

Delaware Township School

Monthly Board of Education Meeting Minutes

May 16, 2023 – 7:00 pm

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. Call Present: Mrs. Harrington, Mr. Hoffman, Mrs. Hornby, Mrs. Lyons, Mr. Pate, Mr. Panzo, Mrs. Opdyke, Ms. Stahl, Mrs. Pouria

Absent:

Also present: Dr. Wiener, Superintendent and Mrs. Susan Joyce, Business Administrator/Board Secretary.

E. Recognition of Teacher of the Year and Support Staff of the Year.

Laura Ferrante – Teacher of the Year

Karen Tomson – Support Staff of the Year

Reception held before our meeting. Dr. Wiener attended a reception with the county in their honor.

F. Ms. Gwen Thornton, NJSBA Superintendent Search.

Ms. Thornton – when the candidates are brought to the board.

Posted superintendent position in April. There were seventeen applicants; thirteen responses to the survey and should encourage participation. Anticipate announcing new superintendent at the end of July.

Hope to have someone in place by September. If that doesn't happen by September, then we will look for an interim.

Public Comment on Superintendent Search.

Mrs. Lyons - when are results of the survey released?

G. Audience Participation – Agenda Items None

The opportunity for public comment on questions will be provided at every regular meeting of the Board of Education and will appear on the agenda as Audience Participation. Two will appear on each agenda; one near the beginning for questions or comments on agenda items, and one near the end for general comments or questions.

Audience participation will be a maximum of thirty minutes in length unless there are unusual circumstances. Those appearing at audience participation will be allowed three minutes to speak and no one will be allowed to speak twice at the same participation session until all those wishing to speak have had their turn.

The Board may or may not respond to the speakers at the time of their appearance.

Statement Prior to General Public Comment

Pursuant to Board Policy No. 9322, this meeting is open to the public, and a time has been set aside for community members to comment on any matter of interest to the District. The Board

may, or may not, respond to issues raised by members of the public at the time they are raised, but will provide a response when and if appropriate.

The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking, whether they be community members, Board members, Board employees or students. Please note that the Board will not respond to comments regarding students or Board employees in light of the statutory privacy rights of those individuals. The Board discourages comments about its students and employees and will not be held responsible for such comments. Moreover, members of the public who choose to speak during public session should be aware that they may be held personally liable for any statements that they make, which become part of the public record.

Finally, the Board will not comment on or respond to any matter raised unless it can confirm that the matter has first been brought to the attention of the appropriate school personnel in an attempt to resolve the issue.

H. Correspondence – Girl Scout Troop 81400 “Girl Scout Tree Promise” request. (Exhibit H.1)

Mrs. Pouria read correspondence from Girl Scout Troop 81400 and thinks it a great idea. Motion by Mr. Ponzo and seconded Mrs. Opdyke to approve accepting a tree from Girl Scout Troop #81400 “Girl Scout Tree Promise”. Discussion followed.

Mrs. Lyons, it’s a great idea but can we negotiate the location; we are looking at a grant for trees. We would like to coordinate these efforts. Motion approved by unanimous roll call vote 9-0-0.

I. Presentations – PLC on the Science of Reading Presentation and Intervention – Mrs. Yarrow and Mrs. Falkenstein.

Ms. Stahl, how do teachers know what to look for. Mrs. Yarrow, teachers have that sense. They also use assessments. Mrs. Lyons, Aimsweb for younger students. Mrs. Yarrow, yes. Mrs. Pouria, so testing is very specific? Mrs. Yarrow and Mrs. Falkenstein, yes. Mrs. Lyons, so writing is part of this? Mrs. Yarrow and Mrs. Falkenstein, no, writing is not a part of it but spelling is. Mrs. Pouria, the difference between a decodable book and regular book. Mrs. Yarrow explained this. Ms. Hornby, is there a struggle getting kids engaged in decodable books? Mrs. Yarrow and Mrs. Falkenstein, answered her questions.

J. Superintendent’s Report – Dr. Richard Wiener

May 16, 2023

1. Student Enrollment (5-08-22) - (Exhibit J-1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	40	3	13
Grade 1	52	3	17
Grade 2	49	3	16
Grade 3	27	2	14
Grade 4	39	3	13
Grade 5	41	2	21
Grade 6	45	3	15
Grade 7	42	3	14
Grade 8	49	3	16
Pre School	25	2	13
Tuition Sent	4		
Home Instruction	0		
Self-Contained	4		
TOTAL	417	27	15

2. Evacuation Drills –

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	9:15am	5 minutes	Shelter in Place	80 & sunny	407 students & 75 staff members	*Paramedics called for student injury.
9/9/22	2:45pm	5 minutes	Fire Drill	80 & sunny	407 students & 75 staff members	*Fire Panel 13M007
9/30/22	9:15am	7 minutes	Lockdown	52 & cloudy	410 students & 75 staff members	
10/7/22	8:30am	25 minutes	Bus Evacuation	57 & sunny	410 students	*All students took part in this drill.
10/20/22	10:30am	5 minutes	Fire Drill	46 & sunny	413 students & 75 staff members	*Fire Panel M12M016
10/27/22	1:45pm	5 minutes	Evacuation Drill	63 & sunny	413 students & 75 staff members	
11/22/22	2:30pm	5 minutes	Active Shooter Drill	52 & sunny	413 students & 75 staff members	
11/30/ 22	8:55am	5 minutes	Fire Drill	41 & rainy	413 students & 75 staff members	*Fire Panel M12M015
12/19/22	1:45pm	5 minutes	TableTop	40 & sunny	4 office staff	Reviewed procedures for drills
12/21/22	8:55am	5 minutes	Fire Drill	27 & sunny	413 students & 75 staff members	*Fire Panel M14M012

Date of Drill	Time of Drill	Duration of Drill	Type of Drill	Weather Conditions	Participants of Drill	Pull Station/Notes
1/19/23	9:10am	5 minutes	Lockdown	43 & rainy	413 students & 75 staff members	
2/2/23	2:35pm	7 minutes	Fire Drill	37 & sunny	413 students & 75 staff members	*Fire Panel M97M029
2/24/23	1:50pm	5 minutes	Fire Drill	43 & sunny	412 students & 75 staff members	*Fire Panel M97M028
2/28/23	11:08am	5 minutes	Shelter in Place	34 & cloudy	412 students & 75 staff members	
3/23/23	10:25am	5 minutes	Fire Drill	49 & cloudy	412 students & 75 staff members	*Fire Panel M11M023
3/31/23	12:55pm	5 minutes	Bomb Threat	54 & cloudy	412 students & 75 staff members	
4/19/23	8:30am	25 minutes	Bus Evacuation	57 & sunny	Bus students	
4/21/23	9:30am	5 min	Fire Drill	57 & sunny	412 students & 75 staff members	*Fire Panel M115M032
4/28/23	10:00am	20 min	Tabletop			*Review of Bomb Threat Training office staff attended

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	1	0
March	0	0
April	1	0
May	0	0
June	0	0
TOTAL FOR SCHOOL YEAR 2022-2023 TO DATE	2	0

4. HIB Incidents –

5. MONTH OF	INCIDENTS REPORTED	NUMBER CLASSIFIED AS HIB
September	0	0
October	0	0
November	0	0
December	1	0
January	1	1
February	0	0
March	2	1
April	2	0
May	0	0
June	0	0
TOTAL FOR SCHOOL YEAR 2022-2023 TO DATE	6	2

6. DTS 2022-2023 Recognition

Teacher of The Year – Laura Ferrante

Support Staff of the Year – Karen Tomson

DTS Retiree Recognition - Mrs. Pillon

Gave the recognition at our reception.

Thank you, Mrs. Yarrow and Mrs. Falkenstein.

Remind board we have been engaged in many events including; Global Fest, Art Festival, Spring Concert. Washington DC Trip and Dorney Park coming up.

K. President's Report – Mrs. Catherine Pouria

Congratulations to Mrs. Ferrante and Mrs. Tomson. Best wishes to Mrs. Pillon. Superintendent Evaluation (will get this done by July 1, 2023).

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

1. Summer Projects

- Pre-Construction meeting happening in the next few weeks.
- Delivering materials, the day after the last day of school (location to be determined at the pre-construction meeting).
- Computer Lab – gutting the room including carpeting, cabinetry, chalkboards, spackle, paint, furniture.
- Dishwasher – waiting on Mr. Kusant (one of our Community member appreciation recipients).

- e. Hot water pump for gym needs to be fixed.
- f. Boilers/fire/sprinkler system, fire extinguishers are all cleaned and inspected.
- g. If we are getting trees, public works will need to be contacted for help for twenty-five air filters from state plus 3-4 years of replacement air filters.

- M.** Approval of the regular session and executive session minutes of the April 25, 2023 board meeting and April 17, 2023 special meeting minutes.

Motion by Mrs. Hornby, seconded by Mrs. Harrington to approve the April 17, 2023 Special Board Meeting Minutes. Discussion followed. Motion passed by unanimous roll call vote (9-0-0).

Motion by Mrs. Hornby, seconded by Mrs. Harrington to approve the April 25, 2023 Regular and Special Board Meeting minutes. Discussion followed. Motion passed by roll call vote (8-0-1 Mr. Hoffman abstained).

N. 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. Discussion followed. (9-0-0). Motion passed by unanimous roll call vote.

Mrs. Pouria asked Mr. Lipson to talk about the vision for 8th period.

- 1.1 MOVE to accept the HIB incidents per H.4 of the Superintendent's Report.

2. Finance/Facilities

Mrs. Lyons, reported on the committee meeting.

Motion by Mrs. Lyons, seconded by Ms. Stahl to approve items 2.1-2.27.

Discussion followed. Motion passed by roll call (8-0-1 Mrs. Lyons abstained).

Mrs. Harrington, thought Mr. Gianforcaro, said there weren't ROD Grants. Mrs. Lyons, there are now.

2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Treasurer of School Monies for the month ended April 2023 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 line account transfers for April 2023. (Exhibit 2.2)

2.3 MOVE to approve District invoices presented for payment for 2nd April 2023 Bills List in the amount of \$73,779.25 and May 2023 in the amount of \$420,138.78. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

April 28, 2023	-	\$266,162.33
May 15, 2023	-	\$267,259.02

2.5 MOVE to approve Provident Bank, New Jersey Cash Management Fund and NJ/ARM as depositories and that the Financial Institutes be insured by either the SLIC or the FDIC and/or as required by both Federal and State Statutes.

2.6 MOVE to approve the following Designation of Signatures for Provident Bank:

ACCOUNT	REQUIRED SIGNATURES
General Account	3 required – President or Vice President, Board Secretary, and Reconciler or Superintendent
Payroll Account; Agency Account; Unemployment Trust Account; Cafeteria Account; General Organization Fund Account – Student Activity Account; Flexible Spending; Capital Reserve; Maintenance Reserve; Emergency Reserve	2 required – Board Secretary, Superintendent, Principal or Reconciler
Referendum Account	2 required – Board Secretary, Superintendent, Reconciler or Board President

- 2.7 BE IT RESOLVED that the Board Secretary be authorized to establish a petty cash fund account for the period July 1 through June 30 during the next fiscal year in accordance with N.J.S.A. 18A:4-15 and 18A:19-13 and N.J.A.C. 6:20-2.10 in the amount of \$300.00 with the Assistant to the Business Administrator as the responsible party.

BE IT FURTHER RESOLVED to establish a maximum single petty cash expenditure in the amount of \$25.00, not to be exceeded without prior approval of the Board Secretary.

- 2.8 MOVE to approve the Chart of Accounts as per state regulations.
- 2.9 MOVE to approve the Business Administrator/Board Secretary to issue checks for the payment of bills between board meetings and to confirm such payments on the next bill list to be approved at the next regular Board meeting.
- 2.10 MOVE to approve the procurement of Goods and Services through State Agencies (State Contracts), pursuant to Title 18A:18A-10.
- 2.11 BE IT RESOLVED that the Delaware Township Board of Education establish a district-wide maximum for travel expenditures of \$15,000.00 for the 2023-2024 school year. The Business Administrator/Board Secretary shall track and record all travel expenditures to ensure that the maximum amount is not exceeded.
- 2.12 MOVE to approve a contract with the YMCA to provide before and after care for the 2023-2024 school year. Copy of contract is on file in the business office.
- 2.13 MOVE to approve designation of Hunterdon County Democrat, alternates The Star Ledger and Trenton Times and Express Times as the official newspapers.
- 2.14 MOVE to approve the mileage reimbursement rate for the 2023-2024 school year to be the rate set by the State of New Jersey for regular business travel (currently .47 cents per mile).

2.15 MOVE to approve the Business Administrator and/or the Superintendent, pursuant to N.J.S.A. 18A:22-8.1 be designated to approve such line item budget transfers as are necessary, between Board meetings, and that such transfers shall be reported to the Board, ratified and duly recorded in the minutes of the next regular meeting.

2.16 MOVE to approve the following annual rate for Preschool Tuition for the 2023-2024 school year:

Full Day Program - \$6,750.00

2.17 MOVE to approve the following Use of Facilities/Buses.

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION

2.18 Move to approve Hunterdon County Educational Services Commission Resolution for Participation in Coordinated Transportation for the 2023-24 school year.

2.19 MOVE to approve the 2023-2024 Food Service Management Company (FSMC) renewal contract with Maschios Food Service Inc.

FSMC Fee \$10,000.90

Student Lunch Price \$3.50 (same as 22-23)

Adult Lunch Price \$4.20 (same as 22-23)

Return \$12,879.65

Cost of Contract \$119,140.65

2.20 Recommend the Board appoint the following for 2023-2024 school year:

TITLE	APOINTEE
504 Officer	Scott Lipson, Principal
Affirmative Action Officer – District and School	Scott Lipson, Principal
AHERA Representative	Jeffrey Munsey, Supervisor Building and Grounds
Anti-Bullying Coordinator	Julie Kertzman
Anti-Bullying Specialist	Caitlin Lally, Guidance Counselor
Attendance Officer	TBD
Chemical Hygiene Officer/Blood Borne Pathology	Jeffrey Munsey, Supervisor of Building and Grounds
Custodian of School Records	Susan Joyce, Business Administrator/Board Secretary
Depository of School Monies	Susan Joyce, Business Administrator/Board Secretary
Free/Reduced Lunch Hearing Officer	Susan Joyce, Business Administrator/Board Secretary
Fund Commissioner (SAIF)	Susan Joyce, Business Administrator/Board Secretary
Homeless Liaison/America Disability Act Officer	TBD
Indoor Air Quality Officer	Jeffrey Munsey, Supervisor of Building and Grounds
Integrated Pest Management Coordinator	Jeffrey Munsey, Supervisor of Building and Grounds
Investor of School Funds	Susan Joyce, Business Administrator/Board Secretary
Local Public Contract Agent	Susan Joyce, Business Administrator/Board Secretary
PEOSHA Officer	Jeffrey Munsey, Supervisor of Building and Grounds
Public Agency Compliance Officer	Susan Joyce, Business Administrator/Board Secretary
Qualified Purchasing Agent	Susan Joyce, Business Administrator/Board Secretary
Recycling Coordinator	Jeffrey Munsey, Supervisor of Building and Grounds
School Safety Specialist	Class III Officer/Scott Lipson, Principal
Safety and Health Designee	Jeffrey Munsey, Supervisor of Building and Grounds
Right to Know Contact	Jeffrey Munsey, Supervisor of Building and Grounds

2.21 MOVE to approve the following Tax Shelter Annuities for the 2023-2024 school year: Siracusa, Metropolitan Life, Vanguard, Security Benefits Groups, Equitable, Valic. 403b Plan Administrator US OMNI & TSAGG Compliance Services.

2.22 MOVE to approve Ameriflex for Flexible Spending Accounts for the 2023-2024 school year.

2.23 MOVE to approve the establishment of a photocopy fee of .05 cents per page for all public documents.

2.24 **WHEREAS** the New Jersey Administrative Code 6A; 23A-5.s(a) 4 provides that, “Professional services contracts are issued in a deliberate and efficient manner such as through a request for proposals (RFP) based on cost and other specified factors or *other comparable process* that ensures the district receives the highest quality services at a fair and competitive price or through a shared service arrangement”; and

WHEREAS the Delaware Township Board of Education has employed a deliberative process that considered the cost of such services and other relevant factors and;

WHEREAS the Delaware Township Board of Education is satisfied that the fees being charged for such professional services are fair and competitive; therefore

BE IT RESOLVED that the Delaware Township Board of Education hereby makes the following appointments:

Name of Company	Service Provided	Contract Amount	Comments	Contract Enclosed
Hunterdon Medical Center (Rates till December 31, 2023)	Neuro-developmental Evaluation	\$955	Includes written report	No
Marlana Loden	Speech Therapy	\$93/hr		Yes
Somerset County ESC	Various Services	See List		No
Hunterdon County ESC	Various Services	See List		No
Hybridge Learning Group	Various Services	See List		Yes
Zim Zum	BCBA	See List		Yes
	FBA	\$104/hr		
	VB-MAPP Assessment	\$104/hr		
Therapeutic Intervention	Occupational & Physical Therapy	\$100/hr		Yes
	Home Based	\$115/per visit		
	OT /PT Evaluation	\$415	Includes written report	
Oxford Consulting Services	Various Services			No
Dr. Padma Palvai	Psychiatric Evaluation	\$900	Includes written report	Yes

Name of Company	Service Provided	Contract Amount	Comments	Contract Enclosed
Alexander Rhodes Associates	Psychiatric Evaluation	\$880	Includes written report	No
Bayada	RN	\$61/hr		Virtual Contract
Delta T-Group	RN Nurse	\$57/hr		No
	Various Services	See List		
Kaleidoscope	Speech Therapist	\$475/eval	Includes written report	No
	Special Ed Teachers	\$55/hr		
	Various Services	See List		
Linguistica International Inc.	Telephonic Interpreters	\$.56/min		No
Pediatric Therapy Center of Bucks County, LLC	PT	\$200/hr		Yes
Garden State AAC Specialists	Various Services	See List		No

NAME OF PROFESSIONAL	SERVICE PROVIDED	CONTRACT AMOUNT
Hunterdon Health Care Phillips-Barber Family Heath Center	School Physicals/AED Oversight	\$2,000.00
Bedard, Kurowicki & Co.	Auditor	\$20,300.00 (not to exceed) – Annual Audit Fee \$265.00 per hour - Shareholder \$220.00 per hour - Principal \$145.00 - \$160.00 per hour - Manager \$135.00 per hour - Senior \$90.00 to \$110.00 - per hour - Staff Accountant \$85.00 per hour - Para/Administrative
Fogarty & Hara, Counsellors at Law	Attorney	\$175.00/hour for Partner and \$155./hour for Associate
Marriot Termite and Pest Control	Pest Management	Monthly Pest Control Services: Total per year: \$540.00 Invoiced Monthly @ \$45.00 per month. Quarterly Rodent station Service: Total per Year: \$300.00 Invoiced Quarterly @ \$75.00 per quarter. IPM Professional Services Included with Monthly Pest Control Service.
Mack Industries, Inc.	Boiler Maintenance	\$7,560.00
Scientific Water Conditioning	Water Guard Program	\$2,625.00
Jammer Doors	Labor & Material	Various Services
Nickerson	Gym Door Repairs	Various Services
Atlas Elevator	Maintenance	\$2,100.00
GTT	Lawn Maintenance	\$5,374.00
Approved Fire Protection Co.	Annual Fire Extinguisher	Various Services
RAMM Environmental Services, Inc.	Asbestos Inspection	\$500.00
Vent Tech	Cafeteria Hood Cleaning	\$1750.00
FAST	Annual Sprinkler Inspection	\$1625.00
	Annual Fire Inspection	\$750.00
	Annual Fire Alarm Monitoring	\$360.00

Flocabulary	Online learning platform	\$300.00
Nearpod	Curriculum resource	\$8,000.00
Camtasia	Video editing license	\$500.00
National Geographic (Discovery Education)	Online Science curriculum	\$2,412.00
Link It	Benchmark Testing platform	\$6,570.00
Pearson (AimsWeb)	Benchmark Testing platform	\$1,181.25
Learning Ally	Online District Site License Renewal	\$1,999.00
TCI	Online textbook subscriptions	Various Prices
Chromecare	Student device warranty	\$10,000.00
NewEra	Avaya IPO telephone support	\$3,500.00
CDI	AWS Cloud backup tenancy	\$2,400.00
Network Solutions	Domain registration	\$2,500.00
GoDaddy	Ssl certification subscription	\$1,000.00
OnCourse	District lesson plan/evaluations platform	\$9,647.23
Comcast	Building telephony & ISP	\$27,000.00
Verizon	Emergency hot spots/custodian cell phone	\$1,400.00
Generation Genius	Online learning platform	\$400.00
KidBlog	Online learning platform	\$400.00
SYS Cloud	Google Platform Backup/Compliance	\$4,000.00
ZOOM	Remote Conferencing Platform	\$5,000.00
KAMI	Online PDF Editor	\$2,820.00
Screencastify	Online Video Editor	\$2,500.00
SeeSAW	ES Learning Management System	\$1,200.00
Brainpop	Online curriculum resource	\$2,550.00
Follett/HCESC:	Library hosting services	\$866.50
Go Guardian	Chromebook monitoring/Beacon Suicide	\$8,000.00
Kodable	Online curriculum resource-	\$1,750.00
LobbyGuard	Main Entrance Visitor sign-in	\$500.00
SuperTeacherWorksheets	Online curriculum resource	\$350.00
Microscribe Publishing Inc.	Policy Manual	\$1,600.00
GAM Information Systems	App River	\$2,125.00
	KnowBe4	\$1,036.26
CDK	Accounting	\$4,755.00
	Personnel	\$5,460.00
eChalk	Website/domain hosting	\$1,775.00
PaySchools	Cafeteria Point of Service	\$1,593.00
E2e Exchange, LLC	E-rate Service	Various Services
Frontline Education	IEP Software	\$9,385.99
	504 Program Management Software	\$1,002.25
Blackboard Inc.	List Serve/Emergency broadcast system	\$822.00
Genesis Education Services, Inc.	Student Information System	\$9,152.00
Dreambox Learning, Inc.	Site License Renewal	\$7,095.00

* Copies of Contracts on File in the Business Office

2.25 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
Julie Kertzman	Play Therapy Training and Certification	Work at own pace over the summer.	R M	\$499.00 virtual

- 2.26 MOVE to approve Phoenix Advisors, LLC as Continuing Disclosure Agent and Municipal Advisor (contract on file in Board of Education Office).
- 2.27 MOVE to approve moving Maintenance Reserve funds in the amount of \$61,716.60 into the General Fund budget.

3. Personnel/Policy

Mr. Ponzo, reported on the committee meeting.

Motion by Mr. Ponzo, seconded by Mrs. Harrington to approve items 3.1-3.13. Discussion followed. Motion passed by unanimous roll call vote (9-0-0).

Ms. Stahl, to the teachers – if you have ideas over the next month or so that would help, please share.

Mr. Tate, what is Maschios return. Mrs. Joyce, it is the anticipated profit.

Ms. Stahl, do we have a Class 3 officer during Summer Recreation. Mrs. Harrington, no but Delaware Township officers have been involved.

- 3.1 MOVE to approve the following rates of pay for substitutes for the 2023-2024 school year, per the recommendation of the Superintendent:

TYPE OF SUBSTITUTE	RATE OF PAY
Teacher, Paraprofessional	\$125 per day
Substitute Nurses	\$145 per day \$165 per day/after 10 days
Custodian	\$14.25/hourly

- 3.2 MOVE to adopt the existing school district policies and bylaws, which are on file online at the district website.
- 3.3 MOVE to approve the Superintendent to issue a Letter of Intent to Hire between Board meetings.

- 3.4 MOVE to approve the list of advisors for extra-curricular activities for the 2023-2024 school year. Payment for all will be as per the agreement, per the recommendation of the Superintendent.

Activity/Advisor

Cross Country, Coach - Dean Breithoff

Baseball, Coach – Nate Moore

Field Hockey, Coach – Stephanie Joyce/Judith Latham

Softball, Coach – Britain Moore

Soccer, Coach – Mark Deneka

Volleyball, Coach – Brian Smith

Boys Basketball, Coach – Nate Moore

Girls Basketball, Coach – Britain Moore

Recreational Sports Club – Brian Smith

Lego Robotics Club (2) – Laura Ferrante/Mark Deneka

Dissection Club – Mark Deneka

Coding Club (2) – Ann Weinoffer/Kathleen O'Brien

Archery Club – Mark Deneka

Dance Academy – Lucinda Fisher

Crazy Eights (Grades 3 to 5) – Cailin Mee

Activity/Advisor

Yearbook Advisors (2) – Britian Moore/Kathleen O'Brien

Middle School Drama Club (2) – Kimberly Mazzucco/Lucinda Fisher

Drama Club Jr. Grades 3-5 (2) – Kimberly Mazzucco/Lucinda Fisher

Band Director - Philip Muratore

Green Team Student Ambassadors (2) – Laura Ferrante/Megan Tenebruso

Chorus Advisor – Gina Scialla

Student Council Advisors (2) – Mark Deneka/Stephanie Joyce

Athletic Coordinator – Nate Moore

Paper Engineering – Kimberly Mazzucco

Science Olympiad (2) – Lucinda Fisher/Stella Maltese

Garden Club (3) – Laura Ferrante/Megan Tenebruso/Michelle Small

National Geo Bee Club Grades 5-8 (2) - Sheri Laman/Vicky Hardy

Learning Lab/Basketball Study – Kimberly Mazzucco, Mark Deneka, Jaclyn Plummer, Lucinda Fisher, Caitlin Lally

Safety Patrol (5th Grade) – Kim Goss

Ping Pong Club – Mark Deneka

- 3.6 MOVE to approve the following candidates for the positions, contractual salaries and starting dates as indicated, pending fingerprint clearance if necessary, per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATES
Lisa Aron Reath Mast Jacalyn Plummer Britain Moore Mark Deneka Stephanie Joyce	Movie Night Chaperone	2.0 hours per CBA	May 5, 2023
Laura Bond Angie Mikula	Dorney Park Chaperone	Per CBA	May 19, 2023
Elizabeth Hermoso	Long Term Middle School Sub	B Step 1 1.0 FTE Annual Salary \$55,860.00 Pro-rated Salary \$11,172.00	May 1, 2023 – June 30, 2023
Kim Mazzucco	Sound for ES Play	5 hours @ CBA Rate	May 8-12, 2023

- 3.7 MOVE to approve employment contract with Susan Joyce, Business Administrator/Board Secretary, for the 2023 -2024 school year, effective July 1, 2023 through June 30, 2024, as approved by Executive County Superintendent, and as recommended by the Superintendent. (Exhibit 3.7)
- 3.8 MOVE to approve employment contract with Scott Lipson, Principal, for the 2023-2024 school year, effective July 1, 2023 through June 30, 2024, as presented, and as recommended by the Superintendent. (Exhibit 3.8)
- 3.9 MOVE to approve employment contract with Rebecca Guenther, Supervisor of Special Services, for the 2023-2024 school year, effective July 1, 2023 through June 30, 2024, as presented, and as recommended by the Superintendent. (Exhibit 3.9)
- 3.10 MOVE to approve the attached list of non-certified staff members for the 2023-2024 school year, per the recommendation of the Superintendent. (Exhibit 3.10)
- 3.11 MOVE to approve extended FMLA Leave for Employee, #44253466, beginning April 14, 2023 through May 19, 2023, per the recommendation of the Superintendent.
- 3.12 MOVE to rescind approved FMLA Leave for Employee, #96260922.

- 3.13 MOVE to accept the Letter of Resignation as Middle School Science Teacher from Daniel Chojnowski effective, June 26, 2023.

M. Additional Business

N. Audience Participation

O. Board Representatives Liaison Reports

1. Recreation-Boy Scout suggest projects; still looking for teen liaison; fishing derby was a success.
2. PiE- plant swap and yard sale on Saturday; June 17, Delaware Township outing to Patriots game.
3. Township-Budget passed; part time acting Deputy Clerk; lively discussion about Dilts Farm Park; moving forward on updates; Covered Bridge will be closed for three months.
4. ESC-struggling with same things we are.
5. Planning Board-kept them in the loop re: roof job and ; go Hunterdon date not yet set.
6. HCSBA-Legislative Advocate attended; got elected a s president; planning theme for next year with Ms. Thornton; suggested having roundtable.
7. NJSBA Legislature-no reports.
8. Community Relations-no updates.
9. HCRHS-May 22 meeting; have several concerts coming up; middle school kids invited to sing with their chorus.
10. DTAA-Need at Dilts; dugouts, etc.; have had volunteers; don't leave children on playground without supervision; Trivia Night on Friday.
11. SEPAG-No meetings; circulated emails.

PIE-Held teacher appreciation lunch; color run on 5/20/23; Penny was going on; paint nights; 6/7 Parents night Out.

Shade Tree Commission-delivered trees to 2nd grades for Arbor Day.

P. Executive Session

Motion by Mr. Ponzo, seconded by Mr. Pate at 8:44 PM to go into executive session.
Motion passed by unanimous roll call vote (9-0-0).

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: negotiations 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 Mrs. Harrington, seconded by Mrs. Lyons at 9:10 PM to go back into regular session. Motion passed by unanimous roll call vote (9-0-0).

Q. Adjourn – 9:11 PM

Motion by Mr. Ponzo, seconded by Mrs. Opdyke to adjourn at 9:11 PM. Motion passed by unanimous voice vote.

Respectfully Submitted,

Susan M. Joyce
Business Administrator/Board Secretary

Catherine Pouria
President

May 16, 2023

