

Delaware Township School Monthly Board of Education Meeting

January 22, 2019 – 7:00 pm

- A. Call to Order** – Mrs. Linda Ubry, President called the meeting to order at 7:30 pm.
- B. Open Public Meeting Act Statement** – Mrs. Ubry read the following statement:
Welcome to a meeting of the Delaware Township School Board of Education. Please be advised that this and all meetings of the Board are open to the public and media, consistent with the Open Public Meetings Act (Chapter 231, P.L. 1975) and that advance notice required therein has been provided. Meeting notice was also posted in the entrance hallway of Delaware Township School; sent to the Trenton Times and the Hunterdon County Democrat newspapers; posted on the school website and sent to the Clerk of Delaware Township. The public will have the opportunity to be heard as shown on the Agenda.
- C. Flag Salute** – Mrs. Ubry led all assembled in the Pledge of Allegiance.
- D. Roll Call**
Present: Mrs. Burns, Mrs. Hornby, Mrs. Lyons, Mrs. May, Mrs. Pouria, Mrs. Ubry.
Absent: Mr. Cooper, Mrs. Devlin, Mr. Hoffman
Also Present: Dr. Richard Wiener, Superintendent; Mrs. Susan Joyce, Business Administrator.
- E. Audience Participation – Agenda Items** - None
- F. Correspondence** - None
- G. Presentations** - Mrs. Racile reported to the board the Student Safety Data System Period 1 Report. She also talked about the online SAIF training that is both required and available. The staff takes training annually. She is hoping to require volunteers to participate in training as well. Mrs. Hornby asked if it could be made available to board members and Mrs. Racile said that it would be possible.
- H. Superintendent’s Report** – Dr. Richard Wiener

1. Student Enrollment (1-15-19) - (Exhibit I.1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	36	3	12.0
Grade 1	36	3	12.0
Grade 2	43	3	14.3
Grade 3	35	2	17.5
Grade 4	41	3	13.7
Grade 5	38	2	19.0
Grade 6	32	2	18.0
Grade 7	44	3	14.7
Grade 8	50	3	16.7

Pre School	19		
Tuition Sent	3		
TOTAL	377	24	14.8

2. Evacuation Drills –

TYPE OF DRILL	DATE	TIME
Security Drill (Lockout)	9/13/18	2:12 pm
Fire Drill	9/21/18	9:52 am
Fire Drill	10/17/18	2:07 pm
Security Drill (Lockdown) – DoE Observation	10/29/18	10:10 am
Fire Drill	11/19/18	12:07 pm
Security Drill (Partial Evacuation)	11/29/18	11:39 am
Fire Drill	12/3/19	1:21 pm
Security Drill (Hold in Place)	12/20/18	10:28 am

3. Suspensions –

MONTH OF	IN SCHOOL	OUT OF SCHOOL
September	0	0
October	0	0
November	0	0
December	0	0
TOTAL FOR SCHOOL YEAR 2018-2019 TO DATE	0	0

4. HIB Incidents –

MONTH OF	INCIDENTS REPORTED	NUMBER CLASSIFIED AS HIB
September	0	0
October	0	0
November	0	0
December	0	0
TOTAL FOR SCHOOL YEAR 2018-2019 TO DATE	0	0

Dr. Wiener reported on the January 17th County Midyear Budget Review that he and Mrs. Joyce attended. He also reported that the budget numbers will be available to districts at the beginning of March and budgets will be due to the county office by March 20th.

I. President’s Report – Mrs. Linda Ubry

Mrs. Ubry spoke about having a board retreat. It would be an advertised meeting, open to the public. The board president runs the meeting and it is usually held mid or end of year. It should be tied into the board goals.

Mrs. Ubry also gave a mid-year health benefit update. The change last year occurred because it was projected to be a significant cost savings of about \$60,000 and a seamless transition for the employees. The savings was actually closer to \$35,000 because no one could have anticipated the state health plan having a 0% increase. Some employees felt that one of the offered plans did not provide a comparable network making the coverage not equal to or better than the state plan. That is being addressed and the compromise can be found in the resolution that is being presented for approval later in the meeting. The Finance Committee has monitored the implementation of the new Horizon plan and had always intended to address any employee issues.

J. School Business Administrator’s Report – Mrs. Susan Joyce

Mrs. Joyce reported on the auditor presentation to the Finance Committee. The auditor said that the district is in excellent financial shape but they are recommending that the district work with a new bank because their services and reporting are inferior to other banks in the area. The CAFR was held up because the state had not released the GASB 75 report. That has since been released and the June 30, 2018 CAFR will follow shortly. At that time, the board will need to accept and approve the report.

L. Moved by Mrs. Pouria, seconded by Mrs. Hornby to approve the regular session minutes of the November 27, 2018 meeting. Discussion followed. Motion passed by unanimous roll call vote.

Moved by Mrs. Lyons, seconded by Mrs. Pouria to approve the regular session minutes of the December 18, 2018 meeting. Discussion followed. Motion passed by unanimous roll call vote.

Motion by Mrs. May, seconded by Mrs. Hornby to approve the regular session minutes of the January 3, 2019 Reorganization meeting. Discussion followed. Motion passed by unanimous roll call vote.

M. Committee Reports and Action

1. Curriculum/Instruction/Technology – Mrs. May reported on the CIT meeting.

Motion by Mrs. May, seconded by Mrs. Hornby to approved items 1.1-1.2. Discussion followed. Motion passed by unanimous roll call vote.

1.1 MOVE to accept the HIB incidents per H.4 of the Superintendent’s Report. (N/A)

1.2 MOVE to approve the following field trips for the 2018-2019 school year. (Exhibit 1.2)

ACTIVITY	DATE	GRADE LEVEL	LOCATION
Creativity Co Op	4/2/19	6 – G & T	RFIS – Flemington NJ

N. Executive Session

WHEREAS Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975 authorizes a public body to exclude the public from that portion of a meeting at which specified
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topics are to be discussed under circumstances where the public consideration of such topics will clearly endanger the public, or where the personal privacy of or guaranteed rights of individuals whose activities or affairs are to be discussed would be clearly in danger of unwarranted invasions and

WHEREAS the matters about to be presented for discussion clearly meet the “circumstances” test of such Act, now therefore be it

RESOLVED that the Board of Education of Delaware Township School now adjourns from public session to reconvene in Executive Session for the purpose of discussing the following: legal matters be it further

RESOLVED that the Board will more specifically discuss legal matters; and be it further

RESOLVED that the discussion in Executive Session be disclosed in the minutes to be released at the next regular meeting of the Board, provided the Board’s consideration of the subject matter be closed, or that such matter does not adversely affect the rights of prospective, current, or past public officers, or personnel of the

Board, unless such individuals have in writing requested the disclosures of such discussion at a public meeting and provided such a public disclosure will no longer clearly endanger the public interest.

Motion by Mrs. Pouria, seconded by Mrs. Hornby to go into Executive Session at 7:47pm. Motion passed by unanimous voice vote.

The Board returned to open session at 8:00pm.

2. **Finance/Facilities** – Mrs. Lyons reported on the Finance/Facilities meeting.

Motion by Mrs. Lyons, seconded by Mrs. Pouria to approve items 2.1-2.10. Discussion followed. Motion passed by unanimous roll call vote.

2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Reconciler for the months ended November 2018 and December 2018 be accepted and placed on file. The Board of Education, after review of the Board Secretary and Reconciler’s monthly financial report and consultations with the Board Secretary, hereby certifies that no major account has been over-expended in violation of N.J.A.C.6A:23A-16.10(b). (Exhibit 2.1)

2.2 MOVE to approve the attached line account transfers for November 2018 and December 2018. (Exhibit 2.2)

2.3 MOVE to approve District invoices presented for payment for December 19, 2018 through December 31, 2018 and January 1, 2019 through January 31, 2019. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

December 21, 2018 - \$248,967.07
 January 15, 2019 - \$267,025.58

2.5 MOVE to approve the following travel expenditures for staff members to attend professional development conferences/workshops. This travel is deemed educationally necessary and fiscally prudent and all travel expenditures shall be directly related to and with the scope of the staff member's current responsibilities and the district's professional development plan.

ATTENDEE	WORKSHOP/CONFERENCE	DATES	INCLUDE (see below)	MAXIMUM AMOUNT
Moira GaNun; Marilyn Blair; Sherry Marlatt; Josette Gifford	Responsive Reading Instruction	2/1/19	R M	\$119.99 each .31 per mile
Sheri Laman	Gifted Children Conference	3/22/19	R M	\$219.00 .31 per mile

2.6 MOVE to approve the following Use of Facilities/Buses. (Exhibit 2.6)

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
PIE	Tracy Wright	Author in Residence	1/8 & 1/22/19 2/5, 2/19, 3/5/19	Periods 1 & 2	Library
Del Twn Rec Comm	Judith Allen	Adults Indoor Soccer	Mondays April through June	7:00 to 10:00 pm	Cafeteria/ym
Princeton Freewheelers	Peter Harnett	Bicycle Event	6/8/19	7:30 am to 3:00 pm	Parking Lot

2.7 MOVE to retroactively approve the submission of a Learning and Leadership Grant, as proposed by Ms. Quinn, School Counselor.

2.8 MOVE to withdrawal Capital Reserve funds in the amount of \$12,850.00 for the 2018-2019 school year Preschool Classroom Project. Use of these funds will provide sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is in compliance with N.J.S.A.18A and N.J.A.C. Title 6 and 6A.

2.9 MOVE to approve the attached PERC settlement pertaining to certain individuals affected by the change in health benefits coverage. (Exhibit 2.9)

2.10 MOVE to approve a \$120 health care adjustment to be paid to retired employee #58894098.

3. **Personnel/Policy** – Mrs. Hornby reported on the Personnel/Policy meeting.

Move by Mrs. May, seconded by Mrs. Hornby to approve items 3.1-3.4.

Discussion followed. Motion passed by unanimous roll call vote.

3.1 MOVE to approve the following candidates for the positions, contractual salaries and starting dates indicated for the 2018-2019 school year, pending fingerprint clearance if necessary, per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATES
Diana Cotter	Home Instructor	\$44.08 per hour	2018-2019 school year
Stephanie Joyce	Student Council Advisor	\$1,190.16 (pro-rated)	January 1 to June 30, 2019
Kimberly Mazzucco	Co-Advisor Middle School Drama Club	\$1,542.80	2018-2019 school year

3.2 MOVE to accept the Letter of Resignation from Gina Scialla, as the Co-Advisor of the Middle School Drama Club, effective immediately, per the recommendation of the Superintendent.

3.3 MOVE to approve the following policy updates, per the recommendation of the Superintendent. (Exhibit 3.3)

POLICY	NUMBER	REVISION ONLY	READING
Domestic Violence	4111.2/4211.2		Second
Gender Identity and Expression	5145.7		Second

3.4 MOVE to approve the Memorandum of Agreement Between Education and Law Enforcement Officials, per the recommendation of the Superintendent.

N. Additional Business – None

O. Audience Participation – Mrs. Wheatley addressed the board regarding a health benefit calculation refund for a retired teacher. Mrs. Ubry asked her to go to the business office and review the calculations. Mrs. Wheatley said that the data being used is not accurate. She has been to the business office, to Superintendent and now the board. She said that she will now need to go above the board.

P. Board Representatives Liaison Reports

1. Recreation - Brian Sulewski was elected Chair and Steve Smotrich Vice Chair of the 2019 Commission. A public meeting will be held this Saturday 1/26 seeking

input on recreational needs/concerns and for input into Township Open Space Master Plan.

2. PiE
3. Township
4. ESC – Construction is continuing at Hoffman's Crossing facility to accommodate future classroom opportunities.
5. Planning Board
6. HCSBA
7. NJSBA Legislature
8. Community Relations
9. HCRHS – Registration for AP tests is now open. Students are not required to take the exams but are strongly encouraged.
10. DTAA

P. Adjourn

Motion by Mrs. May, seconded by Mrs. Lyons to adjourn at 8:22pm.

Respectfully submitted,

Susan M. Joyce
Business Administrator/Board Secretary

February 26, 2019
Date Approved

Linda Ubry, President