

Delaware Township School Monthly Board of Education Meeting

November 26, 2019 – 7:30 pm

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

Present: Mrs. Burns, Mr. Hoffman, Mrs. Hornby, Mrs. Lyons, Mrs. May,
Mrs. Pouria and Mrs. Ubry

Absent: Mr. Cooper & Mrs. Devlin

Also Present: Dr. Richard Wiener, Superintendent and Mrs. Susan Joyce, BA/BS

E. Audience Participation – Agenda Items

A Delaware Township brownie troop 80270 spoke to the board about a charity drive they are doing. They are collecting diapers for those in need and would like to keep a donation box in the lobby.

Motion by Mrs. May, seconded by Mrs. Hornby to approve allowing Troop 80270 to put a collection box in the school lobby for the purpose of collecting diapers for a local charity. Motion passed by unanimous voice vote.

Kathy Klink presented a letter to the board, provided statistics and recognized students for the Bulls Island clean-up efforts.

Mr. Soltis asked the board about the proposed oil tank replacement project.

F. **Correspondence** - Letter from Brownie Troop 80270 that was discussed during public session.

G. **Presentations** - None

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

1. Student Enrollment Student Enrollment (11-19-19) - (Exhibit I.1)

2. Kindergarten	28	2	14.0
Grade 1	39	3	12
Grade 2	39	2	19.50
Grade 3	42	3	14
Grade 4	36	2	18
Grade 5	44	2	22
Grade 6	41	2	20.50
Grade 7	34	2	17
Grade 8	47	3	15.67
Pre School	27	2	13.5
Tuition Sent	4		
Home Instruction	0		
Self-Contained	2		
TOTAL	383	23	15.5

2. Evacuation Drills – October

TYPE OF DRILL	DATE	TIME
Security Drill (Lockout)		
Security (Evacuation)	10/15/19	2:15 PM
Fire Drill	10/28/19	1:52 PM
Fire Drill		
Security Drill (Lockdown) – DoE Observation		

3. Suspensions –

MONTH OF	IN SCHOOL	OUT OF SCHOOL
September	0	0
October	0	1
TOTAL FOR SCHOOL YEAR 2019-2020 TO DATE	0	1

4. HIB Incidents –

MONTH OF	INCIDENTS REPORTED	NUMBER CLASSIFIED AS HIB
September	0	0
October	0	0
TOTAL FOR SCHOOL YEAR 2019-2020 TO DATE	0	0

4. Dr. Wiener reported on the Hunterdon County School Safety Summit that was held on 11/19/19 at J.P. Case Middle School in Flemington and attended by himself, Kathy Racile, Cathy Pouria and Rebecca Burns.
5. Dr. Wiener spoke about the successes of the senior citizen luncheon held at the school. There were more than twenty people in attendance. He thanked Cathy Pouria for organizing the event.
6. Dr. Wiener reported that QSAC Committee, that is made up of administrators and teachers as well as board involvement, has been working on the QSAC requirements.

I. President’s Report – Mrs. Linda Ubry

1. Mrs. Ubry also spoke about the senior luncheon and thanked Cathy again for putting it all together and also for attending their meetings, reconnecting the seniors of our community with the school.
2. The BOE Reorganization Meeting will take place on January 2, 2020.
3. A Board Retreat is in the planning stages with NJSBA field representative Gwen Thorton. The retreat will address such areas as planning, district goals and ethics training.
4. The board is also planning a meeting with Gwen Thorton of school boards to organize the upcoming Strategic Planning process.
5. Mrs. Ubry addressed the concerns expressed by the public at the October board meeting. The board, administration and staff need to work on school communication. Mrs. Hornby and Mrs. Racile are heading the newly formed ‘Communication Counts’ committee. They will be reporting to the board on a monthly basis.
6. For his fifteenth year, Archie Fagan visited the school and talked with the eighth graders about his WWII experiences. This is an annual event held around Veterans Day and organized by Mrs. McShane.

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

1. Mrs. Joyce reported the official election results

3 Year Term	Stephanie Dunn	925
	Cathy Pouria	901
	Joseph Ponzio	890
	(Write In)	30

2. Mrs. Joyce also reported on the Transportation Review Committee meeting.

- K.** Motion by Mrs. Burns, seconded by Mrs. Hornby to approve the regular session minutes of the October 22, 2019 board meeting. Discussion followed. Motion passed by unanimous roll call vote; 6-1-0, Mrs. Ubry abstained.

L. Committee Reports and Action

- 1. **Curriculum/Instruction/Technology** – Mr. Hoffman reported on the committee meeting.

Motion by Mr. Hoffman, seconded by Mrs. May to approve items 1.1-1.2.
Motion passed by unanimous roll call vote; 7-0-0.

- 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 2019-2020 school year. (Exhibit 1.2)

ACTIVITY	DATE	GRADE LEVEL	LOCATION
Theater Works: Story of Rosa Parks	2/24/20	3	Raritan Valley Community College
River Clean Up	11/15/19	6-8	Bulls Island Recreation Area

- 2. **Finance/Facilities** - Mrs. Lyons reported on the committee meeting. Mr. Florek asked about finding the financial reports online.

Motion by Mrs. Lyons, seconded by Mrs. Burns to approve items 2.1-2.11.
Motion passed by unanimous roll call; 7-0-0.

- 2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Reconciler for the month ended October 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 October. (Exhibit 2.2)
- 2.3 MOVE to approve District invoices presented for payment for October 25 through October 31, 2019 in the amount of \$316,681.51 and November 1, 2019 through November 19, 2019 in the amount of \$380,674.07. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

October 30, 2019 - \$265,606.00
 November 15, 2019 - \$256,720.91

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
Maria Maltese	Staff Development for Educators	2/25/20	R M	\$244.00 .35per mile
Kimberly Fanelli	Staff Development for Educators	2/25/20	R M	\$244.00 .35 mile
Catherine Pouria	NJSBA	10/22-24/19	R M	\$375 .35
Kathleen Racile	Affirmative Action Officer Certificate Program	12/13/19, 2/11/20,3/31/20	R M	\$450 .35 per mile
Nicole Bivona	NJ Certificate for Kindergarten Teachers	2/25/20	R M	\$244 .35 mile
Stacy Weiss	NJ Certificate for Kindergarten Teachers	2/25/20	R M	\$244 .35 mile
Laura Ferrante	Small Group Reading Instruction: Grades 3-6	11/12/19	R M	\$99 .35 mile
Marilyn Blair	Small Group Reading Instruction: Grades 3-6	11/12/19	R M	\$99 .35 mile

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

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
DTS PIE	Julie Luster-Roell	Enrichment Program	Various dates	3:10 -4:30 PM	Rooms as assigned
Delaware Township Rec Commission	Steve Smotrich	Seasonal Ice Skating Rink	Various dates	Various	Athletic field
Delaware Township Rec Commission	Brian Sulewski	Trunk or Treat	10/31/19	5:00 PM-9:00 PM	Gym

2.7 Move to approve the following resolution:

WHEREAS, the Delaware Township Board of Education desires to pay construction project costs for the contracts awarded on May 21, 2019 by board resolution for the Controls Upgrade, Roof Renovations, Security Vestibule, Exterior Wall Waterproofing & Drainage and Fire Alarm System and

WHEREAS, there are sufficient funds contained within the Capital Reserve account to pay for these services; and

WHEREAS, Capital Reserve funds may be appropriated by Board Resolution to pay for construction costs.

NOW, THEREFORE, BE IT RESOLVED, that the Delaware Township Board of Education hereby authorizes the withdrawal in the amount \$44,022.65 from the Capital Reserve fund to the General Fund to pay the construction projects costs.

- 2.8 Move to approve the settlement agreement for student ID#88153 in the amount of \$51,071.50.
- 2.9 Move to approve TSA Consulting Group, Inc. as Plan Administrator (contract on file in the Board of Education Office)
- 2.10 MOVE to approve the following Fundraisers for the 8th Grade Promotion Dance:
 - Student Council charity, Emmanuel Cancer Foundation
 - Frame Sale at the holiday concert.
 - Maria Rosa Dinners
 - Rita's Ice
- 2.11 Move to approve the following resolution:

WHEREAS, the Delaware Township Board of Education interviewed for Health Insurance Broker Services, and;

WHEREAS, Health Insurance Broker services have been defined as an Extraordinary Unspecifiable Services and exempt from the requirement to advertise as per N.J.S.A 18A:18A-5(a)(2), and;

THEREFORE, Be It Resolved, that the Delaware Township Board of Education appoints the Integrity Consulting Group as the Health Insurance Consultant/Broker of Record effective immediately for health insurance coverages to include medical and prescription with Horizon Blue Cross Blue Shield of New Jersey and dental with Horizon Dental.

3. Personnel/Policy - Mrs. Hornby reported on the committee meeting.

Motion by Mrs. Hornby, seconded by Mrs. Pouria to approve items 3.1-3.2. Motion passed by unanimous roll call vote; 7-0-0

- 3.1 MOVE to approve the following candidates for the positions, contractual salaries and starting dates indicated for the 2019-2020 school year, pending fingerprint clearance if necessary, per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATES
Josette Gifford Teacher – Movement on Guide	Teacher Movement on Guide	M+30 Step 13 = \$37,435(pro- rated) \$74,870 (annual)	2/1/20 through 6/30/20
Kathryn Wilk	Psychologist	Up to ten hours @ \$67.79/hour	July, 2019 (retro)
Michael Hesington	Substitute teacher (pending paperwork)	\$100 per day	2019-20 school year

3.2 Move to approve employee #FMLA medical leave for employee #54015540 through January 23, 2020

M. Additional Business – None

N. Audience Participation

Mrs. Stahl reported that the science fair survey is going out through PiE on December 2nd.

As a parent, Mrs. Burns brought to the board's attention a communication issue she had that week. Dr. Wiener said that he would make certain that Mrs. Burns's concerns would be addressed the next day. There is continuing concern about the lack of timely responsiveness from the administration, especially in light of the recent Communication Counts Listserv.

O. Board Representatives Liaison Reports

1. Recreation – The boy and girl scouts are working on projects at Dilts Park; a Halloween trunk or treat in the gym that was well attended; the annual holiday lights event will be on December 16th
2. PiE – The meeting was cancelled but they are working on the Holiday Shop.
3. Township – They heard from Mrs. Ubry, Dr. Wiener and Mrs. Joyce about the upcoming referendum.
4. ESC – They are still adding new members. When Mrs. Ubry's term ends, they will need a replacement. The purpose and mission of the ESC was explained to the board.
5. Planning Board - none
6. HCSBA - none
7. NJSBA Legislature – Trenton is talking about the Path of Progress Plan that will merge K-8 districts into regional high schools. Gov. Sweeney has not supported this plan. There are two county-wide pilot programs to promote shared services.
8. Community Relations – Mrs. Pouria reported that she received great feedback about the senior program hosted by the school. There will be more such programs in the future.
9. HCRHS – none
10. DTAA – the soccer program this year had very high participation; the season is now over and basketball has started.

Q. Adjourn

Motion by Mrs. May, seconded by Mrs. Pouria to adjourn the meeting at 9:12 pm.

Respectfully submitted,

Susan M. Joyce
Business Administrator/Board Secretary

December 17, 2019
Date Approved

Linda Ubry, President

