

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

January 17, 2023
Regular Meeting
7:01 PM Cafeteria

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

Members Present

Laura Bruno, Joan Pino-Talbot, Janet Brown*, Carole English, Janice Huggins, Jennifer McIlvaine*, Joseph Talbot, Dawn Leary, School Business Administrator/Board Secretary, Steven Price, Chief School Administrator

Members Absent

Janet Brown arrived at 7:18 PM
Deborah Cunningham
Jennifer McIlvaine arrived at 7:31 PM
Carrie Selb

E. Student Recognition

PreK	Isaac Perry
Kindergarten	Lorelei Reiser
1st Grade	Raelyn Graf
2nd Grade	Adalyn McKeever
3rd Grade	Grayson Forosisky
4th Grade	Annelise Bennett
5th Grade	Scarlett Stephan
6th Grade	Gia Talley
Art	Emily Grassia
Physical Education	Nicholas Griscom
World Cultures	Kingston Pintozzi

F. Presentations & Discussions

G. Public Comment

Karen Nixon has three students in the school. She stated she has concerns about transportation. Cars are passing the bus and it is not safe. The bus driver suggested she attend the board meeting to discuss it. The bus driver also said cameras should be installed. Ferrell Road is the issue. Two more buses for the preschool will be added and may be an issue as well. Security grants may be available. Farrell Road and Lafayette are the cross roads near her house. Cameras on the exterior of the bus could solve the problem. Pick up is on the same side of her home and drop off is on the other side of the street.

Dr. Bruno thanked Mrs. Nixon for bringing it to the board's attention. She stated it will be investigated.

Mr. Price discussed the preschool program opening. He said tomorrow night will be a sneak-a-peek for parents. Curriculum and professional development was discussed today. The Grand Opening will be on Thursday, January 19, 2023. Everyone has been very helpful. Team efforts were very much appreciated.

Dr. Bruno stated the administrative and leadership teams are amazing. She thanked everyone for their work on the preschool program.

Mr. Price provided an update on the curriculum. He stated a new schedule was sent home to the parents. The families were informed on what lessons would be taught.

H. Executive Session

None at this time.

I. Approval of Minutes

Motion by Mrs. Pino-Talbot, second by Mr. Talbot.

Abstained - 1

Dr. English (11)

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 December 12, 2022
2. Reorganization Meeting Minutes from January 3, 2023

J. Correspondence

Approval of Agenda Items

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve K-1 through P-2 as follows:

Motion to open discussion of agenda items.
Motion by Mrs. Pino-Talbot, second by Mr. Talbot.

K. Personnel

1. Employment- Co-Curricular Workers

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

Name	Position	Hours	Compensation	Reason	Effective Date
Jennie Dammingier	Teacher	NTE 8hrs	\$30/hr	Moving Classroom	12/28/22
Erin Beegal	Teacher	NTE 8hrs	\$30/hr	Moving Classroom	12/19-12/23/2022
Jessica Devecchio	Teacher	NTE 8hrs	\$30/hr	Moving Classroom	12/28/22

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
Susan Kenderdine	Teacher	SHTES	Retirement	6/30/2023	30
Carolyn Olsen	Teacher	SHTES	Retirement	6/30/2023	25

L. General Administration

1. Enrollment Reports as of December 31, 2022
 - i. Enrollment Report

Grade Level	Current Totals	June 30, 2022
PK3	13	13
PK4	13	15
K	45	40
1	43	49
2	44	33
3	34	48
4	52	39
5	38	47
6	47	45
Resident Students	305	305
Choice Students	24	24
District Total	329	329

2. Emergency Drills/Calls

School/ Date	Time	Drill Description
South Harrison December 13, 2022	2:00 PM 2:08 PM	Fire Drill
South Harrison December 20, 2022	2:00 PM 2:07 PM	Security Drill

3. Student Discipline, Violence/Vandalism, HIB as of December 31, 2022

Infraction Reports	No. of Incidents this Month	2022-2023 Total-To-Date	2021-2022 Total
Detentions	5	34	26
Suspensions	0	3	17
Violence, Vandalism, Substance Abuse	0	0	3
Harassment/Intimidation/Bullying Non-affirmed	0	1	N/A
Harassment/Intimidation/Bullying Affirmed	0	0	9

M. Curriculum & Instruction

1. 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. 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 2022. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of December 2022.
 - ii. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of December. 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 2022 Line Item Transfers for the 2022-2023 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:

1/31/23	\$997,425.90	January 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, 2022.
5. School Districts Joint Insurance Fund Renewal
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Resolution and Indemnity & Trust Agreement, as attached, to renew membership in the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund (GCSSD JIF) for the three year membership term commencing on July 1, 2023.
6. ESS Support Services Contract Addendum

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education, amend from original approval at the April 25, 2022 meeting, to increase the hourly rate for substitute paraprofessionals and hourly cafeteria/playground aides to the state mandated increase in minimum wage of \$14.13, effective January 1, 2023.

7. Minimum Wage Increase

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approves the state mandated increase in minimum wage to \$14.13, effective January 1, 2023.

8. Use of Facilities

Motion to approve the South Harrison PTO to use the MultiPurpose Room from 2/3-2/4/2023, during after school hours. Approval of the use of the MultiPurpose Room is based on the South Harrison PTO 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

O. Policy

1. Meeting of the Policy & Communication Committee - Mrs. Brown, 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	Title
<u>Policy #1550</u>	Equal Employment/Anti-Discrimination
<u>Policy #5350</u>	Student Suicide Prevention
<u>Policy #5533</u>	Student Smoking
<u>Policy #5561</u>	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
<u>Policy #8462</u>	Reporting Potentially Missing or Abused Children
<u>Policy #8561</u>	Procurement Procedures for School Nutrition Programs

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 2022-23 School year, the administrative team will monitor the use of differentiated instruction in all grades and subject areas to ensure students of all ability levels are supported, enriched, and challenged. Administration will report results and highlights to the Board quarterly.

ii. School Culture

The Board of Education wishes to promote positivity throughout the school district. This will be achieved over the remainder of the 2022-2023 school year in a variety of ways, including recognizing excellence in our Students, Families, Staff, and Community.

iii. Finance

The Board of Education will attentively focus on long-range fiscal planning for 2023-24 and following school years. Planning will be in conjunction with the Administrative Team and staff to explore cost savings, alternative funding possibilities, and any other strategies to promote the overall success of our students and school district. A report of findings and suggestions will be completed by June 30, 2023.

Roll Call Vote:

Aye - 7

Nay - 0

Motion Carried

RESOLVED, that the South Harrison Township Elementary School District Board of Education approve agenda items K-1 through O-2.

Q. New Business

Mrs. McIlvaine asked about the Yearbook pictures for the Board of Education.

Dr. Bruno asked the Board of Education members about the Strategic Plan and how they would like to move forward.

Dr. Bruno recommended extending the strategic plan for the 2024 academic year. Dr. Bruno stated she would be in favor of extending the current plan.

Motion by Mrs. Pino-Talbot, second by Ms. Huggins, that the Board of Education approve extending the Strategic Plan, with edits, through June 30, 2024.

R. Executive Session

None at this time.

S. Adjournment

Motion by Ms. Huggins, second by Mrs. McIlvaine, that the Board of Education adjourn the meeting at 7:50 p.m.

Motion carried unanimously.

Respectfully submitted,

Dawn L. Leary, RSBA, MBA, QPA
School Business Administrator/Board Secretary