

**DELAWARE TOWNSHIP BOARD OF EDUCATION  
MINUTES FOR REGULAR MEETING**

MAY 25, 2010

OUR MISSION STATEMENT

The Mission Statement of the Delaware Township School District is to prepare each student to become a productive, responsible member of society, able to adapt and change, by providing an environment that:

Creates a foundation for a self-motivated lifelong learner by providing relevant innovative, comprehensive Curricula;

Focuses on individual needs and promotes individual excellence by encouraging and enhancing the intellectual and social development of each student.

This environment will be realized through an active and responsive partnership that includes the students, parents, community, and staff.

I. STATEMENT OF NOTICE OF OPEN PUBLIC MEETING

Mrs. Ubry called the meeting to order at 7:35 PM and read the following statement:

As required by law, adequate notice of this meeting has been provided to the *Hunterdon County Democrat*; and *The Trenton Times*; and is posted at the Delaware Township School and filed in the Board of Education Office with the School Business Administrator/Board Secretary.

II. FLAG SALUTE

Mrs. Ubry led the Pledge of Allegiance to the Flag.

III. ROLL CALL

Mr. Johnston recorded the roll call as follows:

MEMBERS OF THE BOARD	Present	Absent	Time of arrival after meeting called to order
Mr. Thomas Bruhl		X	
Mr. Scott Falk	X		
Mr. James Harkness	X		
Mr. Charles Herman	X		
Mr. Joseph Pulkowski	X		
Mrs. Kathy Roethel	X		
Mrs. Lisa Thompson	X		
Mr. Lawrence Wohl		X	
Mrs. Linda Ubry	X		Arrived at 7:40 PM

IV. AUDIENCE PARTICIPATION

A member of the audience questioned why the tuition rate for out of district students was only \$5,950 and not the full per pupil cost. Mrs. Ubry responded that the DTS Board tried to set a rate that would be affordable in order to attract out of district students to fill empty classroom seats. The Board does not accept students in grades that would result in the hiring of additional staff.

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## V. CORRESPONDENCE

Mrs. Ubry presented a letter from Bret Schundler, Commissioner of Education, to Dr. Wiener informing him that the Department of Education had completed its review of district's appeal of the reservation of 2009-2010 State Aid revision pursuant to Executive Order 14. The requested adjustment of \$68,489 to the \$138,047 reservation of state aid was approved in full. – Exhibit #1

Mrs. Ubry thanked Mr. Johnston, School Business Administrator, for initiating and following through with the appeal, saving Delaware Township from losing \$68,489 in state aid.

## VI. PRESENTATIONS

1. Mrs. Patricia Ryan, Principal, presented a certificate and savings bond to Adam Zeloof, the Distinguished Student of the Year.
2. Mrs. Angela Mikula, Art Teacher, presented the Student Art and Essay Contest Winners – Rose Pontecorvo and Emma Webb.
3. Mrs. Bridget Carvajal, Enrichment Teacher, presented the American Scholastic Challenge 2010 Winners– Julia Tonnessen, Rebecca Harkness, Adam Zeloof, and Morgan Lojek.
4. Mrs. Bridget Carvajal, Enrichment Teacher, presented the Stock Market Game School Champions – Brendan Falk and Garrett Knappe.

## VII. SUPERINTENDENT'S REPORT – Dr. Richard Wiener reported on the following.

1. Student Enrollment 5-15-10  
Exhibit #2

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	39	3	13.0
Grade 1	45	3	15.0
Grade 2	50	3	16.7
Grade 3	38	3	12.7
Grade 4	59	3	19.7
Grade 5	57	3	19.0
Grade 6	56	3	18.7
Grade 7	63	3	21.0
Grade 8	54	3	18.0
Pre School	10		
LLD	3		
Home Instruction	1		
Tuition Sent	2		
<b>TOTAL</b>	<b>477</b>	<b>27</b>	<b>17.1</b>

2. Evacuation Drills –
  - a. May 20, 2010 – 9:45 am
3. Suspensions –
  - Month of April, 2010
 

In School	1
Out of School	0
  - Total for School year 2009-2010 to date:
 

In School	3
Out of School	1

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4. Charter School Update – the latest enrollment data for the Trillium Charter School sent out today by the State Office indicates that there are 65 registrations from the resident districts and 56 registrations from the non-resident districts. There are currently four Delaware Township students on the registered list.
5. Final Budget Outcome – the Final 2010-2011 Budget was sent to the County Office and transmitted to the State department of Education by Mr. Johnston.
6. Race To the Top – on tonight's agenda, the Board will be asked to approve the Race to the Top Memorandum of Understanding.

VIII. PRESIDENT'S REPORT – Mrs. Linda Ubry reported on the following:

1. Superintendent/Board Self Evaluations – Board Members are asked to complete the Superintendent/Board Self Evaluations on the NJSB website, except for the two new members.
2. Community Goal Setting/Mission Statement Meeting – Jane Kershner from the New Jersey School Boards will moderate a Community Meeting scheduled for Monday, June 14, 2010 at 7:30 PM.

IX. PRINCIPAL/CURRICULUM COORDINATOR'S REPORT – Mrs. Patricia Ryan reported on the following:

1. Technology Plan – Mrs. Ryan explained to the Board how the proposed 2010-2013 Technology Plan addresses the prioritized curricular related needs of the district. The list of prioritized needs is filed in the Official Minutes Book.
2. PLC Update – Mrs. Ryan provided the Board with an update on the number of faculty participating in PLCs. Some of the PLCs may continue into the 2010-2011 school year.

X. SCHOOL BUSINESS ADMINISTRATOR REPORT – Mr. Gary Johnston reported on the following:

1. The Re-bids for the Middle School Boiler Replacement Project will be opened at 11:00 AM on Thursday, May 27, 2010. A Special Board Meeting will need to be scheduled for sometime during the following week in order to accept/reject the Re-bids.

XI. MINUTES

A motion was made by Mr. Falk and seconded by Mrs. Roethel to approve the following minutes:

1. April 21, 2010 (Special Meeting)
2. April 21, 2010 (Special Meeting Closed Session)
3. April 27, 2010 (Reorganization Meeting and Regular Meeting)
4. April 27, 2010 (Closed Session)
5. May 11, 2010 (Special Meeting)

MEMBERS OF THE BOARD	Yes	No	Abstain
Mr. Thomas Bruhl			
Mr. Scott Falk	X		
Mr. James Harkness			X
Mr. Charles Herman			X
Mr. Joseph Pulkowski	X		
Mrs. Kathy Roethel	X		
Mrs. Lisa Thompson	X		
Mr. Lawrence Wohl			
Mrs. Linda Ubry	X		

The motion carried with five Ayes and two Abstentions.

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## XII. COMMITTEE REPORTS

A. CURRICULUM/INSTRUCTION/TECHNOLOGY COMMITTEE

A copy of the minutes of the Curriculum/Instruction/Technology Committee meeting held on Friday, May 14, 2010 is filed in the Official Minutes Book.

A motion was made by Mr. Pulkowski and seconded by Mr. Falk to approve the following:

1. **Recommend** the Board approve the following list of educational field trips.

GRADE	DESTINATION	DATE
Middle School	Dilt's Park – Field Day	June 24, 2010
8	Washington DC – Charter Bus	June 11, 2010

2. **Recommend** the Board approve the revised school calendar for the school year 2010-2011. The changes were necessary due to the change in date of the school election. The revised calendar reflects a changed Spring Recess and aligns with Hunterdon Central High School. Exhibit #4
3. **Recommend** the Board approve the **Technology Plan** as presented by Mrs. Ryan. Exhibit #5
4. **Recommend** the Board approve the submission of the **Race to the Top New Jersey Participating LEA Memorandum of Understanding**.

MEMBERS OF THE BOARD	Yes	No	Abstain
Mr. Thomas Bruhl			
Mr. Scott Falk	X		
Mr. James Harkness	X		
Mr. Charles Herman	X		
Mr. Joseph Pulkowski	X		
Mrs. Kathy Roethel	X		
Mrs. Lisa Thompson	X		
Mr. Lawrence Wohl			
Mrs. Linda Ubry	X		

The motion carried unanimously.

B. FINANCE/FACILITIES COMMITTEE

A motion was made by Mr. Harkness and seconded by Mrs. Roethel to approve the following:

1. Pursuant to NJAC 6:20-2.12 (d), the Board Secretary certifies that as of May 25, 2010, no line account or program category has been over expended in violation of NJAC 6:20-2.12 (a) and pursuant to NJSA 18A:22-8 and 18A:22-8.1.

Pursuant to N.J.A.C. 6:20-2.12 (e), the Board of Education, after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, certifies that no major account or fund has been over expended in violation of N.J.A.C. 6:20-2.12 (b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

2. **Recommend** the Board accept the Secretary and Treasurer report for the month ending April, 2010. Exhibit #6
3. **Recommend** the approval for the payment of bills for May 25, 2010 in the amount of \$187,382.93 (as reviewed by Kathy Roethel). Exhibit #7
4. **Recommend** the Board approve the following payroll amounts:

<b>April 30, 2010</b>	-	<b>\$259,845.55</b>
<b>May 14, 2010</b>	-	<b>\$263,078.44</b>

5. **Recommend** the Board approve the attached transfers for the month of April, 2010 totaling \$850.00 and for the month of May, 2010 totaling \$5,400.00. Exhibit #8
6. **Recommend** the Board approve the following list of Use of Facilities/Buses.

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
	Sheri Oshins	Bat Mitzvah	Saturday June 12, 2010	12:00 to 1:15 pm	Use of 1 bus
Stockton Inn	Fred Strackhouse		Sunday May 30, 2010	12:00 pm to 12:00 am	Use of 1 bus
			Saturday, July 3, 2010	12:00 pm to 12:00 am	Use of 1 bus
PIE	Dana Swanson	Meeting	June 16, 2010	7:00 pm	Performing Arts Room

7. **Recommend** the Board 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. Exhibit #10

Last Name	First Name	Workshop/Conference	Dates	Include (see below)	Maximum Amount
Zakrzewski	Amy	Autism Strategies	6 week course	R	\$103.00
*Fania	Karen	Wilson Applied Methods	3 day course	R	\$575.00

8. **Recommend** the Board approve the contract with the **Hunterdon County YMCA** to provide before and after school care for the 2010-2011 school year, per the terms and conditions of the attached contract. Exhibit #11
9. **Recommend** the Board approve the renewal with **Global Connect**, to provide our Voice Messaging System for the 2010-2011 school year, at a total cost of \$950.00 (\$2.00 per student x 475 students).
10. **Recommend** the Board approve the following out of district extended school year placements:

STUDENT	PLACEMENT	DATES & TIMES	TRANSPORTATION	COST
1	Midland School	7/7 to 8/17/10 9:00 am to 3:00 pm	Provided by DTS	\$7,014.00

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11. **Recommend** the Board accept the following tuition students for the 2010-2011 school year, at the approved tuition rates:

STUDENT	GRADE LEVEL	TUITION AMOUNT	RESIDENT DISTRICT
K.H. *	K	\$5,950.00	Frenchtown
K.K. *	K	\$4,463.00	Union Township
D.F.	1	\$5,950.00	Stockton
A.P.	3	\$4,463.00	Lebanon
J.F.	4	\$5,950.00	Stockton
L.S.	4	\$5,950.00	Stockton
L.H.	4	\$5,950.00	Stockton
J.K. *	5	\$5,950.00	Stockton
S.F.	7	\$4,463.00	Lambertville
D.K.	7	\$5,950.00	Stockton
N.A.	Pre School	\$2,975.00	Delaware Township
R.H.	Pre School	\$2,975.00	Delaware Township
J.P.	Pre School	\$2,975.00	Delaware Township
T.W.	Pre School	\$2,975.00	Delaware Township
E.O.	Pre School	\$2,975.00	Delaware Township
J.P.	Pre School	\$2,975.00	Delaware Township
A.K.	Pre School	\$2,231.00	Delaware Township

\* Pending completion of screening process.

12. **Recommend** the Board approve the Tuition Rates for the 2010-2011 school year, at **\$5,950.00** per year for full time programs, and **\$2,975.00** per year for the Pre School Program. The Board will accept tuition students per the guidelines as outlined in the attached. Exhibit #12
13. **Recommend** the Board approve **the Grinspec Group Insurance Trust Agreement** for the policy period beginning July 1, 2010 through June 30, 2011, per the attached. Exhibit #13
14. **Recommend** the Board approve the **E-Rate Exchange Services Agreement** for the 2010-2011 school year, at the price of **\$1,480.00**. Exhibit #14
15. **Recommend** the Board approve the **Annual Service Maintenance Software Licensing Agreement**, with **CCP, Inc.** effective July 1, 2010 through June 30, 2011, at the rate of **\$1,028.00**. Exhibit #15
16. **Recommend** the Board approve the purchase of administrative software for the business office from **CDK Systems, Inc.**, in the amount of **\$13,150.00** for the 2010-2011 school year, per the terms and conditions of the attached contract. Exhibit #16
17. **Recommend** the Board offer employees the maximum Benefit Waiver amount allowed by law for the 2010-2011 school year. This amount will be 25% of the amount saved by the district or \$5,000.00, whichever is less.

MEMBERS OF THE BOARD	Yes	No	Abstain
Mr. Thomas Bruhl			
Mr. Scott Falk	X		
Mr. James Harkness	X		
Mr. Charles Herman	X		
Mr. Joseph Pulkowski	X		
Mrs. Kathy Roethel	X		

Mrs. Lisa Thompson	X		
Mr. Lawrence Wohl			
Mrs. Linda Ubry	X		

The motion carried unanimously.

(The Board recessed from 8:50 PM until 9:00 PM)

XIII. MOTION TO EXECUTIVE SESSION

A motion was made by Mr. Falk and seconded by Mrs. Roethel to approve the following:

**Recommend** the Board go into Executive Session to discuss personnel and potential litigation. (The minutes will be released when the reason for the Executive Session no longer exists).

XIV. PERSONNEL/POLICY COMMITTEE

Mr. Falk reviewed the Personnel/Policy Committee Minutes from the meeting held on Monday, May 10, 2010. A copy is filed in the Official Minutes Book.

A motion was made by Mr. Falk and seconded by Mrs. Thompson to approve the following:

1. **Recommend** the Board approve the following summer custodians and substitute custodian, as needed, at a rate of \$10.75 per hour, per the recommendation of the Superintendent:

JoAnn Brown                      Alex GaNun                      Brian Smith - substitute

2. **Recommend** the Board approve the following bus drivers to serve as summer drivers and/or substitute drivers as needed for summer bus runs, at their hourly rate of pay, per the recommendation of the Superintendent.

Debbie Swiatek	Debra Colby
Bertha Smith	Tammy Wisniewski
Nancy Altvater	

3. **Recommend** the Board accept the Letter of Intent to Retire from **Mrs. Susan Tarnoski, Speech/Language Specialist**, effective July 1, 2010. Exhibit #17
4. **Recommend** the Board the **Schedule A Bus Driver Salary Chart** for the 2010-2011 school year. Exhibit #18
5. **Recommend** the Board approve the attached list of 10 and 12 month employees for the 2010-2011 school year, per the recommendation of the Superintendent. Exhibit #19
6. **Recommend** the Board approve the following faculty members to attend an extended field trip, or to provide other supervision as listed, to be paid at the negotiated rate of pay, as listed, per the recommendation of the Superintendent.

FACULTY MEMBER	AMOUNT	TRIP/EVENT
Victoria Hardy	2.5 hours @\$36.50 per hour	Chaperone Band Concert
Cindy Terranova	2.5 hours @ \$36.50 per hour	Chaperone Chorus Concert
Jennifer Smith	\$90.00	Hershey Park
Maggie Butler	\$90.00	Hershey Park
Joe Komarek	\$90.00	Washington DC
Bridget Carvajal	\$90.00	Washington DC

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Britian Slack	\$90.00	Washington DC
Ellen McShane	\$90.00	Washington DC
Kathleen Klink	\$90.00	Washington DC
Cindy Terranova	\$90.00	Washington DC
Victoria Hardy	\$90.00	Washington DC
Ann Marie Petko	\$90.00	Washington DC
Ray Braun	\$90.00	Washington DC
Pat Klemchalk	\$90.00	Washington Dc
Ray Braun	3 hours @\$36.50 per hour	Grade 8 Promotion Dance
Ellen McShane	3 hours @ \$36.50 per hour	Grade 8 Promotion Dance
Britian Slack	3 hours @ \$36.50 per hour	Grade 8 Promotion Dance
Donna Lelie	3 hours @ \$36.50 per hour	Grade 8 Promotion Dance
Nancy O'Connor	3 hours @ \$36.50 per hour	Grade 8 Promotion Dance

7. **Recommend** the Board approve the following appointments for summer work, per the recommendation of the Superintendent.

EMPLOYEE	POSITION	MAXIMUM LENGTH OF TIME	SALARY
Joanne Siecke	Main Office Assistant	24 hours	hourly rate
Mary Holuta	Child Study Secretary	24 hours	hourly rate
Penni Nitti	Board Office Assistant	24 hours	hourly rate
John Serrone	Technology	84 hours	hourly rate
Vivan Fleming	Transportation Coord.	84 hours	hourly rate
Eileen Ventimiglia	Guidance/Orientation	10 hours	negotiated rate
Patricia Klemchalk	School Nurse	15 hours	negotiated rate
Kathleen Racile	Director CST	56 hours	hourly rate
Teaching Staff for Curriculum	Teachers to be determined	80 hours	negotiated rate

8. **Recommend** the Board approve continuing the services of **Frances Stager** as the elementary science consultant for the 2010-2011 school year, to be paid in the following manner, per the recommendation of the Superintendent:

Compensation	Paid Monthly for 10 Months
DTS Board of Education	\$7,500.00
DTS PTA	\$7,500.00
<b>TOTAL</b>	<b>\$15,000.00</b>

9. **Recommend** the Board approve the following Board of Education members to comprise the Negotiations Team:

Chairperson	Lawrence Wohl
Committee Members	Joseph Pulkowski, Scott Falk, Linda Ubry
Substitute	Thomas Bruhl

10. **Recommend** the Board approve the following teacher's movement on the guide, effective September 1, 2010 through June 30, 2011, per the recommendation of the Superintendent:

<u>Teacher</u>	<u>Placement</u>	<u>Step</u>	<u>Annual Salary</u>
Amanda Garrett	M+45	3	\$34,959.00 .6
Valerie Wheatley	M+30	16	\$86,119.00 1.0

11. **Recommend** the Board approve **Jessica Yarrow**, Intervention Teacher, for the following additional hours per the recommendation of the Superintendent:

**Academic Assistance - 2 hours per week @ 36.50/hr. - beginning May 26, 2010**  
**6<sup>th</sup> Grade Testing - 8 hours total/per diem - retro to May 3 and May 5, 2010**

12. **Recommend** the Board approve the following personnel for Extended School Year Programs that will take place at DTS this summer, unless otherwise noted, per the recommendation of the Superintendent.

PROGRAM	STUDENTS	DATES	TIME	STAFF MEMBER & SALARY	TRANSPORT
Pre School Disabled	5	7/19 to 8/19/10 Monday thru Thursday	9:00 to 11:00 am	Teacher – Cindy Rose - \$37.50/hour Para – Stacey Weiss - \$15.00/hour	Provided by DTS
Language and Learning Disabilities	4	7/19 to 8/19/10 Monday thru Thursday	9:00 am to 12:00 pm	Teacher – Karen Fania - \$37.50/hour Para – Amy Zakrzewski - \$15.00/hour	Provided by DTS
Speech Therapist		7/19 to 8/19/10	Maximum of 20 hours	Therapist – Susan Warren - \$37.50/hour	NA
Personal Aide – at Rambling Pines	1	6/28 to 7/23/10 Monday thru Friday	9:00 am to 3:00 pm	Aide – Michael Haughey - \$15.00/hour	NA
Substitutes			As needed	Teachers – Stephanie Joyce & Pam Kelly Paras – Wendy Dejneka & Caressa Lynch	NA
Academic Assistance	1	To be Determined	Maximum of 30 hours	Teacher – Stephanie Joyce - \$37.50/hour	NA
Academic Assistance	1	To be Determined	Maximum of 20 hours	Teacher – April Ambio - \$37.50/ hour	NA

13. **Recommend** approval be given for the following substitute teachers, at the daily rate of \$90.00, for the 2009-2010 school year, as recommended by the Superintendent, "pending receipt of criminal history check approval letter and all state requirements for substitute teachers."

APPLICANT'S NAME	CERTIFICATION	NOTES
Thomas Yannarella	Teacher of Comprehensive Business	Presently substituting at South Hunterdon

MEMBERS OF THE BOARD	Yes	No	Abstain
Mr. Thomas Bruhl			
Mr. Scott Falk	X		
Mr. James Harkness	X		
Mr. Charles Herman	X		
Mr. Joseph Pulkowski	X		
Mrs. Kathy Roethel	X		
Mrs. Lisa Thompson	X		
Mr. Lawrence Wohl			
Mrs. Linda Ubry	X		

The motion carried unanimously.

#### XV. AUDIENCE PARTICIPATION

There were no comments from the audience.

#### XVI. BOARD REPRESENTATIVES LIAISON REPORTS

- A. Recreation – the Summer Recreation program is scheduled for the last two weeks of July.
- B. PTA – The Executive Board introduced a resolution to the general membership to disaffiliate from the State and National PTA. A vote will be taken at the June membership meeting. Approved a donation of \$7,500 to the DTS Board of Education to fund half the cost of the Elementary Science Lab Consultant for the 2010-2011 school year. DTS Fine Arts Festival is scheduled for May 27<sup>th</sup> and Field Day is scheduled for June 11<sup>th</sup>.
- C. Township – a free Block Party will be held in Sergeantsville from 4-8 PM on Saturday, June 12<sup>th</sup>
- D. ESC – Nothing to report.
- E. Planning Board – Nothing to report.
- F. Partners in Education – nominations for PiE Officers is closed.
- G. HCSBA – Mr. Harkness attended the Delegate Assembly. Officers were elected.
- H. NJSB – Nothing to report.
- I. Parent Advisory Committee – will concentrate next year on more effective communications.
- J. Community Relations – Nothing to report.
- K. HCRHS – Nothing to report.
- L. DTAA – baseball is ending for the season.

#### XVII. OTHER/OLD BUSINESS

Mr. Pulkowski provided the Board Secretary with an anonymous letter he received that questioned the residency status of a DTS family.

A motion was made by Mr. Harkness and seconded by Mr. Falk to schedule a Special Board Meeting to be held on Tuesday, June 1, 2010 at 7:00 PM. The purpose of the meeting is to accept/reject construction re-bids for the Middle School Boiler Project.

The motion carried unanimously.

#### XVIII. ADJOURNMENT

A motion was made by Mr. Pulkowski and seconded by Mr. Harkness to adjourn the meeting at 10:10 PM.

The motion carried unanimously.

Gary P. Johnston, Board Secretary