

SOUTH HARRISON SCHOOL DISTRICT  
BOARD OF EDUCATION  
MINUTES

Regular Meeting  
July 22, 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

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, Diane Barrett

E. Student Recognition

F. Presentations

G. Public Participation

Robert Dalton, Little Egg Harbor, He is looking to open a medical marijuana farm (within 1,000 feet) in the area and part of the permitting process is to alert local residents and businesses to the plan and the possibility of the farm providing financial resources to the school.

H. Executive Session

I. Approval of Minutes

Motion by Bruno, second by Tropea

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.	June 17, 2019	Regular Meeting
I-2.	June 17, 2019	Executive Session I
I-3.	June 17, 2019	Executive Session II

Motion carried with Debbie Cunningham abstaining (Executive Session II)

J. Correspondence

Approval of Agenda Items

Motion by Cunningham, second by Urie West

BE IT RESOLVED, that the South Harrison Township Board of Education approve K-1, L-1 – L-10, M-1, and N-1 – N-7 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
Aimee Ferenz	Teacher of Music (80% FTE)	South Harrison	\$40,522/year BA/1 (pro-rated)	Replacing Jennifer Kane	09/03/2019-06/30/2020

L. General Administration

L.1. Discussion Items

- Administrative Retreat Week Outcomes
- Update on Personnel
- Facilities/Transportation
- Agenda Item Deadlines

L-2. Enrollment Reports as of June 30, 2019

Grade Level	Current Totals	June 30, 2019
PK3	9	9
PK4	9	9
K	53	53
1	41	41
2	45	45
3	50	50
4	50	50
5	49	49
6	48	48
Resident Students	332	332
Choice Students	22	22
District Total	354	354

**Attendance Report**

2018 - 2019 Monthly Average % of Students in Attendance

Grade Level	Sept %	Oct %	Nov %	Dec %	Jan %	Feb %	March %	April %	May %	June %	2018-2019 Average %	2017-2018 Average %	2016-2017 Average %
Pre-K 3	95.4	96.0	92.6	92.9	90.5	90.2	95.2	87.1	91.9	94.4	92.6	90.2	91.2
Pre-K 4	93.5	93.6	90.7	88.6	96.7	90.0	92.6	92.2	91.6	96.4	92.6	90.8	93.6
K	95.0	95.1	93.5	94.2	93.1	90.6	90.3	92.9	94.9	95.8	93.5	91.5	93.0
Average Pre-K & K	94.6	94.9	92.3	91.9	93.4	90.3	92.7	90.7	92.8	95.5	92.9	90.8	92.6
1	93.9	95.4	92.8	93.5	93.8	90.9	90.6	92.9	93.3	93.2	93.0	95.7	92.2
2	98.9	95.2	94.1	94.3	92.5	91.7	94.0	93.5	94.8	93.4	94.2	96.1	93.4
3	96.4	96.1	93.7	95.9	94.5	92.9	92.6	92.9	94.8	95.6	94.5	95.9	94.4
4	97.6	97.5	95.8	96.4	94.3	92.8	95.4	95.5	95.6	96.9	95.8	96.0	96.7
5	96.5	97.6	95.5	96.1	94.8	93.8	95.3	93.7	95.5	97.3	95.6	96.1	95.9
6	97.5	97.1	96.1	94.0	94.1	92.4	96.3	95.9	94.9	96.4	95.5	95.1	95.4

2018 - 2019 Monthly Average % of Students in Attendance													
Grade Level	Sept %	Oct %	Nov %	Dec %	Jan %	Feb %	March %	April %	May %	June %	2018-2019 Average %	2017-2018 Average %	2016-2017 Average %
Average 1 - 6	96.8	96.5	94.7	95.0	94.0	92.4	94.0	94.1	94.8	95.5	94.8	95.8	94.7
Overall District Average	96.5	95.7	93.5	93.5	93.7	91.3	93.4	92.4	93.8	93.9	93.9	93.5	93.7

**L-3. Emergency Drills/Calls as of June 30, 2019:**

School / Date	Time	Drill Description
South Harrison Wednesday, June 26 <sup>th</sup>	12:06 PM 12:08 PM	Fire Drill
South Harrison Thursday, June 27 <sup>th</sup>	9:02 AM 9:11 AM	Code Blue Drill

**L-4 Student Discipline, Violence/Vandalism, HIB as of June 30, 2019:**

Infraction Reports	No. of Incidents this Month	2018-2019 Total-To-Date	2017-2018 Total
Detentions	1	18	24
Suspensions	0	2	1
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	3	1

**L-5 Educational Field Trips/Assemblies:**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following Educational Field Trips/Assemblies, as recommended by the Superintendent of Schools:

Group	Event/ Destination	Date(s)	# of Students	# of Teachers/ Chaperones	Cost to the BOE	Cost to Students
Step Up Summer Camp	Gloucester County Library	8/1/2019	18	3	\$199.00 – bus cost	\$0.00

**L-6 Submission of Proposed Comprehensive Equity Plan:**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the submission of the proposed Comprehensive Equity Plan for School Years 2019-2020 through 2021-2022 Ratify & Affirm.

**L-7 2019-2020 Student Handbook**

BE IT RESOLVED, that the 2019 – 2020 Student Handbook be approve, as recommended by the Superintendent of Schools.

**L-8 Programs**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education accept the Programs/Other, as recommended by the Superintendent of Schools:

Programs
Nursing Services Plan 2018- 2019 School Year

**L-9 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
#31102	Commission for the Blind Education Level 1 Service	\$1,900.00	9/1/2019-6/30/2020

**L-10 2017-2018 HIB Self-Assessment & HIB Grade Report**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2017-2018 HIB Self-Assessment & HIB Grade Report, as recommended by the Superintendent of Schools.

**M. Curriculum & Instruction**

**M-1 Professional Development – Staff Trainings, Seminars, Conventions, & Conferences**

Resolved that the following personnel Resolved that the following staff attendance at trainings, seminars, conventions, and conferences be approved:

Title of Program	Location	Date(s)	Attendee(s)	Educational Purpose	Cost to District
Middlebury Interactive	Hamilton Twp. BOE Office	7/16/2019	Linda Caltabiano	Interactive Language Conference	\$36.08 Affirm and Ratify
World Languages Lunch and Learn	Hamilton Twp. School District	6/18/2019	Corinne Sannino Linda Caltabiano	World Language Education	\$24.80 \$36.58 Affirm and Ratify
LETRS Facilitator Training	Orange Public Schools	8/12/2019 to 8/15/2019	Corinne Sannino	Student Achievement	\$2,901.58

**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
11-000-262-420-05-053	11-000-262-300-05-053	\$5000	Purchased Custodial Services, Legal Services and Tuition
11-000-100-562-50-044	11-000-291-290-70-057	\$5800	
11-000-213-300-05-049	11-000-291-290-70-057	\$500	
11-000-230-331-30-050	11-000-291-290-70-057	\$13700	
11-000-230-331-30-050	11-000-230-339-30-047	\$390	
11-000-230-331-30-050	11-000-230-530-05-049	\$500	
11-000-230-331-30-050	11-000-230-530-60-051	\$600	
11-000-230-331-30-050	11-000-230-630-30-050	\$400	
11-000-230-331-30-050	11-000-230-895-30-050	\$310	
11-000-230-331-30-050	11-000-230-340-30-047	\$100	
11-000-262-621-05-050	11-000-262-610-05-053	\$750	
11-000-262-622-05-050	11-000-262-610-05-053	\$250	
11-000-270-511-80-056	11-000-270-512-80-056	\$720	
11-190-100-440-05-050	11-130-100-101-05-010	\$1000	
11-190-100-610-05-051	11-130-100-101-05-010	\$100	
12-000-266-730-05-051	11-130-100-101-05-010	\$250	
11-000-291-270-70-057	11-130-100-101-05-010	\$6150	
11-000-219-390-05-044	11-000-100-565-50-044	\$477	Contract educational testing

To Account	From Account	Amount	Justification
11-000-219-390-05-044	11-000-216-600-05-044	\$361	
11-000-219-390-05-044	11-000-219-580-05-044	\$481	
11-190-100-610-05-021	11-000-222-600-05-021	\$350	Copy paper and consulting Fees for 2 students
11-000-219-320-05-044	11-190-100-320-05-021	\$1000	
11-000-219-320-05-044	11-190-100-640-05-021	\$1000	
11-000-219-320-05-044	11-401-100-600-05-021	\$1150	

**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 months of March 31, 2019 and April 30, 2019. The Cash Reconciliation Report and Secretary’s Report are in agreement for the months of March 31, 2019 and April 30, 2019.
- B. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the months of March 31, 2019 and April 30, 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:

4/30/2019	\$24,112.80	Bill List
6/30/2019	\$181,510.35	Bill List
7/9/2019	\$50,927.81	Bill List
7/18/2019	\$22,000.00	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 June 30, 2019.

**N-5** CRESS Agreement for 2019-2020 School Year

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve a contract with Gloucester County Special Service School District for the following services:

Service	Cost
Physical Therapy ESY	\$1,290
Speech-Language ESY	\$1,935
Social Worker	\$19,400
Speech-Language	\$95,220
Physical Therapy	\$19,044

**N-6** 2019 ESY Transportation Jointure with Harrison Township

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve a transportation jointure with Harrison Township School District during extended school year 2019-2020 in the amount of \$4,400.00.

N-7 Transportation Jointure with Harrison Township School District

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve a transportation jointure for the 2019-2020 school year for miscellaneous field trips to various location at a cost to be determined.

Motion carried by the following roll call vote:

YES            NO            ABSTAIN

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 Bruno, second by Huggins, that the Board of Education adjourn the meeting at 8:20 p.m.

Motion carried unanimously

Respectfully Submitted,

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Jason Schimpf  
School Business Administrator/Board Secretary