

**HARRISON TOWNSHIP SCHOOL DISTRICT
MULLICA HILL, NEW JERSEY
BOARD OF EDUCATION REGULAR MEETING
Tuesday, February 20, 2024 – 7:00 PM**

A G E N D A

I. Call to Order: The New Jersey Open Public Meeting Act of 1975 was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act, Harrison Township Board of Education has caused notice of the meetings to be published by having the dates, time, and place thereof posted on the Harrison Township School District website, at the Harrison Township School Building, and mailed to the Township Municipal Clerk, the South Jersey Times, and the Courier Post.

The Regular Meeting of the Harrison Township Board of Education will be called to order at _____ p.m. on Tuesday, February 20, 2024.

II. Roll Call:

_____ Todd Baron	_____ Janette Coslop	_____ Marissa Straccialini
_____ Jennifer Bowen	_____ Louis DiBacco	_____ Shannon Williams
_____ Walter Bright	_____ Alexis Rubino	_____ Stacey Muscarella

Attendance:

_____ Missy Peretti _____ Robert Scharlé _____ Other _____

III. Flag Salute: I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

IV. President’s Welcome:

V. Audience Participation I: The Board President will recognize those individuals who wish to comment on the agenda items. Please respect the following procedures:

- 1) Be recognized by the Board President.
- 2) State your full name and address.
- 3) Identify the agenda item you wish to comment on.
- 4) Wait to be recognized before making your comments.
- 5) Limit your comments to specific items.

VI. Approval of Minutes:

It is recommended that the Board of Education approve the following action items:

1. Approval of minutes of the January 22, 2024 Regular Session of the Board of Education Meeting. (*Attachment: Min. #1*)

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Janette Coslop	_____ Marissa Straccialini
_____ Jennifer Bowen	_____ Louis DiBacco	_____ Shannon Williams
_____ Walter Bright	_____ Alexis Rubino	_____ Stacey Muscarella

VII. Committee Reports:

1. Standing Committees
 - a. Finance – Walter Bright
 - b. Curriculum – Stacey Muscarella
 - c. Personnel – Shannon Williams
 - d. Negotiations – Jennifer Bowen
 - e. Board Development – Todd Baron
2. Ad Hoc Committees
 - f. Public Relations – Alexis Rubino
 - g. School Safety – Shannon Williams
 - h. Shared Services – Marissa Straccialini
 - i. Transportation – Lou DiBacco
3. Delegate/Representative Reports (if any)

VIII. Correspondence: (*Copies of Correspondence are included in backup materials*)

1. Letter from Jennifer Ford received February 1, 2024 re: resignation.

IX. Business Administrator’s Report:

- A. Finance

It is recommended that the Board of Education approve the following action items:

1. Appropriation Adjustment List for January 2024. (*Attachment: Fin. #1*)
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 2024. The Cash Reconciliation Report and Secretary’s Reports are in agreement for the month of January 2024. (*Attachment: Fin. #2*)
3. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 2024. The Board Secretary certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. (*Attachment: Fin. #3*)

4. Board Secretary in accordance with N.J.A.C. 6A:23A-16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
5. Board of Education Certification – pursuant to N.J.A.C. 6A:23A-16.10 (c) 4. We certify that after review of the Secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23-16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
6. Payment of Bills:
 - a. January 2024 Ratified Bill List \$1,735,966.75 (*Attachment: Fin. #6a*)
 - b. February 2024 Bill List \$258,052.24 (*Attachment: Fin. #6b*)
7. Consolidated Food Service Report for November and December 2023. (*Attachment: Fin. #7*)
8. Approval of resolution of the School Development Authority (SDA) Grant Agreement for the HTS HVAC Controls. (*Attachment: Fin. #8*)
9. Approval of agreements for Gloucester County Special Services School District (GCSSSD) to provide purchasing for 2024-2025 nonpublic technology and textbooks contingent upon New Jersey Department of Education approval and funding.

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Janette Coslop	_____ Marissa Straccialini
_____ Jennifer Bowen	_____ Louis DiBacco	_____ Shannon Williams
_____ Walter Bright	_____ Alexis Rubino	_____ Stacey Muscarella

X. Superintendent’s Report:

A. Personnel

The Superintendent recommends to the Board of Education the approval of the following action items:

1. Acceptance of the resignation of Jennifer Ford, long-term Substitute Teacher at Harrison Township School, effective March 9, 2024.
2. Retroactive approval of Stephanie Guenther to provide homebound instruction for a total of ten hours, five hours per week for two weeks, effective February 1, 2024 at the contracted rate of \$37.45 per hour.

3. Approval of the employment of the following individuals as substitutes for the district on an as-needed basis, effective through June 30, 2024, at the currently-approved hourly and daily rates, pending receipt of required clearances:

Nicole Southrey – Transportation Aide Jacob Hall – Transportation Aide
 Renee Gavio - Teacher

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Janette Coslop	_____ Marissa Straccialini
_____ Jennifer Bowen	_____ Louis DiBacco	_____ Shannon Williams
_____ Walter Bright	_____ Alexis Rubino	_____ Stacey Muscarella

B. Education

It is recommended that the Board of Education approve the following action items:

1. Approval of the homebound instruction for Student #25069 for five hours a week of instruction for two weeks beginning February 1, 2024.
2. Approval of the acceptance of a McKinney-Vento Third Grade Student #27217 from Swedesboro-Woolwich for a pro-rated tuition revenue of \$7,474.00 for the period of September 7, 2023 through January 25, 2024.

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Janette Coslop	_____ Marissa Straccialini
_____ Jennifer Bowen	_____ Louis DiBacco	_____ Shannon Williams
_____ Walter Bright	_____ Alexis Rubino	_____ Stacey Muscarella

C. Administration

It is recommended that the Board of Education approve the following action items:

1. Approval of the classroom observation placement of Nicole Nastasi, Rider University Student, to observe Special Education Classrooms on March 8, 2024 and April 5, 2024.
2. Approval for Nicole Huck to attend *Hands on Activities to Differentiate Math Centers* on February 28, 2024 in Blackwood at a cost of \$149.00 plus mileage reimbursement.
3. Approval of the reimbursement of graduate tuition cost to Kelly Meagher following successful completion of the following courses through Western Michigan University, according to terms in the negotiated agreement, requested amounts stated, with reimbursement June 2025:
 - a. Collaboration and Consultation in SPED – June 2024 through August 2024 - \$2,294.28

4. Approval of the transportation department attendance stipend for the 2023-2024 school year.
5. Approval of Sixth Grade classes to visit Fun City, Blackwood, NJ during the 2023-2024 school year.
6. Acknowledgement of safety drills conducted in the district schools:
 - a. Evacuation Drill
 - 1) Harrison Township School – January 26, 2024 (AM)
 - 2) Pleasant Valley School – January 26, 2024 (PM)
 - 3) Harrison Township School – February 6, 2024 (PM)
 - b. Fire Drill – alarm pulled
 - 1) Pleasant Valley School – February 8, 2024 (PM)

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Janette Coslop	_____ Marissa Straccialini
_____ Jennifer Bowen	_____ Louis DiBacco	_____ Shannon Williams
_____ Walter Bright	_____ Alexis Rubino	_____ Stacey Muscarella

D. Policy

It is recommended that the Board of Education approve the following action items:

1. No items at this time.

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Janette Coslop	_____ Marissa Straccialini
_____ Jennifer Bowen	_____ Louis DiBacco	_____ Shannon Williams
_____ Walter Bright	_____ Alexis Rubino	_____ Stacey Muscarella

E. Transportation

It is recommended that the Board of Education approve the following action items:

1. No items at this time.

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Janette Coslop	_____ Marissa Straccialini
_____ Jennifer Bowen	_____ Louis DiBacco	_____ Shannon Williams
_____ Walter Bright	_____ Alexis Rubino	_____ Stacey Muscarella

F. Buildings & Grounds

It is recommended that the Board of Education approve the following action items:

1. Approval to award low quote to Four Seasons Landscaping, LLC for lawn service for a two-year period from April 1, 2024 through March 31, 2026 pursuant to N.J.S.A 18A:18A:-37(a). (*Attachment: B&G: 1*)

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Janette Coslop	_____ Marissa Straccialini
_____ Jennifer Bowen	_____ Louis DiBacco	_____ Shannon Williams
_____ Walter Bright	_____ Alexis Rubino	_____ Stacey Muscarella

XI. New Business:

XII. Old Business:

XIII. Audience Participation II:

XIV. Recess into Executive Session (if necessary):

It is recommended that the Board of Education, by Resolution, adjourn into Executive Session from which the general public will be excluded to discuss school matters. The results of this session will be made public immediately after or as soon thereafter as a decision is reached. Action may be taken.

MOTION TO APPROVE: _____ **SECOND:** _____

Time: _____ **Voice vote:** _____

XV. Out of Executive Session:

MOTION TO APPROVE: _____ **SECOND:** _____

Time: _____ **Voice vote:** _____

XVI. Adjournment:

MOTION TO APPROVE: _____ **SECOND:** _____

Time: _____ **Voice vote:** _____