

## April Board Brief



***Committed to Excellence***

# Board Brief

*The following information is intended to inform staff and community members of recent action taken by the Board. The information included in this brief is not intended to be complete and does not replace official Board minutes.*

**Highlights from the South Harrison Township Elementary School District Board of Education regular meeting held on April 28<sup>th</sup>.**

### **ENROLLMENT as of March 31, 2015**

<b>RESIDENT STUDENTS</b>	<b>357</b>
<b>CHOICE STUDENTS</b>	<b>25</b>
<b>TOTAL</b>	<b>382</b>

### **PRESENTATIONS**

- Charlene Zoerb from the NJ School Boards Association to discuss NJSBA services
- Recognizing Teacher of the Year – Sue Kenderdine

### **CORRESPONDENCE**

- Letter from Logan Township Superintendent, Patricia L. Haney, regarding Logan Township Board of

Education's approval of a motion to non-renew, effective June, 20, 2015, the Shared Service Agreement for a School Board Administrator between South Harrison Township Public School District and the Logan Township School District.

### **SUPERINTENDENT'S REPORT**

Dr. Lavender updated the Board on a variety of topics related to the District, which included the following discussion item(s)...

- Proposed resolution addressing pension and health benefits reform.
- Approval for inclusion Preschool Class
- SBA Shared Agreement
- Superintendent/Board Evaluations

### **ATTENDANCE SUMMARY**

*2014-2015 Monthly Average % of Students in Attendance for January through March:*

2014 - 2015 Monthly Average % of Students in Attendance				
Grade Level	Jan %	Feb %	March %	2014-2015 Current YTD Average %
Pre-K 3	98.0	95.0	91.0	96.1
Pre-K 4	96.0	97.0	94.0	82.9
K	97.0	94.0	91.0	92.0
Average Pre-K & K	97.0	95.3	92.0	90.3
1	96.0	95.0	93.0	95.1
2	97.0	94.0	96.0	95.1
3	96.0	93.0	94.0	95.6
4	96.0	94.0	95.0	95.7
5	96.0	95.0	95.0	94.7
6	95.0	95.0	94.0	94.4
Average 1 - 6	96.0	94.3	94.5	95.1
Overall District Average	96.5	94.8	93.3	92.7

**PERSONNEL*****District Employment***

- Administration: (None)
- Certificated Staff:
  - Erin McLaughlin (SPED)
- Non-Certificated Staff: (None)
- Leave of Absence:
  - Sarah Brown – 3<sup>rd</sup> grade teacher. Maternity leave to begin 6/11/15. Ms. Brown is set to return at the start of the second trimester in December 2015.
- Long-Term Substitute(s): (None)
- Substitute(s): (None)
- Homebound Instructor: (None)
- Retirement(s): (None)
- Resignation(s):
  - Janine Wechter
- Curriculum Lead Person: (None)
- Practicum Student(s): (None)
- Volunteer(s): (None)
- Extended School Year:
  - Amanda Grabas (teacher)
  - Tina McDonnell (Paraprofessional)

**FIELD TRIPS**

- **Wheaton Arts** – 62 4<sup>th</sup> grade students, along with eight chaperones, will be visiting the Wheaton Arts & Cultural Center on June 2<sup>nd</sup>.
- **Kingsway Regional High School** – 56 6<sup>th</sup> grade students along with four chaperones will be going to the KRHS for physical fitness, group cooperation, team work, and problem solving.
- **Broadway Theatre of Pitman** – 44 kindergarten students along with 3 teachers and parents are headed to the Broadway Theatre of Pitman to see a production of the “Jungle Book” on June 5<sup>th</sup>.

**EMERGENCY DRILLS/CALLS**

- **3/12/15 – Fire Drill.** Begin time: 1:44 p.m., end time: 1:47 p.m.
- **3/31/15 – Shelter in Place.** Begin time: 2:05 p.m., end time: 2:09 p.m.

**PROGRAMS/OTHER**

The Board approved the following programs:

- The job description for a Reading Specialist
- The 2015-2018 South Harrison Township Elementary School District Comprehensive Equity Plan
- The contract with the YMCA to continue to operate the YMCA Before and After School Program for the 2015-2016 school year.
- The Electric Generation Service Agreement with Integrys Energy for 24 months, beginning in May 2015
- The 2015-2016 Contract for Participation in Cooperative Transportation Services with the Gloucester County Special Services School District (GCSSSD)
- The Shared Services Agreement between Kingsway Regional Board of Education and the South Harrison Board of Education for the Kingsway Regional Board of Education to provide the services of the School Business Administrator to the South Harrison Board of Education for the period of July 1, 2015 through June 30, 2016
- The Shared Services Agreement between Kingsway Regional Board of Education and the South Harrison Board of Education for the Kingsway Regional Board of Education to provide the services of Payroll Administration, Accounts Payable, Administrative Assistance, and Transportation Management to the South Harrison Board of Education for the period of July 1, 2015 through June 30, 2016
- The Agreement with Liberty Healthcare Services for nursing services through June 30, 2015 at the following rates:
  - LPN \$40 per hour

- RN \$41.24 per hour

**POLICY**

- The following policies were presented to the Board for first reading/introduction:

<b>No.</b>	<b>POLICY/REGULATION</b>
<b>0000</b>	<b>BYLAWS</b>
0132	Executive Authority
0141	Board Member Number and Term
0142	Board Member Qualifications, Prohibited Acts, and Code of Ethics (M)
0142.1	Nepotism (M)
0143	Board Member Election and Appointment
0168	Recording Board Meetings
0174	Legal Services (M)
0177	Professional Services (M)
<b>1000</b>	<b>ADMINISTRATION</b>
1140	Affirmative Action Program (M)
1230	Superintendent's Duties (M)
1240	Evaluation of Superintendent (M)
R 1240	Evaluation of Superintendent (M)
1522	School-level Planning (M)
1523	Comprehensive Equity Plan (M)
1530	Equal Employment Opportunity (M)
R 1530	Equal Employment Opportunity Complaint Procedure (M)
1550	Affirmative Action Program for Employment and Contract Practices (M)
R 1550	Affirmative Action Program for Employment and Contract Practices Complaint Procedure (M)
1570	Internal Controls (M)
R 1570	Internal Controls (M)
1581	Victim of Domestic or Sexual Violence Leave (M)

<b>No.</b>	<b>POLICY/REGULATION</b>
1620	Administrative Employment Contracts
1631	Residency Requirement for Person Holding School District Office, Employment, or Position
<b>2000</b>	<b>PROGRAM</b>
2132	School District Goals and Objectives
2260	Affirmative Action Program for School and Classroom Practices (M)
2320	Independent Study Programs
R 2361	Acceptable Use of Computer Networks/Computers and Resources
2412	Home Instruction Due to Health Condition (M)
R 2412	Home Instruction Due to Health Condition (M)
2415	No Child Left Behind Programs (M)
2415.01	Academic Standards, Academic Assessments, and Accountability (M)
2415.03	Highly Qualified Teachers (M)
2415.04	Title I – District-Wide Parental Involvement (M)
2417	Student Intervention and Referral Services (M)
R 2417	Student Intervention and Referral Services (M)
2423	Bilingual and ESL Education (M)
R 2423	Bilingual and ESL Education (M)
2468	Independent Educational Evaluations
2481	Home or Out-of-School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic

- No. POLICY/REGULATION**  
 Health Condition (M)  
 R 2481 Home or Out-of School  
 Instruction for a General  
 Education Student for Reasons  
 Other Than a Temporary or  
 Chronic Health Condition (M)  
 2560 Live Animals in School  
 R 2560 Live Animals in School

**3000 TEACHING STAFF MEMBERS**

- 3125 Employment of Teaching Staff  
 Members (M)  
 3126 Induction Program for  
 Provisional Teachers  
 R 3126 Induction Program for  
 Provisional Teachers  
 3142 Nonrenewal of  
 Nontenured Teaching  
 Staff Member  
 R 3144 Certification of Tenure Charges  
 3159 Teaching Staff Member/School  
 District Reporting  
 Responsibilities  
 3221 Evaluation of Teachers  
 (M)  
 R 3221 Evaluation of Teachers (M)  
 3222 Evaluation of Teaching Staff  
 Members, Excluding Teachers  
 and Administrators (M)  
 R 3222 Evaluation of Teaching Staff  
 Members, Excluding Teachers  
 and (M)  
 3223 Evaluation of Administrators,  
 Excluding Principals, Vice  
 Principals, and Assistant  
 Principals (M)  
 R 3223 Evaluation of Administrators,  
 Excluding Principals, Vice  
 Principals, and Assistant  
 Principals (M)  
 3224 Evaluation of Principals, Vice  
 Principals, and Assistant  
 Principals (M)  
 R 3224 Evaluation of Principals, Vice  
 Principals, and Assistant  
 Principals (M)  
 3230 Outside Activities

- No. POLICY/REGULATION**  
 R 3230 Outside Activities  
 R 3232 Tutoring Services  
 3240 Professional Development  
 for Teachers and School  
 Leaders (M)  
 R 3240 Professional Development  
 for Teachers and School  
 Leaders  
 3281 Inappropriate Staff  
 Conduct  
 R 3281 Inappropriate Staff  
 Conduct  
 3283 Electronic  
 Communications Between  
 Teaching Staff Members  
 and Students (M)  
 3324 Right of Privacy  
 3351 Healthy Workplace  
 Environment  
 3372 Teaching Staff Member  
 Tenure Acquisition  
 3431.3 New Jersey's Family Leave  
 Insurance Program

**4000 SUPPORT STAFF MEMBERS**

- 4125 Employment of Support  
 Staff Members (M)  
 4146 Nonrenewal of Nontenured  
 Support Staff Employment  
 Contracts  
 R 4146 Nonrenewal of Nontenured  
 Support Staff Employment  
 Contracts  
 4230 Outside Activities  
 R 4230 Outside Activities  
 4281 Inappropriate Staff  
 Conduct  
 R 4281 Inappropriate Staff  
 Conduct  
 4283 Electronic Communications  
 Between Support Staff  
 Members and Students (M)  
 4324 Right of Privacy  
 4351 Healthy Workplace  
 Environment  
 4431.3 New Jersey's Family Leave  
 Insurance Program

No.	POLICY/REGULATION	No.	POLICY/REGULATION
<b>5000 PUPILS</b>		5620	Expulsion
5111	Eligibility of Resident/Nonresident Pupils (M)	<b>6000 FINANCE</b>	
R 5111	Eligibility of Resident/Nonresident Pupils (M)	6111	Special Education Medicaid initiative (SEMI) Program (M)
5200	Attendance (M)	R 6111	Special Education Medicaid Initiative (SEMI) Program (M)
5338	Diabetes Management (M)	R 6112	Reimbursement of Federal and Other Grant Expenditures (M)
R 5338	Diabetes Management (M)	6113	E-Rate
R 5410	Promotion and Retention (M)	6150	Tuition Income
R 5420	Reporting Pupil Progress (M)	6163	Advertising on School Property
5512.01	Harassment, Intimidation and Bullying (M)	6220	Budget Preparation (M)
5519	Dating Violence at School (M)	6311	Contracts for Goods or Services Funded by Federal Grants
R 5519	Dating Violence at School (M)	6360	Political Contributions (M)
R 5533	Pupil Smoking	6362	Contributions to Board Members and Contract Awards (M)
5561	Use of Physical Restraint	6422	Budget Transfers (M)
R 5561	Use of Physical Restraint	R 6422	Budget Transfers (M)
R 5600	Pupil Discipline/Code of Conduct (M)	6424	Emergency Contracts
5610	Suspension	R 6470	Payment of Claims
R 5610	Suspension Procedures (M)	6471	School District Travel (M)
5611	Removal of Students for Firearms Offenses (M)	R 6471	School District Travel Procedures (M)
R 5611	Removal of Students for Firearms Offenses (M)	6472	Tuition Assistance
5612	Assaults on District Board of Education Members or Employees (M)	6480	Purchase of Food Supplies (M)
R 5612	Assaults on District Board of Education Members or Employees (M)	6511	Direct Deposit
5613	Removal of Students for Assaults with Weapons Offenses (M)	6660	Student Activity Fund (M)
R 5613	Removal of Students for Assaults with Weapons Offenses (M)	6740	Reserve Accounts
		R 6740	Reserve Accounts
		6820	Financial Reports (M)
		<b>7000 PROPERTY</b>	
		7510	Use of School Facilities
		7650	School vehicle Assignment, Use, Tracking, Maintenance, and Accounting (M)
		<b>8000 OPERATIONS</b>	

**No. POLICY/REGULATION**

- 8420 Emergency and Crisis Situations (M)
- R 8420 Emergency and Non-Fire Evacuation Plan (M)
- R 8420.1 Fire and Fire Drills (M)
- R 8420.2 Bomb Threats (M)
- R 8420.7 Lockdown Procedures (M)
- R Active Shooter (M)
- 8420.10
- R 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse (M)
- 8462 Reporting Potentially Missing or Abused Children (M)
- R 8462 Reporting Potentially Missing or Abused Children (M)
- 8505 School Nutrition (M)
- 8508 Lunch Offer Versus Serve (OVS)
- 8740 Bonding
- 8760 Pupil Accident Insurance
- 9000 COMMUNITY**
- 9140 Citizens Advisory Committees (M)
- R 9140 Citizens Advisory Committee (M)
- 9270 Home Schooling and Equivalent Education Outside the Schools (M)
- R 9270 Home Schooling and Equivalent Education Outside the Schools (M)
- 9700 Special Interest Groups

- The Board adopted resolution No. 2 – 2014-2015 to approve the FY 2015 – 2016 school district budget.
- The Board adopted resolution No. 3 – 2014-2015 to approve travel and related expense reimbursement for the 2015-2016 school year.
- **Use of Facilities.** The following facility requests were approved by the Board:
  - South Harrison Little League will be using the facility for practice from 6:00pm – 8:00pm on April 15<sup>th</sup> and April 29<sup>th</sup>.

**MISCELLANEOUS**

Numerous other requests for approval for workshop attendance, student activities, and education items were approved by the Board of Education. These approvals will be reflected in the formal minutes of the meeting, which are available in the office of the Board of Education secretary as well as posted online after Board approval.

The next meeting of the Board is scheduled for **Tuesday, May 26, 2015**, in the South Harrison Elementary School library and begins at 7:30 p.m.

- The following policies were presented to the Board for a second reading/adoption:
  - (None)

**BUSINESS, FACILITIES & FINANCE**

- The Board approved the Board Secretary's Report and Bill List for February 2015.