

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

**REGULAR MEETING
DECEMBER 16, 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 7:02 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 (<i>absent</i>)
Mr. Walter Bright	Mrs. Marissa Straccialini
Mrs. Janette Coslop	Mrs. Shannon Williams
Mr. Louis DiBacco (<i>absent</i>)	

Others Present:

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

III. Flag Salute:

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

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.

Mrs. Ridgway read the resolution acknowledging Marissa Straccialini for her years of service.

V. Audience Participation I:

Robert Fagen

- When is the non-agenda item participation open?
- When do teachers participate?

VI. Approval of Minutes:

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

1. Approval of minutes of the November 18, 2024 Regular Session of the Board of Education Meeting. (**Attachment: Min. #1**)

Motion: Mrs. Williams	Second: Mr. Bright
Roll Call: (6-0-1)	Carried: Yes
Abstained: Mrs. Muscarella	

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. 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 Money penny 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

Motion: For the Board of Education to 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
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Contract term December 1, 2024 through June 30, 2025.

Motion: Mr. Bright	Second: Mrs. Bowen
Roll Call: (7-0)	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 Brian Wasilewski, of Monroeville, NJ, 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, NJ, 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, NJ, 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 Moneypenny, 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	Sheri Ballinger – Transportation Aide
Joyce Hall – Transportation Aide	Joseph W. Schlechter – Transportation Aide
Shelby Powell – General Aide	
9. Approval of the employment of Scott Fischer, current Substitute Bus Driver as contracted Bus Driver for the District, effective December 17, 2024 through June 30, 2025 with a salary established at Step 1 (\$28.00/hour).
10. Approval of the employment of Michael Skipper, current Substitute Bus Driver as contracted Bus Driver for the District, effective December 17, 2024 through June 30, 2025 with a salary established at Step 1 (\$28.00/hour).

Motion: Mrs. Coslop
Roll Call: (7-0)

Second: Mrs. Straccialini
Carried: Yes

B. Education

None

C. Administration

Motion: For the Board of Education to 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: Mr. Baron
Roll Call: (7-0)

Second: Mrs. Williams
Carried: Yes

D. Policy

None

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>
Harrison Twp. Equity Comm.	PVS Cafeteria	Day of Service
PV Fit	PVS Gym	Youth Fitness Program
Casey Heitman	PVS Classroom	Math Club
Motion: Mrs. Coslop	Second: Mr. Bright	
Roll Call: (7-0)	Carried: Yes	

XI. New Business:

None

XII. Old Business:

None

XIII. Audience Participation II:

Robert Horvay

- Questioned why the schools do not have solar panels. They are beneficial to learning about STEM.
- Asked why the teachers do not participate in the board meeting.

XIV. Recess into Executive Session:

RESOLUTION: To enter into Executive Session at 7:10 p.m.

Motion: Mrs. Bowen	Second: Mrs. Williams
Roll Call: Voice	Carried: Yes

XV. Return to Regular Session:

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

Motion: Mrs. Bowen
Roll Call: Voice

Second: Mr. Baron
Carried: Yes

XVI. Adjournment:

There was no further business. A motion was made to adjourn at 7:51 p.m.

Motion: Mrs. Straccialini
Roll Call: Voice

Second: Mrs. Williams
Carried: Yes

Respectfully Submitted,

Lisa Ridgway
Interim Board Secretary