

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

**REGULAR MEETING
NOVEMBER 18, 2024
7:00 PM**

Mrs. Shannon Williams, Board Vice President, called the meeting of the Harrison Township Board of Education to order in the music room at Pleasant Valley School at 7:01 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 (<i>absent</i>)
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 and Mrs. Lisa Ridgway, Interim School Business Administrator/Board Secretary.

III. Flag Salute:

Led by Shannon Williams, Board Vice President of the Harrison Township Board of Education.

IV. President's Welcome:

V. Audience Participation I:

Daniel Ray Alvarez

- Regarding the appointment of Susan Hodges – Questioned her fees and asked if the district used her in the past.

Dr. Peretti indicated it was not a time for questions and when the resolution is presented to the board, she would present the information.

- Regarding the tuition reimbursement under the administration section – Is there any requirement that mandates a time period of employment or reimburse the district for the expense?
- Regarding the new policies - Where can they be reviewed?

Mr. Alvarez was informed that the policies are on the website.

VI. Approval of Minutes:

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

1. Approval of minutes of the October 28, 2024 Regular Session of the Board of Education Meeting. (**Attachment: Min. #1**)

Motion: Mrs. Bowen Second: Mrs. Coslop
Roll Call: (6-0-2) Carried: Yes
Abstained: Mr. DiBacco and 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
Mrs. Bowen reported that the Board retained counsel.
 - 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. Letter from Richard McGee received November 11, 2024 re: leave of absence.

IX. Business Administrator’s Report:

- A. Finance

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

1. Appropriation Adjustment List for October 2024. (**Attachment: Fin. #1**)
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2024. The Cash Reconciliation Report and Secretary’s Reports are in agreement for the month of October 2024. (**Attachment: Fin. #2**)

3. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 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. October 2024 Ratified Bill List \$1,826,558.99 (*Attachment: Fin. #6a*)
 - b. November 2024 Bill List \$208,381.15 (*Attachment: Fin. #6b*)
7. Approval of the appointment of Susan Hodges, Esquire of Parker McCay as the Board Negotiations Counsel (Negotiator) for the period of November 19, 2024 through December 31, 2025.

Dr. Peretti explained that Susan Hodges was interviewed by the negotiations committee. Dr. Peretti indicated that the Board has worked with Parker McCay previously, but not with Susan Hodges. The contract amount is \$185 per hour, not to exceed \$25,000, which is included in the resolution.

Motion: Mr. Bright
Roll Call: (8-0)

Second: Mr. Baron
Carried: Yes

X. Superintendent's Report:

A. Personnel

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

1. Approval of the employment of Kelly Newman, of Franklinville, NJ, as a Part-time Special Education Aide at Pleasant Valley School, effective November 20, 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. #1*)
2. Approval of a medical leave of absence for Richard McGee, transportation aide, effective December 9, 2024 utilizing accumulated sick and personal days with a return date to be determined.
3. Approval of the increase of revised minimum wage as required by Governor Murphy, effective January 1, 2025, from \$15.13 per hour to \$15.49 per hour. (Note: Financial impact to the district is \$2,020.44 for January 1, 2025 through June 30, 2025).

4. Approval of the employment of Francis Hall, current substitute Bus Driver, as contracted Bus Driver for the District, effective November 19, 2024 through June 30, 2025.
5. 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.
 Donald Caputi - Custodian Abigail Culling - Teacher
 Stephanie Parlett - Teacher
6. Approval of the updated leave of absence for Alexis Zuccato, Fourth Grade Teacher at Pleasant Valley School, effective January 2, 2025, rather than February 3, 2025, utilizing accumulated sick time concurrent with FMLA and continued with an unpaid leave under NJFMLA through the remainder of the year, with a return date of September 1, 2025.

Motion: Mrs. Coslop
 Roll Call: (8-0)

Second: Mrs. Straccialini
 Carried: Yes

B. Education

None

C. Administration

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

1. 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. Analytic Techniques in HPHE – January 6, 2025 through April 26, 2025 - \$2,394.30
2. Approval of the reimbursement of tuition cost to John Berkett following successful completion of the following courses through Rowan University, requested amounts stated, with reimbursement after completion according to the terms of the established contract:
 - a. Information Systems for Managers – January 21, 2025 through March 17, 2025 - \$1,557.98
 - b. Systems Analysis and Design – January 21, 2025 through March 17, 2025 - \$3,115.95
 - c. Marketing Management Fundamentals – March 18, 2025 through May 12, 2025 - \$1,557.98
3. Approval of the School Psychology Practicum Placement of Quinn Maccini with Danielle Nemeth at Harrison Township School from January 21, 2025 through May 9, 2025 under the auspices of Rowan University.
4. Approval of the following field trips for the 2024-2025 school year:
 - a. Sixth grade choral students to the Mullica Hill Senior Center

5. Acknowledgement of a Bus Evacuation Drill at Harrison Township School on October 30, 2024, at 8:30am supervised by AnnaLisa Rodano, Principal. All busses, drivers and aides were in participation.
6. Acknowledgement of safety drills conducted in the district schools:
 - a. Shelter in Place Drill
 - 1) Harrison Township School – November 12, 2024 (PM)

Motion: Mr. Baron Second: Mr. Bright
 Roll Call: (8-0) Carried: Yes

D. Policy

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

1. Approval of the second reading of the following policies:
 - a. P 8500 – Food Services (**Attachment: Pol. #1a**)
 - b. P 8540 – School Nutrition Programs (**Attachment: Pol. #1b**)
 - c. P 8550 – Meal Charges/Outstanding Food Service Bill (**Attachment: Pol. #1c**)
 - d. P 8561 – Procurement Procedures for School Nutrition Programs
 (**Attachment: Pol. #1d**)

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

E. Transportation

None

F. Buildings & Grounds

Motion: For the Board of Education to 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>
Township of Harrison	HTS Parking Lot	Lights on Main Parking
Hulmes/CYFC	PVS Cafeteria	Cheerleading Practice
Memis/TOPSports	PVS Cafeteria	Buddy Training

Motion: Mrs. Coslop Second: Mr. Baron
 Roll Call: (8-0) Carried: Yes

XI. New Business:

Mr. Walter Bright made a comment regarding the music on the phone that allows the public to listen to the Board meeting. (If the music is playing, no one is listening on the telephone.) It is rarely used. The phone was initially set up to keep all stakeholders safe. Mr. Bright suggested that we should go back to regular meetings without the availability of the telephone call.

- A discussion ensued regarding this topic.

Dr. Peretti indicated that she can review and collect data from other districts before making a decision.

XII. Old Business:

None

XIII. Audience Participation II:

Daniel Ray Alvarez

- Regarding the telephone – He appreciates the transparency. If there is no harm to having it then it would be nice for it to remain.

Tina Heil

- Reiterated that there is no harm to everyone being involved. Not everyone can attend in person. Why restrict about what is being discussed. Variety of ways to handle participation.

The board members expressed their views concerning transparency and different means of stakeholder engagement. All members wanted to engage the community and expressed the different methods of communication that is available, including direct communication with administration and board members via email and calling the administration offices.

XIV. Adjournment:

There was no further business. A motion was made to adjourn at 7:35 p.m.

Motion: Mr. DiBacco
Roll Call: Voice

Second: Mr. Bright
Carried: Yes

Respectfully Submitted,

Lisa Ridgway
Interim Board Secretary