

**Delaware Township School
Monthly Board of Education Meeting
January 18, 2022 – 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. Hoffman, Mrs. Harrington, Mrs. Hornby, Mrs. Lyons, Mrs. May,
Mrs. Opdyke, Ms. Stahl and Mrs. Pouria.

Absent: Mr. Ponzo

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

E. Audience Participation – Agenda Items None

F. Correspondence - None

G. Presentations - None

H. Superintendent's Report – Dr. Richard Wiener

1. Student Enrollment Student Enrollment 1-11-22 - (Exhibit H.1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	48	3	15
Grade 1	49	3	16
Grade 2	24	2	13
Grade 3	39	3	13
Grade 4	38	2	18
Grade 5	44	3	14
Grade 6	37	3	13
Grade 7	47	3	15
Grade 8	40	3	13
Pre School	26	2	12
Tuition Sent	3		
Home Instruction	0		
Self-Contained	4		
TOTAL	399	27	14

2. Evacuation Drills

Date of Drill	Time of Drill	Duration of Drill	Type of Drill	Weather Conditions	Participants of Drill	Pull Station/Notes
7/21/21	9:32am	5 minutes	Hold	77 & Sunny	60 students; 15 staff	ESY & Summer School students/staff present.
7/21/21	9:40am	7 minutes	Fire Drill	77 & Sunny	60 students; 15 staff	*Main Fire Panel
8/11/21	11:22am	12 minutes	Fire Drill	92 & Sunny	17 staff	*Elementary Hall near boys' bathroom. The alarm went off due to renovations in the bathroom.
8/16/21	1:30pm	5 minutes	Shelter in Place	84 & Sunny	22 staff	*Just staff in the building
9/13/21	9:35am	5 minutes	Fire Drill	71 & sunny	70 staff & 390 students	*Fire Panel M97M028
9/20/21	2:31pm	5 minutes	Lockdown	69 & Sunny	70 staff & 390 students	
10/14/21	2:05pm	10 minutes	Fire Drill	75 & sunny	70 staff, 10 parents & 390 students	*Fire Panel M12M015
Date of Drill	Time of Drill	Duration of Drill	Type of Drill	Weather Conditions	Participants of Drill	Pull Station/Notes
10/22/21	12:05pm	5 minutes	Shelter in Place	65 & sunny	70 staff & 390 students	
11/11/21	11:00am	5 minutes	Fire Drill	57 & sunny	70 staff & 390 students	*Fire Panel M12M015
11/30/21	2:00pm	5 minutes	Active Shooter	38 & cloudy	70 staff & 390 students	
12/8/21	2:00pm	30 minutes	Table Top Discussion	39 & Sunny	4 staff members	*Reviewed drill protocols & need for school-based security committee
12/16/21	12:50pm	5 minutes	Fire Drill	59 & sunny	70 staff & 390 students	*Fire Panel M15M033
1/13/22	8:50am	5 minutes	Fire Drill	34 & sunny	70 staff & 390 students	*Fire Panel M13M007

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

2. 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 2021-2022 TO DATE	0	0

3. 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 2021-2022 TO DATE	0	0

4. January 2022 County Midyear Budget Review is being rescheduled.
5. It is School Board Recognition Month. Dr. Wiener told the board that their service is appreciated, especially over the past two difficult years. Thank you for all you do.
6. The curriculum test report will be reviewed during the CIT minutes.
7. Dr. Wiener expressed his thanks to faculty and staff for keeping the school open and safe. This includes the teachers in class and virtual. He also recognized the support staff and administrators for working around the clock.

I. President's Report – Mrs. Catherine Pouria

1. DTS current board-approved plan: when/if the state school mask mandate is removed or expires, masks will be optional.

2. The district has flexibility in setting the close contact exclusion policy. The DOH guidelines are guidance; we have options. We have not had any close contacts found to be positive. All of the tracing has put a tremendous amount of pressure on our tracers. This policy has been disruptive to learning while providing little increase to safety.
3. DTEA, Rec and Girl Scouts are using the facility and can use it when we are in red. We looked at our policy and it covers us. Groups also have their own protocols.
4. CIT-I asked CIT to look into a different model.
There doesn't seem to be an appropriate remote learning model for the youngest students. Can excluded students be offered options to increase instruction such as an extended day or offered the summer program?

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

1. 2021-2022 Audit Presentation is being scheduled with F/F for Feb 8/9.
2. The Budget Calendar came out and, at our last meeting, the calendar was approved to align with the state Budget Calendar.

**K. Motion by Mrs. Hornby, seconded by Mr. Hoffman to approval of the regular session minutes of December 21, 2021 and reorganization minutes of January 3, 2022 board meetings. Discussion followed. Motion passed by roll call vote.
December 21, 2021 passed 7-0-1 (Mrs. Stahl abstained)
January 3, 2022 passed 7-0-1 (Mrs. Lyons abstained)**

L. Committee Reports and Action

1. **Curriculum/Instruction/Technology** – Mrs. May reported on the committee meeting. She asked Mrs. Pouria what we can do to change the model, especially for younger students. Could CIT look at this and come up with options; what else can we offer?

Motion by Mrs. May, seconded by Mr. Hoffman to approve items 1.1 – 1.3. Discussion followed. Dr. Wiener thanked Mrs. Yarrow and Mr. Lipson for their work on the 3 Year ELL plan and for getting it approved. 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)
- 1.2 MOVE to approve the following field trips for the 2021-2022 school year. (Exhibit 1.2)

ACTIVITY	DATE	GRADE LEVEL	LOCATION
N/A			

- 1.3 MOVE to approve the ELL 3-Year Plan (SY 2021-2024). (Exhibit 1.3)

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

Motion by Mrs. Lyons, seconded by Mrs. Opdyke to approve items 2.1 – 2.8. Discussion followed. The F/F believes the Use of Facilities Form should be changed and include a clause about following the districts' health and safety rules. The Treasurer's Report and Board Secretary Report are going to be held for the February agenda. 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 December 31, 2021 to 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) **TABLED**

- 2.2 MOVE to approve the attached line account transfers for December, 2021. (Exhibit 2.2)
- 2.3 MOVE to approve District invoices presented for payment for second December bills list in the amount of \$52,715.57 and January 2022 bills list in the amount of \$74,834.68. (Exhibit 2.3)
- 2.4 MOVE to approve the following payroll amounts:

January 14, 2022 - \$256,709.19
- 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
Lucinda Fisher	Wilson Foundations Level I Workshop	2/10/2022	R M	\$300 Virtual

*(R) registration, (M) mileage

2.6 MOVE to approve the following Use of Facilities/Buses. **N/A**

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION

2.7 MOVE to approve January 1, 2022 to June 30, 2022 Hunterdon County School Based Youth Services Affiliation Agreement (contract on file in Board of Education Office).

2.8 MOVE to approve Pediatric Therapy Center of Bucks County, LLC for the 2021-22 school year (contract on file in Board of Education Office).

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

Motion by Mrs. Harrington, seconded by Mrs. Hornby to approve items 3.1 – 3.2. Discussion followed. Motion passed by unanimous roll call vote.

3.1 MOVE to approve the following candidates for the positions, contractual salaries and starting dates indicated for the 2021-2022 school year, pending fingerprint clearance if necessary, per the recommendation of the Superintendent.

NAME	POSITION	SALARY	DATES
Aidan MacKnight	Substitute Custodian	\$13.00/hour	January 1, 2022 through June 30, 2022
Evan Hanson	Substitute Custodian	\$13.00/hour	January 1, 2022 through June 30, 2022
Robert Mead	Substitute Custodian	\$13.00/hour	January 1, 2022 through June 30, 2022
Substitute Teacher's Incentive	Substitute	\$125 per day/after 20 days	February 1, 2022 through June 30, 2022
Victoria Szeplaki	Paraprofessional	Step 1 .73 FTE Annual Salary \$17,768.20 Pro-rated Salary \$9,772.51	January 17, 2022 through June 30, 2022

- 3.2 MOVE to approve the following faculty member(s) for Movement on the Guide, effective February 1, 2022 through June 30, 2022, per the recommendation of the Superintendent.

TEACHER	ANNUAL SALARY
Laura Ferrante, Elementary	Step 15 – M+30 - \$81,335.00
Kim Goss, Elementary	Step 8 - M+45 - \$73,490.00

L. Additional Business - None

M. Audience Participation - None

N. Board Representatives Liaison Reports

1. Recreation – They had their reorganization meeting and are planning a ski trip, egg hunt, yard sale, plant swap, fishing derby, block party, tree lighting and sports gear swap. They are postponing teen night and adult basketball.
2. PiE -**REMINDER – Roller skating night postponed to Sunday, February 20, 2022** from 4:30 to 6:30 p.m.; the **first 2022 meeting was Wednesday; 1/19/22 will be virtual.** **After-School Enrichment**, originally planned to start in February, will be rescheduled to start in March and will be running on **Tuesdays and Wednesdays** for an hour immediately after school (3:15 to 4:15 p.m.). The first ever PiE Penny War was a huge success. A total of \$1,672.48 was raised which is being donated to the Flemington Food Pantry. PiE will be providing an ice cream treat to the winning homerooms in the elementary and middle schools. To determine the winning homerooms, the buckets were weighed. The winners are: Elementary School First place - Ms. Weinoffer's class - 12,940 grams and Middle School First place - Ms. Mazzucco's class - 9,411 grams
3. Township – They reorganized on January 7th. Jamie Waltman is Mayor, Charlie Herman is Deputy Mayor and Susan Lockwood is the BOE Liaison. Pet licensing is due in February.
4. ESC - none
5. Planning Board – They did not meet.
6. HCSBA – They did not meet.
7. NJSBA Legislature – There are two bills that are school related. One is an anti-bullying and the second is related to the school report card.
8. Community Relations – They are not meeting.
9. HCRHS – The school is going half days in person. The end of the semester is at the end of the month. Caine Fowler is the new Delaware Township Representative on the high school board. Eighth graders are registering for courses February 16 – 21.

10. DTAA – Spring registration is open and they will be holding a corn hole tournament fundraiser. There is going to be an eighth grade dance fundraiser through Chick-fil-A.

O. Executive Session - none

P. Adjourn

Motion by Mrs. Hornby, seconded by Mrs. Harrington to adjourn at 7:49 pm.
Motion passed by unanimous voice vote.

Respectfully Submitted,

Susan M. Joyce
Business Administrator/Board Secretary

Catherine Pouria
Board President