

Delaware Township School Monthly Board of Education Meeting

June 15, 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 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: Burns, Hoffman, Hornby, Lyons, May, Opdyke, Ponzo and Pouria

Absent: Dunn

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

E. Executive Session

Motion by Mrs. Hornby, seconded by Mr. Hoffman to go into Executive Session at 7:01 pm. Motion passed by unanimous voice vote.

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: personnel, and be it further

RESOLVED that the Board will more specifically discuss personnel; 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 Mr. Ponzo, seconded by Mrs. Burns to return to public session at 7:26 pm.
Motion passed by unanimous voice vote.

F. Audience Participation – Agenda Items

Mrs. Brunje asked whether the numbers in the Superintendent's report were year to date figures. Dr. Wiener responded that they were through May.

Ms. Lally said that the cereal drive was a huge success. She also wanted to thank Jack Fetzer for video taping the event and for all of the other times he helped.

G. Correspondence – None

Ms. Lally, Mrs. Brunje and Jim Meert wrote letters to the board.

H. Presentations - None

I. Superintendent's Report – Dr. Richard Wiener

1. Student Enrollment (6-7-21) - (Exhibit I-1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	45	3	15
Grade 1	23	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	43	3	14.6
Grade 7	38	3	12.6
Grade 8	33	2	17.5
Pre School	19	2	8
Tuition Sent	2		
Home Instruction	2		
Self-Contained	4		
TOTAL	364	27	13

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
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
Security (partial evacuation) scheduled, but cancelled due to weather	2/19/21	
Fire	2/25/21	11:10 AM
Hold/Lockdown (Safety Drill)	3/29/21	11:05 AM
Fire (Safety Drill)	3/30/21	12:00 PM
Lockdown	4/23/21	12:23 PM
Fire	4/30/21	9:51 AM
Fire	5/25/21	1:45 PM
Security (Lockout/Lockdown)	5/28/21	1:55 PM

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
October	0	0
November	0	0
December	0	0
January	0	0
February	0	0
March	0	1
April	0	0
May	0	0
TOTAL FOR SCHOOL YEAR 2021-2021 TO DATE	0	1

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	0	0
March	2	0
April	0	0
May	0	0
TOTAL FOR SCHOOL YEAR 2021-2021 TO DATE	2	0

5. Our new DTS Principal, Mr. Scott Lipson will be starting on 7/1/21. The Meet 'n Greet ice cream social was a big hit.
6. NJDOE 21-22 Safe Return Plan- We've been open for a year which means we're a year ahead of the curve. Mask/plexiglass will be options unless mandated and there won't be any temperature checks, weekly pledges, etc.

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

1. We made it through 2021-2022! Thank you, parents, teachers, staff and administration.
2. Congratulations to the 8th graders. Tonight is their dance.
3. We had not a single transmission in school this year and we have 97% of students back for in-person learning.
4. The Green Team met and would like to have a Sustainability Day around Earth Day.
5. We are looking at two Strategic Plan options. The 3-D plan is \$4,000 and the longer version is \$6,500.

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

1. Mrs. Joyce gave a construction update and everything is on schedule.
2. She met with Girl Scouts about reducing the use of plastic in the cafeteria. A Maschios Representative was also there and she helped the girls brainstorm. They came up with a couple of ideas to put into practice in September.

L. **Approval of Minutes**

Motion by Mrs. Burns, seconded by Mr. Ponzo to approve the regular session minutes of the May 18, 2021 board meeting. Discussion followed. Motion passed by unanimous roll call vote (8-0-0)

M. Committee Reports and Action

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

Mr. Hoffman thanked Dr. Wiener, the Board, teachers and parents who worked together and did their part not just to survive but thrive and with new initiatives. Good job!

Motion by Mr. Hoffman, seconded by Mrs. Hornby to approve items 1.1 – 1.6.
Discussion followed. Motion passed by unanimous roll call vote (8-0-0)

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 2021-2022 school year. (Exhibit 1.2)

ACTIVITY	DATE	GRADE LEVEL	LOCATION
Band and Chorus Competition	5/20/22	6th-8th	Dorney Park Allentown, PA
HCRHS Showcase	11/23/21	6th-8th	HCRHS Flemington, NJ
Community Walk	10/15/21	2nd	Walk to Center of Town
Pre-School Volunteer Trip	12/21 (TBD)	8 th G&T	NORWESCAP Preschool Ringoes, NJ
Creativity Co-op Enrichment Trip	TBD	4 th	RFIS Flemington, NJ
Escape Room	12/21 (TBD)	4 th G&T	Escape Room Center Bridgewater, NJ
Habitat/Fairyhouse	10/29/21	3 rd	Westcott Preserve Rosemont, NJ
Milkweed Trip	9/30/21	3 rd & KDG.	Dilts Park Stockton, NJ
Nutcracker Ballet	12/21 (TBD)	3 rd	TCNJ Ewing Twp., NJ

1.3 MOVE to approve the Mentoring Plan for the 2021-2022 school year. (Exhibit 1.3 on file in Board of Education Office)

1.4 MOVE to approve the 2021-22 Teacher Educator Evaluation Plan. (Exhibit 1.4 on file in Board of Education Office)

1.5 MOVE to approve the 2021-22 DTS Approved Textbook list. (Exhibit 1.5 on file in Board of Education Office)

1.6 MOVE to approve the 2021-22 DTS Curriculum Renewal Cycle 3-year plan. (Exhibit 1.6 on file in Board of Education Office)

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

Motion by Mrs. Opdyke, seconded by Mr. Ponzo to approve items 2.1 – 2.14. Discussion followed. Motion passed by unanimous roll call vote. (8-0-0)

Motion by Mrs. Opdyke, seconded by Mr. Ponzo to approve items 2.15. Discussion followed. Motion passed by unanimous roll call vote. (8-0-0)

2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Treasurer of School Monies for the month ended May 2021 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 line account transfers for May 2021. (Exhibit 2.2)

2.3 MOVE to approve District invoices presented for payment for the second May 2021 bills list in the amount of \$113,709.71 and June 2021 bills list in the amount of \$22,586.18. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

May 28, 2021	-	\$278,562.69
June 15, 2021	-	\$304,283.03

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
Catlin Lally	NJPSA FEA Managing Emotional Wellness in Your School (online)	7/14/21		\$75

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

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
PIE	Julie Luster-Roell	Meet and Greet with new principal Scott Lipson	6/16/21	4:30 PM to 7:00 PM	Playground area and parking lot near the garage

2.7 MOVE to approve the following resolution for monies to be placed into a Capital Reserve account:

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated current revenue or unexpected appropriations into reserve accounts during the month of June by resolution, and

WHEREAS, the Delaware Township Board of Education wishes to deposit anticipated current year surplus into a Current Expense Capital Reserve account at year end, and

WHEREAS, the Delaware Township Board of Education has determined that an amount, not to exceed, **\$1,000,000.00** may be available for such purpose of transfer.

NOW THEREFORE BE IT RESOLVED by the Delaware Township Board of Education that it hereby authorized the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

2.8 MOVE to approve the following resolution for monies to be placed into a Maintenance Reserve account:

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated current revenue or unexpected appropriations into reserve accounts during the month of June by resolution, and

WHEREAS, the Delaware Township Board of Education wishes to deposit anticipated current year surplus into a Current Expense Maintenance Reserve account at year end, and

WHEREAS, the Delaware Township Board of Education has determined that an amount, not to exceed, **\$500,000.00** may be available for such purpose of transfer,

NOW THEREFORE BE IT RESOLVED by the Delaware Township Board of Education that it hereby authorized the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

2.9 MOVE to approve the following resolution for monies to be placed into an Emergency Reserve account:

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and
WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated current revenue or unexpected appropriations into reserve accounts during the month of June by resolution, and

WHEREAS, the Delaware Township Board of Education wishes to deposit anticipated current year surplus into a Current Expense Emergency Reserve account at year end, and

WHEREAS, the Delaware Township Board of Education has determined that an amount, not to exceed, **\$50,000.00** may be available for such purpose of transfer,

NOW THEREFORE BE IT RESOLVED by the Delaware Township Board of Education that it hereby authorized the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

2.10 MOVE to approve the new Public-School Bid Threshold;

WHEREAS, Susan Joyce, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a QPA from \$40,000 to \$44,000 and without QPA from \$29,000 to \$32,000 effective July 1, 2021;

NOW, THEREFORE BE IT RESOLVED that the Delaware Township Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$44,000 and \$32,000 respectively for the Board of Education, and further authorizes Susan Joyce, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

2.11 MOVE to approve the Revised Parental Transportation Contract Agreement for the 2020-2021 school year with parents of Student #5784186883 for the transportation of one student to the Lakeview School, as follows:

ROUTE #	EST. # of DAYS	COST PER DAY	EST. TOTAL COST
JM20-21	180	\$106.94	\$19,250

*Copy of Contract on File in Business Office

2.12 MOVE to approve the transfer of 2020-2021 Fund 30 interest earned to the General Fund.

2.13 MOVE to approve the NJSBA Strategic Plan 3D Program \$4000.

2.14 MOVE to approve IDEA allocations for the 2021-2022 school year.

Basic \$84,741

Preschool \$6,249

2.15 MOVE to approve the settlement agreement for student #[30356](#).

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

Mrs. Hornby commented that not only did we survive, we thrived spectacularly. She is proud of this school and anyone who has anything to do with it.

Motion by Mrs. Hornby, seconded by Mr. Hoffman to approve items 3.1-3.8 with the amendments on the plan. Discussion followed. Motion passed by unanimous roll call vote. (8-0-0)

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

NAME	POSITION	SALARY	DATES
Joseph Schneider	Reconciler	\$6,544.00	2021-22 School Year
Abigail Gooding	Para Step 1 FTE 0.85	Revised salary \$5,871.65	2021-21 School Year

3.2 MOVE to approve NJDOE 21-22 Safe Return Plan. (Exhibit 3.2)

3.3 MOVE to accept the Letter of Resignation as Spanish Teacher from Kelvyn Ramirez-Turbi effective, June 21, 2021. (Exhibit 3.3)

3.4 MOVE to accept the Letter of Resignation as Resource Room Teacher from April Ambio effective, June 30, 2021. (Exhibit 3.4)

3.5 MOVE to approve the following sick day payment for retiree, per the recommendation of the Superintendent

STAFF MEMBER	FORMULA	TOTAL PAYMENT
Joseph Komarek	171 sick days a day for every 2 = 85.5 @ \$95.00 per day	\$8,122.50
Eileen Quinn	10 sick days a day for every 2 = 5 @ \$95.00 per day	\$475.00

- 3.6 MOVE to approve the chart below for advisor for extra-curricular activities for the 2021-2022 school year. Payment for all will be as per the agreement, per the recommendation of the Superintendent.

ACTIVITY	ADVISOR(S)
Cross Country Coach	Nancy Crimmel (co-coach)

- 3.7 MOVE to approve the following policy updates, per the recommendation of the Superintendent. (Exhibit 3.7)

POLICY	NUMBER	REVISION ONLY	READING
Sustainability	3501		1st

- 3.8 Be it resolved that the Delaware Township Board of Education, hereby formally requests that Governor Murphy repeal and revoke paragraph 2, section b of executive order 175, mandating face coverings in schools. Additionally, the board hereby supports the expansion of the Executive Order 241 to be inclusive of K-12 public school settings

Be it further resolved that a copy of this resolution be transmitted to the Office of the Governor, Delaware Township's representatives in the state legislature and NJSBA.

N. Additional Business - None

O. Audience Participation

Mrs. Brunje questioned that there are 97% of the students back in school. She wants to know how many students are still virtual. Mrs. Brunje then reread her letter that Mrs. Pouria read earlier.

Mrs. Brophy is happy to see that 3.8 is on the agenda, a resolution going to Gov. Murphy.

P. Board Representatives Liaison Reports

1. Recreation – Dilts walking trail was discussed. The basketball courts are being repaired and the fishing derby is July 18th.
2. PiE – The ice cream social, welcoming the new principal, is being held tomorrow from 5-7 pm.
3. Township - none
4. ESC - none
5. Planning Board – there is nothing in front of the Planning Board except the Master Plan.
6. HCSBA - none

7. NJSBA Legislature - none
8. Community Relations – I went to their pizza party. They are excited to do things with the school.
9. HCRHS – they are holding summer tours in August, graduation is June 22nd and lacrosse won states.
10. DTAA – Friday they are holding the closing ceremonies.

Q. Adjourn

Motion by Mr. Hoffman, seconded by Mrs. Hornby to adjourn the meeting at 8:43 pm. Motion passed by unanimous voice vote. (8-0-0)

Respectfully Submitted,

Susan M. Joyce
Business Administrator/Board Secretary

Catherine Pouria
Board President