

Delmar Board of Education



June 26, 2018  
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, 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: Ellis Hammond, Edward Hastings and Richard Bailey

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

**ADD:** Business Item 8.6 Personnel

- j. David Hearn – 2018-2019 Athletic Director
- k. Cortney Kline – 2018-2019 Varsity and Junior Varsity Volleyball Volunteer Coach

A motion to approve the June 26, 2018 amended agenda was made by Farrah Morelli, seconded by Jason Coco and carried unanimously.

A motion to approve the May 15, 2018 regular meeting minutes and executive meeting minutes was carried with a 4-yes [Brittingham, Morelli, Coco, Vincent] 1-abstain [Elliott] vote.

Richard Bailey gave a construction update:

- RTU replacement is underway
- RTU ductwork demolition is completed
- RTU electric and control wiring is disconnected
- New replacement RTU units are on site
- New RTU ductwork is fabricated
- New EPDM roofing to start on 7/2/2018 at RTU location
- Corrado Construction completed structural repairs in courtyard #2 and drainage improvements have begun in courtyard #2

A motion to enter into executive session at 6:41pm was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

A motion to enter back into regular session at 9:39pm was made by Thomas Elliott, seconded by Raymond Vincent and carried unanimously.

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

**ADD:** Business Item 8.6 Personnel

- l. Administrative Contract 0626MBSAP18 effective 7/9/2018 through 6/30/2019 pending satisfactory criminal background check
- m. Administrative Contract 0626MMSAP18 effective 7/9/2018 through 6/30/2019 pending satisfactory criminal background check

A motion to approve the June 26, 2018 amended agenda was made by Farrah Morelli, seconded by Jason Coco and carried unanimously.

Business Item 6 Statement of Budgetary Activity was tabled until the July 17, 2018 board meeting.

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

- a. **Change Order A1-07 for Corrado Construction      \$92,545.00 - APPROVE**  
Courtyard #1 drainage improvements per BMG Drawings D.6 dated 5/01/18
- b. **Change Order A1-08 for Corrado Construction      \$139,775.00 - DENY**  
Courtyard #2 drainage improvements per BMG Drawings D.6 dated 5/01/18
- c. **Change Order A1-09 for Corrado Construction      \$94,601.00 - DENY**  
Courtyard #3 drainage improvements per BMG Drawings D.6 dated 5/01/18

A motion to approve Business Item 8.2 Use of Facility Request as stated was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

- a. Celebration of Life – Georgia Cannon – Retroactive June 16, 2018, 11am-2pm - **\$322.50 with the balance being donated to unpaid student accounts**
- b. Jr Class Quarter Auction – October 17, 2018, 6:00pm – **No Charge**
- c. Delmar Pop Warner Parent Meeting (July 29<sup>th</sup>) and Football Games 2018 - **\$100/day of facility use**

Business Item 8.3 Athletic Ticket Pricing for 2018-2019 was tabled until the July 17, 2018 board meeting.

A motion to approve Business Item 8.4 School Choice 2018-2019 Good Cause – Andrew Joseph, Grade 5 was made by Farrah Morelli, seconded by Jason Coco and carried unanimously.

Dr. Puzzo discussed FY'19 tax rates. The recommendation was broken down as follows:

Description:	FY'18 Rate:	FY'19 Rate:	Difference:
Debt Service	\$0.6100	\$0.5250	-\$0.0850
Minor Cap	\$0.0463	\$0.1113	\$0.0650

Extra Time Match	\$0.0780	\$0.0780	\$0.000
Math Match	\$0.0720	\$0.0720	\$0.000
Tuition	\$1.5050	\$1.5250	\$0.020
<b>Net Tax Rate Change:</b>			\$0.000

Debt Service will be decreased by \$0.0850 since the construction bond payments have decreased. Tuition needs to be increased to cover the cost for a special education student receiving educational services at a residential program. Delmar is responsible for 30% of the student's tuition. The state will pay 70%. The state is increasing its minor capital improvement allocation for FY'19; therefore, in order for Delmar to match the required 40% in local funds, Minor Cap must be increased by \$0.0650. This will allow Delmar to collect the additional state Minor Cap funds.

With the proposed FY'19 Tax Rate Change the average homeowner will see no increase or decrease this year.

Mr. Elliott asked if Minor Cap would cover the cost of the repairs to the courtyards that are not covered by construction funds. Dr. Puzzo stated that minor cap is typically budgeted for facility maintenance and repairs, but it could be budgeted to repair the courtyards.

Dr. Puzzo distributed a spreadsheet breaking down Debt Service tax year to year. Taking the balance from the previous year and adding to tax collection plus senior property tax collections give the total amount available to pay down bonds. Districts are only allowed to carryover 4 months' worth of bond payments which is approximately \$49,000.00. If Debt Service is not decreased we will exceed the amount needed which will likely result in an audit finding.

A motion to approve Business Item 8.5 Approval of FY'19 Tax Rates with a tax rate of \$4.2217 was made by Farrah Morelli, seconded by Thomas Elliott and carried unanimously.

A motion to approve Business Item 8.6 Personnel a.- m. was carried with a 3-yes [Morelli, Coco, Vincent], 1-abstain [Elliott] and 1-opposed [Brittingham] vote.

- a. Jessica Elliott – 2018-2019 Middle School Volleyball Head Coach
- b. August Bradley – 2018-2019 Cross Country Paid Assistant Coach
- c. Pete Burnham – Secondary Teacher of Manufacturing & Technology effective August 21, 2018 pending satisfactory criminal background check
- d. Christy Parsons – Secondary Assistant Principal, Letter of Resignation effective July 6, 2018
- e. James Hesen – Secondary Assistant Principal, Letter of Resignation effective June 29, 2018
- f. Teresa Addlesberger – Food Service Director, Letter of Resignation effective May 17, 2018
- g. Janet Stickles – Retirement effective July 1, 2018
- h. Administrative Reassignment/Contract Renewal 0626MBSP18 effective July 9, 2018 – June 30, 2020
- i. Administrative Reassignment/Contract Renewal 0626AOSP18 effective July 9, 2018 – June 30, 2021
- j. David Hearn – 2018-2019 Athletic Director
- k. Cortney Kline – 2018-2019 Varsity and Junior Varsity Volleyball Volunteer Coach
- l. Administrative Contract 0626MBSAP effective July 9, 2018 through June 30, 2019 pending a satisfactory criminal background check
- m. Administrative Contract 0626MMSAP effective July 9, 2018 through June 30, 2019 pending a satisfactory criminal background check

A motion to approve Business Item 8.7 Personnel a.- m. was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

**a. New Teacher Mentoring 2018-2019**

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 2018-2019**

1. Jonathan Layton – Co-Fall and Winter Weight Room Supervisor
2. Alan Preston – Co-Fall and Spring Weight Room Supervisor
3. Wendy Shores – Ticket Seller
4. Eve Motichka – Ticket Seller
5. Michelle Niblett - Time Keeper
6. Odell Jones – Time Keeper, Score Keeper
7. Judy Mills – Ticket Taker, Ticket Seller
8. Robin Cox – Ticket Taker, Ticket Seller, Time Keeper, Score Keeper
9. Dawn Lucas – Ticket Taker
10. Nancy Daugherty – Ticket Taker
11. Tammy Elliott – Ticket Seller, Ticket Taker, Time Keeper
12. Carolyn Massey – Ticket Seller

**c. High School Band Director 2018-2019 – Kayla Riepen**

**d. High School Chorus Director 2018-2019 – Kayla Riepen**

**e. Middle School Band Director 2018-2019 – Brian Cass**

**f. High School Drama Coach 2018-2019 – Brian Cass**

**g. Yearbook Co-Advisor 2018-2019 – Mark Connelly**

**h. Yearbook Co-Advisor 2018-2019 – Michelle Niblett**

**i. Prom Coordinator 2018-2019 – Terri Hurley**

**j. Group I Activities 2018-2019**

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. Ashley Phillips - MS PRIDE Co-Coordinator
6. Ashley Bartrug – MS PRIDE Co-Coordinator
7. Amanda Desmond – Science Olympiad Advisor

**i. Group II Activities 2018-2019**

1. Jonathan Layton – BPA Advisor
2. Donna Nesbitt – FFA Co-Advisor
3. Ashley Legg – FFA Co-Advisor
4. Sonja Warner – Math League Co-Advisor
5. Kristy Marshall – Math League Co-Advisor
6. Caitlin Caudill - National Honor Society Co-Advisor
7. Stephanie Miller – National Honor Society Co-Advisor
8. Valerie O’Day - Science Olympiad Co-Advisor
9. Stephanie Miller – Science Olympiad Co-Advisor
10. Grady McGrew – SGA Advisor
11. Mark Connelly – TSA Co-Advisor
12. Pete Burnham – TSA Co-Advisor
13. Dawn Lucas – Key Club

**j. Daily Duties 2018-2019**

1. Odell Jones – Bus Duty AM, Cafeteria Duty - Lunch
2. Lauren Sharkey – Bus Duty PM
3. M. Brooke Lyons – Bus Duty AM, Bus Duty PM, Cafeteria Duty - Lunch
4. Robin Cox – Cafeteria Duty - Lunch

5. Antwon Trimball – Cafeteria Duty - Breakfast

**k. High School PLC Leadership 2018-2019**

1. Lorrie Sonnier – English
2. Kathie Noonan – Math
3. Valerie O’Day – Science
4. Thomas Nichols – Social Studies
5. Kayla Riepen – Fine Arts
6. Jodi Hollamon – Physical Education/Health Co-Leader
7. Ashley Bartrug – Special Education
8. Ryan Allen – World Languages
9. Ashley Legg - CTE

**l. Middle School PLC Leadership 2018-2019**

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

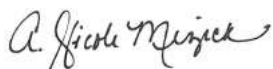
**m. Middle School Curriculum Leader 2018-2019**

1. Terry Tamosaitis-Rodenbaugh – English
2. Judy Mills – Math
3. Shauneen Giudice – Science
4. Colleen McDowell – Social Studies

Mrs. Morelli welcomed the new administrator’s to Delmar!

A motion to adjourn at 10:02pm was made by Raymond Vincent, seconded by Thomas Elliott and carried unanimously.

Respectfully submitted,



A. Nicole Mezick  
Recording Secretary



Charity H. Phillips  
Executive Secretary