

**REGULAR MEETING MINUTES – October 11, 2017**

The Regular Meeting of the Delanco Board of Education was held on October 11, 2017 in the M. Joan Pearson School cafeteria, Delanco Township, Burlington County, New Jersey. President, Mr. Phil Jenkins called the meeting to order at 7:30 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. Cindy Wagstaff

Also present were Mr. Joseph Mersinger, Superintendent/Principal; Mr. James M. Heiser, CPA, School Business Administrator/Board Secretary; Mr. Louis Conti, Principal; Ms. Casey Noble, Curriculum Director; Mr. Daniel Hamlin, Riverside High School Representative; thirty-two DTEA members; one Township Representative; fifteen students; twenty-seven 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 October 1, 2017; by advertising in the Burlington County Times and the Courier Post on January 12, 2017 and by sending a notice on October 1, 2017; and by filing written notice with the Clerk of Delanco Township on October 1, 2017.

**Approval of Minutes of September 13, 2017 Regular & Executive Session Meetings**

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

**Accept Reports of Secretary and Treasurer for August 2017 which are in agreement**

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

**Liaison Reports**

**Riverside High School Student Representative Report**

Mr. Daniel Hamlin reported on the following: Riverside Student Council attended the New Jersey Student Council convention held at TCNJ; Riverside's homecoming will be held on October 28th and a float parade will be held on Scott Street; and the PSAT's were offered for Juniors and Sophomores.

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### Delanco PTO

Cathryn Plum reported on the following: the SaveAround Coupon Books raised approximately \$3,500.00; PTO Membership Drive raised approximately \$800.00; a table was set up at each school with raffle and membership information during Back to School night; donations were made during the month of September; tree ornaments will be sold this year; and account balances totaled \$6,012.93.

### DYSA Report

Soccer season has started and basketball registrations will be opening shortly.

### Recreation report

Community Day will be held at the Firehouse on October 14th from 11 a.m. - 3 p.m.

### Student Recognition

Students of the month were recognized.

There was a break in the meeting from 7:58 p.m. to 8:03 p.m. as most of the audience departed leaving twenty-seven DTEA members, three parents, two Township representatives and two residents.

### Welcome Visitors - Public Comment on Agenda Items

There were no comments.

### Superintendent's Presentation

Mr. Mersinger presented PARCC and NJ ASK data for 2016 - 2017 and responded to questions.

Mr. Harry Litwack stepped out of the meeting.

### Superintendent's Report - Mr. Mersinger

A motion is requested to approve the following:

- A. Superintendent's 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>	
Pearson	9/18/17	9/25/17	Lockdown Drill
Walnut	9/18/17	9/27/17	Lockdown Drill

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D. Grade-level field trip destinations for 2017-18 as attached

E. Pupil Welfare

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

**Motion: Mr. Adams**

**Second: Mrs. Wagstaff**

**Vote: 8 ayes, 0 nays**

### **Public Hearing - School Violence, Vandalism & Substance Abuse Reporting**

A motion was requested to Open Public Hearing:

**Motion: Mr. Adams**

**Second: Mrs. Wagstaff**

**Vote: 8 ayes, 0 nays**

### **Presentations**

Mr. Joseph Mersinger -presented the School Violence, Vandalism, and Substance Abuse (VV-SA) Report for the 2016 - 2017 School Year (Full Year).

Public Comment and Questions

There were no comments or questions.

Mr. Litwack returned to the meeting.

### **Resolutions**

BE IT RESOLVED that in accordance with Chapter 18A:17-46, the Delanco Township Board of Education, at its Regular Meeting held Wednesday, October 11, 2017, in the M. Joan Pearson School cafeteria, conducted a special public hearing presentation specifically to fulfill the district's legal obligation to present school violence, vandalism and substance abuse information to the public and to conduct public hearings on the reports; and

BE IT FURTHER RESOLVED that such school violence, vandalism & substance abuse information included the following reports for the 2015/2016 School Year Report Period 1 and Report Period 2, which were successfully transmitted to the State of New Jersey Department of Education via the Electronic Violence and Vandalism Reporting System (EVVRS):

District Report of Violence and Vandalism  
Incident Listing  
Incident Category Totals by School

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District Action Taken Summary  
Incident Summary by Location

**Motion: Mr. Hamlin**

**Second: Mrs.  
Karamanoogian**

**Vote: 9 ayes, 0 nays**

Motion to Close Public Hearing:

**Motion: Mr. Wagstaff**

**Second: Mr. Adams**

**Vote: 9 ayes, 0 nays**

### Special Education Report

- A. See classifications and placements on the supplemental agenda.

### Curriculum Committee Report

The committee chairperson made a motion to approve the following:

- A. Professional development travel per the attached exhibit
- B. Science Curriculum for Grades K-5 (shared via Google Drive)
- C. The following school-level and district-level committees:

#### School Improvement Panel - Walnut

- Sheryl Friedman
- Kim Minimi
- Casey Noble
- Joseph Mersinger

#### School Improvement Panel - Pearson

- Allison Donnelly
- Angela Reading
- Stephanie Weller
- Casey Noble
- Louis Conti

#### DEAC - District Evaluation Advisory Committee

- Jessica Fitzwater - Pearson Rep
- Tom Shields - Walnut Rep
- Louis Conti
- Casey Noble
- Joseph Mersinger

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- Cindy Wagstaff - Board of Education Rep

**Motion: Mrs. Wagstaff**

**Second: Mr. Lohr**

**Vote: 9 ayes, 0 nays**

### Finance Committee Report

The committee chairperson made a motion to approve the following:

- Necessary line item transfers for August 2017
- Monthly line account certification for August 2017
- Payment of bills in the amount of \$374,949.10; handwritten checks #133928 in the amount of \$77.00; and electronic funds transfers totalling \$465,406.72
- Donation of \$200 from the Delanco PTO for the Gardening Club at Pearson.
- Donation of \$100 from the Delanco PTO for the M. Joan Pearson Fund in memory of Mr. Karl “John” Mersinger Jr.
- Donation of \$630.05 to purchase furniture for a special education classroom, provided through the Donors Choose website and coordinated by Angela Reading (Special Education Teacher - Pearson).
- Special Education Tuition contract for the 2017-18 school year with Hampton Academy for one student at the annual rate of \$45,135 per student
- Special education tuition contracts for the 2017-18 school year with Burlington County Special Services School District for the following:

Number of Students	Tuition Rate	Period of Time	Program
6	\$39,631	09/06/17 - 06/19/18	BD
1	\$41,963	09/06/17 - 06/19/18	MD
1	\$38,474	09/06/17 - 06/19/18	PSD
- Approve 2017 - 2018 Application for State School Aid Procedures

**Motion: Mr. Adams**

**Second: Mrs.  
Karamanoogian**

**Vote: 9 ayes, 0 nays**

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### Lunchroom Report

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

- A. Ratify payment of bills in the amount of \$6,740.03 with check #2118
- B. Resolution stating the Cost Reimbursement Method for Food Service Management Services works best for Delanco Township School District

**Whereas**, the Department of Agriculture sent a notice on June 14, 2017 to New Jersey school districts participating in the National School Lunch program announcing a significant change in the procurement protocol for the contracting of food service management companies that operate breakfast and lunch programs for New Jersey public schools, and;

**Whereas**, this new procurement protocol would change the fundamental basis for awarding food service management contracts from a “Cost Reimbursement Basis” to a “Fixed Price Basis” for contract awards, and;

**Whereas**, the Delanco Township Board of Education has engaged staff and the community year after year to provide a local food service program that addresses and meets the needs of our children, and;

**Whereas**, the Delanco Township Board of Education credits the current “Cost Reimbursement” procurement method as the reason why the local school district can design a food service program that has the flexibility of meeting the needs of its children, and;

**Whereas**, the Delanco Township Board of Education declares that the “Fixed Price” procurement system would dramatically reduce the school district’s ability to change or alter its food service operations without the need to rebid for food service management services, and;

**Whereas**, the Delanco Township Board of Education further declares that the “Fixed Price” procurement method would impact the quality of the meals served to its children and therefore impact the participation of children in our breakfast and lunch program, and;

**Whereas**, the Delanco Township Board of Education further declares that the “Fixed Price” procurement method may limit the number of competitive proposals received by boards of education, and;

**Whereas**, the Delanco Township Board of Education rejects the Department of Agriculture’s underlying reasons for making this change without giving NJ School Districts the opportunity to address their concerns in an attempt to keep this procurement method in place, and;

**Whereas**, the Delanco Township Board of Education prefers an optional procurement system for securing Food Service Management Companies

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whereby the district could choose either Cost Reimbursement” or “Fixed Price” as the basis for contract awards.

**Now Therefore be it Resolved**, that the Delanco Township Board of Education hereby requests the Department of Agriculture to reconsider its plans to move the basis of awarding Food Service Management contracts to a “Fixed Price” basis and allow the option of continuing to use a “Cost Reimbursement procurement model; or in the alternative , a “Fixed Price” procurement method, and

**Be It Further Resolved**, that copies of this resolution shall be forwarded to:  
New Jersey Association of School Business Officials  
New Jersey Secretary of Agriculture (369 S Warren St, Trenton, NJ 08608)  
Local Legislators  
NJ School Boards, NJ School Superintendents, NJ Principals and Supervisors,  
NJ PTA

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

### **Riverside Liaison Report - Mrs. Gonteski**

Mrs. Gonteski updated the Board regarding Riverside Board of Education's PARCC presentation as well as a scheduling conflict related to a parent's question at the prior Board meeting.

### **Operations and Facilities Committee Report**

- A. Monthly report of maintenance activities was presented by Mr. Litwack

### **Policy Committee Report**

- A. No report.

### **Personnel Committee Report**

The committee chairperson made a motion to approve the following:

- A. Hiring of Donna Malinowski as Homebound Instruction Teacher at a rate of \$55 per hour, with a start date of September 25, 2017.
- B. Hiring of Tara Chernay as Instructional Aide at M. Joan Pearson Elementary School at a rate of \$10 per hour, with a start date of October 12, 2017.
- C. Leave of absence for Kelli Santino, First Grade Teacher, beginning October 10, 2017 with an estimated return date of October 30, 2017.

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- D. Return from leave of absence for Susan Bryski, Bus Driver, effective October 2, 2017.
- E. Resignation of Jennifer Ward, Instructional Aide, effective September 22, 2017, after one month of service to the district.
- F. Substitute List revisions as attached

**Motion: Mrs.  
Karamanoogian**

**Second: Mr. Hamlin**

**Roll Call Vote: 9 ayes, 0  
nays**

### **Old Business**

- A. NJSBA Workshop - October 23-26

### **New Business**

None.

### **Distributions**

All distributions were out.

### **Public Comment on Non-Agenda Items**

Mr. Samuel James, 321 Magnolia Lane, made several comments regarding homebound students not being allowed to participate in extracurricular sports and activities. Mr. James requested the Board reconsider that process.

### **Executive Session**

At 9:45 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 10:15 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:



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- A. Negotiations Update
- B. Personnel Issue

The Board returned to public session at 10:30 p.m.

Mr. Mersinger requested a motion to approve the termination of employee number 1271 due to job abandonment.

**Motion: Mr. Adams**

**Second: Mrs. Wagstaff**

**Roll Call Vote: 9 ayes, 0 nays**

### **Adjournment**

On a motion by Mrs. Wagstaff , seconded by Mrs. Gonteski and carried by unanimous vote, the meeting was adjourned at 10:40 p.m.

Respectfully submitted,

James M. Heiser, CPA  
Board Secretary