

**Delaware Township School  
Monthly Board of Education Meeting  
January 26, 2016 – 7:00 pm**

- A. Call to Order** – Mrs. Linda Ubry, President called the meeting to order at 7:01pm.
- B. Open Public Meeting Act Statement** – Mrs. Ubry read the following statement:  
Welcome to the meeting of the Delaware Township School Board of Education. Please be advised that this and all meeting of the Board are open to the public and media consistent with the Open Public Meeting Act (Chapter 231, P.L. 1975) and that advance notice, as required, has been provided. Meeting notice was posted in the entrance of the Delaware Township School; sent to the Trenton Times and the Hunterdon County Democrat; 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** – Ms. Martucci, Board Secretary recorded the roll:  
Present: Mrs. JoAnn Brown (arrived 7:14pm), Mr. Thomas Bruhl, Mrs. Kristen Devlin, Mrs. Stephanie Dunn, Mrs. Molly Esserman, Mr. Tate Hoffman, Mrs. Lisa Thompson, Mrs. Linda Ubry.  
Absent: Mrs. Kathy Roethel  
Also Present: Dr. Richard Wiener, Superintendent; and Ms. Patricia Martucci, Business Administrator.
- E. Audience Participation – Agenda Items/Budget Input**  
There were no comments from the public at this time.
- F. School Board Recognition Month** – Mrs. Ubry read the following Resolution:  
**WHEREAS,** The New Jersey School Boards Association has declared January 2016 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and  
  
**WHEREAS,** The Delaware Township Board of Education is one of more than 581 local school boards in New Jersey that sets policies and oversees operations for public school districts; and  
  
**WHEREAS,** The Delaware Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and  
  
**WHEREAS,** New Jersey’s local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12<sup>th</sup> grade; and  
  
**WHEREAS,** New Jersey’s 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with

administrators, teachers and parents for the betterment of public education; and

**WHEREAS,** School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

**WHEREAS,** Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

**WHEREAS,** New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Education Progress (NAEP) scores and Advanced Placement offerings and test scores. Now, therefore, be it

**RESOLVED,** That the Delaware Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2016 as SCHOOL BOARD RECOGNITION MONTH; and be it further

**RESOLVED,** That the Delaware Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

**G. Presentations** – there were no presentations.

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

1. Student Enrollment (1-15-16)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	43	3	14.3
Grade 1	42	3	14.0
Grade 2	38	2	19.0
Grade 3	32	2	16.0
Grade 4	43	3	14.3
Grade 5	46	2	23.0
Grade 6	42	2	21.0
Grade 7	42	3	14.0
Grade 8	49	3	16.3
Pre School	23	2	11.5
Latham	1		
Home Instruction	1		
Tuition Sent	4		
TOTAL	406	25	16.0

2. Evacuation Drills –

TYPE OF DRILL	DATE	TIME
Fire Drill	7/23/15	1:20 pm
Security Drill (Evacuation Non Fire)	7/29/15	10:20 am
Fire Drill	8/27/15	11:45 am
Security Drill (Shelter in Place)	8/31/15	5:30 pm

Fire Drill	9/25/15	10:58 am
Security Drill (Lock Out)	9/14/15	9:20 am
Bus Evacuation Drill	9/22/15	9:00 am
Fire Drill	10/7/15	8:55 am
Security Drill (Lockdown)	10/26/15	12:52 pm
Fire Drill	11/16/15	12:40 pm
Security Drill (Lock Out)	11/30/15	2:15 pm
Fire Drill	12/11/15	1:30 pm
Security Drill (Lockdown)	12/22/15	1:46 pm

### 3. Suspensions –

MONTH OF	IN SCHOOL	OUT OF SCHOOL
September	0	0
October	0	0
November	0	0
December	0	0
<b>TOTAL FOR SCHOOL YEAR 2015-2016 TO DATE</b>	<b>0</b>	<b>0</b>

### 4. HIB Incidents –

MONTH OF	INCIDENTS REPORTED	NUMBER CLASSIFIED AS HIB
September	0	0
October	0	0
November	1	1
December	0	0
<b>TOTAL FOR SCHOOL YEAR 2015-2016 TO DATE</b>	<b>1</b>	<b>1</b>

5. 2016-2017 School Calendar – still being discussed at this time.

6. NJ DoE PARCC Update – scores are now available to the public.

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

1. Administrative Reorganization – Our school is only as strong as our administration and the office of Principal is of great concern as it requires financial support and stability.

2. 2016-2017 Budget Challenges – the Board will be having serious discussions due to the daunting revenue gap. We will be looking at maintaining programs; having Finance Committee input on priorities; and relying on the tax base or alternatives.

#### J. **School Business Administrator's Report – Ms. Patricia Martucci**

1. Snow storm and snow removal on Sunday, 1/24/16.

2. 2016-2017 Budget Update

3. Reserve Accounts – explanation of allowed reserve accounts was presented.

#### K. **Motion by Mr. Bruhl, seconded by Mrs. Devlin to approve the regular and closed session minutes of the December 15, 2015 board meeting. Motion carried by unanimous voice vote of members present.**

#### L. **Committee Reports and Action**

##### 1. **Curriculum/Instruction/Technology**

Mrs. Dunn reviewed the minutes from the meeting held on January 20, 2016 and presented the following motions for approval:

- 1.1 Approved the following field trips for the 2015-2016 school year.

ACTIVITY	DATE	GRADE LEVEL	LOCATION
Walking to Town Hall	1/13/16 – retro	8	Sergeantsville NJ
Science Olympiad	2/25/16	5 (club members)	West Amwell NJ
Holocaust Experience	5/6/16	8	RVCC Branchburg NJ
NJASC Spring Awards Program	6/1/16	Student Council Officers	Six Flags Jackson NJ

- 1.2 Approved the Grade 8 parents to conduct fundraisers that will benefit the Grade 8 Promotion Dance in June.

- 1.3 Approved the Boys Baseball and Girls Softball Schedules for the 2016 season.

Motion by Mrs. Dunn, seconded by Mr. Bruhl to approve motions 1.1 through 1.3 of Curriculum/Instruction/Technology, as recommended by the Superintendent.

Ayes: Brown, Bruhl, Devlin, Dunn, Esserman, Hoffman, Thompson, Ubry  
Nays: None  
Absent: Roethel  
Abstain: None

## 2. **Finance/Facilities**

Mr. Bruhl reviewed the minutes from the meeting held on January 22, 2016 and presented the following motions for approval:

- 2.1 Approved the financial reports of the Business Administrator/Board Secretary and the Treasurer of School Monies for the month ended December 2015 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 Approved District invoices presented for December 17, 2015 to January 19, 2016 in the amount of \$858,702.22.
- 2.3 Approved the line account transfers for December 2015.
- 2.4 Approved the following payroll amounts:
- |                   |   |              |
|-------------------|---|--------------|
| December 23, 2015 | - | \$261,599.13 |
| January 15, 2016  | - | \$253,873.98 |
- 2.5 Approved 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
Kathleen Racile	PARCC Testing Coord. Training	3/8/16	M	.31 per mile
Victoria Hardy	NJASC Advisor Training	3/21/16	R M	\$25.00
Cynthia Terranova	NJASC Advisor Training	3/21/16	R	\$25.00
Jessica Yarrow	SIOP for ELL Teachers	2/26/26	R	\$150.00
Josette Gifford	Best Strategies for 2 <sup>nd</sup> Grade	3/14/16	R M	\$239.00 .31 per mile
Caitlin Lally	Best Strategies for 2 <sup>nd</sup> Grade	3/14/16	R	\$239.00
Nadina LaBouliere	High Quality Learning	2/9/16	R M	\$179.00 .31 per mile

**R = Registration Fee    M = Mileage    L = Lodging    F = Food    O = Other**

**2.6    Approved the following list of Use of Facilities/Buses.**

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION/NUMBER of SCHOOL BUSES
Daisy Troop 81295	Diane Dembeski	Meetings	1/12/16; 2/2/16; 2/23/16; 3/15/16; 4/5/16; 4/26/16; 5/17/16; 5/31/16; 6/7/16		Elementary Art Room
PiE	Jessica Yarrow	PiE Family Fun Night	2/5/16	7:00 to 8:00 pm	Performing Arts Room

**2.7**    Accepted a donation to the Delaware Township Environmental Congress, in the amount of \$25.00 by volunteer, John Staats, for his October participation in the March on Litter as funded by the Clean Communities state grant. (Funds were deposited into the Student Activities Account for use in Environmental Congress activities).

**2.8**    Approved the Waiver of Requirements for Special Education Medicaid 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.

Motion by Mr. Bruhl, seconded by Mrs. Devlin to approve motions 2.1 through 2.8 of Finance and Facilities, as recommended by the Superintendent.

Ayes:            Brown, Bruhl, Devlin, Dunn, Esserman, Hoffman, Thompson, Ubry  
Nays:            None  
Absent:          Roethel  
Abstain:        None

### 3. Personnel/Policy

Mrs. Thompson reviewed the minutes from the January 20, 2016 meeting and presented the following motions for approval:

- 3.1 Approved the following candidates for the positions, contractual salaries and starting dates indicated for the 2015-2016 school year per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATES
Charles Huffman	Substitute Custodian	\$12.50 per hour	2015-2016 school year
Caitlin Lally	Teacher - Movement on Guide	B+30 – Step 8 = \$28,889 (pro-rated) \$57,778 (annual)	2/1/16 through 6/30/16

Motion by Mrs. Thompson, seconded by Mr. Bruhl to approve motion 3.1 of Personnel/Policy, as recommended by the Superintendent.

Ayes: Brown, Bruhl, Devlin, Dunn, Esserman, Hoffman, Thompson, Ubry  
Nays: None  
Absent: Roethel  
Abstain: None

### M. Additional Business

Mrs. Esserman inquired if and why the 5<sup>th</sup> grade students are not allowed to run on the playground during recess.

### N. Audience Participation

Mr. Charles Herman, Councilman updated the Board on the FEMA generator grant. He had a further conversation with Mr. Testa and obtained clarification that the size of the generator may be tailored to operate the school at the School Board's discretion. He further clarified that the school may obtain a smaller generator within the FEMA grant amount and present this proposal to FEMA. Also, the use of the building would be to primarily shelter our students; 99.9% for student use; and very rare for the county or state to take over a building. The Board agreed to revisit the use of the FEMA funding to purchase a generator for the school.

### O. Board Representatives Liaison Reports

1. **Recreation** – Mrs. Dunn reported that officers have been elected and the ice rink at Dilts Park is open.
2. **PIE** – Mrs. Brown reported that the committee is looking at other options to the Missoula Play and will decide to continue with it or change it after all options are explored. After school enrichment will take place 2/17/16-3/10/16. Hoagie sale will be 3/9/16 and 3/10/16. "Box Tops" will continue throughout the year. Family Fun Night is 2/5/16 with a Super Bowl theme. Spring fund raiser will be a Casino Night on 4/29/16 at Raspberry's and will include a silent auction. Sponsorship Committee and Donations Committee will help to raise funds for the event. The Teacher vs. Parent volleyball game date is yet to be determined.

3. **Township** – no report.
4. **ESC** – no report.
5. **Planning Board** – no report.
6. **HCSBA** – Mrs. Ubry reported that she and Mrs. Thompson attended the monthly NJSBA meeting and the topic of discussion was negotiations.
7. **NJSBA Legislature** – no report.
8. **Community Relations** – no report.
9. **HCRHS** – Mrs. Thompson reported that the new semester will not start until 1/27/16 due to the snow closing.
10. **DTAA** – Mrs. Devlin reported that softball registration is now open. A Beef & Brew fundraiser will be held on 2/12/16 and the DTAA has a new executive board with Mr. Timothy Drew as President.

**P. Executive Session** – there was no executive session.

**Q.** Motion by Mrs. Thompson, seconded by Mr. Hoffman to adjourn the meeting at 8:18pm.  
Motion carried by unanimous voice vote of members present.

Respectfully submitted,

*Patricia A. Martucci* RSBA

Board Secretary