

SOUTH HARRISON SCHOOL DISTRICT  
BOARD OF EDUCATION  
MINUTES

Regular Meeting  
August 19, 2019  
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 8, 2019. 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

Diane Barrett, Janet Brown, Laura Bruno, Deborah Cunningham, Janice Huggins, Joseph Talbot, Paul Tropea, Karen Urie-West, Dr. James Lavender, Mr. Jason Schimpf, School Business Administrator/Board Secretary, and Mrs. Patricia Calandro, Chief Academic Officer.

Members Absent

David Asis

E. Student Recognition

F. Presentations

- F-1. Terri Lewis, NJSBA Field Representative – Strategic Plan  
Motion by Huggins, Second by Cunningham

BE IT RESOLVED, that the South Harrison Township Board of Education adopt the Strategic Plan for the period 2019-2022.

Motion carried unanimously

- F-2. 2018-19 Faculty, Staff & Parent Survey Results

- F-3. 2016-2019 Attendance Data Summary

G. Public Participation

Kristin Mykulak – Questions regarding the mercury testing in the all-purpose room.

H Executive Session

I. Approval of Minutes

Motion by Bruno, second by Huggins

RESOLVED, that the South Harrison Township Board of Education approve the minutes of the following meetings:

- | <u>Date</u>        | <u>Type of Meeting</u> |
|--------------------|------------------------|
| I-1. July 22, 2019 | Regular Meeting        |

Motion carried unanimously

J. Correspondence

Approval of Agenda Items

Motion by Urie-West, second by Bruno

BE IT RESOLVED, that the South Harrison Township Board of Education approve K-1 – K-3, L-1 – L-7, M-1, and N-1 – N-5 as follows:

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
Lisa Pessa	Teacher of Special Education	South Harrison	\$51,543/year BA/3	Replacing Jane Conroy	09/03/2019-06/30/2020
Laura Battipaglia	Reading Specialist/ Instructional Coach	South Harrison	\$64,594/year MA/10	Replacing Krista Travaglini	09/03/2019-06/30/2020

K-2 Leaves of Absence

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

Name	Position	Location	Reason	Effective Date
Amy Danner	Learning Disabilities Teacher Consultant	South Harrison	Change in maternity leave return date	09/30/2019 (original return date 10/04/2019)

K-3 Employment – Co-Curricular Workers

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

Name	Position/ Assignment	Department (Location)	Compensation	Reason	Effective Date
Jennifer Smith	5 <sup>th</sup> Grade Teacher	\$30/hour	Not to exceed 9 hours (was 6 hours)	Revised amount of hours for Leadership Team	7/1/2019-8/30/2019 Ratify & Affirm
Lisa Henjes	3 <sup>rd</sup> Grade Teacher	\$30/hour	Not to exceed 9 hours (was 6 hours)	Revised amount of hours for Leadership Team	7/1/2019-8/30/2019 Ratify & Affirm
Erin McLaughlin	Kindergarten Teacher	\$30/hour	Not to exceed 9 hours (was 6 hours)	Revised amount of hours for Leadership Team	7/1/2019-8/30/2019 Ratify & Affirm
Amanda Grabas	Resource Rm Teacher	\$30/hour	Not to exceed 9 hours (was 6 hours)	Revised amount of hours for Leadership Team	7/1/2019-8/30/2019 Ratify & Affirm

L. General Administration

L-1 Discussion Items

- Mercury Testing in All Purpose Room

- Personnel Update
- Staff Survey Summary

**L-2 Fundraiser(s):**

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

Program/Group	Service	Product/Service	Dates
6 <sup>th</sup> Grade	Car Wash/Hoagie Sale	Raise funds for the 6 <sup>th</sup> grade activities and STOKES trip	9/21/2019
6 <sup>th</sup> Grade	Trunk or Treat	Raise funds for the 6 <sup>th</sup> grade activities and STOKES trip	10/25/2019 Rain Date 10/26/2019
6 <sup>th</sup> Grade	Daddy-Daughter Dance	Raise funds for the 6 <sup>th</sup> grade activities and STOKES trip	02/07/2020 Rain Date 02/08/2020
6 <sup>th</sup> Grade	Mother-Son Event	Raise funds for the 6 <sup>th</sup> grade activities and STOKES trip	3/28/2020

**L-3 Out of District Placement**

Resolved that the following out of district placement(s) be approved and contracts executed by the school business administrator:

Name	Location	Tuition	Dates
#32102	Harrison Twp. BOE, MD Program	ESY-\$4,330.00 1:1 Aide -\$2,030.00 Tuition-\$28,400.00 1:1 Aide School Year-\$20,500.00	9/1/2019-6/30/2020

**L-4 Policy/Regulation**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education recommend the following policies and regulations for first reading for revision and/or adoption.

Policy/Regulation	Title
Regulation 2464	Gifted and Talented Pupils

**L-5 2019 – 2020 G&T / RTI Parent Handbook**

BE IT RESOLVED, that the 2019 – 2020 G&T/RTI Parent Handbook be approve, as recommended by the Superintendent of Schools

**L-6 2019 – 2020 South Harrison Staff Handbook**

BE IT RESOLVED, that the 2019 – 2020 South Harrison Staff Handbook be approve, as recommended by the Superintendent of Schools

**L-7 Marzano Teacher Evaluation Model (2014)**

BE IT RESOLVED, that the South Harrison Twp. Elementary School Board of Education approve the use of Marzano Teacher Evaluation Model (2014) for the evaluation of all teaching faculty and the NJ Principal Evaluation and Professional Learning Instrument for evaluation all administrative faculty as recommended by the Superintendent of Schools

**M. Curriculum & Instruction**

**M-1 Professional Development Plans and Teacher Mentor Plan**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following Professional Development Plans and Teacher Mentor Plan:

South Harrison Township Elementary School Professional Development Plan
Teacher Mentor Plan

**N. Financial**

**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 2018-2019 fiscal year as recommended by the Superintendent of Schools:

To Account	From Account	Amount	Justification
11-000-215-320-05-044	11-000-211-300-05-049	\$2000	Speech Services, Legal Services, Electricity, Home Instruction, Schedule B Stipends
11-000-216-320-05-044	11-000-213-100-05-016	\$900	
11-000-216-320-05-044	11-000-213-500-05-049	\$500	
11-000-216-600-05-044	11-000-213-500-05-049	\$100	
11-000-230-331-30-050	11-120-100-101-05-010	\$15500	
11-000-262-622-05-050	11-000-262-300-05-053	\$2500	
11-000-291-220-70-057	11-000-270-515-80-056	\$4500	
11-000-291-290-70-057	11-000-270-515-80-056	\$3000	
11-150-100-101-05-015	11-000-270-515-80-056	\$200	
11-213-100-101-05-010	11-000-270-515-80-056	\$1210	
11-401-100-100-05-035	11-000-270-515-80-056	\$3090	

**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, 2019. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of May 31, 2019.
- B. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of May 31, 2019. 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:

6/30/2019	\$6204.46	Bill List
8/14/2019	\$340,910.99	Bill List

**N-4 Transportation Jointure with Kingsway Regional**

BE IT RESOLVED, that the South Harrison Township Board of Education approve a transportation jointure contract with Kingsway Regional School District for field trips as needed at a cost to be determined.

**N-5 Transportation Jointure with Harrison Township School District**

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve a transportation jointure with Harrison Township School District, SH-1, SH-MD, and SH-01 for the 2019-2020 school year in the amount of \$47,000.

Motion carried by the following roll call vote:

YES                      NO                      ABSTAIN

Barrett  
Brown  
Bruno  
Cunningham  
Huggins  
Talbot  
Tropea  
Urie-West

P.     Old Business

Board of Education Goals

Goal 1: Continue to 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 2. Oversee the 2019 strategic planning process to focus on identifying our District’s strengths/weaknesses, targeting critical issues, prioritizing annual goals and creating a process for monitoring and evaluating progress.

Goal 3. Create and implement a subcommittee to explore the long-term sustainability of our district.

Q.     New Business

R.     Adjournment of Meeting

Motion by Huggins, second by Bruno, that the Board of Education adjourn the meeting at 9:58 p.m.

Motion carried unanimously

Respectfully Submitted,

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Jason Schimpf  
School Business Administrator/Board Secretary