

**HARRISON TOWNSHIP SCHOOL DISTRICT
MULLICA HILL, NEW JERSEY
BOARD OF EDUCATION REGULAR MEETING
Monday, January 27, 2025 – 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, January 27, 2025.

II. Roll Call:

| | | |
|----------------------|----------------------|-------------------------|
| _____ Todd Baron | _____ Walter Bright | _____ Colleen Kendrick |
| _____ Tim Bast | _____ John Cavanaugh | _____ Shannon Williams |
| _____ Jennifer Bowen | _____ Janette Coslop | _____ 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:

2024-2025 Mid-Year Budget Review

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 December 16, 2024 Regular and Executive Sessions of the Board of Education Meeting. (*Attachment: Min. #1*)
2. Approval of the minutes of the January 6, 2025 Regular Session of the Board of Education Meeting. (*Attachment: Min. #2*)

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

Roll Call:

| | | |
|----------------------|----------------------|-------------------------|
| _____ Todd Baron | _____ Walter Bright | _____ Colleen Kendrick |
| _____ Tim Bast | _____ John Cavanaugh | _____ Shannon Williams |
| _____ Jennifer Bowen | _____ Janette Coslop | _____ 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 – Janette Coslop
 - g. School Safety – Shannon Williams
 - h. Shared Services – John Cavanaugh
 - i. Transportation – Tim Bast
3. Delegate/Representative Reports (if any)

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

1. Email from Julie Taylor received January 8, 2025 re: retirement.

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 December 2024. (*Attachment: Fin. #1*)
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2024. The Cash Reconciliation Report and Secretary’s Reports are in agreement for the month of December 2024. (*Attachment: Fin. #2*)
3. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 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. December 2024 Ratified Bill List \$1,778,455.60 (*Attachment: Fin. #6a*)
 - b. January 2025 Bill List \$376,388.59 (*Attachment: Fin. #6b*)
7. Approval of Resolution, after review and discussion, to accept the 2023-2024 Report of Audit. (No corrective action plan is necessary). (*Attachment: Fin. #7*)

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

Roll Call:

| | | |
|----------------------|----------------------|-------------------------|
| _____ Todd Baron | _____ Walter Bright | _____ Colleen Kendrick |
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| _____ Jennifer Bowen | _____ Janette Coslop | _____ 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 Katelyn Brothman, of Hammonton, as Long-term Substitute Teacher at Pleasant Valley School, during the absence of Brittain Hurley for the period of March 17, 2025 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. #1*)
2. Approval of the employment of Lisa Pomante, of Mullica Hill, as Part-time Special Education Aide at Harrison Township School effective as soon as possible 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. #2*)

3. Acceptance of the retirement of Julie Taylor, General Aide at Harrison Township School, effective January 8, 2025.
4. 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.

Ashley Elder – Teacher & General Aide Michelle Fiordaliso – Bus Driver

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

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| | | |
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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:

| | | |
|----------------------|----------------------|-------------------------|
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| _____ Tim Bast | _____ John Cavanaugh | _____ Shannon Williams |
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C. Administration

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

1. Approval of the following to attend *Comprehensive SLD Assessment: RTI, PSA & the Disagreements in the Field* on January 27, 2025 at Salem County Vo-Tech at a cost of \$100.00 each plus mileage reimbursement:

| | |
|-----------------|-----------------|
| Lori Hynes | Tina Heil |
| Danielle Nemeth | Jennifer Sedlak |

2. Acknowledgement of safety drills conducted in the district schools:
 - a. Lockdown Drill
 - 1) Pleasant Valley School – December 16, 2024 (AM)
 - 2) Pleasant Valley School – January 14, 2025 (PM)
 - b. Table Top Fire Drill
 - 1) Harrison Township School – December 17, 2024 (PM)
 - c. Fire Drill
 - 1) Pleasant Valley School – December 17, 2024 (AM)
 - d. Shelter In Place Drill
 - 1) Harrison Township School – January 16, 2025 (PM)

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

Roll Call:

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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:

| | | |
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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:

| | | |
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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 Kids | HTS Gym 3 & Activity Center | Before/After Care Program |
| Cub Scouts | PVS Cafeteria | Scout Meeting |
| PTA | PVS Cafeteria | Valentine Bingo |
| Harrison Twp. Rec. Comm. | PVS Cafeteria & Stage | Theatre Camp |
| CYFC | PVS Cafeteria | Football/Cheer Equipment Returns |

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

Roll Call:

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XI. New Business:

Community Projects

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:** _____