

Delmar Board of Education



June 18, 2019  
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 6:33pm. Board members in attendance were Farrah D. Morelli, Vice-President and Thomas K. Elliott.

The following administrators were present:

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

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

Public attendee was Donna Nesbitt.

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

**ADD:**            **Business Item 8.2 Field Trip Request**

- a. FFA Eastern Regionals, September 11-15, 2019, Springfield, MA
- b. Chapter Officer Leadership Training, September 24-25, 2019, Cape Henlopen
- c. National FFA Convention, October 29-November 3, 2019, Indianapolis, IN

**ADD:**            **Business Item 8.4 Personnel**

- b. 11 – Robin Cox – Ticket Taker, Ticket Seller
- h. - Mark Connelly – Yearbook Advisor
- j. 2 – Donna Nesbitt – Future Farmers of America (FFA) Co-Advisor
- j. 8 – Ashley Legg – Future Farmers of America (FFA) Co-Advisor
- j. 9 – Sonja Warner – Math League Co-Advisor
- j. 10 – Kristy Marshall – Math League Co-Advisor
- j. 11 – Stephanie Miller – Science Olympiad Co-Advisor
- j. 12 – Peter Burnham – Technology Student Association (TSA) Co-Advisor
- j. 13 – Mark Connelly – Technology Student Association (TSA) Volunteer Co-Advisor
- l. 8 – Ryan Allen – World Languages PLC Leader

A motion to approve the June 18, 2019 amended agenda was made by Farrah Morelli, seconded by Thomas Elliott and carried unanimously.

A motion to approve the May 21, 2019 regular meeting minutes and executive meeting minutes was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

Dr. Puzzo discussed the Statement of Budgetary Activity through May 31, 2019. An expenditure line was added for the Board to approve spending \$2,000 of curriculum contingency funds for the new Allied Health program. May and June cafeteria reports will be presented at the July board meeting. Federal Funds are on target for spending.

A motion to approve Business Item 7 Statement of Budgetary Activity was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

No construction update.

Donna Nesbitt requested approval for the following field trip requests:

1. FFA Eastern Regionals, September 11-15, 2019, Springfield, MA
2. Chapter Officer Leadership Training, September 24-25, 2019, Cape Henlopen, DE
3. National FFA Convention, October 29-November 3, 2019, Indianapolis, IN

A motion was made for Business Item 8.2 Field Trip Request by Thomas Elliott, seconded by Farrah Morelli and carried unanimously as follows:

1. FFA Eastern Regionals, September 11-15, 2019, Springfield, MA
2. Chapter Officer Leadership Training, September 24-25, 2019, Cape Henlopen, DE
3. National FFA Convention, October 29-November 3, 2019, Indianapolis, IN

A motion to enter into executive session at 6:47pm was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

Mr. Brittingham announced the return to regular session at 7:18pm.

A motion to approve Business Item 8.3 School Choice Good Cause 2019-2020 was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

- a. Alyssa Whiteman – Grade 7
- b. Dylan Whiteman – Grade 9

A motion to approve Business Item 8.4 Personnel a - n.4 and deny n.5 was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

#### Personnel 2019-2020 Extra Duty Positions

- a. **New Teacher Mentoring 2019-2020**
  1. Lori Smith – New Teacher Mentoring Site Coordinator & Co-Lead Teacher Mentor
  2. Valerie O'Day – New Teacher Mentoring Co-Lead Teacher Mentor

b. **Athletics 2019-2020**

1. Jonathan Layton – Co-Fall and Winter Weight Room Supervisor
2. Alan Preston – Co-Fall and Spring Weight Room Supervisor
3. Wendy Shores – Ticket Taker, Ticket Seller
4. Michelle Niblett - Time Keeper
5. Odell Jones – Time Keeper, Score Keeper
6. Denise Luckenbaugh – Ticket Taker, Ticket Seller
7. Geoffrey Ernst – Ticket Taker
8. Dawn Lucas – Ticket Seller
9. Carolyn Massey – Ticket Taker, Ticket Seller
10. Patricia Selby – Ticket Seller
11. Robin Cox – Ticket Taker, Ticket Seller

c. Brain Cass - High School Band/Chorus Director 2019-2020

d. Elizabeth Baker - High School Assistant Band Director

e. Elizabeth Baker - Middle School Band/Chorus Director 2019-2020

f. Brian Cass - High School Drama Coach 2019-2020

g. Terri Hurley - Prom Coordinator 2019-2020

h. Mark Connelly – Yearbook Advisor 2019-2020

i. **Group I Activities 2019-2020**

1. Judy Mills – National Junior Honor Society Co-Advisor
2. Shannon Juris – National Junior Honor Society Co-Advisor
3. Judy Mills – Math League Co-Advisor
4. Shannon Juris – Math League Co-Advisor
5. Kelly Tingle - MS PRIDE Co-Coordinator
6. Ashley Bartrug – MS PRIDE Co-Coordinator
7. Amanda Desmond – Science Olympiad Co-Advisor
8. Shauneen Giudice – Science Olympiad Co-Advisor

j. **Group II Activities 2019-2020**

1. Jonathan Layton – Business Professionals of America (BPA) Advisor
2. Donna Nesbitt – Future Farmers of America (FFA) Co-Advisor
3. Caitlin Caudill - National Honor Society Co-Advisor
4. Stephanie Miller – National Honor Society Co-Advisor
5. Grady McGrew – Student Government (SGA) Advisor
6. Dawn Lucas – Key Club
7. India Elliott – Health Occupations Students of America (HOSA) Advisor
8. Ashley Legg - Future Farmers of America (FFA) Co-Advisor
9. Sonja Warner – Math League Co-Advisor
10. Kristy Marshall – Math League Co-Advisor
11. Stephanie Miller – Science Olympiad Co-Advisor
12. Peter Burnham – Technology Student Association (TSA) Co-Advisor
13. Mark Connelly – Technology Student Association (TSA) Volunteer Co-Advisor

k. **Daily Duties 2019-2020**

1. Odell Jones – Bus Duty AM, Cafeteria Duty - Lunch
2. Lauren Sharkey – Bus Duty PM
3. M. Brooke Lyons – Bus Duty AM, Cafeteria Duty - Lunch
4. Geoffrey Ernst – Bus Duty AM, Cafeteria Duty - Lunch
5. Antwon Trimbball – Cafeteria Duty – Breakfast
6. Shawn Phillips – Cafeteria Duty - Breakfast

l. **High School PLC Leadership 2019-2020**

1. Lorrie Sonnier – English PLC
2. Kathie Noonan – Math PLC
3. Valerie O'Day – Science PLC
4. Grady McGrew – Social Studies PLC
5. Brian Cass – Fine Arts PLC
6. Jodi Hollamon – High School Physical Education/Health PLC Co-Leader
7. Ashley Bartrug – High School/Middle School Special Education PLC
8. Ryan Allen – World Languages PLC
9. Ashley Legg – Career and Technical Education (CTE) PLC

m. **Middle School PLC Leadership 2019-2020**

1. Shannon Juris – Grade 7 PLC
2. Jennifer Spear – Grade 8 PLC
3. Kristen Jones – Middle School Specials PLC
4. Chad Jones – Middle School Physical Education/Health PLC Co-Leader
5. Ryan Shockley – Grade 5 PLC
6. Patricia Doe – Grade 6 PLC

n. **Middle School Curriculum Leader 2019-2020**


1. Jennifer Spear – English
2. Judy Mills – Math
3. Colleen McDowell – Social Studies
4. Amanda Desmond – Science Leader
5. Patricia Doe – Science Leader - Deny

Thomas Elliott sent condolences to the family of Marty Naugle, former Delmar Board of Education member who passed away.

Shawn Brittingham thanked the administration and staff for organizing graduation. Job well done! Mr. Brittingham also thanked Mr. Coco for his 10 years of service as a Delmar Board of Education member.

A motion to adjourn at 7:28pm was made by Farrah Morelli, seconded by Thomas Elliott and carried unanimously.

Respectfully submitted,



A. Nicole Mezick  
Recording Secretary



Charity H. Phillips  
Executive Secretary