

SOUTH HARRISON SCHOOL DISTRICT

BOARD OF EDUCATION MINUTES

Date: February 18, 2025
Time: 7:00 p.m.
Location: Cafeteria
904 Mullica Hill Road
Harrisonville, NJ 08039

A. Meeting Called To Order

Meeting called to order at 7:00 p.m. by Board President, Joan Pino-Talbot.

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

Joan Pino-Talbot, Carrie Selb, Toni Buckley, Dana Carfaro, Cheryl Easterling, Howard Mattson, Jennifer McIlvaine, Joseph Talbot, Christian Albadine, School Business Administrator/Board Secretary, Elizabeth Winterburn, Chief School Administrator

Absent:

Janice Huggins

E. Student Recognition

PreK	Luca Morrow
Kindergarten	Chloe Asis
1st Grade	Lenex Catalano
2nd Grade	Olivia Waterbury
3rd Grade	Marcus Shieh
4th Grade	Francesco Cennamo
5th Grade	Cassidy Brun
6th Grade	Taylor Diorio
Art	Giovanni Alberici
Physical Education	Riley Manno
World Cultures	Lainey Waterman
Music	Lauren Stowers

F. Presentations & Discussions

Board of Education Goals

G. Public Comment

No public comments were made.

H. Executive Session

None at this time.

I. Approval of Minutes

Motion by Mr. Talbot, seconded by Mrs. McIlvaine

All in Favor? Aye

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 21, 2025

J. CorrespondenceApproval of Agenda Items

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve K-1 through O-3 as follows:

Motion to open discussion of agenda items.

Motion by Mr. Talbot, seconded by Mrs. Easterling

All in Favor? Aye

K. Personnel

1. Assistant Principal Mentor

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve Amy Mount to be Katie Sach's NJPSA appointed Assistant Principal Mentor at a rate of \$1,500.

2. Resignations, Retirements & Terminations

BE IT RESOLVED, that the following resignations, retirements and terminations be approved as recommended by the Chief School Administrator:

Name	Position	Location	Reason	Effective Date	Years of Service
EID # 8236	Secretary	SHTES	Resignation	2/28/2025	<2 Years

3. Appointments and Reappointments

BE IT RESOLVED that the appointment(s) of the following staff member(s) be approved, as recommended by the Chief School Administrator, contingent upon criminal history review clearance and issuance of appropriate certification(s) where applicable:

Name	Position	Location	Guide/ Step Salary	Reason	Effective Date
Laura Hirst	Preschool Teacher	SHTES	BA Step 2 / \$52,528	Appointment	February 24, 2025

4. Appointments and Reappointments- Non-Represented Staff Salaries

BE IT RESOLVED, that the following personnel recommendations are approved, as recommended by the Chief School Administrator, upon completion of a background check:

Name	Position	2024-2025	Effective Date
Melissa LaBarbera	Accounts Payable/ Front Office Secretary	\$45,200	March 3rd, 2025
James Ragone	Maintenance Supervisor	\$71,500	March 3rd, 2025

5. Employment- Co-Curricular Workers

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

Name	Position	Hours	Compensation	Reason	Effective Date
Jackie Guht	After School Tutoring	1 Hour Per Day	\$30/hr	Admin. Activity	2/19, 2/20, 2/21 2/24-2/27 3/3-3/6

6. Employment- Co-Curricular Workers Grant Funded

BE IT RESOLVED, that the following personnel recommendations be approved, as recommended by the Chief School Administrator, to be paid with High Impact Tutoring Grant Account 20-450-100-100:

Name	Position	Compensation	Reason	Effective Date
Jamie Rohe	Teacher	\$1,500	Admin. Activity	2/18/2025-05/09/2025
Kathryn Tranz	Teacher	\$1,500	Admin. Activity	2/18/2025-05/09/2025

L. General Administration1. Enrollment Reports as of January 31, 2025

i. Enrollment Report

Grade Level	Current Totals	June 30, 2024
PK	60	54
K	32	39
1	41	44
2	48	41
3	37	42
4	44	35

5	36	53
6	52	38
Resident Students	324	320
Choice Students	26	26
District Total	350	346

2. Emergency Drills/Calls

School/ Date	Time	Drill Description
South Harrison January 23, 2025	2:08 PM 2:13 PM	Lock Down Drill
South Harrison January 29, 2025	10:08 AM 10:14 AM	Fire Drill

3. Student Discipline, Violence/Vandalism, HIB as of January 31, 2025

Infraction Reports	No. of Incidents this Month	2024-2025 Total-To-Date	2023-2024 Total
Detentions	17	53	63
Suspensions	1	2	4
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying Non-affirmed	0	1	0
Harassment/Intimidation/Bullying Affirmed	1	1	0

4. 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	5/14/2025	48	7	\$15
4th Grade	Wheaton Arts	5/8/2025	44	6	\$12

5. REVISED SCHOOL CALENDAR FOR THE 2024-2025 SCHOOL YEAR

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

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. Financial

1. Meeting of the Facilities & Finance Committee - Mrs. McIlvaine, 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 2024. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of December 2024.
- ii. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2024. 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 2024 Line Item Transfers for the 2024-2025 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:

2/28/2025	\$446,658.25	February Bills
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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, 2024.

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 2025-2026 School Year.

6. Amend Child Study Team Supervisor Services Agreement with Logan Township School District

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education amend from original approval at the April 29, 2024 meeting, the Child Study Team Supervisor Services Shared Service Agreement with Logan Township School District to include an addendum for additional responsibilities added due to the current absence of a full time School Psychologist at the South Harrison Elementary School District. The Shared Child Study Team Supervisor would receive an additional \$625 per month, retroactive to January 2, 2025 for as long as this position remains open. This stipend would be paid by South Harrison Elementary School District to the Logan Township School District, which will in turn pay their employee, Mrs. Flynn, this said compensation.

O. Policy

1. Meeting of the Policy & Communication Committee - Mrs. Cheryl Easterling, 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.

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 #'s
P 5111 P 8500

3. Policy/ Regulation Second Reading

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 #'s
P 5512 P 5533
P&R 9320

ROLL CALL:

Roll Call Vote:

Aye - 8

Nay - 0

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

By January 30, 2025, the school community will be surveyed to determine interest in expanded courses for future school years. Once identified, the district will explore funding opportunities to implement new offerings.

ii. Facilities and Finance

During the 2024-2025 school year, the District will work with our local Fire Marshall and Police Department to evaluate and improve school safety. Exploration will be focused on improvements to our security system and the possible addition of a School Security Officer.

iii. School Culture

By March 30, 2025, the School Administration will survey the community and prepare a suggested calendar of events to engage our community in the life of the district.

Q. New Business

R. Executive Session

None at this time.

S. Adjournment

Motion by Mrs. Easterling, second by Mrs. McIlvaine, that the Board of Education adjourn the meeting at 7:41 PM.

Motion carried unanimously.

Respectfully submitted,

Christian Albadine
School Business Administrator