

**SOUTH HARRISON SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES**

Regular Meeting
February 13, 2017
7:00 p.m. Cafeteria

A. Call to Order

Meeting called to order at 7:00 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 14, 2017. 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

Janet Brown, Michael Brennan, Laura Bruno, Toni Buckley (arrived at 7:13 p.m.), Deborah Cunningham, Janice Huggins, Ron Reilly, Mr. Jason Schimpf, School Business Administrator/Board Secretary, Mrs. Patricia Calandro, Chief Academic Officer and Dr. James Lavender, Superintendent.

Members Absent

James McShea, Paul Tropea

E. Student Recognition

1 st grade	Vanessa Linden
2 nd grade	Samantha Kline
3 rd grade	Lea Licciardelli
4 th grade	Elizabeth Mathis
5 th grade	Margaret Reinerth
6 th grade	Tristan McLeer

F. Presentations

F-1 Rachael Anderson, Standards Based Report Cards

F-2 Mr. Schimpf, Mid-Year Budget Update

G. Public Participation

H. Executive Session

Motion by Huggins, second by Bruno, 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 9:03 p.m. prevailing time, for approximately 15 minutes as follows:

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

1 Student Matter

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

The president reconvened the meeting at 10:02 p.m.

Motion carried unanimously

I. Approval of Minutes

Motion by Cunningham, second by Huggins, that the Board of Education approve the minutes from the following meeting(s):

	<u>Date</u>	<u>Type of Meeting</u>
<u>I-1</u>	January 4, 2017	Reorganization Meeting
<u>I-2</u>	January 23, 2017	Regular Meeting

Motion carried unanimously

J. Correspondence

Retirement letter from Mary Clark

Motion by Buckley, second by Cunningham, that the South Harrison Board of Education approve the Superintendent's Recommendations as follows K1-K2 L1-L6, M1, N1-N4.

K. Personnel

K-1. Appointments, Separation, Leaves of Absence & Substitutes

BE IT RESOLVED, that the following personnel recommendations be approved, as recommended by the Superintendent of Schools:

Name	Position/ Position Code	Department (Location)	Guide/Step Salary	Reason	Term of Contract/ Effective Date
Mary Clark	Aide	South Harrison	\$14,241	Retirement	06/23/2017, 24 years of service
Catherine Carchidi	Substitute School Nurse	South Harrison	\$200/day	As needed	02/14/2017

K-2 Co-Curricular Work, Volunteers, Practicum Students, Change of Status

BE IT RESOLVED, that the following personnel recommendations be approved, as recommended by the Superintendent of Schools:

Name	Position/ Assigned Staff	Department (Location)	Compens./ Correction / College	Reason	Effective Date
Molly McCarthy	Volunteer	UNIFIED Fitness Club	N/A	Assisting Heather Derechinsky	02/21/2017- 03/23/2017 after school on Tuesdays and Thursdays

L. General Administration

L-1 Discussion Items

- 17-18 Budget Preparation
- Fair Funding
- Chronic Illness/Parent Notification

L-2 Enrollment Report as of January 31, 2017:**A. Enrollment Report**

Grade Level	Current Totals	June 30, 2016
PK3	10	10
PK4	10	14
K	43	49
1	55	44
2	45	50
3	53	52
4	52	56
5	57	61
6	58	54
Resident Students	357	363
Choice Students	26	27
District Total	383	390

B. Attendance Report**2016 - 2017 Monthly Average % of Students in Attendance**

						2016- 2017 Current YTD Average %	2015- 2016 Current YTD Average %	2014- 2015 Overall Average %
Grade	Sept	Oct	Nov	Dec	Jan			
Pre-K 3	98.0	95.2	93.0	91.9	88.5	93.3	93.3	96.5
Pre-K 4	94.7	94.8	92.7	91.3	93.0	93.3	96.3	94.8
K	95.7	94.1	92.2	94.7	91.4	93.6	96.7	95.2
Average Pre-K & K	96.1	94.7	92.6	92.6	91.0	93.4	95.5	95.5
1	93.9	94.3	93.5	91.1	90.0	92.6	96.9	96.0
2	95.7	96.3	94.9	91.2	89.9	93.6	96.6	96.5
3	96.1	96.1	94.1	90.7	93.7	94.1	96.4	95.6
4	99.1	98.1	96.6	95.3	95.7	97.0	96.5	95.7
5	98.9	97.5	95.7	93.1	95.4	96.1	96.9	95.7
6	97.7	97.8	94.8	95.8	94.9	96.2	97.2	96.6

Average 1 - 6	96.9	96.7	94.9	92.9	93.3	94.9	96.7	96.0
Overall District Average	96.8	95.7	93.8	92.9	92.1	94.2	96.6	95.9

L-3 Emergency Drills/Calls

School / Date	Time	Drill Description
South Harrison Wednesday, 1/11/2017	Begin time: 2:43 PM End time: 2:49 PM	Shelter in Place
South Harrison Tuesday, 1/17/2017	Begin time: 9:25 AM End time: 9:30 AM	Fire Drill

L-4 Student Discipline, Violence/Vandalism, HIB as of January 31, 2017:

Infraction Reports	No. of Incidents this Month	2016-2017 Total-To- Date	2015-2016 Total
Detentions	1	2	5
Suspensions	0	0	7
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	0	0

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:

School	Group	Event/ Destination	Date(s)	# of Students	# of Teachers/ Chaperone s	Cost to the BOE	Cost to Students
SH	2 nd grade	Academy of Natural Sciences	6/12/2017	46	3	\$598.63	\$12.68/ student

M. Curriculum & Instruction**(Mrs. Calandro)****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
Danielle Rice	PSUG-NJ Conference PowerSchool	3/6/2017	Danielle Rice	To receive necessary training in PowerSchool	\$182.05

N. Finance**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 2016-2017 fiscal year as recommended by the Superintendent of Schools:

To Account	From Account	Amount	Justification
11-000-262-420-05-053	11-000-262-622-05-050	\$2,000	Fire Panel Repair
11-000-291-241-70-057	11-000-291-299-70-057	\$9,850	PERS Employer Appropriation
11-000-213-600-05-049	11-000-213-300-05-049	\$700	Nurse Supplies
11-190-100-610-05-021	11-190-100-340-40-045	\$500	G & T Supplies
11-000-291-280-70-057	11-000-291-270-70-057	\$1,000	Tuition Reimbursement

N-2 Reports

BE IT RESOLVED, that the South Harrison Township Board of Education approve the following:

- A. Approval of Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 30, 2016 and December 31, 2016. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of November 30, 2016 and December 31, 2016.
- B. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 30, 2016 and December 31, 2016. 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:

2/3/2017	\$157,880.35	Bill List
1/31/2017	\$113,260.65	Payroll

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 January 31, 2017.

Motion carried by the following roll call vote:

YES NO ABSTAIN

Brennan
Brown
Bruno
Buckley
Cunningham
Huggins
Reilly

O. Policy

P. Old Business

Board of Education Goals

Goal 1: To review, analyze, and improve our fundraising policies to ensure that all fundraising practices are equitable among students and that procedures are clarified, ensuring the proper management of funds: Goal (1) is aligned with the South Harrison's Strategic Plan: Vision 2018. Strategic Plan IV:2,3,4. Chair Janet Brown

Goal 2: 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

Goal 3: Using the eight characteristics of effective school boards, the South Harrison Township Elementary School District Board of Education will become a board that functions as a cohesive and productive governmental unit. Goal (3) is aligned with the South Harrison's Strategic Plan: Vision 2018. Strategic Plan I, II, III, IV, & V. Chair Jim McShea

Mrs. Buckley presented on #5 of the 8 characteristics of effective school boards; Data Savvy

Q. New Business

R. Adjournment of Meeting

Motion by Cunningham, second by Huggins, that the Board of Education adjourn the meeting at 10:03 p.m.

Motion carried unanimously

Respectfully Submitted,

Jason Schimpf
School Business Administrator/Board Secretary