

Delmar Board of Education



April 11, 2017  
Meeting Minutes

The regularly scheduled meeting of the Delmar Board of Education was held on the above date at the Delmar School District. The meeting was called to order by Shawn B. Brittingham, President, at 7:07pm. Board members in attendance were Farrah D. Morelli, Vice-President, Jason R. Coco, Thomas K. Elliott and Raymond T. Vincent.

The following administrators were present:

Charity H. Phillips, Superintendent  
Ada C. Puzzo, Chief Operating Officer  
Lisa R. Morris, Supervisor of Curriculum, Instruction and Assessment  
Andrew R. O'Neal, Middle & High School Principal

The meeting commenced with the reciting of the Pledge of Allegiance.

Public attendees included: Richard Bailey, Dave Helsdon, Ellis Hammond, Don Zook, Todd Lanier, Ryan Allen, Dorie Simpler and Alan Preston.

A motion to amend the agenda as stated was made by Farrah Morelli, seconded by Thomas Elliott and carried unanimously.

8.2 Personnel:

Correct Business Item 8.2

- a. Jane Robinson – Letter of Retirement (not resignation) effective July 1, 2017

Add Business Item 8.2

- p. Nancy Daugherty - District Financial Secretary, effective April 26, 2017
- q. Daniel Bonacore - Secondary Visual Arts Teacher, effective August 22, 2017
- r. Reduction in Force – Para-Professional – Terri Sensenig

Add Business Item 8.6

Grant administration the authority to lay off employees on the list reviewed in executive session due to a decrease in education services.

Add Business Item 8.7

Grant administration the authority to lay off employees on the list reviewed in executive session due to decreased enrollment.

A motion to approve the April 11, 2017 amended agenda was made by Farrah Morelli, seconded by Jason Coco and carried unanimously.

A motion to approve the March 21, 2017 Regular Meeting Minutes was made by Farrah Morelli, seconded by Jason Coco and carried unanimously.

Dr. Puzzo requested the Statement of Budgetary Activity be tabled until the April 24, 2017 meeting.

Dave Helsdon and Richard Bailey of Richard Y. Johnson & Son gave a construction update:

- Toilet Rooms
  - Drywall has been completed, painting is underway
- Interior Space
  - Casework and countertops are completed
  - All door hardware is on site and keying was completed 4-11-2017
- EIFS
  - Power washing is 60% complete
- Roofing
  - Roofing contractor has removed 70% of the ballast off the roof
  - New roof installation is 50% completed
- Field House
  - Pricing has been received from the contractors and reviewed by RYJ
  - RYJ will present pricing to the board in form of change orders
  - Tabulation sheets noting cost for field house from each contractor was distributed to the board
  - RYJ has met with each contractor to go over their scopes of work on the field house to help ensure that each contractor has a clear understanding as to their responsibilities of construction
  - RYJ is asking for approval from the board for the April Change Orders as noted on the construction summary

Mr. Bailey reviewed change order requests listed under Business Item 8.1 on the April 11, 2017 agenda.

A motion to approve Business Item 8.1 a. – l. Construction Change Order Approval Items was made by Thomas Elliott, seconded by Jason Coco and carried unanimously:

- a. **Change Order A1-01 for Corrado Construction \$193,772.00**
- b. **Change Order A2-01 for Enterprise Masonry Corporation \$915.00**
- c. **Change Order A2-02 for Enterprise Masonry Corporation \$129,919.73**
- d. **Change Order A3-01 for Kent Construction Co., Inc. ~~-\$12,451.97~~**
- e. **Change Order A3-02 for Kent Construction Co., Inc. \$1,775.22**
- f. **Change Order A3-03 for Kent Construction Co., Inc. \$210,132.90**
- g. **Change Order A4-01 for C. T. A. Roofing & Waterproofing, Inc. \$139,000.00**
- h. **Change Order A5-01 for Salisbury Door & Hardware, Inc. \$12,780.00**
- i. **Change Order A7-01 for J. A. Argetakis Contracting, Co. \$14,250.00**
- j. **Change Order A9-01 for Collins Mechanical, Inc. ~~-\$2,691.00~~**
- k. **Change Order A9-02 for Collins Mechanical, Inc. \$127,041.00**
- l. **Change Order A10-01 for Nickle Electrical Companies \$46,347.00**

Mr. Preston presented information to the board about a Wrestling Invitational the Delmar Wrestling program would like to host on December 8-9, 2017. Twelve teams will compete for 2 days with a \$325.00 per team charge. All logistics including security, clean-up, concessions, and traffic control have been discussed and will be handled by Coach Preston.

Dorie Simpler, Delmar Pop Warner President, informed the board that Pop Warner has secured practice fields for the football teams at the First Baptist Church off Bi-State Blvd. in Delmar and would only need to use Delmar School District's football practice field and concession stand for 5 games this season.

A motion to enter into executive session at 7:38pm was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

A motion to enter back into regular session at 9:34pm was made by Jason Coco, seconded by Farrah Morelli and carried unanimously.

A motion to approve Business Item 8.2 Personnel was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

- a. Jane Robinson – Letter of Retirement effective July 1, 2017
- b. Steven Causey – Middle School Baseball Volunteer Coach
- c. Ashley Phillips – FMLA June 6, 2017 – June 16, 2017
- a. Reduction in Force – Para-Professional – Laura Basch
- b. Reduction in Force – Para-Professional – Tammy Elliott
- c. Reduction in Force – Para-Professional – Kelly Grubb
- d. Reduction in Force – Para-Professional – Jordan Johnson
- e. Reduction in Force – Para-Professional – Odell Jones
- f. Reduction in Force – Para-Professional – Angel King
- g. Reduction in Force – Para-Professional – Shawn Phillips
- h. Reduction in Force – Para-Professional – Michelle Niblett
- i. Reduction in Force – Para-Professional – Rochell Peoples
- j. Reduction in Force – Para-Professional – Amber Tamosaitis
- k. Reduction in Force – Para-Professional – Robin Cox
- l. Reduction in Force – Para-Professional – Ryan Craft
- m. Reduction in Force – Para-Professional – Mary Lyons
- n. Reduction in Force – Para-Professional – Antwon Trimball
- o. Reduction in Force – Para-Professional – Timothy Kline
- p. Nancy Daugherty – District Financial Secretary effective April 26, 2017
- q. Daniel Bonacore – Secondary Visual Arts Teacher effective August 22, 2017
- r. Reduction in Force – Para-Professional – Terri Sensenig

A motion to approve Business Item 8.3 Use of Facility with charges as stated was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

- a. Olive Garden Night, Delmar Lacrosse, April 13, 2017 – No Charge
- b. Shore Byrds Conditioning Camp – (Monday, Wednesday, Friday) June – August 2017 - \$250.00 charge
- c. Delmar Wrestling Invitational – December 8-10, 2017 – No Charge
- d. Delmar Pop Warner Games, August 2017 – November 2017 and Parent Meeting July 30, 2017 – \$100/day of facility use

A motion to approve Business Item 8.4 Delmar School District 2017-2018 Calendar Approval was made by Jason Coco, seconded by Thomas Elliott and carried unanimously.

- a. 2017-2018 Delmar School District Calendar
- b. 2017-2018 12 Month Employee Calendar
- c. 2017-2018 Delmar Board of Education Meeting Dates

Dr. Puzzo asked that Business Item 8.5 May 1, 2017 Financial Position Report be tabled.

A motion to approve Business Item 8.6 was made by Farrah Morelli, seconded by Thomas Elliott and carried unanimously.

Grant administration the authority to lay off employees on the list reviewed in executive session due to a decrease in education services.

A motion to approve Business Item 8.7 was made by Jason Coco, seconded by Thomas Elliott and carried unanimously.

Grant administration the authority to lay off employees on the list reviewed in executive session due to decreased enrollment.

A motion to adjourn at 9:54pm was made by Raymond Vincent, seconded by Jason Coco and carried unanimously.

Respectfully submitted,



A. Nicole Mezick  
Recording Secretary



Charity H. Phillips  
Executive Secretary