

**HARRISON TOWNSHIP SCHOOL DISTRICT  
MULLICA HILL, NEW JERSEY  
BOARD OF EDUCATION REGULAR MEETING  
Monday, December 16, 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 Monday, December 16, 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      \_\_\_\_\_ Lisa Ridgway      \_\_\_\_\_ 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:**

1. Presentation to Lou DiBacco for his service to the Board.
2. Presentation to Alexis Rubino for her service to the Board.
3. Presentation to Marissa Straccialini for her service to the Board.

**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 November 18, 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 Kaitlyn Hogan received November 25, 2024 re: leave of absence.
- 2. Email from Taryn Fogg received December 3, 2024 re: resignation.
- 3. Letter from Linda Moneypenny received December 4, 2024 re: leave of absence.
- 4. Letter from Brittain Hurley received December 4, 2024 re: leave of absence.

**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 November 2024. (*Attachment: Fin. #1*)
- 2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2024. The Cash Reconciliation Report and Secretary’s Reports are in agreement for the month of November 2024. (*Attachment: Fin. #2*)
- 3. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 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. November 2024 Ratified Bill List \$1,773,353.11 (*Attachment: Fin. #6a*)
  - b. December 2024 Bill List \$538,242.65 (*Attachment: Fin. #6b*)
7. Approval of the Shared Services Agreement between Salem County Special Services School District and Harrison Township School District for onsite therapeutic services for student AM. (*Attachment: Fin. #7*)
 

Rates:

Speech/Language Therapy	\$120.00 per hour
Developmental Intervention	\$ 65.00 per hour

Contract term December 1, 2024 through June 30, 2025.
8. Approval of the contract between Spot Therapy, LLC and Harrison Township School District to provide Occupational Therapy and Physical Therapy personnel services. (*Attachment: Fin. #8*)
 

Rate:

Occupational and Physical Therapy \$100.00 per hour

Contract term December 1, 2024 through June 30, 2025.

**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. Approval of the employment of Brian Wasilewski, of Monroeville, as Supervisor of Buildings and Grounds for the District, effective as soon as possible through June 30, 2025, pending required clearances, at a pro-rated salary of \$109,000.00. (*Attachment: Pers. #1*)

2. Acceptance of the resignation of Taryn Fogg, Special Education Teacher at Harrison Township School, effective December 31, 2024.
3. Approval of the employment of Noelle Siniscalichi, of Woodbury, as Special Education Teacher at Harrison Township School, effective as soon as possible through June 30, 2025, with salary established at MA, Step 9 (\$70,586.00) 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. #3)*
4. Retroactive approval of the employment of Nicolette Taglienti, of Sewell, as Long-term Substitute Teacher at Pleasant Valley School, during the absence of Alexis Zuccato for the period of December 9, 2024 through June 30, 2025, with salary established at the daily substitute rate for the first 20 days of service in this role, in accordance with State Statute, followed by a salary established at BA, Step 1 (\$53,087.00) 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. #4)*
5. Approval of a leave of absence for Katlyn Hogan, Speech Language Specialist at Pleasant Valley School, effective March 17, 2025 utilizing 5 accumulated sick days concurrent with FMLA continued with an unpaid leave of absence under NJFMLA until June 13, 2025 with an anticipated return date of September 1, 2025.
6. Approval of a medical leave of absence under FMLA for Linda Money Penny, Bus Driver for the District, retroactively effective November 20, 2024 and extending through February 23, 2025, utilizing accumulated sick days with an anticipated return date of February 24, 2025.
7. Approval of a leave of absence for Brittain Hurley, Fifth Grade Teacher at Pleasant Valley School, effective March 24, 2025 utilizing 10 accumulated sick days, 3 personal days, and 2 family illness days concurrent with FMLA continued with an unpaid leave of absence under NJFMLA until May 30, 2025 with an anticipated return date of June 1, 2025
8. 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.

Kasey Moser - Nurse	Shelby Powell – General Aide
Joyce Hall – Transportation Aide	Sherri Ballinger – Transportation Aide
Joseph W. Schlechter – Transportation Aide	

**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. 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

C. Administration

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

- 1. Retractive approval of Andrea Startare and Tawnya Hartman to attend *Supporting Multilingual Learners in Preschool* in Wayne, NJ on December 13, 2024 at no cost just mileage reimbursement.
- 2. Approval of Olivia Langerhans to attend a virtual *Teacher Leadership Professional Development* workshop at Rowan on December 10, 2024 at no cost.
- 3. Approval of the reimbursement of graduate tuition cost to Olivia Langerhans following successful completion of the following course through Rowan University, according to terms in the negotiated agreement, requested amounts stated, with reimbursement June 2025:
  - a. Sustainable Institutional Change – January 21, 2025 through March 17, 2025 - \$2,793.87
- 4. Approval of the reimbursement of tuition cost to Sheila Nettleton following successful completion of the following course through Rutgers University, according to terms in the negotiated agreement, requested amounts stated:
  - a. Environmental Stewardship, Code Compliance, and Sustainability – February 17, 2025 through March 12, 2025 - \$760.00
- 5. Approval of the reimbursement of tuition cost to Sean Griffith following successful completion of the following course through Rutgers University, according to terms in the negotiated agreement, requested amounts stated:
  - a. Management Supervision and Human Resources – September 2024 through October 2024 - \$853.00
- 6. Approval of the following to attend NJ School Counselor Association Winter Conference on January 10, 2025 at Rowan University at a cost of \$85.00 each:
  - a. Heather Schank
  - b. Adrienne McGovern
  - c. Jean Marie Sutton

- 7. Acknowledgement of safety drills conducted in the district schools:
  - a. Evacuation Drill
    - 1) Pleasant Valley School – November 18, 2024 (AM)
  - b. Fire Drill
    - 1) Pleasant Valley School – November 27, 2024 (AM)
  - c. AED Drill
    - 1) Harrison Township School – December 9, 2024 (AM)
    - 2) Pleasant Valley School – December 9, 2024 (AM)

**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 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>
Harrison Twp. Equity Comm.	PVS Cafeteria	Day of Service
PV Fit	PVS Gym	Youth Fitness Program

**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:** \_\_\_\_\_



**HARRISON TOWNSHIP SCHOOL DISTRICT  
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**BOARD OF EDUCATION REGULAR MEETING**

**Monday, December 16, 2024 – 7:00 PM**

AGENDA – Executive Session

1. Attorney Client Privilege