

**Delaware Township School
Monthly Board of Education Meeting**

December 18, 2018 – 7:30 pm

A. Call to Order – Mrs. Linda Ubry, President called the meeting to order at 7:30 pm.

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 – Mrs. Ubry led all assembled in the Pledge of Allegiance.

D. Roll Call

Present: Mr. David Cooper, Mrs. Kristen Devlin, Mrs. Mary Lyons, Mr. Tate Hoffman, Mr. Cathy Pouria and Mrs. Linda Ubry.

Absent: Mrs. Stephanie Dunn and Mrs. Anne May

Also Present: Dr. Richard Wiener, Superintendent; and Mrs. Penni Nitti, Assistant to the Business Administrator.

E. Audience Participation – Agenda Items

None

F. Correspondence - None

G. Presentations

- Mrs. Kirchberger gave the board a media center update.
- Ms. Mikula gave the board a presentation on Fulbright teaching adventure.

H. Superintendent's Report – Dr. Richard Wiener

1. Student Enrollment (12-15-18) - (Exhibit H.1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	35	3	11.7
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	43	3	14.3
Grade 8	50	3	16.7
Pre School	19		
Tuition Sent	3		
TOTAL	375	24	14.7

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

3. Suspensions –

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

5. District/Merit Goals Update

6. Mid Year Budget Review

I. President's Report – Mrs. Linda Ubry

1. January 3, 2019 Reorganization Meeting

2. Thank you to Stephanie Dunn

3. Will contact NJSBA about school board retreat protocol.

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

1. Mid-year budget report will be in mid-January.

K. Approval of the regular session minutes of the November 27, 2018 board meeting.

- Minutes from November 27, 2018 and December 18, 2018 will be approved at the January 22, 2019 meeting.

L. Committee Reports and Action

1. **Curriculum/Instruction/Technology** - Mr. Hoffman reported there was no CIT meeting

**On motion by Mr. Hoffman, seconded by Mr. Cooper to approve 1.1 to 1.2
Motion passed by unanimous by roll call.**

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
Franklin Institute	3/22/19	4	Philadelphia PA
Jazz Festival	4/9/19	M.S. Jazz Band	Kingwood NJ

2. **Finance/Facilities** – Mrs. Pouria reported on the Finance/Facilities meeting (see attached).

Motion by Mrs. Pouria, seconded by Mrs. Lyons to approve items 2.3 to 2.8. Dr. Weiner mentioned the REAP Grant is decreasing. Motion passed by unanimous by roll call.

2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Reconciler for the month ended November 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. (Exhibit 2.2)

2.3 MOVE to approve District invoices presented for payment for November 1, 2018 through November 30, 2018. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

November 30, 2018 - \$252,236.54
 December 14, 2018 - \$279,374.32

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
Kim Goss	Wilson	December 11, 12, 13, 2018	R	\$700.00
John Perone	Tech Ed Council	December 17 & February 26	M	.31 per mile
Cynthia Terranova	Health and PE Conference	February 25, 26 27, 2019	R M T	\$200.00 .31 per mile \$9.00

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

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
Girl Scouts SU86	Kelly Gillespie	International Festival	Saturday – 2/2/19	11:00 am to 1:00 pm	Cafeteria

2.7 MOVE to approve and accept the 2018-2019 REAP (Rural Education Achievement Program) Grant funds in the amount of \$37,884.00.

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

RESOLVED that the Delaware Township School 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 that the district projects an enrollment of less than 40 Medicaid eligible students.

3. Personnel/Policy

Motion by Mrs. Delvin, and seconded by Mrs. Hornby to approve items 3.1 to 3.4. Motion passed unanimous by roll call.

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
Emily Hansen	Substitute	\$100.00 per day	2018-2019 school year
Julia McNally	Substitute	\$100.00 per day	2018-2019 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
Domestic Violence	4111.2/4211.2		First
Administering Medication	5141.21	X	
Gender Identity and Expression	5145.7		First

3.3 MOVE to approve the 2018-2019 School District and Superintendent Merit Goals Mid Year Assessment, as presented by the Superintendent. (Exhibit 3.3)

3.4 MOVE to accept the resignation of Ms. Quinn as student council advisor, effective January 1, 2019, per the recommendation of the Superintendent.

M. Additional Business

N. Audience Participation - Mrs. Wheatley requested that the board review the attached regarding Mr. Braun’s health benefits.

O. Board Representatives Liaison Reports

1. Recreation – DTS public meeting.
2. PiE – Holiday Shop
3. Township – Budget meeting/community meeting.
4. ESC – Added more members to Co-op
5. Planning Board – no report
6. HCSBA – no reports
7. NJSBA Legislature - no reports
8. Community Relations
9. HCRHS – PSAT test scores
10. DTAA – basketball season is starting

P. Executive Session - none

Q. Adjourn

Motion by Mrs. Delvin, seconded by Mr. Hoffman to adjourn at 8:33 pm.
Motion passed by unanimous by roll call.

Respectfully submitted,

Penni Nitti
Assistant to the Business Administrator

January 22, 2019
Date approved

Linda Ubry, President