
\$22/hour for teaching assistants and their substitutes
(4 days a week for 5 weeks approximately 3.5 hours a day)

Teachers: Kelli Santino, Dana Mader
Wilson Certified Teacher: Mary Deaner
Instructional Aides: Lisa Wallace, Kim Minimi
Nurses: Thereese Rafanello (50%)
Holly Smith (50%)
Substitute Teachers: Lisa Wallace, Kim Minimi
All instructional aides as approved for the 2016-2017 school year to be approved as substitute instructional aides for the Title I Summer Program.

- K. Approve Behavior Modification grants for the 2016-17 school year to Special Education teachers as listed:

Danielle Arangio	\$100
Melissa Barbara	\$100
Diane Tascione	\$100
Dawn Schroff	\$100

- L. Payment of unused sick time per contract for the following staff members:

Vicki Seehafer	\$13,000
Margaret Wenner	\$13,000

- M. Approve summer secretarial hours:

Brenda Thomas	105 hours - at rate per contract
Denise Cotton	210 hours - at rate per contract

- N. Approve Moral Best as substitute custodian at the rate of \$10 per hour for the 2015-16 and 2016-17 school years

Motion: Mr. Jenkins Second: Mrs. Gonteski Roll Call Vote: 6 ayes, 0 nays

Old Business

Board Self Evaluation - online at www.njsba.org

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Superintendent Evaluation - Mr. Mersinger indicated that he would send a link to the Board and asked that the evaluation be completed online before the July meeting.

New Business

There was no new business.

Distributions

There were no distributions.

Public Comment on Non-Agenda Items

There were no comments.

Adjournment

On a motion by Mrs. Wagstaff, seconded by Mr. Hamlin and carried by unanimous vote, the meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Joanne P. D'Angelo
Board Secretary