

Delmar Board of Education



April 24, 2017
Special Meeting Minutes

A special 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 5:02pm. Board members in attendance were 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

No public attendees were present.

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

III. BUSINESS ITEMS

1. Personnel
 - a. Stephanie Fernsler – Letter of Resignation effective April 24, 2017
2. Statement of Budgetary Activity
 - a. Delmar School District Financial Report
 - b. Delmar M/H School Activity Funds Financial Report – March 31, 2017
 - c. Federal and State Grant Matrix – March 31, 2017
 - d. FY' 16 – FY'17 Tax Collections/Comparision
3. Approval of May 1, 2017 Financial Position Report

A motion to approve the amended agenda was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

A motion to enter into executive session at 5:04pm was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

A motion to enter back into regular session at 6:17pm was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

A motion to approve Business Item 8.1 Personnel was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

8.1 Personnel

- a. Stephanie Fernsler – Letter of Resignation effective April 24, 2017

Dr. Puzzo discussed the Statement of Budgetary Activity. The March cafeteria report will be presented at the May board meeting. IDEA, Title I, Title II, and Perkins were reduced and notated on the Revenue Report. Dr. Puzzo will look into expenditures that are showing line items over budget. Overall the expenditure summary is within budget.

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


8.2 Statement of Budgetary Activity

- a. Delmar School District Financial Report
- b. Delmar M/H School Activity Funds Financial Report – March 31, 2017
- c. Federal and State Grant Matrix – March 31, 2017
- d. FY' 16 – FY'17 Tax Collections/Comparison

A motion to approve Business Item 8.3 Approval of May 1, 2017 Financial Position Report was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

A motion to adjourn at 6:25pm was made by Raymond Vincent, seconded by Thomas Elliott and carried unanimously.

Respectfully submitted,



A. Nicole Mezick
Recording Secretary



Charity H. Phillips
Executive Secretary