

Delmar Board of Education



May 10, 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 5:00pm. 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, Robin Cox, Tammy Elliott, Sam Ellis, and Terri Addlesberger.

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

8.1 Construction Update: **Change Order Approval Items**

- a. **Change Order A7-02 for J. A. Argetakis Contracting Company \$29,593.00** Provide material and labor to power wash exterior masonry per owner's request.
- b. **Change Order A9-03 for Collins Mechanical, Inc. \$2,583.00** Per contract documents existing sinks were to remain. Per ADA requirements sink needed to be shallow for handicap accessibility.

**Grand Total                      \$32,176.00**

**Add Business Item 8.5 Field Trip Request: Yearbook Camp Gettysburg College – July 30 – August 1, 2017**

**Add Business Item 8.6 - Mutual Agreement between Delmar Board of Education and Delmar Education Association (September 1, 2017 – August 31, 2019)**

A motion to approve the May 10, 2017 amended agenda was made by Farrah Morelli, seconded by Thomas Elliott and carried unanimously.

A motion to approve the April 11, 2017 regular meeting minutes and the April 11, 2017 executive session minutes was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

A motion to approve the April 24, 2017 special meeting minutes and the April 24, 2017 executive session minutes was made by Thomas Elliott, seconded by Jason Coco and carried with a 4-Yes [Brittingham, Elliott, Coco, Vincent] 1-abstain [Morelli] vote.

A motion to approve the March 31, 2017 Cafeteria Report was made by Farrah Morelli, seconded by Thomas Elliott and carried unanimously.

Dr. Puzzo will present the April 30, 2017 Statement of Budgetary Activity at the June 20, 2017 meeting.

A motion to enter into executive session at 5:06pm was made by Farrah Morelli, seconded by Thomas Elliott and carried unanimously.

A motion to enter back into regular session at 6:04pm was made by Jason Coco, seconded by Thomas Elliott and carried unanimously.

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

- Toilet Rooms
  - Painting, ceilings, tile flooring, plumbing, and electric is complete
  - Doors and hardware are installed (note-A102 has been re-ordered)
  - TLT accessory installation is underway
- Girls Shower
  - Masonry, tile, plumbing, electrical, and ceiling is complete and TLT accessory installation is underway
- General Interior
  - Casework/counter work is complete
  - Doors/hardware/keying is complete (note – A102 has been re-ordered)
  - Flooring is complete (note – waiting for owner’s decision on media center)
  - Ceilings are complete
  - Painting is 95% complete
  - Electrical is 90% XXU remains
  - Plumbing is 95% complete
- Exterior
  - Power washing is complete (C/O pending)
  - EIFS painting & repair is 60% complete
  - Concrete, grading and seeding is complete
- Roof
  - Ballast removal is complete
  - EPDM is 85% complete
  - Walk pad installation is underway
- Field House
  - Plans are approved by all pertinent agencies
  - Layout survey is complete
  - Ground breaking May 15<sup>th</sup>

Mr. Helsdon reviewed change order requests listed under Business Item 8.1 on the May 10, 2017 amended agenda.

- a. **Change Order A7-02 for J. A. Argetakis Contracting Company \$29,593.00** Provide material and labor to power wash exterior masonry per owner's request.

- b. **Change Order A9-03 for Collins Mechanical, Inc. \$2,583.00** Per contract documents existing sinks were to remain. Per ADA requirements sink needed to be shallow for handicap accessibility.

**Grand Total                      \$32,176.00**

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

- a. **Change Order A7-02 for J. A. Argetakis Contracting Company \$29,593.00**  
b. **Change Order A9-03 for Collins Mechanical, Inc. \$2,583.00**

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

- a. Christine Maloney – Leave of Absence, June 5 – 16, 2017

Business Item 8.3 Coaching was tabled.

A motion to approve Business Item 8.4 Use of Facility with charges as stated was made by Jason Coco, seconded by Thomas Elliott and carried unanimously with a date correction noted by Mrs. Elliott.

- a. Little Red Hen Pre-K Graduation – June 1, 2017, 7:00pm - \$150.00 charge  
b. Delmar Youth Field Hockey Program – **August 2017 – October 2017** - \$200.00 charge

Mr. Ellis discussed the Gettysburg College Yearbook Camp. He plans to take 4 students on the trip and has a verbal confirmation for a female chaperone to attend. Mr. Brittingham requested the name of the chaperone and confirmation of her attendance be submitted to Mrs. Phillips as soon as possible.

A motion to approve Business Item 8.5 Field Trip Request: Yearbook Camp Gettysburg College, July 30 – August 1, 2017 was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

A motion to approve Business Item 8.6 Mutual Agreement between Delmar Board of Education and Delmar Education Association (September 1, 2017 – August 31, 2019) was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

Teresa Addlesberger, Director of Food Service, discussed the USDA mandated District Wellness Policy and the Food Services Financial Policy. In summary, Mrs. Addlesberger explained the Food Services Financial Policy states that a student will never be denied food because of their lack of ability to pay. Should the student carry a negative balance the negative balance will roll over year to year as long as the child is a student until their senior year. There is an obligation to pay the debt prior to graduation. She also discussed the District Comprehensive Wellness Policy. The District Wellness Committee will meet 3-4 times per year to discuss food and nutrition, activity in the classrooms, education, and staff wellness. At this time, the Delmar School District can apply to be a “Bronze Level” US Healthier School. The hope in the next 2 years is to apply to be a “Silver Level” US Healthier School.

Charity Phillips reported on:

- Congratulations and thank you to David Smith and Kayla Riepen on the wonderful chorus and band spring performances
- Congratulations to the Wildcat Wellness Pantry on receiving the 2017 Governor’s Youth Volunteer Service Award
- Thanked the staff for their participation in budget discussions and the state budget cut impact
- Thanked Lisa Morris for coordinating the Teacher of the Year process
  - Mrs. Terry Rodenbaugh was named Middle School Teacher of the Year

- Mrs. Carol Kline was named High School Teacher of the Year

Ada Puzzo:

- Believed the staff and community meetings held on May 8<sup>th</sup> about the impact the state budgets cuts have on Delmar went well

Mr. Vincent commended the administration on the public meeting that was held on the budget. He believes the school is looking good with the exception of the sign on the corner of the parking lot. Mrs. Phillips stated that it is in the plans to be repaired.

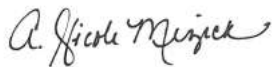
Mrs. Elliott thanked the staff and administration. He knows this has been a trying year but he is hoping we can end on a good note.

Mrs. Morelli thanked the administration and staff.

Mr. Brittingham believes the Delmar School District will overcome and get through the budget crisis. He is extremely sad to see personnel go because of the financial issues Delaware is facing.

A motion to adjourn at 6:23pm was made by Raymond Vincent, seconded by Thomas Elliott and carried unanimously.

Respectfully submitted,



A. Nicole Mezick  
Recording Secretary



Charity H. Phillips  
Executive Secretary