



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

Date: February 22, 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	Owen O'Leary
Kindergarten	Timothy Narcisi
1st Grade	Pierce Catalano
2nd Grade	Joseph Damminger
3rd Grade	Giovanni Esposito
4th Grade	Scarlett Stephan
5th Grade	Brynn McDermott
6th Grade	Gage Mealey
Art	Alison Brennan
Music	Ally Little
Physical Education	Anna Lisi
World Cultures	Olivia Voll

F. Presentations

1. Andrew Lee from Holt McNally & Associates - FY21 Audit

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 January 24, 2022.
2. Reorganization Meeting Minutes from January 10, 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-8 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
Michelle Martinez	Interim Assistant Principal	SHTES	\$400/day/ 3 days/wk	Appointment	2/28/2022- 6/17/2022
Dottie Coxe	Lunch/ Playground Aide	SHTES	\$14/hr	Appointment	2/23/2022- 6/17/2022

2. 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
Courtney Ryan	Lunch/ Playground Aide	SHTES	Resignation	2/11/2022	<1
Allison Thompson	Assistant Principal	SHTES	Resignation	2/25/2022	<1

L. General Administration

1. Enrollment Reports as of January 31, 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 January 13, 2022	10:32 AM 10:35 AM	Fire Drill
South Harrison January 24, 2022	1:23 PM 1:30 PM	Code Blue

3. Student Discipline, Violence/Vandalism, HIB as of January 31, 2021

Infraction Reports	No. of Incidents this Month	2021-2022 Total-To-Date	2020-2021 Total
Detentions	1	10	0
Suspensions	0	0	1
Violence, Vandalism, Substance Abuse	0	3	0
Harassment/Intimidation/Bullying (Affirmed)	0	2	0

4. 2021-2022 School Calendar

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education amend the 2021-2022 School Calendar, originally amended at the September 20, 2021 meeting, as recommended by the Chief School Administrator.

5. 2022-2023 School Calendar

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

M. Curriculum & Instruction

1. Meeting of the Curriculum & Instruction Committee - Mrs. Selb reporting

2. English Language Learner Three-Year Plan

BE IT RESOLVED that the South Harrison Township Elementary School District Board of Education approve the English Language Learner Three-Year Plan, 2021-2024, as recommended by the Chief School Administrator.

N. Financial

1. Meeting of the Facilities & Finance Committee - Mrs. Pino-Talbot reporting

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 January 2022. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of January 2022.
 - ii. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of January. 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. January 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 bill lists:

02/28/2022	\$252,142.95	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 January 31, 2022.

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 2022-2023 school year.

6. 2020-2021 CAFR

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education accept the Comprehensive Annual Financial Report ("CAFR") for the fiscal year ended June 30, 2021 and related documents for submission to the Executive County Superintendent of Schools.

7. Synopsis and Summary of Annual Audit and Recommendations and Corrective Action Plan
WHEREAS, N.J.S.A. 18A-23.4 states that the Secretary of the Board of Education shall prepare a synopsis or summary of the annual audit and recommendations;

WHEREAS, the accounting firm of Holt, McNally & Associates audited the basic financial statements of the South Harrison Township School District for the fiscal year ended June 30, 2021 in accordance with the Generally Accepted Audit Standards issued by the Comptroller General of the United States;

WHEREAS, the accounting firm of Holt, McNally & Associates did not have any findings or recommendations for the fiscal year ended June 30, 2021;

NOW THEREFORE BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education accept and approve the Audit Synopsis, summary of audit recommendations and corrective action plan for the fiscal year ended June 30, 2021.

8. Use of Facilities

Motion to approve South Harrison Parent Teacher Organization to use the Multipurpose Room on May 14, 2022 for Lip Sync and June 10, 2022 for the 6th Grade Dance. Approval of the use of the Multipurpose Room is based on the South Harrison Parent Teacher Organization 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
- All parents submitting to the South Harrison Parent Teacher Organization a Covid-19 Risk Acknowledgement Acceptance Form

O. Policy

1. Meeting of the Policy & Communication Committee - Mrs. Brown reporting

P. Old Business

1. Board of Education Goals

Objective: Strive to 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. Continue to offer and monitor the effectiveness of research based academic instructional programs and tiered remedial interventions in meeting with common core standards.
- ii. Create a cost-effective budget that provides for educational resources and preventive maintenance options for ongoing facility improvement needs.
- iii. Provide and monitor the effectiveness of research based social-emotional instructional programs to improve prosocial behaviors, social problem solving, and resilience/adaptability.
- iv. Provide regular updates (3x per year) on actions taken and outcomes delivered to improve the faculty and staff survey results.

2. Dr. Lynch, Environmental Safety Management Corp - January MPR Floor testing

Q. New Business

R. Adjournment