

REGULAR MEETING MINUTES – December 14, 2016

The Regular Meeting of the Delanco Board of Education was held on December 14, 2016 in the M. Joan Pearson School cafeteria, Delanco Township, Burlington County, New Jersey. President, Mr. Phil Jenkins called the meeting to order at 7:32 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. Eric Hoffman, Mr. Phil Jenkins, Mrs. Marisa Karamanoogian, Mr. Harry Litwack, Mr. Steven Lohr, and Mrs. Wagstaff.

Also present were Mr. Joseph Mersinger, Superintendent/Principal; Mrs. Joanne D'Angelo, School Business Administrator/Board Secretary; Ms. Casey Noble, Curriculum Director; Mr. Cameron Jenkins, Riverside High School Representative; one PTO Representative; three DTEA members; one Township Representative; twenty students; twenty-seven parents and grandparents; and seven 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 December 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 December 1, 2016.

Approval of Minutes of November 9, 2016 Regular (as corrected) & Executive Session Meetings

Motion: Mr. Adams Second: Mrs. Karamanoogian Vote: 9 ayes, 0 nays

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

Motion: Mr. Adams Second: Mr. Hamlin Vote: 9 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: National Honor Society projects included donating 14 Thanksgiving turkeys to the Fishes and Loaves program, collecting books for "The Gift of Literacy" project, 5th grade rock painting event, and a food drive for the Knights of Columbus; the Student Council is encouraging school spirit with various activities and attendance at the basketball home opener; and the Relay for Life team will host a painting night on 12/15/16.

Delanco PTO

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Mrs. Ruth Esposito, PTO President, reported on the following events and activities: The holiday auction was a huge success and raised \$10,820.54; Spirit wear was delivered today; the “Turtles” program with Steve Woyce will be held on 1/31/17 at the Delanco Library; a Valentine’s Daddy/Child Dance will be held on 2/3/17; and the next PTO meeting is scheduled for 1/9/17. The current balance of all accounts is \$18,542.61.

DYSA & Recreation report

No report

Student Recognition

Students of the month were recognized by Mr. Mersinger and Ms. Donnelly.

There was a break in the meeting from 7:55 pm to 8:02 pm as most of the audience departed leaving two DTEA members one PTO representative, twelve parents, three students, one Township representative and seven residents.

Prior to inviting public comment, Mr. Jenkins and Mr. Mersinger described a new procedure for possibly allowing “Honored Guests” at the eighth grade dance.

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 - See attached
- C. Fire and Emergency Drills have been conducted as follows:

	<u>Fire</u>	<u>Emergency</u>
1. Pearson	11/28/16	11/23/16 - Lockdown drill
2. Walnut	11/28/16	11/14/16 - Lockdown drill

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

Motion: Mr. Hamlin Second: Mrs. Karamanoogian Vote: 9 ayes, 0 nays

Special Education Report

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

Curriculum Committee Report

The committee chairperson makes a motion to approve the following:

- A. Staff professional development travel per attached exhibit

Motion: Mrs. Wagstaff Second: Mr. Adams Vote: 9 ayes, 0 nays

Finance Report

The committee chairperson makes a motion to approve the following:

- A. Necessary line item transfers for November 2016
- B. Monthly line account certification for October 2016
- C. Payment of bills in the amount of \$341,808.86; handwritten checks #133177-133178 in the amount of \$144.00; and electronic funds transfers totalling \$397,381.81
- D. 2016-17 contracts with Burlington County Special Services School District to provide one-on-one teacher assistants for two students at the rate of \$37,750 per student, pro-rated to the number of days the student actually attends
- E. 2016-17 special education tuition contract with Garfield Park Academy for one student to attend as of November 15, 2016 at the annual rate of \$53,010, pro-rated
- F. 2016-17 in-home support contract with Bancroft to provide educational services for one student as of November 16, 2016 through June 20, 2017 (estimated) at the hourly rate of \$64.00 for approximately 10 hours per week
- G. 2015-16 Homeless tuition contract with Burlington Township Board of Education for one student to attend high school for the period 11/11/15-6/16/16 at the annual rate of \$12,815, prorated
- H. Special education tuition contract for the 2016-17 school year with Burlington County Special Services Board of Education for one student to attend the Extended School Year program for the period 7/1/16-7/29/16 at the rate of \$3,670 per student
- I. Continued participation in the Alliance for Competitive Telecommunications (ACT) with the Educational Services Commission of NJ (ESCNJ) Cooperative

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Pricing System 65MCESSCCPS and the NJ Association of School Business Officials (NJASBO) as attached

- J. Acknowledgement of Burlington County Insurance Pool Joint Insurance Fund distinctions earned by the Delanco School District with financial award in the amount of \$4,500

- Elite II Safety Award
- Outstanding Performance in Claims Processing - 24 hour turnaround
- Maintaining a Loss Ratio Below 50% for 2015-2016
- Maintaining a Five-Year Average Loss Ratio Below 50%

- K. 2015-16 Comprehensive Annual Financial Report

- Presented for acceptance
- Summary of the Audit Report made available to the public
- No comments or recommendations contained therein

Motion: Mr. Adams Second: Mr. Hamlin Vote: 9 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 \$26,692.62 with checks #2099-2101
- B. Nutri-Serve's financial report for the month of October 2016 (Handout)

Motion: Mr. Adams Second: Mr. Hamlin Vote: 9 ayes, 0 nays

Riverside Liaison Report - Mr. Jenkins

- A. Mr. Jenkins mentioned the tragic loss of a student at Riverside High School and efforts to help students in crisis

Operations and Facilities Committee Report

- A. Report on maintenance activities
- B. A motion is requested to approve disposal of a Smartboard, asset tag # 000636 (recycled)

Motion: Mr. Litwack Second: Mrs. Wagstaff Vote: 9 ayes, 0 nays

Policy Committee Report - Mr. Hamlin

The committee chairperson made a motion to adopt on second reading the following policies,

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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)
- 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)

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(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: Mr. Lohr Vote: 9 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):
 - Substitute Instructional Aide - Tara Chernay
 - Substitute Secretary - Tara Chernay
 - Substitute ExCare staff - Patrick O'Malley
- C. Hiring of Robert Hozier as Custodian as of 1/1/2017 at the "Custodian After 6/30/2007" Step 2, annual salary of \$38,499, pro-rated, plus black seal license stipend of \$800, pro-rated
- D. Hiring of Evaugn Aponte' as ExCare Counselor as of 11/30/16 at the rate of \$10.00 per hour
- E. Accept letter of resignation from Susan Kratz, .6 FTE guidance counselor, received 12/6/16
- F. Approve use of Title I funds for teacher substitute, Brandie Cabasquini who is covering Mr. Hazynski's class during his leave
- G. Approve the following teachers and substitute for the after-school program at Walnut Street Middle School for identified students to receive remediation in math, reading, and writing using NCLB Title I funds provided at the DTEA contract rate of \$55 per hour:
 - 2 - Grade 6-8 ELA Teachers: Sheryl Friedman, Diane Tascione
 - 2 - Grade 6-8 Math Teachers: Christina Gentile, Maria Zacher
 - 1 - Substitute Teacher for both ELA and Math: Donna Malinowski

Session 1 Mathematics

10-1 Hour sessions between 1/9/17 and 2/16/17

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Session 2 English Language Arts

10-1 Hour sessions between 2/21/17 and 3/28/17

Salary: Hours not to exceed 3.0 (2 hours of instruction, 1 hour preparation time) per week over each 5 week session period

Motion: Mrs. Karamanoogian Second: Mr. Hamlin Roll Call Vote: 9 ayes, 0 nays

Old Business

A. Official Election Results

Three-year Terms

- | | |
|------------------------|-------|
| • Paul Hamlin | 1,304 |
| • Marisa Karamanoogian | 1,215 |
| • Harry Litwack | 1,128 |
| • Personal Choice | 7 |

- B. Reminder - Combined Reorganization and Regular Board Meeting scheduled for the first Wednesday of the month - January 4, 2017

New Business

- A. The board discussed the notice received from Moorestown Board of Education regarding interlocal service agreement.
- B. Mr. Jenkins read the attached Bergenfield Letter in preparation for negotiations.
- C. Mr. Jenkins received a letter from the Delanco Library Board requesting support for a digital sign on school property.
- D. Mr. Mersinger and Mr. Adams provided details about our volunteer policy.
- E. Mr. Litwack initiated a discussion about the Edgewater Park study to end their high school sending-receiving relationship and the possibility of changing Delanco's.
- F. Mr. Adams proposed that the board direct the the superintendent to identify the possible options for our high school students' situation and prepare a written report for the board's consideration.

Distributions

There were no distributions.

Public Comment on Non-Agenda Items

The following residents commented regarding high school options:

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Mr. Al Clelland of Fenimore Lane
Mr. David Sutor of Delaware Ave.
Mrs. Maureen Barrett of Delaware Ave.
Ms. Terri Mader of Delaware Ave.

Mr. Adam Halasa of 433 Buttonwood Lane inquired about use of the gym on Thursday nights.

Mr. Hoffman departed at 9:35 pm.

Executive Session

At 9:43 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 10:30 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:

- Legal Matters
- Personnel Matters
- Negotiations Planning

Motion: Mrs. Adams Second: Mrs. Gonteski Vote: 8 ayes, 0 nays

Mrs. Wagstaff departed at 10:18 pm prior to the discussion of negotiations planning.

The Board returned to public session at 10:59 p.m.

Adjournment

On a motion by Mr. Lohr, seconded by Mrs. Gonteski and carried by unanimous vote, the meeting was adjourned at 11:00 p.m.

Respectfully submitted,

Joanne P. D'Angelo
Board Secretary