

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

January 3, 2023
Regular Meeting
7:00 PM Cafeteria

A. Meeting Called To Order

Meeting called to order at 7:08 p.m. by Board Secretary, Dawn L. Leary.

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. Appointment of Board Secretary as Chairperson Pro-Tem

E. Election Results/ Oath of Office

Ms. Leary, Business Administrator/Board Secretary, read aloud the results of the November 8, 2022 election and provided oath of office to the following newly elected Board of Education members pursuant to the N.J.S.A. 18A:12-2.1:

<u>Board Member</u>	<u>Number of Votes</u>
Deborah Cunningham	739
Janice Huggins	659
Carrie Selb	614

F. Roll Call

Members Present

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

Members Absent

Dr. Bruno

*Jennifer McIlvaine arrived at 7:25 PM

G. Election of President

- The Chairperson Pro-Tem will open the floor for nominations for President to serve until the next Reorganization meeting:
- The Chairperson Pro-Tem will call for a motion that nominations be closed:
- The Chairperson Pro-Tem will call the vote for President of the Board of Education:
- The elected Board President assumes the chair.

Janice Huggins nominated Laura Bruno, seconded by Deborah Cunningham.

ROLL CALL VOTE: 7 Aye 0 Nay 2 Absent (Laura Bruno & Jennifer McIlvaine)

Motion Carried

Dr. Bruno did not assume the chair and the Chairperson Pro-Tem conducted the election of Vice President.

H. Election of Vice President

- The Chairperson Pro-Tem will open the floor for nominations for Vice President to serve until the next Reorganization meeting:
- The Chairperson Pro-Tem will call for a motion that nominations be closed:
- The Chairperson Pro-Tem will call the vote for Vice President of the Board of Education:

Janice Huggins nominated Joan Pino-Talbot, seconded by Carrie Selb.

ROLL CALL VOTE: 7 Aye 0 Nay 2 Absent (Laura Bruno & Jennifer McIlvaine)

Motion Carried

Mrs. Pino-Talbot assumed the chair, in Dr. Bruno's absence, and conducted the remainder of the meeting.

I. Reading of the Code of Ethics for School Board Members

RESOLVED, that the South Harrison Elementary School District Board of Education adopt the New Jersey School Boards Association Code of Ethics and acknowledge receipt of the annual required training pursuant to N.J.S.A. 18A:12-21 et seq.

J. Approval of Reorganization Items

RESOLVED, that the South Harrison Elementary School District Board of Education approve resolutions J1 J6 as follows:

1. Appointment of Board Representative

RESOLVED, that the following Board Representative be appointed for the calendar year 2023 and through the reorganization meeting in January 2024 or as soon thereafter as the board acts on appointments:

NJSBA Delegate
GCSBA Delegate
Alternate Delegate

Deborah Cunningham
Janet Brown
Joan Pino-Talbot

2. Official Depositories and Signatories

RESOLVED, that the following Banking Institutions be listed as official depositories of the South Harrison Township School District Board of Education in accordance with the Governmental Unit Deposit Protection Act ("GUDPA."):

Account	Financial Institution	Signatory	Individual
Custodian Account 3 signatures required	Investors Bank	Board President Business Administrator Chief School Administrator	Dr. Laura Bruno Dawn L. Leary Mr. Steven Price
Payroll Account 2 signatures required	Investors Bank	Business Administrator Chief School Administrator	Dawn L. Leary Mr. Steven Price
Payroll Agency Account 2 signatures required	Investors Bank	Business Administrator Chief School Administrator	Dawn L. Leary Mr. Steven Price
Student Activity Account 2 signatures required	Investors Bank	Board President Business Administrator Chief School Administrator	Dr. Laura Bruno Dawn L. Leary Mr. Steven Price

3. Payment of Bills Between Meetings and Transfer of Funds

RESOLVED, by the Board of Education of South Harrison Township School District that the Business Administrator and Chief School Administrator continue to be authorized to pay bills and transfer of funds between board meetings from January 16, 2023 through to reorganization meeting 2024.

4. Official Newspaper/Meeting Schedule

WHEREAS, Chapter 231 of P.L. 1975 known as, and hereinafter designated as, the "Open Public Meetings Act" requires notification of meetings of public bodies, as therein defined, in the manner therein set forth,

NOW THEREFORE BE IT RESOLVED, that for purposes of compliance with the Open Public Meetings Act, the South Harrison Township School District Board of Education hereby makes the following designations:

The South Jersey Times is hereby designated as the official newspaper to receive notification of meetings as required by any and all sections of the Open Public Meetings Act,

The locations for posting of notice of meetings shall be the bulletin boards within the Elementary School, Township Clerk's office, the Harrisonville Post Office and the official District webpage.

BE IT FURTHER RESOLVED, that the following notice be published and posted pursuant to the provisions of Chapter 231 of P.L. 1975:

NOTICE OF SCHEDULED MEETINGS FOR THE CALENDAR YEAR 2023

PLEASE TAKE NOTICE that the Board of Education of the South Harrison Township School District in the County of Gloucester, State of New Jersey will meet to discuss or act upon public business at 7:00 p.m. on each date set forth below, held in the school cafeteria.

January 17, 2023
February 21, 2023
March 20, 2023
April 17, 2023
May 15, 2023
June 20, 2023
July 17, 2023
August 21, 2023
September 18, 2023
October 16, 2023
November 20, 2023
December 11, 2023
January 8, 2024 Reorganization Meeting

5. Adoption of Policy Manual

RESOLVED, that all current written policies, bylaws, and regulations in the official Policy Manual of the South Harrison Township School District Board of Education be readopted for the calendar year 2023 and through the reorganization meeting in January 2024 unless modified in accordance with those applicable policies, bylaws, and regulations.

6. Parliamentary Procedure

RESOLVED, that the South Harrison Township School District Board of Education adopt parliamentary procedure as described by Robert's Rules of Order to govern the order of business of the Board of Education for the calendar year 2023 and through the reorganization meeting in January 2024.

Motion by Janice Huggins, seconded by Carrie Selb to approve the Reorganization Items.

K. Public Comment

None.

L. Executive Session

None at this time.

M. 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.

N. New Business

1. 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
Kristen Cade	PreKindergarten Teacher	SHTES	\$51,271 BA Step 1	Appointment	1/9/23
Kylie Goodrich	PreKindergarten Teacher	SHTES	\$51,271 BA Step 1	Appointment	1/9/23

Ashley Santiago	PreKindergarten Teacher	SHTES	\$51,271 BA Step 1	Appointment	1/9/23
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2. Strategic Plan Extension

3. Resignations, Retirements & Terminations

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

Name	Position	Location	Reason	Effective Date	Years of Service
Daniella Rice	Administrative Assistant	SHTES	Resignation	2/9/2023	8

Roll Call Vote:

Aye - 8

Nay - 0

Abstained - 0

Motion Carried

RESOLVED, that the South Harrison Township Elementary School District Board of Education approve agenda items N1-N3.

O. Adjournment

Motion by Ms. Huggins, second by Mrs. Selb, that the Board of Education adjourn the meeting at 7:40 p.m.

Motion carried unanimously.

Respectfully submitted,

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