

REGULAR MEETING MINUTES – November 9, 2016

The Regular Meeting of the Delanco Board of Education was held on November 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 7:31 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, Mr. Paul Hamlin, Mr. Phil Jenkins, Mrs. Marisa Karamanoogian, Mr. Harry Litwack and Mr. Steven Lohr

Also present were Mr. Joseph Mersinger, Superintendent/Principal; Mrs. Joanne D'Angelo, School Business Administrator/Board Secretary; Mr. Louis Conti, Principal; Ms. Casey Noble, Curriculum Director; Mr. Cameron Jenkins, Riverside High School Representative; four DTEA members; two Township Representatives; twenty-seven students; thirty-three 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 School, the Walnut Street School, and the Board of Education Office on November 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 November 1, 2016.

Approval of Minutes of October 12, 2016 Regular & Executive Session Meetings

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

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

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

Liaison Reports

Riverside High School Student Representative Report

Mr. Cameron Jenkins reported on the details of the Homecoming festivities; Kindness Month; the National Honor Society's Thanksgiving turkey drive, "Gift of Literacy" project and holiday canned goods drive.

Delanco PTO

Mrs. Ruth Esposito, PTO President, reported on the following events and activities: Box Tops for Education raised over \$500; ChikFilA night raised \$434, the PTO spirit wear sale has concluded, fall fundraiser delivery will take place on 11/15/16, the Holiday Auction will take

REGULAR MEETING MINUTES – November 9, 2016

place on 12/2/16, Breakfast with Santa and the Little Shopper's Shop will take place on 12/10/16. The balance of all accounts as of the 10/3/16 meeting was \$3,070.56.

DYSA & Recreation report

Mrs. Marlene Jass reported on the following events sponsored by the Township recreation Department: Holiday carriage rides will be held on 12/10/16, the Santa parade and tree lighting will take place on 12/3/16, children are invited to build gingerbread houses at the firehouse on 12/4/16.

Student Recognition

Students of the month were recognized.

There was a break in the meeting from 8:02 pm to 8:13 pm as most of the audience departed leaving four DTEA members one PTO representative, three parents, nine students, one Township representative and one resident.

Welcome Visitors - Public Comment on Agenda Items

There were no comments.

Superintendent's Report - Mr. Mersinger

A motion is requested to approve the following:

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

	<u>Fire</u>	<u>Emergency</u>	<u>Code Valentine</u>
Pearson	10/14/16	10/24/16 - Lockdown drill	10/28/16
Walnut	10/11/16	10/21/16 - Non-fire evac.	

- D. Nursing Service Plan for 2016-2017 as attached
- E. QSAC - The Delanco Township Board of Education hereby attests to the accuracy of the Statement of Assurance submission required for the New Jersey Quality Single Accountability Continuum. As such, a resolution is requested approving the submission of the Statement of Assurance to the New Jersey Department of Education prior to November 15, 2016. Motion to approve the submission of the Statement of Assurance to the New Jersey Department of Education as attached.
- F. Revised 2016-17 Boys/Girls Basketball Schedule
- G. Pupil Welfare

REGULAR MEETING MINUTES – November 9, 2016

1. HIB, Suspensions, Classifications - See supplemental agenda
2. Enrollment report - See attached

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

Special Education Report

- A. Information for Board member review is included on the supplemental agenda

Curriculum Committee Report

- A. No report

Finance Report

The committee chairperson makes a motion to approve the following:

- A. Necessary line item transfers for October 2016
- B. Monthly line account certification for September 2016
- C. 2016-17 Alternative Middle School contract with Burlington County Special Services Board of Education for one student at the annual tuition rate of \$20,808
- D. 2016-17 Alternative High School contract with Burlington County Special Services Board of Education for one student at the annual tuition rate of \$19,612
- E. Payment of bills in the amount of \$239,019.70; handwritten checks #133073-133081 in the amount of \$1,416.32; and electronic funds transfers totalling \$536,613.18
- F. Amendment to Flexible Benefits Plan effective 1/1/2017 to increase the Medical FSA election amount to \$2,600 as attached
- G. Budget development timeline as attached (and adjusted)

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

Lunchroom Report

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

- A. Ratify payment of bills in the amount of \$15,377.65 with checks #2096-2099

REGULAR MEETING MINUTES – November 9, 2016

- B. Nutri-Serve's financial report for the month of September 2016

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

Riverside Liaison Report - Mr. Jenkins

- A. Riverside update

Operations and Facilities Committee Report

- A. Report on maintenance activities

Policy Committee Report - Mr. Hamlin

The committee chairperson makes a motion to enter on first reading the following policies, and regulations (included in Board packet):

Policy Re-Codification

- Policy 1220 - Employment of Chief School Administrator (M) (Revised)
- Policy 1310 - Employment of School Business Administrator/Board Secretary (Revised)
- Regulation 2414 - Programs and Services for Students in High Poverty and in High Need School Districts (M) (Revised)
- Policy 3111 - Creating Positions (Revised)
- Policy 3124 - Employment Contract (Revised)
- Policy 3125 - Employment of Teaching Staff Members (M) (Revised)
- Policy 3125.2 - Employment of Substitute Teachers (Revised)
- Policy and Regulation 3126 - District Mentor Program (Revised)
- Policy 3141 - Resignation (Revised)
- Policy and Regulation 3144 - Certification of Tenure Charges (Revised)
- Policy 3159 - Teaching Staff Member/School District Reporting Responsibilities (Revised)
- Policy 3231 - Outside Employment as Athletic Coach (Revised)
- Policy and Regulation 3240 - Professional Development for Teachers and School Leaders (M) (Revised)
- Policy and Regulation 3244 - In-Service Training (M) (Abolished)
- Policy 4159 - Support Staff Member/School District Reporting Responsibilities (Revised)
- Policy 5305 - Health Services Personnel (Revised)
- Regulation 5330 - Administration of Medication (M) (Revised)
- Policy 5350 - Student Suicide Prevention (Revised)
- Regulation 5350 - Student Suicide (Revised)
- Policy 9541 - Student Teachers/Interns (Revised)

Other Policy Revisions and New Policies

- Policy 5339 - Screening for Dyslexia (M) (Revised)
- Policy 5514 - Student Use of Vehicles on School Grounds (Revised)
- Regulation 5514 - Student Use of Vehicles (Abolished)
- Policy 7481 - Unmanned Aircraft Systems (UAS also known as Drones) (New)

REGULAR MEETING MINUTES – November 9, 2016

- Policy and Regulation 8441 - Care of Injured and Ill Persons (M) (Revised)
- Policy 8454 - Management of Pediculosis (New)
- Policy 8630 - Bus Driver/Bus Aide Responsibility (M) (Revised)
- Regulation 8630 - Emergency School Bus Procedures (M) (Revised)

Policy Revisions re: Equity

- Policy 1140 - Affirmative Action Program (M) (Revised)
- Policy 1523 - Comprehensive Equity Plan (M) (Revised)
- Policy 1530 - Equal Employment Opportunities (M) (Revised)
- Regulation 1530 - Equal Employment Opportunity Complaint Procedure (M) (Revised)
- Policy 1550 - Affirmative Action Program for Employment and Contract Practices (M) (Revised)
- Policy and Regulation 2200 - Curriculum Content (M) (Revised)
- Policy 2260 - Affirmative Action Program for School and Classroom Practices (M) (Revised)
- Policy and Regulation 2411 - Guidance Counseling (M) (Revised)
- Policy and Regulation 2423 - Bilingual and ESL Education (M) (Revised)
- Policy 2610 - Educational Program Evaluation (M) (Revised)
- Policy 2622 - Student Assessment (M) (Revised)
- Policy 5750 - Equal Educational Opportunity (M) (Revised)
- Policy 5755 - Equity in Educational Programs and Services (M) (Revised)

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

Personnel Committee Report

The committee chairperson makes a motion to approve the following:

- A. Updated substitute list as attached
- B. Hiring of the following new substitute staff (pending necessary certifications and criminal history review):
 1. Substitute teacher - Christine Chang
 2. Substitute instructional aide - Jennifer Devlin
 3. Substitute ExCare staff - Jordan Williams
- C. Hiring of Angela Reading as part-time (.5 FTE) special education teacher as of 11/14/2016 at the BA Step 1 annual salary of \$48,025, prorated
- D. Appointment of Deborah Letton as long-term substitute teacher for Marie Braendle as of 12/5/2016 until approximately 4/10/2017 at the per diem salary of \$261.01
- E. Hiring of Christine Talbot as part-time (.5 FTE) ESL teacher as of 11/15/2016 at the BA+15 Step 1 annual salary of \$49,150, prorated for FTE and start date

REGULAR MEETING MINUTES – November 9, 2016

- F. Job description for Dean of Students

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

Old Business

- A. Mr. Jenkins appointed Mr. Adams, Mr. Hamlin and Mr. Lohr to the negotiations committee
- B. Mr. Mersinger announced that Chromebooks have been distributed to all students at Walnut Street School.

New Business

Mr. Jenkins reported that the NJ School Boards Workshop was valuable.

Mr. Lohr asked if the Board could have walk through tour of the schools during the school day.

Distributions

None

Public Comment on Non-Agenda Items

Mr. Templeton asked about lead testing and mentioned that the Township had a problem banning drones.

Miss Jada Karamanoogian asked if Chromebooks would be used to conduct “school at home” when school is closed, and commented on the flavor of milk served in cartons and requested that it be provided in plastic.

Executive Session

At 9:10 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 special meeting of this Board of Education will reconvene at the conclusion of executive session at approximately 9:40 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:
Student behavior

REGULAR MEETING MINUTES – November 9, 2016

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

The Board returned to public session at 9:38 p.m.

Adjournment

On a motion by Mr. Adams, seconded by Mrs. Karamanoogian and carried by unanimous vote, the meeting was adjourned at 9:38 p.m.

Respectfully submitted,

Joanne P. D'Angelo
Board Secretary