

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

**REGULAR MEETING
FEBRUARY 18, 2025
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. Janette Coslop
Mr. Tim Bast	Mrs. Colleen Kendrick
Mrs. Jennifer Bowen	Mrs. Stacey Muscarella
Mr. Walter Bright	Mrs. Shannon Williams
Mr. John Cavanaugh	

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:

None

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 January 27, 2025 Regular Session of the Board of Education Meeting. (*Attachment: Min. #1*)

Motion: Mrs. Williams Second: Mrs. Coslop
Roll Call: (7-0-2) Carried: Yes
Abstained: Mrs. Bowen, Mr. Bright

VII. Committee Reports:

1. Standing Committees
 - a. Finance – Walter Bright
Mr. Bright reported that he attended the meeting at Pitman concerning fair funding.
 - 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 first meeting is on February 27, 2025.
 - e. Board Development – Todd Baron (No report at this time.)
2. Ad Hoc Committees
 - f. Public Relations – Janette Coslop (No report at this time.)
 - g. School Safety – Shannon Williams (No report at this time.)
 - h. Shared Services – John Cavanaugh (No report at this time.)
 - i. Transportation – Tim Bast (No report at this time.)
3. Delegate/Representative Reports (No report at this time.)

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

No correspondence at this time.

IX. Business Administrator's Report:

- A. Finance

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

1. Appropriation Adjustment List for January 2025. (*Attachment: Fin. #1*)
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 2025. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of January 2025. (*Attachment: Fin. #2*)

3. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 2025. 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. January 2025 Ratified Bill List \$1,822,520.76 (**Attachment: Fin. #6a**)
 - b. February 2025 Bill List \$300,392.72 (**Attachment: Fin. #6b**)
 7. Approval of the proposal from Ricoh for the replacement of one copier at HTS. (**Attachment: Fin. #7**)
 - State Contract M2075 (25-COMG-99562)
 - Term: \$858.20 per month for 48 months, B/W overage is .0041 per copy (quarterly overage)
 - 75,000 B/W copies included per month
(This represents an increase of \$36.36 per month and a reduction of 25,000 copies per month. In order to keep the cost down, the copy count was reduced. This is still slightly higher than the average monthly volume of 72,653).
- Q.** Mr. Bright asked if the average monthly value was over 48 months or 12 months.
- A.** Mrs. Ridgway indicated that it is over the length of the contract.
8. Approval for the School Business Administrator to utilize the following Online Auctioneering Services to sell Surplus Property, Surplus property is placed up for auction after the approval of the board. (**Attachment: Fin. #8**)
 - Municbid – State Contract #T2581 (19-GNSV1-00696)
 - GovDeals.com – Sourcewell Cooperative, Contract #012821-GDI
 9. Approval of agreements for Gloucester County Special Services School District (GCSSSD) to provide purchasing for the 2025-2026 Nonpublic Technology and Textbooks contingent upon New Jersey Department of Education approval and funding. The district will pay an administrative fee of 10% for the Textbook procurement, not chargeable to the grant. The district will also pay an administration fee of 5% for the Technology procurement, chargeable to the grant. (**Attachment: Fin. #9**)

10. Approval of the district requesting a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) program for the 2025-2026 school year, as per N.J.A.C.6A:23A-5.3. After review of our recent student data, including income eligible students Master Eligibility List (MEL), Child Study Team roster of students with IEP's, related services 2025-2026 Special Education Revenue Projections, it was determined that we only have twenty-nine (29) students that might be eligible. This waiver requested is due to having less than forty (40) Medicare eligible classified students and the efforts to participate in SEMI would not provide a cost benefit to the district.

Q. Mrs. Kendrick asked about the forty student amount.

A. Mrs. Ridgway indicated that it is a State requirement.

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

Second: Mrs. Bowen
Carried: Yes

*Mrs. Kendrick abstained check #51112.

X. Superintendent's Report:

A. Personnel

Motion: For the Board of Education the approval of the following action items:

1. Retroactive approval of the employment of Ella van Schalkwyk, of Haddon Heights, NJ, as Long-term Substitute Teacher at Harrison Township School, during the absence of Michelle Troast for the period of January 30, 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. Retroactive approval of the voluntary transfer of Carole Raively, Part-time General Aide (2.75 hours/day) at Pleasant Valley School to Part-time General Aide (3.25 hours/day) at Harrison Township School, effective February 3, 2025.
3. Approval of the employment of Kathleen Misuraco, of Mullica Hill, NJ, as Part-time General Aide (2.75 hours/day) at Pleasant Valley School, effective February 19, 2025 through June 30, 2025 with salary established at Step 1 (\$15.49/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. #3***)
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 Thomas - Teacher

Jennifer Jacko - Teacher

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

Second: Mrs. Coslop
Carried: Yes

B. Education

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

1. Approval of the homeschooling of Student #33007 and Student #31029 for the remainder of the 2024-2025 school year per parent request received January 24, 2025.
2. Approval of McKinney-Vento tuition for the 2024-2025 school year for student #66656 to Gloucester Township in the amount of \$12,871.00 for the period of September 6, 2024 through June 30, 2025.
3. Approval of the acceptance of a McKinney-Vento Fourth Grade Student #27224 from Glassboro School District for a pro-rated amount of \$3,309.00 for the period of October 28, 2024 through January 9, 2025.

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

Second: Mr. Bright
Carried: Yes

C. Administration

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

1. Approval of changing all BOE policies to a consistent, user-friendly format including all relevant regulations.
2. Approval of Olivia Langerhans to attend *Rowan's 4th Annual RIEL Educational Leadership Symposium* on February 5, 2025 at no cost.
3. Approval of Olivia Langerhans to attend *NJECC PD Course – A1 Certification Program for K-12 Educators* which will be held in six virtual after school sessions at a cost of \$270.00.
4. Approval of the placement of Laura Sabatano as mentor teacher to Ella van Schalkwyk at Harrison Township School for a period of 20 weeks during the 2024-2025 school year under the auspice of the NJ Provisional Teacher Program.

Q. Mr. Bright asked if these teachers are in the same classroom.

A. Dr. Peretti indicated that these teachers are not in the same classroom.

5. Approval of Author Karen Lobascio and her dog Maggie to visit Kindergarten and First Grade classrooms during the 2024-2025 school year.
6. Approval of Author Victoria J. Coe, Author of Fenway and Hattie (Our One School One Book Program) to visit Kindergarten through Third Grade during the 2024-2025 school year.
7. Approval of Sixth Grade students to Clearview High School for Recognition Night rehearsals during the 2024-2025 school year.

8. Acknowledgement of safety drills conducted in the district schools:
 - a. Fire Drill
 - 1) Pleasant Valley School – January 30, 2025 (PM)
 - 2) Harrison Township School – January 31, 2025 (AM)
 - 3) Pleasant Valley School – February 10, 2025 (PM)
 - b. Shelter in Place Drill
 - 1) Harrison Township School – February 4, 2025 (AM)
 - c. Evacuation Drill
 - 1) Harrison Township School – February 11, 2025 (PM)

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

Second: Mr. Baron
Carried: Yes

- D. Policy
None
- E. Transportation
None
- F. Buildings & Grounds
None

XI. New Business:

Clearview Musical Advertisement

Dr. Peretti discussed the past purchase of a program advertisement to support the Clearview musical. If it is okay with the board, we will do the same this year.

- The board gave approval for this ad to be purchased.

XII. Old Business:

Mrs. Colleen Kendrick referenced the November meeting and would like a copy of the phone survey for the Public Relations Committee.

XIII. Audience Participation II:

Ray Alvarez thanked the board for including the attachments to the agenda. Mr. Alvarez asked if solar panels make sense at this point.

XIV. Adjournment:

There was no further business. A motion was made to adjourn at 7:13 p.m.

Motion: Mr. Bright
Roll Call: Voice

Second: Mrs. Coslop
Carried: Yes

Respectfully Submitted,

Lisa Ridgway
Interim Board Secretary