

Delaware Township School Monthly Board of Education Meeting

March 19, 2019 – 7:30 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

1. Science Olympiad Students – Ms. Maltese, Miss Fisher & Mrs. Pillon

H. Superintendent’s Report – Dr. Richard Wiener

1. Student Enrollment (3-15-19) - (Exhibit H.1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	35	3	11.7
Grade 1	35	3	11.7
Grade 2	42	3	14.0
Grade 3	35	2	17.5
Grade 4	41	3	13.7
Grade 5	38	2	19.0
Grade 6	32	2	16.0
Grade 7	44	3	14.7
Grade 8	50	3	16.7
Pre School	19		
Tuition Sent	3		
TOTAL	374	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
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
Fire Drill	2/5/19	11:55 am
Security Drill (Lockout)	2/28/19	2:41 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
February	0	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
February	0	0
TOTAL FOR SCHOOL YEAR 2018-2019 TO DATE	0	0

5. Goals Attainment Report

I. President’s Report – Mrs. Linda Ubry

1.

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

1. 2019-2020 Budget Update

K. Approval of the regular session minutes of the February 26, 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
Walking Tour	4/8/19	4 – G&T	Sergeantsville NJ

2. Finance/Facilities

2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Reconciler for the months ended February 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 February 2019. (Exhibit 2.2)

2.3 MOVE to approve District invoices presented for payment for February 27, 2019 to February 28, 2019 and March 1, 2019 to March 15, 2019. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

February 28, 2019 - \$259,286.31
 March 15, 2019 - \$251,702.30

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
Diana Cotter	Defiant Student	3/19/19	R M	\$189.00 .31 per mile

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

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
DTS PiE	Tracy Wright	Author in Residence	3/26/19	6:30 to 8:00 pm	Performing Arts
DT Clean Communities	Kathleen Klink	Waterway Clean Up	4/13/19	8:30 am	Sergeantsville
DTS PiE	Maegan Harrington	Harlem Wizards	4/8/19	6:00 to 9:30 pm	Gym

2.7 MOVE to approve a donation of \$400.00 for the Grade 8 promotion dance.

Approval of 2019-2020 Budget

2.8 **BE IT RESOLVED** that the Delaware Township Board of Education hereby adopts the following budget for the 2019-2020 school year and approves it for submission to the Hunterdon County Department of Education Executive County Superintendent for required review and approval. The proposed budget includes 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.

<u>Appropriations</u>		<u>Revenue</u>	
General Current Expense	\$ 9,521,953	Budgeted Fund Balance	\$ 86,952
Maintenance Reserve	\$ 20,000	Local Tax Levy - General Fund*	\$ 8,254,617
		Other Revenue	\$ 73,000
		Interest on Reserves	\$ 19,750
		State Aid	\$ 1,087,634
		Maintenance Reserve **	\$ 20,000
Special Revenue Fund	\$ 121,000	Grant Entitlements	\$ 121,000
Repayment of Debt	<u>\$ 551,800</u>	Local Tax Levy - Debt Svc Pymt	<u>\$ 551,800</u>
Total Expenditures:	<u>\$10,214,753</u>	Total Revenues:	<u>\$10,214,753</u>

*Includes Banked Cap of \$100,000

** Maintenance Reserve of \$20,000 to fund maintenance needs.

As per N.J.A.C. 6A:23A-7.3(a), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

BE IT RESOLVED that the Delaware Township Board of Education use Banked Cap in the amount of \$100,000 for the 2019-2020 school year budget. 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.

BE IT RESOLVED that the Delaware Township Board of Education use Maintenance Reserve funds in the amount of \$20,000 for the 2019-2020 school year budget. 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.

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
Joseph Komarek; Gina Scialla; Cynthia Terranova; Jessica Yarrow; Kelvyn Ramirez; Kimberly Mazzucco; Lucille Fisher; Stephanie Joyce	Hershey Park Chaperones	Per CBA	5/24/19
George Stoltz	Substitute Custodian	\$12.50 per hour	2018-2019 school year

- 3.2 MOVE to approve the School Calendar for school year 2019-2020. (Exhibit 3.2)
- 3.3 MOVE to approve the revised Teacher Job Description. (Exhibit 3.3)
- 3.4 MOVE to retroactively approve the request for unpaid leave for Employee #51927382, full time teacher, April 11, 2019 and April 12, 2019, for a total of 2 days, per the recommendation of the Superintendent.
- 3.5 MOVE to approve the School District and Superintendent Merit Goals Attainment Report, as presented by the Superintendent. (Exhibit 3.5)

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.