

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

**October 20, 2020 – 7:00 pm**

**A. Call to Order** – Mrs. Catherine Pouria, 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 (virtually), Mrs. Devlin, Mrs. Dunn (virtually), Mr. Hoffman, Mrs. Hornby, Mrs. Lyons (virtually), Mrs. May, Mr. Ponzio and Mrs. Pouria.

**Absent:** none

**Also Present:** Dr. Richard Wiener, Superintendent; Mrs. Susan Joyce, Business Administrator

## **GIRL SCOUT PRESENTATION**

Mrs. Cindy Pontecorvo said that she was honored to present the Board with the first annual Award of Appreciation for the support they have always given the Girl Scouts and for always welcoming the Girl Scouts at Delaware Township School.

**E. Audience Participation – Agenda Items**

Mrs. Brunje asked about student enrollment numbers and exit interviews of those students who leave the district.

**F. Correspondence** - Mrs. Pouria read an email from Alexis Kaelin who expressed her frustration with the Virtual Learning Academy.

**G. Presentations** - None

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

### 1. Student Enrollment (10-15-20) - (Exhibit H.1)

Kindergarten	46	3	15
Grade 1	24	2	13.5
Grade 2	38	3	12.5
Grade 3	36	3	12.5
Grade 4	42	3	13.5
Grade 5	36	3	12.5
Grade 6	44	3	15
Grade 7	38	3	12.5
Grade 8	34	2	11.5
Pre School	15	2	11.5
Tuition Sent	3		
Home Instruction	0		
Self-Contained	3		
TOTAL	359	27	12.5

### 2. Evacuation Drills

TYPE OF DRILL	DATE	TIME
Security Communication Drill (Lockout)	(week of) 9/21-25	various times
Fire Drill	(week of) 9/14-9/18	various times

Fire and security drills are being practiced in accordance with NJ Department of Education School Preparedness and Emergency Planning guidance.

### 3. Suspensions –

MONTH OF	IN SCHOOL	OUT OF SCHOOL
September	0	0
<b>TOTAL FOR SCHOOL YEAR 2020-2021 TO DATE</b>	<b>0</b>	<b>0</b>

### 4. HIB Incidents –

MONTH OF	INCIDENTS REPORTED	NUMBER CLASSIFIED AS HIB
September	0	0
<b>TOTAL FOR SCHOOL YEAR 2020-2021 TO DATE</b>	<b>0</b>	<b>0</b>

- Restart Plan Update – Educational programs are being delivered both on-site and through the VIA by our teachers. The plan has been reviewed in committee and will be reported out on during committee updates. The school continues to work closely with the Hunterdon County DOH and collaboratively with everyone involved.
- Ms. Mikula was selected to participate in the White House America Celebrates Display 2020. She will be working with students to create ornaments to display on the tree at the White House. We are proud of Ms. Mikula and everything she brings to Delaware Township.
- Dr. Wiener also thanked the Girl Scouts for the honor of recognizing the school.

## I. President's Report – Mrs. Catherine Pouria

8. Mrs. Pouria said that the kids are happy to be back to school and we are exploring options to get back to a full day. Everyone is working collaboratively on the many challenges and prioritizing the educational needs of students and well-being of all.

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

1. USDA Program – Mrs. Joyce reviewed the USDA program that provides free lunches to all students.
2. Audit Exit Interview – Mrs. Joyce also reported that she and Dr. Wiener had their exit interview with the auditors. The district is in great shape fiscally and procedurally.

**K. Motion by Mrs. Burns, seconded by Mrs. Lyons to approve the regular session minutes of the September 29, 2020 board meeting. Discussion followed. Motion passed by unanimous roll call vote. 9-0-0**

**L. Committee Reports and Action**

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

Motion by Mr. Hoffman, seconded by Mrs. May to approve items 1.1 – 1.3.  
Discussion followed. Motion passed by unanimous roll call vote. 9-0-0

- 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 2020-2021 school year.

ACTIVITY	DATE	GRADE LEVEL	LOCATION

- 1.3 MOVE to approve the Nursing Services Plan for 2020-2021 school year. (Exhibit 1.3)

2. **Finance/Facilities** - Mrs. Lyons reported on the Finance/Facilities committee meeting.

Motion by Mrs. Lyons, seconded by Mrs. Hornby to approve items 2.1 – 2.9.  
Discussion followed. Motion passed by unanimous roll call vote. 9-0-0

- 2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Reconciler for the month ended, September, 2020 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 September (Exhibit 2.2)

2.3 MOVE to approve District invoices presented for payment 2<sup>nd</sup> September 2020 bills list in the amount of \$70,513.82 and October 2020 bills in the amount of \$272,702.97. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

September 30, 2020 - \$272,099.57  
October 15, 2020 - \$286,081.93

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	Dyslexia and Spelling: Why Spelling Matters and How to Teach it?	10/5/20 through 10/30/20	R M	\$199.00 online
Caitlin Lally	Anti-Bullying Specialist	10/12/20	R M	\$500 online
Mary Lyons	NJSBA's Virtual Workshop	10/20-22/20	R M	\$199.00 online
Catherine Pouria	NJSBA's Virtual Workshop	10/20-22/20	R M	\$199.00 online

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

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION

2.7 MOVE to approve the M-1 Annual Maintenance Budget Amount Worksheet and Detailed Actual Expenditures for the Fiscal Year 2020-2021 and approve the Comprehensive Maintenance Plan (CMP). (Exhibit 2.7)

2.8 MOVE to approve Maschio's Trucking, LLC Contract. (Exhibit 2.8)

- 2.9 MOVE to accept the \$500 DTS PIE Faculty Grant for the Respect Assemble on November 4, 2020, applied for by Caitlin Lally.

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

Motion by Mrs. Hornby, seconded by Mr. Ponzo to approve items 3.1 and 3.3 and to table item 3.2. 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 2020-2021 school year, pending fingerprint clearance if necessary, per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATES
Isa Knapp	Substitute Teacher	\$100 per day	2020-21 School Year
Lucy Fisher	Home Instruction	\$46.49 per hour	2020-21 School Year

- 3.2 MOVE to approve extension of Class III Officer contract with Delaware Township December 1, 2020 through June 30, 2021.
- 3.3 Accept a revised letter of resignation from Kathryn Wilk, School Psychologist, effective November 13, 2020. (Exhibit 3.3)

**N. Additional Business** - None

**O. Audience Participation**

Jen Stahl had questions about CST staffing.

Liz Woodfield reported a dramatic improvement in her sixth grade child's Virtual Learning experience, even seeing socialization. She did express concerns for her third grade child's Virtual Learning. She participates in a Special Education program and she feels there are deficits in the program.

Jennifer Brunje shared concerns regarding access to Board of Education meetings. She went on to read a letter that expressed her worry for administrative misguidance, lack of communication and virtual learning.

**P. Board Representatives Liaison Reports**

1. Recreation – A pumpkin carving contest was being held at Dilts Park.
2. PiE – They will be meeting virtually tomorrow night.
3. Township – None.

4. ESC – They are making staffing decisions, experiencing cash flow challenges and still offering purchasing / bid services to members.
5. Planning Board - None
6. HCSBA – They talked about the upcoming virtual workshop, Gwen is eager to work with school boards and FEMA and CARES are not funding what they originally reported they would.
7. NJSBA Legislature – Mrs. Lyons is attending the NJSBA workshop virtually and will be participating in a Legislative workshop tomorrow.
8. Community Relations – The Seniors will not be meeting until next year. Mrs. Pouria reached out to thank them for their support of the referendum.
9. HCRHS – There have been scattered COVID cases but none requiring the school to close. They are continuing to closely monitor the situation. Fall sports are taking place just in a different way than usual.
10. DTAA – Soccer, softball and baseball are all kicking off and DTAA has been talking to local townships to schedule games.

**Q. Executive Session - None**

**R. Adjourn**

Motion by Mrs. Hornby, seconded by Mrs. Lyons to adjourn the meeting at 8:35 pm. Motion passed by unanimous voice vote. 9-0-0

Respectfully Submitted,

Susan M. Joyce  
Board Secretary

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Date Approved

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Cathy Pouria, President