

**Delaware Township School  
Board of Education  
Meeting Minutes of September 29, 2020 – 7:07 pm  
Audience Participated Via a Virtual Conferencing Platform**

**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. Roll Call**

**Present:** Mrs. Burns (virtually), Mrs. Devlin, Mrs. Dunn (virtually), Mr. Hoffman, Mrs. Hornby, Mrs. Lyons (virtually), Mrs. May, Mr. Ponzio and Mrs. Pouria.

**Absent:** none

**Also Present:** Dr. Richard Wiener, Superintendent; Mrs. Susan Joyce, Business Administrator

**E. Audience Participation – Agenda Items- None.**

**F. Correspondence - None**

**G. Presentations - None**

**H. Superintendent's Report – Dr. Richard Wiener**

1. Student Enrollment (9-17-19) - (Exhibit H.1)

Kindergarten	46	3	15
Grade 1	24	2	13.5
Grade 2	38	3	12.5
Grade 3	36	3	12.5
Grade 4	42	3	13.5
Grade 5	36	3	12.5
Grade 6	44	3	15
Grade 7	38	3	12.5
Grade 8	34	2	11.5

Pre School	15	2	11.5
Tuition Sent	3		
Home Instruction	0		
Self-Contained	3		
<b>TOTAL</b>	<b>359</b>	<b>27</b>	<b>12.5</b>

2. Evacuation Drills –

TYPE OF DRILL	DATE	TIME
Fire Drill		
Security Drill (Lockout)		

3. Suspensions –

MONTH OF	IN SCHOOL	OUT OF SCHOOL
September	0	0
<b>TOTAL FOR SCHOOL YEAR 2020-2021 TO DATE</b>	<b>0</b>	<b>0</b>

4. HIB Incidents –

MONTH OF	INCIDENTS REPORTED	NUMBER CLASSIFIED AS HIB
September	0	0
<b>TOTAL FOR SCHOOL YEAR 2020-2021 TO DATE</b>	<b>0</b>	<b>0</b>

5. Dr. Wiener thanked the teachers, staff and board for their commitment and resilience to start the school year virtually and in the classroom and for continuing to work to make improvements.
6. District Calendar 2020-21 now includes the mandatory closing on election day.
7. Dr. Wiener proudly announced that Angie Mikula is not only the DTS teacher of the year but the also the county teacher of the year. Delaware Township is proud of the great job she is doing here at school while representing the school and great teachers like herself at the county and state levels.

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

1. Mrs. Pouria reported that the board is recommending to remain at a half day schedule until the end of November. At this time going to full days is not advised and would result in a hybrid schedule, in part due to lunch.
2. Board goals for the 20-21 school year include the Restart Plan, Virtual Academy, Wellness/SEL, Blue Ribbon Schools (2 year goal) and Sustainable Schools. These items will appear on the agenda and committee reports throughout the year.

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

1. Mrs. Joyce provided a Transportation Update. All buses are being sanitized between runs and then deep sanitized every night. The bus routes are running well.
2. Mrs. Joyce reported that there are only a few loose ends left on the referendum projects that are currently being addressed.

- K.** Move to approve the regular session minutes of the August 18, 2020 board meeting.  
Motion passed by unanimous voice vote. 9-0-0

## **L. Committee Reports and Action**

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

Motion by Mrs. May, seconded by Mr. Hoffman to approve items 1.1-1.2.

Discussion followed. Motion 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. (NA)

- 1.2 Move to accept the G & T program update. (Exhibit 1.2)

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

Motion by Mrs. Lyons, seconded by Mrs. Burns 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 July/August, 2020 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).

- 2.2 MOVE to approve the attached line account transfers for July/August, 2020. (Exhibit 2.2)

- 2.3 MOVE to approve District invoices presented for payment for: Second August 2020 bills list in the amount \$332,772.34 and September 2020 in the amount of \$336,603.79. (Exhibit 2.3)

- 2.4 MOVE to approve the following payroll amounts:

August 28, 2020 -	\$ 52,159.27
September 15, 2020 -	\$275,815.08

- 2.5 MOVE to approve the following field trips for the 2020-2021 school year.

ACTIVITY	DATE	GRADE LEVEL	LOCATION

- 2.6 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	Seminars on Science: Climate Change	September 14-25, 2020	R M	\$549.00 online
Kathy Racile	Crisis Prevention Institute Workshop (CPI)	October 19, 22, 23, 2020	R M	\$3450.00 .35 per mile
Sheri Laman	Virtual One Day Workshop	October 19, 2020	R	\$209.00
Victoria Hardy			M	Online
			R	\$209.00
Ellen McShane			M	Online

- 2.7 MOVE to approve the following Use of Facilities/Buses.

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION

- 2.8 MOVE to approve the following Pre School Tuition Contracts for the 2020-2021 school year:

STUDENT ID NUMBER	AMOUNT
34518	\$6,750.00

- 2.9 MOVE to approve lunch prices for 2020-21 School Year:  
Student Lunch \$3.05  
Adults Lunch \$3.70
- 2.10 MOVE to approve the Child Assault Prevention program – K-6 program \$495.60, Teen program \$114.60 and Bullying Program \$540 for a total of \$1150.20.
- 2.11 Move to approve School Alliance Insurance Fund Resolutions for Renewal of Membership 2020-2023 (SAIF). (Exhibit 2.11)
- 2.12 Move to approve change order from J. Tufaro & Sons Electric Company, Inc. to add additional circuits into the emergency panels not to exceed \$25,000.
- 2.13 MOVE to approve a refund to families for Washington, DC trip, due to COVID-19 pandemic school closure, in the amount of \$236.

- 2.14 Move to approve a 50% refund, retroactive to September 8, 2020, to the preschool parents for a half day program.

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

Motion by Mrs. Hornby, seconded by Mrs. Devlin to approve items 3.1-3.7.

Discussion followed. 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
Patrick Lyons Timothy Leonard Evan Hanson	Substitute Custodian	At the rate of \$12.50 per hour	September 1, 2020 through June 30, 2021
Leigh Ford	Main Office Aide	Approve 5 additional summer hours @\$14 per hour	2020-21 Summer
Marianne DeFronzo	LDT-C/Coordinator of CST	Approve 13 additional summer hours @CBA rate	2020-21 Summer
Marianne DeFronzo	Appointment of CST Coordinator	@CBA rate	2020-21 School Year
Meeta Verma	School Nurse	Approve 4.5 additional summer hours @CBA rate	2020-21 Summer
Ann Weinoffer	Elementary Teacher (3 <sup>rd</sup> Grade)	B+45/M Step 1 1.0 FTE \$62,915.00 Elementary Teacher (3 <sup>rd</sup> Grade)	September 1, 2020 through June 30, 2021
Laura Richardson	Spanish Teacher	B+45/M Step 11 .06 FTE \$41,724.00	September 1, 2020 through June 30, 2021 <b>REVISED</b>
Nancy Crimmel	Special Education Teacher	M+30 Step 1 1.0 FTE Annual Salary \$65,520 Prorated Salary \$58,255.82	October 4, 2020 through June 30, 2021
Laura Bond	Special Education Teacher	B Step 1 .60 FTE Annual Salary \$32,229.00 Pro-rated salary \$29,006.10	October 1, 2021 through June 30, 2021
Logan Force	Substitute Teacher	\$100 per day	2020-21 School Year

- 3.2 MOVE to approve the attached list of substitute teachers and nurses for the 2020-2021 school year, per the recommendation of the Superintendent. (Exhibit 3.2)

- 3.3 MOVE to approve the following Mentor Advisor for the 2020-2021 school year, per the terms of the Collective Bargaining Agreement, per the recommendation of the Superintendent.

STAFF MEMBER	MENTOR/PEER ADVISOR	FEE
Ann Weinoffer	Moria GaNun – Mentor	\$550.00

- 3.4 Accept a letter of resignation from Kathryn Wilk, School Psychologist, effective November 9, 2020. (Exhibit 3.4)

- 3.5 MOVE to approve the following policy updates, per the recommendation of the Superintendent. (Exhibit 3.5)

POLICY	NUMBER	REVISION ONLY	READING
Remote Learning	6173.1		1st
Code of Conduct Remote Teaching-Online Classroom Participation	4119.27/4219.27		1st

- 3.6 MOVE to approve revised 2020-21 School Calendar. (Exhibit 3.6)

- 3.7 Move to approve EPSLA Leave of Employee #59743492 effective September 11 through September 16, 2020, for a total of 4 days, per the recommendation of the Superintendent.

**N. Additional Business- None**

**O. Audience Participation**

There were many audience members who had questions regarding The Virtual Learning Academy, schedules, mask breaks, data on learning gaps, intervention, policies and half v full days. Those individuals include Mrs. Hammill, Mrs. Glassner, Mrs. Smith, Mrs. Burns, Mr. Miller and Mrs. Brunje. Mrs. Ganun also spoke on behalf of the teachers about how excited they are to be back and that they are working really hard to meet the needs of the kids. Several board members participated in the conversation.

**P. Board Representatives Liaison Reports**

1. Recreation – They are having a dedication ceremony for the new water fountain at Dilt’s Park. The fireworks were a great success and there will be a fall pumpkin carving contest.
2. PiE – They provided masks to the students and will be having a family day and plant swap.
3. Township – Permits are now available for the October 17<sup>th</sup> clean-up day.
4. ESC – They are trying to be as flexible as possible, are still hiring for bus program services and have gone out to bid for safety related equipment.
5. Planning Board - None
6. HCSBA – They are holding a meeting in October.
7. NJSBA Legislature – The committees passed keeping state aid at the same levels, holding schools harmless.
8. Community Relations – They are holding an October meeting at Dilt’s Park.

9. HCRHS – There have been several COVID cases in the first few weeks of school. They are working closely with the Health Department and taking the health and safety of all staff and students very seriously. It is their highest priority. They are trying to take extra care for those students participating in sports and band activities so that they can continue to run those programs.
10. DTAA – Soccer season has started and registration is still open. Baseball and softball are also running.

**Q. Executive Session - None**

**R. Adjourn**

Motion by Mrs. Lyons, seconded by Mr. Ponzo to adjourn the meeting at 8:26 pm. Motion passed by unanimous voice vote (9-0-0).

Respectfully Submitted,

Susan M. Joyce  
Board Secretary

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Date Approved

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Cathy Pouria, President