SOUTH HARRISON SCHOOL DISTRICT BOARD OF EDUCATION MINUTES

Regular Meeting March 16, 2020 7:00 p.m. Cafeteria

A. Call to Order

Meeting called to order at 6:20 p.m. by President Bruno.

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, 2020. 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

David Asis (arrived at 6:45pm), Janet Brown, Laura Bruno, Deborah Cunningham (arrived at 6:33 pm), Janice Huggins, Nicholas Rosato, Carrie Selb, Joseph Talbot, Karen Urie-West, Dr. James Lavender, Mr. Jason Schimpf, School Business Administrator/Board Secretary, and Mrs. Patricia Calandro, Chief Academic Officer.

Members Absent

- E. Student Recognition
- F. Public Participation
- G Executive Session
- H. Presentations
- H-1. Mr. Schimpf, Tentative School Budget

I. Approval of Minutes

Motion by Urie-West, second by Talbot

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

Date Type of Meeting

<u>I-1</u>. February 18, 2020 Regular Meeting Minutes<u>I-2</u>. February 18, 2020 Executive Session Minutes

Motion carried unanimously

J. Correspondence

Approval of Agenda Items

Motion by Asis, second by Rosato

BE IT RESOLVED, that the South Harrison Township Board of Education approve L-1 – L-5, N-1– N-6 and O-1 - O-2 as follows:

K. Personnel

L. General Administration

L.1. <u>Discussion Items</u>

Special Election Results

L-2. Enrollment Reports as of February 29, 2020:

L-Z. Enrollment reports as of rebradity 23, 2020.						
Grade Level	Current Totals	June 30, 2019				
PK3	6	9				
PK4	12	9				
K	34	53				
1	51	41				
2	39	45				
3	48	50				
4	47	50				
5	46	49				
6	45	48				
Resident Students	305	332				
Choice Students	23	22				
District Total	328	354				

Attendance Report

	2019 - 2020 Monthly Average % of Students in Attendance												
Grade Level	Sept %	Oct %	Nov %	Dec %	Jan %	Feb %	March %	April %	May %	June %	2019-2020 Average %	2018- 2019 Average %	2017- 2018 Average %
Pre-K 3	99.1	97.0	97.6	96.4	98.3	89.0					96.2	90.2	91.2
Pre-K 4	99.4	95.8	93.4	97.5	98.2	91.3					95.9	90.8	93.6
К	97.3	94.7	96.7	94.6	97.3	94.1					95.8	91.5	93.0
Average Pre-K & K	98.6	95.8	95.9	96.2	97.9	91.5					97.2	90.8	92.6
1	98.0	97.2	95.5	96.9	97.9	93.1					96.4	95.7	92.2
2	92.6	90.7	89.9	91.4	95.4	93.6					92.3	96.1	93.4
3	98.4	97.8	93.8	97.5	98.2	92.1					96.3	95.9	94.4
4	97.9	96.6	96.4	94.5	98.1	94.6					96.4	96.0	96.7
5	98.2	97.2	97.3	95.4	98.2	94.1					96.7	96.1	95.9
6	98.7	98.0	95.1	97.3	98.5	94.9					97.1	95.1	95.4
Average 1 - 6	97.3	96.3	94.7	95.5	97.7	93.7					96.8	95.8	94.7
Overall District Average	96.5	96.0	95.3	95.8	97.8	92.6					96.3	93.5	93.7

L-3. Emergency Drills/Calls as of February 29, 2020:

School / Date	Time	Drill Description
South Harrison Tuesday, February 11, 2020	10:59 a.m. – 12:26 p.m.	Fire Alarm – Stage 2 Evacuation
Friday, February 28, 2020	2:13 p.m. 2:17 p.m.	Shelter in Place

<u>L-4</u> <u>Student Discipline, Violence/Vandalism, HIB as of February 29, 2019:</u>

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Infraction Reports	No. of Incidents	2019-2020	2018-2019
	this Month	Total-To-Date	Total
Detentions	4	3	18
Suspensions	0	3	2
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	1	3

<u>L-5</u> <u>Educational Field Trips/Assemblies:</u>

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	# of	Cost	Cost to
			Students	Teachers/	to the BOE	Students
				Chaperones		
Pre-K	Storybook Land –	5/29/2020	18	21	\$0.00	\$16.25
AM & PM	Egg Harbor Twp	Rain Date:				per student
Classes		6/1/2020				
1 st Grade	Adventure	6/10/2020	51	16	\$1,100.00	\$13.00
Class	Aquarium –				Bus Cost	per student
	Camden, NJ					\$16.50
						per chaperone
3 rd Grade	Franklin Institute -	6/15/2020	48	14	\$849.40	\$18.00
Class	Philadelphia				Bus Cost	per student

M. Curriculum & Instruction

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 2019-2020 fiscal year as recommended by the Superintendent of Schools:

To Account	From Account	Amount	Justification
11-000-221-580-40-045	11-190-100-640-58-021	\$2300	PD Go Math
11-000-221-360-40-043	11-190-100-640-56-021	<u>'</u>	
11-000-263-420-05-054	11-000-291-270-70-057	\$9150	Grounds Purchased Services
11-000-230-530-60-051	11-000-291-270-70-057	\$3000	Custodial Services, Postage
11-000-240-440-70-050	11-000-291-270-70-057	\$200	
11-000-261-610-05-052	11-000-291-270-70-057	\$1000	
11-000-262-300-05-053	11-000-291-270-70-057	\$300	
11-000-262-590-05-053	11-000-291-270-70-057	\$6000	

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 January 31, 2020. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of January 31, 2020.
- B. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 31, 2020. 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.

- 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: 3/11/2020 \$328,377.05 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 February 29, 2020.

N-5 Resolution Appointing A Risk Management Consultant

WHEREAS, the South Harrison Township School District Board of Education hereinafter referred to as DISTRICT, is a member of the Gloucester, Cumberland, Salem School District Joint Insurance Fund, a self-insurance pooling fund; and

WHEREAS, the Bylaws of said Fund state that each DISTRICT may appoint a Risk Management Consultant, hereinafter referred to as RMC, to perform various professional services; and

WHEREAS, a fee as indicated in the attached Risk Management Consultant Agreement which expenditure represents reasonable compensation for the services required and was included in the cost considered by the DISTRICT; and

WHEREAS, the Public School Contracts Law (NJSA 18A:18A-1 et. seq.) defines Insurance as an Extraordinary Unspecifiable Service requiring that the awarding of contracts without competitive bidding must be approved by resolution of this DISTRICT;

NOW THEREFORE, be it resolved that the DISTRICT does hereby appoint The Barclay Group as its RMC and;

BE IT FURTHER RESOLVED that the DISTRICT's Business Official/Board Secretary is hereby authorized and directed to execute the Risk Management Consultant Agreement annexed hereto.

N-6 Adoption of the 2020-2021 Tentative Budget

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve and authorize the submission of the 2020-2021 tentative budget as follows to the Executive County Superintendent of Schools:

 General Fund (10)
 \$5,280,153

 Special Revenue Fund (20)
 \$ 135,000

 Debt Service Fund (40)
 \$ 881,000

Total All Funds \$6.296,153

With \$3,434,761 to be raised in taxes for Fund 10 and \$711,360 to be raised in taxes for Fund 40. The total tax levy for 2020-2021 being \$4,146,121.

WHEREAS, the South Harrison Elementary School District Board of Education may establish, for regular school district business travel only, an annual threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold is exceeded in the budget year (July 1 - June 30); and

WHEREAS, the South Harrison Elementary School District Board of Education has elected to exclude travel expenditures supported by federal funds pursuant to N.J.A.C. 6A:23A-7.3(a)2; and

WHEREAS, the South Harrison Elementary School District Board of Education authorizes travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3(a)1, to a maximum of expenditure of \$25,000 for all staff and board of education members.

O. Policy

O-1. Policy/Regulation

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	Title
Policy #3212	Attendance
Policy #4211	Attendance
Regulation #3432	Sick Leave
Regulation #4432	Sick Leave

O-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	Title
Policy #2422	Health, Physical Education and Recess
Policy #2425 (Abolish)	Physical Education

Motion carried by the following roll call vote:

YES NO ABSTAIN

Asis

Brown

Bruno

Cunningham

Huggins

Rosato

Selb

Talbot

Urie-West

P. Public Participation

Joe Morino, Mayor of South Harrison Township, Comments regarding phase out of shared service arrangements with Kingsway Regional and the proposed 2020-2021 Budget

Q. Old Business

Board Goals

Objective: Strive to 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.

- 1. Continue to offer and monitor the effectiveness of research based academic instructional programs and tiered remedial interventions in meeting with common core standards.
- 2. Create a cost-effective budget that provides for educational resources and preventive maintenance options for ongoing facility improvement needs.
- 3. Provide and monitor the effectiveness of research based social-emotional instructional programs to improve prosocial behaviors, social problem solving, and resilience/adaptability.
- 4. Provide regular updates (3x per year) on actions taken and outcomes delivered to improve the faculty and staff survey results.
- R. New Business
- S. Adjournment of Meeting Motion by Huggins, second by Asis, that the Board of Education adjourn the meeting at 8:56 p.m.

Motion carried unanimously

Respectfully Submitted,

Jason Schimpf School Business Administrator/Board Secretary