

Delaware Township School Monthly Board of Education Meeting

September 21, 2021 – 7:00 pm

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: Burns, Hoffman, Hornby, Lyons, May, Opdyke, Ponzio, Pouria

Absent: N/A

Also Present: Dr. Richard Wiener, Superintendent and Penni Nitti,
Assistant to the Business Administrator

E. Audience Participation – Agenda Items

F. Correspondence – Mrs. Pouria received an email from a parent happy with the start of the school.

G. Presentations - None

H. Superintendent's Report – Dr. Richard Wiener

1. Student Enrollment (9-14-21) - (Exhibit H.1)

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	48	3	15
Grade 1	48	3	16
Grade 2	23	2	13
Grade 3	38	3	13
Grade 4	38	2	18
Grade 5	44	3	14
Grade 6	36	3	13
Grade 7	47	3	15
Grade 8	40	3	13
Pre School	23	2	12
Tuition Sent	2		
Home Instruction	0		
Self-Contained	5		
TOTAL	392	27	13

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

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 2021-2022 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 2021-2022 TO DATE	0	0

5. School Opening Update – School opening went smooth. There are some areas to tweak. New family survey, back to school nights, Mr. Lipson

I. President's Report – Mrs. Catherine Pouria

Thank you to teachers and administration for a great start to the 21-22 school year.

Goals:

F/F-Sustainable Schools Certification (multiyear goal)

CIT-Blue Ribbon Schools (multiyear goal)

P/P-Strategic Planning

School restart/keeping school open and running

Board candidate interviews 10/19

Covid update-4 student positives so far and 2 staff members, no in-school transmission. Currently yellow CALI score level.

No update from State regarding making decisions based on local metrics for mask mandate.

Test to Stay-An alternative to excluding close contacts that keeps healthy students in school. Other states (such as Massachusetts) are doing this. Requested that Dr. Wiener check with the DOH about it.

J. School Business Administrator's Report – Dr. Wiener

1. Transportation Update
Some issues because of road closures due to storm Ida
Call board office than refer the parents/guardians to HCRHS
Long length of time students riding on school buses
Discussion on School Bus Tracking System
Transportation Review Committee Meeting in October

K. Approval of the regular session minutes of the August 17, 2021 board meetings.

Motion to approve minutes by Mr. Ponzo second by Mrs. Opdyke

L. Committee Reports and Action

1. **Curriculum/Instruction/Technology – see attached committee report**
 - 1.1 MOVE to accept the HIB incidents per H.4 of the Superintendent's Report. (NA)
 - 1.2 **was moved to the October 19, 2021 board agenda**

Motion to approve **Curriculum/Instruction/Technology** items by Mr. Hoffman second by Mrs. Pouria

2. **Finance/Facilities - see attached committee report**
 - 2.1 MOVE that the preliminary Business Administrator/Board Secretary Report for the month ending July 2021 be accepted and placed on file. The Reconciler of Account report will be submitted for approval at the next meeting along with the final report for July. The Reconciler has been on a short term leave of absence due to the pandemic.
 - 2.2 MOVE to approve the attached line account transfers for July 2021. (Exhibit 2.2)
 - 2.3 MOVE to approve District invoices presented for payment for: Second August 2021 bills list in the amount \$207,379.77 and September 2021 in bills list in the amount of \$147,388.52. (Exhibit 2.3)
 - 2.4 MOVE to approve the following payroll amounts:

August 30, 2021 - \$55,918.02
 September 15, 2021 - \$275,280.94

- 2.5 MOVE to approve the following field trips for the 2021-2022 school year.
 (Exhibit 2.5)

ACTIVITY	DATE	GRADE LEVEL	LOCATION
Schaefer Farms	October 7, 2021	Pre-K	Flemington, NJ

- 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
Nancy Crimmel	Wilson Training (online)	10/15/21 (until course completion)	R M	\$2,300
Lucinda Fisher	Wilson Advanced Strategies for MSL Group Instruction (online)	September 28, 29, 30, 2021	R M	\$649

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

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
Girl Scouts Troop 80400	Laura Hornby	Girl Scouts Meeting	Various	After School	Library or MS Art Room
Girl Scouts SU86	Cindy Pontecorvo	Girl Scouts Meeting	September 30, 2021	7:00 PM – 9:00 PM	Performing Arts Room
PIE	Paula Hall	Scholastic Book Fair	October 11 -15, 2021	Various Times	Media Center
Girls on The Run	Chris Benincasa	Girls on The Run	Wednesdays and Thursday, 9/29/21 - 11/20/21	3:15 - 4:30 PM	Fields
Girl Scouts Service Unit 86	Virginia Lucas	Junior Girl Scouts Meeting	9/8/21-12/14/21	3:15-4:30 PM	Art Room
DTAA	Jessica HB Roethel	Softball	9/13/21-10/31/21 Saturday-Sunday	Mon-Thursday 5:30 PM Various Times	Softball Field
Girl Scouts	Jamie Clarke	Girl Scouts Meeting	First and Third Friday of each month	3:10-3:45 PM	PAR

- 2.8 MOVE to approve lunch prices for 2021-22 School Year:
 Student Lunch \$0.00
 Adults Lunch \$3.70

- 2.9 MOVE to approve the Child Assault Prevention program – for a total of \$1636.00.

2.10 MOVE to approve \$10,000 transfer from general fund to cafeteria fund.

2.11 MOVE to approve the following Pre School Tuition Contracts for the 2021-2022 school year:

STUDENT ID NUMBER	AMOUNT
36604	\$6,750.00

2.12 MOVE to approve a Joint Transportation Agreement/Shared Services Agreement for Preschool Runs for the 2021-2022 school year between the Hunterdon Central Regional High School District (Host) and the Delaware Township School District (Joiner) as follows: (on file in the board office)

ROUTE #	COST
HCD11	\$39,892.31
HCD12	\$ 9,900.00

2.13 MOVE to approve NJSBA 3D Model Strategic Plan for school year 2021-22. (Contract on file in Board of Education Office).

Motion to approve **Finance/Facilities items** by Mrs. Lyons second by Mr. Ponzo.

3. **Personnel/Policy - see attached committee report**

Mr. Lipson is overseeing CST, Social Worker sharing with Kingwood

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
Robert Goodwin	Part-time Paraprofessional Step 1 Para 0.54	\$13,143.60	2021-22 School Year
Diana Ramage	Part-time Paraprofessional Step 1 Para 0.54	\$13,143.60	2021-22 School Year
Allison Rizzo	Part-time Paraprofessional Step 1 Para 0.54	\$12,486.42	September 16, 2021 through June 30, 2021
Wendy Dejneka	Substitute Teacher	\$105.00/day	2021-22 School Year
Cindy Rose	Substitute Teacher	\$105.00/day	2021-22 School Year
Patrick Lyons	Substitute Custodian	\$12.50/hour	2021-22 School Year
Laura Bond	Resource Center Teacher	Adjustment FTE 0.60 \$33,255.00	2021-22 School Year
Karen Tomson	Paraprofessional	Adjustment FTE 0.65 \$16,721.25	2021-22 School Year
Leigh Ford	Main Office Aide	Approve 19 additional summer hours @ \$14.45 per hour	2021-22 School Year
Caitlin Lally	Guidance	Approve 5 additional summer hours @ \$61.42 per hour	2021-22 School Year
Diana Cotter	Resource Center Teacher	Approve 1.5 additional summer	2021-22 School Year

		hours @CBA rate	
Tracy Wolf	Paraprofessional	Approve 7 additional summer hours @ \$25.75 per hour	2021-22 School Year
Diana Cotter	Resource Center Teacher	Approve 1 additional new student orientation hour for September @CBA rate	2021-22 School Year
Laura Richardson	Spanish Teacher	Approve 1 additional new student orientation hour for September @CBA rate	2021-22 School Year
Caitlin Lally	Guidance	Approve 1 additional new student orientation hour for September @ \$61.42 per hour	2021-22 School Year
Nicole Bivona	Kindergarten Teacher	Approve 18.5 additional summer hours for kindergarten screening @CBA rate	2021-22 School Year
Stacy Falkenstein	Intervention Teacher	Approve 5 additional summer hours for kindergarten screening @CBA rate	2021-22 School Year
Stella Maltese	Pre School Teacher	Approve 6 additional summer hours for kindergarten screening @CBA rate	2021-22 School Year
Jennifer Ricardo	Kindergarten Teacher	Approve 10 additional summer hours for kindergarten screening @CBA rate	2021-22 School Year
Stacey Weiss	Kindergarten Teacher	Approve 16 additional summer hours for kindergarten screening @CBA rate	2021-22 School Year
Jessica Yarrow	Intervention Teacher	Approve 16 additional summer hours for kindergarten screening @CBA rate	2021-22 School Year
Meeta Verma	School Nurse	Approve 9.25 additional summer hours @CBA rate	2021-22 School Year

3.2 MOVE to approve the following policy updates, per the recommendation of the Superintendent. (Exhibit 3.2)

POLICY	NUMBER	REVISION ONLY	READING
Sustainability	3501		2nd

3.3 MOVE to accept the Letter of Resignation as Paraprofessional from Wendy Dejneka effective, August 31, 2021. (Exhibit 3.3)

3.4 MOVE to accept the Letter of Resignation as Paraprofessional from Tracy Kell effective, August 31, 2021. (Exhibit 3.4)

3.5 MOVE to approve the chart of advisor(s) for extra-curricular activities for the 2021-2022 school year. Payment for all will be as per the agreement, per the recommendation of the Superintendent.

ACTIVITY	ADVISOR(S)
Judith Latham	Field Hockey Coach
Kimberly Mazzucco	Paper Engineering Advisor
Lucy Fisher	Dance Academy Advisor

- 3.6 MOVE to approve the following faculty member(s) for Movement on the Guide, effective September 1, 2021 through June 30, 2022, per the recommendation of the Superintendent.

TEACHER	ANNUAL SALARY
Jennifer Ricardo	Teacher- B+45/M Step 8 \$68,690.00

Motion to approve **Personnel/Policy items** by Mr. Ponzo second by Mrs. Hornby.

N. Additional Business – Pre-k and kindergarten reach out to parents for a survey.

O. Audience Participation

A parent inquired about having enough classroom space.

A parent inquired about the process approval for minutes and HIB.

P. Board Representatives Liaison Reports

1. Recreation-fishing derby, roller skating, tennis and fireworks at Dilts Park
2. PiE -first meeting 9/29/21
3. Township – Ida resources
4. ESC – no meeting in September
5. Planning Board- nothing
6. HCSBA – meeting coming up
7. NJSBA Legislature - nothing
8. Community Relations - – missed senior meeting Cathy was on vacation, they take a break in the winter, spring reading program out side
9. HCRHS – back to school night, need a representative from Delaware Township
10. DTAA – new person Seth Buchanan

Q. 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: litigation, 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.

R. Adjourn

Motion to adjourn by Mr. Ponzo and second by Mrs. Burns. Meeting ended at 8:15 PM

The Board of Education has the right to change, add to, or delete items listed on this Agenda.