

**SOUTH HARRISON SCHOOL DISTRICT
BOARD OF EDUCATION MINUTES**

July 18, 2022
Regular Meeting
7:00 PM Cafeteria

A. Meeting Called To Order

Meeting called to order at 7:08 p.m. by President Bruno.

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

Members Present

Laura Bruno, Joan Pino-Talbot, Janet Brown, Carole English, Janice Huggins, Jennifer McIlvaine, Carrie Selb*, Joseph Talbot, Sarah Bell, School Business Administrator/Board Secretary, Steven Price, Chief School Administrator

Members Not Present

Deborah Cunningham

*Carrie Selb arrived at 8:15 p.m.

E. Student Recognition

None at this time.

F. Presentations & Discussions

None at this time.

G. Public Comment

Kristin Mykulak expressed concern over district's long term planning to combat budget issues. Mr. Price shared the district is currently looking to expand shared services, created a consolidation subcommittee, exploring grant possibilities. Dr. Bruno added the Board approved in May to join with Logan in applying for a consolidation grant, as well as continuing participation in Kingsway's Regionalization grant, and looking ahead at what would be best for our students.

H. Executive Session

1. Personnel
2. Negotiations

I. Approval of Minutes

Motion by Ms. Huggins, second by Mrs. Pino-Talbot.

Abstained - 0

Motion Carried

RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the minutes of the following meetings:

1. Regular Meeting Minutes from June 21, 2022
2. Regular Meeting Executive Minutes from June 21, 2022

J. Correspondence

1. Dr. Lynch, Environmental Safety Management Corp - June MPR Floor testing

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:

Motion to open discussion of agenda items.
Motion by Ms. Brown, second by Mr. Talbot

K. Personnel

1. Secretary Stipends - FY23

BE IT RESOLVED that the following stipends for the 2022-23 school year be approved, as recommended by the Chief School Administrator, due to restructure of duties and shared services:

Name	Job Title	Stipend
Danielle Rice	Secretary	\$3,000
Brittney Wagner	Secretary	\$2,000
Elizabeth Wright	Secretary	\$2,000

2. Appointments and Reappointments - Non-Tenured Certificated Staff – Will receive tenure during 2026-27 school year

BE IT RESOLVED that the appointment(s) of the following staff member(s) for the 2022-23 school year be approved as recommended by the Chief School Administrator:

*All certified personnel are approved for Home Instruction on an as needed basis:

Name	Level	Step	Position	Tenure Date	Salary/Longevity
Jacklyn Guht	BA	1	Gen Ed Teacher	09/02/2026	\$51,271
Katelyn Shapley	BA	1	Gen Ed Teacher	09/02/2026	\$51,271

3. 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
Sarah Soebeck	Teacher	NTE 15hrs	\$30/hr	ESY Additional Reading Support	7/11-8/11/22

L. General Administration

1. Enrollment Reports as of June 30, 2022

i. Enrollment Report

Grade Level	Current Totals	June 30, 2021
PK3	13	1
PK4	15	6
K	40	45
1	49	35
2	33	52
3	48	39
4	39	46
5	47	44
6	45	48
Resident Students	305	291
Choice Students	24	25
District Total	329	316

2. Emergency Drills/Calls

School/ Date	Time	Drill Description
South Harrison June 16, 2022	8:58 AM 9:01 AM	Shelter in Place Drill
South Harrison June 22, 2022	11:47 AM 11:49 AM	Fire Drill

3. Student Discipline, Violence/Vandalism, HIB as of June 30, 2022

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

4. HIB Findings

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education affirm the findings of HIB incidents #13-15 for the month of June which were found to be a HIB as presented to the Board by the Chief School Administrator.

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.

2. Professional Development – Staff Trainings, Seminars, Conventions, & Conferences
BE IT RESOLVED that the following staff attendance at trainings, seminars, conventions, and conferences be retroactively approved, and paid with ESSER III - EBSLEA funds:

Title of Program	Location	Date(s)	Attendee(s)	Educational Purpose	Cost to District
Regional Virtual Foundations Level 1 Launch Workshop	Online	5/25/2022	Jessica Devecchio/ Lisa Henjes	The training is for a systematic phonics program in grades K through 2.	\$289.00
Regional Virtual Foundations Level 2 Launch Workshop	Online	5/26/2022	Heather George/ Denise LaPalomoto	The training is for a systematic phonics program in grades K through 2.	\$289.00
Regional Virtual Foundations Level K Launch Workshop	Online	6/3/2022	Jennie Dammingier/ Erin McLaughlin	The training is for a systematic phonics program in grades K through 2.	\$289.00

Regional Virtual Foundations Level 1 Launch Workshop	Online	6/8/2022	Sue Kenderdine/ Lisa Pessa	The training is for a systematic phonics program in grades K through 2.	\$289.00
Regional Virtual Foundations Level 2 Launch Workshop	Online	6/10/2022	Linda Caltabiano/ Nicole Eshenbach	The training is for a systematic phonics program in grades K through 2.	\$289.00
Foundations Level K Virtual Implementation Support-Regional Cohort	Online	TBD	Jennie Dammingier/ Erin McLaughlin	The training is for a systematic phonics program in grades K through 2.	\$300.00
Foundations Level 1 Virtual Implementation Support-Regional Cohort	Online	TBD	Jessica Devecchio/ Sue Kenderdine/ Lisa Pessa	The training is for a systematic phonics program in grades K through 2.	\$300.00
Foundations Level 2 Virtual Implementation Support-Regional Cohort	Online	TBD	Heather George/ Denise LaPalomente Linda Caltabiano/ Nicole Eshenbach	The training is for a systematic phonics program in grades K through 2.	\$300.00

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

06/30/2022	\$116,342.74	June Payments
07/31/2022	\$76,183.36	July 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 June 30, 2022.

5. FY23 Breakfast & Lunch Prices

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the FY23 Breakfast and Lunch Prices:

Meal	Cost
Milk	\$0.60
Breakfast	\$1.50
Student Lunch	\$3.50
Adult Student Lunch	\$4.00
Adult Special Lunch	\$4.50

6. Elk Township School District Tuition Contract

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 2022-2023 Extended School Year for student SID #5977177119 to attend the ESY PSD program for an amount of \$375.00. Additional related services to be provided and billed separately at the cost billed to South Harrison Township School District.

7. Home Health Care & Nursing Services Contract

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve a 1:1 Nursing contract with Home Health Care and Nursing Services for the 2022-2023 Regular School Year for SID # 2182897374 at a rate of \$55/hr.

8. BR Williams, Inc Transportation Contract

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve contracts for To/From Transportation Route(s) as follows to BR Williams, Inc. for 2022-2023 Extended School Year.

Route	Per Diem	Aide Cost	Total Per Diem	Total Cost
ESY1	\$189.00	\$60.00	\$249.00	\$4,980.00
ESY2	\$199.00	\$53.00	\$252.00	\$5,040.00

9. SH1-5 Transportation Renewal

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education renew the contracts for To/From Transportation Routes as follows with BR Williams, Inc. for the 2022-2023 school year:

Route	Per Diem	Annual Cost
SH01	\$178.98	\$32,395.38
SH02	\$178.98	\$32,395.38
SH03	\$178.98	\$32,395.38
SH04	\$178.98	\$32,395.38
SH05	\$178.98	\$32,395.38
Total		\$161,976.90

10. SHES2021-1 Transportation Renewal

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education renew the contracts for To/From Transportation Routes as follows with BR Williams, Inc. for the 2022-2023 school year:

Route	Per Diem	Aide Cost	Total Per Diem	Total Cost
SH09	\$178.37	\$34.84	\$217.28	\$39,327.68
SH10 AM Session	\$160.95	N/A	\$160.95	\$29,131.95
SH10 PM Session	\$175.14	N/A	\$175.14	\$31,700.34
Total				\$100,159.97

11. SH10 Transportation Addendum

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve an addendum to the 2022-2023 BR Williams, Inc. To/From Transportation Route contracts as follows for the addition of a bus aide at the following costs:

Route	Per Diem	Aide Cost	Total Per Diem	Total Cost
SH10 AM Session	\$160.95	\$48.00	\$208.95	\$37,819.95
SH10 PM Session	\$175.14	\$60.00	\$235.14	\$42,560.34
Total				\$80,380.29

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.

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.

Policy/Regulation	Title
<u>Policy # 2312</u>	Class Size

Dr. English is concerned with the class size policy based on feedback received during public session. Mrs. Selb echoed the concern. Mrs. Bell clarified that it was presented for approval to assist with mid-year increases as well as budgetary constraints. Mr. Price stated the administration is being proactive in making sure class sizes stay at manageable levels.

Roll Call Vote:

Aye - 8

Nay - 0

Abstained 0

Motion Carried

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 Board of Education Goals

Mr. Price led an exercise with the board members to work on updating goal #1.

Q. New Business

Dr. Bruno, on behalf of the whole board, thanks Mrs. Bell for her service to the South Harrison Township School District.

R. Executive Session

None at this time.

S. Adjournment

Motion by Mrs. Pino-Talbot, second by Ms. Huggins, that the Board of Education adjourn the meeting at 9:23 p.m.

Motion carried unanimously.

Respectfully submitted,

Sarah J. Bell
School Business Administrator/Board Secretary