

REGULAR MEETING MINUTES – May 4, 2016

The Regular Meeting of the Delanco Board of Education was held on May 4, 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: 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; one Township Representative; thirty-six students; thirty-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 May 2, 2016; by advertising in the Burlington County Times and the Courier Post on January 27, 2016 and on April 29, 2016; and by filing written notice with the Clerk of Delanco Township on May 2, 2016.

Approval of Minutes of April 13, 2016 Regular & Executive Session Meetings

Motion: Mrs. Wagstaff Second: Mrs. Gonteski Vote: 5 ayes, 0 nays

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

Motion: Mr. Hamlin Second: Mrs. Gonteski Vote: 5 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 NHS blood drive exceeded the goal and collected 74 successful donations; the senior hallway was decorated by the Student Council to welcome the seniors home from their trip and to celebrate their accomplishments at RHS; two Student Council members will attend LTC at TCNJ this summer; the students are looking forward to the following upcoming events - Autism Speaks Now Walk on May 15, Spring Awards ceremony on June 1, and Relay for life June 4th.

Delanco PTO

Mr. Paul Hamlin reported on the following PTO activities: the last ChickFilA night of the year was held on April 27th and raised \$316; the Mother's Day Dance will be held on May 6th and is

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sold out; the final PTO meeting is scheduled for May 9th at 7:30 pm; orders for yearbooks at the cost of \$17 are due May 13th; and the balance of all PTO accounts as of 4/11/16 was \$14,734.84.

Delanco Public Library

Mrs. Katerina Radcliffe described the following activities that will be taking place in the coming months: Beginning on May 6th, and continuing on the first Friday of each month, the library will be open until 8:00 pm; as of May 16th, Museum passes will be available from the county; the summer reading program will begin on 6/20 and run for 8 weeks.

DYSA & Recreation report

Ms. Kate Fitzpatrick announced that activities for children will be available on May 7th at the West Avenue nature trail.

Board Member Recognition

Mr. Harry Litwack was recognized for achieving the title of Certificated Board Member.

Student Recognition

Students of the Month for April 2016 were recognized.

S.T.E.P.P. Invention Presentation - Students presented a sample of the inventions that will be exhibited at the 1st Annual Invention Convention on May 12th.

A break in the meeting took place from 8:15 p.m. To 8:19 p.m. Most of the audience departed leaving two DTEA members, one Township Representative and five residents.

Welcome Visitors - Public Comment on Agenda Items

There were no comments.

Budget Public Hearing & Adoption

Open Public Hearing

Motion: Mrs. Wagstaff Second: Mr. Litwack Vote: 5 ayes, 0 nays

Budget Presentation

Mr. Lohr arrived at 8:26 p.m during the budget presentation.

Public Comment on the Budget

Mrs. Kate Fitzpatrick and Mrs. Heather Phillips asked questions.

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Close Public Hearing

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

Mrs. Karamanoogian arrived at 8:39 p.m.

Adoption of 2016-2017 Final Budget

RESOLVED, That the Delanco Township Board of Education is eligible for an adjustment for increases in cost of health benefits in the amount of \$48,178. The additional funds are available for future year increases in the base budget if needed.

BE IT RESOLVED, That the Board of Education adopts a school district budget for the 2016-2017 school year as follows:

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

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

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:

	<u>Fire</u>	<u>Emergency</u>
Pearson	4/14 /16	4/26 /16 Lockdown Drill
Walnut	4/25/16	4/26 /16 Non-Fire Evacuation Drill

- D. Pupil Welfare

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

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

Special Education Report

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

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

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

Curriculum Committee Report

Mrs. Wagstaff provided a report on curriculum activities.

Finance Report

Mr. Hamlin made a motion to approve the following:

- A. Necessary line item transfers for April 2016
- B. Monthly line account certification for March 2016
- C. Payment of bills in the amount of \$128,808.08; and additional bills in the amount of \$164,467.92, handwritten checks #132590-132594 in the amount of \$500,852.95; and electronic funds transfers in the amount of \$291,214.69
- D. Special education tuition contract with Hampton Academy to send one student for the 2015-16 school year as of April 8, 2016 at the annual tuition rate of \$46,868, prorated
- E. Agreement for Professional Services with Burlington County Special Services School District for the 2016-2017 school year per the attached
- F. Joint transportation agreement for Public, Non-public & Vocational Schools; Special Education Summer Schools; and Special Education Winter Bus Routes; with Burlington County Educational Services Unit for the 2016-2017 school year per the attached
- G. Approve continuation of the ExCare before and after-school care program for the 2016-17 school year with fees and forms as attached
- H. Approval of tax levy payment schedule for submission to Delanco Township

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

Lunchroom Report

On behalf of the committee chairperson, Mr. Hamlin made a motion to approve the following:

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- A. Nutri-Serve's monthly report for March 2016
- B. Ratification of bills paid in the amount of \$14,674.80 with checks # 2071-2073
- C. Year four 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 2016-2017 school year at a flat management fee of \$13,260.00 with no profit/loss/breakeven guarantee

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

Riverside Liaison Report - Mr. Jenkins

Mr. Jenkins reported that he attended a ROTC dinner at the Merion and Delanco students were well represented.

Operations and Facilities Committee Report

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

Policy Committee Report - Mr. Hamlin

The committee chairperson made a motion to enter on first reading the following bylaws, policies, and regulations:

- Bylaw 0167 - Public Participation in Board Meetings
- Bylaw 0168 - Recording Board Meetings
- Policy 2422 - Health and Physical Education
- Policy 2425 - Physical Education
- 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: Mr. Lohr Vote: 7 ayes, 0 nays

Personnel Committee Report

The committee chairperson made a motion to approve the following:

- A. Master List for substitute calling service
- B. Approve non-teaching substitute, Takeya White as substitute custodian

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- C. Reduction in force resolution as attached
- D. Approve salaries for DTEA teachers for 2016-17 school year as per attached list and DTEA contract
- E. Approve salary guide change for Tammara Best from “180 Day Custodian” to “Custodian After” at Pearson School as of 7/1/16
- F. Approve salaries for DTEA support staff for the 2016-17 school year as per attached list and DTEA contract
- G. Approve salaries for non-DTEA personnel for the 2016-17 school year as per attached list
- H. Approve Donna Malinowski as homebound instruction provider at the rate of \$55 per hour on an as-needed basis
- I. Approve paid medical leave of absence for Deborah Minard from April 28, 2016 through June 17, 2016
- J. Custodial summer help at the rate of \$11.00 per hour for 40 hours per week for the period 6/27/16 through 9/2/16 (except as otherwise noted)

Moral Best
Tammara Best (6/27/16-6/30/16)
Shane Manual
Thomas Shields

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

Old Business

Mr. Mersinger reported that he has received data from Riverside High School regarding class ranking for the 2014-15 school year.

New Business

Mr. Litwack reported that the spring meeting of the NJSBA will be held tomorrow night.

Distributions

There were no distributions.

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Public Comment on Non-Agenda Items

There were no comments.

Executive Session

At 9:06 p.m. Mr. Jenkins read the following statement:

WHEREAS, N.J.S.A. 10:4-12 allows for a public body to go into executive session during a public meeting, and

WHEREAS, the Board of Education of the Delanco School District has deemed it necessary to go into executive session to discuss certain matters which are exempted from the public, and

WHEREAS, the regular meeting of this Board of Education will reconvene at the conclusion of executive session at approximately 9:26 p.m. this evening

NOW, THEREFORE, Be it resolved, That the Board of Education of the Delanco School District will go into executive session for the following reason as outlined in N.J.S.A. 10:4-12:

To discuss: (1) personnel and (2) superintendent's contract

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

The Board returned to public session at 9:53 p.m.

Superintendent's Contract of Employment

Motion to send revised Superintendent's contract to the Executive County Superintendent for approval

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

Adjournment

On a motion by Mrs. Wagstaff, seconded by Mrs. Gonteski and carried by unanimous vote, the meeting was adjourned at 9:55 p.m.

Respectfully submitted,

Joanne P. D'Angelo
Board Secretary