

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

Date: May 18, 2026
Time: 7:00 p.m.
Location: Cafeteria
904 Mullica Hill Road
Harrisonville, NJ 08039

A. Meeting Called To Order

Meeting called to order at 7:00 p.m. by Board President, Joan Pino-Talbot.

B. Flag Salute

C. Open Meeting Statement

The New Jersey Open Public Meetings Law was enacted to ensure 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

Joan Pino-Talbot, Carrie Selb*, Dana Carfaro, Cheryl Easterling*, Howard Mattson, Jennifer McIlvaine, Joseph Talbot, Christian Albadine, School Business Administrator/Board Secretary, Elizabeth Winterburn, Chief School Administrator

Absent

Toni Buckley
Mark Welker

**Cheryl Easterling and Carrie Selb arrived after roll call.*

E. Student Recognition

PreK	Maverick Busche
Kindergarten	Addison Edelman
1st Grade	Lily Brown
2nd Grade	Mia Campbell
3rd Grade	Abel McMullin
4th Grade	Brayden Emers
5th Grade	Nolan O'Leary
6th Grade	Dillon Pride
Art	Marilyn Perez
Physical Education	Jude Eisenhart
World Cultures	Kristine Kilgus
Music	Natalie Cannella

South Jersey Elementary Honors Band:
Cassidy Brun, Tessa Pepe and Alexandria Richardson

F. Presentations & Discussions

Secret Garden Outdoor Learning Space: Kylie Goodrich and Jamie Caporle

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

Motion Carried

RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the minutes of the following meeting:

1. Regular Meeting Minutes from April 27, 2026

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-3 as follows:

Motion to open discussion of agenda items.

Motion by Mrs. Selb, seconded by Mrs. Easterling

All in Favor? Aye

K. Personnel

1. Practicum, Student Teachers, Visitation, Volunteers, and Internships

BE IT RESOLVED that the following Practicum, Student Teachers, Visitation, Volunteers and Internships, be approved as recommended by the Chief School Administrator:

Name	Institution	Reason	Cooperating Teacher	Dates of Placement
Juliann Malone	Alvernia University	Internship	Kate Guzzetti	TBD

2. Appointments and Reappointments

BE IT RESOLVED, that the following personnel recommendations are approved, as recommended by the Superintendent, upon completion of a background check:

Name	Position	2026-2027	Effective Date
Gabriella Araneta	Speech Language Pathologist	MA8 \$67,484	9/1/2026
Elise Poling	Teacher	BA Step1 \$55,448	9/1/2026

3. Appointments and Reappointments

BE IT RESOLVED, that the following personnel recommendations be approved, as recommended by the Superintendent:

Name	Position	Compensation	Reason	Effective Date
Melissa LaBarbera	Social Media Manager	\$600/year	Appointment	9/1/2026-6/30/2027

4. Employment- Co-Curricular Workers

BE IT RESOLVED, that the following personnel recommendations be approved, as recommended by the Chief School Administrator to be paid with IDEA and General funds:

Name	Position	Hours	Compensation	Reason	Effective Date	Funding Source
Jennie Damminger	PS - IDEA Teacher	48	\$45/hour =\$2160.00	ESY	7/6-7/30	IDEA PRE 20-251-100-100-00-ESY-
Lisa Pessa	PS - IDEA Teacher	48	\$45/hour =\$2160.00	ESY	7/6-7/30	IDEA PRE 20-251-100-100-00-ESY-
Jess Devecchio	Teacher	48	\$45/hour =\$2160.00	ESY	7/6-7/30	11-204-100-101-00
Alicia Whitehead	Teacher	48	\$45/hour =\$2160.00	ESY	7/6-7/30	11-204-100-101-00
Jackie Guht	Teacher	48	\$45/hour = \$2160.00	ESY	7/6-7/30	11-204-100-101-00
Dennis Summerville	Teacher	48	\$45/hour = \$2160.00	ESY	7/6-7/30	11-204-100-101-00
Stefanie Quinn	Teacher	48	\$45/hour = \$2160.00	ESY	7/6-7/30	11-204-100-101-00
Linda Caltabiano	Sub Teacher	TBD	\$45/hr as Needed	ESY	As Needed	11-204-100-101-00
Gabriella Araneta	Speech Language Pathologist	TBD	\$65/hr NTE 32hrs	ESY	7/6-7/30	11-000-216-100-05-440-50
Beth Bakely	Nurse	48	\$45/hour =\$2160.00	ESY	7/6-7/30	11-000-213-100-05-016-050

5. Employment- Co-Curricular Workers

BE IT RESOLVED, that the following personnel recommendations be approved, as recommended by the Superintendent:

Name	Position	Hours	Compensation	Reason	Effective Date
Bethany Bakley	Nurse	NTE 10hrs	\$45/hr	Summer Work	8/03-8/28/2026
Nick Deitz	Teacher	NTE 10hrs	\$45/hr	Advanced Math Curriculum Planning	8/03-8/28/2026
Jackie Guht	Teacher	NTE 10hrs	\$45/hr	Advanced Math Curriculum Planning	8/03-8/28/2026
Michele LaMalfa	Teacher	NTE 10hrs	\$45/hr	Advanced Math Curriculum Planning	8/03-8/28/2026
Kathryn Tranz	Teacher	NTE 10hrs	\$45/hr	Advanced Math Curriculum Planning	8/03-8/28/2026

6. Employment- Co-Curricular Workers

BE IT RESOLVED, that the following personnel recommendations be approved, as recommended by the Superintendent:

Name	Position	Hours	Compensation	Reason	Effective Date
Heather George	Drama Club Choreographer	TBD	\$1,500	Appointment	9/1/2026-6/30/2027
Nick Deitz	Drama Club Director	TBD	\$1,500	Appointment	9/1/2026-6/30/2027
Jessica Longenbach	Clay Club	TBD	\$1,500	Appointment	9/1/2026-6/30/2027
Cherie Sinor	Gardening Club	TBD	\$600	Appointment	9/1/2026-6/30/2027
Kathryn Tranz	Gardening Club	TBD	\$600	Appointment	9/1/2026-6/30/2027
Lance Bird	Musical Director	TBD	\$1,500	Appointment	9/1/2026-6/30/2027
Nick Deitz	Gifted & Talented Grades 3-4 & 5-6	TBD	\$2,400	Appointment	9/1/2026-6/30/2027
Dennis Summerville	I&RS Coordinator	1 Hour Beyond the school day	\$1,500	Admin. Activity	9/1/2026-6/30/2027

		2x/month			
Linda Caltabiano	I&RS Team Member	1 Hour Beyond the school day 2x/month Up tp 20hrs	\$45/hour	Appointment	9/1/2026-6/30/2027
Jennifer Palestini	I&RS Team Member	1 Hour Beyond the school day 2x/month Up tp 20hrs	\$45/hour	Appointment	9/1/2026-6/30/2027
Jacklyn Guht	I&RS Team Member	1 Hour Beyond the school day 2x/month Up tp 20hrs	\$45/hour	Appointment	9/1/2026-6/30/2027
Nick Deitz	PEEC Coord.	TBD	\$500	Admin. Activity	9/1/2026-6/30/2027
TBD	Detention Monitor	Time Sheet	\$45/per hour	Admin. Activity	9/1/2026-6/30/2027
Michele LaMalfa	6th Grade Activities Coordinator	TBD	\$1,200	Appointment	9/1/2026-6/30/2027
TBD	Student Council Advisor	TBD	\$1,200	Appointment	9/1/2026-6/30/2027
Katie Bechs	I&RS Team Member	1 Hour Beyond the school day 2x/month Up tp 20hrs	\$45/hour	Appointment	9/1/2026-6/30/2027

7. Change of Status

BE IT RESOLVED, that the following change in status be approved, as recommended by the Chief School Administrator:

Name	Position	Change/Correction	Reason	Effective Date
Jackie Guht	Teacher	\$59,149 MA Step 3(5)	Step level move based on contractual guidelines	9/1/2026

L. General Administration

1. Enrollment Reports as of April 30, 2026
 - i. Enrollment Report

Grade Level	Current Totals	June 30, 2025
PK	52	59
K	42	32
1	34	41
2	42	49
3	49	37
4	37	46
5	49	35
6	34	51
Resident Students	314	326
Choice Students	25	24
District Total	339	350

2. Emergency Drills/Calls

School/ Date	Time	Drill Description
South Harrison April 8, 2026	8:45 AM 9:05 AM	Building Evacuation Drill
South Harrison April 20, 2026	10:10 AM 10:15 AM	Fire Drill

3. Student Discipline, Violence/Vandalism, HIB as of April 30, 2026

Infraction Reports	No. of Incidents this Month	2025-2026 Total-To-Date	2024-2025 Total
Detentions	6	40	89
Suspensions	0	2	4
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying Non-affirmed	0	0	1
Harassment/Intimidation/Bullying Affirmed	0	0	3

4. Hiring of Vacant Positions

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education give the Superintendent the authority to hire for any vacant positions before the June 15, 2026 Board meeting, as needed.

M. Curriculum & Instruction

1. Meeting of the Curriculum & Instruction Committee - The committee did not meet.

Objective: Evaluate decisions that are data-driven and fiscally responsible that further support QSAC.

2. Pre-Kindergarten and Kindergarten AM Summer ESY

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the AM summer ESY program for the PreK-Kdg. class. The program will be held at South Harrison Township Elementary School, Monday, July 6, 2026 to Thursday, July 30, 2026, Monday through Thursday from 9:00 AM to 11:30 AM. Nursing care, related services, and transportation (resident Students) will be provided.

3. Grades 3-6 AM Summer ESY

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the AM summer ESY program for the Grades 3-6 class. The program will be held at South Harrison Township Elementary School, Monday, July 6, 2026 to Thursday, July 30, 2026, Monday through Thursday from 9:00 AM to 11:30 AM. Nursing care, related services, and transportation (resident students) will be provided.

N. Financial1. Meeting of the Facilities & Finance Committee - The committee did not meet.

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 March 2026. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of March 2026.
- ii. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2026. 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. March 2026 Line Item Transfers for the 2025-2026 fiscal year as recommended by the Superintendent.
- 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:

5/31/2026	\$243,076.23	May 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 March 31, 2026.

5. Gloucester County Special Services School District Contracts
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the contract with Gloucester County Special Services School District for the 2025/2026 school year for the Choice School Program at a rate of 4% of the annual Aid-In-Lieu, to be determined, amount per student.

6. Home Care Therapies Agreement
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve an agreement with Home Care Therapies, LLC to provide substitute nursing services on an as needed basis beginning July 1, 2026 and ending June 30, 2027, at the specified rate dependent on nursing needs.

7. Shared Services Agreement with Logan Township School District Board of Education
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the shared services agreements with Logan Township Board of Education for the following, beginning July 1, 2026 through June 30, 2027:

Department	2025/2026	2026/2027
Child Study Team Supervisor Services	\$33,938	N/A
Facility Maintenance Services	\$35,000	\$36,050
Curriculum Supervisor Services	\$35,670	\$36,740
Information Technology Management Services	\$105,106	\$108,259
School Business Administration/Business Office Services	\$104,871	\$108,017
TOTAL	\$314,585	\$289,066

8. A4F School Tax Levy Certification Form
BE IT RESOLVED, that the amount required for school purposes in the school district of South Harrison Township Elementary, County of Gloucester, for the 2026/2027 school year is required to be levied for local school district purposes.

9. Adopt School Tax Levy Schedule
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education adopt the tax levy schedule for the 2026/2027 fiscal year and authorize the Business Administrator to submit the schedule to the Municipal Clerk for the collection of the local school district taxes for school district purposes.

South Harrison Township School District			
2026-2027 Tax Payment Schedule			
	General Fund	Debt	Total
7/10/2026	395,342.17		395,342.17
8/10/2026	395,342.17	-	395,342.17
9/10/2026	395,342.17	366,660.50	762,002.67
10/10/2026	395,342.17	-	395,342.17
11/10/2026	395,342.17	-	395,342.17
12/10/2026	395,342.17	-	395,342.17
1/10/2027	395,342.17	366,660.50	762,002.67
2/10/2027	395,342.17	-	395,342.17
3/10/2027	395,342.17	-	395,342.17
4/10/2027	395,342.17	-	395,342.17
5/10/2027	395,342.17	-	395,342.17
6/10/2027	395,342.17	-	395,342.17
Total Raised			5,477,427.00

O. Policy

1. Meeting of the Policy & Communication Committee - The committee did not meet.

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 1552

3. Abolish Policy/ Regulation

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education recommend the following policies be abolished:

Policy/Regulation #'s
P 3362 P 4352

Motion to approve agenda items K-1 through O-3.
Motion by Mrs. Selb, seconded by Mrs. Easterling

ROLL CALL:
Roll Call Vote:
Aye - 7
Nay - 0

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.

Goal 1- Safety

By January 30, 2026, the District will discuss costs and opportunities to improve school safety in an effort to strengthen partnerships with local law enforcement and emergency management officials. Exploration will be focused on improvement to have a School Resource Officer at South Harrison.

Goal 2- Facilities and Finance

During the 2025-2026 school year, the District will work to create a comprehensive Maintenance Plan in order to prioritize long-term capital planning for aging infrastructure and sustainability.

Goal 3- Student Achievement/Instruction

During the 2025-2026 school year:

Student Achievement

- Students who have achieved **Principal's List** and **Superintendent's List** honors will be formally recognized at Board of Education meetings. A recognition schedule will be developed and shared with the BOE for October 2025-April 2026.

Date & Instructional Progress Sharing

- Student instructional and assessment data will be presented to the BOE three times annually (after fall, winter, and spring benchmarks) to review progress toward district academic goals and guide instructional planning.

Q. New Business

R. Executive Session

None at this time.

S. Adjournment

Motion by Mrs. Selb, second by Mr. Mattson, that the Board of Education adjourn the meeting at 7:53 PM.

Motion carried unanimously.

Respectfully submitted,

Christian Albadine
School Business Administrator