

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

Date: August 17, 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, Toni Buckley, Dana Carfaro, Howard Mattson, Jennifer McIlvaine, Joseph Talbot, Christian Albadine, School Business Administrator/Board Secretary, Elizabeth Winterburn, Chief School Administrator

Absent

Cheryl Easterling
Mark Welker

E. Student Recognition

None at this time.

F. Presentations & Discussions

None at this time.

G. Public Comment

No public comments were made.

H. Executive Session

None at this time.

I. Approval of Minutes

Motion by Mrs. Selb, seconded by Mrs. Carfaro
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 June 15, 2026
2. Executive Meeting Minutes from June 15, 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-2 as follows:

Motion to open discussion of agenda items.

Motion by Mr. Mattson, seconded by Mrs. Selb

K. Personnel

1. Appointments and Reappointments

BE IT RESOLVED that the following motion be approved, as recommended by the Superintendent, that 40% of the following employee's salary is to be paid with Title I funds 20-231-100-101-00:

Name	40% Charged to Title I
Jennifer Palestini	\$27,953.60

2. Appointments and Reappointments

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

Name	Position	Compensation	Reason	Effective Date
Katie Sachs	Child StudyTeam Supervisor	\$10,000/year	Appointment	7/1/2026

3. Change of Status

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

Name	Position	Change/Correction	Reason	Effective Date
Laura Hirst	Teacher	\$56,688 BA+15 Step 1(3)	Step level move based on contractual guidelines	9/1/2026

4. 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 Superintendent:

Name	Institution	Reason	Cooperating Teacher	Dates of Placement
Skyleit Lugo	Rowan University	Internship	Lisa Pessa	Fall 2026 Spring 2027

L. General Administration

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

Grade Level	Current Totals	June 30, 2026
PK	58	51
K	38	42
1	47	34
2	34	42
3	41	49
4	50	37
5	38	49
6	48	34
Resident Students	328	313
Choice Students	26	25
District Total	354	338

2. Emergency Drills/Calls

School/ Date	Time	Drill Description
South Harrison June 2, 2026	8:20 AM 8:39 AM	Rear Door Bus Evacuation Drill
South Harrison June 4, 2026	2:05 PM 2:09 PM	Fire Drill
South Harrison July 16, 2026	10:15 AM 10:25 AM	Shelter in Place
South Harrison July 22, 2026	9:15 AM 9:20 AM	Fire Drill

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

Infraction Reports	No. of Incidents this Month	2025-2026 Total-To-Date	2024-2025 Total
Detentions	3	50	89
Suspensions	0	4	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 September 21, 2026 Board meeting, as needed.

5. 2026/2027 Emergency Plan

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2026/2027 Emergency Plan, as recommended by the Superintendent.

6. 2026/2027 Student Handbook

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Student Handbook 2026/2027, as recommended by the Superintendent.

7. 2026/2027 Student Code of Conduct

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Student Code of Conduct 2026/2027, as recommended by the Superintendent.

8. 2026/2027 Staff Handbook

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Staff Handbook 2026/2027, as recommended by the Superintendent.

M. Curriculum & Instruction

1. Meeting of the Curriculum & Instruction Committee - Mrs. Selb, Chairperson, reporting.

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

2. 2026/2027 Curriculum

BE IT RESOLVED that the South Harrison Township Elementary School District Board of Education approve the 2026/2027 Curriculum, as recommended by the Superintendent.

3. 2026/2027 Emergency Virtual or Remote Instruction Program Plan

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2026/2027 Emergency Virtual or Remote Instruction Program Plan, as recommended by the Superintendent.

4. 2026/2027 Emergency Virtual or Remote Instruction Program Plan

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2026/2027 Emergency Virtual or Remote Instruction Program Plan, as recommended by the Superintendent.

5. 2026/2027 Student Gifted & Talented Handbook

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Student Gifted & Talented Handbook 2026/2027, as recommended by the Superintendent.

6. Professional Development

BE IT RESOLVED that the following staff professional development be approved as recommended by the Superintendent. Tuition reimbursement will be paid on June 15th each school year. In the event that the total amount of reimbursement exceeds the available amount, the reimbursement will be pro-rated on a per credit basis.

Title of Program	Location	Date(s)	Attendee(s)	Educational Purpose	Tuition Cost
ECE 5110 ECE 5211	Kean University	Fall 2026	Laura Hirst	Early Childhood Continuing Education	\$6,665.52

7. Professional Development

BE IT RESOLVED that the following staff professional development be approved as recommended by the Superintendent to approve Randa Hogate (Logan Township 4th Grade teacher) to provide professional development to Elise Poling (South Harrison teacher) in the area of ELA at the total rate of \$120.00. South Harrison School District will pay the cost for professional development.

N. Financial

1. Meeting of the Facilities & Finance Committee - Mrs. McIlvaine, Chairperson, reporting.

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 June and July 2026. The Cash Reconciliation Report and Secretary's Report are in agreement for the months of June and July 2026.
- ii. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the months of June and July 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. June and July 2026 Line Item Transfers for the 2025-2026 and 2026-2027 fiscal years 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:

7/31/2026	\$407,361.24	July Bills
08/31/2026	\$231,396.43	August Bills

4. Student Activity Financial Report

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Student Activity Financial Reports as of June 30th and July 31, 2026.

5. FY26 Breakfast & Lunch Prices

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the FY27 Breakfast and Lunch Prices:

Meal	Cost
Milk	\$0.50
Breakfast	\$1.60
Student Lunch	\$3.90
Adult Student Lunch	\$4.50

6. Deptford Township School District Tuition Contract

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the tuition contract with Deptford Township School District for the 2026/2027 Regular School Year for SID #7102415829 for the amount of \$30,544.99. This contract also includes One to One Aide services for an additional amount of \$50,351.36.

7. IDEA Application Submission

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education hereby authorizes the submission of the IDEA application for Fiscal Year 2027, and accepts the grant award of the funds upon subsequent approval of the FY 2027 IDEA application in the amount of \$70,464 of IDEA basic and \$3,100 IDEA Preschool.

8. Title I and Title II Applications Submission

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve to submit the application and accept the funds of ESEA Federal Grant for the 2026/2027 school year as follows:

Title I-A \$46,992

Title II-A \$6,631

9. Logan Township Transportation Jointure

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education retroactively approve the joint transportation agreement with Logan Township Board of Education for the following route for the 2026-2027 Extended School Year:

Host District's Route Number	Destination	Number of Host District Students	Number of Jointure District Students	Jointure Cost
L-SHADS	Archbishop Damiano School	1	1	\$5,624.40

10. Systems 3000 Agreement

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Systems 3000 renewal for the Software License Agreement in the amount of \$13,587 for the 2026-2027 school year.

11. InHealth Staffing Therapy Staff Placement Agreement

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve a Therapy Staff Placement agreement with InHealth Staffing, LLC. for the 2026-2027 school year at a rate of \$46/hr for a Registered Behavior Technician and a rate of \$115/hr for a Board Certified Behavior Analyst (BCBA).

12. Professional Healthcare Staffing Agreement

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve a Staffing agreement with Professional Healthcare Staffing for the 2026-2027 school year at a rate of \$68/hr for a Registered Nurses (RN's) and Licensed Practical Nurses (LPN's) at a rate of \$56/hr.

13. Use of Facilities

Motion to approve South Harrison Youth Basketball to use the MultiPurpose Room every Monday, Tuesday, Wednesday and Thursday beginning October 5, 2026 through April 29, 2027, during after school hours, as per the attached schedule. The South Harrison Youth Basketball has been informed of any conflicting previously reserved dates. Approval of the use of the MultiPurpose Room is based on South Harrison Township Youth Basketball meeting the following requirements:

- Submission of a prevention plan as outlined in NJDOH Document dated September 20, 2021
- Approval by the Superintendent of that plan
- Signing of the Waiver Release for use of South Harrison Township Elementary School District facilities

O. Policy

1. Meeting of the Policy & Communication Committee - Mrs. Easterling, Chairperson, reporting.

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 1230, P 2200, P 0162, P 1643, P 2260

Motion to approve agenda items K-1 through O-2.

Motion by Mrs. Carfaro, seconded by Mrs. Selb.

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. Carfaro, second by Mrs. Buckley, that the Board of Education adjourn the meeting at 8:14 PM.

Motion carried unanimously.

Respectfully submitted,

Christian Albadine

School Business Administrator