



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

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Date: August 23, 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**

1. Personnel
2. Negotiations

**I. Approval of Minutes**

1. Regular Meeting Minutes from July 18, 2022
2. Regular Meeting Executive Minutes from July 18, 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-9 as follows:

**K. Personnel**

1. 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
Christine Connelly	Principal	SHTES	Resignation	9/24/2022	<1
Aimee Ferez	Music Teacher	SHTES	Resignation	9/1/2022	3
Brittney Wagner	Secretary	SHTES	Resignation	8/5/2022	2.5
Kathryn Ward	6th Grade Teacher	SHTES	Resignation	9/1/2022	2

2. 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
Linda Alexander	Part-Time Counselor	SHTES	\$47,396.40	Appointment	9/1/2022
Heather Camlin	6th Grade ELA Teacher	SHTES	\$65,062 MA Step 10	Appointment	9/1/2022
Jessica Longenbach	Art Teacher	SHTES	\$51,971 BA Step 3	Appointment	9/1/2022
Haley Wellington	Main Office/ Principal Secretary	SHTES	\$38,525.00	Appointment	TBD
Dr. Elizabeth Winterburn	Building Principal	SHTES	\$100,000.00	Appointment	TBD

3. Employment – Co-Curricular Workers

BE IT RESOLVED that the following personnel recommendations be amended as originally approved at the June 21, 2022 Regular Board Meeting:

Name	Position	Hours	Compensation	Reason	Effective Date
Shari Crouch*	I&RS Coordinator	1 Hour Beyond the school day 2x/month	\$1,333	Admin. Activity	9/1/2022-6/30/2023

*\*denotes amended item*

4. Professional Development- Staff Trainings, Seminars, Conventions & Conferences  
BE IT RESOLVED that the following staff attendance at trainings, seminars, conventions, and conferences be retroactively approved:

Name(s)	Position	Hours	Compensation	Reason	Effective Date
Shari Crouch	Instructional Interventionist	NTE 8 hours	\$30/hr	Instructional Interventionist Training	8/1-8/19/2022
Jacklyn Guht Carolyn Olsen Cherie Sinor Sarah Sobeck	Teacher	NTE 5 hours	\$30/hr	ELA/ Social Studies Training	8/15/2022
Nicholas Deitz Michele LaMalfa Kathryn Tranz	Teacher	NTE 5 hours	\$30/hr	Math/ Science Training	8/17/2022

5. Interventionist Training  
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education retroactively approve Lisa Henjes to assist in Instructional Interventionist Training at the rate of \$30/hour, not to exceed 8 hours, plus 2 prep hours, effective 8/1/2022 through 8/19/2022.

**L. General Administration**

1. Enrollment Reports as of July 31, 2022  
i. Enrollment Report

Grade Level	Current Totals	June 30, 2022
PK3	9	13
PK4	13	15
K	46	40
1	41	49
2	45	33
3	33	48
4	51	39
5	36	47
6	47	45
Resident Students	298	305
Choice Students	23	24
District Total	321	329

2. Emergency Drills/Calls

School/ Date	Time	Drill Description
South Harrison July 27, 2022	11:50 AM 11:53 AM	Fire Drill
South Harrison July 28, 2022	1:12 PM 1:16 PM	Lockdown Drill

3. Student Discipline, Violence/Vandalism, HIB as of July 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

**M. Curriculum & Instruction**

1. Meeting of the Curriculum & Instruction Committee - Mrs. Selb, Chairperson  
The committee did not meet this month.

*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  
The committee did not meet this month.

*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 2022. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of July 2022.
  - 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 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:

08/31/2022	TBD	August 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 July 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.

6. GCSSSD ESY Tuition Agreement

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education retroactively approve the contract with Gloucester County Special Services School District for ESY Services, including One-on-One Aide Services, for the 2022-2023 School Year for SID # 5877129356.

Service	Frequency	Cost
ESY	20 Days	\$4,590.00 (\$229.50 per diem)
ESY Aide	20 Days	\$3,760.00 (\$188.00 per diem)

7. Use of Facilities

Motion to approve the Girl Scouts of Central and Southern New Jersey to use the Cafeteria, MultiPurpose Room, and/or Classrooms once monthly, from September 20th through May 16th during after school hours. Approval of the use of the Cafeteria, MultiPurpose Room, and/or Classrooms 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

8. SHIF Wellness Grant

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approves and accepts a 2022-2023 SHIF Wellness Grant in the amount of \$7,000.

9. Official Depositories and Signatories

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education amend as originally approved at the June 21, 2022 Regular Board Meeting, the individual signatories on all bank accounts for the 2022-2023 school year.

Account	Financial Institution	Signatory	Individual
Custodian Account 3 signatures required	Investors Bank	Board President Business Administrator Chief School Administrator	Laura Bruno Dawn L. Leary* Mr. Steven Price
Payroll Account 2 signatures required	Investors Bank	Business Administrator Chief School Administrator	Dawn L. Leary* Mr. Steven Price
Payroll Agency Account 2 signatures required	Investors Bank	Business Administrator Chief School Administrator	Dawn L. Leary* Mr. Steven Price
Student Activity Account 2 signatures required	Investors Bank	Board President Business Administrator Chief School Administrator	Laura Bruno Dawn. L. Leary* Mr. Steven Price

\*denotes amended item

## O. Policy

1. Meeting of the Policy & Communication Committee - Mrs. Brown, Chairperson  
The committee did not meet this month.

*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