



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

---

Date: September 18, 2023  
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	Dr. English	Mrs. Selb
Ms. Janet Brown	Ms. Huggins	Mr. Talbot

### E. Student Recognition

### F. Presentations & Discussions

South Harrison PTO

### 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 August 21, 2023

**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. Employment- Co-Curricular Workers

BE IT RESOLVED, that the following motion be amended from original approval at the June 20, 2023 Board of Education meeting, to clarify that the following personnel recommendations are approved, as recommended by the Chief School Administrator, to be paid with ESSER III Summer Learning Funds account 20.489.100.100.05.020.050:

Name	Position	Hours	Compensation	Reason	Effective Date
Sarah Soebeck	Teacher	NTE 48hrs	\$30/hr	ESY	7/10-8/3/2023
Dennis Summerville	Teacher	NTE 48hrs	\$30/hr	ESY	7/10-8/3/2023
Lisa Pessa	Teacher	NTE 48hrs	\$30/hr	ESY	7/10-8/3/2023
Kristen Cade	Teacher	NTE 48hrs	\$30/hr	ESY	7/10-8/3/2023
Bethany Bakley	Nurse	NTE 10hrs	\$30/hr	Summer Work	As Needed

2. Employment- Co-Curricular Workers

BE IT RESOLVED, that the following motion be amended from original approval at the June 20, 2023 Board of Education meeting, to clarify that the following personnel recommendations are approved, as recommended by the Chief School Administrator to be paid with ESSER III Summer Learning Funds account 20.489.100.100.05.020.050:

Name	Position	Hours	Compensation	Reason	Effective Date
Jessica Devecchio	Teacher	NTE 30hrs	\$30/hr	Virtual Summer School	July-August 2023
Michele LaMalfa	Teacher	NTE 30hrs	\$30/hr	Virtual Summer School	July-August 2023

3. Appointments and Reappointments

BE IT RESOLVED that the appointment(s) of the following staff member(s) be approved, as recommended by the Chief School Administrator, contingent upon criminal history review clearance and issuance of appropriate certification(s) where applicable:

Name	Position	Location	Guide/ Step Salary	Reason	Effective Date
Rose Linden	Media Center/ Classroom Aide	SHTES	\$16/hr NTE More than 29 hrs/wk	Appointment	TBD

4. 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
Linda Alexander	I&RS Team Member	1 Hour Beyond the school day 2x/month Up tp 20hrs	\$30/hour	Appointment	9/1/2023-6/30/2024
Jessica Longenbach	Clay Club Advisor	TBD	\$938	Appointment	9/1/2023-6/30/2024

**L. General Administration**

1. Enrollment Reports as of June 30, 2023
  - i. Enrollment Report

Grade Level	Current Totals	June 30, 2022
PK	43	13
		15
K	46	40
1	43	49
2	44	33
3	34	48
4	52	39
5	38	47
6	47	45
Resident Students	323	305
Choice Students	24	24
District Total	347	329

2. Emergency Drills/Calls

School/ Date	Time	Drill Description
South Harrison August 1, 2023	9:16 AM	Shelter in Place
	9:21 AM	
South Harrison August 3, 2023	9:35 AM	Fire Drill
	9:38 AM	

3. Student Discipline, Violence/Vandalism, HIB as of June 30, 2023

Infraction Reports	No. of Incidents this Month	2022-2023 Total-To-Date	2021-2022 Total
Detentions	0	82	26
Suspensions	0	9	17
Violence, Vandalism, Substance Abuse	0	0	3
Harassment/Intimidation/Bullying Non-affirmed	0	1	N/A
Harassment/Intimidation/Bullying Affirmed	0	4	9

4. Professional Development & Mentoring Plan

BE IT RESOLVED that the South Harrison Township Elementary School District Board of Education approve the 2023/2024 Professional Development & Mentoring Plan, as recommended by the Chief School Administrator.

5. 2023/2024 Student Handbook  
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Student Handbook 2023/2024, as recommended by the Chief School Administrator.
  
6. 2023/2024 Student Code of Conduct  
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Student Code of Conduct 2023/2024, as recommended by the Chief School Administrator.
  
7. 2023/2024 Staff Handbook  
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Staff Handbook 2023/2024, as recommended by the Chief School Administrator.

**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.*

2. Music Curriculum  
BE IT RESOLVED that the South Harrison Township Elementary School District Board of Education approve the 2023/2024 Music Curriculum, as recommended by the Chief School Administrator.

3. Professional Development – Tuition Reimbursement  
BE IT RESOLVED that the following staff reimbursement for coursework be clarified as originally approved at the August 21, 2023 Board of Education Meeting:

Title of Program	Location	Date(s)	Attendee(s)	Educational Purpose	Cost to District
Brainspring	Virtual	8/21/23-8/25/23	Dennis Summerville	Phonics First Level 1	\$1,135 for Program
Brainspring	Virtual	8/21/23-8/25/23	Dennis Summerville	Phonics First Level 1	\$1,050 Employee Compensation (\$30/hr for 35 hrs)

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

9/30/23	\$205,708.10	September 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 July 31, 2023.
5. Preschool Expansion Aid Carryover  
 BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the acceptance of the additional carryover funds from the 2022/2023 Preschool Expansion Aid budget year for a total amount of \$235,534.11.

6. Elk Township School District Tuition Agreement

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education (receiving) approve the Special Education Tuition contract with Elk Township School District(sending) for the 2023/2024 Extended School Year for students SID #5171180488 and #1729768838 to attend the ESY PSD program for an amount of \$1,510. Additional related services to be provided and billed separately at the cost billed to South Harrison Township School District.

7. Archbishop Damiano School Tuition Contract

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the tuition contract with Archbishop Damiano School for the 2023/2024 Regular and Extended School Year for SID #5877129356 for the amount of \$59,459.40.

8. Extraordinary Services Contract with Deptford Township

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the extraordinary services contract with Deptford Township Board of Education for the 2023/2024 School Year for SID #7102415829 for the amount of \$30,820.95.

9. CRESS Services Proposals

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following proposals with Gloucester County Special Services School District for CRESS Services for the 2023/2024 Regular School Year:

Type of Service	Amt. Time Requested	Total Hours/Days	Fee	Total
Speech Therapy	3hrs x 33 wks	99 hours	\$108/hr	\$10,692
Speech Therapy	5 days/wk	184.50 days	\$600/day	\$110,700
Physical Therapy	1 day/wk	37 days	\$600/day	\$22,000

10. Use of Facilities

Motion to approve the Girl Scouts of Southern and Central Jersey Troops 67428 and 60872 to use the Cafeteria and MultiPurpose Room one Friday every month, from October 20, 2023 through April 19, 2024, during after school hours. Approval of the use of the Cafeteria and MultiPurpose Room is based on the Girl Scouts of Southern and Central Jersey Troops 67428 and 60872 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

11. Use of Facilities

Motion to approve the Cub Scout Pack 7244 to use the Cafeteria and Playing Fields the first Monday of the month, from October 2023 through June 2024, during after school hours. Approval of the use of the Cafeteria and Playing Fields is based on the Cub Scout Pack 7244 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 South Harrison Elementary PTO to use the PD Classroom one Wednesday of every month, from September 2023 through May 2024, during after school hours. Approval of the use of the PD Classroom is based on the South Harrison Elementary 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

13. Use of Facilities

Motion to approve the South Harrison Basketball Association to use the MultiPurpose Room every Wednesday starting September 20, 2023 through November 1, 2023, during after school hours. Approval of the use of the MultiPurpose Room is based on the South Harrison Basketball Association 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.*

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.

<b>Policy/Regulation #'s</b>
0131, 0134, 0144,0145 0152, 0161, 0162, 0163, 0164.06, 0168, 0169.02, 1073
1140, 1220, 1240P&R, 1310, 1510P&R, 1511, 1523, 1530P&R, 1550R only,1581P&R, 1613P&R, 1620, 1642P&R, 1643, 1648.15
2200P&R, 2260, 2411P&R, 2414P&R, 2415, 2415.02P&R, 2415.04, 2415.05, 2415.06, 2415.20, 2415.30, 2415.50, 2416.01, 2417, 2418P&R, 2421, 2422, 2423P&R, 2425P&R,2431.1R, 2431.2R, 2431.4R, 2440R, 2460P&R, 3460.1R, 2460.8R, 2460.9R, 2460.15R, 2460.16R, 2460.30R, 2467, 2520P&R, 2610, 2622P&R, 2700
3111, 3124, 3125, 3125.2, 3126P&R, 3134, 3141, 3142P&R, 3144P&R, 3159, 3160P&R, 3161, 3216, 3217, 3218P&R, 3221P&R, 3222P&R, 3223P&R, 3224P&R, 3231, 3233, 3240P&R, 3270P&R, 3437
4125, 4146P&R, 4159, 4160P&R, 4161, 4212P&R, 4217, 4218P&R, 4219, 4437
5111P&R, 5116P&R, 5200P&R, 5305, 5306P&R, 5308P&R, 5310P&R, 5320P&R, 5330P&R, 5330.01P&R, 5330.04P&R, 5330.05P&R, 5337, 5339, 5350R, 5513P&R, 5514, 5516, 5530P&R, 5541, 5561P&R, 5600P&R, 5610P&R, 5611P&R, 5612P&R, 5613P&R, 5615, 5620, 5722, 5750, 5751P&R, 5755, 5756
6112P&R, 6115.01P&R, 6115.02, 6115.03, 6115.04, 6311, 6360, 6440, 6470.01P&R, 6471P&R, 6520
7100P&R, 7101P&R, 7102P&R, 7130, 7243, 7300, 7300.2R, 7300.3R, 7300.4R, 7410P&R, 7424P&R, 7425P&R, 7432P&R, 7440P&R, 7441P&R, 7446, 7450, 7510P&R
8140P&R, 8210, 8220P&R, 8320P&R, 8330P&R, 8350, 8420, 8420.1R, 8420.2R, 8420.7R, 8420.10R, 8441P&R, 8454, 8461P&R, 8465P&R, 8505, 8540, 8550, 8600P&R, 8601, 8630P&R, 8670, 8690P&R
9130R, 9140, 9180P&R, 9210, 9242, 9320P&R, 9400, 9541, 9560, 9713

**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 2022-23 School year, the administrative team will monitor the use of differentiated instruction in all grades and subject areas to ensure students of all ability levels are supported, enriched, and challenged. Administration will report results and highlights to the Board quarterly.

*ii. School Culture*

The Board of Education wishes to promote positivity throughout the school district. This will be achieved over the remainder of the 2022-2023 school year in a variety of ways, including recognizing excellence in our Students, Families, Staff, and Community.

*iii. Finance*

The Board of Education will attentively focus on long-range fiscal planning for 2023-24 and following school years. Planning will be in conjunction with the Administrative Team and staff to explore cost savings, alternative funding possibilities, and any other strategies to promote the overall success of our students and school district. A report of findings and suggestions will be completed by June 30, 2023.

**Q. New Business**

**R. Executive Session**

**S. Adjournment**