

**DELAWARE TOWNSHIP BOARD OF EDUCATION**  
**MINUTES FOR REGULAR MEETING**  
September 22, 2009

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

Mr. Pulkowski 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

Mr. Pulkowski led the Pledge of Allegiance to the Flag.

III. ROLL CALL

Mrs. Smith 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		Arrived at 7:42pm
Mr. James Harkness	X		Arrived at 7:39pm
Mrs. Catherine Mumford	X		
Mr. Kenneth Novak	X		Arrived at 7:45pm
Mr. Joseph Pulkowski	X		
Mrs. Kathy Roethel	X		
Mrs. Linda Ubry	X		Arrived at 7:37pm
Mr. Lawrence Wohl	X		

IV. CORRESPONDENCE

There was no correspondence to present.

## V. PRESENTATIONS

There were no presentations presented.

## VI. AUDIENCE PARTICIPATION – Agenda Items Only

There was no audience participation at this time.

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

1. Student Enrollment 9-15-09  
Exhibit #1

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	40	3	13.3
Grade 1	45	3	15.0
Grade 2	52	3	17.3
Grade 3	42	3	14.0
Grade 4	59	3	19.7
Grade 5	59	3	19.7
Grade 6	56	3	18.7
Grade 7	65	3	21.7
Grade 8	55	3	18.3
Pre School	9		
LLD	4		
Home Instruction	0		
Tuition Sent	2		
TOTAL	488	27	17.5

2. Evacuation Drills –
  - a. September 18, 2009 – 8:50 am
  - b. September 21, 2009 – 1:45 pm
3. School Opening
4. Transportation
5. District Goals – Action Plan

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

1. Board Goals
2. Regionalization/Consolidation
3. Staff/Opening Day

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

1. Testing Results
2. P.E. Curriculum Approval
3. School Goals

## X. SCHOOL BUSINESS ADMINISTRATOR REPORT – Dr. Richard Wiener reported on the following:

1. Transportation Contracts

9/22/09

2. Facilities Update
3. Audit

## XI. MINUTES

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

1. August 11, 2009 (Regular Meeting)
2. August 11, 2009 (Closed Session Meeting)

MEMBERS OF THE BOARD	Yes	No	Abstain
Mr. Thomas Bruhl	X		
Mr. Scott Falk	X		
Mr. James Harkness	X		
Mrs. Catherine Mumford	X		
Mr. Kenneth Novak	X		
Mr. Joseph Pulkowski	X		
Mrs. Kathy Roethel	X		
Mrs. Linda Ubry			X
Mr. Lawrence Wohl	X		

The motion carried with eight Ayes and one Abstention.

## XII. COMMITTEE REPORTS

### A. CURRICULUM/INSTRUCTION/TECHNOLOGY COMMITTEE

A motion was made by Mr. Bruhl and seconded by Mr. Wohl to approve the following:

1. **Recommend** the Board approve the following field trips for the 2009-2010 school year.

ACTIVITY	DATE	GRADE	LOCATION
Camp Bernie	9/25/09	6	Port Murray NJ
Skeuse Farm	9/24/09	K & 3	Route 604 – Sergeantsville NJ
RVCC Planetarium	10/2/09	5	Branchburg NJ
Peaceful Valley Orchard	10/22/09	Pre	Pittstown NJ
Frenchtown Roller Rink	10/30/09	Middle School	Frenchtown NJ
Community Theatre	11/10/09	Spanish	Morristown NJ
Community Theatre	12/8/09	French	Morristown NJ
Morris Museum	12/3/09	1	Morristown NJ
Howell Living Farm	11/17/09	1	Titusville NJ
Wescott Preserve	10/22/09	1	Stockton NJ
Kev Laur Farm	5/27 & 5/28/10	K	Hampton NJ
RVCC Theatre	5/10/10	K	Branchburg NJ
RVCC Planetarium	2/23/10	K	Branchburg NJ
Sowsian's Pumpkin Patch	10/20/09	K	Ringoes NJ
Solebury Orchards	10/6/09	K	Solebury PA
Wescott Preserve	10/9/09	3	Stockton NJ
Echo Hill	9/30/09	3	Flemington NJ
Franklin Mineral Museum	10/5/09	4	Sterling NJ
NJ State Aquarium	10/16/09	7	Camden NJ
National Constitution Center	10/29/09	8	Philadelphia PA
Birding Club:		Middle School	

9/22/09

Wescott Preserve	10/7/09		Stockton NJ
Dilts Farm	9/30/09		Sergeantsville NJ
Amwell Lake	10/14/09		Hopewell NJ
Bulls Island	10/28/09		Kingwood NJ
Brigantine Wildlife Refuge	11/13/09		Brigantine NJ

2. **Recommend** the Board approve the **Report of Attainment of School Level Plan** for the 2008-2009 school year, pending approval from the Hunterdon County Education Office. Exhibit #3
3. **Recommend** the Board approve the draft of the **School Level Plan** for the 2009-2010 school year, pending approval from the Hunterdon County Education Office. Exhibit #4
4. **Recommend** the Board approve the **Emergency and Crisis Management Plans**, as submitted to the Hunterdon County Education Office. Exhibit #5
5. **Recommend** the Board approve the revised **Physical Education Curriculum**, as presented by Mrs. Ryan.
6. **Recommend** approval be given for the following substitute teachers, at the daily rate of \$90.00, for the 2008-2009 school year, as recommended by the Superintendent, "pending receipt of criminal history check approval letter and all state requirements for substitute nurses."

APPLICANT'S NAME	CERTIFICATION	NOTES
Heather Oman	Elementary	Presently Substituting in the County
Albert Blagbrough	Substitute	Retired – Degree in Mathematics

MEMBERS OF THE BOARD	Yes	No	Abstain
Mr. Thomas Bruhl	X		
Mr. Scott Falk	X		
Mr. James Harkness	X		
Mrs. Catherine Mumford	X		
Mr. Kenneth Novak	X		
Mr. Joseph Pulkowski	X		
Mrs. Kathy Roethel	X		
Mrs. Linda Ubry	X		
Mr. Lawrence Wohl	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 September 22, 2009 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 month ending July 2009. Exhibit #7
3. **Recommend** the approval for the payment of bills for September 22, 2009 in the amount of \$257,453.28 (as reviewed by Kathy Roethel). Exhibit #8
4. **Recommend** the Board approve the following payroll amounts:

**August 15, 2009 - \$50,267.73**  
**August 30, 2009 - \$48,332.99**  
**September 15, 2009 - \$250,021.36**

5. **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 #9

Last Name	First Name	Workshop/Conference	Dates	Include (see below)	Maximum Amount
Ambio	April	Autism Project	10/19 & 10/20	R M	\$199.00 \$75.95
Mikula	Angela	Art Conference	10/6 & 10/7/09	R M F	\$145.00 \$19.22 \$10.00
Klemchalk	Patricia	Anxiety	10/8/09	R M	\$75.00 \$24.49
Garrett	Amanda	Motivation & Emotional Intelligence	9/30/09	R M	\$125.00 \$11.16
Racile	Kathleen	Spec Ed Court Program	10/12/09	M	\$20.46
Warren	Susan	Integrated Delivery	10/12/09	R M	\$40.00 \$20.46
GaNun	Moira	Sitton Spelling	10/15/09	R M	\$169.00 \$6.20
Gifford	Josette	Sitton Spelling	10/15/09	R	\$169.00
Wozniak	Tara	Sitton Spelling	10/15/09	R	\$169.00
Braun	Raymond	AMTNJ Conference	10/16/09	R M	\$150.00 \$17.67
Butler	Maggie	Technology in Classroom	10/7/09	R	\$150.00

6. **Recommend the** Board approve the contract with **FYI Computer Services**, to provide computer/networking support, at a cost of \$200.00 for a 5 hour day, on an as needed basis, per the attached contract. Exhibit #10
7. **Recommend** the Board accept the following parent donation:
 

1 large 4 drawer Hon Filing cabinet
8. **Recommend** the Board approve a contract with **Hunterdon County ESC** to provide provide Internet services and support, at a rate of \$610.00 per month, effective retro actively to July 1, 2009 with ending with a date to be determined. Exhibit #11

9. **Recommend** the Board approve a contract with **Ricoh** to lease 2 printers, one for each computer lab, at a rate of \$890.00 per month for a total of 36 months, per the attached contract. Exhibit #12

10. **Recommend** the Board approve the following list of Use of Facilities and Buses:

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
DTCEF	Jeannie Colalillo	Ice Cream Social	9/11/09 – retro	6:00 - 8:00 pm	Cafeteria & Teacher's Room
DTS PTA	Jeannie Colalillo	PTA Meetings	9/23/09; 10/14/09; 11/11/09; 12/9/09; 1/13/10; 2/10/10; 3/10/10; 4/14/10; 5/19/10; 6/9/10	7:00 - 9:00 pm	Performing Arts Room and 2 Rooms for Child Care
DTS PTA	Jeannie Colalillo	Family Movie Night	10/16/09	6:00 - 10:00 pm	Cafeteria and Teacher's Room
Delaware Township Recreation Comm.	Judith Allen	Adult Volleyball Adult Men's Basketball Women's Basketball Teen Basketball Or Volleyball	Wednesday Tuesday and Thursday Monday Friday	7:00 - 10:00 pm 7:00 - 10:00 pm 7:00 - 10:00 pm 7:00 - 9:00 pm	Gym & Cafeteria – All activities begin October 1, 2009 and end April, 2010
DTAA	Matt Baldwin	Meeting	10/5/09	7:30 pm	Classroom
Delaware Township	Judith Allen	Rezoning Presentation	9/8/09 – retro	7:00 - 11:00 pm	Performing Arts Room
Girls on the Run	Kelly Eastman	Activities	Every Monday	3:15 pm	Fields and Classroom on rainy days
Girl Scouts	Cynthia Pontecorvo	Meetings	2 <sup>nd</sup> and 4 <sup>th</sup> Friday of each month	3:15 - 4:30 pm	Elementary Art Room
Girl Scouts	Kim Rountree	Meetings	Every other Friday starting in October	3:00 - 4:20 pm	Middle School Art Room
Jesus School	Sister Marie	Trips	10/15/09  4/20/10  5/14/10  5/19/10  6/1/09	9:30 am - 12:30 pm  9:00 am - 12:00 pm  9:15 am - 1:30 pm  9:30 am - 12:00 pm  10:30 am - 2:00 pm	Bus to Non Such Farm  Bus to War Memorial  Bus to Kid's Castle  Bus to Howell Farm  Bus to RVCC
Brownie/Girl Scouts	Tracie King	Meetings	Fridays - 10/9/09; 11/20/09; 1/8/10; 2/19/10; 2/26/10; 3/5/10; 4/16/10; 4/30/10; 5/14/10; 5/28/10	3:15 to 4:45 pm	Room 129

Delaware Township Planning Board	Judith Allen	Meeting	Tuesday, 10/20/09	7:00 to 10:30 pm	Performing Arts Room
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11. **Recommend** the Board accept the **Child Assault Prevention (CAP)** funds to implement the CAP Elementary and Teen Programs for the 2009-2010 school year. The district responsibility is \$505.90. The funding breakdown is as follows: Exhibit #14

Total Amount to Implement Program	\$1,689.00
Grant Monies	\$1,183.10
District Responsibility	\$ 505.90

12. **Recommend** the Board approve the contract with **SDA Mechanical Services, Inc.** to furnish inspection maintenance service contract on the equipment specified, in the amount of \$6,390.00, effective October 1, 2009 through June 30, 2010. Exhibit #15
13. **Recommend** the Board approve the following **American Reinvestment and Recovery Act – Individuals with Disabilities Act (ARRA-IDEA) Allocation for Fiscal Years 2010-2011:**

GRANT NAME	GRANT AMOUNT
Basic Funds	\$92,930
Preschool	\$ 3,362
TOTAL ALLOCATION	\$96,292

14. **Recommend** the Board approve the Affiliation Agreement provided by **School Based Youth Services Program of the Hunterdon Medical Center, Hunterdon Behavioral Health**, to provide services for the 2009-2010 school year. Exhibit #16
15. **Recommend** the Board approve the following tuition students for the 2009-2010 school year, at the approved tuition rate.

STUDENT	GRADE LEVEL	TUITION AMOUNT	RESIDENT DISTRICT
J.P.	Pre School	\$2,825.00	DTS
A.K.	Pre School	\$2,825.00	DTS

16. **Recommend** the Board accept the grant award under the **Small Rural School Achievement (SRSA) Program**, which is one of two grant programs authorized under the Rural Education Achievement Program (REAP), for the budget period of July 1, 2009 through September 30, 2010, in the amount of \$49,182.00.
17. **Recommend** the Board approve the transfers for the month of July, 2009, totaling \$7,100.00. Exhibit #24
18. **Recommend** the Board approve a partial payment to **Dumor Contracting**, in the amount of \$30,000.00, for work completed thus far and having been approved by Vincer & Petrocci, Architects, and pending approval from the Business Administrator, for existing construction project. Exhibit #25

Mr. Falk stepped out of the room at 9:13 pm.

MEMBERS OF THE BOARD	Yes	No	Abstain
Mr. Thomas Bruhl	X		
Mr. Scott Falk			
Mr. James Harkness	X		

Mrs. Catherine Mumford	X		
Mr. Kenneth Novak	X		
Mr. Joseph Pulkowski	X		
Mrs. Kathy Roethel	X		
Mrs. Linda Ubry	X		
Mr. Lawrence Wohl	X		

The motion was carried unanimously.

Mr. Falk returned to the room at 9:18 pm after vote was taken.

XIII. MOTION TO RECESS

No recess was taken.

XIV. MOTION TO EXECUTIVE SESSION

**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).

There was no need for executive session.

XV. PERSONNEL/POLICY COMMITTEE

A motion was made by Mr. Falk and seconded by Mrs. Mumford to approve the following, with the exception of #9 which requires further review:

1. **Recommend** the Board approve the second reading of the following policies. Exhibit #17

**9311 - Formulation, Adoption, Amendment of Policies**

**9312 - Formation, Adoption, Amendment of Bylaws**

2. **Recommend** the Board approve **Trish Duplay** as a full-time Elementary Education Teacher for the 2009-2010 school year, effective retroactively to September 1, 2009 through June 30, 2010, Step 2 – B+45/M - at an annual salary of \$49,706.00, per the recommendation of the Superintendent. Exhibit #18
3. **Recommend** the Board approve the following faculty members as Home Instructors for the 2009-2010 school year, at the negotiated hourly rate of \$36.50, on an as needed basis, per the recommendation of the Superintendent.

**Kathleen Ferry and Laura Ninaltowski**

4. **Recommend** the Board approve payment for the following Mentors and Peer Advisors for the 2009-2010 school year, per the recommendation of the Superintendent.

Teacher	Peer Advisor	Payment – to be made on the June 15, 2009 payroll
Trish Duplay	Laura Ninaltowski	\$250.00
Caitlin Lally	Lynn Payne	\$250.00
Bridget Carvajal	Valerie Wheatley	\$250.00

Teacher	Mentor	Payment – to be made at the completion of the mentoring
Stacey Weiss	Susan Tarnoski	\$550.00
Maggie Butler	Anne Smaldone	\$550.00
Nancy O'Connor	Ray Braun	\$550.00

5. **Recommend** the Board approve the following movement on the guide, effective retroactively to September 1, 2009, per the recommendation of the Superintendent.

<b>Marilyn Ballard</b>	From M+30	to	M+45	-	Step 10	\$67,194
<b>Susan Welsh</b>	From M+30	to	M+45	-	Step 16	\$85,309

6. **Recommend** the Board approve **Nancy O'Connor** as a part time Middle School Math Teacher, effective September 1, 2009 through June 30, 2010, Step 1 – M+15 – .24 - at an annual salary of \$12,315.00, per the recommendation of the Superintendent. Exhibit #19
7. **Recommend** the Board approve an adjustment for **Nancy O'Connor** as a part-time Paraprofessional, effective September 1, 2009 through June 30, 2010, Step 6 -.76 – at an annual salary of \$15,649.00, per the recommendation of the Superintendent.
8. **Recommend** the Board approve **Bridget Carvajal** as a full time Gifted and Talented Teacher, effective September 14, 2009 through June 30, 2010, Step 2 – M+30 - at a pro-rated annual salary of \$51,902.00, per the recommendation of the Superintendent. Exhibit #20
9. **Recommend** the Board approve the letter of resignation from **Janet Kath** as the cafeteria aide for the 2009-2010 school year. Exhibit#21
10. **Recommend** the Board approve **Janet Kath**, as a part-time paraprofessional - .38 – Step 1 – at a pro-rated salary of \$6,992.00, retroactive to September 1, 2009 through June 30, 2010, per the recommendation of the Superintendent.
11. **Recommend** the Board approve a change in hours for **Tracey Wolf**, as follows:  
1.0 paraprofessional – Step 4 – at an annual salary of \$19,756.00, effective retroactive to September 1, 2009 through June 30, 2010, per the recommendation of the Superintendent.
12. **Recommend** the Board approve **Diane deFlesco** to conduct kindergarten screenings and to attend I&RS meetings, retroactive to the summer months, for a total of 5 hours at \$36.50 per hour, for a total of \$182.50, per the recommendation of the Superintendent.
13. **Recommend** the Board approve the 2009-2010 District Goals Action Plan. Exhibit #22
14. **Recommend** the Board approve the following paraprofessionals to be compensated for an after school hours field trip to Camp Bernie, 3 hours each @ \$15.00 per hour, per the recommendation of the Superintendent.
- Jacalyn Plummer**                      **Wendy Strober**
15. **Recommend** the Board approve the revision to Policy 3240, as recommended by the Committee. Exhibit #23

MEMBERS OF THE BOARD	Yes	No	Abstain
Mr. Thomas Bruhl	X		
Mr. Scott Falk	X		
Mr. James Harkness	X		
Mrs. Catherine Mumford	X		
Mr. Kenneth Novak	X		
Mr. Joseph Pulkowski	X		
Mrs. Kathy Roethel	X		
Mrs. Linda Ubry	X		
Mr. Lawrence Wohl	X		

The motion carried unanimously.

#### XVI. AUDIENCE PARTICIPATION

Mindi Martinez spoke her concerns regarding security and student drop off times in the morning before school. Dr. Wiener stated that the matter would return to the Personnel/Policy Committee for further review.

#### XVII. BOARD REPRESENTATIVES LIAISON REPORTS

- A. Recreation – The township will be celebrating Community Day on September 26, 2009. Included in the celebration will be a dedication to Mr. Culberson.
- B. PTA – The first meeting will be held September 23, 2009.
- C. Township – A meeting will be held October 20, 2009 with zoning as the topic of discussion.
- D. ESC – A survey was sent to school districts regarding future needs.
- E. Planning Board – October 20 meeting concerning zoning.
- F. Education Foundation – Ice cream social was held on September 11, 2009. Missoula play will be held in December. The changing of bylaws will be discussed in the future.
- G. HCSBA – Nothing to report
- H. NJSB – Nothing to report
- I. Parent Advisory Committee – Nothing to report
- J. Community Relations – Community Day
- K. HCRHS – back to school night and project graduation fashion show
- L. DTAA – Meeting will be held October 5, 2009.

#### XVIII. OTHER/OLD BUSINESS

Sports physicals and soccer coach stipends were mentioned.

#### XIX. ADJOURNMENT

A motion was made by Mr. Wohl and seconded by Mrs. Mumford to end the meeting at 10:02 pm.

The motion carried unanimously.

Gary P. Johnston, Board Secretary