

**Delaware Township School
Board of Education
Meeting Minutes of February 27, 2018**

A. Call to Order – Mrs. Linda Ubry, President called the meeting to order.

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.

Flag Salute – Mrs. Ubry led all assembled in the Pledge of Allegiance.

D. Roll Call

Present: Mr. Cooper, Mrs. Devlin, Mrs. Dunn, Mr. Hoffman, Mrs. Lyons, Mrs. May,
Mrs. Pouria, Mrs. Ubry.

Absent: Ms. Spock

Also Present: Dr. Richard Wiener, Superintendent; Mrs. Susan Joyce, Business Administrator.

E. Audience Participation – Agenda Items

Ray Braun read a letter on behalf of the teachers union regarding DTEA and BOE negotiations. Eileen Quinn read a personal letter in support of the union regarding DTEA and BOE negotiations. (see attached)

Mrs. Hornby spoke in support of the union regarding DTEA and BOE negotiations.

Mrs. Benda read a personal letter in support of the union regarding DTEA and BOE negotiations. (see attached)

Another audience member spoke about DTEA and BOE negotiations.

President Ubry thanked all for their input, requested those who read letter submit the letter to the Board Secretary so that their comments would be properly memorialize, and stated that the Boards would not comment on details of Negotiations with Ground Rules. Mrs. Ubry also stated that there were facts in Mr. Braun's letter which needed to be checked.

F. Correspondence A letter of resignation from a staff member was received. Due to the personal nature of the letter, it was not read aloud.

G. Presentations - None.

H. Superintendent's Report – Dr. Richard Wiener

1. Student Enrollment (2-15-18) - (Exhibit H.1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	37	3	12.3
Grade 1	43	3	14.3
Grade 2	36	2	18.0
Grade 3	42	3	14.0
Grade 4	38	2	19.0
Grade 5	35	2	17.5
Grade 6	49	3	16.3
Grade 7	47	2	23.5
Grade 8	43	2	21.5
Pre School	21		
Tuition Sent	3		
TOTAL	394	22	16.8

2. Evacuation Drills –

TYPE OF DRILL	DATE	TIME
Fire Drill	8/3/17	10:15 am
Security Drill (Lockout)	8/31/17	12:54 pm
Security Drill (Lockdown)	9/19/17	2:16 pm
Security Drill (Shelter in Place)	9/27/17	10:15 am
Fire Drill	9/28/17	10:00 am
Fire Drill	10/11/17	8:57 am
Security Drill (Lockout)	10/31/17	9:34 am
Security Drill (Evacuation off site)	11/2/17	2:00 pm
Fire Drill	11/21/17	2:24 pm
Fire Drill	12/19/17	9:50 am
Security Drill (Lockdown)	12/21/17	9:32 am
Fire Drill	1/11/18	1:30 pm
Security Drill (Shelter in Place)	1/30/18	10:47 am

3. Suspensions –

MONTH OF	IN SCHOOL	OUT OF SCHOOL
September	0	0
October	0	0
November	0	0
December	0	0
January	1	1
TOTAL FOR SCHOOL YEAR 2017-2018 TO DATE	1	1

4. HIB Incidents –

MONTH OF	INCIDENTS REPORTED	NUMBER CLASSIFIED AS HIB
September	1	1
October	0	0
November	0	0
December	0	0
January	0	0
TOTAL FOR SCHOOL YEAR 2017-2018 TO DATE	1	1

5. QSAC – It was requested that Dr. Wiener give a presentation providing more information.
The County Prosecutors office want districts to have security review which includes meeting with local police.
The Science Olympiad group won as a team as well as individual events.

I. President's Report – Mrs. Linda Ubry

1. There has been ongoing discussion regarding Health Benefits and the Budget.
2. Mrs. Ubry spoke about the resignation/retirement of Mrs. Klemchak and Mrs. Butler.

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

1. Masonry Project is complete and awaiting final inspection by the architect.
2. The State pushed back the Budget Timeline. We need to reschedule our meeting from
3. March 13th meeting to March 27th.
4. As part of his senior project, Dan Kwasnick will be requesting the use of the school parking lots for a car show on April 22, 2018. He is raising money for Homeless NJ veterans.
5. Mrs. Ganun and Mr. Chojnowski have received a Monarch Weigh Station Gardens grant from Pie. At our upcoming meeting they will be asking for support from the Board to purchase a shed that they need.

K. Motion by Mrs. Lyons, seconded by Mrs. Devlin to approve the regular and closed session minutes of January 23rd. Motion passed by roll call vote. (abstentions - Mr. Cooper, Mrs. Dunn for minutes and Mr. Hoffman for executive minutes.)

L. Committee Reports and Action

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

Motion by Mr. Hoffman, seconded by Mr. Cooper to approve items 1.1 - 1.4. Motion passed by unanimous roll call vote.

- 1.1 MOVE to approve the following field trips for the 2017-2018 school year.
(Exhibit 1.1)

ACTIVITY	DATE	GRADE LEVEL	LOCATION
RVCC Planetarium	5/24/18	5	Branchburg NJ
RVCC Theater	5/3/18	8	Branchburg NJ

- 1.2 MOVE to accept the HIB incidents per H.4 of the Superintendent's Report.
(N/A)
- 1.3 MOVE to approve the Kindergarten to Grade 5 Science Curriculum. (Available for review in the Curriculum Coordinator's Office.)
- 1.4 MOVE to approve the Spring Sports Schedules for Girls Softball and Boys Baseball. (Exhibit 1.4)

Finance/Facilities – Mrs. Pouria reported on the Finance/Facilities meeting.

Moved by Mrs. Pouria, seconded by Mrs. Lyons to approve items 2.1 – 2.7

- 2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Treasurer of School Monies for the months ended December 2017 and January 2018 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 attached line account transfers for January 2018. (Exhibit 2.2)
- 2.3 MOVE to approve District invoices presented for payment for January 1, 2018 through January 31, 2018. (Exhibit 2.3)
- 2.4 MOVE to approve the following payroll amounts:
- January 30, 2018 - \$258,308.38
February 15, 2018 - \$234,513.33
- 2.5 MOVE to approve the following Use of Facilities/Buses. (Exhibit 2.5)

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
Delaware Township Clean Comm.	Kathy Klink	Township Clean Up	3/17/18		Use of Mini Bus
Delaware Township Clean Comm.	Kathy Klink	Waterway Clean Up	4/14/18		Use of Mini Bus
Delaware Township Clean Comm.	Kathy Klink	March on Litter	10/13/18		HCRHS buses
Homeless NJ Veterans Fundraiser (Senior Project)	Dan Kwasnick	Car Show	4/22/18	10:00am – 4:00pm	Parking Lots

- 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
Kathleen Racile	Designing Elementary School Schedules	3/1/18	R M	\$149.00 .31 per mile
Andrea Gristina	Self-Regulation Skills	3/15/18	R	\$239.00
Moiria GaNun	Self-Regulation Skills	3/15/18	R M	\$239.00 .31 per mile
Meeta Verma	NJSSNA Spring Conference	3/17/18	R	\$199.00

- 2.7 MOVE to approve Kasey Ross, M.A., BCBA, contracted services as a Behavior Analyst, for the 2017-2018 school year, on an as needed basis, pending fingerprint clearance, at a rate of \$90.00 per hour per the recommendation of the Superintendent.

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

Motion by Mrs. Dunn, seconded by Mrs. Devlin to approve items 3.1 – 3.5. Discussion followed, including updates, policies, making all references from Principal to Superintendent, dress codes & gender neutral considerations, board pages on website and bulleted meeting summaries.

- 3.1 MOVE to approve the following candidates for the positions, contractual salaries and starting dates indicated for the 2017-2018 school year, pending fingerprint clearance if necessary, per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATES
Virginia Lucas	Pre School Teacher – Part Time	Step 3 – M+15 - .36 = \$9,803.00 prorated and retroactive	2/16/18 to 6/30/18
Robert Zagari	Home Instructor	\$43.05 per hour, as needed basis	2017-2018 school year
Laura Bond	Substitute Teacher	\$100.00 per day	2017-2018 school year
Ana La Tournous	Spanish Teacher	Step 5 – B – .85 = \$17,932.00 prorated	3/1/18 to 6/30/18
Kim Goss	Special Education Teacher Paraprofessional (revised)	Step 4 – B+30 - .33 = \$7,225.00 Step 4 - .15 = \$1,356.00 (pro-rated)	3/1/18 to 6/30/18

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

POLICY	NUMBER	REVISION ONLY	READING
Extracurricular Activities	6145		2 nd
Principal Evaluation	2130		1 st
Visitors	1250	X	
Harassment, Intimidation and Bullying	5131.1	X	

- 3.3 MOVE to approve the FMLA leave for Employee #81535072, full time paraprofessional, on an intermittent basis, beginning February 15, 2018 with an end date to be determined.
- 3.4 MOVE to approve the revised School Calendar for school year 2017-2018. (Exhibit 3.4)
- 3.5 MOVE to accept with regret, the Letter of Resignation from Maggie Duenas-Butler, Spanish Teacher, effective retroactive to February 16, 2018.

M. Additional Business - None

N. Audience Participation

Mrs. Valerie Wheatley thanked the staff and parents for their support. She also said that the Negotiations team will be staying until after Executive Session.

Mrs. Hornby spoke in support of the teachers and the education students receive. She did not know they were working without a contract and would gladly pay higher taxes for our teaching staff.

Mrs. Kusant has one son. She feels that recognition is the number one motivator for employee engagement. She wants them to feel engaged and supports the teachers in settling the contract.

O. Board Representatives Liaison Reports

1. Recreation – The Rec commission is reviewing the reactional component of the Township Open Space report and discussing the possibility of surveying township residents about their recreational priorities, basing the survey on one that the County Parks system conducted a few years ago. Upcoming events include the Easter Egg Hunt, Town-wide Yard Sale, and The Great Crate Race & celebration. PiE – Mrs. Ganun and Mr. Chojnowski received a grant, Enrichment is starting, 105 kids participated in roller skating, the book fair and Holiday sales were a success, and the outdoor collection bin also accepts house good donations.
2. Township - none
3. ESC - none
4. Planning Board – Met on Feb 6th, only procedural items.
5. HCSBA –Mrs. Lyons attended the HCSBA meeting where there was a regionalization meeting. South Hunterdon is the only school in the last ten years to successfully regionalize. The state gives no incentives to encourage regionalization.
6. NJSBA Legislature - none
7. Community Relations - none
8. HCRHS – students are scheduling classes for 2018-19 and there is an upcoming Musical and World Language Night.
9. DTAA – The annual Beef & Beer fundraiser is being held at the firehouse, basketball playoffs are happening now, and spring sport registrations are coming to a close.

P. 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: personnel and litigation, and be it further

RESOLVED that the Board will more specifically discuss negotiations; 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 Delaware Township 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.

Mr. Hoffman was dismissed at 8:20pm.

Motion by Mrs. Dunn, seconded by Mr. Cooper to go into Executive Session at 8:20pm.
Motion passed unanimously by voice vote.

Motion by Mrs. Pouria, seconded by Mrs. May to leave from Executive Session at 9:02pm

Valerie Wheatley, Ray Braun, Chris Morales and Karen Fania spoke to the board regarding negotiations. Since there was some confusion as to how the last session ended, the Board requested the Association to clarify their last offer.

Q. Adjourn

Motion by Mrs. Pouria, seconded by Mrs. May to adjourn at 9:15pm.

Respectfully submitted,

**__March 27, 2018__
Date Approved**

**Susan M. Joyce
Business Administrator/Board Secretary**

Linda Ubry, President

February 27, 2018