

SOUTH HARRISON SCHOOL DISTRICT

BOARD OF EDUCATION MINUTES

Date: May 19, 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, Dana Carfaro, Cheryl Easterling, Janice, Huggins, Joseph Talbot, Christian Albadine, School Business Administrator/Board Secretary, Elizabeth Winterburn, Chief School Administrator

Absent: Toni Buckley, Howard Mattson, Jennifer McIlvaine

E. Student Recognition

PreK	Leo Brown
Kindergarten	Henry Reese
1st Grade	Gia Genovese
2nd Grade	Brinkley Catalano
3rd Grade	Paisley Eschenbach
4th Grade	Ava Easterling
5th Grade	Grayson Forosisky
6th Grade	Juliette Mitchell
Art	Samantha Musick
Physical Education	Noah Castellini
World Cultures	Tanner Selb
Music	Kaitlyn Beckley

South Jersey Elementary Honors Band: Amelia Taylor

F. Presentations & Discussions

None at this time.

G. Public Comment

No public comments were made.

H. Executive Session

1. Negotiations

I. Approval of Minutes

Motion by Mr. Talbot, seconded by Mrs. Carfaro

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 April 28, 2025

J. CorrespondenceApproval of Agenda Items

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve K-1 through N-12 as follows:

Motion to open discussion of agenda items.

Motion by Mrs. Selb, seconded by Mr. Talbot

All in Favor? Aye

K. Personnel

1. Employment- Co-Curricular Workers

BE IT RESOLVED, that the following personnel recommendations be approved, as recommended by the Chief School Administrator to be paid with IDEA and General funds:

Name	Position	Hours	Compensation	Reason	Effective Date	Funding Source
Jennie Damminger	PS - IDEA Teacher	48	\$45/hour =\$2160.00	ESY	7/7-7/31	IDEA PRE 20-251-100-100-00-ESY-
Lisa Pessa	PS - IDEA Teacher	48	\$45/hour =\$2160.00	ESY	7/7-7/31	IDEA PRE 20-251-100-100-00-ESY-
Alicia Whitehead	PS - IDEA Teacher	48	\$45/hour =\$2160.00	ESY	7/7-7/31	IDEA PRE 20-251-100-100-00-ESY-
Jackie Guht	Teacher	48	\$45/hour = \$2160.00	ESY	7/7-7/31	11-204-100-101
Dennis Summerville	Teacher	48	\$45/hour = \$2160.00	ESY	7/7-7/31	11-204-100-101

Joey Innaurato	Teacher	48	\$45/hour = \$2160.00	ESY	7/7-7/31	11-204-100-101
Jessica Devecchio	Floater Teacher	48	\$45/hour = \$2160.00	ESY	7/7-7/31	11-204-100-101
Beth Bakely	Nurse	48	\$45/hour =\$2160.00	ESY	7/7-7/31	11-000-213-100

2. 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
Jessica Longenbach	Clay Club	TBD	\$1,500	Appointment	9/1/2025-6/30/2026
Joseph Innaurato	Detention Monitor	Time Sheet	\$45.00/per hour	Admin. Activity	9/1/2025-6/30/2026
Cherie Sinor	Gardening Club	TBD	\$600	Appointment	9/1/2025-6/30/2026
Kathryn Tranz	Gardening Club	TBD	\$600	Appointment	9/1/2025-6/30/2026
Dennis Summerville	I&RS Coordinator	1 Hour Beyond the school day 2x/month	\$1,500	Admin. Activity	9/1/2025-6/30/2026
Linda Caltabiano	I&RS Team Member	1 Hour Beyond the school day 2x/month Up tp 20hrs	\$45/hour	Appointment	9/1/2025-6/30/2026
Linda Alexander	I&RS Team Member	1 Hour Beyond the school day 2x/month Up tp 20hrs	\$45/hour	Appointment	9/1/2025-6/30/2026
Jacklyn Guht	I&RS Team Member	1 Hour Beyond the school day 2x/month Up tp 20hrs	\$45/hour	Appointment	9/1/2025-6/30/2026
Lance Bird	Musical Director	TBD	\$1,500	Appointment	9/1/2025-6/30/2026

Nick Deitz	PEEC Coord.	TBD	\$500	Admin. Activity	9/1/2025-6/30/2026
Heather George	Drama Club Choreographer	TBD	\$1,500	Appointment	9/1/2025-6/30/2026
Nick Deitz	Drama Club Director	TBD	\$1,500	Appointment	9/1/2025-6/30/2026
Michele LaMalfa	Student Council	TBD	\$1,200	Appointment	9/1/2025-6/30/2026
Nick Deitz	Gifted & Talented Grades 3-4 & 5-6	TBD	\$2,400	Appointment	9/1/2025-6/30/2026

3. 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 #8252	Lunch/ Playground Aide	SHTES	Resignation	6/3/2025	<1 Year

4. 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
EID #4177I	Teacher	SHTES	Maternity Leave	8/28/25-1/4/26

5. Collective Bargaining Agreement

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Collective Bargaining Agreement with the South Harrison Education Association for the period of July 1, 2025- June 30, 2028.

L. General Administration1. Enrollment Reports as of April 30, 2025

i. Enrollment Report

Grade Level	Current Totals	June 30, 2024
PK	59	54
K	32	39
1	41	44
2	49	41
3	37	42
4	44	35
5	35	53
6	51	38
Resident Students	322	320
Choice Students	26	26
District Total	348	346

2. Emergency Drills/Calls

School/ Date	Time	Drill Description
South Harrison April 2, 2025	8:24 AM 8:35 AM	Rear Door Bus Evacuation Drill
South Harrison April 8, 2025	8:45 AM 9:06 AM	Building Evacuation Drill
South Harrison April 15, 2025	10:00 AM 10:05 AM	Fire Drill

3. Student Discipline, Violence/Vandalism, HIB as of April 30, 2025

Infraction Reports	No. of Incidents this Month	2024-2025 Total-To-Date	2023-2024 Total
Detentions	9	78	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. Three Year Comprehensive Equity Plan

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the submission of the Three Year Comprehensive Equity Plan.

M. Curriculum & Instruction1. Meeting of the Curriculum & Instruction Committee - The committees did not meet.

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

N. Financial

1. Meeting of the Facilities & Finance Committee - The committees did not meet.

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

5/30/2025	\$311,180.74	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 March 31, 2025.

5. Memorandum of Understanding

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Memorandum of Understanding between the New Jersey Office of Emergency Management and the South Harrison Township Elementary School District Board of Education. This Memorandum relates to application for grants under the Federal Emergency Management Agency (FEMA) Public Assistance and/or Hazard Mitigation programs for presidentially declared major disasters.

6. BR Williams, Inc Transportation Contract

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the contract for To/From Transportation Route(s) as follows to BR Williams, Inc. for the remainder of the 2024-2025 School Year as well as the 2025-2026 School Year:

Bid# SHES2025-1, May 9, 2025 2025-2026 School Year		BR Williams
Route# SH-GIS	Route Cost	\$219.00
	Increase/Decrease Adjustment Cost	\$2.00
	Per Diem Per Aide Cost	\$40.00
Total Per Diem Bid		\$259.00
Bulk Bid % Deduction		N/A
Total NET Per Diem Bid		\$259.00

7. Amazing Transformations Contract

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the contract with Amazing Transformations for behavior and educational support services for the 2025-2026 School Year at the specified rates.

8. Gloucester County Special Services School District Contracts

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the contract with Gloucester County Special Services School District for the 2024-2025 school year for the Choice School Program at a rate of 4% of the annual Aid-In-Lieu, to be determined, amount per student.

9. School Auditor Award

BE IT RESOLVED the South Harrison Elementary School District Board of Education approve the award of RFP 25-02 for School Auditor to Ford, Scott & Associates, L.L.C., as recommended by the Selection Committee, effective July 1, 2025 through June 30, 2026, in an amount not to exceed \$27,000.

10. Educational Staffing & Substitute Services Award

BE IT RESOLVED the South Harrison Elementary School District Board of Education approve the award of RFP 25-01 for Educational Staffing & Substitute Services to ESS Northeast, LLC, as recommended by the Selection Committee, effective July 1, 2025 through June 30, 2026, as per the proposed fee schedule.

11. A4F School Tax Levy Certification Form

BE IT RESOLVED, that the amount required for school purposes in the school district of South Harrison Township Elementary, County of Gloucester, for the 2025-2026 school year is required to be levied for local school district purposes.

12. Adopt School Tax Levy Schedule

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education adopt the tax levy schedule for the 2025-2026 fiscal year and authorize the Business Administrator to submit the schedule to the Municipal Clerk for the collection of the local school district taxes for school district purposes.

South Harrison Township School District			
2025-2026 Tax Payment Schedule			
	General Fund	Debt	Total
7/10/2025	930,216.80	363,996.00	1,294,212.80
8/10/2025	338,260.65	-	338,260.65
9/10/2025	338,260.65	-	338,260.65
10/10/2025	338,260.65	-	338,260.65
11/10/2025	338,260.65	-	338,260.65
12/10/2025	338,260.65	-	338,260.65
1/10/2026	338,260.65	363,996.00	702,256.65
2/10/2026	338,260.65	-	338,260.65
3/10/2026	338,260.65	-	338,260.65
4/10/2026	338,260.65	-	338,260.65
5/10/2026	338,260.65	-	338,260.65
6/10/2026	338,260.65	-	338,260.65
Total Raised			5,379,076.00

ROLL CALL:

Roll Call Vote:

Aye - 6

Nay - 0

Abstained- Mrs. Easterling, K-5

O. Policy

1. Meeting of the Policy & Communication Committee - The committees did not meet.

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

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

The Board Members were invited to the Class of 2019 6th grade walkthrough. Discussions for this year's 6th grade graduation also took place.

The Board Members spoke about the upcoming NJSBA Conference and that lodging would be reserved for those interested at Resorts Casino Hotel.

R. Executive Session

None at this time.

S. Adjournment

Motion by Ms. Huggins, second by Mr. Talbot, that the Board of Education adjourn the meeting at 7:35 PM.

Motion carried unanimously.

Respectfully submitted,

Christian Albadine
School Business Administrator