

**HARRISON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION
120 N. MAIN STREET
MULLICA HILL, NEW JERSEY**

**REGULAR MEETING
SEPTEMBER 23, 2024
7:00 PM**

Mrs. Stacey Muscarella, Board President, called the meeting of the Harrison Township Board of Education to order in the music room at Pleasant Valley School at 7:00 p.m. It was announced that the Board might adjourn into Executive Session during the meeting to discuss personnel, student issues, property, or any other matter appropriate for this session, the results of which would be made public at a later date.

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.

II. Roll Call:

Mr. Todd Baron	Mrs. Stacey Muscarella
Mrs. Jennifer Bowen	Ms. Alexis Rubino
Mr. Walter Bright	Mrs. Marissa Straccialini
Mrs. Janette Coslop	Mrs. Shannon Williams
Mr. Louis DiBacco	

Others Present:

Dr. Missy Peretti, Superintendent of Schools, Mr. Robert Scharlé, School Business Administrator/ Board Secretary, and Mrs. Lisa Ridgway, Interim School Business Administrator.

III. Flag Salute:

Led by Stacey Muscarella, Board President of the Harrison Township Board of Education.

IV. President's Welcome:

Report on the Harrison Township School District's placement on the NJQSAC Continuum, as measured during the May 28, 2024 monitoring.

Dr. Peretti indicated that the County Office visited us on May 28, 2024 as part of the NJ Quality Single Accountability Continuum (NJQSAC), also known as monitoring.

- We are required to report NJQSAC feedbacks
- Five areas of monitoring (see attached)
- Four out of five areas were above the 80% threshold
- Requires a district improvement plan for Instruction and Program
 - We have seven days to request reconsideration
 - Dr. Peretti already requested reconsideration
 - Dr. Peretti explained the situation and the impact of COVID restrictions when the test results were utilized for scoring
 - We have already made significant improvements
 - We are one of three districts by iReady diagnostic to receive super stretch school for Math and LAL out of over 300 districts
 - Dr. Peretti reviewed the requirements of a District Improvement Plan (DIP)
 - Dr. Peretti will report the measures taken to improve since the scoring testing
- A discussion ensued regarding:
 - Timing of results
 - Prior scores

V. Audience Participation I:

None

VI. Approval of Minutes:

Motion: For the Board of Education to approve the following action items:

1. Approval of minutes of the August 19, 2024 Regular and Executive Sessions of the Board of Education Meeting. (**Attachment: Min. #1**)

Motion: Mrs. Bowen	Second: Mr. Bright
Roll Call: (8-0-1)	Carried: Yes
Abstained: Mrs. Straccialini	

VII. Committee Reports:

1. Standing Committees
 - a. Finance – Walter Bright (No report at this time.)
 - b. Curriculum – Stacey Muscarella (No report at this time.)
 - c. Personnel – Shannon Williams (No report at this time.)
 - d. Negotiations – Jennifer Bowen (No report at this time.)
 - e. Board Development – Todd Baron (No report at this time.)
2. Ad Hoc Committees
 - f. Public Relations – Alexis Rubino (No report at this time.)
 - g. School Safety – Shannon Williams (No report at this time.)
 - h. Shared Services – Marissa Straccialini (No report at this time.)
 - i. Transportation – Lou DiBacco (No report at this time.)
3. Delegate/Representative Reports (No report at this time.)

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

1. Email from Terry Wraga received September 3, 2024 re: retirement.
2. Email from Katie Morrison received September 4, 2024 re: resignation.
3. Letter from Karen Giambrone received September 13, 2024 re: resignation.
4. Letter from Superior Court of NJ received September 18, 2024 re: restitution.

IX. Business Administrator's Report:

A. Finance

Motion: For the Board of Education to approve the following action items:

1. Appropriation Adjustment List for August 2024. *(Attachment: Fin. #1)*
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 2024. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of August 2024. *(Attachment: Fin. #2)*
3. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 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. August 2024 Ratified Bill List \$658,947.53 *(Attachment: Fin. #6a)*
 - b. September 2024 Bill List \$1,022,103.54 *(Attachment: Fin. #6b)*
7. Approval of the 2024-2025 Nonpublic Security Program Agreement with Friends School (Nonpublic School). *(Attachment: Fin. #7)*
8. Approval of the 2024-2025 Agreement with Gloucester County Special Services School District to provide Chapter 226 Nonpublic Nursing Services. *(Attachment: Fin. #8)*
9. Approval of the resolution for the 2024-2025 Nonpublic Services Agreement with Gloucester County Special Services School District to provide all services under P.L., Chapter 192 and 193. *(Attachment: Fin. #9)*
10. Approval to withdraw additional funds from the Maintenance Reserve for the repair of the cooling tower in the Pleasant Valley School for the amount of \$19,360.84.

11. Approval of Lisa Ridgway, Interim Board Secretary/School Business Administrator, as the Qualified Purchasing Agent and Custodian of Records for the Harrison Township School District effective October 1, 2024.

Motion: Mr. Bright
Roll Call: (9-0)

Second: Mrs. Coslop
Carried: Yes

X. Superintendent's Report:

A. Personnel

Motion: For the Board of Education to approve the following action items:

1. Acceptance of the retirement of Terry Wraga, Instructional Aide at Harrison Township School, effective December 1, 2024.

Dr. Peretti acknowledged Terry Wraga for her 22.5 years as an Instructional Aide and thanked her for her service.

2. Acceptance of the resignation of Katie Morrison, Special Education Aide at Harrison Township School, effective after the contractual 30 days or as soon as a replacement can be secured.

Dr. Peretti acknowledged Katie Morrison for her 1 year as a Special Education Aide and thanked her for her service.

3. Acceptance of the resignation of Karen Giambrone, General Aide at Pleasant Valley School, effective September 20, 2024.

Dr. Peretti acknowledged Karen Giambrone for her 2 years as a General Aide and thanked her for her service.

4. Approval of Alison Cusack to provide homebound instruction for 5 hours for 6-8 weeks (TBD) at the approved contractual rate of \$38.69/hour.

5. Approval of Krissy Guarro to provide homebound speech services for 25 minutes two times per cycle at the approved contractual rate of \$38.69/hour.

6. Approval of the retraction of employment of Samuel Berardi, part-time General Aide at Harrison Township School due to required clearances still pending.

7. Approval of the employment of Alyssa Pastore, of Swedesboro, NJ, as Part-Time Special Education Aide at Harrison Township School, effective September 30, 2024 through June 30, 2025, with salary established at Step 1 (\$22.59/hour), in accordance with the 2022-2025 contract between H.T.E.A. and H.T.B.O.E., pending receipt of required clearances. (**Attachment: Pers. #7**)

8. Retroactive approval of the employment of Anne Rutledge, of Mullica Hill, NJ, as part-time General Aide (5.0 hours/day) at Harrison Township School, effective September 9, 2024 through June 30, 2025 at a salary established at Step 1 (\$15.13/hour) in accordance with the 2022-2025 contact between H.T.B.O.E. and H.T.E.A., pending receipt of required clearances. (**Attachment: Pers. #8**)

9. Approval of the following staff members in the stipend positions listed below, effective September 1, 2024 through June 30, 2025, with a stipend to be determined in accordance with the 2022-2025 contract between H.T.E.A. and H.T.B.O.E.:
 - a. Public Relations Building Liaison, HTS – Taylor Johnson
 - b. Public Relations Building Liaison, PVS – Natalie Markey
 - c. 504 Coordinators, HTS – Heather Schank & Jean Marie Sutton
 - d. 504 Coordinator, PVS – Heather Schank & Chelsea Nelson
 - e. I&RS Coordinators, HTS – Heather Schank & Jean Marie Sutton
 - f. I&RS Coordinator, PVS – Adrienne McGovern
 - g. Student Council Advisors, PVS – Christie Mamaluy & Meghan Hack
 - h. Circle of Friends Advisor, HTS – Nicole Grieb
 - i. Circle of Friends Advisor, PVS – Heather Leonardi
 - j. School Band Director, PVS – Albert Bader
 - k. Choir Director, PVS – Allegra Counsellor
 - l. Safety Patrol Coordinators, PVS – Michael Brodzik & Deneen Dougherty

10. Approval of the employment of the following individuals as substitute teachers, nurses, general aides, bus drivers, bus aides and custodians for the district on an as-needed basis, effective through June 30, 2025, at the currently-approved hourly and daily rates, pending receipt of required clearances.

Melissa Lack – Teacher	Dara Hecht - Teacher
Grace D’Amico - Teacher	Adriana Rossell - Teacher
Chloe Weber - Teacher	Rachel Hess – General Aide
Wendy Cole – School Nurse	Jamie Sabec – School Nurse
Jenna Broadbent - Teacher	Stephen Brown – Bus Driver
Kristin Bennett - Teacher	Lindsey Moffa - Teacher
Zoraida Valentin-Natale – General Aide	Emily Mathis - Teacher
Lucinda Bull – General Aide	Karen Giambrone – General Aide
Paul Bentz – Bus Driver	Theresa Whittle – General Aide
Ralph Clark – Transportation Aide	Loriel Dewedoff – Teacher & General Aide
Juliana Gallego – General Aide	Kaydene Hanson – Teacher & General Aide

11. Approval of the employment of Katlyn Deschler, of Monroeville, NJ, as part-time General Aide (2.75 hours/day) at Pleasant Valley School, effective September 24, 2024 through June 30, 2025 with salary established at Step 1 (\$15.13/hour), in accordance with the 2022-2025 contract between H.T.E.A. and H.T.B.O.E., pending receipt of required clearances.

12. Acceptance of the retirement of Janet Nicora, Bus Driver for the district, effective October 31, 2024.

Dr. Peretti acknowledged Janet Nicora for her 14 years as a bus driver and thanked her for her service.

Motion: Mrs. Williams	Second: Mr. Baron
Roll Call: (9-0)	Carried: Yes

B. Education

Motion: For the Board of Education to approve the following action items:

1. Approval of the homeschooling of Student #30034 for the 2024-2025 school year per parent request received September 5, 2024.
2. Approval of Student #27000 to attend Bankbridge in Deptford, NJ for the 2024-2025 school year at a tuition rate of \$42,690.00 and a one-on-one aide rate of \$41,580.00.
3. Approval of homebound instruction of Student #29032 for five hours per week for 6-8 weeks (TBD).
4. Approval of homebound speech services for Student #29032 for 25 minutes two times per cycle.

Motion: Mrs. Bowen
Roll Call: (9-0)

Second: Mrs. Williams
Carried: Yes

C. Administration

Motion: For the Board of Education to approve the following action items:

1. Approval of Matthew Simmermon and Jeff Pisacreta to attend *Handle with Care Recertification* in Vineland, NJ on October 9, 2024 at a cost of \$525.00 per person as well as mileage reimbursement.
2. Approval of Heather Schank and Jean Marie Sutton to attend *Handle with Care Recertification* in Vineland, NJ on October 11, 2024 at a cost of \$525.00 per person as well as mileage reimbursement.
3. Approval of the reimbursement of graduate tuition cost to Olivia Langerhans following successful completion of the following courses through Rowan University, according to terms in the negotiated agreement, requested amounts stated, with reimbursement June 2025:
 - a. Public Policy, Ethics, and Contemporary Issues – September 2024 through October 2024 - \$2,793.87
 - b. Inquiry 3: Policy Inquiry, Analysis, and Entrepreneurship –September 2024 through December 2024 - \$2,793.87
4. Approval of the reimbursement of graduate tuition cost to Taryn Fogg following successful completion of the following courses through New Jersey City University, according to terms in the negotiated agreement, requested amounts stated, with reimbursement June 2025:
 - a. Early Childhood Curriculum & Programs – September 2024 through December 2024 - \$2,570.40
 - b. Child Study Basis Educational Planning – September 2024 through December 2024 - \$2,570.40
5. Approval of the following Pre-School field trips for the 2024-2025 school year:
 - a. Duffield’s Farm Market in Sewell, NJ
6. Approval of The Wonder Project assembly for third grade classrooms sponsored by the PTA on November 22, 2024.

7. Approval of Dental Health assemblies for preschool and kindergarten classrooms sponsored by the PTA & Dr. Bowen on February 7, 2025.
8. Approval of the Lizard Guy assembly for first grade classrooms sponsored by the PTA on March 20, 2025.
9. Approval of the Prismatic Laser assembly for second grade classrooms sponsored by the PTA on March 28, 2025.
10. Approval of Mother Goose assembly for kindergarten classrooms sponsored by the PTA on April 4, 2025.
11. Acknowledgement of safety drills conducted in the district schools:
 - a. Fire Drill
 - 1) Pleasant Valley School – September 16, 2024 (AM)
 - 2) Harrison Township School – September 16, 2024 (PM)

Motion: Mrs. Straccialini
Roll Call: (9-0)

Second: Mrs. Williams
Carried: Yes

D. Policy

None

E. Transportation

Motion: For the Board of Education to approve the following action items:

1. Approval of Joint Transportation Agreement with Clearview Regional High School District to provide transportation for Student #26162 to Saint John of God/Archbishop Damiano School in Westville, NJ on Bus Route CABSSJA for the period of September 5, 2024 through June 18, 2025 at a cost of \$28,092.15. (*Attachment: Trans. #1*)
2. Approval of Joint Transportation Agreement with Gloucester County Special Services District via Delaware City Bus Company to provide transportation for Student #27000 to Bankbridge in Deptford, NJ on Bus Route S9043Q for the period of September 12, 2024 through June 18, 2025 at a cost of \$27,615.00.

Motion: Mrs. Coslop
Roll Call: (9-0)

Second: Ms. Rubino
Carried: Yes

F. Buildings & Grounds

Motion: For the Board of Education to approve the following action items:

1. Approval of the submission of the Comprehensive Maintenance Plan to the Gloucester County Office of the Department of Education. (*B&G: #1*)
2. Approval of the following groups to utilize the facilities for the 2024-2025 school year:

<u>Name</u>	<u>Location</u>	<u>Type of Use</u>
Boy Scouts	HTS Activity Center	Meetings
Girl Scouts	HTS Activity Center	Meetings
Girl Scouts	PVS Cafetorium	Meetings
Casey Heitman	PVS Room A110	Math Club
Casey Heitman Basketball Clinics	PVS Gym	Basketball
PV Fit	PVS Gym	Youth Fitness
PTA	HTS Library	Meetings
Surge Independent Color Guard	HTS/PVS Gyms	Practices
Chess Club	PVS Cafetorium	Meetings

Motion: Mr. Bright
Roll Call: (9-0)

Second: Mrs. Bowen
Carried: Yes

XI. New Business:

Mr. Scharlé received a request from PTA to sponsor a hole at their golf outing on October 10, 2024 for \$170. We did sponsor a hole last year.

The Board approved the hole sponsor by voice vote.

XII. Old Business:

Dr. Peretti reported that this is Mr. Scharlé’s last board meeting, the last of over 300 board meeting. On behalf of the Board, thank you for your service.

Mr. Bright indicated that he attended the Salem County court proceedings and described the circumstances.

XIII. Audience Participation II:

Sean Henderson congratulated Rob Scharlé on his retirement.

Joe Schwab thanked Rob for everything he taught him and congratulated him on his retirement.

John Williams thanked Rob for his service.

Walter Bright thanked Mr. Scharlé for all his years with the district and wished him the best.

XIV. Recess into Executive Session:

RESOLUTION: To enter into Executive Session at 7:30 p.m.

Motion: Mrs. Williams
Roll Call: Voice

Second: Mrs. Coslop
Carried: Yes

XV. Out of Executive Session:

RESOLUTION: To return to Regular Session at 7:50 p.m.

Motion: Mrs. Williams
Roll Call: Voice

Second: Mrs. Bowen
Carried: Yes

Motion: Approve the termination of an employee as discussed in Executive Session.

Motion: Mrs. Coslop
Roll Call: (9-0)

Second: Ms. Rubino
Carried: Yes

XVI. Adjournment:

There was no further business. A motion was made to adjourn at 7:52 p.m.

Motion: Mr. Bright
Roll Call: Voice

Second: Mr. DiBacco
Carried: Yes

Respectfully Submitted,

Robert E. Scharlé
Board Secretary