



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

Date: September 19, 2022
Time: 7:00 p.m.
Location: Cafeteria
904 Mullica Hill Road
Harrisonville, NJ 09039

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

None at this time.

F. Presentations & Discussions

None at this time.

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

Not anticipated.

I. Approval of Minutes

1. Regular Meeting Minutes from August 23, 2022

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-12 as follows:

K. Personnel

1. 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 |
|--------------------|---------------------------------|----------|-----------------------|-------------|----------------|
| Debbie Gaston | Lunch/ Playground Aide | SHTES | \$14.00/hr | Appointment | 9/20/2022 |
| Dennis Summerville | General Education Teacher | SHTES | \$55,072 MA Step 3 | Appointment | TBD |

2. Employment- Co-Curricular Workers

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

| Name | Position | Hours | Compensation | Reason | Effective Date |
|-------------|--------------|-----------|--------------|-------------------------------------|----------------|
| Beth Bakley | School Nurse | NTE 10hrs | \$30/hr | Summer Work in Nurse's Office | 7/1-8/31/22 |

3. Resignations, Retirements & Terminations

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

| Name | Position | Location | Reason | Effective Date | Years of Service |
|-------------|-------------|----------|-------------|----------------|------------------|
| Sarah Keane | Art Teacher | SHTES | Resignation | 6/30/2022 | 4 |

4. Administrative Consultant

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve Dr. Winterburn to serve as Administrative Consultant at the rate of \$384.62/day, not to exceed five days, effective 9/12/2022 through 9/16/22.

5. RTI Testing Volunteer

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve Christine Mitchell to serve as a volunteer for RTI Testing under the supervision of Dr. Kristi Jansen, Laura Flynn and Shari Crouch.

L. General Administration

1. Enrollment Reports as of August 31, 2022

i. Enrollment Report

| Grade Level | Current Totals | June 30, 2022 |
|-------------------|----------------|---------------|
| PK3 | 9 | 13 |
| PK4 | 13 | 15 |
| K | 46 | 40 |
| 1 | 43 | 49 |
| 2 | 45 | 33 |
| 3 | 33 | 48 |
| 4 | 51 | 39 |
| 5 | 38 | 47 |
| 6 | 48 | 45 |
| Resident Students | 303 | 305 |
| Choice Students | 23 | 24 |
| District Total | 326 | 329 |

2. Emergency Drills/Calls

| School/ Date | Time | Drill Description |
|-----------------------------------|--------------------|-------------------|
| South Harrison August 29, 2022 | 6:17 PM 6:23 PM | Shelter in Place |
| South Harrison August 30, 2022 | 4:19 PM 4:24 PM | Fire Drill |

3. Student Discipline, Violence/Vandalism, HIB as of August 31, 2022

| Infraction Reports | No. of Incidents this Month | 2021-2022 Total-To-Date | 2020-2021 Total |
|---|--------------------------------|----------------------------|--------------------|
| Detentions | 0 | 26 | 0 |
| Suspensions | 0 | 17 | 1 |
| Violence, Vandalism, Substance Abuse | 0 | 3 | 0 |
| Harassment/Intimidation/Bullying (Affirmed) | 0 | 9 | 0 |

4. 2022-2023 Student Handbook

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Student Handbook 2022-2023, as recommended by the Chief School Administrator.

5. 2022-2023 Student Code of Conduct

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Student Code of Conduct 2022-2023, as recommended by the Chief School Administrator.

6. 2022-2023 Staff Handbook

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Staff Handbook 2022-2023, as recommended by the Chief School Administrator.

7. 2022-2023 Professional Development and Mentoring Plans

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2022-2023 school year Professional Development and Mentoring plans.

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 2022. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of August 2022.
- ii. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of August. 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 2022 Line Item Transfers for the 2022-2023 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, the the South Harrison Township Elementary School District Board of Education approve the following payment of bills:

| | | |
|------------|--------------|-----------------|
| 09/30/2022 | \$240,243.77 | 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 August 31, 2022.

5. GCSSSD CRESS Services Contract

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the contract with Gloucester County Special Services School District for CRESS Services for the 2022-2023 School Year, specifically:

| Service | Frequency | Cost |
|--|----------------------------|---------------------------------|
| CRESS Physical Therapist (School Year) | 5.5 hours/week = 203.50hrs | \$19,943.00 (\$98.00 per hour) |
| CRESS Speech (School Year) | 5 days/week= 184 days | \$102,120.00 (\$555.00 per day) |

6. Contract for School Nursing Services

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the contract with Bayada Home Health Care, Inc. for nursing services on a substitute basis at a rate of \$60.00/hour for the 2022-2023 School Year.

7. Contract for Clinical Associate Services

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the contract with Amazing Transformations for clinical associate services for SID #7102415829 at a rate of \$52,920 (42.00/hour) for the 2022-2023 School Year.

8. Translation Services Shared Service Agreement with Logan Township School District

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the shared services contract with Logan Township School District for Translation Services for the 2022-2023 School Year at a rate of \$43.00/hour to be paid for with Title III funds.

9. TriCare Medical Transportation Contract

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Transportation Contract with TriCare Medical Transportation for transportation services for SID #2182897374 at a rate of \$500 per day for the 2022-2023 School Year.

10. Renew Custodial Service Agreement

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education authorize the renewal of the Interlocal Service Agreement for ABM Industry Group, LLC for Custodial Services from July 1, 2022 through June 30, 2023, between Pittsgrove Township Public School District for the amount of \$194,505.89.

11. ESS Support Services Contract Addendum

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education, amend from original approval at the April 25, 2022 meeting, to increase the hourly rate for long term substitutes, building substitutes and full day paraprofessionals at the specified rate.

12. Amend Maintenance Services Agreement with Logan Township School District

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education amend from original approval at the June 13, 2022 meeting, the Maintenance Services Shared Service Agreement with Logan Township School District to include an addendum for the loaning and use of certain equipment (e.g lift to assist in roof leak, computer carts, etc.) that were not anticipated or detailed in the original agreement, signed by both districts. This loaning of needed equipment must be requested by the CSA of South Harrison School District and have the approval of the Logan Township School District Superintendent before equipment is shared, loaned or used by South Harrison.

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. Student Achievement***

Continue to offer and monitor the effectiveness of research based academic instructional programs and tiered remedial interventions in meeting with common core standards.

- ii. Fiscal Responsibility and Accountability***

Create a cost-effective budget that provides for educational resources and preventive maintenance options for ongoing facility improvement needs.

- iii. Safety and Support***

Provide and monitor the effectiveness of research-based social-emotional instructional programs to improve prosocial behaviors, social problem solving and resilience/adaptability.

- iv. Teamwork, Professional Conduct and Civility***

Ensure a culture of productivity and effectiveness that is driven by professional language, intent and behaviors that connect with the district-wide mission.

2. Discussion of new yearly district goals.

Q. New Business

None at this time.

R. Executive Session

S. Adjournment