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

REGULAR MEETING
SEPTEMBER 21, 2026
7:00 PM

Mrs. Jennifer Bowen, 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
Mrs. Jennifer Bowen	Ms. Alexis Rubino
Mr. Walter Bright	Mrs. Shannon Williams *(absent)*
Mr. John Cavanaugh	

Others Present:

Dr. Missy Perett, Superintendent of Schools and Mr. Christopher DeSanto, Business Administrator /Board Secretary.

III. Flag Salute:

Led by Jennifer Bowen, Board Vice President of the Harrison Township Board of Education.

IV. President's Welcome:

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

Motion: Mr. Baron	Mr. Bright
Roll Call: Voice	Carried: Yes

V. Audience Participation I:

None

VI. Approval of Minutes:

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

1. Approval of minutes of the August 18, 2026 Regular Session Board of Education Meeting ***(Attachment Min. #1)*** and the minutes of the August 18, 2026 Executive Session Board of Education Meeting ***(Attachment Min. #2).***

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

VII. Committee Reports:

1. Standing Committees
   a. Finance – Walter Bright (No report at this time.)
   b. Curriculum – Shannon Williams (Absent)
   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 (No report at this time.)
   g. School Safety – Alexis Rubino (No report at this time.)
   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 Lisa Schreyer received August 11, 2026 re: leave of absence.
2. Letter from Deborah Heller received August 24, 2026 re: retirement.
3. Letter from Juanita Coceano received September 12, 2026 re: retirement.
4. Letter from Kelly Ficco received September 15, 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 August 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 August 2026. ***(Attachment: Fin. #2)*** The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of August 2026.

3. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 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. August 2026 Ratified Bill List $751,695.87 ***(Attachment: Fin. #6a)***
   b. September 2026 Bill List $945,981.04 ***(Attachment: Fin. #6b)***

Item 1-6:
Motion: Mrs. Coslop Second: Mrs. Kendrick
Roll Call: (8-0) Carried: Yes

X. Resolutions

1. Approve Resolution 2026-27#5: Authorize the withdrawal of $100,000 from Maintenance Reserve for required periodic maintenance projects according to the district's Comprehensive Maintenance Plan. ***(Attachment: Res. #1)***

Q. Mr. Bast had a question on what this is and Mr. Bright had a follow-up question about what money goes back into maintenance reserve.

A. Mr. DeSanto explained that this is an estimated amount. Any unused funds will go right back into maintenance reserve. Maintenance reserve is used to offset periodic required maintenance expenses, which were already budgeted for, but now those funds can be earmarked for other unforeseen maintenance and operations costs that may pop-up during the year.

Item 1:
Motion: Mr. Bright Second: Mr. Baron
Roll Call: (8-0) 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 medical leave of absence for Lisa Schreyer, Interventionist at Harrison Township School, effective September 2, 2026 utilizing 12 weeks of unpaid FMLA leave, with an anticipated return date of November 25, 2026.

3. Acceptance of the retirement of Deborah Heller, Business Office Specialist at Harrison Township School, effective December 1, 2026.

   Mr. Peretti wished Mrs. Heller well and thanked her for the last six years of service in the district.

4. Acceptance of the retirement of Juanita Coceano, Special Education Aide at Pleasant Valley School, effective January 1, 2027.

   Dr. Peretti thanked Ms. Coceano for her 22 years of service in the district.

5. Approval of a leave of absence for Kelly Ficco, First Grade Teacher at Harrison Township School, effective January 25, 2027 utilizing accumulated sick days concurrent with FMLA continuing with unpaid leave under NJFLA through June 30, 2027 with an anticipated return date of September 1, 2027.

6. Approval of a leave of absence for Dennis Alston, Bus Driver for the District, utilizing accumulated sick time with a return date to be determined.

7. Approval of a leave of absence for Ruby Stiles, Bus Driver for the District, effective September 8, 2026 through September 28, 2026 with an anticipated return date of September 29, 2026.

8. Approval of a leave of absence for Joshua Tunstall, Fifth Grade Teacher at Pleasant Valley School, utilizing FMLA beginning September 28, 2026 through November 25, 2026.

9. Approval of Sabrina Mosiondz to provide homebound instruction, up to 5 hours of instruction per week, beginning September 14, 2026 at the approved contractual rate in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.

10. Approval of the employment of Jodi Sparks, as Part-Time Special Education Aide at Harrison Township School, effective September 14, 2026 through June 30, 2027, with salary established at Step 3 in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E., pending receipt of required clearances.

11. Approval of the following staff members in the stipend positions listed below, effective September 1, 2026 through June 30, 2027, with a stipend to be determined in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.:

    a. Public Relations Building Liaison, HTS – Taylor Johnson
    b. Public Relations Building Liaison, PVS – Natalie Markey
    c. 504 Coordinators, HTS – Jean Marie Sutton and Chelsea Nelson
    d. 504 Coordinators, PVS – Adrienne McGovern and Heather Schank
    e. I&RS Coordinators, HTS – Jean Marie Sutton and Chelsea Nelson
    f. I&RS Coordinator, PVS – Adrienne McGovern and Heather Schank
    g. Student Council Advisors, PVS – Christie Mamaluy and Meghan Hack
    h. Circle of Friends Advisor, HTS – Kristin Reim
    i. Circle of Friends Advisor, PVS – Kristin Heritage
    j. School Band Director, PVS – Albert Bader
    k. Choir Director, PVS – Allegra Counsellor
    l. Safety Patrol Coordinators, PVS – Michael Brodzik and Deneen Dougherty
    m. After School Detention, PVS – Christie Mamaluy and Meghan Hack

12. Approval of Tina Heil in the stipend position of Homeless Liaison for the 2026-2027 school year, with a stipend in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.

13. Approval of Nancy Marucci (HTS) and Veronica Poma (PVS) in the stipend position of ELL Liaison for the 2026-2027 school year, with a stipend in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.

14. 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, 2027, at the currently-approved hourly and daily rates, pending receipt of required clearances.

Deidre Robinson – Transportation Aide	Holly Rosen – Transportation Aide & Driver
Gabriella Wester - Nurse	Christine Gallagher - Teacher

15. Acceptance of the resignation of Ella DeVoe, Special Education Aide at Pleasant Valley School, effective September 18, 2026.

Items 1-15:
Motion: Mrs. Kendrick Second: Mrs. Coslop
Roll Call: (8-0) Carried: Yes

B. Education

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

1. Approval of the homebound instruction of Student #33152 for up to 5 hours of instruction per week beginning September 14, 2026.

2. Approve the contract with Salem County Special Services School District (SCSSSD) for Student #34004.

a. ESY Home Instruction: $2,502.72 ($104.28/hr x 6 hrs/wk x 4 weeks)
b. ESY OT Services: $490.88 ($122.72/hr x 1 hr/wk x 4 weeks)
c. ESY Speech Services: $490.88 ($122.72/hr x 1 hr/wk x 4 weeks)
d. SY Home Instruction: $22,524.48 ($104.28/hr x 6 hrs/wk x 36 weeks)
e. SY OT Services: $4,417.92 ($122.72/hr x 1 hr/wk x 36 weeks)
f. SY Speech Services: $4,417.92 ($122.72/hr x 1 hr/wk x 36 weeks)

3. Ratify and affirm the contract with GCSSSD - Cress for Student #27034.
   a. Educational Consultant Deaf Services: $4,230.00 (30 hours x $141.00/hour) during the 26-27school year.

4. Ratify and affirm the contract with GCSSSD - Cress for Student #29180.
   a. Educational Consultant Deaf Services: $1,269.00 (9 hours x $141.00/hour) during the 26-27school year.

Items 1-4:
Motion: Mr. Bright Second: Mrs. Coslop
Roll Call: (8-0) Carried: Yes

C. Administration

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

1. 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 July 1, 2025 through June 30, 2026 and approval of the submission of the same.

   Dr. Peretti explained the self-assessment and the requirement of the NJ Department of Education.

2. Approval of the updated Business Office Specialist – Payroll job description. ***(Attachment: Admin. #2)***

3. Approval of the updated Business Office Specialist – Acct. Pay/Purchasing job description. ***(Attachment: Admin. #3)***

4. Approval of the updated Business Office Specialist – Part-time Clerk job description. ***(Attachment: Admin. #4)***

   Q. Mrs. Kendrick asked to clarify that the job descriptions are because of the vacancies.

   A. Dr. Peretti indicated, yes. Since we will have the vacancies the job descriptions are being update.

5. Approval for the Clearview Regional School District to utilize Pleasant Valley School as an emergency evacuation site for the 2026-2027 school year.

6. Ratify and Affirm the contract with Gloucester County Special Services School District (GCSSSD) for the provision of Chapter 226 Nonpublic Nursing Services for the 2026-2027 school year. ***(Attachment Admin. #6)***

7. Approval of the following field trips for the 2026 – 2027 school year:
   a. First Grade – Philadelphia Zoo

8. Approval of the Student Teacher Placement of Emma Donegan with Speech-Language Specialists in the District during the 2026-2027 School year under the auspices of Widener University.

9. Approval of a Classroom Observation of Mrs. Mankey's Fourth Grade Classroom by Gianna Olsen during the 2026-2027 school year under the auspices of Camden County College.

10. Approval of health office observations for the following nursing students with Lauren D'Ariano at Harrison Township School during the 2026-2027 school year under the auspices of Rowan College at Burlington County:

Victoria Freeman	Gianna Holness
Liasha Gafney	Leonel Montalvan
Stephanie Baek	Kimberly Guthrie
Joanna Le	Edwin Lam

11. Acknowledgement of safety drills conducted in the district schools:
    a. Fire Drill
       1) Harrison Township School – September 15, 2026 (PM)
       2) Pleasant Valley School – September 17, 2026 (AM)
    b. Lockdown Drill
       1) Pleasant Valley School – September 16, 2026 (AM)

Items 1-11:
Motion: Mr. Baron Second: Ms. Rubino
Roll Call: (8-0) Carried: Yes

D. Policy

None

E. Transportation

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

1. Ratify and affirm the contract with West Deptford School District for the transportation of student #28006 to Bancroft – Mt. Laurel at a per diem of $155 for a total of $28,055.00 (181 days x $155). ***(Attachment Trans. #1)***

Item 1:
Motion: Mr. Bright Second: Mrs. Coslop
Roll Call: (8-0) 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 2026-2027 fiscal year as outlined below:

Name/Organization	**Location/Date**	**Type of Use**
Brunstrom/PTA	HTS Library and K-2 Gym 1 x per month	PTA Meetings
Mancini/PTA	PVS Parking Lot 10/16/26	Truck or Treat Event
Parsons/Girl Scouts	HTS Activity Center 1 x per month	Girl Scout Meetings
Mitcham/PVFit	PVS Gym 2 x week 9/30/26-12/17/26	Youth Fitness
Henderson/HTYB	PVS Gym (Mon, Wed & Thurs) 9/23/26-11/23/26	Basketball Practice

Item 1:
Motion: Mrs. Kendrick Second: Mr. Bright

Girl Scouts and PVFit:
Roll Call: (8-0) Carried: Yes

PTA:
Roll Call: (7-0-1) Carried: Yes
Abstained: Mr. Cavanaugh

HTYB:
Roll Call: (7-0-1) Carried; Yes
Abstained: Mr. Bright

XII. New Business:

1. Thank you to the Harrison Township Historical Society for guest storyteller Charlotte Blake Alston.

   The presentations will take place at PVS during the 2026-27 academic year. The historical society received a grant and included the presentations as part of the grant.

2. Student Ambassador schedule 2026-2027 school year.

   The 6th grade representatives will be at the January, March, and May BOE meetings.

XIII. Old Business:

None

XIV. Audience Participation II:

Anthony Carbone indicated he is dissatisfied about the transportation decision for his son.

XV. Adjournment:

RESOLUTION: There was no further business. There was a motion to adjourn at 7:20 p.m.

Motion: Mr. Bright	Second: Ms. Rubino
Roll Call: Voice	Carried: Yes

Respectfully Submitted,

Christopher C. DeSanto
Board Secretary