



South Harrison Township Elementary School District Meeting of the Board of Education

Date: October 21, 2024
Time: 7:00 p.m.
Location: Cafeteria
904 Mullica Hill Road
Harrisonville, NJ 08039

A. Meeting Called To Order

B. Flag Salute

C. Open Meeting Statement

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meeting of the Public Bodies at which any business affecting their interest is discussed or acted upon in accordance with the provision by having the date, time and place whereof posted in the South Jersey Times, the Harrisonville Post Office and with the Township Clerk.

D. Roll Call

| | | |
|------------------|-----------------|----------------|
| Dr. Bruno | Mrs. Cunningham | Mrs. McIlvaine |
| Mrs. Pino-Talbot | Mrs. Easterling | Mrs. Selb |
| Dr. Buckley | Ms. Huggins | Mr. Talbot |

E. Student Recognition

| | |
|--------------------|------------------|
| PreK | Reese McKeever |
| Kindergarten | Richard Grassia |
| 1st Grade | Cole Bogacki |
| 2nd Grade | Finley Kershaw |
| 3rd Grade | Cole Boone |
| 4th Grade | Alyssa Almeida |
| 5th Grade | Caleb Eisenhart |
| 6th Grade | Logan Scolpino |
| Art | Maison Stuart |
| Physical Education | Joseph Damminger |
| World Cultures | Joshua Rubino |
| Music | Amelia Taylor |

F. Presentations & Discussions

1. NJSLA Score Reporting with Dr. Kristi Jansen, Curriculum Consultant, and Mr. Jake Neary.

G. Public Comment

Pursuant to the Open Public Meetings Act, this meeting will now be open to members of the public who wish to speak or make comment on agenda items or a school district issue that may be of concern to the residents of the district. Any person who wishes to speak must wait to speak until they have been recognized by the presiding Board Officer.

Any person who wishes to speak is requested to give their name, municipality of residence, and group affiliation, if any, at the beginning of their comments. Comments shall be limited to three minutes in total length. It is the intention of the board to listen to public comments, and to respond if possible at the conclusion of public comments. If questions cannot be immediately answered the Board asks that you pose the question to the Board Secretary via email.

If questions or comments pertain to litigation, student or personnel matters, the Board asks that you email the Chief School Administrator after the meeting since the Board does not, pursuant to Open Public Meetings Act, discuss or respond to these items in public.

H. Executive Session

I. Approval of Minutes

1. Regular Meeting Minutes from September 16, 2024

J. Correspondence

Approval of Agenda Items

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve K-1 through O-2 as follows:

K. Personnel

1. Appointments and Reappointments- Non-Represented Staff Salaries

BE IT RESOLVED, that the following personnel recommendations are approved, as recommended by the Chief School Administrator, upon completion of a background check:

| Name | Position | 2024-2025 | Effective Date |
|-----------------|------------------------------|--|----------------|
| Barbara Sinnema | Long Term Substitute Teacher | \$125/day for 1-60 days \$262/day for 61-182 days | TBD |

2. Appointments and Reappointments- Non-Represented Staff Salaries

BE IT RESOLVED, that the following personnel recommendations are retroactively approved as of 9/1/2024, as recommended by the Chief School Administrator:

| Name | Position | 2024-2025 | Effective Date |
|-------------|---------------------------------|---------------------------------------|----------------|
| Rose Linden | Media Center/ Classroom Aide | \$16.48/hr NTE More than 29 hrs/wk | 9/1/2024 |

3. Employment- Co-Curricular Workers

BE IT RESOLVED, that the following personnel recommendations be approved, as recommended by the Chief School Administrator:

| Name | Position | Hours | Compensation | Reason | Effective Date |
|------------------|----------------------|---|--------------|-----------------|--------------------------|
| Jackie Guht | I&RS Team Member | 1 Hour Beyond the school day 2x/month Up tp 20hrs | \$30/hr | Appointment | 10/21/2024- 6/30/2025 |
| Joseph Innaurato | Detention Monitor | Time Sheet | \$30/hr | Admin. Activity | 10/21/2024- 6/30/2025 |

4. Resignations, Retirements & Terminations

BE IT RESOLVED, that the following resignations, retirements and terminations be approved as recommended by the Chief School Administrator:

| Name | Position | Location | Reason | Effective Date | Years of Service |
|-----------------------|------------------------------|----------|-------------|----------------|------------------|
| Shelley Waddington | Lunch/ Playground Aide | SHTES | Resignation | 10/4/2024 | >2 |

5. Leave of Absence

BE IT RESOLVED, that the following leave of absence be approved, as recommended by the Chief School Administrator. Sick, Family Leave and Child Rearing will support this request.

| Name | Position | Location | Reason | Effective Date |
|-------------------|----------|----------|-----------------|-----------------------|
| Heather George | Teacher | SHTES | Maternity Leave | 11/18/2024-04/22/2025 |

L. General Administration

1. Enrollment Reports as of September 30, 2024
 - i. Enrollment Report

| Grade Level | Current Totals | June 30, 2024 |
|-------------------|----------------|---------------|
| PK | 59 | 54 |
| K | 31 | 39 |
| 1 | 40 | 44 |
| 2 | 48 | 41 |
| 3 | 39 | 42 |
| 4 | 43 | 35 |
| 5 | 35 | 53 |
| 6 | 52 | 38 |
| Resident Students | 321 | 320 |
| Choice Students | 26 | 26 |
| District Total | 347 | 346 |

2. Emergency Drills/Calls

| School/ Date | Time | Drill Description |
|--------------------------------------|----------------------|-------------------|
| South Harrison September 18, 2024 | 10:00 AM 10:06 AM | Lock Down Drill |
| South Harrison September 23, 2024 | 2:00 PM 2:06 PM | Fire Drill |

3. Student Discipline, Violence/Vandalism, HIB as of September 30, 2024

| Infraction Reports | No. of Incidents this Month | 2024-2025 Total-To-Date | 2023-2024 Total |
|---|-----------------------------|-------------------------|-----------------|
| Detentions | 6 | 6 | 63 |
| Suspensions | 0 | 0 | 4 |
| Violence, Vandalism, Substance Abuse | 0 | 0 | 0 |
| Harassment/Intimidation/Bullying Non-affirmed | 0 | 0 | 0 |
| Harassment/Intimidation/Bullying Affirmed | 0 | 0 | 0 |

M. Curriculum & Instruction

1. Meeting of the Curriculum & Instruction Committee - Mrs. Selb, Chairperson, reporting.

Objective: Evaluate decisions that are data-driven and fiscally responsible that further support QSAC.

N. Financial

1. Meeting of the Facilities & Finance Committee - Mrs. Pino-Talbot, Chairperson, reporting.

Objective: Prioritize preventative maintenance needs to sustain safe operational facilities while maintaining a well-supported educational environment with fiscally responsible activity.

- 2. BE IT RESOLVED to approve the following:
 - i. Approval of Treasurer’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of August. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of August 2024.
 - ii. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 2024. 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.
 - iii. August 2024 Line Item Transfers for the 2023-2024 fiscal year as recommended by the Chief School Administrator.
 - iv. 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.
 - v. 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.

3. Payment of Claims

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

| | | |
|------------|-------|---------------|
| 10/31/2024 | \$TBD | October Bills |
|------------|-------|---------------|

4. Student Activity Financial Report

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Student Activity Financial Report as of August 31, 2024.

5. IDEA Basic Carryover Grant Amendment Application

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the submission and acceptance of the 2024/2025 IDEA Basic Carryover Grant Amendment Application.

| | Basic |
|-------------------------|--------------|
| 2024-2025 Year Award | \$71,966 |
| 2023-2024 Carryover | \$3,572 |
| 2024-2025 Revised Award | \$75,538 |

6. Title I & II Carryover Grant Amendment Application

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the submission and acceptance of the 2024/2025 Title I and II Carryover Grant Amendment Application.

| | Title I | Title II |
|-------------------------|----------------|-----------------|
| 2024-2025 Year Award | \$24,865 | \$5,889 |
| 2023-2024 Carryover | \$1,536 | \$3,304 |
| 2024-2025 Revised Award | \$26,401 | \$9,193 |

7. Title III ESEA Grant

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Gloucester County Title III Consortium for Fiscal Year 2024/2025, for the amount of \$169, where the Swedesboro/Woolwich Township School District will act as the lead district.

8. SHIF Wellness Grant

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education accept and approve the 2024/2025 SHIF Wellness Grant in the amount of \$8,786.

9. ROD Grant Change Order #1

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve Change Order #1 for the Gym Roof and HVAC Project: Grant #: G5-7037. This change order addresses unforeseen conditions that necessitate adjustments to the original scope of work, resulting in an additional cost of \$8,466.00 and a revised total amount of the project of \$593,466.00.

10. New Jersey Department of Education Waiver Application

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the submission of the New Jersey Department of Education Waiver Application. This waiver is to approve a preschool classroom without a bathroom in the classroom, however it is within the line of sight of a bathroom.

11. Use of Facilities

Motion to approve the South Harrison PTO to use the MultiPurpose Room from 12/2-12/5/24, during after school hours. Approval of the use of the MultiPurpose Room is based on the South Harrison PTO meeting the following requirements:

- Submission of a prevention plan as outlined in NJDOH Document dated September 20, 2021
- Approval by the Chief School Administrator of that plan
- Signing of the Waiver Release for use of South Harrison Township Elementary School District facilities

12. Use of Facilities

Motion to approve the Girl Scouts of Central and Southern New Jersey to use the Media Center on 10/4, 11/15, 12/20/24 and 1/10, 2/7, 3/14, 4/11 and 5/9/25, during after school hours. Approval of the use of the Media Center is based on the Girl Scouts of Central and Southern New Jersey meeting the following requirements:

- Submission of a prevention plan as outlined in NJDOH Document dated September 20, 2021
- Approval by the Chief School Administrator of that plan
- Signing of the Waiver Release for use of South Harrison Township Elementary School District facilities

13. Use of Facilities

Motion to approve the Ruritans of Harrisonville to use the Kitchen and Cafeteria on 12/7/24, during after school hours. Approval of the use of the Kitchen and Cafeteria is based on the Ruritans of Harrisonville meeting the following requirements:

- Submission of a prevention plan as outlined in NJDOH Document dated September 20, 2021
- Approval by the Chief School Administrator of that plan
- Signing of the Waiver Release for use of South Harrison Township Elementary School District facilities

14. Use of Facilities

Motion to approve the South Harrison Township Parks & Rec. to use the Kitchen and Cafeteria on 12/14/24, during after school hours. Approval of the use of the Kitchen and Cafeteria is based on the South Harrison Township Parks & Rec. meeting the following requirements:

- Submission of a prevention plan as outlined in NJDOH Document dated September 20, 2021
- Approval by the Chief School Administrator of that plan
- Signing of the Waiver Release for use of South Harrison Township Elementary School District facilities

O. Policy

1. Meeting of the Policy & Communication Committee - Ms. Deborah Cunningham, Chairperson, reporting.

Objective: Prioritize expectations and accountability pertaining to relevant policy updates that will support student learning in a safe environment, as well as effectively communicate with all stakeholders.

2. Policy/ Regulation Second Reading
 BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education recommend the following policies and regulations for second reading for revision and/or adoption:

| Policy/Regulation #'s |
|-----------------------|
| 5350 |
| 8420, 8467, R8467 |

P. Old Business

1. Board of Education Goals
 Objective: Provide all students with educational opportunities and learning programs that promote high levels of academic achievement, social-emotional competence, and guided preparation for the future.

- i. Instruction*
 During the 2023-2024 school year, South Harrison Elementary School District will support and enhance student achievement through recognition of student successes that can be replicated. The administrative team will report to the Board of Education highlights of student success throughout the school year. Students will be publicly recognized and celebrated in school, on social media, and at Board of Education meetings.

ii. School Culture

The Board of Education will research the accomplishments of recent South Harrison Elementary graduates to highlight academic, vocational, and social preparedness by June 30, 2023. Using that data, the Board will strategically plan areas of emphasis for the future of the district.

iii. Finance

The Board of Education is committed to maintaining funding levels, accessing grants, and caring for and managing its assets. During the 2023-2024 school year, long-term forecasting will be done to plan for fiscal and physical management of the district. Recurring funding sources, grant opportunities, shared services, and other revenue-generating opportunities will be sought, investigated, and applied for to help direct the strategic plan for the future.

Q. New Business

R. Executive Session

S. Adjournment