

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

**December 15, 2020 – 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 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**

**Present:** Mrs. Burns, Mrs. Dunn, Mr. Hoffman, Mrs. Hornby, Mrs. Lyons,  
Mrs. May, Mrs. Devlin & Mrs. Pouria.

**Absent:** Mr. Ponzio.

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

Secretary

**E. Audience Participation – Agenda Items**

**None**

**F. Correspondence** – Mrs. Hornby read a letter as the Service Project Coordinator on behalf of the Girl Scout Service Unit thanking DTS for their participation in the Holiday Food Drive.

**G. Presentations** - None

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

## **1. Student Enrollment Student Enrollment (12-10-20) - (Exhibit H.1)**

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	46	3	15
Grade 1	24	2	12
Grade 2	38	3	12.6

Grade 3	36	3	12
Grade 4	43	3	14.3
Grade 5	36	3	12
Grade 6	44	3	14.6
Grade 7	38	3	12.6
Grade 8	35	2	17.5
Pre School	16	2	8
Tuition Sent	3		
Home Instruction	0		
Self-Contained	3		
<b>TOTAL</b>	<b>362</b>	<b>27</b>	<b>12.5</b>

## 2. Evacuation Drills

<b>TYPE OF DRILL</b>	<b>DATE</b>	<b>TIME</b>
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 and security drills are being practiced in accordance with NJ Department of Education School Preparedness and Emergency Planning guidance.

## 3. Suspensions –

<b>MONTH OF</b>	<b>IN SCHOOL</b>	<b>OUT OF SCHOOL</b>
September	0	0
October	0	0
November	0	0
<b>TOTAL FOR SCHOOL YEAR 2020-2021 TO DATE</b>	<b>0</b>	<b>0</b>

## 4. HIB Incidents –

<b>MONTH OF</b>	<b>INCIDENTS REPORTED</b>	<b>NUMBER CLASSIFIED AS HIB</b>
September	0	0
October	0	0
November	0	0
<b>TOTAL FOR SCHOOL YEAR 2020-2021 TO DATE</b>	<b>0</b>	<b>0</b>

## 5. Educator of the Year 2020-21

Dr. Wiener announced the Delaware Township 2020-2021 Educators of the year:  
Caitlin Lally - Educational Services Professional

Sheri Laman - Teacher of the Year

They will be formally recognized by the board at a reception in May.

6. Ms. Mikula, the 2019-2020 DTS and Hunterdon County Teacher of the Year, made Delaware Township proud when she presented at the Superintendents' Roundtable.

7. The five sending district superintendents have worked together on snow closing plans. One of the considerations is that four of the five districts share transportation. There is no option for a delayed opening. The plan is to make Wednesday a remote only day, Thursday a snow day and Friday will be based on conditions. Dr. Wiener

thanked everyone for their patience as he worked to preplan and prepare for teachers and parents for this unique situation.

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

1. Mrs. Pouria wanted to recognize the hard work the superintendents have been putting into planning for this upcoming weather event. They are doing the best they can with the information they have.
2. Tonight is Vice President Devlin's last meeting and Mrs. Pouria thanked her for her 9 years of service and her two terms as Vice President. She is a mother of three, with two in high school and her third going up there next year. She is also a microbiologist. She has been a great source of knowledge and experience, contributing to the many roles she played on the board. Mrs. Devlin will be greatly missed and difficult to replace. Mrs. Devlin reflected back to her start on the board with a second grader and a toddler and also on the time she has spent with so many colleagues.
3. The board needs to begin their self-evaluation.

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

1. Mrs. Joyce reviewed the training requirements for Board Members
2. She reported that referendum projects taking place in the Summer 2021 will include HVAC, security and interior renovations.
3. Election Results (Official)

3x3 Year Term	Laura Hornby	2,224
	Anne May	2,306
	Heather Opdyke	2,261

**K. Approval of the regular session minutes from the November 17, 2020.**

Motion by Mrs. May, seconded by Mrs. Devlin to approve the November 17, 2020 regular session minutes. Discussion followed, motion passed by unanimous roll call vote. 8-0-0

**L. Committee Reports and Action**

1. **Curriculum/Instruction/Technology** Mr. Hoffman reported on the Committee Meeting.

Motion by Mr. Hoffman, seconded by Mrs. May to approve item 1.1. 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)

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

Motion by Mrs. Lyons, seconded by Mrs. Burns to approve items 2.1 – 2.8.  
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 Reconciler for the month ended October 2020 (BS Fund 10) and November 2020 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 November 2020. (Exhibit 2.2)

2.3 MOVE to approve District invoices presented for payment for the second November bills list in the amount of \$178,137.56 and December bills list in the amount of \$208,618.53. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

November 30, 2020 - \$272,288.03  
December 15, 2020 - \$296,150.82

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
			R M	

\*(R) registration, (M) mileage

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

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION

- 2.7 MOVE to approve and accept the 2020-2021 REAP (Rural Education Achievement Program) Grant funds in the amount of \$34,400.00. (Exhibit 2.7)

- 2.8 MOVE to approve the Waiver of Requirements for Special Education Medicaid Initiative (SEMI) Program:

RESOLVED that the Delaware Township School 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 that the district projects an enrollment of less than 40 Medicaid eligible students.

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

Motion by Mrs. Hornby, seconded by Mrs. Devlin, to approve items 3.1 – 3.2. 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 2019-2020 school year, pending fingerprint clearance if necessary, per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATES
Noelle Laurita	Speech Pathologist	Step 10 B+45/M .8 Annual Salary \$54,752.00 Prorated Salary \$32,851.20	1/4/21
Jack Fetzer	Temporary part time tech assistant position up to 15 hours per week	\$12.50/hour	1/4/21
Tracy Kell	Paraprofessional	revised to Step 5 .62 Revised salary for the 20-21 School Year \$15,007.68	As of 11/23/2020
Lisa Aron	Paraprofessional	Para Step 1 .65 Annual Salary \$15,371.20 Pro-rated salary \$9,222.72	1/4/21

- 3.2 MOVE to approve the following policy updates, per the recommendation of the Superintendent. (Exhibit 3.6)

POLICY	NUMBER	REVISION ONLY	READING
Re-admittance – COVID-19	5141.01		2nd

#### M. Additional Business

Mrs. Pouria congratulated Ms. Lally and Ms. Laman on being name the Delaware Township School Educational Services Professional & Teacher of the Year for 2020-2021.

She reflected on her first year as board president and thanked the board, teachers and administration for  
Their help.

Finally, Mrs. Pouria gave the maintenance staff a big thank you for all of their hard work and everything they  
have done to help keep the school open. It's been a big job!

**N. Audience Participation – None.**

**O. Board Representatives Liaison Reports**

1. Recreation- They are meeting tonight about the holiday decorating contest. The Petrucelli Family donated a tree in Town Center.
2. PiE – Current fundraisers include Amazon Smile and Spiritwear. They are deciding whether to put the spring enrichment on hold. The Author in Residence is still happening, in a hybrid format, starting in January.
3. Township – Alex and Ellen Jeyshune were named the 2020 Volunteers of the Year for the help they provide our resident seniors during the pandemic. The Township has applied for a local government emergency fund grant. Mayor Herman and Committeewoman Lockwood were re-elected. Shaving was suspended for the police department in participation of No Shave November.
4. ESC - None
5. Planning Board - None
6. HCSBA – There is currently a community service project on how to teach in chaos. HCSBA is looking to find out how schools really are handling what is happening and how they are holding up.
7. NJSBA Legislature – There are bills being considered to allow districts to carry-over 4% to the next fiscal year, permit using Capital and Emergency Reserve Funds for State of Emergency expenditures and a two month extension has been given for the completion of audit reports (ours is complete).
8. Community Relations – None.
9. HCRHS – The high school is spending its' time focusing on keeping the school open, sanitizing facilities and monitoring contact tracing.
10. DTAA – None.

**P. Executive Session – None.**

**Q. Adjourn**

Respectfully Submitted,

December 15, 2020

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Susan M. Joyce  
Business Administrator/Board Secretary

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Catherine Pouria  
Board President