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

REGULAR MEETING
JULY 21, 2025
7:00 PM

Mrs. Shannon Williams, Board Vice President, called the meeting of the Harrison Township Board of Education to order at 7:00 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 *(absent)*	Mrs. Stacey Muscarella *(absent)*
Mr. Walter Bright	Mrs. Shannon Williams
Mr. John Cavanaugh	

Others Present:

Dr. Missy Peretti, Superintendent of Schools and Mr. Christopher C. DeSanto, Business Administrator/Board Secretary.

III. Flag Salute:

Led by Shannon Williams, Board Vice President of the Harrison Township Board of Education.

IV. President's Welcome:

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 June 16, 2025 Regular Session Board of Education Meeting ***(Attachment: Min. #1)*** and Executive Session Meeting. ***(Attachment: Min. #2)***

Motion: Mrs. Coslop	Second: Mr. Cavanaugh
Roll Call: (7-0)	Carried: Yes

VII. Committee Reports:

1. Standing Committees
   a. Finance – Walter Bright (No report at this time.)
   b. Curriculum – Stacey Muscarella (Absent)
   c. Personnel – Shannon Williams (No report at this time.)
   d. Negotiations – Jennifer Bowen (Absent)
   e. Board Development – Todd Baron (No report at this time.)
2. Ad Hoc Committees
   f. Public Relations – Janette Coslop (No report at this time.)
   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:

None

IX. Business Administrator's Report:

A. Finance

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

1. Budget Transfer List for June 2025. ***(Attachment: Fin. #1)***

2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2025. ***(Attachment: Fin. #2)*** The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of June 2025.

3. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2025. ***(Attachment: Fin. #3)*** 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.

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. June 2025 Ratified Bill List $2,256,291.32 ***(Attachment: Fin. #6a)***
   b. July 2025 Bill List $777,528.05 ***(Attachment: Fin. #6b)***

   Mrs. Kendrick had a question about the large Dell bill and she was happy to hear that it was for all new Chromebooks and technology upgrades.

7. Approval to establish an Adult Breakfast price for the 2025-2026 school year as follows:

   - Adult Breakfast $3.00

8. Acceptance of the following grant awards for the 2025-2026 School Year:

IDEA Grant	**Amount**
Basic	$289,699
Basic – NP	34,653
Preschool	27,843
Preschool – NP	2,694
TOTAL AWARD	**$354,889**

9. Approve Resolution 2025-26 #1 to increase the bid threshold to the issuance of LFN 2025-08 ***(Attachment: Fin. #9)***

10. Approve change order for labor and materials to remove two old pneumatic valves with new electronic control valves for unit ventilator. Over contingency by $3,947.00.

Motion: Mrs. Kendrick Second: Mr. Bright
Roll Call: (7-0) Carried: Yes

X. Superintendent's Report:

A. Personnel

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

1. Acceptance of the resignation of Renee Gavio, Special Education Teacher at Harrison Township School, effective June 30, 2025.

2. Approval of the voluntary transfer of Dana Savvas, current Special Education Aide to Instructional Aide at Harrison Township School, effective September 1, 2025.

3. Approval of the voluntary transfer of Sean Griffith, Custodian for the District, from Full-time to Part-time Custodian effective September 1, 2025.

4. Approval of the employment of Lisa Bregenzer, of Newfield, NJ, as a Full-time School Nurse at Pleasant Valley School, effective July 22, 2025 through June 30, 2026, with a salary established at BA+15, Step 8 (salary to be established in accordance with the 2025-2028 contract between H.T.B.O.E. and H.T.E.A.) plus benefits, pending receipt of required clearances. ***(Attachment: Pers. #4)***

5. Approval of the employment of Ashley Drissel, of Mullica Hill, NJ, as a Part-time Nurse's Aide at Pleasant Valley School, effective September 1, 2025 through June 30, 2026, with a salary established at Step 1 (salary to be established in accordance with the 2025-2028 contract between H.T.B.O.E. and H.T.E.A.), pending receipt of required clearances. ***(Attachment: Pers. #5)***

6. Approval of the employment of Emily Mickle, of Westville, NJ, as a Full-time Speech Pathologist at Pleasant Valley School, effective September 1, 2025 through June 30, 2026, with a salary established at MA, Step 2 (salary to be established in accordance with the 2025-2028 contract between H.T.B.O.E. and H.T.E.A.), plus benefits, pending receipt of required clearances. ***(Attachment: Pers. #6)***

7. Approval of the employment of Angela Stewart, of Marlton, NJ, as a Full-time BCBA for the District, effective September 1, 2025 through June 30, 2026, with a salary established at MA+30, Step 10 (salary to be established in accordance with the 2025-2028 contract between H.T.B.O.E. and H.T.E.A.), plus benefits, pending receipt of required clearances. ***(Attachment: Pers. #7)***

8. Approval of the Step/Level adjustment of Olivia Langerhans from MA+15, Step 9 to MA+30, Step TBD, salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2025.

9. Approval of the Step/Level adjustment of Nicole Grieb from MA, Step 9 to MA+15, Step TBD, salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2025.

10. Approval of the Step/Level adjustment of Brenna Damminger from BA+15, Step 4 to MA, Step TBD, salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2025.

11. 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 September 1, 2025 through June 30, 2026, at the currently-approved hourly and daily rates, pending receipt of required clearances.

John Craig – Bus Driver	Julia Hynes - Teacher
Julissa Merla - Teacher	Victoria Carrero – General Aide

12. Approval of the employment of Leah Morris, of Pitman, NJ, as Part-time Instructional Aide at Harrison Township School with a salary established at Step 1 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), effective September 1, 2025, pending receipt of required clearances.

13. Approval of the employment of Caleb Brooks, of Salem, NJ, as Full-Time Custodian for the District with a salary established at Step 8 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), effective September 1, 2025, pending receipt of required clearances.

14. Approval of the employment of Trevor Lacy, of Clarksboro, NJ, as Full-Time Custodian for the District with a salary established at Step 5 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), effective September 1, 2025, pending receipt of required clearances.

15. Approval of the employment of Connor Hawkes, as Full-Time Custodian for the District with a salary established at Step 1 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), effective September 1, 2025, pending receipt of required clearances.

Motion: Mrs. Coslop Second: Mr. Baron
Roll Call: (7-0) Carried: Yes

B. Education

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

1. Approval of the 2024-2027 Harrison Township Language Instruction Educational Program (LIEP). ***(Attachment: Edu. #1)***

2. Approval of a contract with State of NJ, Department of Human Services, Commission for the Blind and Visually Impaired (NJCBVI) to provide Level I services for Student #29014 for the 2025-2026 school year at annual cost of $2,541.

3. Approval of a contract with State of NJ, Department of Human Services, Commission for the Blind and Visually Impaired (NJCBVI) to provide Level I services for Student #20625 for the 2025-2026 school year at annual cost of $2,541.

4. Approval of a contract with GCSSSD for Student #28006 to attend ESY from July 7, 2025 through August 7, 2025 at a total cost of $8,670 (tuition $4,770 plus 1:1 Aide $3,900).

5. Approval of a contract with GCSSSD for Student #27000 to attend ESY from July 7, 2025 through August 7, 2025 at a total cost of $8,670 (tuition $4,770 plus 1:1 Aide $3,900).

6. Approval of a contract with GCSSSD for Student #30180 to attend ESY from July 7, 2025 through August 7, 2025 at a total cost of $4,770 (tuition only).

7. Approval of a contract with Archbishop Damiano School for Student #33030 to attend during the 2025-2026 school year at a total cost of $110,917.80 (school year tuition $56,732.40 plus ESY tuition $9,455.40 plus school year 1:1 Aide $38,340.00 plus ESY 1:1 Aide $6,390.00).

8. Approval of a contract with Archbishop Damiano School for Student #26162 to attend during the 2025-2026 school year at a total cost of $66,187.80 (school year tuition $56,732.40 plus ESY tuition $9,455.40).

Motion: Mr. Bright Second: Mr. Cavanaugh
Roll Call: (7-0) Carried: Yes

C. Administration

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

1. Authorizing the awarding of contracts for professional services effective July 1, 2025 through June 30, 2026 without competitive bidding:
   a. School District Physician: Dr. Craig Wax, DO

2. Approval of the Outside Evaluation Costs for the 2025-2026 school year.
   (Attachment: Admin #2)

3. Approval of the following Kindergarten field trip for the 2025-2026 school year:
   a. Storybook Land

4. Approval of the reimbursement of tuition cost to AnnaLisa Rodano following successful completion of the following courses through Walden University, requested amounts stated, with reimbursement after completion according to the terms of the established contract:
   a. Leading the Future of Education – August 2025 through November 2025 - $3,300.00

5. Approval of the reimbursement of tuition cost to John Berkett following successful completion of the following courses through Rowan University, requested amounts stated, with reimbursement after completion according to the terms of the established contract:
   a. Project Management – September 2025 through October 2025 - $3,450.00
   b. Database Design – October 2025 through December 2025 - $3,450.00

6. Acknowledgement of safety drills conducted in the district schools:
   a. Fire Drill
      1) Harrison Township School – July 16, 2025 (AM)
   b. Shelter-in-Place Drill
      1) Harrison Township School – July 16, 2025 (AM)

Motion: Mrs. Coslop Second: Mrs. Kendrick
Roll Call: (7-0) Carried: Yes

D. Policy

None

E. Transportation

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

1. Add Student #30180 to the Del City bus route already transporting Student #27000 to Bankbridge Developmental Center for ESY at no additional cost.

Motion: Mrs. Kendrick Second: Mr. Bright
Roll Call: (7-0) Carried: Yes

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 and 2025-2026 fiscal years as outlined below:

Name/Organization	**Location/Date**	**Type of Use**
Casey Heitman/Heitman Hoops	Tuesdays PVS Gym 9/30/25-11/11/25	Basketball Clinic
Casey Heitman/Math Club	Mondays PVS Rm. A110 9/29/25-11/10/25	Math Club

Motion: Mr. Baron Second: Mr. Bast
Roll Call: (7-0) Carried: Yes

XI. New Business:

Dr. Peretti welcomed Mr. DeSanto as our new Business Administrator. Dr. Peretti indicated that it as been a seamless transition and we are excited to have him a part of the administrative team.

XII. Old Business:

None

XIII. Audience Participation II:

None

XIV. Recess into Executive Session:

RESOLUTION: To enter into Executive Session at 7:11 p.m.

Motion: Mr. Bright Second: Mr. Cavanaugh
Roll Call: Voice Carried: Yes

XV. Out of Executive Session:

MOTION: To return to Regular Session at 7:30 p.m.

Motion: Mr. Bast Second: Mr. Baron
Roll Call: Voice Carried: Yes

Motion: To approve the following items:

1. Acknowledgement of the June 2025 completion of the Superintendent's 2024-2025 Professional Evaluation.

2. Approval of the 2025-2026 Harrison Township BOE District Goals.

Motion: Mr. Bright	Second: Mr. Cavanaugh
Roll Call: (7-0)	Carried: Yes

XVI. Adjournment:

There was no further business. A motion was made to adjourn at 7:32 p.m.

Motion: Mr. Bright	Second: Mrs. Coslop
Roll Call: Voice	Carried: Yes

Respectfully Submitted,

Christopher C. DeSanto
Board Secretary