



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

Date: March 28, 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

| | | |
|-----------------|----------------|------------------|
| Ms. Brown | Dr. English | Mrs. Pino-Talbot |
| Dr. Bruno | Ms. Huggins | Mrs. Selb |
| Mrs. Cunningham | Mrs. McIlvaine | Mr. Talbot |

E. Student Recognition

| | |
|--------------------|-----------------------|
| PreK | Juliette Mullen |
| Kindergarten | Reagan Reichelderfer |
| 1st Grade | Andrew Bennett |
| 2nd Grade | Alexandria Richardson |
| 3rd Grade | Danielle Johnston |
| 4th Grade | Eris Torres |
| 5th Grade | Santino Scaffidi |
| 6th Grade | Avrie McDermott |
| Art | Braedon Ward |
| Music | Morgan Beckley |
| Physical Education | Logan Scolpino |
| World Cultures | Joseph Stec |

F. Presentations & Discussions

1. Discussion Item: South Harrison Administrative Structure

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 Superintendent 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 February 22, 2022.

J. Correspondence

1. Teacher of the Year Thank You

Approval of Agenda Items

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve K-1 through N-6 as follows:

K. Personnel

1. Resignations, Retirements & Terminations

BE IT RESOLVED, that the following resignations, retirements and terminations be approved, as recommended by the South Harrison Township Elementary School District Board of Education:

| Name | Position | Location | Reason | Effective Date | Years of Service |
|--------------------|----------------------------|----------|-------------|----------------|------------------|
| Dr. Scott J. Hogan | Chief School Administrator | SHTES | Resignation | 7/11/2022 | 1 |

L. General Administration

1. Enrollment Reports as of February 28, 2022

i. Enrollment Report

| Grade Level | Current Totals | June 30, 2021 |
|-------------------|----------------|---------------|
| PK3 | 9 | 1 |
| PK4 | 15 | 6 |
| K | 40 | 45 |
| 1 | 49 | 35 |
| 2 | 33 | 52 |
| 3 | 49 | 39 |
| 4 | 39 | 46 |
| 5 | 46 | 44 |
| 6 | 45 | 48 |
| Resident Students | 301 | 291 |
| Choice Students | 24 | 25 |
| District Total | 325 | 316 |

2. Emergency Drills/Calls

| School/ Date | Time | Drill Description |
|-------------------------------------|----------------------|-------------------|
| South Harrison February 11, 2022 | 2:48 PM 2:51 PM | Fire Drill |
| South Harrison February 15, 2022 | 10:19 AM 10:35 AM | Shelter in Place |

3. Student Discipline, Violence/Vandalism, HIB as of February 28, 2022

| Infraction Reports | No. of Incidents this Month | 2021-2022 Total-To-Date | 2020-2021 Total |
|---|--------------------------------|----------------------------|--------------------|
| Detentions | 2 | 12 | 0 |
| Suspensions | 0 | 0 | 1 |
| Violence, Vandalism, Substance Abuse | 0 | 3 | 0 |
| Harassment/Intimidation/Bullying (Affirmed) | 1 | 3 | 0 |

4. HIB Findings

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education affirm the findings of a HIB incident for the month of February which was found to be a HIB as presented to the Board by the Superintendent.

5. 2022-2023 School Calendar

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education amend the 2022-2023 School Calendar, originally approved at the February 22, 2022, meeting as recommended by the Chief School Administrator.

6. 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 the BOE | Cost to Students |
|-----------|-----------------------------------|-----------|------------------|---------------------------------|-----------------------|---------------------|
| 1st Grade | Adventure Aquarium | 6/9/2022 | 49 | 11 | \$2,080.00 | \$0.00 |
| 5th Grade | Museum of the American Revolution | 6/2/2022 | 47 | 10 | \$1,973.00 | \$0.00 |
| 6th Grade | Kingsway Field Trip | 5/13/2022 | 44 | 5 | \$425.00 | \$0.00 |
| 6th Grade | Franklin Institute | 6/10/2022 | 44 | 8 | \$2,670.00 | \$0.00 |

M. Curriculum & Instruction

1. Meeting of the Curriculum & Instruction Committee - Mrs. Selb 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 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 February 2022. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of February 2022.
- ii. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of February. 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. February 2022 Line Item Transfers for the 2021-2022 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:

| | | |
|------------|--------------|----------------|
| 03/31/2022 | \$274,351.04 | March Payments |
|------------|--------------|----------------|

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 February 28, 2022.

5. Adoption of the 2022-2023 Tentative Budget

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve and authorize the submission of the 2022-2023 tentative budget as follows to the Executive County Superintendent of Schools:

| 2022-2023 School Year | Budget | Tax Levy |
|-----------------------|----------------|----------------|
| General Fund | \$5,477,088.00 | \$3,573,525.00 |
| Special Revenue | \$238,202.00 | \$0.00 |
| Debt Service | \$884,200.00 | \$713,942.00 |
| Total Base Budget | \$6,599,490.00 | \$4,287,467.00 |

WHEREAS, the South Harrison Elementary School District Board of Education may establish, for regular school district business travel only, an annual threshold of \$1,500.00 per staff member where prior Board approval shall not be required unless this annual threshold is exceeded in the budget year (July 1 - June 30); and

WHEREAS, the South Harrison Elementary School District Board of Education has elected to exclude travel expenditures supported by federal funds pursuant to N.J.A.C. 6A:23A-7.3(a)2; and

WHEREAS, the South Harrison Elementary School District Board of Education authorizes travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3(a)1, to a maximum of expenditure of \$25,000.00 for all staff and board of education members.

6. Food Service Management Renewal

BE IT RESOLVED, that the South Harrison Elementary School District Board of Education approve the renewal of the food service management contract with Nutri-Serve Food Management at a fee of \$16,125.00 for the 2022-2023 school year, with no guarantee. This is year two with an option of 4 "one year" renewals.

O. Policy

1. Meeting of the Policy & Communication Committee - Mrs. Brown 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. Dr. Lynch, Environmental Safety Management Corp - February MPR Floor testing

Q. New Business

R. Adjournment



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

ADDED AGENDA

F. Presentations & Discussions

2. 2022/2023 Tentative Budget Presentation: Mrs. Sarah Bell, Business Administrator
3. Public Statement: Dr. Scott J. Hogan, Chief School Administrator