

Delaware Township School Monthly Board of Education Meeting

March 16, 2021 – 7:00 pm

- A. Call to Order** – Mrs. Catherine Pouria, President
- B. Open Public Meeting Act Statement**
- C. Flag Salute**
- D. Roll Call**

Present: Mrs. Burns, Mrs. Hoffman, Mrs. Hornby, Mrs. Lyons, Mrs. May, Mrs. Opdyke, Mr. Ponzo, Mrs. Dunn and Mrs. Pouria.

Absent: None.

Also Present: Dr. Richard Wiener, Superintendent; Mrs. Susan M. Joyce, Business Administrator/Board Secretary.

E. Audience Participation – Agenda Items

Val Wheatley – On behalf of the DTEA, thank you for having this meeting in person even though half the board is attending virtually. As a group, we have risen to every challenge, always done more when asked, worked hard, been successful, never showed our stress, spent hours digitizing and worked through the challenges and successes with Google Classroom. We are asking that the board be patient when considering the amendment and in returning to full-day.

Jess Stahl asked what amendment Val is referring to.

Mrs. Pouria referenced the board considering returning to full-days on April 26th.

Ms. Stahl asked whether a full virtual week after spring break was ever a consideration.

Moiri GaNun, speaking on behalf of the DTEA, had some questions and concerns. She feels that setting a plan is more important than setting a date. She also doesn't feel the students are socially distanced in classrooms. Classrooms will be cafeterias and there are not enough sinks for washing. The teachers are asking for at least one remote day to work with virtual students.

Rob Mead, The DTS Next Steps Plan that the faculty received has some areas of concern. There are sections that are in need of bullet point details. The plan is also in need of further athletics details.

Vicky Hardy asked whether our same standards will continue in each room, including gloves, recess guidelines, etc.? Would the board consider half day Wednesdays to allow for cleaning? Would the board consider waiting until all teachers who want to be vaccinated are two weeks past their final vaccination date? Who is monitoring guidelines?

Ms. Gurba addressed the board regarding how her daughter is doing in school as a VIA student. She said that Ms. Weil has been very supportive but her daughter would benefit greatly from extra assistance. She is really struggling,

Mrs. Pouria will send Ms. Gurba's concerns to the CIT Committee.

F. Correspondence - None

G. Presentations - None

H. Superintendent's Report – Dr. Richard Wiener

1. Student Enrollment (3-9-21) - (Exhibit H.1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	46	3	15
Grade 1	24	2	12
Grade 2	39	3	12.6
Grade 3	36	3	12
Grade 4	43	3	14.3
Grade 5	37	3	12
Grade 6	44	3	14.6
Grade 7	38	3	12.6
Grade 8	34	2	17.5
Pre School	19	2	8
Tuition Sent	2		
Home Instruction	0		
Self-Contained	4		
TOTAL	366	27	13

3. Evacuation Drills –

TYPE OF DRILL	DATE	TIME
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	12/14/20	10:00 AM
Security (Hold)	12/22/20	11:25 AM
Fire	1/29/21	9:15 AM
Security (Bomb Threat Review)	1/29/21	12:17 PM

Security (partial evacuation) scheduled, but cancelled due to weather	2/19/21	
Fire	2/25/21	11:10 AM

Fire and security drills are being practiced in accordance with NJ Department of Education School Preparedness and Emergency Planning guidance.

4. 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
TOTAL FOR SCHOOL YEAR 2020-2021 TO DATE	0	0

5. 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
TOTAL FOR SCHOOL YEAR 2020-2021 TO DATE	0	0

6. We have a plan for the Addendum to the DTS Restart Plan.

Susan/Jeff – lunches & sanitization

Pat – VIA

Kathy – Lunch

County Approval – Rich/Susan

The teachers, administrators & staff have been at the school every day since September and we all want to come back to a full day, a regular day. We need to work on the details until the teachers are ok with it.

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

- Ms. Pouria supports returning to full school days. Val is right that everyone is doing everything that is asked of them. Teachers are in school teaching in person until 12:50 pm every day. We hope all who want to get the vaccine can get it, but it's not a health department or CDC prerequisite.

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

1. We are in the final planning stages of the second round of referendum products, including:
3M Film
HVAC in the main office
Fire Doors in the ES
MS Toilet Rooms
Stage Lights
2. 2021-2022 Tentative Budget - We are submitting a balanced budget that includes going to 2% CAP. We lost some adjustment aid but increases in choice aid helped us to balance the numbers. Additionally, we received Debt Service Aid. We are able to maintain all of our programs and continue to maintain our safe class sizes. On April 27th we will be back with our final Budget Presentation for approval.

K. Motion by Mrs. Hornby, seconded by Mr. Ponzo, to board approved the regular session minutes of the February 16, 2021 board meeting. Discussion followed. Motion passed by unanimous roll call vote. 9-0-0

L. **Committee Reports and Action**

1. **Curriculum/Instruction/Technology** - Mr. Hoffman reported on the committee meeting. He went on to thank all the faculty and staff who have gone above and beyond and for everything they have done.

Motion by Mr. Hoffman, seconded by Mrs. May to approve item 1.1. *Item 1.2 will be voted on after the Personnel/Policy items.* Item 1.1 passed by unanimous roll call vote. 9-0-0

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

1.2 *Motion to accept the Spring Athletic Schedule. (Exhibit 1.2) – To be voted on after the Personnel/Policy items.*

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

Motion by Mrs. Lyons, seconded by Mr. Ponzo to approve items 2.1 – 2.14. Discussion followed. Motion passed by unanimous roll call vote. 9-0-0

2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Reconciler for the months ended February 2021 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 February 2021. (Exhibit 2.2)

2.3 MOVE to approve District invoices presented for payment for second February 2021 Bills List in the amount of \$203,064.67 and March 2021 bills list in the amount of \$293,439.36. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

February 26, 2021	-	\$266,098.64
March 15, 2021	-	\$267,089.59

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
Kathy Racile	What the WIAT Can Do 4 You!	4/16/21	R M	\$130.00 Webinar

2.6 MOVE to approve the following Use of Facilities.

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION

2.7 Approval of 2021-2022 Budget

BE IT RESOLVED that the Delaware Township Board of Education hereby adopts the following budget for the **2021-22** school year and approves it for submission to the Hunterdon County Department of Education Executive County Superintendent for required review and approval. The proposed budget includes sufficient funds to provide curriculum and instruction, which will enable all students to achieve the New Jersey Student Learning Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

<u>Appropriations</u>		<u>Revenue</u>	
General Current Expense	\$ 9,869,458	Budgeted Fund Balance	\$ 148,720
Capital Outlay	\$ 52,412	Local Tax Levy - General Fund	\$ 8,588,103
Special Revenue Fund	\$ 125,636	Other Revenue	\$ 115,000
Repayment of Debt	\$ 254,219	Interest on Reserves	\$ 12,250
		State Aid	\$ 1,007,797
		Maintenance Reserve*	\$ 50,000
		Grant Entitlements	\$ 125,636
		Local Tax Levy - Debt Svc Pymt	\$ 151,190
		Debt Service Aid	\$ 103,029
	\$ 10,301,725		\$ 10,301,725

* Maintenance Reserve of \$50,000 to fund maintenance needs, pursuant to N.J.A.C. 6A:23A-14.2(d).

- 2.8 Move to approve BE IT RESOLVED that the Delaware Township Board of Education establish a district-wide maximum for travel expenditures of \$15,000.00 for the **2021-2022** school year. The Business Administrator/Board Secretary shall track and record all travel expenditures to ensure that the maximum amount is not exceeded, pursuant to N.J.A.C. 6A:23A-7.3.
- 2.9 Move to approve BE IT RESOLVED that the Delaware Township Board of Education use Maintenance Reserve funds in the amount of \$50,000 for the **2021-2022** school year budget. Use of these funds will provide sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.
- 2.10 Motion to approve SDA Mechanical Services, Inc. Inspection Service Contract for March 1, 2021 through February 28, 2022. (Contract on file in Board of Education Office).
- 2.11 Move to approve resolutions awarding construction bids.

PROJECT	CONTRACTOR	AWARD
3M FILM	Venus Title & Marble 1083 Rt. 12 Frenchtown, NJ	Base Bid in the Amount \$61,233.00
FIRE DOORS	C&M Door Controls 20 Markley St #1824 Port Reading, NJ	Base Bid in the Amount of \$60,890.00
TOILET ROOM RENOVATIONS	Lanyi & Tevald Inc. 6 Power Horn Drive Warren, NJ	Base Bid Amount of \$113,500.00
MAIN OFFICE HVAC	Iron Mountain 132 Mt. Pleasant Road	Base Bid Amount of \$184,985.00

	Columbia, NJ	
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- 2.12 MOVE to approve the following Pre School Tuition Contracts for the 2020-2021 school year:

STUDENT ID NUMBER	AMOUNT
34532	\$1350.00

- 2.13 MOVE to approve change order for AME Inc. (Control Upgrades) in the amount of \$25,415 (tie in additional equipment to the control system).

- 2.14 MOVE to approve to participate in ACES electricity and natural gas supply procurement program (copy of contract on file in Board Office).

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

Motion by Mrs. Hornby, seconded by Mr. Ponzo to approve items 3.1 – 3.3.
Discussion follow. Motion passed by unanimous roll call vote. 9-0-0

- 3.1 MOVE to approve the following candidates for the positions, contractual salaries and starting dates indicated for the 2020-2021 school year, pending fingerprint clearance if necessary, per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATES
Dawn MacDonald	Substitute Teacher (pending paperwork)	\$100 per day	2020-21 School Year
Abigail Gooding	Step 1 Para .54	Annual Salary \$12,769.92 Pro-rated Salary \$4,405.65	3/8-6/30/2021
Dr. Sean Fitzmaurice	M+60 Step 11 FTE 0.80	Annual Salary \$61,152.00 Pro-rated Salary \$12,230.40	5/1/2021-6/30/21
Jennifer Crilly	B+45 Step 2 1.0 FTE	Annual Salary \$63,665 Pro-rated Salary \$25,466	March 1 st start pending certification

- 3.2 MOVE to approve the DTS Restart Plan pending county ECS review. (Exhibit 3.2)

- 3.3 MOVE to approve revised 2020-21 School Calendar. (Exhibit 3.3)

Motion by Mr. Hoffman, seconded by Mrs. Hornby to approve item 1.2. Discussion followed. Motion passed by roll call vote. 8-0-1 (Burns abstained)

1.2 Motion to accept the Spring Athletic Schedule. (Exhibit 1.2)

M. Additional Business

We just approved a Psychologist and are moving toward a fully staffed CST.

N. Audience Participation

Kathy Racile congratulated two of our own parents. Tate Hoffman was honored as a Support Person of the Year at Bridgewater School District and Stacy Grady was honored as Teacher of the Year at Delaware Valley Regional High School.

Laurice Adams, whose family is enrolled in the VIA, thanked the school and teachers for all the success we've had and she hopes that things continue to go as well they are. She said that the teachers have done so much and they are so grateful. Good luck!

O. Board Representatives Liaison Reports

1. Recreation - There was a meeting on 3/1. They are exploring the possibilities of Covid friendly teen get-togethers, maybe hiking at Round Valley. There will be no Easter Egg Hunt this year but they are working on an Easter Bunny drive-by on the fire truck. The yard sale will be May 15th, rain date May 16th and there will be a plant swap this year. Unfortunately, the weather did not allow for the ice rink to be installed. They are working on putting together a mission statement. The next meeting is May 5th.
2. PiE - They are meeting tomorrow. At the meeting last month it was decided that the plant sale would be held outside.
3. Township - At the Feb 8th meeting, there were complaints about un-shoveled sidewalks. The attorney explained that there are no ordinances requiring the township or school to clear sidewalks if they are not on their property.
4. ESC – nothing to report
5. Planning Board – nothing in front of the planning board now
6. HCSBA – The Board has to remember that they are a policy making body. They discussed what meetings could look like post-Covid. You need to model your behavior according to what you expect from the public. Be prepared to never give up the virtual meeting option.
7. NJSBA Legislature – 1) \$1.9m stimulus package passed, up to \$2.6b to schools. 2) Schools can carry 4% surplus for the next two years. 3) USDA issued waivers for free meals through Sept 30th. 4) Sweeney wrote a School Leader article. There are \$7m in grants for regular studies if you face a decline in adjustment aid; they will stretch out the loss. We should look at greater sharing in the Hunterdon County area.
8. Community Relations none
9. HCRHS none

10. DTAA - Registration is ongoing. Opening Ceremonies are on April 24th.

P. Executive Session None

Q. Adjourn

Motion by Mr. Ponzo, seconded by Mr. Hoffman to adjourn the meeting at 9:08 pm.
Motion passed by unanimous voice vote.

Respectfully Submitted,

Susan M. Joyce
Business Administrator/Board Secretary

Catherine Pouria
Board President