Delaware Township School Monthly Board of Education Meeting Minutes

August 16, 2022 – 7:03 pm

A. Call to Order – Mrs. Catherine Pouria, President

B. Open Public Meeting Act Statement

C. Flag Salute

D. Present: Mr. Hoffman, Mrs. Hornby, Mrs. Lyons, Mrs. Opdyke, Mr. Ponzo,

Ms. Stahl, Mrs. Pouria

Absent: Mrs. Harrington

The board interviewed Mr. Adam Pate for the board vacancy.

Motion by Mr. Ponzo, seconded by Mrs. Opdyke to appoint Mr. Adam Pate to the Board of Education pending fingerprints. Discussion followed. Motion passed by unanimous roll call vote.

Members of Board of	Yes	No	Abstain
Education			
Mr. Hoffman	X		
Mrs. Hornby	X		
Mrs. Lyons	X		
Mrs. Opdyke	X		
Mr. Ponzo	X		
Ms. Stahl	X		
Mrs. Pouria	X		

- E. Audience Participation Agenda Items None.
- F. Correspondence None.
- G. Presentations- None.

H. Superintendent's Report – Dr. Richard Wiener

1. Student Enrollment (8-10-22) (Exhibit I-1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	36	2	18
Grade 1	51	3	17
Grade 2	49	3	16
Grade 3	27	2	14
Grade 4	39	3	13
Grade 5	40	2	21
Grade 6	45	3	15
Grade 7	40	3	13
Grade 8	48	3	16
Pre School	26	2	13
Tuition Sent	3		
Home Instruction	0		
Self-Contained	3		
TOTAL	407	26	14

2. Evacuation Drills –

Date of Drill	Time of Drill	Duration of Drill	Type of Drill	Weather Conditions	Participants of Drill	Pull Station/Notes
7/15/22	11:15am	5 minutes	Fire Drill	81 & sunny	150 students & 20 staff members	*Fire Panel M12M015 **Summer Recreation Camp
July 2022						
Aug 2022						
Aug 2022						
Sept 2022						
Sept 2022						
Oct 2022						
Oct 2022						
Nov 2022						
Nov 2022						
Dec 2022						
Dec 2022						
Jan 2023						
Jan 2023						
Feb 2023						

Feb 2023			
Mar 2023			
Mar 2023			
Apr 2023			
Apr 2023			
May 2023			
May 2023			
Jun 2023			
Jun 2023			

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. Midsummer update overview:

Summer projects, summer cleaning, the custodial crew has been very flexible - thank you

Audit complete – the exit interview is tomorrow

Bronze status – NJSBA recognition – thank you to all that helped.

Teacher schedules and home assignments are going out.

Kindergarten is going to three sections.

Update to CDC guidelines.

Mr. Lipson gave a building tour to board members this evening.

I. President's Report – Mrs. Catherine Pouria

We have the highest enrollment since I joined the Board in 2017.

We have a fully staffed CST; consultant to give recommendations.

Administration reorganization was discussed.

Mrs. Pouria discussed the committee goals.

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

Summer Projects Update – Bleachers, sidewalks, flooring, landscaping, technology and LED lighting projects were completed.

K. Motion by Mrs. Hornby, seconded by Ms. Stahl approval of the regular and executive session minutes of the June 15, 2022 board meeting. Discussion followed. Motion passed by unanimous roll call vote (7-0-0).

L. Committee Reports and Action

1. **Curriculum/Instruction/Technology** – Mrs. Hornby reported on the committee meeting.

Motion by Mrs. Hornby, seconded by Mr. Ponzo to approve items 1.1-1.3. Discussion followed. A special thank you was made to the Summer Rec, Summer Academy and ESY program individuals for making each program such a success. Motion passed by unanimous roll call. (7-0-0)

- 1.1 MOVE to accept the HIB incidents per H.4 of the Superintendent's Report. (N/A)
- 1.2 MOVE to approve the Student Safety Data System Final Report for Period2. (Exhibit 1.2)

1.3 MOVE to approve the following field trips for the 2022-2023 school year.

ACTIVITY	DATE	GRADE LEVEL	LOCATION

2. **Finance/Facilities –** Ms. Stahl reported on the committee meeting.

Motion by Mrs. Lyons, seconded by Mrs. Hornby to approve items 2.1-2.16. Motion passed by unanimous roll call (7-0-0). Discussion followed.

- 2.1 MOVE that the financial reports of the Business Administrator/Board Secretary and the Treasurer of School Monies for the month ended June 2022 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 June 2022. (Exhibit 2.2)
- 2.3 MOVE to approve District invoices presented for payment for June 29, 2022 in the amount of \$30,352.22, June 30, 2022 in the amount of \$244,138.23, July and August, 2022 in the amount of \$331,672.84. (Exhibit 2.3)
- 2.4 MOVE to approve the following payroll amounts:

June 29, 2022	\$59,744.55
July 15, 2022-	\$79,092.59
July 30, 2022 -	\$34,136.30

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	MAXIMUM AMOUNT
			(see below)*	
			R	
			M	N/A

^{*(}r) registration/(m) mileage

2.6 MOVE to approve the following Pre School Tuition Contracts for the 2022-2023 school year:

STUDENT ID NUMBER	AMOUNT
37646	\$6750.00
36652	\$6750.00
37650	\$6750.00
37665	\$6750.00
37649	\$6750.00
37648	\$6750.00
37660	\$6750.00
37647	\$6750.00
37676	\$6750.00
36651	\$6750.00
36653	\$6750.00
36575	\$6750.00
36668	\$6750.00
36577	\$6750.00
36578	\$6750.00
36654	\$6750.00
36604	\$6750.00
36579	\$6750.00
36673	\$6750.00
36585	\$6750.00
35587	\$6750.00

2.7 MOVE to approve the following Use of Facilities/Buses. (Exhibit 2.7)

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
Delaware Township	Judith A. Allen	Adult and Teen	October 3, 2022	7:00 PM to	Various
Recreation		Recreation	through June 14,	9:00/9:45 PM	
Commission			2023		
PIE	Paula Hall	Scholastic Book Fair	October 10-14,	9:00 AM -3:30 PM	Media Center
			2022		
PIE	Paula Hall	Family Night	October 12 or 13,	5:30 PM-7:30 PM	Media Center
			2022		
Girl Scout	Laura Hornby	Girl Scout Meetings	Various Dates	6:15 PM-7:45 PM	Media Center
PIE	Julie Luster-Roell	PIE Monthly	September 2022 to	6:30 PM-9:00 PM	PAR
		Meetings	May 2023		
			(various)		
PIE	Julie Luster-Roell	Harlem Wizards	September 14, 2022	5:00 PM-9:00 PM	Gym
DTAA	Seth Buchanan	Field Hockey Clinic	August 25, 26, 27,	5:00 PM-7:00 PM	School Fields and
			2022		Hockey Goals

2.8 MOVE to approve the following tuition, related services and related transportation contract for the following special education students during the 2022-2023 school year, with related services as required in their Individual Education Plans: (on file in the board office)

STUDENT ID NUMBER	SCHOOL	TRANSPORTATION	ESY	ESTIMATED TUITION COST
5784186883	Lakeview School	Υ	Υ	\$110,693.10
30356	The Laurel School	Υ	N	\$49,014.00

- 2.9 MOVE to approve Lake Drive Program Itinerant Services for student ID#27438 (contract on file in Board of Education Office).
- 2.10 MOVE to approve September 1, 2022 to June 30, 2023 Hunterdon County School Based Youth Services Affiliation Agreement (contract on file in Board of Education Office).
- 2.11 MOVE to approve Maschio's Trucking, LLC Contract (contract on file in Board of Education Office).

2.12 MOVE to approve IDEA allocations for the 2022-2023 school year (pending approval).

Basic \$91,222 Preschool \$6,671

- 2.13 MOVE to approve Assetworks Comprehensive Fixed Asset Inventory Solution Proposal for Delaware Township BOE (contract on file in Board of Education Office).
- 2.14 MOVE to approve transportation settlement for student ID#3367877304.
- 2.15 MOVE to approve the attached NJSBA Resolution (Exhibit 2.15).
- 2.16 MOVE to approve lunch prices for 2022-23 School Year: Student Lunch \$3.50 Adults Lunch \$4.20

Referendum Vote

Motion by Mrs. Hornby, seconded by Mrs. Opdyke to approve an upcoming referendum. Discussion followed. Motion passed by roll call (5 yes, 1 no Pouria, 1 abstention Ponzo).

Mr. Ponzo asked about savings with Debit Service Aid

- -it's \$470,000
- -can pay off after July 1
- -can pay Bond Anticipation Note (BAN) with Capital Reserve Funds

Cathy Pouria-The board should be transparent and ask itself if the urgency to replace the roofs right now is tied into timing to put solar panels on them in order to earn sustainability certification points.

Mrs. Lyons there are financial benefits installing solar panels.

Mrs. Pouria I'm not anti-solar, it just may not have the benefits we thought it would.

Mrs. Lyons We can have our solar consultants come out.

Mrs. Hornby Before we talk about disposing solar panels in the future. There are more important discussion now; why would we kick the can down the road on the roof issue; roofs are one of the biggest projects; we're in the perfect position to do this.

Mrs. Pouria Inflation, supply issues, getting voter support need to be considered.

Mr. Ponzo Many people tie a November election to politics; can we push it out to February?

Mrs. Lyons There are only certain dates elections can be held. We paid 100% slate roof; it is financially beneficial to do a referendum; we at least need to present it.

Mr. Ponzo Is a December election more likely to have a successful election.

Mrs. Hornby Doing it not in November last time was shady. "There were public comments last referendum that called the special election shady" To be clear, I didn't think it was shady.

Mr. Hoffman It wasn't shady.

Mrs. Pouria How specific is the ballot question – does it really explain the benefits?

Mrs. Lyons No it doesn't; we need to get out to the public and educate them; this is the only way to get debt service aid; we will have to fix the roofs regardless.

Mrs. Pouria The public should know we have over \$4 million in capital Reserve and money in Maintenance Reserve; a referendum is a lot of work.

Mr. Ponzo If in November people said it was shady, the last one passed in March; November might not be the best time.

Mrs. Pouria We should table this until next month.

Mrs. Lyons We already post-poned it from October to November.

Mrs. Opdyke Given statistics of outcomes across election months, there was little difference.

Mrs. Hornby In 2019 we had no choice but to do it in December because the state paperwork was delayed. We morally are obligated to do this in November.

Mrs. Pouria Administration should focus on student achievement.

Mrs. Lyons The Superintendent said we can do this.

Dr. Wiener We have done it before and can do it again; we can do both; I will always support saving tax payer money.

Mr. Ponzo I respect Mrs. Hornby's opinion but we can give full attention to a December election and it's more likely to pass.

Mrs. Hornby I find it unethical to delay the elections and find it concerning to manipulate the outcome by moving it to December.

Mrs. Pouria There are inflation considerations.

Dr. Wiener There are three choices: November election, December election, revaluate at September meeting.

Mrs. Pouria-my suggestion would be to table this until September, give it some time to see what the outlook on inflation and materials cost is, then re-evaluate.

F/F felt strongly to go ahead with the vote.

RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF DELAWARE IN THE COUNTY OF HUNTERDON, NEW JERSEY AUTHORIZING THE SUBMISSION OF A BOND PROPOSAL QUESTION TO THE SCHOOL DISTRICT VOTERS AT A SCHOOL DISTRICT ELECTION TO BE HELD ON NOVEMBER 8, 2022

BE IT RESOLVED BY The Board of Education of the Township of Delaware in the County of Hunterdon, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed by the Board) (not less than a majority of the full membership of the Board concurring) as follows:

1. The following bond proposal (the "Proposal"), shall be submitted to the legal voters of the School District at a School District election (the "Election") to be held on Tuesday, November 8, 2022. The form of the Proposal will read substantially as follows except as otherwise may be set forth herein:

BOND PROPOSAL QUESTION

The Board of Education of the Township of Delaware in the County of Hunterdon, New Jersey is authorized (a) to undertake the repair or replacement of sections of the roof at Delaware Township Elementary School, including any related work; and (b) to appropriate \$1,350,000, and to issue bonds in an amount not to exceed \$1,350,000.

The final eligible costs for the projects approved by the New Jersey Commissioner of Education are \$1,350,000. The project includes \$0 for school facility construction elements in addition to the facilities efficiency standards developed by the Commissioner of Education or not otherwise eligible for State support pursuant to N.J.S.A. 18A:7G-5(g). The State debt service aid percentage will equal 40% of the annual debt service due with respect to the final eligible costs of the projects.

Do you approve this Bond Proposal Question?

- 2. The Board hereby approves and adopts the Proposal set forth above and, subject to the approval of the legal voters of the School District, hereby determines to carry out the same as described therein (the "Project"). The Board authorizes the Business Administrator/Board Secretary, consistent with any advice received from Bond Counsel (as hereinafter defined), to revise the proposal, if necessary, prior to the Election to conform to any applicable requirements.
- 3. The Board hereby acknowledges and confirms that, in accordance with the requirements of N.J.S.A. 18A:24-16 and N.J.S.A. 18A:24-17, a Supplemental Debt Statement has been prepared as of the date of this resolution by the chief financial officer of the Township of Delaware, giving effect to the proposed total authorization of School Bonds of the School District in

the maximum amount provided for in the Proposal, and that such Supplemental Debt Statement has been filed in the office of the municipal clerk, in the office of the Business Administrator/Board Secretary prior to the adoption of this resolution, and will be filed in the office of the Director of the Division of Local Government Services, State of New Jersey, Department of Community Affairs prior to the date of the Election.

- 4. The Business Administrator/Board Secretary is hereby authorized and directed, in conjunction with Bond Counsel, to deliver a certified copy of this resolution and such other information as shall be necessary to the County Clerk as required by N.J.S.A. 19:60-2, to request the County Clerk to submit the Proposal to the voters at the Election, and to seek the assistance of the county officials and the municipal clerk in conducting the Election.
- 5. The Board hereby: (i) accepts the determination of Preliminary Eligible Costs as set forth in the letter from the New Jersey Department of Education and not to appeal such determinations made therein; (ii) determines to construct the Project itself; (iii) agrees to locally fund any excess costs, if any; and (iv) delegates the supervision of the Project to the Business Administrator/Board Secretary.
- 6. Gianforcaro Architects, the School District's appointed architect for the Project (the "Project Architect"), has heretofore been authorized and delegated the responsibility to prepare the plans and specifications for the Project in consultation with and under the supervision of the Business Administrator/Board Secretary, who has been delegated the responsibility to work with the Project Architect for this purpose on behalf of the Board, in accordance with the requirements of N.J.S.A. 18A:18A-16, and such authorizations and delegations are hereby reconfirmed.
- 7. The Superintendent, Business Administrator/Board Secretary and such other officers, professionals and agents of the Board as are necessary, including Wilentz, Goldman & Spitzer, P.A., Bond Counsel ("Bond Counsel"), and the Project Architect, are each hereby authorized and directed to perform such acts, execute such documents and do such things as are necessary and proper for the submission of the Proposal to the voters of the School District at the Election.
- 8. This Board hereby makes the following covenants and declarations with respect to obligations determined to be issued by the Business Administrator/Board Secretary through a public offering or private placement or through a conduit borrower on a tax exempt basis. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on its bonds or notes if issued as tax exempt, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on its bonds or notes. The Business Administrator/Board Secretary is hereby authorized to act on behalf of the Board to deem the obligations authorized herein as bank qualified for the purposes of Section 265 of the Code, when appropriate. The Board hereby declares its intent to issue bonds or notes in the amount set forth in the Proposal approved by the voters as set forth in Section 1 and to use the proceeds to pay or to reimburse expenditures for the costs of the Project authorized herein.

This resolution is a declaration of intent within the meaning and for the purposes of Treasury Regulations 1.150-2 or any successor provisions of federal income tax law.

9. This resolution shall take effect immediately.

3. **Personnel/Policy**

Motion by Mr. Ponzo, seconded by Ms. Stahl to approve items 3.1-3.10. Discussion followed. Motion passed by roll call. (6-0-0) Item 3.5, abstention by Mrs. Pouria. (5-0-1)

- 3.1 MOVE to approve the attached list of substitute teachers and nurses for the 2022-2023 school year, per the recommendation of the Superintendent. (Exhibit 3.1)
- 3.2 MOVE to approve the following faculty members for Movement on the Guide, effective September 1, 2022 through June 30, 2023, per the recommendation of the Superintendent.

TEACHER	ANNUAL SALARY
Kimberly Mazzucco, Teacher	Step 6 - B+45/M - \$69,100.00
Lucinda Fisher, Resource Room	Step 8 - M+60 - \$77,600.00
Kim Goss, Elementary	Step 9 - M+60 - \$78,600.00
Kathleen Racile, LDT-C	Step 20 - M+60 - \$101,570.00
Valerie Wheatley, Teacher	Step 20 – M+60 - \$103,770.00

3.3 MOVE to approve the following candidates for 2021-22 school year for additional hours.

NAME	POSITION	Hours	Rate
Noelle Laurita	Speech Pathologist	16.5	Per CBA
Meeta Verma	Nurse	22.5	Per CBA

3.4 MOVE to approve Valerie Wheatley as Chaperone Dorney Park, May 20, 2022 per CBA.

3.5 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, pending transcript review, per the recommendation of the Superintendent.

Name	Position	Salary	Date
Megan Rosko	4 th Grade Teacher	1.0 FTE Step 3 B+45/M \$67,360.00	2022-23 School Year
Robin Wilde	Maternity Leave Replacement	1.0 FTE Step 1 B+45/M Annual Salary \$65,860.00 Prorated Salary \$26,344.00	September 1, 2022 through December 31, 2022
Dana Golis	Paraprofessional	Step 4 0.62 FTE \$15,989.80	2022-23 School Year
Lisa Aron	Paraprofessional	Step 3 0.62 FTE \$15,834.80	2022-23 School Year
Robert Goodwin	Paraprofessional	Step 2 0.56 FTE \$14,162.40	2022-23 School Year
Victoria Szeplaki	Paraprofessional	Step 2 0.73 FTE \$18,461.70	2022-23 School Year
Karen Tomson	Paraprofessional	Step 7 0.65 FTE \$17,455.75	2022-23 School Year
Diana Rumage	Paraprofessional	Step 2 0.54 FTE \$13,656.60	2022-23 School Year
Noelle Laurita	Speech Pathologist	1.0 FTE (revised) Step 12 B+45/M \$74,020.00	2022-23 School Year
Tara Hendricks (revised)	Resource Room Teacher	1.0 FTE B+15 Step 2 \$59,110.00	2022-23 School Year

- 3.6 MOVE to accept the Letter of Resignation as Special Education Teacher from Diana Cotter effective, June 30, 2022. (Exhibit 3.7)
- 3.7 MOVE to approve Class III Officer at \$25 per hour from September 8, 2022 to June 30, 2023.
- 3.8 MOVE to approve Brianna Titus, The College of New Jersey for student teaching with Angela Mikula August 30, 2022 to October 18, 2022.
- 3.9 MOVE to approve Nancy Crimmel for Wilson Training at \$49.32/hour year 2022-23.
- M. Additional Business None
- N. Audience Participation None
- O. Board Representatives Liaison Reports

- 1. Recreation kite festival 12-4 Saturday, fireworks 9/10; planning Holiday Parade, Tractor Parade.
- 2. PiE no meeting; looking for sponsors.
- 3. Township working on Lower Creek Road
- 4. ESC new bussing facility
- 5. Planning Board tennis facility did not pass; discussion on updating Township Master Plan.
- 6. HCSBA met virtually over summer; state aid based discussion, impact of gas prices; preschool discussion.
- 7. NJSBA Legislature school threat assessment bill
- 8. Community Relations met in August; son took Rec Committee fliers; got list of readers
- 9. HCRHS –upcoming board meeting; August 29, August 30 (freshman) September 6 first day of school; sports started; paperwork due today.
- 10. DTAA soccer and softball for fall registration open; Corn Hole Charity Tournament.

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 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.

Q. Adjourn Motion by Mr. Ponzo, seconded by Mrs. Opdyke to adjourn at 8:38 PM. Motion passed by unanimous voice vote. Respectfully Submitted, Susan M. Joyce Business Administrator/Board Secretary Catherine Pouria

President

Addendum August 16, 2022 Board of Education Meeting

4. Finance/Facilities

2.7 MOVE to approve the following Use of Facilities/Buses. (Exhibit 2.7)

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
PIE	Julie Luster-Roell	PIE Monthly Meetings	September 2022 to May 2023 (various)	6:30 PM-9:00 PM	PAR
PIE	Julie Luster-Roell	Harlem Wizards	September 14, 2022	5:00 PM-9:00 PM	Gym
DTAA	Seth Buchanan	Field Hockey Clinic	August 25, 26, 27,	5:00 PM-7:00 PM	School Fields and
			2022		Hockey Goals

2.16 MOVE to approve lunch prices for 2022-23 School Year:
Student Lunch \$3.50
Adults Lunch \$4.20

3. Personnel/Policy

3.5 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, pending transcript review, per the recommendation of the Superintendent.

Name	Position	Salary	Date
Tara Hendricks (revised)	Resource Room Teacher	1.0 FTE B+15 Step 2 \$59,110.00	2022-23 School Year