

**Delaware Township School
Board of Education
Meeting Minutes of January 23, 2018**

- A. Call to Order** – Mrs. Linda Ubry, President called the meeting to order at 7:05 pm.
- B. Open Public Meeting Act Statement** – Mrs. Ubry read the following 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: Mrs. Devlin, Mr. Hoffman, Mrs. May, Mrs. Pouria, Mr. Wintermute, Mrs. Ubry.
Absent: Mr. Cooper and Mrs. Dunn
Also Present: Dr. Richard Wiener, Superintendent; Mrs. Susan Joyce, Business Administrator.
- E. Audience Participation – Agenda Items** – None
- *** The last line of the Audience Participation statement should read ‘may or may not’. ***
- F. Correspondence** - None
- G. Presentation** - None
- H. Superintendent’s Report** – Dr. Richard Wiener

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

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	37	3	12.3
Grade 1	43	3	14.3
Grade 2	36	2	18.0
Grade 3	42	3	14.0
Grade 4	38	2	19.0
Grade 5	35	2	17.5
Grade 6	49	3	16.3
Grade 7	47	2	23.5
Grade 8	43	2	21.5
Pre School	21		
Tuition Sent	3		
TOTAL	394	22	16.8

2. Evacuation Drills –

TYPE OF DRILL	DATE	TIME
Fire Drill	8/3/17	10:15 am
Security Drill (Lockout)	8/31/17	12:54 pm
Security Drill (Lockdown)	9/19/17	2:16 pm
Security Drill (Shelter in Place)	9/27/17	10:15 am
Fire Drill	9/28/17	10:00 am
Fire Drill	10/11/17	8:57 am
Security Drill (Lockout)	10/31/17	9:34 am
Security Drill (Evacuation off site)	11/2/17	2:00 pm
Fire Drill	11/21/17	2:24 pm

3. Suspensions –

MONTH OF	IN SCHOOL	OUT OF SCHOOL
September	0	0
October	0	0
November	0	0
December		
TOTAL FOR SCHOOL YEAR 2017-2018 TO DATE	0	0

4. HIB Incidents –

MONTH OF	INCIDENTS REPORTED	NUMBER CLASSIFIED AS HIB
September	1	1
October	0	0
November	0	0
December		
TOTAL FOR SCHOOL YEAR 2017-2018 TO DATE	1	1

5. Ad Hoc Communication Committee – Discussion

John Perone introduced himself to the new board members. There was discussion on the Future Ready Ad Hoc Committee. A link will be put on the website to a survey. It is specific to the community, specifically kids, parents, teachers, the board and administration. The survey should be completed by 2/16/18.

I. **President's Report** – Mrs. Linda Ubry

Mrs. Ubry read a letter from Mr. Healy that reflected on the 1990's campaign the for the school building addition and remodeling project. He also donated – t-shirts from the campaign.

Mrs. Ubry suggested each committee have a conversation with Administration about what is working and what is not with respect to the new Administrative Reorganization.

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

Masonry Project Update – Mr. Munsey and Mrs. Joyce met with the architect, contractor and the contractors who are working on-site. The meeting focused on the completion of work thus far, future work schedule, expectations and improved communication. The project is close to completion.

K. Motion by Mrs. Devlin, seconded by Mrs. May to approve the regular and closed session minutes of the December 19, 2017 and January 3, 2018.

Motion for Regular minutes for December 19, 2017 passed by roll call vote 5-0-2 (Lyons & Spock abstained.

Motion for January 3, 2018 minutes passed by unanimous roll call vote 7-0-0.

L. Committee Reports and Action

1. Curriculum/Instruction/Technology – Tate reported on the CIT committee meeting.

Motion by Mr. Hoffman, seconded by Mrs. May to approve 1.1-1.2. Motion passed by unanimous roll call vote.

- 1.1 MOVE to approve the following field trips for the 2017-2018 school year.
(Exhibit 1.1)

ACTIVITY	DATE	GRADE LEVEL	LOCATION
Music In the Parks	5/25/18	6-8 Band/Chorus	Hershey Park PA

- 1.2 MOVE to accept the HIB incidents per H.4 of the Superintendent's Report.

- ~~1.3~~ **TABLED** MOVE to approve the Kindergarten to Grade 5 Science Curriculum. (Available for review in the Curriculum Coordinator's Office.)

2. Finance/Facilities – Mrs. Pouria reported on the Finance/Facilities meeting.

Motion by Mrs. Pouria, seconded by Mrs. May to approve items 2.2-2.9. Motion passed by unanimous roll call vote 7-0-0.

- ~~2.1~~ **TABLED** MOVE that the financial reports of the Business Administrator/Board Secretary and the Treasurer of School Monies for the month ended December 2017 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 December 2017.
(Exhibit 2.2)

2.3 MOVE to approve District invoices presented for payment for December 1, 2017 through December 31, 2017. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

December 22, 2017	-	\$244,042.06
January 12, 2018	-	\$236,716.90

2.5 MOVE to approve the following Use of Facilities/Buses. (Exhibit 2.5)

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
Del. Twp. Rec. Committee	Judith Allen	Adult Co-Ed Soccer	Mondays, January to April 2018	7:00 to 10:00 pm	Cafeteria
Del. Twp. Rec. Committee	Judith Allen	Great Crate Race	Saturday, June 30, 2018	2:00 – 11:00pm	Parking Lot & Grounds
Del. Twp. Rec. Committee	Judith Allen	Summer Recreation Program	Monday-Friday July 9 to 27, 2018	8:30am – 12:30pm	All Areas

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

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

2.7 MOVE to accept the June 30, 2017 Comprehensive Annual Financial Report (CAFR) with four audit recommendations and to acknowledge that the Delaware Township Board of Education has reviewed the 2016-2017 audit report as required by N.J.S.A. 18A:23-5. (Exhibit 2.7)

2.8 Move to accept the Correction Action Plan for the June 30, 2017 Comprehensive Annual Financial Report (CAFR) with four audit recommendations (Exhibit 2.8)

2.9 Move to accept the M-I Annual Maintenance Budget Amount Worksheet for Fiscal Year 2017-2018. (Exhibit 2.8)

3. **Personnel/Policy – Motion by Mrs. Devlin, seconded by Mr. Hoffman to approve items 3.1. Tabled 3.2 pending coach input. 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 2017-2018 school year, pending fingerprint clearance if necessary, per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATES
Robert Zagari	Substitute	\$100.00 per day	2017-2018 school year

~~3.2~~ **MOVE** to approve the following policy updates, per the recommendation of the **TABLED** Superintendent. (Exhibit 3.4)

POLICY	NUMBER	REVISION ONLY	READING
Extracurricular Activities	6145		Adoption

M. Additional Business - None

N. Audience Participation - None

O. Board Representatives Liaison Reports

1. Recreation – The Great Crate Race 30th anniversary event will take place on June 30th. It will be a community celebration.
2. PiE – No meeting; roller skating party; author in residence; no news on theatre.
3. Township – meetings are held the 2nd & last Monday of each month.
4. ESC – January 9th had audit presentation; service rates were approved; West Amwell facility will be closing in May.
5. Planning Board - none
6. HCSBA – reviewed NJSBA notes; new Superintendent; 10 districts filed regarding ongoing appropriate funding (\$13 million is missing that should be going to schools)
7. NJSBA Legislature - none
8. Community Relations - none
9. HCRHS - none
10. DTAA – Beef & Beer softball fundraiser registration is open.

P. Executive Session

Mr. Hoffman was dismissed at 8:24 pm.

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: negotiations, 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.

Motion by Mrs. Devlin, seconded by Mrs. May to go into Executive Session at 8:25 pm.

Motion by Mrs. Devlin, seconded by Mrs. Dunn to exit Executive Session at 8:33 pm.

Q. Adjourn

Motion by Mrs. Devlin, seconded by Ms. Spock to adjourn the meeting the meeting at 8:34 pm. Passed by unanimous voice vote.

Respectfully submitted,

Susan M. Joyce
Business Administrator/Board Secretary

February 27, 2018
Date Approved

Linda Ubry, President