

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

November 13, 2023
Regular Meeting
7:00 PM Cafeteria

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

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

Members Absent

Janet Brown* *arrived late*
Deborah Cunningham
Carole English
Carrie Selb* *arrived late*

E. Student Recognition

PreK	Graham Kettinger
Kindergarten	McKenna Brun
1st Grade	Josephine Mazzone
2nd Grade	Massimo Cennamo
3rd Grade	Francesco Cennamo
4th Grade	Logan Borger
5th Grade	Bryce Mealey
6th Grade	Ariah Perry
Art	Madelyn LaBarbera
Physical Education	Lucas Graf
World Cultures	Chase Baker
Music	Eris Torres

F. Presentations & Discussions

1. MultiPurpose Room Floor by-yearly monitoring report by Dr. Lynch

G. Public Comment

No public comments were made.

H. Executive Session

I. Approval of Minutes

Motion by Mr. Talbot, seconded by Mrs. McIlvaine

All in Favor? Aye

Abstained: 1- Ms. Huggins

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 October 16, 2023

J. Correspondence

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 Mrs. Pino-Talbot, second by Ms. Huggins

All in Favor? Aye

K. Personnel

1. High Impact Tutoring Stipend Positions

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the creation of six Tutoring Stipend Positions, at \$4,000 per position, to be paid for with the High Impact Tutoring Grant funds.

2. Appointments and Reappointments

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
Shelley Waddington	One-on-One Aide	NTE 9.25hrs/week	\$15.00/hour	Appointment	10/01/2023-6/30/2024

L. General Administration

1. Enrollment Reports as of October 31, 2023
 - i. Enrollment Report

Grade Level	Current Totals	June 30, 2022
PK	51	13
		15
K	40	40
1	44	49
2	40	33
3	41	48
4	36	39
5	53	47
6	38	45
Resident Students	317	305
Choice Students	26	24
District Total	343	329

2. Emergency Drills/Calls

School/ Date	Time	Drill Description
South Harrison October 10, 2023	11:51 AM 12:00 PM	Security Drill
South Harrison October 18, 2023	2:07 PM 2:21 PM	Fire Drill

3. Student Discipline, Violence/Vandalism, HIB as of October 31, 2023

Infraction Reports	No. of Incidents this Month	2023-2024 Total-To-Date	2022-2023 Total
Detentions	6	9	82
Suspensions	0	0	9
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying Non-affirmed	0	0	1
Harassment/Intimidation/Bullying Affirmed	0	0	4

4. 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 Students
5th Grade	Museum of the American Revolution	03/15/2024	53	10	\$0
6th Grade	Track & Field Day	05/03/2024	38	4	\$0

5. 2023-2024 NJQSAC District Performance Review (DPR)

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2023-2024 QSAC District Performance Review (DPR) and authorize the Chief School Administrator to provide the SOA to the Gloucester County and N.J. Departments' Offices of Education.

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 September 2023. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of September 2023.
- ii. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of September. 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. September 2023 Line Item Transfers for the 2023-2024 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, that the South Harrison Township Elementary School District Board of Education approve the following payment of bills:

11/30/23	\$297,519.93	November 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 September 30, 2023.

5. Comprehensive Maintenance Plan

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education motion to accept and submit the updated Three Year Comprehensive Maintenance Plan and Form M-1 to the County Office.

6. CRESS Services Proposals

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following proposals with Gloucester County Special Services School District for CRESS Services for the 2023/2024 Regular School Year for at home services for SID #2182897374:

Type of Service	Amt. Time Requested	Total Hours/Days	Fee	Total
Speech Therapy	1 hr/week	48 hours	\$108/hr	\$5,184
Physical Therapy	2 hrs/week	70 hours	\$108/hr	\$7,560

7. Fundraiser

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following fundraiser(s), as recommended by the Chief School Administrator.

Program/Group	Event	Purpose	Dates
Kids Heart Challenge	Jumping Rope	American Heart Association Donation	02/26/2024

8. Use of Facilities

Motion to approve the PTO to use the MultiPurpose Room December 11th, 12th and 14th, 2023, during in school and after school hours. Approval of the use of the MultiPurpose Room is based on the PTO 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

9. Use of Facilities

Motion to approve the Harrisonville Ruritans to use the Kitchen and Cafeteria December 2, 2023, during after school hours. Approval of the use of the Kitchen and Cafeteria is based on the Harrisonville Ruritans 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

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.

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 #'s
P & R 1642.01, P & R 2419, P & R 3212, P & R 4212, P & R 5111

ROLL CALL:

Roll Call Vote:

Aye - 7

Nay - 0

Abstained - 0

Motion Carried

Motion by Mrs. McIlvaine, second by Ms. Huggins to approve Motions K-1 through O-2.

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. Instruction

During the 2022-23 School year, the administrative team will monitor the use of differentiated instruction in all grades and subject areas to ensure students of all ability levels are supported, enriched, and challenged. Administration will report results and highlights to the Board quarterly.

ii. School Culture

The Board of Education wishes to promote positivity throughout the school district. This will be achieved over the remainder of the 2022-2023 school year in a variety of ways, including recognizing excellence in our Students, Families, Staff, and Community.

iii. Finance

The Board of Education will attentively focus on long-range fiscal planning for 2023-24 and following school years. Planning will be in conjunction with the Administrative Team and staff to explore cost savings, alternative funding possibilities, and any other strategies to promote the overall success of our students and school district. A report of findings and suggestions will be completed by June 30, 2023.

Q. New Business

1. HIB Self Assessment Review

2. Amend and approve the Board of Education Goals.

Motion by Ms. Huggins, seconded by Mr. Talbot to amend and approve the Board of Education Goals.

All in Favor? Aye
Abstained: 0

Motion Carried

R. Executive Session

S. Adjournment

Motion by Mrs. Selb, second by Mrs. Pino-Talbot, that the Board of Education adjourn the meeting at 7:59 PM.

Motion carried unanimously.

Respectfully submitted,

Christian Albadine
School Business Administrator