

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

APRIL 28, 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. CALL TO ORDER

Mr. Johnston, Business Administrator/Board Secretary, called the meeting to order at 7:35 pm.

II. STATEMENT OF NOTICE OF OPEN PUBLIC MEETING

Mr. Johnston 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.

III. STATEMENT OF RESULTS OF SCHOOL ELECTION, APRIL 21, 2009

Mr. Johnston reported that the Official Election Results were received from the Office of the County Clerk. There was a 23% voter turnout with the following results:

A. Public Question #1 - General Fund Total – \$6,527,483

**Yes            437**

**No             364**

B. Candidates for 3 positions for 3 Year Terms

**Kathy Roethel            484**

**Joseph Pulkowski       508**

**Thomas Bruhl            467**

C. Candidates for 1 position for 1 Year Term

**Catherine Mumford     525**

#### IV. OATHS/CODE OF ETHICS

##### A. Oath of Office

Mr. Johnston administered the Oaths of Office to the newly elected Board Members, Mrs. Catherine Mumford (1 year term), Mr. Joseph Pulkowski (3 year term), Mrs. Kathy Roethel (3 year term) and Mr. Thomas Bruhl (3 year term). Copies of the signed Oaths are filed in the Official Minutes Book.

##### B. Code of Ethics to all Board Members – Exhibit #1

The Code of Ethics was reviewed by all Board Members in attendance. Signed copies were returned to the Board Secretary by each Board Member and are filed in the Official Minutes Book.

#### V. 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		
Mrs. Catherine Mumford	X		
Mr. Kenneth Novak	X		
Mr. Joseph Pulkowski	X		
Mrs. Kathy Roethel	X		
Mrs. Linda Ubry	X		Arrived at 8:34 pm
Mr. Lawrence Wohl	X		

#### VI. FLAG SALUTE

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

#### VII. ELECTION OF PRESIDENT

Mr. Pulkowski nominated Mrs. Ubry for the Office of President. Mrs. Roethel seconded the nomination. There were no other nominations, and a motion was made by Mr. Falk to close the nominations.

Mrs. Ubry was elected unanimously.

#### VIII. ELECTION OF VICE PRESIDENT

Mr. Harkness nominated Mr. Pulkowski for the Office of Vice President. Mrs. Mumford seconded the nomination. There were no other nominations, and a motion was made by Mr. Falk to close the nominations.

Mr. Pulkowski was elected unanimously.

A motion was made by Mr. Novak and seconded by Mrs. Roethel to approve Agenda Items IX, X, and XI.

#### IX. **Recommend** the Board approve **PNC Bank** as depository for funds.

X. **Recommend** the Board approve the following Designation of Signatures for PNC Bank:

ACCOUNT	REQUIRED SIGNATURES
General Account, Unemployment Trust Account	3 required – President or Vice President or Finance Chairperson and Business Administrator and Treasurer of School Monies
Payroll Account, Agency Account	2 required – Business Administrator, Superintendent, or Treasurer
Cafeteria Account and General Organization Fund Account – Student Activity Account	2 required – Superintendent, Business Administrator, or Principal

XI. **Recommend** the Board approve the following Petty Cash Funds:

FUND	AMOUNT and RESPONSIBLE PERSONNEL	LIMIT
School Petty Cash Fund	\$300.00 - Secretary to Superintendent	\$25.00 per purchase

The motion carried unanimously.

XII. APPOINTMENTS – School Personnel

A motion was made by Mr. Novak and seconded by Mrs. Mumford to approve the following:

**Recommend** the Board appoint the following for the 2009-2010 school year:

TITLE	APPOINTEE
Local Public Contract Agent	Business Administrator
Affirmative Action Officer – District and School	Assistant Principal
Right to Know Contact	Supervisor of Building and Grounds
504 Officer	Principal
AHERA Representative	Supervisor of Building and Grounds
Integrated Pest Management Coordinator	Supervisor of Building and Grounds
Asbestos Management Officer	Supervisor of Building and Grounds
Indoor Air Quality Officer	Supervisor of Building and Grounds
Chemical Hygiene Officer	Supervisor of Building and Grounds
Attendance Officer	Assistant Principal
Public Agency Compliance Officer	Business Administrator
Qualified Purchasing Agent	Business Administrator
Safety and Health Designee	Supervisor of Building and Grounds
Custodian of School Records	Business Administrator
Investor of School Funds	Business Administrator
Depository of School Monies	Business Administrator

The motion carried unanimously.

XIII. APPOINTMENTS – Professional Personnel

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

**Recommend** the Board approve the following Resolution:

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN  
CONTRACT FOR PROFESSIONAL SERVICES**

**WHEREAS**, the Delaware Township Board of Education has a need to award the following professional services as non-fair and open contracts pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 and,

**WHEREAS**, the School Business Administrator has determined and certified in writing that the value of the acquisition may exceed \$17,500; and,

**WHEREAS**, the anticipated term of this contract is one (1) year; and

**WHEREAS**, the following professionals have submitted proposals indicating they will provide the services indicated as listed; and

**WHEREAS**, the following professionals have completed and submitted a Business Entity Disclosure Certification, if required, which certifies that the following professionals have not made any reportable contributions to a political or candidate committee in the Delaware Township Board of Education in the previous one year, and that the contract will prohibit the following professionals from making any reportable contributions through the term of the contract, and

**NOW THEREFORE, BE IT RESOLVED** that the Board of Education of Delaware Township authorized **Gary Johnston** to enter into a contract with the following professionals described herein; and

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination Value be placed on file with this Resolution; and

**BE IT FURTHER RESOLVED** that these appointments be duly advertised by the School Business Administrator in the Board's official newspaper.

<b>NAME OF PROFESSIONAL</b>	<b>SERVICE PROVIDED</b>	<b>CONTRACT AMOUNT</b>
Dr. Stuart Freedenfeld – Stockton Medical Group	School Physician	TBD
Bollinger Insurance	Student Accident Insurance	NA
School Alliance Insurance Fund – Herder Tarricone (Risk Manager)	Property and Liability	NA
Therapeutic Intervention	Occupational and Physical Therapy	School Based - \$86.50 per hour Home Based - \$97.00 per hour Evaluation - \$300.00 Out of District - \$50.00 per hour
Integration Station	Occupational Therapy – on site Occupational Therapy – mobile unit	\$90.00 per hour \$125.00 per hour
Cumberland Therapy Services	Occupational Therapy Physical Therapy	\$79.00 per hour \$84.00 per hour
Debra Baumann Consulting	Behavioral Consultant	\$90.00 per hour
Dr. Pamela Moss	Psychiatrist	\$750.00 includes written report
Hunterdon Medical Center	Neuro-developmental Evaluations	\$795.00 until December 2009
Morristown Memorial Hospital	Neuro-developmental Evaluations School Psychological Evaluations Clinical Psychological Evaluations	\$525.00 includes written report \$472.00 includes written report \$472.00 includes written report
Robert Wood Johnson Hospital	Neuro-developmental Evaluations	\$485.00 includes written report
Clarity Behavioral Consulting	Behavioral Consultant OT/PT/SLP	\$105.00 per hour \$75.00 per hour

Comegno Law Group – John Comego	Board Attorney	\$185.00 per hour – Attorney Exhibit #2
Schwartz Simon Edelstein Celso & Kessler – Allan Dzwilewski	Board Attorney	\$145.00 per hour – Attorney \$100.00 per hour – Clerk Exhibit #3
Vincek & Petrocci Architects	Architects	\$1,850.00 per month plus expenses
Barre & Company	Auditors	TBD
Brown & Brown	Health Benefits Broker	NA
Hunterdon County ESC	Various Services as Needed	Exhibit #4
Somerset County ESC	Various Services as Needed	Exhibit #5
Metropolitan Life, Equitable, Valic, Siracusa	Tax Shelter Annuity Companies	NA

The motion carried unanimously.

#### XIII. DESIGNATION OF OFFICIAL NEWSPAPER

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

**Recommend** the Board designate the Hunterdon County Democrat, and alternate, Trenton Times, as the official newspapers.

The motion carried unanimously.

#### XIV. APPROVAL OF MEETING DATES, TIME, and LOCATION FOR 2009-2010

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

**Recommend** the Board approve the following meeting dates, time, and location for the 2009 2010 school year:

May 26, 2009	November 24, 2009
June 23, 2009	December 15, 2009*
August 11, 2009	January 26, 2010**
September 22, 2009	February 23, 2010**
October 27, 2009	March 23, 2010**
	April 27, 2010

Fourth Tuesday of every month  
7:30 p.m.  
Performing Arts Center

\* Changed to 3<sup>rd</sup> Tuesday due to Winter Break

\*\* Start time changed to 7:00 pm

The motion carried unanimously.

A motion was made by Mr. Wohl and seconded by Mr. Novak to approve Agenda Items Under XVI(Curriculum/Instruction), XVII(Finance/Facilities), and XVIII(Personnel/Policy). After discussion, Item #6 under Personnel/Policy was removed for a roll call vote.

## XVI. CURRICULUM/INSTRUCTION

1. **Recommend** the Board adopt the following existing curriculum and textbooks for the 2009-2010 school year on file in the Principal/Curriculum Coordinator's office:

Art	Computer Literacy
English as Second Language	Gifted and Talented
Comprehensive Health and Physical Education	Language Arts
Library Media Instruction	Math
Music	Science
Social Studies	World Languages
Technology	Intervention

2. **Recommend** the Board approve the existing program of guidance and counseling services on file in the Principal/Curriculum Coordinator's office.

## XVII. FINANCE/FACILITIES

1. **Recommend** the Board approve the Tuition Rate for the 2009-2010 at \$5,650.00 per year. The Board will accept tuition students per the guidelines as outlined in the attached. Exhibit #6
2. **Recommend** the Board approve the **Chart of Accounts**.
3. **Recommend** the Board approve the Business Administrator/Board Secretary to pay bills between board meetings.
4. **Recommend** the Board approve the procurement of **Goods and Services through State Agencies (State Contracts)**.
5. **Recommend** the Board approve the following **Travel Maximum Resolution**:

Whereas, Delaware Township School District policy and NJAC 6A:23B-1.2(b) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2009-2010 school year.

Now Therefore Be It Resolved, that the Delaware Township School Board of Education hereby establishes the school district travel maximum for the 2009-2010 school year at the sum of \$28,950.00, and

Be It Further Resolved, that the office of the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

ACCOUNT NUMBER	TITLE OF ACCOUNT	AMOUNT
11-000-223-320	Teacher Workshops	\$15,750.00
11-000-223-580	Workshops/Travel	\$ 3,500.00
11-000-230-320	Professional Improvement	\$ 500.00
11-000-230-580	Superintendent/Travel	\$ 3,500.00
11-000-240-320	Professional Improvement/Principal & Assistant	\$ 3,000.00
11-000-240-580	Principal & Assistant Travel	\$ 500.00
11-000-251-320	Professional Improvement/Business Administrator	\$2,000.00
11-000-251-580	Business Administrator/Travel	\$ 200.00
	<b>TRAVEL MAXIMUM</b>	<b>\$28,950.00</b>

## XVIII. PERSONNEL/POLICY

1. **Recommend** the Board approve the attached list of substitute teachers, nurses, clerical workers, paraprofessionals, and bus drivers, per the recommendation of the Superintendent. Exhibit #7
2. **Recommend** the Board approve the following rate of pay for substitutes for the 2009-2010 school year:

TYPE OF SUBSTITUTE	RATE OF PAY
Teacher, Para, Clerical	\$90.00 per day
Nurse	\$100.00 per day
Bus Driver	\$19.50 per hour
Custodian	\$10.50 per hour

3. **Recommend** the Board adopt the existing school district policies and bylaws, which are on file in the School Business Administrator's office.
4. **Recommend** the Board approve the Superintendent to issue a Letter of Intent to Hire between Board meetings.
5. **Recommend** the Board appoint **Gary Johnston** as the Board Secretary for the district.

The motion carried unanimously.

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

6. **Recommend** the Board appoint **Linda Zengel** as the Treasurer of School Monies, effective July 1, 2009 through June 30, 2010, at an annual salary of \$4,800.00.

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			
Mr. Lawrence Wohl	X		

The motion carried unanimously.

A motion was made by Mr. Wohl and seconded by Mr. Falk to approve the following Committee appointments(XIX) and Board Liaison appointments(XX):

## XIX. COMMITTEE APPOINTMENTS

- A. Finance/Facilities
  - Chairperson – Mr. Harkness
  - Committee Members – Mrs. Roethel, Mr. Novak
  - Meeting Date and Time – 3<sup>rd</sup> Tuesday of Month – 8:30 am

- B. Personnel/Policy  
Chairperson – Mr. Falk  
Committee Members – Mrs. Ubry, Mrs. Mumford  
Meeting Date and Time – 2<sup>nd</sup> Monday of Month – 1:00 pm
- C. Curriculum/Instruction  
Chairperson – Mr. Bruhl  
Committee Members – Mr. Wohl, Mr. Pulkowski  
Meeting Date and Time – 4<sup>th</sup> Tuesday of Month – 6:30 pm

XX. BOARD LIAISONS APPOINTMENTS

- A. Recreation – Mr. Falk
- B. PTA – Mr. Bruhl
- C. Township – Mr. Novak
- D. ESC – Mr. Bruhl
- E. Planning Board – Mr. Wohl
- F. Education Foundation – Mr. Falk/Mr. Pulkowski
- G. HCSBA – Mr. Harkness
- H. NJSB Legislature – Mr. Harkness
- I. Parent Advisory Committee – Mrs. Roethel
- J. Community Relations – Mrs. Ubry
- K. HCRHS – Mrs. Mumford
- L. DTAA – Mr. Novak

The motion carried unanimously.

XXI. REGULAR MEETING AGENDA BEGINS

XXII. AUDIENCE PARTICIPATION

A few second grade parents questioned whether a decision had been made regarding their prior request for three sections of third grade for 2009-2010. Mrs. Ryan responded that she had verbally recommended three sections to Dr. Wiener. However, a decision will probably not be made until the middle of July when enrollments are clear and scheduling is finalized.

XXIII. CORRESPONDENCE

There was no correspondence to discuss.

XXIV. PRESENTATIONS

Mrs. Kathy Racile, Child Study Team Supervisor, presented the Special Education Self-Assessment and Improvement Plan to the Board. She recommended that this document be approved under the Curriculum/Instruction/Technology section of the agenda. A copy of the report (Exhibit #10) is filed in the Official Minutes Book.

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

- 1. Student Enrollment 4-15-09  
Exhibit #8

GRADE	ENROLLMENT	SECTIONS	AVERAGE CLASS SIZE
Kindergarten	43	3	14.3
Grade 1	48	3	16.0
Grade 2	41	2	20.5

Grade 3	57	3	19.0
Grade 4	55	3	18.3
Grade 5	56	3	18.7
Grade 6	60	3	20.0
Grade 7	54	3	18.0
Grade 8	43	3	14.3
Pre School	3		
Home Instruction	0		
Tuition Sent	5		
TOTAL	465	26	17.6

2. Evacuation Drills –
  - a. March 25, 2009 – 9:45 am
  - b. March 27, 2009 – 1:45 pm
  - c. April 9, 2009 – 11:50 am
  - d. April 28 , 2009 – 2:15 pm
3. Suspensions –
 

Month of March, 2009

In School	2
Out of School	0

Total for School year 2008-2009 to date:

In School	3
Out of School	4
4. Budget Update – thanks to everyone involved in the Get Out The Vote campaign. DTS appreciates the support from the community in getting its budget passed.
5. Community Events Update – Discovery Enrichment Program, Senior Citizen Luncheon, and the Student Council Talent Show and band performance were all well attended and successful.
6. Last Day of School is scheduled for June 19<sup>th</sup>.

XXVI. PRESIDENT’S REPORT – Mrs. Linda Ubry reported on the following:

1. School Elections Wrap-Up – welcomed the re-elected Board Members and thanked all the groups and individuals involved in the Get Out The Vote campaign.
2. Regionalization – a county-wide meeting was held on April 22<sup>nd</sup>, hosted by the Executive County Superintendent, Christine Harttraft, and attended by all Board Presidents and Superintendents in Hunterdon County. Mrs. Ubry and Dr. Wiener attended on behalf of DTS. They stated that the meeting was informational regarding the Regionalization Plan that the Executive County Superintendent must complete for K-12 regionalization.
3. The Greening at DTS – the Kids Vote was overwhelmingly in favor of DTS Going Green. Mrs. Ubry encouraged the Board to work with the Administration to make this effort a reality.

XXVII. PRINCIPAL/CURRICULUM COORDINATOR’S REPORT – Mrs. Patricia Ryan explained the selection process for Teacher of the Year. She reviewed the criteria used and announced that Mrs. Moira GaNun was selected as Teacher of the Year and will be honored at a reception prior to the May Board Meeting.

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

1. Projects Update – plans and applications have been submitted by our Architect to the DCA for the Boiler Replacement and Parking Lot Improvement projects. These future projects are included in the Long Range Facility Plan and qualify for 40% funding from the State. Work is continuing on the Athletic Field Improvement project. The completion of this project has been delayed due to the weather conditions this Spring.
2. PERS Pension Payment – Legislation recently signed by the Governor reduces State Aid for DTS by \$28,742 for the 2008-2009 school year. The district is being encouraged to defer an identical amount from its annual payment into the Public Employees Retirement System, to be repaid over 15 years starting in 2012. A resolution to reject this deferral is listed under the Finance/Facilities portion of the agenda (Item #9).

3. Federal Stimulus Allocation Update – Final calculations indicate that DTS will receive \$92,930 in IDEA stimulus funds. The application for the funds and guidelines on expenditures will be forthcoming. The money will need to be spent over a two year period and should not be used to create programs that will have ongoing expenditures.

#### XXIX. MINUTES

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

1. February 24, 2009 (Regular Meeting)
2. February 24, 2009 (Closed Session Meeting)
3. March 17, 2009 (Regular Meeting)
4. March 31, 2009 (Special Meeting)

MEMBERS OF THE BOARD	Yes	No	Abstain
Mr. Thomas Bruhl	X		
Mr. Scott Falk	X		
Mr. James Harkness	X		
Mrs. Catherine Mumford	X		X Mar. 17th
Mr. Kenneth Novak			
Mr. Joseph Pulkowski			X All
Mrs. Kathy Roethel			
Mrs. Linda Ubry			
Mr. Lawrence Wohl			X Mar. 17 <sup>th</sup> Mar. 31st

The motion carried. Abstentions are noted.

#### XXX. COMMITTEE REPORTS

- A. CURRICULUM/INSTRUCTION/TECHNOLOGY - A motion was made by Mr. Wohl and seconded by Mr. Bruhl to approve the following:

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

GRADE	DESTINATION	DATE
1	Philadelphia Zoo	May 12, 2009
5	Regal Barn in Doylestown PA	April 24, 2009 – retro
8	Hunterdon Central High School	June 1, 2009

2. **Recommend** the Board approve the Special Education Self Assessment Document and Improvement Plan, as presented by Mrs. Racile. Exhibit #10

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.

A. FINANCE/FACILITIES

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

1. Pursuant to NJAC 6:20-2.12 (d), the Board Secretary certifies that as of April 28, 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 the month ending March, 2009. Exhibit #11
3. **Recommend** the approval for the payment of bills for April 28, 2009 in the amount of \$272,435.30 (as reviewed by Kenneth Novak). Exhibit #12
4. **Recommend** the Board approve the following payroll amounts:
 

<b>March 31, 2009</b>	-	<b>\$251,495.77</b>
<b>April 9, 2009</b>	-	<b>\$254,124.74</b>
5. **Recommend** the Board approve the attached transfers, totaling \$153,300.00. Exhibit #13
6. **Recommend** the Board approve the following list of Use of Facilities/Buses.

GROUP	APPLICANT	ACTIVITY	DATE	TIME	LOCATION
Thanksgiving in the Country	Sandi Fisher	Bus Trip	Saturday, May 2, 2009	9:00 am to 3:30 pm	Parking Lot Only
DTS PTA	Elaine DeWan	Babysitting Class	Saturday, April 25, 2009 - retro	9:30 am to 4:30 pm	Room 111 or equivalent
DTS PTA	Peggy Hollasch	Used Clothing Drive	Saturday, May 9, 2009	8:00 am to 12:00 pm	Lobby and Bathrooms
Sergeantsville Fire Department	Edward Fleming	Fire Drill	Wednesday, May 20, 2009	7:00 pm	Entire Building
Delaware Township Police Department	Ptl. Richard Gordon	Active Shooter Training	Friday, April 17, 2009 - retro	12:00 pm to 4:00 pm	Entire Inside Building

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 #15

Last Name	First Name	Workshop/Conference	Dates	Include (see below)	Maximum Amount
Smith	Rosemary	CDK User Meeting	May 29, 2009	M	\$18.60
Ryan	Patricia	Required Training in School Law, Ethics, & Governance	June 22, 23, 24, 25, 2009	R	\$300.00
Hesington	Michael	Required Training in School	June 22, 23,	R	\$300.00

		Law, Ethics, & Governance	24, 25, 2009		
McGann	Carol	Winners Workshop	May 1, 2009	R M	\$179.00 \$32.24
Klemchalk	Pat	Documentation Seminar	May 11, 2009	R	\$69.00

8. **Recommend** the Board approve the following **Section 125 Plan** resolution: Exhibit #16

**RESOLVED**, that the form of Cafeteria Plan including a Premium Expense Account, effective July 1, 2007, is hereby approved and adopted and that the proper officers of the Board of Education are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

**RESOLVED**, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

**RESOLVED**, that the proper officers of the Board of Education shall act as soon as possible to notify the employees of the Board of Education of the adoption of the Cafeteria Plan by providing a copy of the summary description of the Plan in the form of the Summary Plan Description which form is hereby approved.

9. **Recommend the** Board approve the following **Resolution on PERS Pension Obligation Deferral**:

**WHEREAS**, the Legislature passed and the Governor signed S-15 as Chapter 22, P.L. 2009 that reduces the State Aid for the Delaware Township School District for the 2008-2009 school by an amount approximating \$28,742.00;

**AND WHEREAS**, the Legislature passed and the Governor signed S-21 as Chapter 19, P.L. 2009 that provides school districts with two options concerning their obligation to pay the Public Employees Retirement System, namely payment in full by April 30, 2009, or payment of one-half of the pension obligation by April 30, 2009;

**AND WHEREAS**, payment of one-half of the pension obligation requires the district to apply for a deferral schedule which will start in April 2012 and continue for 15 years to repay the deferred portion to the retirement system;

**AND WHEREAS**, deferred payments are subject to normal actuarial growth on accrued liabilities of the pension system, which most recently was a rate of 8.25%;

**AND WHEREAS**, the School Business Administrator has reviewed the cash flow needs of the Delaware Township School District, the surplus balance position of the district, and the impact of the deferral on future budgets if the district should elect to take the deferral or reject the deferral;

**NOW BE IT RESOLVED** by the Delaware Township Board of Education that:

It hereby rejects the offer of a deferral by the New Jersey Public Employees Retirement System and authorizes the School Business Administrator to pay the 2009 PERS pension obligation in full before April 30, 2009.

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.

The Board recessed from 9:13 pm to 9:25 pm.

#### XXXI. EXECUTIVE SESSION

A motion was made by Mr. Novak and seconded by Mrs. Mumford 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).

The motion carried unanimously.

#### XXXII. PERSONNEL/POLICY

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

1. **Recommend** the Board approve the attached list of tenured staff members for the 2009-2010 school year, per the recommendation of the Superintendent. Exhibit #17
2. **Recommend** the Board approve the attached list of non-tenured staff members for 2009-2010 school year, per the recommendation of the Superintendent. Exhibit #18
3. **Recommend** the Board approve the attached list of paraprofessionals, bus drivers, and secretarial staff for the 2009-2010 school year, per the recommendation of the Superintendent. Exhibit #19
4. **Recommend** the Board approve purchasing a \$50.00 savings bond for the DTS Distinguished Student of the Year. This student will be invited to the May Board of Education meeting to receive this bond.
5. **Recommend** the Board approve up to a total of 8 teachers, names to be determined, to be compensated 1 hour for an orientation evening meeting for next year's sixth grade parents, at the negotiated rate of \$35.50 per hour, per the recommendation of the Superintendent.
6. **Recommend** approval be given for the following substitute teachers/nurse/secretary, 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 teachers/nurses/secretaries."

APPLICANT'S NAME	CERTIFICATION	NOTES
Kendra Ninaltowski	Substitute	Currently attending Penn State

7. **Recommend** the Board approve the dismissal of **Penny Riley** as a part-time paraprofessional, effective retroactively to April 9, 2009, per the recommendation of the Superintendent.
8. **Recommend** the Board approve **Jaime Payne**, as a part-time paraprofessional, effective retroactively to April 20, 2009 through June 30, 2009 – Step 1 - .44 time - at a pro-rated salary of \$1,860.00, per the recommendation of the Superintendent.

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.

#### XXXIII. BOARD REPRESENTATIVES LIAISON REPORTS

- A. Recreation – The fishing derby was held last weekend and the summer recreation program is scheduled for July.
- B. PTA – upcoming events include Science Night, Faculty and Staff Appreciation Day, and the Mother’s Day Plant Sale. The Teacher of the Year reception will take place prior to the May Board Meeting.
- C. Township – no report.
- D. ESC – no report.
- E. Planning Board – identifying areas to reorganize clustering to better manage ongoing expansion.
- F. Education Foundation – economic slowdown is hurting fundraising. Student Council is continuing to raise money for the proposed sign for the school.
- G. HCSBA – Delegate Assembly meets on May 16<sup>th</sup>.
- H. NJSB – no report.
- I. Parent Advisory Committee – working well this year. Meets the first Tuesday of the month after school.
- J. Community Relations
- K. HCRHS – Budget was passed.
- L. DTAA- Baseball is continuing.

#### XXXIV. OTHER/OLD BUSINESS

There was no other/old business discussed.

#### XXXV. ADJOURNMENT

A motion was made by Mr. Pulkowski and seconded by Mr. Novak to adjourn the meeting at 10:35 pm.