

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

**February 16, 2021 – 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, Mrs. Dunn, Mr. Hoffman, Mrs. Hornby, Mrs. Lyons,  
Mrs. May,  
Mrs. Opdyke, Mr. Ponzo & Mrs. Pouria.

**Absent:** None.

**Also Present:** Dr. Richard Wiener, Superintendent & Mrs. Susan Joyce,  
Business Administrator/Board Secretary

**E. Executive Session - none**

**F. Audience Participation – Agenda Items** None

**G. Correspondence** – The entire board and Administrators received correspondence from Mrs. Ferrante's fourth grade class about topics like global warming and solar panels. Mrs. Pouria read her letters aloud and board members thanked the students for their letters. The letters were timely because the Finance/Facilities Committee is currently discussing these topics

**H. Presentations** None.

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

1. Student Enrollment (2-10-21) - (Exhibit I.1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	46	3	15

Grade 1	24	2	12
Grade 2	39	3	12.6
Grade 3	36	3	12
Grade 4	43	3	14.3
Grade 5	37	3	12
Grade 6	44	3	14.6
Grade 7	38	3	12.6
Grade 8	34	2	17.5
Pre School	18	2	8
Tuition Sent	2		
Home Instruction	0		
Self-Contained	3		
<b>TOTAL</b>	<b>364</b>	<b>27</b>	<b>12.6</b>

## 2. Evacuation Drills –

<b>3. TYPE OF DRILL</b>	<b>DATE</b>	<b>TIME</b>
Security Communication Drill (Lockout)	(week of) 9/21-25	various times
Fire Drill	(week of) 9/14-9/18	various times
Evacuation Drill	10/21/20	12:17 PM
Fire Drill	10/6/20	1:00 PM
Fire Drill	11/20/20	8:56 AM
Security (Emergency Notification System)	11/24/20	9:00 AM
Fire	12/14/20	10:00 AM
Security (Hold)	12/22/20	11:25 AM
Fire	1/29/21	9:15 AM
Security (Bomb Threat Review)	1/29/21	12:17 PM

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

## 3. Suspensions –

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

## 4. HIB Incidents –

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

5. Dr. Wiener thanked the Fourth Graders for their letters.
6. Dr. Wiener reported on the School Calendar Update. Days were added to the calendar in case we use all of our days. Dr. Wiener also said that we would like to build on our successes and increase the school day from half to full days. We are currently conducting a survey to collect input on making this transition. Some of the challenges we face include lunch in the classroom and the virtual academy. We also have to consider what trending data we look at while making calendar decisions and what methods would we use to reverse decisions. He said that the Association leadership, committees and the administrative team have all been involved in this process.

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

1. Covid Update – Mrs. Pouria reported that having to work in Orange has made this difficult. She feels that after spending two weeks in yellow, we can seriously consider going to a full day. She agrees with Dr. Wiener that our two biggest challenges are lunch and the virtual academy. We want this transition to be a collaborative effort. A survey regarding a transition to full day went out to parents today. DTEA will survey their members.
2. NJSBA Rep Meeting/Strategic Plan – Mrs. Lyons and Mrs. Pouria met with our NJSBA Representative, Gwen Thornton. She will be attending our May meeting to discuss Strategic Planning. She suggested that we create a steering committee and a community survey to identify five of our biggest challenges and strengths.
3. Planning for Full Day School

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

1. Summer 2021 Referendum Projects update was provided. There are five projects - 3M Film, HVAC in main office, Fire Doors in the Elementary School, middle school toilet rooms, and stage lights. The architect is working on the specs.
2. 2021-2022 Budget Update - One adjustment needed to be made to our April meeting in order to in order to comply with NJDOE budget calendar guidelines.  
The Governor's Address is scheduled for February 23<sup>rd</sup> and the release of state aid figures will follow on the 25<sup>th</sup>.

- L.** Motion by Mrs. Hornby, seconded by Mrs. Lyons to approve the regular session minutes of the January 19, 2021 board meeting. Discussion followed. Motion passed by unanimous roll call vote. 9-0-0

**M. 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 item 1.1. Discussion followed. Motion passed by unanimous roll call vote. 9-0-0

1.1 MOVE to accept the HIB incidents per I.4 of the Superintendent's Report.

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

Motion by Mrs. Lyons, seconded by Mrs. Hornby to approve items 2.1 – 2.13. Discussion followed

Items 2.1 – 2.11 and 2.13 passed by unanimous roll call vote. 9-0-0

Item 2.12 passed by roll call vote 8-0-1 (Lyons abstained)

2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Reconciler for the months ended January 2021 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 January 2021. (Exhibit 2.2)

2.3 MOVE to approve District invoices presented for payment for second January 2021 \$960,037.52 bills list. February 19, 2020 in the amount of \$170,500.98. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

January 29, 2021	-	\$270,444.91
February 11, 2021	-	\$274,850.73

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
Angie Mikula	National Art Education Association Conference	March 4-7, 2021	R M	\$99 Virtual

\*(R) registration, (M) mileage

2.6 MOVE to accept the June 30, 2020 Comprehensive Annual Financial Report (CAFR) with 1 audit recommendation, and to acknowledge that the Delaware Township Board of Education has reviewed the 2019-2020 audit report as required by N.J.S.A.18A:23-5.

2.7 MOVE to approve the Corrective Action Plan for the June 30, 2020 Comprehensive Annual Financial Report (CAFR), with 1 audit recommendation. (Exhibit 2.7)

2.8 MOVE to approve Resolution to Participate in Sustainable Jersey for Schools. (Exhibit 2.8)

2.9 MOVE to approve the following Pre School Tuition Contracts for the 2020-2021 school year:

STUDENT ID NUMBER	AMOUNT
35529	\$2840.89
34521	\$2887.50
35530	\$1687.50

2.10 MOVE to approve Pediatric Therapy Center of Bucks County, LLC Physical Therapy (contract on file in board office).

2.11 MOVE to approve revised meeting dates for January 2021 – June 2022. (Exhibit 2.11)

2.12 MOVE to approve Phoenix Advisors, LLC to act on our behalf as a Continuing Disclosure Agent. \$1000 base fee; \$450 per issue set-up charge; \$250 event fees (contract on file in board office).

2.13 Move to approve application for the Alyssa's Law Grant in the amount of \$20,000.

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

Motion by Mrs. Hornby, seconded by Mr. Hoffman to approve items 3.1 – 3.5.  
Discussion followed. Motion passed by unanimous roll call vote. 9-0-0

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
Jennifer Crilly	Substitute teacher	\$100 per day	1/25/21 (retro)

- 3.2 MOVE to accept the Letter of Intent to Retire from Joseph Komarek, Instrumental Music Teacher, June 30, 2021. (Exhibit 3.2)
- 3.3 MOVE to approve revised 2020-21 School Calendar. (Exhibit 3.3)
- 3.4 MOVE to approve the following policy updates, per the recommendation of the Superintendent. (Exhibit 3.4)

POLICY	NUMBER	REVISION ONLY	READING
School Choice Policy	5118		1st

- 3.5 Motion to approve for all DTS 12 month employees' remaining vacation days to be split 50% paid and 50% carried over to the 2021-20 school year due to COVID challenges, effective June 30, 2021.

**M. Additional Business** - Cathy and Rich thanked Joe Komarek and expressed their sincere gratitude for the amazing music program he is leaving behind when he retires. He will be missed terribly.

**N. Audience Participation**

Ms. Jess Stahl spoke highly of Mrs. GaNun, who is her 3<sup>rd</sup> grade son's teacher. She said that Mrs. GaNun is outstanding, dedicated and sets the bar high for her students. She also has a student in second grade who is having a very different experience. Ms. Stahl has reached out to the school with her concerns and is waiting for a response.

**O. Board Representatives Liaison Reports**

- 1. Recreation – They met and discussed pickleball, the tennis courts, the egg hunt, town-wide yard sale, summer rec, brainstormed for new Covid friendly activities and the status of the ice rink.
- 2. PiE – meeting tomorrow
- 3. Township – They held their reorganization meeting, Herman/Lockwood were re-elected, Waltman is the new mayor and Vocke is the new Deputy Mayor.
- 4. ESC – They are running the bus program for the West Orange School District again, they presented their CAFR and the superintendent is retiring.
- 5. Planning Board – There was a final subdivision approval for 13 lots on Lambert Lane and there is an application for use variance for a tennis facility on Sandy Ridge Road.
- 6. HCSBA – There was not a formal meeting but rather an open discussion on topics such as how are parents/boards receiving recent changes/proposals, how are special education needs being addressed, how are districts handling lunch

service, etc. We discussed reviewing future agendas so that a DTS representative can go to the meeting prepared with questions and feedback from our own board members.

7. NJSBA Legislature – There was no specific legislative meeting. The Acting Commissioner of Education had a meeting with Legislatures and discussed such concerns as the damage on schools/students by the pandemic and what should the state do about it. An additional \$1.5 million in funding may be available.
8. Community Relations - None.
9. HCRHS – Status quo on sports and clubs. They launched a full-time special education program.
10. DTAA – Spring sports registration is live and April 24 is the spring kick off.

**P. Executive Session**

None

**Q. Adjourn**

Motion by Mr. Ponzo, seconded by Mrs. Hornby to adjourn the meeting at 8:40 pm.  
Motion passed by unanimous voice vote.

Respectfully Submitted,

---

Susan M. Joyce  
Business Administrator/Board Secretary

---

Catherine Pouria  
Board President