

Delaware Township School Monthly Board of Education Meeting

February 26, 2019 – 7:00 pm

OUR MISSION STATEMENT

The mission of the Delaware Township School District is to prepare each student to become a productive, responsible member of society, able to adapt and change, by providing an environment that:

Creates a foundation for a self-motivated lifelong learner by providing relevant innovative, comprehensive curricula that reflect the New Jersey Student Learning Standards;

Focuses on individual needs and promotes individual excellence by encouraging and enhancing the intellectual and social development of each student.

This environment will be realized through an active and responsive partnership that includes the students, faculty, parents, community and staff.

A. Call to Order – Mrs. Linda Ubry, President

B. Open Public Meeting Act 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

D. Roll Call

E. Audience Participation – Agenda Items

The opportunity for public comment on questions will be provided at every regular meeting of the Board of Education and will appear on the agenda as Audience Participation. Two will appear on each agenda; one near the beginning for questions or comments on agenda items, and one near the end for general comments or questions.

Audience participation will be a maximum of thirty minutes in length unless there are unusual circumstances. Those appearing at audience participation will be allowed three minutes to speak and no one will be allowed to speak twice at the same participation session until all those wishing to speak have had their turn.

The Board may or may not respond to the speakers at the time of their appearance.

F. Correspondence - None

G. Presentations

H. Superintendent's Report – Dr. Richard Wiener

1. Student Enrollment (2-15-19) - (Exhibit H.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
Security Drill (Lockdown)	1/10/19	2:33 pm
Fire Drill	1/28/19	12:40 pm

3. Suspensions –

MONTH OF	IN SCHOOL	OUT OF SCHOOL
September	0	0
October	0	0
November	0	0
December	0	0
January	1	0
TOTAL FOR SCHOOL YEAR 2018-2019 TO DATE	1	0

4. HIB Incidents –

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

5. School Calendar Update

I. President’s Report – Mrs. Linda Ubry

1.

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

- 1. 2019-2020 Budget Update
- 2. 2017-2018 Audit Report

K. Approval of the regular and executive session minutes of the January 22, 2019 board meeting.

L. Committee Reports and Action

1. Curriculum/Instruction/Technology

- 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
RVCC Holocaust Experience	5/14/19	8	Branchburg NJ

- 1.3 MOVE to approve the Spring Sports Schedules for Softball and Baseball. (Exhibit 1.3)

2. Finance/Facilities

- 2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Reconciler for the months ended January 2019 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 December 2018. (Exhibit 2.2)
- 2.3 MOVE to approve District invoices presented for payment for January 22, 2019 to January 31, 2019 and February 1, 2019 to February 28, 2019. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

January 30, 2019 - \$258,443.24
 February 15, 2019 - \$249,165.92

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
John Perone	Technology Conference	3/9/19	R	\$99.00
Meeta Verma	NJSSNA Spring Conference	3/29/19	R M	\$255.00 .31 per mile

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

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
DT Clean Communities	Kathleen Klink	Clean Up – Bulls Island	3/16/19	8:30 to 10:30 am	Use of DTS Bus
DTAA	David Cooper	Baseball	1 day per week for month of March	8:00 to 9:00 pm	Gym
Boys Scouts Pack 61	Michael Cirilincione	Meetings	2 nd Tuesday of Month	6:30 to 7:45 pm	Classroom
DT Rec Comm.	Judith Allen	Basketball	3/30/19	12:00 to 3:00 pm	Gym & Cafe

2.7 MOVE to accept the June 30, 2018 Comprehensive Annual Financial Report (CAFR) with 1 audit recommendation, and to acknowledge that the Delaware Township Board of Education has reviewed the 2017-2018 audit report as required by N.J.S.A.18A:23-5. (Exhibit 2.7)

2.8 MOVE to approve the Corrective Action Plan for the June 30, 2018 Comprehensive Annual Financial Report (CAFR), with 1 audit recommendation. (Exhibit 2.8)

2.9 MOVE to approve the contract with SDA Mechanical Services, Inc., for Inspection Maintenance Service on equipment, in the amount of \$9,356.00, effective March 1, 2019 to February 28, 2020. (Contract is on file in the board office.)

2.10 MOVE to approve the student volunteers to ride the school bus to away Softball games for the 2019 season.

2.11 MOVE to approve a Guess the Number fundraiser for Student Council to be conducted during the month of March, 2019.

- 2.12 MOVE to approve the submission of the LRF amendment, 2019 Upgrades to Plan, by Gianforcaro Architects, Engineers & Planners. (Exhibit 2.12)

3. Personnel/Policy

- 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
Andrea Gristina	Wilson Instructor	\$44.05 per hour	November 2018 to June 2019 - retro
John Perone & Bernie Benda	Star Wars Chaperone	\$44.05 per hour – 2.5 hours	1/25/19 - retro
Jean Domurat	Home Instructor	\$44.05 per hour	2018-2019 school year

- 3.2 MOVE to accept the letter of resignation from Daniel Kwasnik, custodian, effective January 29, 2019, per the recommendation of the Superintendent.
- 3.3 MOVE to approve the paid Maternity Leave request for Employee #92932987, part time paraprofessional, beginning April 1, 2019 until all sick days are exhausted, then unpaid FMLA/Maternity leave through June 30, 2019 with an expected return date of September 1, 2019, per the recommendation of the Superintendent.
- 3.4 MOVE to retroactively approve the request for unpaid leave for Employee #68164722, full time teacher, beginning February 11, 2019 through February 15, 2019, for a total of 3 days, per the recommendation of the Superintendent.

M. Additional Business

N. Audience Participation

O. Board Representatives Liaison Reports

1. Recreation
2. PiE
3. Township
4. ESC
5. Planning Board
6. HCSBA
7. NJSBA Legislature
8. Community Relations
9. HCRHS
10. DTAA

P. 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 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: litigation, and be it further

RESOLVED that the Board will more specifically discuss (to be stated at the meeting); 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.

Q. Adjourn

The Board of Education has the right to change, add to, or delete items listed on this Agenda.