

SOUTH HARRISON SCHOOL DISTRICT

BOARD OF EDUCATION MINUTES

Date: February 26, 2024
Time: 7:00 p.m.
Location: Cafeteria
904 Mullica Hill Road
Harrisonville, NJ 08039

A. Meeting Called To Order

B. Flag Salute

C. Open Meeting Statement

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meeting of the Public Bodies at which any business affecting their interest is discussed or acted upon in accordance with the provision by having the date, time and place whereof posted in the South Jersey Times, the Harrisonville Post Office and with the Township Clerk.

D. Roll Call

Laura Bruno, Joan Pino-Talbot, Toni Buckley, Cheryl Easterling, Janice Huggins, Jennifer McIlvaine, Carrie Selb, Joseph Talbot, Christian Albadine, School Business Administrator/Board Secretary

Members Absent

Deborah Cunningham
Steve Price, Chief School Administrator

E. Student Recognition

| | |
|--------------------|---------------------|
| PreK | Lily Brown |
| Kindergarten | Isaac Perry |
| 1st Grade | Ashlynn Ross |
| 2nd Grade | Ella Taylor |
| 3rd Grade | Brendan Hemphill |
| 4th Grade | Natalie Cannella |
| 5th Grade | Daniel Mehl |
| 6th Grade | McKayln Buehler |
| Art | Olivia Voll |
| Physical Education | Laurel Jastrzembski |
| World Cultures | Lainey Waterman |
| Music | Nicholas Griscom |

F. Presentations & Discussions

1. SSDS Report

G. Public Comment

No public comments were made.

H. Executive Session**I. Approval of Minutes**

Motion by Mr. Talbot, seconded by Ms. Huggins

All in Favor? Aye

Abstained: 0

Motion Carried

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

1. Regular Meeting Minutes from January 22, 2024

J. CorrespondenceApproval of Agenda Items

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve K-1 through N-9 as follows:

Motion to open discussion of agenda items.

Motion by Dr. Buckley, second by Mr. Talbot

All in Favor? Aye

K. Personnel

1. Appointments and Reappointments- Non-Represented Staff Salaries

BE IT RESOLVED, that the following personnel recommendations are approved, as recommended by the Chief School Administrator:

| Name | Job Title | 2023-2024 Salary | Effective Date |
|-------------------|-----------|------------------|----------------|
| Melissa LaBarbera | Secretary | \$40,000 | 2/14/2024 |

2. Leave of Absence

BE IT RESOLVED, that the following leave of absence be approved, as recommended by the Chief School Administrator. Sick, Family Leave and Child Rearing will support this request.

| Name | Position | Location | Reason | Effective Date |
|----------------|----------|----------|-----------------|----------------------|
| Jaclyn Conklin | Teacher | SHTES | Maternity Leave | 5/13/2024-11/25/2024 |

L. General Administration

1. Enrollment Reports as of January 31, 2024
 - i. Enrollment Report

| Grade Level | Current Totals | June 30, 2022 |
|-------------------|----------------|---------------|
| PK | 54 | 13 |
| | | 15 |
| K | 39 | 40 |
| 1 | 44 | 49 |
| 2 | 41 | 33 |
| 3 | 42 | 48 |
| 4 | 36 | 39 |
| 5 | 54 | 47 |
| 6 | 38 | 45 |
| Resident Students | 322 | 305 |
| Choice Students | 26 | 24 |
| District Total | 348 | 329 |

2. Emergency Drills/Calls

| School/ Date | Time | Drill Description |
|------------------------------------|----------------------|-------------------|
| South Harrison January 24, 2024 | 12:12 PM 12:17 PM | Hold Drill |
| South Harrison January 29, 2024 | 9:16 AM 9:23 AM | Fire Drill |

3. Student Discipline, Violence/Vandalism, HIB as of January 31, 2024

| Infraction Reports | No. of Incidents this Month | 2023-2024 Total-To-Date | 2022-2023 Total |
|---|--------------------------------|----------------------------|--------------------|
| Detentions | 2 | 25 | 82 |
| Suspensions | 1 | 4 | 9 |
| Violence, Vandalism, Substance Abuse | 0 | 0 | 0 |
| Harassment/Intimidation/Bullying Non-affirmed | 0 | 0 | 1 |
| Harassment/Intimidation/Bullying Affirmed | 0 | 0 | 4 |

4. 2024-2025 School Calendar

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2024-2025 School Calendar, as recommended by the Chief School Administrator.

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 Chief School Administrator:

| Group | Event/ Destination | Date(s) | # of Students | # of Teachers/ Chaperones | Cost to Students |
|--------------|---|-----------|------------------|---------------------------------|---------------------|
| 2nd Grade | Philadelphia Zoo | 4/25/2024 | 41 | 4 | \$15.00 |
| 3rd Grade | The Academy of Natural Sciences of Drexel | 4/24/2024 | 43 | 12 | \$15.00 |
| 4th Grade | Wheaton Arts | 5/23/2024 | 36 | 7 | \$11.00 |
| Kindergarten | Please Touch Museum | 5/30/2024 | 39 | 13 | \$21.00 |
| Pre-K | Storybook Land | 5/31/2024 | 55 | 18 | \$20.99 |

6. 2023-2024 NJQSAC District Performance Review (DPR)

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve to resubmit the 2023-2024 QSAC District Performance Review (DPR) and authorize the Chief School Administrator to provide the SOA to the Gloucester County and N.J. Departments' Offices of Education on newly adopted forms.

M. Curriculum & Instruction1. Meeting of the Curriculum & Instruction Committee - Mrs. Selb, Chairperson, reporting.

Objective: Evaluate decisions that are data-driven and fiscally responsible that further support QSAC.

N. Financial1. Meeting of the Facilities & Finance Committee - Mrs. Pino-Talbot, Chairperson, reporting.

Objective: Prioritize preventative maintenance needs to sustain safe operational facilities while maintaining a well-supported educational environment with fiscally responsible activity.

2. BE IT RESOLVED to approve the following:

- i. Approval of Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2023. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of December 2023.

- ii. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2023. 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.
 - iii. December 2023 Line Item Transfers for the 2023-2024 fiscal year as recommended by the Chief School Administrator.
 - iv. 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.
 - v. 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.
3. Payment of Claims
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following payment of bills:

| | | |
|-----------|--------------|----------------|
| 2/29/2024 | \$289,702.83 | February Bills |
|-----------|--------------|----------------|
4. Student Activity Financial Report
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Student Activity Financial Report as of December 31, 2023.
5. Special Education Medicaid Initiative (SEMI)
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve a resolution to request a waiver of participation in the Special Education Medicaid Initiative (SEMI) based on having fewer than 40 special education Medicaid eligible students for the 2024-2025 School Year.
6. Schools Development Authority Funding
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the submission and acceptance of funds of the Certification to the New Jersey Schools Development Authority (SDA) for Emergent and Capital Maintenance Needs funding in the amount of \$8,488.
7. YMCA Agreement
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve an agreement with the YMCA for the before and after school program for the 2024-2025, 2025-2026, and 2026-2027 School Years at a cost to the YMCA of \$2,000 each year.

8. Fundraiser

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following fundraiser(s), as recommended by the Chief School Administrator.

| Program/Group | Event | Purpose | Dates |
|---------------|---------------------------|--------------------------------|-----------------|
| Drama Club | Selling Chick-Fil-A Trays | Drama Club Props & Costumes | 02/29-3/29/2024 |

9. Use of Facilities-Township

Motion to approve South Harrison Township to use the MultiPurpose Room March 11, 2024, during after school hours. Approval of the use of the MultiPurpose Room is based on South Harrison Township meeting the following requirements:

- Submission of a prevention plan as outlined in NJDOH Document dated September 20, 2021
- Approval by the Chief School Administrator of that plan
- Signing of the Waiver Release for use of South Harrison Township Elementary School District facilities

ROLL CALL:

Roll Call Vote:

Aye - 6

Nay - 0

Abstained: Ms. Huggins and Mrs. Pino-Talbot

Motion carried to approve motions K-1 through N-9.

O. Policy

1. Meeting of the Policy & Communication Committee - Mrs. Cunningham, Chairperson, reporting.

Objective: Prioritize expectations and accountability pertaining to relevant policy updates that will support student learning in a safe environment, as well as effectively communicate with all stakeholders.

P. Old Business

1. Board of Education Goals

Objective: 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.

i. Instruction

During the 2023-2024 school year, South Harrison Elementary School District will support and enhance student achievement through recognition of student successes that can be replicated. The administrative team will report to the Board of Education highlights of student success throughout the school year.

Students will be publicly recognized and celebrated in school, on social media, and at Board of Education meetings.

ii. School Culture

The Board of Education will research the accomplishments of recent South Harrison Elementary graduates to highlight academic, vocational, and social preparedness by June 30, 2023. Using that data, the Board will strategically plan areas of emphasis for the future of the district.

iii. Finance

The Board of Education is committed to maintaining funding levels, accessing grants, and caring for and managing its assets. During the 2023-2024 school year, long-term forecasting will be done to plan for fiscal and physical management of the district. Recurring funding sources, grant opportunities, shared services, and other revenue-generating opportunities will be sought, investigated, and applied for to help direct the strategic plan for the future.

Q. New Business

R. Executive Session

1. Personnel

S. Adjournment

Motion by Mrs. Pino-Talbot, second by Ms. Huggins, that the Board of Education adjourn the meeting at 8:35 PM.

Motion carried unanimously.

Respectfully submitted,

Christian Albadine
School Business Administrator