

Delaware Township School Monthly Board of Education Meeting

November 17, 2020 – 7:00 P.M.

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 - School Self –Assessment Determination presented by Mrs. Racile.

H. Superintendent's Report – Dr. Richard Wiener

1. Student Enrollment Student Enrollment (11-11-20) - (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 | 37 | 3 | 12.5 |
| Grade 8 | 35 | 2 | 11.5 |
| Pre School | 16 | 2 | 11.5 |
| Tuition Sent | 3 | | |
| Home Instruction | 0 | | |
| Self-Contained | 3 | | |
| TOTAL | 360 | 27 | 12.5 |

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

3. Suspensions –

| MONTH OF | IN SCHOOL | OUT OF SCHOOL |
|--|-----------|---------------|
| September | 0 | 0 |
| October | 0 | 0 |
| TOTAL FOR SCHOOL YEAR 2020-2021 TO DATE | 0 | 0 |

4. HIB Incidents –

| MONTH OF | INCIDENTS REPORTED | NUMBER CLASSIFIED AS HIB |
|--|--------------------|--------------------------|
| September | 0 | 0 |
| October | 0 | 0 |
| TOTAL FOR SCHOOL YEAR 2020-2021 TO DATE | 0 | 0 |

- 2020- 2021 DTS School Calendar was revisited. It went through each committee and will be voted on later in the meeting. The calendar being presented includes early dismissal through February 26, 2021.
- We should celebrate that we are approaching fifty days in school! Dr. Wiener thanked the teachers for their commitment to the students of Delaware Township.
- The administration and staff are continuing to look for ways to increase instructional time. Dr. Wiener thanked the parents for their flexibility during this process.

I. President's Report – Mrs. Catherine Pouria

- Calendar decision – Dr. Wiener already talked about the proposed calendar changes.
- Mrs. Pouria said that the administration was asked for a plan to extend the instructional day and time. This was done by changing course and shifting the

focus to maximize the time we have. The board is concerned that extending the day increases exposure. They would rather stick with what has been working and get the students in five days a week than increase the risk of having to decrease in person instructional time.

2. January reorganization.

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

1. Unofficial Election Results

| | | |
|---------------|----------------|-------|
| 3x3 Year Term | Laura Hornby | 2,079 |
| | Anne May | 2,140 |
| | Heather Opdyke | 2,109 |
| | (Write-in) | 226 |

K. Approval of the regular session minutes of the October 20, 2020 board meeting.

L. Committee Reports and Action

1. **Curriculum/Instruction/Technology** – Mr. Hoffman reported on the committee meeting.

Motion by Mr. Hoffman, seconded by Mrs. May to approved items 1.1 – 1.3.
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. (N/A)

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

| ACTIVITY | DATE | GRADE LEVEL | LOCATION |
|----------|------|-------------|----------|
| | | | |
| | | | |

- 1.3 MOVE to approve the School Self –Assessment Determining Grades Under the Anti-Bullying Bill of Rights Act Report for July 2019—June 2020, as presented by Mrs. Racile, Supervisor.

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

Motion by Mrs. Lyons, seconded by Mr. Hoffman to approve items 2.1 – 2.5 and 2.7 - 2.8 (table 2.6 to December). 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 month ended October 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). (Exhibit 2.1)

2.2 MOVE to approve the attached line account transfers for October. (Exhibit 2.2)

2.3 MOVE to approve District invoices presented for payment for 2nd October 2020 in the amount of \$256,026.46 and November 2020 of \$237,271.12. (Exhibit 2.3)

2.4 MOVE to approve the following payroll amounts:

October 30, 2020 - \$275,594.03
November 13, 2020 - \$276,328.31

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 | Seminars on Science: Evolution | October 26 – December 6, 2020 | R M | \$549 Virtual |

~~2.6 — MOVE to approve the following Use of Facilities/Buses. (Exhibit 2.6)~~

| GROUP | APPLICANT | ACTIVITY | DATE | TIME | LOCATION |
|------------------|--------------|--------------------|--|--|-------------------------------|
| Girl Scout Troop | Laura Hornby | Girl Scout Meeting | Every other Tuesday directly after dismissal | Directly after dismissal 1 hour and 45 minutes | Any available indoor space |

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| | | | | | |
|-----------------------------------|--------------|-----------------------|--|---------|---------------------------|
| Girl Scout Troops #80525/80372 | Jamie Clarke | Girl Scout Meeting | 2 nd & 4 th Thursday of each month 2 nd & 4 th Friday of each month | Various | Middle School Art Room |
|-----------------------------------|--------------|-----------------------|--|---------|---------------------------|

- 2.7 MOVE to approve the submission of the Alyssa's Law Compliance Report to the Department of Education.
- 2.8 MOVE to approve the related services contract for Student ID#30356. Contract on file in the Board of Education Office.

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 |
|------|----------|--------|-------|
| | | | |

- 3.2 MOVE to approve employee#52192853 for EFMLA family leave through December 31, 2020.
- 3.3 MOVE to accept the Letter of Intent to Retire from Marianne DeFronzo, School LDT-C/Coordinator of CST effective, January 1, 2021. (Exhibit 3.3)
- 3.4 MOVE to accept the Letter of Intent to Retire from Susan Warren, Speech/Language Teacher effective, January 1, 2021. (Exhibit 3.4)
- 3.5 MOVE to approve extension of Class III Officer contract with Delaware Township December 1, 2020 through June 30, 2021 up to 25 hours per week.
- 3.6 MOVE to approve the following policy updates, per the recommendation of the Superintendent. (Exhibit 3.6)

| POLICY | NUMBER | REVISION ONLY | READING |
|--------------------------|---------|---------------|---------|
| Re-admittance – COVID-19 | 5141.01 | | 1st |

| | | | |
|--|-----------------|----------|-----|
| Attendance, Absences, and Excuses | 5113 | revision | |
| Staff Development; In-service Education/Visitations Conferences | 4131/4131.1 | revision | |
| Code of Conduct Remote Teaching-Online Classroom Participation | 4119.27/4219.27 | | 2nd |
| Remote Learning | 6173.1 | | 2nd |

3.7 MOVE to approve revised 2020-21 School Calendar. (Exhibit 3.7)

M. Additional Business

Additional information of the Charging State the Township is proposing needs to be obtained.

Mrs. May read a letter to the teachers and staff expressing her deep appreciate for all they have been doing during these challenging times.

Mrs. Pouria reported that she and Mrs. Lyons attended the NJSBA virtual annual workshop. Both of them are providing summaries of the workshops they attended to the board committees. Mrs. Lyons felt the program was very well done and well attended.

N. Audience Participation

Ms. Stahl wrote a letter and then asked at the board meeting whether it is possible for students to continue their day virtually once they get home from school.

O. Board Representatives Liaison Reports

1. Recreation – The pumpkin decorating and carving contest was a lot of fun. They talked about the holiday house decorating contest and the different awards and methods of judging.
2. PiE – They are meeting tomorrow. The author in residence will be virtual this year and they are figuring out what activities they can and can't do.
3. Township – The Township is donating a car to the fire company.
4. ESC – They had a meeting last week. They are struggling with staffing and school who are going in/out of virtual learning. They are discussing barring a vendor from future bids for three years based on past performance.
5. Planning Board – No meeting in November.
6. HCSBA – Meeting later.
7. NJSBA Legislature – There is no new legislation. There was a new executive order today but nothing specific to Boards of Education.
8. Community Relations - None

9. HCRHS – They adopted a new policy in response to a racial incident that occurred. They states that they will have a strict no tolerance policy on bias and prejudice.
10. DTAA – Fall sports are finished and a virtual auction is being held in place of the Apps & Taps fundraiser.

P. Executive Session- None

Q. Adjourn- Motion by Mrs. Burns, seconded by Mrs. Devlin to adjourn the meeting at 8:08 pm. Motion passed by unanimous voice vote.

Respectfully Submitted,

Susan M. Joyce
Business Administrator/Board Secretary

Catherine Pouria
Board President