

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

**REGULAR MEETING
NOVEMBER 18, 2025
7:00 PM**

Mrs. Shannon Williams, Board Vice President, called the meeting of the Harrison Township Board of Education to order in the music room at Pleasant Valley School at 7:01 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 (<i>absent</i>)
Mrs. Jennifer Bowen	Mrs. Shannon Williams
Mr. Walter Bright	
Mr. John Cavanaugh	

Others Present:

Dr. Missy Peretti, Superintendent of Schools, Mr. Christopher DeSanto, Business Administrator /Board Secretary, and Mrs. Lisa Heenan, Chief Academic Officer.

III. Flag Salute:

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

IV. President's Welcome:

1) STEAM Tank Winners

Dr. Peretti introduced the STEAM Tank winners and showed a video of their presentation at the NJSBA convention. A copy of an article published in the Mullica Hill Sun was distributed. (*Attachment A*)

Mrs. Coslop commented that they should try to get on Shark Tank.

2) Presentation of 2025 NJSLA Data - Lisa Heenan, Chief Academic Officer

Mrs. Lisa Heenan provided a brief overview as required by law. A longer 90-slide version will be on the district's website.

- Overall, students performed better than last year in both math and ELA
- Cohorts performed well from year to year

Mrs. Coslop congratulated Mrs. Heenan.

Mrs. Bowen concurred.

V. Administration of the Oath:

Mr. Christopher DeSanto, Board Secretary, administered the State of New Jersey Required Oaths for School Board Members to Alexis Rubino.

VI. Reorganization of the Board of Education:

A. Election of Officers

Mr. DeSanto explained that there is no need to second the nomination and the nominee needs to accept the nomination.

Christopher DeSanto, Board Secretary, declared the nominations for the Office of Board President open.

Motion by Alexis Rubino to nominate John Cavanaugh for Board President.

Mr. DeSanto asked if there are any other nominations.

Motion by Janette Coslop to nominate Shannon Williams for Board President.

Vote for John Cavanaugh:

Roll Call: (4-4) Carried: No
No: Mr. Bowen, Mr. Bright, Mrs. Coslop, Mrs. Williams

Vote for Shannon Williams:

Roll Call: (4-4) Carried: No
No: Mr. Baron, Mr. Bast, Mr. Cavanaugh, Mrs. Rubino

The vote for nomination of Board President will be done at the next board meeting.

There was a motion to add the addendum to the agenda.

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

VII. Audience Participation I:

None

VIII. Approval of Minutes:

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

1. Approval of the minutes of the October 27, 2025 Regular Session Board of Education Meeting (***Attachment: Min. #1***) and Executive Session (***Attachment: Min. #2***).

Motion: Mrs. Coslop Second: Mr. Bast
Roll Call: (7-0-1) Carried: Yes
Abstained: Ms. Rubino

IX. Committee Reports:

1. Standing Committees
 - a. Finance – Walter Bright (No report at this time.)
 - b. Curriculum – John Cavanaugh (No report at this time.)
 - c. Personnel – Shannon Williams (No report at this time.)
 - d. Negotiations – Jennifer Bowen (No report at this time.)
 - 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.)

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

1. Letter from Raymond Meyers received November 3, 2025 re: resignation.
2. Letter from Erin Durkin received November 13, 2025 re: resignation.

XI. Business Administrator’s Report:

- A. Finance

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

1. Budget Transfer List for October 2025. – There were no budget transfers in the month of October.
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2025. (***Attachment: Fin. #2***) The Cash Reconciliation Report and Secretary’s Reports are in agreement for the month of October 2025.
3. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 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. October 2025 Ratified Bill List \$1,904,572.30 (*Attachment: Fin. #6a*)
 - b. November 2025 Bill List \$236,777.48 (*Attachment: Fin. #6b*)
7. Approve the contract with Four Seasons Landscaping for snow removal during the 2025-2026 school year. (*Attachment: Fin. #7*)
8. Approve the following tuition rate for the 2026-2027 school year:
 - a. Preschool (full-year, half-day) - \$3,475.00
9. Approve the Nursing Services Plan for the 2025-2026 school year pursuant to N.J.A.C. 6A:16-2.1(b) (*Attachment: Fin. #9*)
10. Approve the lease contract with RICOH for a new copier at Pleasant Valley School. (*Attachment Fin. #10*)
11. Approve the submission of the Comprehensive Maintenance Plan / Form M-1 to the Gloucester County Office of Education. (*Attachment Fin. #11*)
12. RESOLUTION 2025-26 #4: Authorization to submit a request for waiver of participation in SEMI program for the 2025-2026 school year to the Executive County Superintendent. (*Attachment: Fin. #12*)

Item #1-12:

Motion: Mr. Bright

Second: Mrs. Bowen

Roll Call: (8-0)

Carried: Yes

XII. Superintendent’s Report:

A. Personnel

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

1. When necessary, the Board authorizes the Superintendent of Schools to hire personnel to directly replace a staff vacancy occurring between Board of Education meeting dates to ensure uninterrupted operation of the school district. As always, employment is contingent upon criminal history review clearance and issuance of appropriate certification.
2. Acceptance of the resignation of Raymond Meyers, Custodian at Pleasant Valley School, effective November 29, 2025.

Dr. Peretti thanked Ray Meyers for his years of service in the district.

3. Acceptance of the resignation of Erin Durkin, School Nurse at Harrison Township School, effective December 23, 2025.

Dr. Peretti thanked Erin Durkin for her years of service in the district.

4. Approval of Tina Heil in the stipend position of Homeless Liaison for the 2025-2026 school year, with a stipend of \$1,067.09 in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.
5. Approval of Nancy Marucci and Veronica Poma in the stipend positions of ELL Liaisons for the 2025-2026 school year, with a stipend of \$1,100.00 each in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.
6. 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, 2026, at the currently-approved hourly and daily rates, pending receipt of required clearances.

Lori Nolan - Nurse

7. Approval of the employment of Heather Wisniewski as a Substitute Teacher for the District on an as-needed basis, effective through June 30, 2026, at the currently-approved hourly and daily rates, pending receipt of required clearances.

Item 1-7:

Motion: Mrs. Rubino

Second: Mrs. Bowen

Roll Call: (8-0)

Carried: Yes

B. Education

None

C. Administration

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

1. Approval of the following assemblies during the 2025-2026 school year:
 - a. The Lizard Guy Assembly for First Grade sponsored by the PTA
2. 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. Ed.D Residency Instructional Course – December 11-14, 2025 - \$1,420.00
3. Approval of the reimbursement of graduate tuition cost to Kelly Meagher following successful completion of the following course through Western Michigan University, according to terms in the negotiated agreement, requested amounts stated, with reimbursement June 2026:
 - a. Skill Acquisition and Human Performance – January 2026 through April 2026 - \$2,503.23
 - b. Independent Research – January 2026 through April 2026 - \$2,503.23
4. Acknowledgement of safety drills conducted in the district schools:
 - a. Hold Non-Drill
 - 1) Pleasant Valley School – October 30, 2025 (AM)
 - b. Fire Non-Drill
 - 1) Pleasant Valley School – November 12, 2025 (AM)

- c. Evacuation Drill
 - 1) Harrison Township School – November 13, 2025 (AM)
- d. Fire Drill
 - 1) Harrison Township School – November 14, 2025 (AM)

Item 1-4:

Motion: Mr. Baron
Roll Call: (8-0)

Second: Mrs. Coslop
Carried: Yes

D. Policy

None

E. Transportation

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

- 1. Approve the Addendum to the Interlocal Services Agreement between Clearview Regional BOE and Harrison Township BOE for Transportation Services dated February 27, 2025 for the 2025-2026 school year. (*Attachment: Trans. #1*)

Item 1:

Motion: Mrs. Bowen
Roll Call: (8-0)

Second: Mr. Bright
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 2025-2026 fiscal year as outlined below:

<u>Name/Organization</u>	<u>Location/Date</u>	<u>Type of Use</u>
Hynes/SEPAG	PVS Gym and Cafeteria 3/26/26	Community Fair
Calhoun/Harrison Soccer Club	HTS Gym 3 M-F 1/5/26-2/27/26	Soccer Skills and Training
Heitman/Math Club	PVS Room A110 Mondays 12/15/25-1/26/26	Math Club Meetings
Harrison Twp. Recreation Committee	HTS Parking Lot 11/29/25	Parking Overflow for Lights on Main event

Item 1:

Motion: Mrs. Coslop
Roll Call: (8-0)

Second: Mr. Baron
Carried: Yes

XIII. New Business:

1. Student Ambassador Dates – January, March, May 2026

Dr. Peretti indicated that the student ambassador representatives will be present at the January, March, and May 2026 board of education meetings.

2. Reminder: December meeting changed to Tuesday, December 16, 2025

Dr. Peretti reminded everyone that the December board meeting was changed to Tuesday, December 16, 2025.

3. Clearview Field Hockey

Mr. Cavanaugh indicated that the Clearview Field Hockey team won the State championship. He offered congratulations to the team, as well as Mr. Baron's daughter who is on the team.

XIV. Old Business:

None

XV. Audience Participation II:

None

XVI. Adjournment:

There was no further business. A motion was made to adjourn at 8:00 p.m.

Motion: Mr. Bright
Roll Call: Voice

Second: Mr. Baron
Carried: Yes

Respectfully Submitted,

Christopher C. DeSanto
Board Secretary