

REGULAR MEETING MINUTES – March 9, 2016

The Regular Meeting of the Delanco Board of Education was held on March 9, 2016 in the M. Joan Pearson School cafeteria, Delanco Township, Burlington County, New Jersey. President, Mr. Phil Jenkins called the meeting to order at 7:33 p.m.

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

On roll call, the following members were present: Mr. Kenneth Adams, Mrs. Rose Gonteski (arrived 7:39 p.m.), Mr. Paul Hamlin, Mr. Eric Hoffman, Mr. Phil Jenkins, Mr. Steven Lohr, and Mrs. Cynthia 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; three DTEA members; one PTO representative; one Township Representative; twenty-three students; twenty-six 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 Board of Education Office on March 1, 2016; by advertising in the Burlington County Times and the Courier Post on January 27, 2016 and by sending a notice on March 1, 2016; and by filing written notice with the Clerk of Delanco Township on March 1, 2016.

Approval of Minutes of the February 10, 2016 Workshop, Regular, and Executive Session Meetings

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

Accept Reports of Secretary and Treasurer for January 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: students recently enjoyed Spirit Week, a dance marathon that raised \$1,539 for charity, and volunteering at Ronald McDonald House and the Food Bank of South Jersey; National Honor Society will host a Red Cross blood drive on April 14th.

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Delanco PTO

Mrs. Ruth Esposito, PTO President, reported on the following PTO activities: The February ChikFila Night raised over \$450; Box Tops for Education collection has ended; the spring fundraiser raised approximately \$3,500; the Books vs. Badges basketball game will take place on March 18th; the PTO skating party will be held on March 20th; and the Trenton Thunder game is scheduled for April 12th; The next PTO meeting will be held on March 14th.

Delanco Public Library

Mrs. Katrina Radcliffe of the Delanco Library introduced fellow library staff members and announced that the library will be celebrating its 150th anniversary this year. Mrs. Phillips described the following activities that will be taking place in the coming months: “Downton Abbey Finale Tea;” the ongoing monthly book discussion group; preschool Storytime; “One Stroke Painting” for ages 12 and up; extended hours on the first Friday of each month; and the new “On Your Mark, Get Set, Read” summer program.

Student Recognition

Students of the Month for February 2016 were recognized.

A break in the meeting took place from 8:07 p.m. to 8:09 p.m. as most of the audience departed leaving three DTEA members, one Township Representative and two residents.

Welcome Visitors - Public Comment on Agenda Items

There were no comments.

Superintendent’s Report - Mr. Mersinger

A motion was 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:

	Fire	Emergency
Pearson	2/26/16	2/29/16 Lockdown Drill
Walnut Street	2/17/16	2/03/16 Lockdown-Active Shooter Drill
- D. HIB Self-Assessment Grades from 2014-2015 as attached
- E. ESEA Accountability Action Plan for 2014-2015 as attached
- F. Comprehensive Equity Plan for 2016-2019 (handout)

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G. Pupil Welfare

1. HIB and Suspensions - See supplemental agenda
2. Enrollment Report - See attached

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

Special Education Report

Classifications and placements were listed on the supplemental agenda.

Mr. Lohr returned to the room after stepping out at the break.

Curriculum Committee Report

The committee chairperson made a motion to approve the following:

- A. Staff professional development travel per attached exhibit

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

Finance Report

Finance Committee chairperson, Mr. Adams made a motion to approve the following:

- A. Necessary line item transfers for January 2016 (additional) and February 2016
- B. Monthly line account certification for January 2016
- C. Payment of bills in the amount of \$241,917.81 and electronic funds transfers in the amount of \$467,935.03
- D. Renewal of shared service agreement with Burlington Township Board of Education for technology services for the period of April 1, 2016 to March 30, 2017 at the annual rate of \$138,923 per the attached agreement
- E. Agreement with Burlington County Special Services School District to provide one-on-one teacher assistants for the 2015-2016 school year for two students at the annual rate of \$37,000 per student, pro-rated
- F. Approve 2015-2016 homeless tuition contract with Deptford Township Board of Education to send one student as of September 8, 2015 through June 14, 2016 at the annual tuition rate of \$12,612, prorated

Motion: Mr. Adams Second: Mr. Hoffman Vote: 7 ayes, 0 nays

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Discussion and Adoption of 2016-2017 School Year Budget

2016-2017 Health Benefits Adjustment

RESOLVED that the Delanco Township Board of Education includes in the proposed budget the adjustment for increases costs of health benefits in the amount of \$48,178. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

2016-2017 Travel and Related Expense Reimbursement

WHEREAS, the Delanco Township Board of Education Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$200 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$13,585 (excluding federal grant funds) for all staff and board members.

BE IT RESOLVED that the tentative budget be approved for the 2016-2017 School Year using the 2016-2017 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

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	General Fund	Special Revenue	Debt Service	Total
2016-17 Total Expenditures	9,605,659	179,000	430,788	10,215,447
Less: Anticipated Revenues	3,933,602	179,000	5,533	4,118,135
Taxes to be Raised	5,672,057	0	425,255	6,097,312

And to advertise said tentative budget in the Burlington County Times in accordance with the form suggested by the State Department of Education and according to law; and BE IT FURTHER RESOLVED, that a public hearing be held in the cafeteria of the M. Joan Pearson School, 1301 Burlington Avenue, Delanco, NJ, New Jersey on May 4, 2016 at 7:30 p.m. for the purpose of conducting a public hearing on the budget for 2016-2017 School Year.

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

Lunchroom Report

The Finance Committee chairperson made a motion to approve the following:

- A. Nutri-Serve's monthly report for January 2016
- B. Ratification of bills paid in the amount of \$25,004.50 with checks # 2068-2069

Motion: Mr. Adams Second: Mrs. Wagstaff Vote: 7 ayes, 0 nays

Riverside Liaison Report - Mr. Jenkins

Mr. Jenkins reported on his attendance at Riverside's Board meeting.

Operations and Facilities Committee Report

In the absence of the committee chairperson, Mr. Jenkins reported on the current status of maintenance projects.

Policy Committee Report - Mr. Hamlin

The committee chairperson made a motion to enter and adopt on second reading the following policies and regulations:

- Policy and Regulation 1240 - Evaluation of Superintendent
- Policies and Regulations 3221 through 3224 - (Evaluation of other staff)
- Policy 3431.1 - Family Leave
- Policy 4431.1 - Family Leave

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

Personnel Committee Report

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

- A. Leave of absence for Vicki Seehafer, beginning on January 21, 2016
- B. Updated Master List for substitute calling service

Motion: Mr. Jenkins Second: Mrs. Gonteski Roll Call Vote: 7 ayes, 0 nays

Old Business

Mr. Mersinger updated the Board on his pursuit of student data from Riverside High School.

New Business

The Board was reminded of the following upcoming events:

- Board member training will take place on Tuesday, March 22, 2016
- The talent show will take place on Thursday, March 10, 2016
- The website will be launched soon.
- New “Dragon” flags will be flown as part of the district branding effort.
- The PARCC testing calendar will be distributed this week.

Mr. Lohr asked if the Board might establish a committee to consider new initiatives.

Mrs. Gonteski announced that there were limited tickets available for the upcoming “Books vs. Badges” basketball game.

Mr. Litwack commented on recent issues considered by NJ School Boards.

Distributions

There were no distributions.

Public Comment on Non-Agenda Items

Mrs. Marlene Jass announced that the Township Easter Egg Hunt will be held on March 19th on the lawn of Pearson School.

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Adjournment

On a motion by Mr. Adams, seconded by Mrs. Wagstaff and carried by unanimous vote, the meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Joanne P. D'Angelo
Board Secretary