

**Delaware Township School
Monthly Board of Education Meeting
March 22, 2016 – 7:30 pm**

- A. Call to Order** – Mrs. Linda Ubry, President called the meeting to order at 7:30pm.
- 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** – Ms. Martucci, Board Secretary recorded the roll:
Present: Mrs. JoAnn Brown, M. Thomas Bruhl, Mrs. Kristen Devlin (left at 8:55pm), Mrs. Stephanie Dunn, Mrs. Molly Esserman, Mr. Tate Hoffman, Mrs. Kathy Roethel, Mrs. Lisa Thompson, Mrs. Linda Ubry.
Absent: None
Also Present: Dr. Richard Wiener, Superintendent; Ms. Patricia Martucci, Business Administrator
- E. Presentations**
1. Mrs. Pat Pillon presented Mrs. Ballard and Mrs. Maltese along with the DTS Science Olympiad Team that took 1st Place Overall in a recent competition. Team Members presented their challenge problems and their solutions. Team Members included, Nick Sawchuk, Andrew Sawchuk, Andrew Nguyen, Emmie Herman, Lacey Joyce, Isabella Tahaney, Ian McLaughlin, Bode Dunn, Luke Bokach, Paige Koehler, Jackson Tullman, Carter Wright, and Shane Tobin.
 2. Mrs. Pillon presented Connor Devlin, a 7th Grade DTS student that competed and came in 1st Place in the Geography Bee, under the coaching of Mrs. Hardy and Mrs. Laman. Connor will be moving on to the State Competition to be held on April 1, 2016.
- F. Audience Participation – Agenda Items/Budget Input**
Mr. Ed McLaughlin commented on his sadness about learning of the retirement of Ms. Welsh and Ms. Wozniak. He further commented regarding his concern of losing such dedicated teachers and that it will be a great loss to the community and the school.
- Mrs. Kathleen Klink added that Mrs. Carol McGann, Librarian is also retiring and she is sorry to see her go.

- G.** Response to Intervention (Rtl) Presentation was given by Mrs. Pillon, Mrs. Falkenstein, and Mrs. Yarrow. A copy of the presentation is included in the Official Minute Book.

H. Superintendent's Report – Dr. Richard Wiener

1. Student Enrollment (3-15-16) - (Exhibit H.1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	42	3	14.0
Grade 1	42	3	14.0
Grade 2	37	2	18.5
Grade 3	32	2	16.0
Grade 4	43	3	14.3
Grade 5	45	2	22.5
Grade 6	42	2	21.0
Grade 7	42	3	14.0
Grade 8	48	3	16.0
Pre School	23	2	11.5
Latham	1		
Home Instruction	1		
Tuition Sent	4		
TOTAL	402	25	15.8

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
Fire Drill	1/27/16	12:37 pm
Security Drill (Shelter in Place)	1/29/16	10:44 am
Fire Drill	2/25/16	10:42 am
Fire(Non-Drill)	2/26/16	10:20 am
Security (Lockout)	2/29/16	1:51 pm

3. Suspensions –

MONTH OF	IN SCHOOL	OUT OF SCHOOL
September	0	0
October	0	0
November	0	0
December	0	0
January	1	0
February	0	0
TOTAL FOR SCHOOL YEAR 2015-2016 TO DATE	1	0

4. HIB Incidents –

MONTH OF	INCIDENTS REPORTED	NUMBER CLASSIFIED AS HIB
September	0	0
October	0	0
November	1	1
December	0	0
January	0	0
February	0	0
TOTAL FOR SCHOOL YEAR 2015-2016 TO DATE	1	1

5. Student Academic Recognition – Dr. Wiener:

- a. Thanked and recognized the 1st Place Science Olympiad Team – DTS Students & Advisors, Ms. Ballard and Miss Maltese and commented that we are keeping Science in the forefront.
 - b. Thanked and recognized our Geography Bee Student Finalist, Connor Devlin who has qualified for State Bee on April 1, 2016.
6. Aimsweb ROI Analysis Update – Dr. Wiener thanked Mrs. Pillon, Mrs. Yarrow, and Mrs. Falkenstein for their piloting of the program.
7. Google Classroom – DTS was selected to beta test 3D devices for Google. The students and staff were recently featured on the front page of The Hunterdon Democrat.
8. Water Quality – Municipality tests water. DTS is on the municipal water system, but is going to test the water coming into the school as a precautionary measure.

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

1. New Hanover Superintendent Shared Services – will be meeting to discuss how this arrangement is working out for both Districts. It appears that NHT is receiving more of a benefit due to the arrangement right now and if either party wishes to terminate the agreement they must provide 90 days written notice or agree mutually.
2. Chief School Administrator Evaluation – homework to Chairpersons, please go online and complete. Will be discussed during closed session at the May meeting.

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

1. 2016-2017 Budget County Review Update – budget was approved.

K. Motion by Mr. Bruhl, seconded by Mrs. Roethel to approve the regular and closed session minutes of the February 23, 2016 board meeting. Motion carried by unanimous voice vote.

Motion by Mr. Bruhl, seconded by Mrs. Roethel to approve the regular session minutes of February 29, 2016 special board meeting. Motion carried by unanimous voice vote with Mr. Hoffman and Mrs. Esserman abstaining.

L. **Committee Reports and Action**

1. **Curriculum/Instruction/Technology**

Mrs. Esserman reviewed the minutes from the March 15, 2016 Committee Meeting and presented the following motions for approval:

- 1.1 Approved the Comprehensive Equity Plan for School Years 2016-2017 through 2018-2019.
- 1.2 Approved the establishment of a Dissection Club for the 2015-2016 school year.
- 1.3 Approved the Spring Athletic Schedules for Baseball and Softball.
- 1.4 Approved the following field trips for the 2015-2016 school year.

ACTIVITY	DATE	GRADE LEVEL	LOCATION
Walking Tour of Sergeantsville	4/11/16	4 th Grade G&T Students	Sergeantsville
Odyssey of the Mind – States	4/09/16	5 th Grade	Ewing High School

Motion by Mrs. Esserman, seconded by Mr. Bruhl to approve motions 1.1 through 1.4 of Curriculum/Instruction/Technology, as recommended by the Superintendent.

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

2. **Finance/Facilities**

Mr. Bruhl reviewed the minutes from the March 14, 2016 Committee Meeting and presented the following motions for approval:

- 2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Treasurer of School Monies for the month ended February 2016 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).
- 2.2 Approved the attached line account transfers for February 2016.
- 2.3 Approved District invoices presented for February 24, 2016 to March 9, 2016 in the amount of \$249,581.05.
- 2.4 Approved the following payroll amounts:

February 29, 2016	-	\$264,128.64
March 15, 2016	-	\$254,116.95
- 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
John Perone	PARCC Training	3/8/16 - retro	M	.31 per mile
Penni Nitti	CDK Meeting	5/11/16	M	.31 per mile
Susan Warren	Autism & Aspergers	4/27/26	R	\$179.99

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
PIE	Tracy Wright	Author in Residence	4/12/16	6:30 pm	Performing Arts Room
National Psoriasis Foundation	Sally Spaid Norby	Team NPF Cycle	5/20/16 and 5/21/16	4:00 pm 6:00 am to 6:00 pm	East Parking Lot

Motion by Mr. Bruhl, seconded by Mrs. Roethel to approve motions 2.1 through 2.6 of Finance & Facilities, as recommended by the Superintendent.

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

3. Personnel/Policy

Mrs. Thompson reviewed the minutes from the March 9, 2016 Committee 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
Mark Deneka	Advisor – Dissection Club	\$42.04 per hour	2015-2016 school year
Michael Gum	Long Term Substitute	Step 1 – B+45/M - \$14,395 (pro-rated) (pending official transcript)	4/15/16 to 6/30/16
Eileen Ventimiglia	Advisor – Drama Club	\$42.04 per hour	2015-2016 school year
Katherine VanSaun	Substitute Teacher	\$95.00 per diem	2015-2016 school year

3.2 Approved Kathleen Racile as the Affirmative Action Officer for the 2016-2017 school year, per the recommendation of the Superintendent.

Motion Tabled

3.3 MOVE to approve the following policies:

4112.8/41212.8	Nepotism	Revision Only
5141.22	Medical Marijuana	First Reading

- 3.4 Approved that Dr. Richard Wiener has successfully attained Quantitative Goal #1 (Language Arts – Students Achievement Grades 2 and 3) and Quantitative Goal #2 (Mathematics – Student Achievement Grades 2 and 3) of the 2015-16 School District and Superintendent Merit Goals, as presented by the Superintendent.
- 3.5 Accepted, with regrets, a letter of intent to retire from elementary education teacher Susan Welsh, effective July 1, 2016, per the recommendation of the Superintendent.
- 3.6 Accepted, with regrets, a letter of intent to retire from school librarian Carol McGann, effective July 1, 2016, per the recommendation of the Superintendent.
- 3.7 Accepted, with regrets, a letter of intent to resign from elementary education teacher Tara Wozniak, effective July 1, 2016, per the recommendation of the Superintendent.

Motion by Mrs. Thompson, seconded by Mr. Bruhl to approve motions 3.1, 3.2 and 3.4 through 3.7 of Personnel/Policy, as recommended by the Superintendent.

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

*Mrs. Esserman expressed her regrets on accepting the retirements and resignations.

M. Additional Business

Mrs. Dunn inquired regarding the annual Cafeteria Meeting and would like to be invited when the meeting is set. Ms. Martucci will keep Mrs. Dunn informed and invited.

N. Audience Participation

Dr. Wiener expressed his regrets in accepting the retirements. He thanked all for their service to DTS and further stated that with a combination of over 6 decades of teaching experience, these retirements are a great loss to DTS.

O. Board Representatives Liaison Reports

- 1. Recreation (Mrs. Dunn)
 - a. 3/26/16 Easter Egg Hunt at Dilts Park
 - b. 5/14/16 Township Yard Sale
 - c. 7/4/16 Great Crate Race

- d. 9/10/16 Community Day
- e. Summer Recreation Program Director is needed
- 2. PiE (Mrs. Brown)
 - a. Spring fundraiser underway
 - i. Letters went out for sponsors
 - ii. Received sponsorships
 - iii. Article was in "The Bridge"
 - iv. Class baskets will be made again this year, themes discussed
 - b. After school enrichment successful
 - i. 176 students participated with 230 placements
 - c. Increased sales this year over last year's hoagie sale
 - d. Mother's Day Plant Sale
 - i. Pre-order forms going out, need to be back by April 15
 - e. Looking for volunteers for the sale
 - f. STEM Expo to replace Science Fair this year
 - i. May 6th
 - ii. Laser show
 - iii. Activities for kids to build
 - g. ImPact grant denied, does not tie in or enhance education
 - h. Faculty luncheon/Take the Cake will be in May
- 3. Township – No Report
- 4. ESC (Mr. Bruhl)
 - a. \$18.6 Million budget approved
 - b. 346 Member Districts
 - c. Superintendent Round-Table to be held at new location to spotlight facility
- 5. Planning Board (Mr. Hoffman)
 - a. Ms. Judith Allen is retiring effective 7/1/16
- 6. HCSBA (Mrs. Ubry)
 - a. Mrs. Thompson, Mrs. Ubry, and Ms. Martucci will be attending monthly meeting on 3/23/16.
- 7. NJSBA Legislature (Mrs. Ubry)
 - a. Delegate Assembly to be held May 14, 2016 if anyone is interested in representing Delaware Township, please let Ms. Martucci know.
- 8. Community Relations (Mrs. Roethel)
 - a. Pizza Party Meeting held, meetings now being held during the summer instead of winter.
- 9. HCRHS (Mrs. Thompson)
 - a. 4/7/16 College Fair
 - b. Mr. Central contest being held again
- 10. DTAA (Mrs. Devlin)
 - a. Baseball registration is up and running
 - b. New shed was delivered
 - c. 4/9/16 Clean Up at Park
 - d. 4/23/16 Opening Day at Dilts Park

The Board took a 5-minute recess.

P. Executive Session

Motion by Mr. Bruhl, seconded by Mrs. Roethel to enter closed Executive Session at 8:57pm.
Motion carried by unanimous voice vote of members present.

Mrs. Ubry read the following statement:

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 possible pending legal matter, be it further

RESOLVED that the discussion in Executive Session be disclosed in the minutes to be released 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.

The Board will reconvene in approximately 20 minutes. No formal action will be taken when the Board reconvenes into public session.

Motion by Mr. Bruhl, seconded by Mrs. Roethel to reconvene into public session at 9:21pm.
Motion carried by unanimous voice vote of members present.

Q. Adjourn

Motion by Mrs. Roethel, seconded by Mrs. Thompson to adjourn the meeting of the Delaware Township Board of Education at 9:21pm.

Motion carried by unanimous voice vote of members present.

Respectfully submitted,

Patricia A. Martucci, RSBA

Business Administrator/Board Secretary