

**Delaware Township School
Monthly Board of Education Meeting and Public Hearing**

April 26, 2022 – 7:00 pm



- A. Call to Order – Mrs. Catherine Pouria, President**
- B. Open Public Meeting Act Statement**
- C. Flag Salute**
- D. Present:** Mrs. Hoffman, Mrs. Hornby, Mrs. Lyons (arrived 7:03 pm), Mrs. May, Mrs. Opdyke, Mr. Ponzio, Ms. Stahl and Mrs. Pouria.
Absent: Mrs. Harrington
Also Present: Dr. Richard Wiener, Superintendent;
Mrs. Susan M. Joyce, Business Administrator/Board Secretary.

E. Presentations - 2022-2023 Public Budget Hearing – 7:00 pm

Opening Remarks

Dr. Richard Wiener, Superintendent

Mrs. Catherine Pouria, Board President

Presentation of Budget

Dr. Richard Wiener, Superintendent

Mrs. Susan Joyce, Business Administrator/Board Secretary

Public Comments and Questions on the 2022-2023 Budget

Board of Education Comments and Questions on the 2022-2023 Budget

Motion by Mrs. Lyons, seconded by Mrs. Opdyke to adopt the 2022-2023 school year budget. Discussion followed. Motion passed by unanimous roll call vote.

Approval of 2022-2023 Budget

Delaware Township Board of Education

Adoption of the Budget for School Year 2022-2023

BE IT RESOLVED that the budget be approved for the 2022-2023 school year using the 2022-2023 state aid figures and the Secretary to the Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A. 18A:7F-5 and 18A:7F-6.

	<u>General</u> <u>Fund</u>	<u>Capital</u> <u>Reserve</u>	<u>Special</u> <u>Revenues</u>	<u>Debt</u> <u>Service</u>	<u>Total</u>
2022-2023 Total					
Expenditures	10,208,709	129,693	239,487	211,656	10,789,545
Less: Anticipated Revenues	<u>1,448,844</u>	<u>129,693</u>	<u>239,487</u>	<u>201,656</u>	<u>2,019,680</u>
Taxes to Be Raised	<u>8,759,865</u>	-	0	10,000	<u>8,769,865</u>

And, to advertise said budget in the Hunterdon County Democrat in accordance with the form suggested by the New Jersey Department of Education and according to the law;

AND a public hearing on the budget for the 2022-2023 school year will be held at the Delaware Township School on Tuesday, April 26, 2022 at 7:00 pm

Capital Reserve

Capital Reserve Account

Withdrawal \$129,693

BE IT RESOLVED that the Board of Education includes in the budget a capital reserve withdrawal in the amount of \$129,693

Maintenance Reserve

Maintenance Reserve

Account Withdrawal

\$50,000

BE IT RESOLVED that the Board of Education includes in the budget a maintenance reserve withdrawal in the amount of \$50,000 for the purpose of offsetting maintenance expenses and projects.

Approval of Tax Levy Payment Schedule for the 2022-2023 Budget Year

7/1/2022	1,459,977.50	1,670.00
9/1/2022	1,459,977.50	1,666.00
11/1/2022	1,459,977.50	1,666.00
1/1/2023	1,459,977.50	1,666.00
3/1/2023	1,459,977.50	1,666.00
5/1/2023	1,459,977.50	1,666.00
	\$ 8,759,865.00	\$ 10,000.00

F. Audience Participation – Agenda Items - None

G. Correspondence – Mrs. Pouria received an email from Mrs. Ahmed about what a big hit Earth Day was.

H. Presentations – None

I. Superintendent's Report – Dr. Richard Wiener

1. Student Enrollment (4-10-22) - (Exhibit I1)

2. GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	48	3	15
Grade 1	49	3	16
Grade 2	26	2	13
Grade 3	39	3	13
Grade 4	39	2	18
Grade 5	45	3	14
Grade 6	38	3	13
Grade 7	45	3	15
Grade 8	41	3	13
Pre School	27	2	12
Tuition Sent	3		
Home Instruction	1		
Self-Contained	4		
TOTAL	405	27	14

2. Evacuation Drills –

2021-2022 School Year Fire Drill/Security/Evacuation Report

District: Delaware Township

Superintendent: Dr. Rich Wiener

School: Delaware Township School

Phone #: 609-397-3179

Date of Drill	Time of Drill	Duration of Drill	Type of Drill	Weather Conditions	Participants of Drill	Pull Station/Notes
7/21/21	9:32am	5 minutes	Hold	77 & Sunny	60 students; 15 staff	ESY & Summer School students/staff present.
7/21/21	9:40am	7 minutes	Fire Drill	77 & Sunny	60 students; 15 staff	*Main Fire Panel
8/11/21	11:22am	12 minutes	Fire Drill	92 & Sunny	17 staff	*Elementary Hall near boys' bathroom. The alarm went off due to renovations in the

						bathroom.
8/16/21	1:30pm	5 minutes	Shelter in Place	84 & Sunny	22 staff	*Just staff in the building
9/13/21	9:35am	5 minutes	Fire Drill	71 & sunny	70 staff & 390 students	*Fire Panel M97M028
9/20/21	2:31pm	5 minutes	Lockdown	69 & Sunny	70 staff & 390 students	
10/14/21	2:05pm	10 minutes	Fire Drill	75 & sunny	70 staff, 10 parents & 390 students	*Fire Panel M12M015
Date of Drill	Time of Drill	Duration of Drill	Type of Drill	Weather Conditions	Participants of Drill	Pull Station/Notes
10/22/21	12:05pm	5 minutes	Shelter in Place	65 & sunny	70 staff & 390 students	
11/11/21	11:00am	5 minutes	Fire Drill	57 & sunny	70 staff & 390 students	*Fire Panel M12M015
11/30/21	2:00pm	5 minutes	Active Shooter	38 & cloudy	70 staff & 390 students	
12/8/21	2:00pm	30 minutes	Table Top Discussion	39 & Sunny	4 staff members	*Reviewed drill protocols & need for school-based security committee
12/16/21	12:50pm	5 minutes	Fire Drill	59 & sunny	70 staff & 390 students	*Fire Panel M15M033
1/13/22	8:50am	5 minutes	Fire Drill	34 & sunny	70 staff & 390 students	*Fire Panel M13M007
1/31/22	9:35am	5 minutes	Bomb Threat	15 & sunny	70 staff & 390 students	
2/10/22	2:03pm	5 minutes	Fire Drill	53 & sunny	70 staff & 400 students	*Main Fire Panel
2/28/22	10:45am	5 minutes	Lockdown	31 & sunny	70 staff & 400 students	
3/7/22	2:15pm	5 minutes	Fire Drill	75 & sunny	70 staff & 400 students	*Fire Panel M13M009
3/29/22	11:00am	5 minutes	Active Shooter Drill	34 & sunny	70 staff & 400 students	
4/7/22	8:30am	30 minutes	Bus Evacuation Drill	46 & rainy	400 students	All walkers, parent drop-offs, and bus students participated in this drill.
4/13/22	9:00am	5 minutes	Evacuation Drill	55 & sunny	70 staff & 400 students	
Apr 2022						
May 2022						
May 2022						
Jun 2022						
Jun 2022						

April 26, 2022

3. Suspensions –

MONTH OF	IN SCHOOL	OUT OF SCHOOL
September	0	0
October	0	0
November	0	0
December	0	0
January	0	0
February	0	0
March	0	0
April	0	0
TOTAL FOR SCHOOL YEAR 2021-2022 TO DATE	0	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	1	1
March	0	0
April	0	0
TOTAL FOR SCHOOL YEAR 2021-2022 TO DATE	1	1

5. Dr. Wiener talked about the 2022-23 Budget.

J **President's Report – Mrs. Catherine Pouria**

1. Mrs. Pouria thanked the DTS Green Team, staff and volunteers for a wonderful Earth Day celebration.
2. She also talked about the board goals review and said that she'd share them with the board.
4. She told the board that Rich shared the Action Plans with Gwen who was sharing them with Trenton.
3. Congratulations to the DTS Science Olympiad participants. She is happy to see the Science Olympiad return.

K. **School Business Administrator's Report – Mrs. Susan Joyce**

1. Summer 2022 Projects Update – Projects include sidewalk, ramp by gym, flooring and hallway tiles

L. Approval of the regular minutes of the March 22, 2022 board meeting. (May meeting)

M. Committee Reports and Action

1. **Curriculum/Instruction/Technology** – Mrs. May reported on the Committee Meeting.

Motion by Mrs. May, seconded by Mrs. Hornby to approve item 1.1. Discussion followed. Motion passed by unanimous roll call vote.

- 1.1 MOVE to approve the following field trips for the 2021-2022 school year.

ACTIVITY	DATE	GRADE LEVEL	LOCATION
Locktown Stone Church	May 26, 2022	3 rd Grade	Sergeantsville, NJ

2. **Finance/Facilities** – Ms. Stahl reported on the committee meeting.

Motion by Ms. Stahl, seconded by Mrs. Opdyke to approve items 2.1-2.10. Discussion followed. Motion passed by unanimous roll call vote.

- 2.1 MOVE that the financial reports of the Business Administrator/Board Secretary for the month ended March 2022 and the Treasurer of School Monies for the month ending March 2022 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 March 2022. (Exhibit 2.2)
- 2.3 MOVE to approve District invoices presented for payment for 2nd March 2022 bills list in the amount of \$98,790.58 and April Bills List in the amount of \$228,132.52. (Exhibit 2.3)
- 2.4 MOVE to approve the following payroll amounts:

March 30, 2022	-	\$261,517.34
April 15, 2022	-	\$257,623.50
- 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	Defining Dyslexia and Understanding	May 14, 2022	R M	\$219.00 Webinar
John Perone	NJSBA Spring Education Symposium	April 26 & 27, 2022	R M	\$150 Webinar
Patricia Pillon	ASCD Virtual Conference	April 28, 2022	R M	\$99 Virtual

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

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
PIE	Kyla Glassner	Bash the Trash Assembly	March 25, 2022 (rescheduled from December 20, 2021)	9:00 AM – 11:00 AM	Gym or PAR
PIE	Julie Luster-Roell	Family Fun Color Run	May 21, 2022	8:00 AM – 10:30 AM	Parking Lot
Delaware Township Recreation Commission	Judith A. Allen	Great Crate Race (test)	June 4, 2022 (rain date June 11, 2022)	8:00 AM – 11:00 AM	Parking Lot
		Great Crate Race	July 4, 2022	6:00 AM – 12:00 Noon	Parking Lot
Delaware Township Recreation Commission	Judith A. Allen	Summer Recreation Program	July 5, 2022- July 22, 2022	9:30 AM – 1:30 PM	Various
Delaware Township Athletic Association	Rebecca Viola	Softball Practice	April 4, 2022, April 6, 2022, April 11, 2022, April 18, 2022, April 20, 2022	5:00 PM – 6:00 PM	Softball Field

2.7 MOVE to approve School Bus Emergency Evacuation Drill on April 8, 2022. (Exhibit 2.7)

2.8 MOVE to approve the AME Inc. Maintenance Agreement April 1, 2022 to March 31, 2023 (contract on file in Board of Education Office).

2.9 MOVE to approve Xerox Lease of six copiers; 60-month lease \$635.10 per month, black and white copies \$0.0040, color copies \$0.0390 (contract on file in Board of Education Office)

2.10 MOVE to approve Resolution of Support Authorizing Submission of a Sustainable Jersey 2022 EDF Climate Corps Program Application.

DELAWARE TOWNSHIP BOARD OF EDUCATION

Resolution of Support from Delaware Township Board of Education Authorizing the Sustainable Jersey for Schools 2022 EDF Climate Corps Program Application

WHEREAS, Sustainability means using resources wisely, saving money, and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children; and;

WHEREAS, Delaware Township Board of Education seeks to support and work with school staff, administrators, students, and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, and cost-effective solutions.

WHEREAS, Delaware Township Board of Education is participating in the Sustainable Jersey for Schools Program; and

WHEREAS, one of the purposes of the Sustainable Jersey for Schools Program is to provide resources to school districts to make progress on sustainability issues, and they have created the 2022 EDF Climate Corps Program;

THEREFORE, Delaware Township Board of Education **has determined that** Delaware Township Board of Education should apply for the aforementioned 2022 EDF Climate Corps Program. The assistance will advise on submitting a Local Government Energy Audit, establish an energy baseline and develop a management and tracking process to help continually monitor performance, assist and advise on identifying and completing grant opportunities as well as opportunities for potential collaboration between DTS and the municipality to complete Sustainable Jersey energy actions, and create community outreach campaigns to drive awareness and support for sustainable initiatives;

THEREFORE, Delaware Township Board of Education commits to providing staff support for the duration of the 2022 EDF Climate Corps Program, including access to data for energy projects such as utility billing data.

THEREFORE, BE IT RESOLVED, that Delaware Township Board of Education, State of New Jersey, authorizes the submission of the aforementioned application to the 2022 EDF Climate Corps Program.

April 26, 2022

Heather Opdyke

3. **Personnel/Policy** – Mr. Ponzo reported on the committee meeting.

Motion by Mr. Ponzo, seconded by Ms. Stahl to approve items 3.1 – 3.9.

Discussion followed. Motion passed by unanimous roll call vote.

3.1 MOVE to approve the following candidates for the positions, contractual salaries and starting dates indicated for the 2021-2022 or 2022-2023 school years, pending fingerprint clearance if necessary, per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATES
Jack Fetzer	Part Time Tech Assistant	\$15.00 per hour	2021-2022 School Year 2022-23 School Year
Shane Culver	Substitute Custodian	\$13.00 per hour	2021-22 School Year
Timothy Leonard Joseph Franklin Drew Hanson	Summer Custodians	\$13.00 per hour \$13.00 per hour \$13.00 per hour \$13.00 per hour	June 2022 to September 2022
Aidan MacKnight Evan Hanson Shane Culver	Summer Custodians	\$13.00 per hour/29 hours per week	June 2022 to September 2022
Lucy Fisher Diana Cotter Laura Bond Kathy Racile	Activity Night Chaperones	\$47.88 per hour – 2.5 hours each	March 25, 2022
Britian Moore Diana Cotter Jennifer Griffith Valerie Wheatley	Washington, DC	Per CBA	June 9 and 10, 2022
Scott Lipson	Washington, DC	Administrator	June 9 and 10, 2022
Gina Scialla Phil Muratore Jennifer Griffith Lucinda Fischer Stephanie Joyce Mark Deneka	Dorney Park	Per CBA	May 20, 2022
Margaret Scott Huffman	Custodian	\$38,040.00-revised	2021-2022 School Year
Charlie Huffman	Custodian	\$39,021.00-revised	2021-2022 School Year

3.2 MOVE to approve the attached list of tenured staff members for the 2022-2023 school year, per the recommendation of the Superintendent. (Exhibit 3.2)

3.3 MOVE to approve the attached list of non-tenured staff members for the 2022-2023 school year, per the recommendation of the Superintendent. (Exhibit 3.3)

3.4 MOVE to approve the attached list of paraprofessionals and secretaries for the 2022-2023 school year, per the recommendation of the Superintendent. (Exhibit 3.4)

3.5 MOVE to approve the following chart of summer hours for the school year 2022-2023:

EMPLOYEE	POSITION	MAXIMUM LENGTH OF TIME	SALARY
Mary Holuta	Child Study Secretary	Up to 4 days @ 4 hours day = 16 hours	Hourly Rate
Meeta Verma	Nurse	Up to 5 days @ 5 hours day = 25 hours	Per CBA
Teaching Staff – TBD	Curriculum as needed	Up to 50 hours total	Per CBA
Kathy Racile Dr. Sean Fitzmaurice	LDTC School Psychologist	Up to a total of 10 hours as needed	Hourly Rate

3.6 MOVE to approve Susan Joyce as Business Administrator/Board Secretary and as Quality Purchasing Agent with a bid threshold of \$40,000 and a Quotation threshold of \$6,000, effective July 1, 2022 to June 30, 2023 per the recommendation of the Superintendent.

3.7 MOVE to approve the attached list of non-certified staff members for the 2022-2023 school year, per the recommendation of the Superintendent. (Exhibit 3.7)

3.8 MOVE to approve FMLA Leave for Employee, #83588038 teacher, beginning September 1, 2022, then unpaid FMLA through November 25, 2022 with an extended leave through January 2, 2023 with expected return date of January 3, 2023, per the recommendation of the Superintendent. (Exhibit 3.8)

3.9 Move to approve the following Restart Plan updates
Restart Plan Update
LEA Name: Delaware Township School District
April 6, 2022 Update

As of March 7, 2022, the state mandate requiring in-school universal masking expired. At the expiration of the mandate, masks became optional for all students, staff and visitors and will remain so unless mandated by executive order. Any individual who chooses to do so may still wear masks throughout the day. The information detailed below was written in response to the mandates imposed at the time. In the event the Governor issues additional mandates related to COVID-19, and/or if local data shows an outbreak at Delaware Township School, the guidelines below may be recommended. Only legal mandates will be required.

At the time of this document revision, the state mandate still in effect is- [Executive Order 253](#)-Instituting Vaccination or Testing Requirement for All Preschool to Grade 12 Personnel and for All State Workers

[Delete the entirety of section F-6 and section E. Replace section E with-]

DTS will report cases of Covid 19 to the Hunterdon County Department of Health, as required by N.J.A.C. 8.57-1.10 and act in accordance with board health and illness policies 5141 and 5141.2.

[Add this to section G-] Unless mandated, DTS will not require vaccination or testing for participation in any extracurricular/athletic activity.

N. Additional Business

Integrity will be coming to the Finance/Facility Committee meeting to present where we are as a district.

The board discussed the digital sign proposal and ESY.

O. Audience Participation

Mrs. Wheatley commended the Green Team and the Earth Day event. She said it was enjoyed by all.

P. Board Representatives Liaison Reports

1. Recreation – Upcoming events include a hiking trip, summer rec, field hockey and tennis summer clinics and the Great Crate Race. They received a \$40,000 grant.
2. PiE – Events include You Take the Cake, Mother's Day plant sale, 3rd grade Artist in Residency, Enrichment (they did an incredible job – it's great to have it back), teacher appreciation luncheon, Color Run, teacher luncheon. Dr. Wiener added that Enrichment was really fantastic and thanked all the volunteers and teachers for all that they did.
3. Township – They introduced their budget last week and there is a lot of work being done by Memorial Day weekend.
4. ESC – They had a good year last year based on their CAFR, they have subs and administrative workers and they are doing bussing in Patterson.
5. Planning Board – There are proposed tennis and horse training facilities, also a new housing development.
6. HCSBA – Their latest meeting was board leadership focused, they discussed Covid policies and NJSBA happenings.
7. NJSBA Legislature – Nothing to report.
8. Community Relations – Cathy will attend the next meeting and maybe we can host readers in the learning garden.
9. HCRHS – The junior prom is on Friday, Cabaret and Jazz concerts are upcoming.

10. DTAA – Opening Day was this past weekend, the snack shack was open and there is still enough gear for another Swap Day, the Corn Hole Tournament is coming up.

Q. Executive Session – None.

R. Adjourn

Motion by Mr. Ponzo, seconded by Mrs. Stahl to adjourn at 8:03 pm. Motion passed by unanimous voice vote.

Respectfully Submitted,

Susan M. Joyce
Business Administrator/Board Secretary

Catherine Pouria
Board President