

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

**REGULAR MEETING
APRIL 27, 2026
7:00 PM**

Mrs. Shannon Williams, Board President, called the meeting of the Harrison Township Board of Education to order in the music room at Pleasant Valley School 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 (<i>absent</i>)
Mr. Tim Bast	Mrs. Colleen Kendrick
Mrs. Jennifer Bowen	Mrs. Alexis Rubino (<i>absent</i>)
Mr. Walter Bright	Mrs. Shannon Williams
Mr. John Cavanaugh	

Others Present:

Dr. Missy Peretti, Superintendent of Schools and Mrs. Angela Otlowski, Secretary to the Business Administrator/Board Secretary.

III. Flag Salute:

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

IV. President's Welcome:

1. Public Presentation of 2026-2027 School Budget

Dr. Peretti reviewed the 2026-27 School Budget utilizing a PowerPoint presentation (*Attachment A*)

Dr. Peretti highlighted key points in the presentation:

- State Aid was cut again
- Shared Services – to help offset costs
- Changes include – cutting positions, not current staff and using 2025-26 funds to purchase some of next year’s technology needs
- Look ahead to Referendum – updates are posted on the district’s website

2. Public Hearing

Dr. Peretti opened the Public Hearing at this time.

Q. Mr. Ray Alvarez asked if the district is considering solar panels on the PVS new roof.

A. Dr. Peretti indicated that we are in the early phases of developing the application. Solar panels are not planned as of now, but will be included in conversations with the architect. Information will be brought to the public.

Q. Mrs. Colleen Kendrick asked about the technology cuts.

A. Dr. Peretti indicated that it is about \$125,000, but it is important to note that we were able to make purchases with the current year’s budget.

Q. Mrs. Colleen Kendrick asked if there is a backup plan if the referendum does not pass.

A. Dr. Peretti indicated that we would then need to make a decision to build into the budget, possibly breaking up the projects, or go out for another referendum.

Q. Mr. Tim Bast asked if we looked at every option to not raise taxes.

A. Dr. Peretti indicated that the State expects the taxpayers to provide local fair share and raising taxes is the only option.

Q. Mr. Todd Baron asked when was the last time we received an increase in State aid.

A. Dr. Peretti indicated that she cannot recall an increase in over 10 years.

Q. Ms. Theresa Mirarchi asked how much is in maintenance reserve.

A. Dr. Peretti indicated under \$500,000.

The public hearing was closed at this time.

3. Presentation of the NJDOE School Self-Assessment for determining grades under the Anti-Bullying Bill of Rights Act.

Dr. Peretti reviewed the NJDOE School Self-Assessment for the 2024-25 school year. We are required to present the approval of the assessment. Administration uses this information to improve and reflect on goals.

V. Audience Participation I:

None

VI. Approval of Minutes:

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

1. Approval of the minutes of the March 23, 2026 Regular Session (*Attachment: Min. #1*) and Executive Session Board of Education Meeting. (*Attachment: Min. #2*)

Item 1:

Motion: Mrs. Bowen

Second: Mrs. Kendrick

Roll Call: (7-0)

Carried: Yes

VII. Committee Reports:

1. Standing Committees
 - a. Finance – Walter Bright (No report at this time.)
 - b. Curriculum – Shannon Williams (No report at this time.)
 - c. Personnel – Tim Bast (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 (Absent)
 - g. School Safety – Alexis Rubino (Absent)
 - h. Shared Services – Colleen Kendrick (No report at this time.)
 - i. Transportation – John Cavanaugh (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 Angela Dubrow received March 22, 2026 re: leave of absence.
2. Letter from Matthew Tarnecki received April 13, 2026 re: retirement.
3. Letter from Susana Rios received April 20, 2026 re: leave of absence.

IX. Business Administrator’s Report:

- A. Finance

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

1. Budget Transfer List for March 2026 – Business Administrator certifies that pursuant to NJAC 6A:23A:-13.3 et. seq., no cumulative transfers exceed 10 percent of the amount of the accounts that were included in the school district’s budget as certified for taxes. (*Attachment: Fin. #1*)
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2026. (*Attachment: Fin. #2*) The Cash Reconciliation Report and Secretary’s Reports are in agreement for the month of March 2026.

3. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2026. (**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. March 2026 Ratified Bill List \$1,968,385.59 (**Attachment: Fin. #6a**)
 - b. April 2026 Bill List \$322,894.54 (**Attachment: Fin. #6b**)
7. Accept the Consolidated Food Services Report for the month of March 2026. (**Attachment: Fin. #7**)
8. Approve the renewal for food service management services to NutriServe Food Management, Inc. for the 2026-2027 school year (3rd renewal), at the established flat management fee of \$31,950.00 per one school calendar year with a projected annual loss of \$10,825.45 and no guarantee. The total cost of the agreement is \$369,416.31 for the fiscal year. (**Attachment: Fin. #8**)
9. Authorize the purchase of a new low-profile dump trailer in the amount of \$8,034.00. (**Attachment: Fin. #9**)
10. Approve the Shared Services Agreement with Kingsway Regional School District for School Bus Maintenance Services for the 2026-2027 school year. (**Attachment: Fin. #10**)
11. Authorize the Business Administrator to sign the Direct Install Program Participation Agreement Scope of Work Attachment from South Jersey Gas and the proposal from CM3 for the installation of two (2) new boilers. Total project cost \$384,701.24. Total District share: \$94,208.51. (**Attachment: Fin. #11**)
12. Approve the renewal agreement with Phoenix Advisors for Municipal Advisor and Continuing Disclosure Services for the 2026-2027 school year. (**Attachment: Fin. #12**)
13. Approve the agreement for Professional Services with Gloucester County Special Services School District for the 2026-2027 school year. Services to be used on an as-needed basis. (**Attachment: Fin. #13**)
14. Approve the agreement for Audiological Services with Marie H. Katzenbach School for the Deaf for the remainder of the 2025-2026 school year. Services to be used on an as-needed basis. (**Attachment: Fin. #14**)

15. Approve the contract for lawn and landscaping services with Four Seasons Landscaping, LLC for spring and summer not to exceed \$47,422.00. (**Attachment: Fin. #15**)

16. Approval to comply with USDA and NJ Department of Agriculture Directive to set breakfast and lunch prices for the 2026-2027 school year as follows:

- | | |
|-------------------------------|-----------------------------|
| a. Student Breakfast - \$2.25 | c. Adult Breakfast - \$2.50 |
| b. Student Lunch - \$3.50 | d. Adult Lunch - \$5.00 |

Motion: Mr. Bright Second: Mrs. Bowen

Items 1-8 and 10-16:
Roll Call: (7-0) Carried: Yes

Item 9:
Roll Call: (5-2) Carried: Yes
No: Mr. Bast, Mr. Cavanaugh

X. Resolutions

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

1. Approve Resolution 2025-26#13: Adopt the Final Budget for the 2026-2027 school year. (**Attachment: Res. #1**)

Item 1:
Motion: Mrs. Bowen Second: Mr. Baron
Roll Call: (6-1) Carried: Yes
No: Mr. Cavanaugh

2. Approve Resolution 2025-26#14: Approving the utilization of manual checks written pursuant to Board Policy #3326 (revised) (**Attachment: Res. #2**)

Item 2:
Motion: Mr. Baron Second: Mr. Bright
Roll Call: (7-0) Carried: Yes

XI. 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. Approval of a leave of absence for Angela Dubrow, Sixth Grade Teacher at Pleasant Valley School, effective September 1, 2026 utilizing accumulated sick days concurrent with FMLA continuing with unpaid leave under NJFLA through December 31, 2026 with an anticipated return date of January 1, 2027.
3. Acceptance of the retirement of Matthew Tarnecki, Bus Driver for the District, effective July 1, 2026.

Dr. Peretti indicated that Mr. Tarnecki has been with the district for 12 years. She wished him well in his retirement and thanked him for his service and for getting the students to school safely.

4. Approval of a leave of absence for Susana Rios, Custodian at Pleasant Valley School, effective March 30, 2026 utilizing accumulated sick time with a return date to be determined.
5. Approval of Melina Spitale and Lauren Jones to provide homebound instruction for up to 5 hours of instruction per week from March 30, 2026 through June 15, 2026 at the approved contractual rate in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.
6. Approval of the employment of Joshua Rios, of Bridgeton, NJ, as a Part-Time Custodian at Pleasant Valley School, effective as soon as possible through June 30, 2026, with a salary established at Step 2 (\$16.84/hour), pending receipt of required clearances. (**Attachment: Pers. #6**)
7. Approval of the following teachers to serve as instructors for the Summer Skills Support program. Teachers receive compensation for 3.5 hours of student contact (8:45-12:15) at \$45.58 per hour and 1 hour of non-student contact time per day as well as one, 3 hours of pre- and 2 hours of post-planning time at \$23.59 per hour. Compensation is based on the negotiated HTEA contract.

Colleen Illi	Sabrina Mosiondz	Tracy DeAngelo
Stacie Brown	Casey Heitman	Lauren Sheppard

8. Approval of any qualified and certified Harrison Township School District employee to serve as a substitute for the Summer Skills Support program (teacher, special education aides, and/or nurse) with compensation for student contact time.
9. Approval of the following teachers to serve as instructors for the Special Education Extended School Year (ESY) program. Teachers receive compensation for 3.5 hours of student contact (8:45-12:15) at \$45.58 per hour and 1 hour of non-student contact time per day as well as one, 3 hours of pre- and 2 hours of post-planning time at \$23.59 per hour. Compensation is based on the negotiated HTEA contract.

Andrea Startare	Olivia Langerhans	Heather Leonardi
Faith Schusler	Kathy Riggins	Michael Rossi
Camryn Hackett-Slimm		

10. Approval of the following Special Education Aides for the Special Education Extended School Year (ESY) program 4 days per week (8:45-12:15) Monday through Thursday from July 6th through July 30th at Harrison Township School. Special Education Aides receive compensation for 3.5 hours per day at the rate of \$19.27 per hour. Compensation is based on the HTEA contract.

Jen Strockbine	Emma Hartman	Lisa Pomante
Nancy Marucci	Linda Turk	Nicole Nastasi
Jennifer Marks	Gabriella Rosario	

11. Approval of one (1) school nurse per day to provide support for our ESY students 4 days per week (8:45-12:15) Monday through Thursday from July 6th through July 30th at Harrison Township School. Nurses receive compensation for 3.5 hours of student contact at \$45.58 per hour as well as one, 3 hours of pre- and 2 hours of post-planning time at \$23.59 per hour; each nurse may accrue these hours.

Lauren D'Ariano	Erika Mainart
Erin Durkin	

12. Approval of one (1) speech pathologist/therapist per day to provide speech services for our ESY students 4 days per week (8:45-12:15) Monday through Thursday from July 6th through July 30th at Harrison Township School. Therapists receive compensation for 3.5 hours of student contact at \$45.58 per hour and 1 hour of non-student contact time per day as well as one, 3 hours of pre- and 2 hours of post-planning time at \$23.59/hour. Compensation is based on the negotiated HTEA contract.

Shannon Maloney	Emily Mickle
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13. Approval of any qualified and certified Harrison Township School District employees and approved substitutes to serve as a substitute for the Special Education ESY program (teacher, special education aides, speech pathologist/therapist, and/or nurse) with compensation for student contact time of \$45.58/hour.

14. Approval of any district aide substitutes or general aides of the Harrison Township School District to serve as an aide substitute for the Special Education ESY program with compensation for student contact time of \$19.17/hour.

15. Approval of the following staff members to conduct Kindergarten Registration on designated dates. Staff members will receive compensation for up to eight (8) hours each, in accordance with the negotiated HTEA contract.

Sydney Wurst	Rachel Sharp	Sabrina Mosiondz
Nicole Huck	Ashley Mackowiak	Taylor Johnson
Tracy DeAngelo	Chelsea Nelson	Heather Schank
Danielle Nemeth	Erika Mainart	Lauren D'Ariano

16. Approval for up to four (4) additional hours for any qualified and certified Harrison Township School District teacher to serve as a proctor for make-up Kindergarten Registration sessions, if needed. Compensation will be provided in accordance with the negotiated HTEA contract.

17. 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.

Jamie Clement - Nurse
Tracie Vandergracht – Bus Aide & Bus Driver
Monica Evans – Bus Driver

Harlie Eggeling - Teacher
Gabriella Rosario - Teacher

Items 1-17:

Motion: Mr. Bast
Roll Call: (7-0)

Second: Mr. Baron
Carried: Yes

B. Education

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

1. Approval of homebound instruction of Student #30125 for 5 hours of instruction per week from March 30, 2026 through June 15, 2026.
2. Approval of the Summer Skills Support program for students entering grades 1 through 6. Students attend sessions from 9:00 to 12:00 Monday through Thursday beginning Tuesday, July 7th through Thursday, July 23rd at the Harrison Township Elementary School.
3. Approval of the Special Education Extended School Year (ESY) program for students in Pre-Kindergarten through 6th grade. Students attend sessions from 9:00 to 12:00 Monday through Thursday beginning July 6th to July 30th at Harrison Township School.
4. Approval of Kindergarten Registration for students entering Kindergarten. Students attend screening sessions on Monday, June 29th and Tuesday, June 30th at the Harrison Township School.

Items 1-4:

Motion: Mrs. Kendrick
Roll Call: (7-0)

Second: Mr. Bright
Carried: Yes

C. Administration

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

1. Approve Christopher DeSanto, School Business Administrator, to attend the *New Jersey Association of School Business Officials (NJASBO) Annual Conference* for professional development (\$500.00) and lodging (\$358.26) at Ocean Casino in Atlantic City from June 2-5, 2026. (**Attachment: Admin. #1**)
2. Approve the amendment to the Harrison Township Board of Education FSA Benefits Plans increasing the limits and carryover pursuant to IRS Revenue Procedure 2025-32 as follows:
 - a. Flexible Spending Account: Maximum Contribution - \$3,400 (with \$680 carryover)
 - b. Dependent Care Account: Maximum Contribution - \$7,500

3. Approval of a Seeing Eye Dog Assembly for Second Grade Students during the 2025-2026 school year.
4. Acknowledgement of the Harrison Township School District Reports of Harassment, Intimidation, and Bullying for March 2026.
5. Acknowledgement of the completion and the Superintendent's presentation and public hearing of the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2025-2026 school year and approval of submission of the same.
6. Approval of the 2026-2027 School Calendar.

Dr. Peretti informed the board member that the calendar they are voting on is the one with a shortened spring break and an in-service day in April that aligns with the county-wide in-service day.

7. Approval of the following class trips during the 2025-2026 school year:
 - a. Pre-school to Ella Harris Park
8. Acknowledgement of a Bus Evacuation Drill at Harrison Township School on March 24, 2026 at 8:30 am supervised by AnnaLisa Rodano, Principal. All busses, drivers, and aides were in participation.
9. Acknowledgement of a Bus Evacuation Drill at Harrison Township School on April 23, 2026 at 8:30 am supervised by AnnaLisa Rodano, Principal. All busses, drivers, and aides were in participation
10. Acknowledgement of safety drills conducted in the district schools:
 - a. Hold Non-Drill
 - 1) Pleasant Valley School – March 27, 2026 (PM)
 - 2) Harrison Township School – April 1, 2026 (AM)
 - 3) Harrison Township School – April 13, 2026 (AM)
 - 4) Harrison Township School – April 16, 2026 (AM)
 - 5) Pleasant Valley School – April 17, 2026 (PM)
 - b. Fire Drill
 - 1) Harrison Township School – April 1, 2026 (AM)
 - 2) Pleasant Valley School – April 16, 2026 (AM)
 - c. Lockdown Drill
 - 1) Harrison Township School – April 8, 2026 (PM)

Items 1-10:

Motion: Mrs. Bowen

Second: Mr. Baron

Roll Call: (7-0)

Carried: Yes

D. Policy

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

1. First Reading of updated board policy 6173: Home Instruction. (**Attachment: Pol. #1**)

Dr. Peretti indicated that there is a change in the law from 20 days to 17 days.

XIII. Old Business:

Mrs. Colleen Kendrick indicated that events are not listed on the online calendar.

Dr. Peretti will look into the events calendar.

XIV. Audience Participation II:

None

XV. Adjournment:

There was no further business. A motion was made to adjourn at 7:37 p.m.

Motion: Mr. Bright
Roll Call: Voice

Second: Mrs. Bowen
Carried: Yes

Respectfully Submitted,

Angela Otlowski
Secretary to the Business Administrator/Board Secretary