

# Delaware Township School Monthly Board of Education Meeting

January 23, 2018 – 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 not respond to the speakers at the time of their appearance.

**F. Correspondence**

**G. Presentations**

**H. Superintendent’s Report – Dr. Richard Wiener**

**1. Student Enrollment (1-15-18) - (Exhibit H.1)**

| <b>GRADE</b> | <b>ENROLLMENT</b> | <b>SECTIONS</b> | <b>AVERAGE CLASS SIZE</b> |
|--------------|-------------------|-----------------|---------------------------|
| Kindergarten | 37                | 3               | 12.3                      |
| Grade 1      | 43                | 3               | 14.3                      |
| Grade 2      | 36                | 2               | 18.0                      |
| Grade 3      | 42                | 3               | 14.0                      |
| Grade 4      | 38                | 2               | 19.0                      |
| Grade 5      | 35                | 2               | 17.5                      |
| Grade 6      | 49                | 3               | 16.3                      |
| Grade 7      | 47                | 2               | 23.5                      |
| Grade 8      | 43                | 2               | 21.5                      |
| Pre School   | 21                |                 |                           |
| Tuition Sent | 3                 |                 |                           |
| <b>TOTAL</b> | <b>394</b>        | <b>22</b>       | <b>16.8</b>               |

**2. Evacuation Drills –**

| <b>TYPE OF DRILL</b>                 | <b>DATE</b> | <b>TIME</b> |
|--------------------------------------|-------------|-------------|
| Fire Drill                           | 8/3/17      | 10:15 am    |
| Security Drill (Lockout)             | 8/31/17     | 12:54 pm    |
| Security Drill (Lockdown)            | 9/19/17     | 2:16 pm     |
| Security Drill (Shelter in Place)    | 9/27/17     | 10:15 am    |
| Fire Drill                           | 9/28/17     | 10:00 am    |
| Fire Drill                           | 10/11/17    | 8:57 am     |
| Security Drill (Lockout)             | 10/31/17    | 9:34 am     |
| Security Drill (Evacuation off site) | 11/2/17     | 2:00 pm     |
| Fire Drill                           | 11/21/17    | 2:24 pm     |
| Fire Drill                           | 12/19/17    | 9:50 am     |
| Security Drill (Lockdown)            | 12/21/17    | 9:32 am     |

**3. Suspensions –**

| <b>MONTH OF</b>                                | <b>IN SCHOOL</b> | <b>OUT OF SCHOOL</b> |
|--|------------------|----------------------|
| September                                      | 0                | 0                    |
| October  | 0                | 0                    |
| November                                       | 0                | 0                    |
| December                                       | 0                | 0                    |
| <b>TOTAL FOR SCHOOL YEAR 2017-2018 TO DATE</b> | <b>0</b>         | <b>0</b>             |

**4. HIB Incidents –**

| <b>MONTH OF</b>                                | <b>INCIDENTS REPORTED</b> | <b>NUMBER CLASSIFIED AS HIB</b> |
|--|---------------------------|---------------------------------|
| September                                      | 1                         | 1                               |
| October  | 0                         | 0                               |
| November                                       | 0                         | 0                               |
| December                                       | 0                         | 0                               |
| <b>TOTAL FOR SCHOOL YEAR 2017-2018 TO DATE</b> | <b>1</b>                  | <b>1</b>                        |

5. AD Hoc Communication Committee - Discussion

I. **President’s Report – Mrs. Linda Ubry**

- 1. Correspondence from former DTS parent William Healey
- 2. Administrative Reorganization

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

- 1. 2018-2019 Budget Process

K. **Approval of the regular and closed session minutes of the December 19, 2017 meeting and the January 3, 2018 Reorganization meeting.**

L. **Committee Reports and Action**

1. **Curriculum/Instruction/Technology**

- 1.1 MOVE to approve the following field trips for the 2017-2018 school year. (Exhibit 1.1)

| ACTIVITY           | DATE    | GRADE LEVEL     | LOCATION             |
|--------------------|---------|-----------------|----------------------|
| Music In the Parks | 5/25/18 | 6-8 Band/Chorus | Hershey Park PA      |
| Creativity Co-Op   | 3/21/18 | 6 – G&T         | RFIS – Flemington NJ |

- 1.2 MOVE to accept the HIB incidents per H.4 of the Superintendent’s Report. (N/A)
- 1.3 MOVE to approve the Kindergarten to Grade 5 Science Curriculum. (Available for review in the Curriculum Coordinator’s Office.)

2. **Finance/Facilities**

- 2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Treasurer of School Monies for the month ended December 2017 be accepted and placed on file. The Board of Education, after review of the Board Secretary and Treasurer’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 2017. (Exhibit 2.2)
- 2.3 MOVE to approve District invoices presented for payment for December 1, 2017 through December 31, 2017. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

December 22, 2017 - \$244,042.06  
 January 12, 2018 - \$236,716.90

2.5 MOVE to approve the following Use of Facilities/Buses. (Exhibit 2.5)

| GROUP                    | APPLICANT    | ACTIVITY                  | DATE                               | TIME                | LOCATION              |
|--------------------------|--------------|---------------------------|------------------------------------|---------------------|-----------------------|
| Del. Twp. Rec. Committee | Judith Allen | Adult Co-Ed Soccer        | Mondays, January to April 2018     | 7:00 to 10:00 pm    | Cafeteria             |
| Del. Twp. Rec. Committee | Judith Allen | Great Crate Race          | Saturday, June 30, 2018            | 2:00 to 11:00 pm    | Parking Lot & Grounds |
| Del. Twp. Rec. Committee | Judith Allen | Summer Recreation Program | Monday – Friday July 9 to 27, 2018 | 8:30 am to 12:30 pm | All Areas             |

2.6 MOVE to approve the Waiver of Requirements for Special Education Medicaid Initiative (SEMI) Program:

RESOLVED that the Delaware Township School District Board of Education approves the filing of a waiver to except the Delaware Township School District’s participation in the Special Education Medicaid Initiative (SEMI) due to the fact that the district projects an enrollment of less than 40 Medicaid eligible students.

2.7 MOVE to accept the June 30, 2017 Comprehensive Annual Financial Report (CAFR) with no audit recommendations, and to acknowledge that the Delaware Township Board of Education has reviewed the 2016-2017 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, 2017 Comprehensive Annual Financial Report (CAFR), with 2 audit recommendations. (Exhibit 2.8)

**3. Personnel/Policy**

3.1 MOVE to approve the following candidates for the positions, contractual salaries and starting dates indicated for the 2017-2018 school year, pending fingerprint clearance if necessary, per the recommendation of the Superintendent.

| NAME          | POSITION   | SALARY           | DATES                 |
|---------------|------------|------------------|-----------------------|
| Robert Zagari | Substitute | \$100.00 per day | 2017-2018 school year |

3.2 MOVE to approve the following policy updates, per the recommendation of the Superintendent. (Exhibit 3.2)

| POLICY                     | NUMBER | REVISION ONLY | READING  |
|----------------------------|--------|---------------|----------|
| Extracurricular Activities | 6145   |               | Adoption |

**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: personnel and 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.  
January 23, 2018