

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

September 20, 2022 – 7:00 pm

- A. Call to Order** – Mrs. Catherine Pouria, President
- B. Open Public Meeting Act Statement**
- C. Flag Salute**
- D. Present:** Mrs. Harrington, Mr. Hoffman, Mrs. Hornby, Mrs. Lyons, Mrs. Opdyke,
Mr. Pate, Mr. Ponzo, Ms. Stahl, Mrs. Pouria
Absent: N/A
- E. Audience Participation** – Agenda Items – None.
- F. Correspondence** - None
- G. Presentations** - None
- H. Superintendent's Report** – Dr. Richard Wiener

1. Student Enrollment (9-12-22) (Exhibit H-1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	38	3	18
Grade 1	51	3	17
Grade 2	49	3	16
Grade 3	27	2	14
Grade 4	36	3	13
Grade 5	41	2	21
Grade 6	46	3	15
Grade 7	41	3	13
Grade 8	49	3	16
Pre School	24	2	13
Tuition Sent	3		
Home Instruction	0		
Self-Contained	3		
TOTAL	408	27	14

2. Evacuation Drills –

2022-23 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
7/15/22	11:15am	5 minutes	Fire Drill	81 & sunny	150 students & 20 staff members	*Fire Panel M12M015 **Summer Recreation Camp
9/9/22	2:45pm	5 minutes	Fire Drill	80 & sunny	407 students & 75 staff members	*Fire Panel 13M007

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
TOTAL FOR SCHOOL YEAR 2022-2023 TO DATE	0	0

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	0	0
April	0	0
May	0	0
June	0	0
TOTAL FOR SCHOOL YEAR 2022-2023 TO DATE	0	0

5. School Opening Update – Last week PIE sponsored the Harlem Wizards. It was a great family event! Thank you. Elementary back to school night shout out to all teachers. Middle School back to school night is Thursday.
6. 2022-23 DTS Goals – Area of focus developed by board and myself; become a goals document. Will be posted on website after approved.

I. President's Report – Mrs. Catherine Pouria

1. Welcome to school year '22-23 – Thank you staff, administration and parents.
2. October NJSBA Workshop Reminder – October 24-26, 2022
3. Upcoming negotiations for '23 contract – Negotiations – The contract is up in June and we need a committee of 3-4 board members. We anticipate a 15% insurance hike.

J. School Business Administrator's Report

1. Energy Audit – He was here for three days in August. Looked at everything that uses electricity light fixtures, air handlers, boilers, exhaust fans, ventilation, even the coffee makers. It will take up to two months for the report.
2. Annual Audit – We had our exit interview earlier this month with Dr. Wiener. All departments passed with flying colors. Special thanks to Penni Nitti and Janet Kania who both did a great job.

K. Approval of the regular session minutes of the August 16, 2022 board meetings.

Motion by Mrs. Lyons, seconded by Mrs. Hornby to approve the August 16, 2022 board meeting minutes. Discussion followed. Motion passed by roll call vote (eight yes and one abstention Pate).

Members of Board of Education	Yes	No	Abstain
Mrs. Harrington	X		
Mr. Hoffman	X		
Mrs. Hornby	X		
Mrs. Lyons	X		
Mrs. Opdyke	X		
Mr. Pate			X
Mr. Ponzo	X		
Ms. Stahl	X		
Mrs. Pouria	X		

L. Committee Reports and Action

1. **Curriculum/Instruction/Technology** – Mrs. Hornby reported on the committee meeting.

Motion by Mrs. Hornby, seconded by Mrs. Harrington to approve items 1.1-1.2. Discussion followed. Pouria commented – I don't consider a remote day equivalent to an in-person day for all students and would never vote for a plan which states it is. Dr. Wiener will add verbiage to the Emergency Virtual or Remote Instruction Programs that DTS would use emergency days until it would push the calendar to June 30, 2023 before using virtual days. Motion passed by roll call vote (eight yes, one abstention Pate and no vote on 1.2 Pouria).

- 1.1 MOVE to accept the HIB incidents per H.4 of the Superintendent's Report. (NA)
- 1.2 MOVE to accept DTS CH 27 Emergency Virtual or Remote Instruction Programs for the 2022-23 School Year (Exhibit 1.2).

2. **Finance/Facilities** - Mrs. Lyons reported on the committee meeting.

Motion by Mrs. Lyons, seconded by Mrs. Harrington to approve items 2.1-2.12. Discussion followed. Motion passed by roll call (eight yes, one abstention Pate and no vote on 2.12 Pouria).

- 2.1 MOVE that the preliminary Business Administrator/Board Secretary Report and the Reconciler Report for the month ending June 2022 (audited), July & August 2022 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 August 2022. (Exhibit 2.2)
- 2.3 MOVE to approve District invoices presented for payment for:
August 2022 bills list in the amount \$472,126.85 and September 2022 bills list in the amount of \$179,133.34. (Exhibit 2.3)
- 2.4 MOVE to approve the following payroll amounts:

August 15, 2022 - \$73,312.29
August 30, 2022 - \$50,944.91
September 15, 2022 - \$256,938.11

2.5 MOVE to approve the following field trips for the 2022-2023 school year.
(Exhibit 2.5)

ACTIVITY	DATE	GRADE LEVEL	LOCATION
Nutcracker Ballet Performance	November 28, 2022	3 rd Grade	Ewing Township, NJ
Terhune Orchards	October 13, 2022	Pre-School	Princeton, NJ
Walking Tour Sergeantsville	September 28, 2022	5 th Grade G&T	Sergeantsville, NJ

2.6 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
Judy Latham	Just Words Virtual Workshop	8/29/22	R	\$300
Cailin Mee	Foundations Level 2 Virtual Workshop	9/30/22	R	\$299
Kathleen Racile	Diagnosing Dyslexia/Building Your Assessment Toolbox Webinar	10/21/22	R	\$100
Susan Joyce	Preparing for Negotiations	9/22/22	R M	\$125
Lucinda Fisher	Just Words Virtual Launch Workshop Online – Wilson	12/5/22	R M	\$299
Mary Lyons	New Jersey School Boards Workshop	10/24-26/22	R M	\$550

2.7 MOVE to approve the following Use of Facilities/Buses. (Exhibit 2.7)

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
Girl Scouts Troop 81400	Debra Lubitz	Girl Scouts Meeting	Every other Monday	3:10 PM-4:30 PM	Room 133
Girl Scouts	Cindy Pontecorvo	Girl Scouts Meeting	September 13, 2022 March 16, 2023	5:30 PM – 9:00 PM	Performing Arts Room
Delaware Township Recreation Commission	Judith Allen	Holiday Parade Staging	December 3, 2022 December 4, 2022 (Rain Date)	3:00 PM-8:00 PM	Parking Lots
Girl Scouts	Jamie Clarke	Girl Scouts Meeting	Second and Fourth Wednesday/Second and Fourth Thursday of Each Month	After School	Room 133
Girls on The Run	Kristina Jepsen	Girls on the Run	Every Tuesday and Thursday 9/20/22-11/22/22	After School	The black top and playground area

- 2.8 MOVE to approve the Special Education Tuition Contract Agreement for student ID#2614307124 with Clinton Public School (on file in the board office).
- 2.9 MOVE to approve Interlocal Services Agreement for Child Study Team for 2022-23 school year from Kingwood Township School (on file in the board office).
- 2.10 MOVE to approve a Joint Transportation Agreement/Shared Services Agreement for Preschool Runs for the 2022-2023 school year between the Hunterdon Central Regional High School District (Host) and the Delaware Township School District (Joiner) as follows: (on file in the board office).

ROUTE #	COST
SU24	\$1,425.00/per month
SU28	\$1,425.00/per month

- 2.12 MOVE to approve a Special Roof Referendum Board of Education Meeting on Tuesday, October 4, 2022 at 7:00 PM.

3. Personnel/Policy – Mr. Ponzo reported on the committee meeting.

Motion by Mr. Ponzo, seconded by Mr. Hoffman to approve items 3.1-3.8. Discussion followed. Motion passed by roll call vote (eight yes, abstention Pate and abstention on 3.8 Pouria).

- 3.1 MOVE to approve the following candidates for the positions, contractual salaries and starting dates indicated for the 2022-2023 school year, pending fingerprint clearance if necessary, per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATES
Lovella Wambold	Preschool Teacher	B Step 2 1.0 FTE \$56,610.00	2022-23 School Year
Marian Anderson	Maternity Leave Replacement 1 st Grade	B Step 1 1.0 FTE September 1, 2022 through December 31, 2022 Prorated salary \$22,344.00 Annual Salary \$55,860.00	2022-23 School Year
Cynthia Pierce	Resource Room Teacher	B+45/M Step 6 1.0 FTE October 24, 2022 through June 30, 2023 Prorated salary \$57,361.30 Annual Salary \$69,110.00	2022-23 School Year
Jamie Clark	Substitute Teacher	Per Substitute Teacher Rate	2022-23 School Year
Olena Brophy	Substitute Teacher	Per Substitute Teacher Rate	2022-23 School Year
Brianna Titus	Substitute Teacher	Per Substitute Teacher Rate	2022-23 School Year
Victoria Wheatley	Substitute Teacher	Per Substitute Teacher Rate	2022-23 School Year

Marian Anderson	Substitute Teacher	Per Substitute Teacher Rate	2022-23 School Year
Evelyn Abbatiello	Substitute Custodian	\$13/per hour	2022-23 School Year

3.2 MOVE to approve the following chart for additional summer hours for the school year 2022-2023:

EMPLOYEE	POSITION	ADDITIONAL HOURS
Kathy Racile	LDT-C	Approve 9 additional summer hours @hourly rate
Leigh Ford	Office Aide	Approve 1.5 additional summer hours @hourly rate
Noelle Laurita	Speech Pathologist	Approve 6.5 additional summer hours @CBA rate 7 hours @hourly rate
Jessica Yarrow	Intervention	Approve 2 additional summer hours @CBA rate
Nicole Bivona	Kindergarten	Approve 2 additional summer hours @CBA rate
Nancy Crimmel	Special Education	Approve 2 additional summer hours @CBA rate

3.3 MOVE to approve Tracey Wolf, RBT Stipend for the 2022-23 school year in the amount of \$892.65.

3.4 MOVE to approve Bridget Beacht and Julia Garrera, The College of New Jersey for student teaching with Angela Mikula on September 21, 2022.

3.6 MOVE to approve Dr. Leslie Callanan, Ph.D. as Child Study Team consultant for the 2022-23 school year.

3.7 MOVE to approve the following rate of pay effective October 1, 2022 for substitutes for the 2022-2023 school year, per the recommendation of the Superintendent:

TYPE OF SUBSTITUTE	RATE OF PAY
Teacher, Paraprofessional	\$125 per day

3.8 MOVE to approve 2022-23 DTS Goals - (Exhibit 3.8).

N. Additional Business – goals will be with modifications as discussed.

O. Audience Participation -none

P. Board Representatives Liaison Reports

1. Recreation –Holiday parade12/3 (12/4 rain date); 9/24 corn hole tournament; new tennis program; 10/8 March on Liter; yard sale past weekend; 10/1 block party; 10/15 plant swap at Dilts Park.
2. PiE –Meeting next Wednesday; Harlem Wizards was a blast and a great event; October Book Fair. Remember to send in program fee.
3. Township – 10/10 public hearing re: open space fund (\$80,000)

4. ESC – 8/30 directors meeting; public hearing re: BA salary; finance in great shape; lots of shared services agreements; transportation awarded bids.
5. Planning Board – Zoning apartment building four units pushed to October.
6. HCSBA – Haven't meet.
7. NJSBA Legislature – Government signed school lunch laws.
8. Community Relations – Met last month; Mrs. Ferry taking over guest reader volunteers; referendum will be presented at the next meeting.
9. HCRHS – 9/11 PSAT; back to school night later this week and next week; survey for students; results posted on website
10. DTAA – Corn hole tournament on Saturday.

Q. Executive Session

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: litigation, 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.

R. Adjourn

Motion by Mrs. Opdyke, seconded by Ms. Stahl to adjourn at 8:41 PM. Motion passed by unanimous voice vote.

Respectfully Submitted,

Susan M. Joyce
Business Administrator/Board Secretary

Catherine Pouria
President