

# **SOUTH HARRISON SCHOOL DISTRICT**

## **BOARD OF EDUCATION MINUTES**

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Date: March 17, 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 6:58 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, Janice, Huggins, Howard Mattson, Jennifer McIlvaine, Joseph Talbot, Christian Albadine, School Business Administrator/Board Secretary, Elizabeth Winterburn, Chief School Administrator

### **E. Student Recognition**

PreK	Dezlyn Nussbaumer
Kindergarten	Katie Becker
1st Grade	Brianna Almeida
2nd Grade	Mason Campbell
3rd Grade	Massimo Cennamo
4th Grade	Kristoff Yurchenko
5th Grade	Amelia Himmer
6th Grade	Daniel Mehl
Art	Bevin Eisenhart
Physical Education	Jude Eisenhart
World Cultures	Natalie Cannella
Music	Aubree Dobson

### **F. Presentations & Discussions**

FY26 Budget Update

### **G. Public Comment**

No public comments were made.

### **H. Executive Session**

None at this time.

**I. Approval of Minutes**

Motion by Dr. Buckley, 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 February 18, 2025

**J. Correspondence**Approval of Agenda Items

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

Motion to open discussion of agenda items.

Motion by Mr. Talbot, seconded by Ms. Huggins

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, upon completion of a background check:

Name	Position	2024-2025	Effective Date
Kelly Elm	Main Office Secretary	\$42,000	March 18, 2025
Christa Taylor	Substitute Nurse	\$250 /per diem	TBD

**L. General Administration**

1. Enrollment Reports as of February 28, 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 February 19, 2025	2:07 PM 2:11 PM	Hold in Place Drill
South Harrison February 25, 2025	10:28 AM 10:33 AM	Fire Drill

3. Student Discipline, Violence/Vandalism, HIB as of February 28, 2025

Infraction Reports	No. of Incidents this Month	2024-2025 Total-To-Date	2023-2024 Total
Detentions	5	58	63
Suspensions	0	2	4
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying Non-affirmed	0	1	0
Harassment/Intimidation/Bullying Affirmed	0	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 to be paid with the Preschool Education Aid Grant Funds account line 20-218-200-516:

Group	Event/ Destination	Date(s)	# of Students	# of Teachers/ Chaperones	Cost to Students
Preschool	Storybook Land	5/9/2025	60	25	\$0

5. 2025-2026 School Calendar

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the School Calendar for the 2025-2026 school year, as recommended by the Chief School Administrator.

**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. 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 January 2025. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of January 2025.
  - ii. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 2025. 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. January 2025 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:

3/31/2025	\$303,731.47	March 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 January 31, 2025.
5. Preschool Professional Courtesy  
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the allowance of full time staff members' out of district preschool aged children to utilize vacant seats in the preschool program at a rate of 60% of the actual Gloucester County per pupil cost beginning in the 2025/2026 school year.
6. Professional Healthcare Staffing Agreement  
BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve an agreement with Professional Healthcare Staffing to provide substitute

nursing services on an as needed basis beginning July 1, 2025 and ending June 30, 2026, at a rate of \$68/hour for a Registered Nurse (RN) and \$56/hour for a Licensed Practical Nurse (LPN).

7. Adoption of the 2025-2026 Tentative Budget

The Superintendent recommends approval to adopt the Tentative Budget for FY 2025-2026:

BE IT RESOLVED that the tentative budget be approved for the 2025-2026 School Year using the 2025-2026 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenue	Debt Service	TOTAL
2025-2026 Total Expenditures	\$5,583,567	\$1,310,325	\$901,600	\$7,795,492
Less: Anticipated Revenues	\$1,432,483	\$1,310,325	\$173,608	\$2,916,416
Taxes to be Raised	\$4,151,084	\$0.00	\$727,992	\$4,879,076

And to advertise said tentative budget in the Gloucester County Times in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the South Harrison Township Elementary School District Board of Education located at 904 Mullica Hill Road, Harrisonville, NJ 08039 on April 28, 2025 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2025-2026 School Year.

8. Preschool Education Aid Enrollment and Budget Workbook

BE IT RESOLVED the South Harrison Elementary School District Board of Education approve to submit the 2025-2026 Preschool Education Aid Enrollment and Budget Workbook for funding in the amount of \$1,081,299 for a total of 5 preschool classrooms to include up to 69 general education students (ages 3 and 4) and up to 6 special education students (ages 3 and 4).

9. Adjustment for Health Care Costs

BE IT RESOLVED the South Harrison Elementary School District Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$65,117. The additional funds will be used to pay for the additional increases in health benefit premiums.

**10. Travel and Related Expense Reimbursements 2025-2026**

WHEREAS, the South Harrison Elementary School District Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the South Harrison Elementary School District Board of Education established \$25,000 as the maximum travel amount for the current school year and has expended \$1,661 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$25,000 for the 2025-2026 school year.

**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 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 5111
P 8500

ROLL CALL:

Roll Call Vote:

Aye - 8

Nay - 0

Abstained- 1

**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**

1. Motion to approve a practicum student from Liberty University to shadow Mr. Bird from May 12th through May 16th 2025.

Motion by Dr. Buckley, seconded by Ms. Huggins  
All in Favor? Aye  
Motion Carried

**R. Executive Session**

None at this time.

**S. Adjournment**

Motion by Dr. Buckley, second by Mr. Mattson, that the Board of Education adjourn the meeting at 7:45 PM.

Motion carried unanimously.

Respectfully submitted,

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Christian Albadine  
School Business Administrator