

**HARRISON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION
120 N. MAIN STREET
MULLICA HILL, NEW JERSEY**

**REGULAR MEETING
MARCH 19, 2025
7:30 PM**

Mrs. Stacey Muscarella, Board President, called the meeting of the Harrison Township Board of Education to order in the music room at Pleasant Valley School at 7:30 p.m. It was announced that the Board might adjourn into Executive Session during the meeting to discuss personnel, student issues, property, or any other matter appropriate for this session, the results of which would be made public at a later date.

- I. Call to Order:** The New Jersey Open Public Meeting Act of 1975 was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act, Harrison Township Board of Education has caused notice of the meetings to be published by having the dates, time, and place thereof posted on the Harrison Township School District website, at the Harrison Township School Building, and mailed to the Township Municipal Clerk, the South Jersey Times, and the Courier Post.

II. Roll Call:

Mr. Todd Baron	Mrs. Janette Coslop
Mr. Tim Bast	Mrs. Colleen Kendrick
Mrs. Jennifer Bowen	Mrs. Stacey Muscarella
Mr. Walter Bright	Mrs. Shannon Williams
Mr. John Cavanaugh	

Attendance:

Dr. Missy Peretti, Superintendent of Schools and Mrs. Lisa Ridgway, Interim School Business Administrator / Board Secretary.

III. Flag Salute:

Led by Stacey Muscarella, Board President of the Harrison Township Board of Education.

IV. President's Welcome:

2025-2026 Tentative Budget Discussion

- Dr. Peretti gave an overview of the tentative budget and handouts concerning the budget were shared with the board members. The tax levy incentive was also discussed.

- Mrs. Ridgway shared documents with the board members and presented an overview of the cost of the budget as well as a review of the challenges the district faces.

Q. Mrs. Kendrick asked about the two aide positions cost and questioned about energy savings, most notably solar panels.

V. Audience Participation I:

None

VI. Approval of Minutes:

Motion: For the Board of Education to approve the following action items:

1. Approval of minutes of the February 18, 2025 Regular Session of the Board of Education Meeting. (*Attachment: Min. #1*)

Motion: Mrs. Bowen

Second: Mrs. Williams

Roll Call: (9-0)

Carried: Yes

VII. Committee Reports:

1. Standing Committees
 - a. Finance – Walter Bright (Nothing further to report.)
 - b. Curriculum – Stacey Muscarella (No report at this time.)
 - c. Personnel – Shannon Williams (No report at this time.)
 - d. Negotiations – Jennifer Bowen
Mrs. Bowen reported that the first meeting on February 27th was a great start.
 - e. Board Development – Todd Baron (No report at this time.)
2. Ad Hoc Committees
 - f. Public Relations – Janette Coslop
Mrs. Coslop reported that there is a committee meeting on April 28th prior to the BOE meeting.
 - g. School Safety – Shannon Williams (No report at this time.)
 - h. Shared Services – John Cavanaugh (No report at this time.)
 - i. Transportation – Tim Bast (No report at this time.)
3. Delegate/Representative Reports (No report at this time.)

VIII. Correspondence: (*Copies of Correspondence are included in backup materials*)

1. Letter from Colleen Slobodjian received March 7, 2025 re: retirement.

IX. Business Administrator's Report:

- A. Finance

Motion: For the Board of Education to approve the following action items:

1. Appropriation Adjustment List for February 2025. (*Attachment: Fin. #1*)

2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 2025. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of February 2025. (*Attachment: Fin. #2*)
3. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 2025. The Board Secretary certifies that no line item 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. (*Attachment: Fin. #3*)
4. 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.
5. 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:23-16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
6. Payment of Bills:
 - a. February 2025 Ratified Bill List \$1,791,683.80 (*Attachment: Fin. #6a*)
 - b. March 2025 Bill List \$399,266.91 (*Attachment: Fin. #6b*)
7. Approval of resolution to submit the 2025-2026 school year budget to the Gloucester County Office of Education. (*Attachment: Fin. #7*)
8. Approval of the following school buses to be retired and auctioned with a minimum bid of \$1,200.00 each:

Bus #2	2009 International	4DRBUAAP19B684147	151,859 miles
Bus #4	2012 Chevrolet	1GB6G2AG2A1139477	126,046 miles
Bus #8	2009 International	4DRBUAAP89B684145	169,346 miles
Van #31	2013 Dodge Caravan	2C4RDGBG9DR535758	166,802 miles

*All vehicles are being sold in "as is" condition.
9. Approval of the resolution to participate in the Camden County Educational Services Commission Cooperative Pricing Agreement. (*Attachment: Fin. #9*)
10. Approval of the Interlocal Agreement with Clearview Regional BOE for the purpose of borrowing of buses, sharing of bus drivers, and the sale of gasoline for the 2025-2026 school year. (*Attachment: Fin. #10*)

Q. Mr. Bright asked about the cost of new buses.

Motion: Mr. Bright

Second: Mrs. Bowen

Roll Call: (9-0)

Carried: Yes

X. Superintendent's Report:

A. Personnel

Motion: For the Board of Education to approve the following action items:

1. Acceptance of the retirement of Colleen Slobodjian, Special Education Aide at Pleasant Valley School, effective June 30, 2025.

Dr. Peretti thanked Colleen for her service and wished her well in her retirement.

2. Approval of the employment of the following individuals as substitute teachers, nurses, general aides, bus drivers, bus aides and custodians for the district on an as-needed basis, effective through June 30, 2025, at the currently-approved hourly and daily rates, pending receipt of required clearances.

Brooke Baker – General Aide	Amanda Hill - Teacher
Amanda Hasson - Nurse	Ava Costello - Teacher
Mary Kelley – Teacher & Nurse	Dana Parisi – Transportation Aide
Brielle Maiden – Transportation Aide	Megan Peek - Nurse
Catherine Kelly - Teacher	Kelli Rhen – Teacher & General Aide

3. Approval of a leave of absence for Allegra Counsellor, Music Instruction Teacher at Pleasant Valley School, effective June 9, 2025, utilizing 6 accumulated sick days concurrent with FMLA continuing with an unpaid leave under NJFLA with an anticipated return date of January 2026.

4. Acceptance of the retirement of Yvonne Knorr, Instructional Aide at Harrison Township School, effective July 1, 2025.

Dr. Peretti thanked Yvonne for her service and wished her well in her retirement.

Motion: Mrs. Coslop	Second: Mr. Baron
Roll Call: (9-0)	Carried: Yes

B. Education

Motion: For the Board of Education to approve the following action items:

1. Approval of the homeschooling of Student #29173 for the remainder of the 2024-2025 school year per parent request received February 24, 2025.

Motion: Mr. Bright	Second: Mrs. Williams
Roll Call: (9-0)	Carried: Yes

C. Administration

Motion: For the Board of Education to approve the following action items:

1. Retroactive approval of Sixth Grade Choir students to Clearview High School for viewing the high school musical during the 2024-2025 school year.
2. Approval of Second Grade classes to attend a field trip to the Franklin Institute, Philadelphia in lieu of Edelman Fossil Park during the 2024-2025 school year.

3. Approval of Preschool classes to attend a field trip to Coombs Barnyard in Elmer, NJ during the 2024-2025 school year.
4. Acknowledgement of safety drills conducted in the district schools:
 - a. Fire Drill
 - 1) Harrison Township School – February 24, 2025 (AM)
 - b. MERT Drill
 - 1) Harrison Township School – February 28, 2025 (PM)
 - c. Evacuation Drill
 - 1) Harrison Township School – March 10, 2025 (PM)

Motion: Mrs. Kendrick
Roll Call: (9-0)

Second: Mrs. Coslop
Carried: Yes

D. Policy

None

E. Transportation

None

F. Buildings & Grounds

Motion: For the Board of Education to approve the following action items:

1. Approval of the following groups to utilize the facilities for the 2024-2025 school year:

OKKA Karate	PVS Gym	Belt Ceremony
Harrison Twp. Rec. Comm.	PVS Gym	Basketball Camp
PVFit	PVS Gym, Café, & Outdoor Area	Youth Fitness Program
Heitman Hoops	PVS Gym	Basketball Clinic
Math Club	PVS Classroom	Math Club
Cub Scouts	HTS Activity Center	Meetings

Motion: Mrs. Williams
Roll Call: (9-0)

Second: Mrs. Bowen
Carried: Yes

XI. New Business:

2025-2026 School Calendar Discussion

- There was discussion regarding the draft of both the Clearview Regional and Harrison Township calendars.

XII. Old Business:

None

XIII. Audience Participation II:

None

XIV. Adjournment:

There was no further business. A motion was made to adjourn at 8:12 p.m.

Motion: Mrs. Williams
Roll Call: Voice

Second: Mrs. Coslop
Carried: Yes

Respectfully Submitted,

Lisa Ridgway
Interim Board Secretary