

SOUTH HARRISON SCHOOL DISTRICT  
BOARD OF EDUCATION  
MINUTES

Regular Meeting  
August 21, 2017  
7:00 p.m. Cafeteria

A. Call to Order

Meeting called to order at 7:00 p.m. by President Brown.

B. Pledge of Allegiance

C. Statement of Open Public Meeting Compliance

Pursuant to the Open Public Meetings Act, Chapter 231, Public Laws of 1975, this meeting has been duly advertised in the South Jersey Times, issue of January 14, 2017. All municipal clerks of the townships and boroughs within the Regional School District have been duly notified and the requirements of posting of notices have been met.

D. Roll Call

Members Present

Janet Brown, Janice Huggins, James McShea, Ron Reilly, Paul Tropea, Mr. Jason Schimpf, School Business Administrator/Board Secretary, and Mrs. Patricia Calandro, Chief Academic Officer.

Members Absent

Michael Brennan, Laura Bruno, Toni Buckley, Deborah Cunningham

E. Student Recognition

F. Presentations

G. Public Participation

H. Executive Session

I. Approval of Minutes

Motion by Reilly, second by Huggins, that the Board of Education approve the minutes from the following meeting(s):

<u>Date</u>	<u>Type of Meeting</u>
I-1. July 31, 2017	Regular Meeting

Motion carried unanimously

J. Correspondence

Motion by McShea, second by Reilly, that the South Harrison Board of Education approve the Superintendent's Recommendations as follows K1-K3, L1-L6, and N1-N9.

K. Personnel

K-1 Appointments and Reappointments

BE IT RESOLVED that the appointment(s) of the following staff member(s) be approved, as recommended by the Superintendent of Schools, contingent upon criminal history review clearance and issuance of appropriate certification(s) where applicable:

Name	Position	Location	Guide/Step Salary	Reason	Effective Date
Jennifer Kane	Part time Music Teacher	South Harrison	\$34,128.25 BA/6	Vacancy	09/01/2017 – 06/30/2018
Argelia Blazer	Spanish Teacher	South Harrison	\$53,515 BA20/5	Vacancy	09/01/2017 – 06/30/2018

**K-2 Schedule “B”, New Clubs, Advisors Stipend**

BE IT RESOLVED that the following Schedule “B”, New Clubs and Advisors, be approved as recommended by the Superintendent of Schools:

Name	Position/Assignment	Department (Location)	Compensation	Reason	Effective Date
Gail Bram	Newspaper Club Advisor	Grades K-6	\$666.50	Appointment	09/01/2017 – 06/30/2018
Kathryn Tranz	Newspaper Club Advisor	Grades K-6	\$666.50	Appointment	09/01/2017 – 06/30/2018
Gail Bram	Student Council Advisor	Grades K-6	\$666.50	Appointment	09/01/2017 – 06/30/2018
Tim Narcisi	Student Council Advisor	Grades K-6	\$666.50	Appointment	09/01/2017 – 06/30/2018
Jennifer Smith	Battle of the Books Club Advisor	Grades K-6	\$928	Appointment	09/01/2017 – 06/30/2018
Michele LaMalfa	Play Director	Grades K-6	\$666.50	Appointment	09/01/2017 – 06/30/2018
Carolyn Olsen	Play Director	Grades K-6	\$666.50	Appointment	09/01/2017 – 06/30/2018
Jennifer Kane	Musical Director	Grades K-6	\$1,333	Appointment	09/01/2017 – 06/30/2018
Jennifer Mathis	Fundraiser Coordinator	Grades K-6	\$928	Appointment	09/01/2017 – 06/30/2018
Shari Crouch	Grade Level Chair	PreK-4	\$1,333	Appointment	09/01/2017 – 06/30/2018
Jennifer Smith	Grade Level Chair	5-6 (Special Areas)	\$1,333	Appointment	09/01/2017 – 06/30/2018
Courtney Haslam	Head Teacher	Grades K-6	\$1,333	Appointment	09/01/2017 – 06/30/2018
Carolyn Olsen	Detention Monitor	Grades K-6	\$30 Per Hour	Appointment	09/01/2017 – 06/30/2018
Shari Crouch	Chorus Accompanist	Grades K-6	\$30 Per Hour/ \$450	Appointment	09/01/2017 – 06/30/2018
Erin McLaughlin	Fuel Up to play 60	Grades K-6	\$464	Appointment	09/01/2017 – 06/30/2018
Jessica Massing	Fuel Up to play 60	Grades K-6	\$464	Appointment	09/01/2017 – 06/30/2018

**K-3 Resignations, Retirements and Terminations**

BE IT RESOLVED, that the following personnel recommendations be approved, as recommended by the Superintendent of Schools:

Name	Position	Department (Location)	Salary	Reason	Effective Date
David Inzinna	Art Teacher	SH	\$30,867	Resignation	8/15/2017

L. General Administration

L.1. Discussion Items

- Calendar
- Personnel Update
- Opening Day
- Superintendent Goals 2017-18

L-2. Enrollment Reports as of August 15, 2017

Grade Level	Current Totals	June 30, 2017
PK3	6	10
PK4	11	10
K	43	43
1	43	55
2	55	46
3	52	53
4	52	51
5	50	57
6	59	58
Resident Students	346	358
Choice Students	25	25
District Total	371	383

L-3 Programs

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following programs:

Programs
Teacher Mentoring Program Guide
District Professional Development Plan 2017-2018

L-4 2017 – 2018 Emergency Booklet

BE IT RESOLVED, that the 2017 – 2018 Emergency Booklet be approve, as recommended by the Superintendent of Schools

L-5 G&T, RTI and I&RS Parent Handbook

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2017 - 2018 G&T, RTI and I&RS Parent Handbook, as recommended by the Superintendent of Schools

L-6 2017-2018 South Harrison School Calendar

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2017 - 2018 School Calendar, as recommended by the Superintendent of Schools

M. Curriculum & Instruction

N. Finance

**N-1 Line Item Transfers**

BE IT RESOLVED, that the South Harrison Township School District Board of Education ratify the line item transfers listed below for the 2016-2017 fiscal year as recommended by the Superintendent of Schools:

To Account	From Account	Amount	Justification
11-000-251-592-70-050	11-000-251-600-70-050	\$140	Misc Purchased services and Mission One Paras
11-190-100-500-05-021	11-190-100-500-70-050	\$650	
11-000-100-566-50-044	11-000-216-320-05-044	\$42,000	Tuition, Instructional Equipment
11-000-100-566-50-044	11-000-230-530-60-051	\$11,000	
11-000-100-566-50-044	11-000-291-270-70-057	\$16,000	
12-120-100-730-40-023	11-000-270-515-80-056	\$13,000	

**N-2 BE IT RESOLVED to approve the following:**

- A. Approval of Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 30, 2017. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of June 30, 2017
- B. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 30, 2017. The Board Secretary certifies that no line item account 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.
- C. 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.
- D. 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:23A-16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

**N-3 Payment of Claims**

BE IT RESOLVED, that the South Harrison Township School District approve the following bill lists:

6/30/2017	\$5,253.90	Bill List
8/9/2017	\$206,612.24	Bill List

**N-4 Student Activity Financial Report**

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the Student Activity Financial Report as of July 31, 2017.

**N-5 Appropriation Of Unbudgeted State Aid**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education authorize an increase to the following line item as a result of the appropriation of unbudgeted additional state aid of \$23,519.00:

11-190-100-610-05-021 Instructional – General Supplies \$23,519.00

**N-6 Asset Disposal**

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the disposal of the attached list of assets.

**N-7 FY2018 ESEA Grant Application and Acceptance of Funds**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education authorize the submission of an application for and acceptance of funds for the following federal entitlement programs under ESEA for FY2018:

Title IA \$24,694  
Title IIA \$5,818  
Title IVA \$10,000

**N-8 Parental Transportation Contract**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve a Parental Transportation Contract with Shulman for services to Pilot School for the 2017-2018 school year at a cost of \$27.77 per day.

**N-9 Transportation Jointure**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the transportation contract with Harrison Township School District for Preschool Disability Routes SH-1, SH-MD, and SH-01 at an annual cost of \$45,000 for the 2017-2018 School Year.

**O. Policy**

Motion carried by the following roll call vote:

YES NO ABSTAIN

Brown  
Huggins  
McShea  
Reilly  
Tropea

**P. Old Business**

Board of Education Goals

Goal 1: To review, analyze, and improve our fundraising policies to ensure that all fundraising practices are equitable among students and that procedures are clarified, ensuring the proper management of funds: Goal (1) is aligned with the South Harrison’s Strategic Plan: Vision 2018. Strategic Plan IV:2,3,4. Chair Janet Brown

Goal 2: Ensure that all students are achieving at a high level as measured by various assessments utilized by the District. Goal (2) is aligned with the South Harrison’s Strategic Plan: Vision 2018. Strategic Plan I:6, 7, 8. Chair Paul Tropea

Goal 3: Using the eight characteristics of effective school boards, the South Harrison Township Elementary School District Board of Education will become a board that functions as a cohesive and productive governmental unit. Goal (3) is aligned with the South Harrison’s Strategic Plan: Vision 2018. Strategic Plan I, II, III, IV, & V. Chair Jim McShea

**Q. New Business**

**R. Adjournment of Meeting**

Motion by Reilly, second by McShea, that the Board of Education adjourn the meeting at 7:35 p.m.

Motion carried unanimously

Respectfully Submitted,

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Jason Schimpf  
School Business Administrator/Board Secretary