SOUTH HARRISON SCHOOL DISTRICT
BOARD OF EDUCATION MINUTES

Date: September 21, 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 7:01 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, Cheryl Easterling, Jennifer McIlvaine, Joseph Talbot, Mark Welker, Christian Albadine, School Business Administrator/Board Secretary, Elizabeth Winterburn, Chief School Administrator.

Absent
Howard Mattson

E. Student Recognition
None at this time.

F. Presentations & Discussions
Kindergarten Entry Assessment Data Presentation

G. Public Comment
No public comments were made.

H. Executive Session
None at this time.

I. Approval of Minutes

Motion to approve by Mrs. Carfaro, seconded by Mrs. McIlvaine
All in Favor? Aye
Abstained Dr. Buckley
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 August 17, 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. Easterling, seconded by Mr. Talbot
All in Favor? Aye

K. Personnel

1. Appointments and Reappointments
   BE IT RESOLVED, that the following personnel recommendations be retroactively approved, as recommended by the Superintendent to be paid with SHIF Wellness Grant funds 20-001-100-890-00:

Name	Position	Compensation	Reason	Effective Date
Elizabeth Wright	Wellness Champion	$2,000/year	Appointment	9/1/2026-6/30/2027

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
Elizabeth Wright	School Choice Coordinator	$1,000/year	Appointment	9/1/2026-6/30/2027
Kelly Elm	Registrar	$2,500/year	Appointment	9/1/2026-6/30/2027
Melissa LaBarbera	Accounts Payable	$2,500/year	Appointment	9/1/2026-6/30/2027
Jacklyn Guht	School- Based Mentor	$1,000/year	Appointment	9/1/2026-6/30/2027
Amanda McCart	School- Based Mentor	$1,000/year	Appointment	9/1/2026-6/30/2027

3. 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	Mentor	Dates of Placement
Dennis Summerville	Felician University	Internship	Ron Elwell	Fall 2026 - December 2026

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 August 2026	N/A	N/A

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 October 19, 2026 Board meeting, as needed.

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

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 August 2026. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of August 2026.

   ii. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month August 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. August 2026 Line Item Transfers for the 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:

9/30/2026	$269,056.13	September 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 August 31, 2026.

5. FURever As Friends Contract
   BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the contract with FURever As Friends, Inc. for the 2026/2027 Regular School Year for pet therapy at a rate of $300 for initial therapy and $150 for each additional therapy team.

6. Learning Disability Evaluations
   BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the contract with Ron Elwell for CST Evaluations at a rate of $350.

7. REAP Grant
   BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education accept the REAP grant (Small, Rural School Achievement Program) for 7-1-2026 to 9-30-2027 for an amount of $44,486.

8. Garrison Architects
   BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education authorizes Garrison Architects to amend the district's Long-Range Facility Plan.

9. Aramark Agreement
   BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the amendment to the Aramark Management Services LLP Master Service Agreement to now include a part-time custodian. This amendment reflects an additional fee of $29,811.76 for the remainder of the 2026-2027 school year.

10. Jaz Transportation Contract
    BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following transportation quote for the following route to Jaz Transportation for the 2026/2027 School Year.

Route	Quoted Cost Per Diem	Mileage Increase/Decrease	Total Per Diem Cost
SH-BBE	$199.00	$1.49	$199.00

11. SHIF Wellness Grant
    BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education accept and approve the 2026/2027 SHIF Wellness Grant in the amount of $7,000.

12. Use of Facilities
    Motion to approve the South Harrison PTO to use the PD Room monthly beginning October 7, 2026 through June 2, 2027, during after school hours, as per the attached schedule. Approval of the use of the PD Room is based on the South Harrison PTO 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

13. Use of Facilities
    Motion to approve the South Harrison PTO to use the MultiPurpose Room on November 18, 2026, during after school hours. Approval of the use of the MultiPurpose Room is based on the South Harrison PTO 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

14. Use of Facilities
    Motion to approve the South Harrison PTO to use the MultiPurpose Room on January 22, 2027, during after school hours. Approval of the use of the MultiPurpose Room is based on the South Harrison PTO 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

15. Use of Facilities
    Motion to approve the South Harrison PTO to use the Library on March 9, 2027, during after school hours. Approval of the use of the Library is based on the South Harrison PTO 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

16. Use of Facilities
    Motion to approve the South Harrison PTO to use the Library on October 13, 2026, during after school hours. Approval of the use of the MultiPurpose Room is based on the South Harrison PTO 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

17. Use of Facilities
    Motion to approve the South Harrison Parks and Recreation Commission to use the Cafeteria on October 1, 2026, during after school hours. Approval of the use of the Cafeteria is based on the South Harrison Parks and Recreation Commission 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

18. Use of Facilities
    Motion to approve the Harrisonville Ruritans to use the Kitchen, Cafeteria and MultiPurpose Room on December 5, 2026, during after school hours. Approval of the use of the Kitchen, Cafeteria and MultiPurpose Room is based on the Harrisonville Ruritans meeting the following requirements:

    - Submission of a prevention plan as outlined in NJDOH Document dated September 20, 2021
    - Approval by the Chief School Administrator 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 First Reading
   BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education recommend the following policies and regulations for first reading for revision and/or adoption:

Policy/Regulation #'s
P 5516, P 0162.01, P 5111.13, P 5561, P 6112, P 6115.02, P 6311, P 8561

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 2363

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

ROLL CALL:
Roll Call Vote:
Aye - 8
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

Dr. Winterburn notify board of the District's Heart of Gold Award

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 - Academic Excellence & Student Learning**
     By April 30, 2027, ensure high levels of student achievement and progress toward grade-level standards through data-driven decision-making, rigorous instruction, benchmark testing, small-group instruction, targeted interventions, and the use of progress indicators to monitor and adjust instruction for all learners.

   - ***Goal 2 -*** **Long-Range Facilities Planning**
     By February 28, 2027, develop a comprehensive Long-Range Facilities Plan that identifies and prioritizes the district's current and future facility, maintenance, safety, security, and infrastructure needs, while establishing a plan for addressing these priorities through responsible financial planning.

   - ***Goal 3 -*** **Financial Responsibility & Stewardship**
     By April 25, 2027: Maintain responsible financial management while maximizing resources to support student learning and providing students with opportunities to develop financial literacy.

Motion to approve by Mrs. Carfaro, seconded by Mr. Talbot
All in Favor? Aye
Abstained 0

R. Executive Session
None at this time.

S. Adjournment

Motion by Mrs. Easterling, second by Dr. Buckley, that the Board of Education adjourn the meeting at 7:53 PM.

Motion carried unanimously.

Respectfully submitted,

_____
Christian Albadine
School Business Administrator