



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

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Date: February 26, 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	Lily Brown
Kindergarten	Isaac Perry
1st Grade	Ashlynn Ross
2nd Grade	Ella Taylor
3rd Grade	Brendan Hemphill
4th Grade	Natalie Cannella
5th Grade	Daniel Mehl
6th Grade	McKayln Buehler
Art	Olivia Voll
Physical Education	Laurel Jastrzembski
World Cultures	Lainey Waterman
Music	Nicholas Griscom

### F. Presentations & Discussions

1. SSDS Report

**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 January 22, 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 N-9 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:

Name	Job Title	2023-2024 Salary	Effective Date
Melissa LaBarbera	Secretary	\$40,000	2/14/2024

2. 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
Jaclyn Conklin	Teacher	SHTES	Maternity Leave	5/13/2024-11/25/2024

**L. General Administration**

1. Enrollment Reports as of January 31, 2024
  - i. Enrollment Report

Grade Level	Current Totals	June 30, 2022
PK	54	13
		15
K	39	40
1	44	49
2	41	33
3	42	48
4	36	39
5	54	47
6	38	45
Resident Students	322	305
Choice Students	26	24
District Total	348	329

2. Emergency Drills/Calls

School/ Date	Time	Drill Description
South Harrison January 24, 2024	12:12 PM	Hold Drill
	12:17 PM	
South Harrison January 29, 2024	9:16 AM	Fire Drill
	9:23 AM	

3. Student Discipline, Violence/Vandalism, HIB as of January 31, 2024

Infraction Reports	No. of Incidents this Month	2023-2024 Total-To-Date	2022-2023 Total
Detentions	2	25	82
Suspensions	1	4	9
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying Non-affirmed	0	0	1
Harassment/Intimidation/Bullying Affirmed	0	0	4

4. 2024-2025 School Calendar

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2024-2025 School Calendar, as recommended by the Chief School Administrator.

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 Chief School Administrator:

Group	Event/ Destination	Date(s)	# of Students	# of Teachers/ Chaperones	Cost to Students
2nd Grade	Philadelphia Zoo	4/25/2024	41	4	\$15.00
3rd Grade	The Academy of Natural Sciences of Drexel	4/24/2024	43	12	\$15.00
4th Grade	Wheaton Arts	5/23/2024	36	7	\$11.00
Kindergarten	Please Touch Museum	5/30/2024	39	13	\$21.00
Pre-K	Storybook Land	5/31/2024	55	18	\$20.99

6. 2023-2024 NJQSAC District Performance Review (DPR)

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve to resubmit the 2023-2024 QSAC District Performance Review (DPR) and authorize the Chief School Administrator to provide the SOA to the Gloucester County and N.J. Departments' Offices of Education on newly adopted forms.

**M. Curriculum & Instruction**

- 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**

- 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 December 2023. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of December 2023.
  - ii. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2023. 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. December 2023 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:

2/29/2024	\$289,702.83	February Bills
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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 December 31, 2023.

5. Special Education Medicaid Initiative (SEMI)

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve a resolution to request a waiver of participation in the Special Education Medicaid Initiative (SEMI) based on having fewer than 40 special education Medicaid eligible students for the 2024-2025 School Year.

6. Schools Development Authority Funding

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the submission and acceptance of funds of the Certification to the New Jersey Schools Development Authority (SDA) for Emergent and Capital Maintenance Needs funding in the amount of \$8,488.

7. YMCA Agreement

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve an agreement with the YMCA for the before and after school program for the 2024-2025, 2025-2026, and 2026-2027 School Years at a cost to the YMCA of \$2,000 each year.

8. Fundraiser

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following fundraiser(s), as recommended by the Chief School Administrator.

Program/Group	Event	Purpose	Dates
Drama Club	Selling Chick-Fil-A Trays	Drama Club Props & Costumes	02/29-3/29/2024

9. Use of Facilities-Township

Motion to approve South Harrison Township to use the MultiPurpose Room March 11, 2024, during after school hours. Approval of the use of the MultiPurpose Room is based on South Harrison Township 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 - Mrs. Brown, 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.*

**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**

1. Personnel

**S. Adjournment**