

Delaware Township School
Monthly Board of Education Meeting Minutes

October 18, 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

Citizen Appreciation Presentation

The Board and Mr. Munsey honored Leon Kusant and Carmine DeSapio, thanking them for all they've done for the school. Mrs. Pouria presented them with awards that were made by the students.

- E. Audience Participation – None**
- F. Correspondence - None**
- G. Presentations** - October Stating Testing Report – Mr. Lipson and Mrs. Pillon presented with Q&A by board members.
- H. Superintendent's Report** – Dr. Richard Wiener
1. Student Enrollment (10-12-22) (Exhibit H-1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	39	3	13
Grade 1	53	3	18
Grade 2	49	3	16
Grade 3	27	2	14
Grade 4	39	3	13
Grade 5	42	2	21
Grade 6	46	3	15
Grade 7	41	3	14
Grade 8	49	3	16
Pre School	24	2	12
Tuition Sent	4		
Home Instruction	0		
Self-Contained	3		
TOTAL	416	27	14.26

1. 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	407 students & 75 staff members	
10/7/22	8:30am	25 minutes	Bus Evacuation	57 & sunny	407 students	*All students took part in this drill.

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. QSAC Training Update

The county provided training for districts. Mrs. Pillon and Dr. Wiener attended all of the training components. Mrs. Pillon is spearheading our efforts.

I. President's Report – Mrs. Catherine Pouria

1. Hunterdon Central/DTS Grades data review

CIT requested grades from HCRHS to see how our students are performing. We had a few students go into Algebra 2, most go into Algebra 1. Why don't many students go into Algebra 1 Stem? Mrs. Hornby asked about students taking up arts opportunities.

2. October-National Principals Month

Mrs. Pouria thanked Mr. Lipson for all he does.

3. Health Benefits

State Health Benefits plan is up 15%. There will be a negative budget impact if we stay in state health benefits. The Finance/Facilities Committee had our brokers explore our options.

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

1. Referendum Update

The board has been busy educating the public about the referendum. They've been at events like Back to School Night, the seniors meeting and the Township Committee meeting. Mrs. Lyons will be expounding upon this during her report.

K. Approval of the regular session minutes of the September 20, 2022 board meeting and Special Referendum Meeting on October 4, 2022.

Motion by Mrs. Lyons, seconded by Mrs. Harrington to approve the September 20, 2022 board meeting minutes and Special Referendum Meeting on October 4, 2022. Discussion followed. September 20, 2022 regular session meeting minutes passed by unanimous roll call vote (9-0-0). October 4, 2022 special meeting minutes passed by roll call vote (8-0-1), Mrs. Pouria abstained.

L. Committee Reports and Action

1. Curriculum/Instruction/Technology

Motion by Mrs. Hornby, seconded by Mr. Hoffman to approve items 1.1-1.6. Discussion followed. Motion passed by unanimous roll call vote.

1.1 MOVE to accept the HIB incidents per I.4 of the Superintendent's Report. (N/A)

1.2 MOVE to approve the following field trips for the 2022-2023 school year. (Exhibit 1.2)

ACTIVITY	DATE	GRADE LEVEL	LOCATION
University of PA Museum of Archaeology & Anthropology	11/30/22	6 th Grade	Philadelphia, PA
Norwescap Preschool	12/15/22	7 th Grade G&T	Ringoes, NJ
HCRHC District Choral Festival	1/18/23	6 th -8 th Grades	Flemington, NJ

1.3 MOVE to approve the Nursing Services Plan for 2022-2023 school year. (Exhibit 1.3)

1.4 MOVE to approve a Multiple Disabilities Classroom.

1.5 MOVE to approve updated 2022-23 Gifted and Talented curriculum. (Exhibit 1.5).

1.6 Move to approve the July 2021-June 2022 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act. (Exhibit 1.6)

2. Finance/Facilities

Motion by Mrs. Lyons, seconded by Ms. Stahl to approve items 2.1-2.12. Discussion followed. The report focused on health benefits. Motion passed by unanimous roll call vote.

- 2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Reconciler for the month ended September 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 September. (Exhibit 2.2)
- 2.3 MOVE to approve District invoices presented for payment 2nd September 2022 bills list in the amount of \$238,399.19. (Exhibit 2.3)
- 2.4 MOVE to approve the following payroll amounts:
- | | | |
|--------------------|---|--------------|
| September 30, 2022 | - | \$261,654.26 |
| October 14, 2022 | - | \$273,225.77 |
- 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
Susan Joyce	New Jersey School Boards Workshop	10/24-26/22	R M	\$550
Cathy Pouria	New Jersey School Boards Workshop	10/24-26/22	R M	\$550
Lovella Wambold	Wilson Language Training Virtual Workshop	10/18/22	R M	\$299
Jennifer Griffith	World Language Teacher Summit Online Conference	10/10/22	R M	\$85

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

Group	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
Girl Scouts Troop#80885	Elizabeth Hermoso	Girl Scouts Meetings	9/30/22, 10/28/22, 11/18/22, 12/2/22, 12/16/22 Every other Friday in the Spring starting after break	3:15 PM-4:30 PM	Art Room

DTAA	Jessica HB Roethel	DTAA Basketball and Fall Clinics	November 14, 2022- April 1, 2023	Weeknights 5:30 PM-9:00 PM Saturdays 8:00 AM-5:00 PM	Gymnasium and Cafeteria
Girl Scouts Troop#80400	Laura Hornby	The Annual Girl Scout Turkey Box Project!	November 8, 2022	After early dismissal to 3:30 PM	Cafeteria

- 2.7 MOVE to approve the M-1 Annual Maintenance Budget Amount Worksheet and Detailed Actual Expenditures for the Fiscal Year 2022-2023 and approve the Comprehensive Maintenance Plan (CMP). (Exhibit 2.7)
- 2.8 MOVE to approve IDEA Basic Grant in the amount of \$91,222 and IDEA Preschool Grant in the amount of \$6,671.
- 2.9 MOVE to approve the Boys and Girls 2022-23 Basketball Schedule. (Exhibit 2.9)
- 2.10 MOVE to approve QSAC DPR (District Performance Review).
- 2.11 MOVE to approve School Bus Emergency Evacuation Drill Report. (Exhibit 2.12)
- 2.12 MOVE to approve The Success Center, by GBCS, LLC for services for student ID#35531. (Contract on file in the Board of Education Office)

3. Personnel/Policy

Motion by Mr. Ponzo, seconded by Mrs. Harrington to approve items 3.1-3.5. Discussion followed. Motion passed by unanimous roll call vote 3.1-3.3a, 3.4 and 3.5 (9-0-0). Item 3.3b passed (7-2-0), Mrs. Lyons and Ms. Stahl voted no.

- 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
Cynthia Pierce	Teacher	Revised B+45/M Step 6 1.0 FTE October 3, 2022 through June 30, 2023 Prorated salary \$62,190.00 Annual salary \$69,110.00	October 3, 2022-June 30, 2022
Tara Hendricks	Teacher	Revised B+15 Step 2 1.0 FTE \$59,110.00	2022-23 School Year

- 3.2 MOVE to approve leave for employee#97879415 October 24, 2022 through November 23, 2022.
- 3.3 MOVE to approve the following policy updates, per the recommendation of the Superintendent. (Exhibit 3.3a and 3.3b)

POLICY	NUMBER	REVISION ONLY	READING
a) HIB	5131.1	x	
b) PUBLIC AND EXECUTIVE SESSIONS	9322		1st

- 3.4 MOVE to approve Gail McGuire as substitute for the 2022-23 school year at the substitute rate and as an office substitute for the 2022-23 school year at \$14.25 per hour.
- 3.5 MOVE to approve Memorandum of Agreement (on file in Board of Education Office).

M. Additional Business - None

N. Audience Participation - None

O. Board Representatives Liaison Reports

1. Recreation - Plant swap past Saturday; referendum info distributed; meteor watch party November 18th; holiday parade December 3rd; February 4th activity coming soon; new pollinator garden at Dilts Park by Girl Scouts.
2. PiE - Please send program fee; book fair; October 21st signature project; spirit wear sale closing soon; roller skating in November.
3. Township – Referendum presentation; passed ordinance for \$80,000 transfer to be used at Dilts Park.
4. ESC – Met October 4th; auditor reached out to Board re: their annual fraud questionnaire; transportation hub logistics changes; talked about co-op bids; adult basic ed program can borrow Chromebook.
5. Planning Board – further discussion of four apartment units in town; township master plan being reviewed and updated.
6. HCSBA – security presentation.
7. NJSBA Legislature – nothing new; health benefit increase.
8. Community Relations – Mrs. Ferry talked to seniors about book reading and other opportunities for the seniors to be involved with the school. Mrs. Lyons, Dr. Wiener and Mrs. Joyce gave a referendum presentation.
9. HCRHS – Student activity fair; homecoming last Friday.
10. DTAA – Baseball registration going out soon; practice to start mid-November; soccer and softball in season; Dilts needs repairs and improvements.

P. Executive Session - None

Q. Adjourn

Motion by Mrs. Harrington, seconded by Mr. Ponzo to adjourn at 9:10 PM. Motion passed by unanimous voice vote.

Respectfully Submitted,

Susan M. Joyce
Business Administrator/Board Secretary

Catherine Pouria
President