

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

**November 21, 2023 – 7:00 P.M.**

## **OUR MISSION STATEMENT**

The mission of the Delaware Township School District is to prepare each student to become a productive, responsible member of society, able to adapt and change, by providing an environment that:

Creates a foundation for a self-motivated lifelong learner by providing relevant innovative, comprehensive curricula that reflect the New Jersey Student Learning Standards;

Focuses on individual needs and promotes individual excellence by encouraging and enhancing the intellectual and social development of each student.

This environment will be realized through an active and responsive partnership that includes the students, faculty, parents, community and staff.

**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 - Mrs. Harrington, Mr. Hoffman, Mrs. Hornby, Mrs. Lyons, Mr. Pate, Mr. Ponzo, Mrs. Opdyke, Ms. Stahl, Mrs. Pouria**

**Also Present:** Mr. Scott Lipson, Superintendent and Mrs. Susan Joyce, Business Administrator/Board Secretary

**E. Audience Participation – None**

**F. Correspondence - None**

**G. Presentations - None**

## H. Superintendent's Report – Mr. Scott Lipson

### 1. Student Enrollment (11-13-23) (Exhibit H-1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	45	3	15
Grade 1	35	3	13
Grade 2	52	3	17
Grade 3	47	3	16
Grade 4	29	2	15
Grade 5	42	2	20
Grade 6	40	3	14
Grade 7	45	3	16
Grade 8	42	3	14
Pre School	26	2	13
Tuition Sent	5		
Home Instruction	0		
Self-Contained	2		
TOTAL	410	27	14

### 1. Evacuation Drills – 2023-24 School Year Drill/Security/Evacuation Report

Date of Drill	Time of Drill	Duration of Drill	Type of Drill	Weather Conditions	Participants of Drill	Pull Station/Notes
7/18/23	11:05am	10 min	Fire Drill	83 & sunny	175 students & 26 staff	Fire Panel m97m027 *Summer Recreation
7/27/23	8:40am	5 min	Shelter in Place	90 & sunny	20 students & 20 staff	*Summer Academy
9/8/23	9:30am	5 min	Fire Drill	87 & sunny	407 students & 75 staff	Fire Panel m12m025
9/27/23	8:45am	15 min	Bus Evacuation Drill	54 & sunny	407 students & 75 staff	All students participated in this drill.
9/27/23	11:00am	7 min	Lockdown drill	60 & sunny	407 students & 75 staff	
10/3/23	11:00am	15 min	Fire Drill	72 & sunny	407 students & 75 staff	Fire Panel m12m025
10/16/23	12:15pm	1 hour	Shelter in Place	65 & sunny	407 students & 75 staff	*Due to fire next door to school
11/14/23	2:35pm	7 min	Active Shooter Drill	52 & sunny	407 students & 75 staff	
11/14/23	4:00pm	2 min	Test of notification system	52 & sunny	staff & parents	Text, email & phone call were sent to all staff & our parent community
11/17/23	2:00pm	5 min	Fire Drill	67 & sunny	407 students & 75 staff	Fire Panel m13m009

### 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	0
April	0	0
May	0	0
June	0	0
<b>TOTAL FOR SCHOOL YEAR 2023-2024 TO DATE</b>	0	0

### 4. HIB Incidents –

MONTH OF	INCIDENTS REPORTED	NUMBER CLASSIFIED AS HIB
September	1	0
October	0	0
November	0	0
December	0	0
January	0	0
February	0	0
March	0	0
April	0	0
May	0	0
June	0	0
<b>TOTAL FOR SCHOOL YEAR 2023-2024 TO DATE</b>	1	0

5. **-Election Day Results** – Congratulations to new board members Ms. Martin and Mr. Kafarski and returning member Mr. Pate.
- Coffee with Mr. Lipson** – Had a small turnout for “Coffee with Mr. Lipson”. Mr. Lipson will be changing the day for the next meeting.
- Student Liaison** – The Student Council President would be a great fit. He is very excited. He will speak about the school and what’s going on with the students. He will also bring other programs in.
- RVCC Holocaust Program** – On November 8, 2023 there was a presentation on a Holocaust survivor. Our students were captivated.

#### I. President’s Report – Mrs. Catherine Pouria

- NJSBA is planning a program for student liaisons.
- Veterans Day Program-Thank you Mr. Archie Fagan!  
Mr. Fagan was here for the 19<sup>th</sup> year. He is a 96-year-old veteran. We are very grateful he is here and can share his experiences.
- Board Goals should be talked about in committees.

#### J. School Business Administrator’s Report – Mrs. Susan Joyce

## Unofficial Election Results

3x3 Year Term	Jennifer Martin	1,142	Elected
	Adam Pate	1,115	Elected
	John Kafarski	1,086	Elected
	Write-in's	40	

Mrs. Pouria reached out to the two new board members. They are excited to be here. We will miss Mrs. Opdyke and Mrs. Hornby.

**NJSBA Workshop** – Mr. Lipson, Mrs. Joyce and Mrs. Pouria  
Mr. Lipson, Mrs. Joyce and Mrs. Pouria talked about the NJSBA October workshop, the various classes available to all and the networking opportunities.

**Preschool Funding**- Mr. Lipson explained we are on the second round. If we receive the funding, we will be up and running in January 2024. We will have a few student openings. We are hoping to hear in the next couple of weeks. It's not a grant but is "Funding".

- K.** Approval of the regular session minutes of the October 17, 2023 board meeting.

Motion by Mr. Pate, seconded by Mrs. Harrington to approve the October 17, 2023 Regular Meeting Minutes. Discussion followed. Motion passed by unanimous roll call vote (9-0-0).

**L. Committee Reports and Action**

**1. Curriculum/Instruction/Technology**

Mr. Hoffman, reported on the committee meeting.

Motion by Mr. Hoffman, seconded by Mrs. Opdyke to approve items 1.1-1.2. Discussion followed. Motion passed by unanimous roll call vote (9-0-0).

- 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 2023-2024 school year (Exhibit 1.2).

ACTIVITY	DATE	GRADE LEVEL	LOCATION
March on Litter	October 25, 2023	8 <sup>th</sup> Grade	Sergeantsville, NJ
Villa Victoria Theater	December 1, 2023	3 <sup>rd</sup> Grade	Ewing, NJ

**2. Finance/Facilities**

Mrs. Lyons, reported on the committee meeting.

Motion by Mrs. Lyons, seconded by Mr. Pate to approve items 2.1-2.9.  
Discussion followed. Motion passed by unanimous roll call vote (9-0-0).

- 2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Reconciler for the months ended October 2023 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 October. (Exhibit 2.2)
- 2.3 MOVE to approve District invoices presented for payment for 2<sup>nd</sup> October 2023 bills list in the amount of \$521,036.54 and November 2023 of \$317,205.79. (Exhibit 2.3)
- 2.4 MOVE to approve the following payroll amounts:
- |                   |   |              |
|-------------------|---|--------------|
| October 30, 2023  | - | \$279,469.30 |
| November 15, 2023 | - | \$271,485.53 |

- 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
Caitlin Lally	No More Meltdowns	11/2/23	R M	\$99 Webinar
Catherine Pouria	Leadership Conference	11/17/23	R M	\$135

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

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
Girls Scouts	Julie Botero	Girl Scout Holiday Event	12/1/23	5:00 PM–8:00 PM	Cafeteria
PIE Holiday Shoppe	Courtney Sootkoos	Holiday Shoppe	12/2/23 - 12/7/23	9:00 AM-3:20 PM	PAR
Delaware Township Rec	Jes Stahl	Tractor Parade	12/2/23 12/3/23 (rain date)	3:00 PM – 4:30 PM	Middle School Parking Lot
SU 86 Girl Scouts	Jessica Roethel	Mission Sisterhood Holiday Project	12/10/23	1:30 PM-4:00 PM	Cafeteria
Girls Scout Troop 80400	Laura Hornby	Girl Scout Event in partnership with Mercer Wildlife Center	1/21/24 1/28/24 (rain date)	9:00 AM-4:00 PM	Cafeteria
DTS PIE	Debra Lubitz	DTS PIE student assembly	1/23/24	8:30 AM-3:15 PM	Gym

- 2.7 MOVE to approve Hunterdon County Educational Services Commission Resolution for Participation in Coordinated Transportation (contract on file in board of education office).
- 2.8 MOVE to approve PNC Bank as a depository. Resolution attached. (Exhibit 2.8)
- 2.9 MOVE to approve the following Designation of Signatures:

ACCOUNT	REQUIRED SIGNATURES
Maintenance Reserve – PNC Bank	2 required – Board Secretary, Superintendent, Board President

## **SOLAR PROJECT**

The Board asked questions and discussed the solar project. How does the community feel? Are we going to benefit financially? The Board looked at the feedback that was gathered regarding solar projects in other districts. There are two other districts in the state who are participating in this new program. Can we get a price from Talva to break down their fees for each part of the project? Can we cap each project? The projection is to get our money back in six years. There will be an educational kiosk at the school for the students. Mrs. Pouria felt it should go on the agenda for board discussion and vote, but her opinion is these projects are too large and expensive. The consultant fee is more than we pay teachers. She would support a much scaled-down solar project with an educational benefit to honor the letters from the students years ago.

Motion by Mrs. Lyons, seconded by Ms. Stahl to approve item 2.12.  
Discussion followed. Motion passed by roll call vote. (6-1-2). Mrs. Pouria voted no; Mr. Hoffman and Mr. Ponzo abstained.

- 2.12 MOVE to appoint Talva Energy as the solar consultant/engineer for a cost up to \$60,000 dependent on whether one or both portions are approved.

Motion by Mrs. Lyons, seconded by Ms. Stahl to approve item 2.10.  
Discussion followed. Motion failed by roll call vote. (3-3-3). Mrs. Opdyke, Mr. Pate and Mrs. Pouria voted no; Mr. Harrington, Mr. Hoffman and Mr. Ponzo abstained.

- 2.10 MOTION to approve going out to bid for solar on the roof of the school for a current estimated cost of \$414,720.

Motion by Mrs. Lyons, seconded by Ms. Stahl to approve items 2.11.  
Discussion followed. Motion passed by roll call vote. (6-0-3). Mr. Hoffman, Mr. Ponzo and Mrs. Pouria abstained.

- 2.11 MOTION to approve going out to bid for a solar carport for a current estimated cost of \$469,079.

### 3. Personnel/Policy

Motion by Mr. Ponzo, seconded by Mrs. Harrington to approve items 3.1-3.6.  
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 2023-2024 school year, pending fingerprint clearance if necessary, per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATES
Pete Rosenberg	Substitute Teacher	\$125.00	2023-24 School Year
Paula Hall	Substitute Teacher	\$125.00	2023-24 School Year
Carol Opdyke	Interim B & G Supervisor	\$1,000.00 per month stipend	beginning 11/1/2023

- 3.2 MOVE to approve substitute nurse pay rate at \$165/day retro to 9/1/23.

- 3.3 MOVE to approve chaperones for the Halloween Dance on October 27, 2023 per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATE
Maya Markowicz Lucy Fisher Angela Best Mark Deneka Ann Weinhover Stephanie Joyce	Halloween Dance chaperone	\$50.95 per hour	October 27, 2023

- 3.4 MOVE to approve LEA Plan for Safe Return (Exhibit 3.4).

- 3.5 MOVE to approve maternity Leave for Employee #63116024, teacher, beginning February 16, 2024 until all sick days are exhausted, then unpaid FMLA/Maternity leave through June 30, 2024 with an expected return date of September 1, 2024, per the recommendation of the Superintendent.

- 3.6 MOVE to approve the following Mentors/Peer Advisors for the 2023-2024 school year, per the terms of the Collective Bargaining Agreement, per the recommendation of the Superintendent.

STAFF MEMBER	MENTOR/PEER ADVISOR	FEE
Maya Markowicz	Maira GaNun (September to December)	\$220.00



	2023) Andrea Gristina (January to June 2024)	\$330.00
--	---	----------

**M. Additional Business**

**N. Audience Participation**

**O. Board Representatives Liaison Reports**

**1. Recreation**

- Saturday, 12/2 Tractor Parade from 4-7 with parade starting at 4:30. Rain date is 12/3.
- Adult Co-ed Soccer: Mondays 7 to 9:45 p.m.
- Adult Men's Basketball: Tuesdays and Thursdays 7 to 9:45 p.m.
- Adult Co-ed Volleyball: Wednesdays 7 to 9:45 p.m.
- Holiday Decorating Contest will be judged by the Rec Commission between 12/11-12/15. Winners will be announced 12/18.
- 2024 Chili Bowl and Bingo is in the works; mark your calendars for Feb 3rd

**2. PiE**

**Holiday Shoppe**

- This year, the Shoppe will be 12/4-12/6/2023. It is a great experience for students to learn a little about budgeting and have the thrill of finding something that their special someone(s) will treasure around the holidays.
- We need volunteers to help make this year's Shoppe successful. Follow the link to sign up to volunteer at <https://www.signupgenius.com/go/10C084EAF92AA3F85-volunteer2>

**PiE Holiday Happy Hour at Sergeantsville Inn**

- PiE will be hosting a happy hour at **6:30 p.m. on Dec. 13th** at the Sergeantsville Inn.
- Please let us know if you plan to attend by sending an email to [dtspie@gmail.com](mailto:dtspie@gmail.com) so we can reserve the correct amount of space.
- Light snacks will be provided with a cash bar running. Come out and get to know some fellow DTS parents!

**After-School Enrichment**

- Planning is already underway by our Enrichment Committee for after-school enrichment, which is an opportunity to sign your child up for a one-hour class that will run for four weeks immediately following school. **We need instructors to run the classes and are looking for volunteers to lead!** *(We will also be looking for volunteers to help but more on that to come!)*

- If you or anyone you know would like to run a class, please email us at dtspie@gmail.com. PiE reimburses class leaders for materials they purchase. Some ideas for classes to run include - sewing, photography, woodshop, dance, science, origami, knitting/crochet, paper airplanes, magic, DIY crafts, chess, yoga, scrapbooking, jewelry making, learn to Yo-Yo, Tie Dye, Slime, Gym Games, Flag Football, and so many more.
- The program is open to all enrolled DTS students from K-8. We are planning for it to run starting in the mid/late February for four weeks with two different days of sessions from 3:30 to 4:30 p.m.

### **Recap of the Last Month**

#### **Family Roller Skating Night**

- PiE will be hosting a roller-skating event from 4:30 to 6:30 p.m. on Saturday, Nov. 18th at the Frenchtown Roller Rink.

#### **Book Fair**

- Book fair was a great success. The students enjoyed going through all the shelves and picking out the book that was just right. Thank you to all the volunteers who made this week run so smoothly.

#### **Assemblies**

- On October 18th PiE brought the Liberty Science Center to Delaware Township School! Each grade was “shocked” and amazed by the pushes and pulls involving electricity. They explored how forces affect objects while learning the science behind attraction and repulsion. They explored the positives and negatives of static electricity, the immense pressure of air, the states of matter, and the subzero temperatures of liquid nitrogen.

#### **Parents Night Out**

- On October 19, we had a Parents Night Out at Odd Bird Brewery in Stockton. It was beautiful night under the tents catching up and getting to know other parents in the community!
- Thanks to everyone who came out!

#### **Annual Program Fee**

- If you haven't sent in your program fee, please make sure to do it soon. This drives how much programming we can afford to do organizationally.
- Thank you to everyone who has sent in so far. We have raised \$10,402 to date!

#### **Directory**

- The school directories were sent home

#### **Monthly Meetings**

- Please join PiE for the next meeting of the school year on **January 10th** at 7 p.m. in the school's Performing Arts Room (PAR).

- This year most of our meetings are available in-person or via Zoom; the two winter meetings are only via Zoom. All start at 7 p.m. and the links for the meetings are unique to the meeting.

### 3. Township

- Township Committee is meeting at the same time as the BoE on 11/21
- Ordinances on the agenda are related to storm water management as required by the state now that we are designated Tier 1
- Big topic of discussion will most likely be updates to Dilts Farm Park and the recording/publishing of meetings

### 4. ESC

- The ESC did not meet this month so no report

### 5. Planning Board

- No significant updates from the Planning Board meeting on Nov 7th.
- Next meeting Dec 5th

### 6. HCSBA

- Next meeting on 12/6 at 6pm will be a dinner and panel discussion on academic achievement with Mr. Lipson, Dr. Moore and Dr. Hart. The NJSBA Roles, Responsibilities and Resources program will take place beforehand and we will welcome newly elected county board members. There are typically legislative and field services updates as well.

### 7. NJSBA Legislature

- **Tax Levy Questions** on the November ballot ranged from requests to provide funds for full-day kindergarten to additional mental health services to security improvements/staff and resource officers to additional teaching and administrative staff to technology purposes. There seemed to be quite a few “second questions” on ballots this year which might suggest districts are struggling with the tax cap.

### 8. Community Relations

- A DTS police officer helped the seniors enroll in the text alert system from the Twp OEM. There was a presentation on floral arrangement. They were invited to attend the DTS winter concert.

### 9. HCRHS

- 

### 10. DTAA

- Basketball started this past weekend.
- There will be opening and closing ceremony dates announced for the spring at a later date.
- Fall cleanup was at the park this past weekend. DTAA is always looking for volunteers to clean Dilts.

## 11. SEPAG

- Nothing for SEPAG

I wanted to share an invitation to a meeting regarding Special Education at Hunterdon Central Regional High School. The information session will be held on November 29th at 7:30 via a Zoom Webinar. Please see the attached flyers in the Wildcat Weekly for more information

9:11 PM Mrs. Hornby and Mrs. Lyons were excused from the meeting/executive session due to being remote. No action will be taken after Executive Session.

- P. Executive Session** – Motion by Mr. Ponzo, seconded by Mr. Pate to go into executive session at 9:12 PM. Motion passed by unanimous roll call vote (7-0-0).

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 (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 Mr. Ponzo, seconded by Mr. Pate to go back into regular session at 9:18 PM. Motion passed by unanimous roll call vote (7-0-0).

**Q. Adjourn – 9:19 PM**

Motion by Ms. Stahl, seconded by Mrs. Harrington to adjourn at 9:19 PM. Motion passed by unanimous voice vote.

Respectfully Submitted,

---

Susan M. Joyce  
Business Administrator/Board Secretary

---

Catherine Pouria  
President