

The regular meeting of the South Harrison Township Board of Education was held on the above date and was called to order at 7:34 P.M. by Board President, Debbie Cunningham. The meeting was held in the media center of the South Harrison Elementary School at 904 Mullica Hill Road, Harrisonville, NJ. This was followed by the flag salute and reading of the Open Public Meetings statement.

**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.

**Roll Call:** Present: Michael Brennan, Janet Brown, Janice Huggins, Jim McShea, Ron Reilly, Joseph Talbot, and Debbie Cunningham.

Absent: Toni Buckley and Carole English.

Others present: Dr. Lavender, Mrs. Wechter, Ms. Calandro

### Swearing in Newly

**Elected Board Members:** The SBA gave the Oath of Office to the following newly elected board member for the balance of a vacant Board seat, expiring 12-31-15: Ronald Reilly.

Mrs. Cunningham welcomed Mr. Reilly to the Board of Education.

**Student Recognition-** None

### Presentations –

**A. Classroom Close-Up Video Presented by Mrs. Donofrio**

**B. 5th Grade Girl Scout Bronze Award Project**

Motion by Mr. McShea and second by Mr. Talbot to approve the Use of Facilities request for the South Harrison Girl Scouts. All in favor.

Group	Event	Date(s)	Days	Time
Girl Scout Troop 61719	Book Fair Palooza	4/28 4/29	Tuesday Wednesday	4-6 pm 6-8 pm

**Public Participation: Recognition of Visitors for Agenda Questions-** None

**Closed Session –** None

**I. Minutes**

Motion by Mr. Talbot and second by Mr. Brennan to approve the following minutes:

<u>Date</u>	<u>Type of Meeting</u>
I-1	January 27, 2015 Regular
I-2	January 27, 2015 Executive

Roll Call Vote: Yes (7)                      No (0)                      Abstain (0)  
Motion Passed

**J.**

J-1.        **Correspondence – None**

**K. Personnel**

**(Dr. Lavender)**

K-1        Appointments, Separation, Leaves of Absence & Substitutes

Resolved that the following personnel recommendations be approved, as recommended by the Superintendent of Schools.

Name	Position/ Position Code	Department (Location)	Guide/Step Salary	Reason	Term of Contract/ Effective Date
Linda DiStefano	Asst. to SBA Board Secretary	Business Office SH		Retirement as of 6/30/15	
Jennifer Campbell	Teacher Substitute	South Harrison	\$70.00 per day, after 20 \$85.00 per day	As Needed	2/24/15- 6/30/15
Tina McDonnell	Paraprofessional	South Harrison	No Pay Days	Medical Leave-Surgery 2/4/15-4/4/15	
Shawna Bickle	Substitute Teacher	South Harrison	\$70.00 per day, after 20 \$85.00 per day.	As Needed	2/24/15- 6/30/15

K-2        Co-Curricular Work, Volunteers, Practicum Students, Change of Status

Resolved that the following personnel recommendations be approved, as recommended by the Superintendent of Schools:

Name	Position/ Assigned Staff	Department (Location)	Compens./ Correction / College	Reason	Effective Date
Michael Hoover	Student Teacher Rowan	South Harrison		Action Research Project – Shari Crouch	<b>2/25/15</b>

**L. General Administration****(Dr. Lavender)****L-1 Discussion Items**

- Big Brothers Big Sisters Clothing Collection Bin – Shulman Home & School Request
  - Clothing drive discussion. Dorothy Shulman, 100 St. John's Lane, Mullica Hill explained the program.
- Strategic Plan - Winter Update
  - Dr. Lavender gave an overview of the strategic planning process and the five areas of the plan.
  - We are in the second year of a five-year plan (15-16 months)
  - Mr. Brennan complimented progress made on the RTI program over the past few months.
  - Mrs. Brown inquired about the assessment piece of RTI. Dr. Lavender responded.
  - Mrs. Luanne Hughes, 476 Fislerville Road, Mullica Hill, wanted to know to whom RTI questions should be directed. Dr. Lavender responded that he, Lisa Henjes or Rachael Anderson would be able to answer any questions.
- NJQSAC Validation Process
  - County QSAC personnel were here in February. They felt that things were going well and that we were harsh on ourselves with our self-assessment

**L-2 Enrollment Report as of January 30, 2015:****A. Enrollment Report**

<b>Grade Level</b>	<b>Current Totals</b>	<b>Prior Month Totals</b>	<b>June 30, 2014</b>
PK3	6	6	6
PK4	9	9	12
K	42	42	46
1	48	48	50
2	49	49	53
3	56	56	62
4	63	63	52
5	53	53	52
6	55	55	45
<b><i>Resident Students</i></b>	<b>356</b>	<b>356</b>	<b>351</b>
<b><i>Choice Students</i></b>	<b>25</b>	<b>25</b>	<b>27</b>
<b><i>District Total</i></b>	<b>381</b>	<b>381</b>	<b>378</b>

## B. Attendance Summary

2014 - 2015 Monthly Average % of Students in Attendance											
Grade Level	Sept %	Oct %	Nov %	Dec %	Jan %	Feb %	March %	April %	May %	June %	2014-2015 Current YTD Ave. %
Pre-K 3	99.00	96.00	95.00	99.0	98.0						97.4
Pre-K 4	63.00	65.00	68.00	97.0	96.0						77.8
K	92.00	90.00	87.00	93.0	97.0						91.8
Average Pre-K & K	84.67	83.67	83.33	96.3	97.0						89.0
1	95.00	96.00	95.00	96.0	96.0						95.6
2	95.00	94.00	93.00	97.0	97.0						95.2
3	98.00	97.00	96.00	95.0	96.0						96.4
4	97.00	96.00	96.00	96.0	96.0						96.2
5	94.00	94.00	93.00	96.0	96.0						94.6
6	94.00	93.00	94.00	96.0	95.0						94.4
Average 1 – 6	95.50	95.00	94.50	96.0	96.0						95.4

L-3 Emergency Drills/Calls

## A. Drills

School / Date	Time	Drill Description
Tuesday, January 20	Begin time: 10:15 End time: 10:25	Fire drill
Friday, January 30	Begin time: 2:49 End time: 2:55	Lockdown

L-4 Student Discipline, Violence/Vandalism, HIB as of January 30, 2015:

## A. Student Discipline, Violence/Vandalism, HIB

Infraction Reports	No. of Incidents this Month	2014-15 Total-To-Date
Detentions	0	4
Suspensions	1	2
Violence, Vandalism, Substance Abuse	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	1

L-5 Educational Field Trips/Assemblies:

School	Group	Event/Destination	Date(s)	# of Students	# of Teachers/Chaperones	Cost to the BOE	Comments
South Harrison	2nd Grade	SH Municipal Building	Last Week in February or First Week in March	52	4	None	
South Harrison	3-6 G&T Students	Light House Regional Tournament	3/14/15	36	9	None	

L-6 Use of Facilities:

Resolved that the following use of facilities requests be approved, as recommended by the Superintendent of Schools:

Group	Event	Date(s)	Days	Time
South Harrison Soccer Club	Practice	2/2, 2/9, 2/20, 2/23, 2/27	Mondays/Fridays	8:00-9:15PM
South Harrison Soccer Club	Practice	3/2-3/30	Monday and Friday Only	6:30-8:00PM

L-7 Programs/Other:

- A. BE IT RESOLVED to approve Resolution determining the form and other details of not to exceed \$11,950,000 principal amount of refunding school bonds of the Board of Education of the Township of South Harrison in the County of Gloucester, New Jersey and providing for the sale and the delivery of such bonds.
- B. BE IT RESOLVED to approve 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 2015-2016 school year.

L-8 Policy:

None

**M. Curriculum & Instruction****(Mrs. Calandro)**

- M-1 Professional Development – Staff Trainings, Seminars, Conventions, & Conferences  
Resolved that the following staff attendance at trainings, seminars, conventions, and conferences be approved:

Title of Program	Location	Date(s)	Attendee(s)	Educational Purpose	Cost to District
Making Teacher Supervision and Evaluation Truly Effective	Mullica Hill, NJ	3/6/2015	Rachael Anderson Patricia Calandro Suzette DeMarchi James Lavender Stefanie Manno	To learn effective and ineffective ways to use evaluation rubrics; develop a good eye for instruction and what's most important in each visit; develop a system to get into classrooms frequently enough to see daily reality	None

**N. Financial****(Mrs. Wechter)**

- N-1 BE IT RESOLVED to approve budget transfers from December 1, 2014 through December 31, 2014.

- N-2 BE IT RESOLVED to approve the following:

- A. Approval of Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2014. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of December 2014.
  - B. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2014. 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.
  - C. 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.
1. 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 funds have 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.

N-3 BE IT RESOLVED to approve the following bill lists:

P034	Payroll Agency/Warrant	\$ 8,494.70
P035	Payroll Agency	\$ 10,638.83
P036	Payroll Agency (Adjustment)	\$ -2.34
P037	Payroll Agency	\$112,377.85
P038	Payroll Agency	\$112,772.79
P039	Warrant Account	\$317,232.30
P040	Payroll Agency	\$119,929.30

Motion by Mr. McShea and second by Mr. Brennan that the Board of Education approve the Superintendent's Recommendations L-1 through N-3.

Roll Call Vote: (6) Yes (1) No-Ms Huggins (K Personnel (DiStefano Retirement)  
(0) Abstain

Motion Carried

### **Public Participation: Recognition of Visitors for Comment**

Stephanie Maden, 7 Hollybrook Road, Mullica Hill, wanted to know where the power point presentation from parent academy was. Ms. Calandro showed everyone on the website. She also wanted to know who is on the school improvement team. Dr. Lavender explained it is an advisory council to direct administration.

Stephanie Maden also wanted to know, because of numbers, if 4<sup>th</sup> grade will go back down to 2 classes. It will be discussed by administration. Also, who comes up with pacing for model curriculum unit test? Ms. Calandro answered and explained assessments and how they work.

Luanne Hughes, 476 Fislerville Road, Mullica Hill had questions on assessments and how they affect the grades. Dr. Lavender explained the process and said there will be a newsletter coming out.

Stephanie Maden wanted to know if grade 3 will be continuing with report cards used by grade 2. Ms. Calandro responded "yes".

Suanne Miranda, 31 Main Street, Harrisonville, wanted to know how we are handling the shortage of substitutes, especially for professional development days. Dr. Lavender responded that training isn't happening during the day; it's scheduled for after school or professional development days.

Luanne Hughes asked if we are continuing our typing program. She also had questions about the Spanish Program. Dr. Lavender and Mrs. Calandro responded.

### **Old Business – None**

**New Business** – Dr. Lavender talked about Governor Christie's budget address. He is concerned about the pension lawsuit, but felt that the State will be flat.

**Adjournment**

Motion by Mr. Reilly and second by Mr. McShea to adjourn the meeting at 9:10pm.

Motion Carried

Respectfully submitted,

Linda M DiStefano  
Board Secretary