

SOUTH HARRISON SCHOOL DISTRICT  
BOARD OF EDUCATION  
MINUTES

Regular Meeting  
July 31, 2017  
6:00 p.m. Cafeteria

A. Call to Order

Meeting called to order at 6:00 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 June 28, 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

Michael Brennan, Janet Brown, Laura Bruno, Toni Buckley, Deborah Cunningham, Janice Huggins, Ron Reilly, Paul Tropea, Mr. Jason Schimpf, School Business Administrator/Board Secretary, and Mrs. Patricia Calandro, Chief Academic Officer.

Members Absent

James McShea

E. Student Recognition

F. Presentations

G. Public Participation

H. Executive Session

I. Approval of Minutes

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

	<u>Date</u>	<u>Type of Meeting</u>
<u>I-1.</u>	June 19, 2017	Regular Meeting
<u>I-2</u>	June 19, 2017	Executive Session

Motion carried with Cunningham abstaining on Executive Session and Brennan on Regular Meeting and Executive Session

J. Correspondence

Motion by Buckley, second by Cunningham, that the South Harrison Board of Education approve the Superintendent's Recommendations as follows K1-K2, L1-L8, and N1-N9.

K. Personnel

K-1 Resignations, Retirements & Terminations

Resolved that the following resignations, retirements & terminations be approved, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Effective Date	Years of Service
Jessica Cardella	World Language Teacher	South Harrison	Resignation	06/26/2017 ratify & affirm	1 year
Amanda Hill	Teacher of Music (65%)	South Harrison	Resignation	7/31/2017	0 years

**K-2 Change of Status** (Name change, rescind position, corrections, transfers, guide movement)  
 BE IT RESOLVED that the following changes in status be approved, as recommended by the Superintendent of Schools:

\*\* Due to the expiration of the SHEA/BOE contract, all salaries for SHEA represented members are set at the current 2016/17 salary and step. Salaries and steps will be adjusted at conclusion of contract negotiations.

Name	Position	Change/Correction	Reason	Effective Date
Jane Conroy	SPED Teacher	\$51,525/year Step 4 BA +10	Step Level Move Based on Contractual Guidelines	09/01/2017-06/30/2018
Heather Derechinsky	SPED Teacher	\$52,706/year Step 2 MA	Step Level Move Based on Contractual Guidelines	09/01/2017-06/30/2018

**L. General Administration**

**L.1. Discussion Items**

- Collective Bargaining Update
- 2017-2018 Calendar Revisions
- State Aid Increase
- CST 2016-2017 Year in Review

**L-2. Enrollment Reports as of June 30, 2017:**

Grade Level	Current Totals	June 30, 2016
PK3	10	10
PK4	10	14
K	43	49
1	56	44
2	46	50
3	53	52
4	51	56
5	57	61
6	58	54
Resident Students	359	363
Choice Students	25	27
District Total	384	390

Attendance Report

2016 - 2017 Monthly Average % of Students in Attendance													
Grade Level	Sep %	Oct %	Nov %	Dec %	Jan %	Feb %	Mar %	Apr %	May %	Jun %	2016-2017 Current YTD Average %	2015-2016 Current YTD Average %	2014-2015 Overall Average %
Pre-K 3	98.0	95.2	93.0	91.9	88.5	85.3	88.2	89.7	90.5	91.8	91.2	93.3	96.5
Pre-K 4	94.7	94.8	92.7	91.3	93.0	93.8	94.8	92.7	96.7	91.5	93.6	96.3	94.8
K	95.7	94.1	92.2	94.7	91.4	90.8	93.0	93.8	93.7	90.8	93.0	96.7	95.2
Average Pre-K & K	96.1	94.7	92.6	92.6	91.0	90.0	92.0	92.1	93.6	91.4	92.6	95.5	95.5
1	93.9	94.3	93.5	91.1	90.0	93.1	91.3	94.1	90.9	90.0	92.2	96.9	96.0
2	95.7	96.3	94.9	91.2	89.9	93.6	94.4	90.6	94.2	93.4	93.4	96.6	96.5
3	96.1	96.1	94.1	90.7	93.7	94.3	95.3	94.2	95.1	94.5	94.4	96.4	95.6
4	99.1	98.1	96.6	95.3	95.7	95.6	96.3	96.0	98.0	95.9	96.7	96.5	95.7
5	98.9	97.5	95.7	93.1	95.4	94.7	96.1	97.5	95.9	94.1	95.9	96.9	95.7
6	97.7	97.8	94.8	95.8	94.9	91.8	97.5	95.1	94.9	93.3	95.4	97.2	96.6
Average 1 - 6	96.9	96.7	94.9	92.9	93.3	93.9	95.2	94.6	94.8	93.5	94.7	96.7	96.0
Overall District Average	96.8	95.7	93.8	92.8	92.1	91.9	93.6	93.3	94.2	93.1	93.7	96.6	95.9

**L-3. Emergency Drills/Calls**

School / Date	Time	Drill Description
South Harrison June 15, 2017	9:52 AM	Shelter in Place Drill
South Harrison June 21, 2017	2:40 PM	Fire Drill

**L-4 Student Discipline, Violence/Vandalism, HIB as of June 30, 2017:**

Infraction Reports	No. of Incidents this Month	2016-2017 Total-To-Date	2015-2016 Total
Detentions	6	20	5
Suspensions	0	2	7
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	0	0

**L-5 Fundraiser(s):**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following Fundraiser(s), as recommended by the Superintendent of Schools:

Program/Group	Purpose	Product/Service	Dates
School wide	Raise funds to donate to American Heart Association	Jump Rope for the Heart	3/19/2018 and 3/23/2018

L-6 Revised 2017-18 School Calendar Student and Teachers

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

L-7 Revised Student Handbook 2017-2018

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

L-8 Out of District and/or Twilight Placement:

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Out of District, as recommended by the Superintendent of Schools:

Commission for the Blind – Level One Services

Name	Tuition	Dates
#31102	\$1900.00	9/1/2017 – 6/30/2018

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
11-000-217-100-05-010	11-000-217-100-05-016	\$10	Para Salaries, Benefit Opt outs, Copier Lease, Schedule B Stipends
11-000-262-107-05-010	11-000-217-100-05-016	\$10	
11-190-100-106-05-010	11-000-217-100-05-016	\$10	
11-000-240-440-70-050	11-000-217-100-05-016	\$20	
11-000-291-290-70-057	11-000-291-270-70-057	\$4,000	
11-190-100-500-70-050	11-110-100-101-05-010	\$3,000	
11-190-100-500-70-050	11-120-100-101-05-010	\$3,000	
11-213-100-101-05-010	11-120-100-101-05-010	\$1,200	
11-190-100-500-05-021	11-000-100-567-50-044	\$12,000	
11-190-100-500-05-021	11-000-216-320-05-044	\$10,100	
11-401-100-100-05-035	11-000-216-320-05-044	\$6,300	
11-000-270-512-80-056	11-000-270-515-80-056	\$4,500	Other Home/School Transportation
11-000-213-500-05-049	11-000-216-320-05-044	\$2,000	Health Services, Central Supplies, DCRP, Copier Lease, Teacher Subs, Mission One
11-000-251-600-70-050	11-000-230-590-30-047	\$1,000	
11-000-291-290-70-057	11-000-291-250-70-057	\$5,000	
11-000-240-440-70-050	11-000-240-580-05-049	\$200	
11-190-100-500-70-050	11-000-291-270-70-057	\$15,000	
11-190-100-500-05-021	11-110-100-101-05-010	\$5,000	
11-219-100-320-05-044	11-000-216-320-05-044	\$1,500	Home Instruction

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 May 31, 2017. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of May 31, 2017.
- B. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of May 31, 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	\$160,800.72	Bill List
5/31/2017	\$5,251.90	Bill List
6/30/2017	\$5,209.20	Bill List
7/17/2017	\$86,562.19	Bill List
6/26/2017	\$123,171.47	Payroll
7/15/2017	\$30,427.40	Payroll
7/30/2017	\$13,395.06	Payroll

**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 June 30, 2017.

**N-5 2017-2018 Transportation Route Renewals with B.R. Williams**

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the following transportation route renewal contracts for the 2017-18 school year pursuant to N.J.S.A. 18A:39-3:

Contractor	Route #	2016-2017 Per Diem	CPI % Increase	2107-2018 Per Diem	2017-2018 Annual Route Cost
B.R. Williams	SH 1	\$164.41	0.3%	\$164.90	\$29,846.90
B.R. Williams	SH 2	\$164.41	0.3%	\$164.90	\$29,846.90
B.R. Williams	SH 3	\$164.41	0.3%	\$164.90	\$29,846.90
B.R. Williams	SH 4	\$164.41	0.3%	\$164.90	\$29,846.90
B.R. Williams	SH 5	\$164.41	0.3%	\$164.90	\$29,846.90

**N-6 2017-2018 Transportation Route Renewals with Holcomb Bus Services**

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the following transportation route renewal contracts for the 2017-18 school year pursuant to N.J.S.A. 18A:39-3:

Contractor	Route #	2016-2017 Annual Route Cost	CPI % Increase	2017-2018 Annual Route Cost
Holcomb Bus	SH 07	\$18,462.48	0.3%	\$18,517.86
Holcomb Bus	SH08	\$18,083.90	0.3%	\$18,138.15

**N-7 2017 ESY Transportation Jointure**

BE IT RESOLVED, that the South Harrison Township School District approve two transportation jointures with Harrison Township School District for ESY (Enrichment Program) in the amount of \$2,490.00 each.

**N-8 Appointment of Board Officials**

BE IT RESOLVED, that the South Harrison Township School District Board of Education appoint the following Board Officials for the period July 1, 2017 through June 30, 2018 as listed below:

Affirmative Action Officers:	Patricia Calandro Corinne Mesmer
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**N-9 2017-2018 Federal Grant Submission and Acceptance**

BE IT RESOLVED, that the South Harrison Elementary School District Board of Education authorize the submission of applications for and acceptance of federal funds in relation to the following programs:

- ESEA Title I, \$24,694
- ESEA Title IIA, \$5,818
- ESEA Title IV, \$10,000
- IDEA Basic, \$66,523
- IDEA Preschool, \$2,781

**O. Policy**

Motion carried by the following roll call vote:

YES	NO	ABSTAIN
		Brennan N1 – N9
Brown		
Bruno		
Buckley		
Cunningham		Huggins L-6
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

Mr. Tropea provided an update on Goal 2, a video or podcast on Standards Based Report Cards to Parents

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**

Board Self-Evaluation was reviewed by the Board

**R. Adjournment of Meeting**

Motion by Buckley, second by Huggins, that the Board of Education adjourn the meeting at 8:49 p.m.

Motion carried unanimously

Respectfully Submitted,

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Jason Schimpf  
School Business Administrator/Board Secretary