

SOUTH HARRISON SCHOOL DISTRICT  
BOARD OF EDUCATION  
MINUTES

Regular Meeting  
January 28, 2019  
7:00 p.m. Cafeteria

A. Call to Order  
Meeting called to order at 7:03 p.m. by President Brown.

B. Pledge of Allegiance

C. Statement of Open Public Meeting Compliance  
Pursuant to the Open Public Meetings Act, Chapter 231, Public Laws of 1975, this meeting has been duly advertised in the South Jersey Times, issue of January 10, 2018. All municipal clerks of the townships and boroughs within the Regional School District have been duly notified and the requirements of posting of notices have been met.

D. Roll Call

Members Present

Diane Barrett, Janet Brown, Laura Bruno, Deborah Cunningham, Janice Huggins, Joseph Talbot, Paul Tropea, Karen Urie-West, Dr. James Lavender, Mr. Jason Schimpf, School Business Administrator/Board Secretary, and Mrs. Patricia Calandro, Chief Academic Officer.

Members Absent

David Asis

E. Student Recognition

Student Recognition: November 2018/December 2018

1 <sup>st</sup> Grade	Michaiah Obiri-Yeboah	1 <sup>st</sup> Grade	Juliana Bruno
2 <sup>nd</sup> Grade	Alexander Mehl	2 <sup>nd</sup> Grade	Michael Barrett
3 <sup>rd</sup> Grade	Riley Emmett	3 <sup>rd</sup> Grade	Lylah Vincent
4 <sup>th</sup> Grade	Hope Jones	4 <sup>th</sup> Grade	Autumn Kaplan
5 <sup>th</sup> Grade	Rebecca Small	5 <sup>th</sup> Grade	Michael Driscoll
6 <sup>th</sup> Grade	Gabriella Rosato	6 <sup>th</sup> Grade	Danielle Hennessy

F. Presentations

F-1 Teacher of the Year – Jennifer Smith (5<sup>th</sup> Grade Language Arts)

F-2 Dr. Sannino, G & T and Enrichment Program

F-3 James Turk, Historical Society

G. Public Participation

H Executive Session

Motion by Cunningham, second by Huggins, that the Board of Education approve the following:

BE IT RESOLVED that the South Harrison Township Elementary School District Board of Education desires to hold a closed Executive Conference Session at 9:10 p.m. prevailing time, for approximately 10 minutes as follows:

Item    Discussion Item(s)\* (Agenda to extent known)

1        Student Privacy

2        Legal

*\*Pursuant to the list of exceptions set forth in the Open Public Meetings Act 10:4-12*

The president reconvened the meeting at 9:27 p.m.

Motion carried unanimously

I. Approval of Minutes

Motion by Cunningham, second by Huggins

RESOLVED, that the South Harrison Township Board of Education approve the minutes of the following meetings:

	<u>Date</u>	<u>Type of Meeting</u>
I-1.	December 17, 2018	Regular Meeting
I-2.	January 2, 2019	Reorganization Meeting
I-3.	January 2, 2019	Executive Session

Motion carried unanimously

J. Correspondence

Motion by Cunningham, second by Buckley that the South Harrison Board of Education approve the Superintendent’s Recommendations as follows L1-L7, M1, and N1-N4.

K. Personnel

L. General Administration

L.1. Discussion Items

- 13 Things School Board Members Wish People Knew About Them – School Leader
- Leadership Training - NJSBA
- Stokes Trip and 6th Grade Activities Budget Breakdown
- School Calendar Survey
- Recognition Program
- NJSB Conference, Philadelphia, PA
- Ethics Training, March 18<sup>th</sup> 7:30 pm, Board Solicitor - R. Taylor Ruilova - Comegno Law

L-2. Enrollment Reports as of December 31, 2018

Grade Level	Current Totals	June 30, 2018
PK3	9	10
PK4	9	12
K	53	42
1	42	43
2	46	51
3	50	50
4	49	51
5	50	48
6	49	59
Resident Students	334	342
Choice Students	23	24
District Total	357	370

**Attendance Report**

**2018 - 2019 Monthly Average % of Students in Attendance**

Grade Level	Sept %	Oct %	Nov %	Dec %	Jan %	Feb %	March %	April %	May %	June %	2018-2019 Average %	2017-2018 Average %	2016-2017 Average %
Pre-K 3	95.4	96.0	92.6	92.9							94.2	90.2	91.2
Pre-K 4	93.5	93.6	90.7	88.6							91.6	90.8	93.6
K	95.0	95.1	93.5	94.2							94.5	91.5	93.0
Average Pre-K & K	94.6	94.9	92.3	91.9							93.4	90.8	92.6
1	93.9	95.4	92.8	93.5							93.9	95.7	92.2
2	98.9	95.2	94.1	94.3							95.6	96.1	93.4
3	96.4	96.1	93.7	95.9							95.5	95.9	94.4
4	97.6	97.5	95.8	96.4							96.8	96.0	96.7
5	96.5	97.6	95.5	96.1							96.4	96.1	95.9
6	97.5	97.1	96.1	94.0							96.2	95.1	95.4
Average 1 - 6	96.8	96.5	94.7	95.0							95.7	95.8	94.7
Overall District Average	96.5	95.7	93.5	93.5							94.8	93.5	93.7

**L-3. Emergency Drills/Calls**

School / Date	Time	Drill Description
South Harrison December 5, 2018	8:30 AM 9:58 AM	Fire Alarm Drill – with Fire Department/Police
South Harrison December 14, 2018	10:34 AM 10:41 AM	Precautionary Lockdown
South Harrison November 14, 2018	8:30 AM	School Bus Evacuation Drill

**L-4 Student Discipline, Violence/Vandalism, HIB as of December 31, 2018:**

Infraction Reports	No. of Incidents this Month	2018-2019 Total-To-Date	2017-2018 Total
Detentions	1	1	24
Suspensions	0	0	1
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	1	1

**L-5 Educational Field Trips/Assemblies:**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following Educational Field Trips/Assemblies, as recommended by the Superintendent of Schools:

Group	Event/ Destination	Date(s)	# of Students	# of Teachers/ Chaperones	Cost to the BOE	Cost to Students
Battle of the Books Club	Battle of the Books Competition, Haddonfield Middle School	04/05/2019	8	1	\$612.50 – bus cost	\$0.00

Group	Event/ Destination	Date(s)	# of Students	# of Teachers/ Chaperones	Cost to the BOE	Cost to Students
5 <sup>th</sup> Grade	Museum of the American Revolution	04/08/2019	50	5	\$1400.00	\$12.00 per student

**L-6 2019-2020 School Calendar**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2019- 2020 school calendar, as recommended by the Superintendent of Schools.

**L-7 South Harrison NJQSAC Placement Letter**

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the South Harrison NJQSAC Placement Letter, as recommended by the Superintendent of Schools.

**M. Curriculum & Instruction**

**M-1 Professional Development – Staff Trainings, Seminars, Conventions, & Conferences**

Resolved that the following personnel Resolved that the following staff attendance at trainings, seminars, conventions, and conferences be approved:

Title of Program	Location	Date(s)	Attendee(s)	Educational Purpose	Cost to District
IEP & 504 Legal Workshop	Atlantic City, NJ	2/22/2019	Amy Danner	This workshop will cover various topics including but not limited to: determining eligibility under both laws (IDEA/Section 504), developing and implementing 504 plans, IEP Development Process, and discipline & Expulsion Essentials.	\$349.00
Regional Leadership Meetings	Sewell, NJ	2/9/2019	Janet Brown	Learn strategies for effective BOE meetings to drive student achievement and district success	\$57
Guided Math Seminar	Mt. Laurel, NJ	2/26/19	Sam Michielli Elisabeth Henjes	Guided Math Seminar will help with Practical Strategies to Differentiate your math Instruction using Small Group & Centers	\$259.00 \$292.64
Conflict Management Skills for Women	Cherry Hill, NJ	2/21/2019	Corinne Sannino	This workshop will discuss ways to resolve conflicts with confidence and poise, ways to gain a new perspective on conflict, and the importance of giving and receiving valid feedback.	\$109.90

**N. Financial**

**N-1 Line Item Transfers**

BE IT RESOLVED, that the South Harrison Township School District Board of Education ratify the line item transfers listed below for the 2018-2019 fiscal year as recommended by the Superintendent of Schools:

To Account	From Account	Amount	Justification
11-000-251-592-70-050	11-000-251-340-70-050	\$160	Central Services Supplies, Employer PERS, Workmen's Compensation
11-000-251-600-70-050	11-000-251-340-70-050	\$340	
11-000-291-241-70-057	11-000-291-250-70-057	\$3468	
11-000-291-260-70-057	11-000-291-250-70-057	\$1161	
11-000-240-580-05-049	11-000-223-580-40-045	\$500	School Admin Training

To Account	From Account	Amount	Justification
11-000-230-585-30-050	11-000-230-530-60-051	\$230	BOE Services
11-000-263-420-05-054	11-000-291-270-70-057	\$2500	Athletic Field Treatment

N-2 BE IT RESOLVED to approve the following:

- A. Approval of Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 31, 2018 and November 30, 2018. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of October 31, 2018 and November 30, 2018.
- B. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 31, 2018 and November 30, 2018. 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 fund are available to meet the district’s financial obligations for the remainder of the fiscal year.
- C. 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.
- D. 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.

N-3 Payment of Claims

BE IT RESOLVED, that the South Harrison Township School District approve the following bill lists:  
1/25/2219 \$271,082.18 Bill List

N-4 Student Activity Financial Report

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the Student Activity Financial Report as of December 31, 2018.

O. Policy

Motion carried by the following roll call vote:

YES NO ABSTAIN

- Barrett
- Brown
- Bruno
- Cunningham
- Huggins
- Talbot
- Tropea
- Urie-West

P. Old Business

Board of Education Goals

Goal 1: Continue to ensure that all students are achieving at a high level as measured by various assessments utilized by the District. Goal (2) is aligned with the South Harrison's Strategic Plan: Vision 2018. Strategic Plan I:6, 7, 8. Chair Paul Tropea

Goal 2. Oversee the 2019 strategic planning process to focus on identifying our district's strengths/weaknesses, targeting critical issues, prioritizing annual goals and creating a process for monitoring and evaluating progress.

Goal 3. Create and implement a subcommittee to explore the long-term sustainability of our district.

Q. New Business

R. Adjournment of Meeting

Motion by Talbot, second by Tropea, that the Board of Education adjourn the meeting at 9:38 p.m.

Motion carried unanimously

Respectfully Submitted,

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Jason Schimpf  
School Business Administrator/Board Secretary