

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

Regular Meeting
February 22, 2016
7:00 p.m. Cafeteria

A. Call to Order

Meeting called to order at 7:00 p.m. by Jason Schimpf.

B. Pledge of Allegiance

C. Statement of Open Public Meeting Compliance

Pursuant to the Open Public Meetings Act, Chapter 231, Public Laws of 1975, this meeting has been duly advertised in the South Jersey Times, issue of January 14, 2016. All municipal clerks of the townships and boroughs within the Regional School District have been duly notified and the requirements of posting of notices have been met.

D. Roll Call

Members Present

Laura Bruno, Janet Brown (arrived 7:05 p.m.), Toni Buckley (arrived 7:10 p.m.), Deborah Cunningham, Janice Huggins, James McShea, Ron Reilly, Joseph Talbot, Mr. Jason Schimpf, School Business Administrator/Board Secretary, Mrs. Patricia Calandro, Chief Academic Officer and Dr. James Lavender, Superintendent.

Members Absent

Michael Brennan

E. Student Recognition

November 2015

1St – Ayla Bennett

2nd – Gia Griscom

3rd – Ryleigh Damminger

4th – Ellie DiCarlo

5th – Gina Ostrowski

6th – Sky Kashow

December 2015

1St – Emma Campbell

2nd – Wil Finnan

3rd – Sevin O'Connor

4th – Harley DeFay

5th – Andrew Altmann

6th – Charlie DiCarlo

January 2016

1St - Justin Meldrum

2nd – Zack Burlingame

3rd – Lilly Kline

4th – Sean Steckler

5th – Kirsten Nelson

6th – Brenna Strehle

F. Presentations

F.1 Ms. Mesmer, Elementary School Program Spotlight

G. Public Participation

None

H. Executive Session

I. Approval of Minutes

Motion by McShea, second by Cunningham, that the Board of Education approve the minutes from the following meeting(s):

<u>I-1</u>	<u>Date</u>	<u>Type of Meeting</u>
	January 5, 2016	Reorganization Meeting

<u>I-2</u>	January 25, 2016	Regular Meeting (amended)
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Motion carried unanimously

- J. Correspondence
None

Motion by Buckley, second by Cunningham, that the South Harrison Board of Education approve the Superintendent's Recommendations as amended K-1 – K-3, L-1 – L-6, M-1, and N-1 – N-4

- K. Personnel

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

BE IT RESOLVED, that the South Harrison Township Board of Education approve 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
Nicole Eschenbach	2 nd Grade Teacher	South Harrison		Maternity Leave	April 20, 2016 to October 7, 2016 (Using 20 Sick days, 60 days FMLA/NJFLA)

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

BE IT RESOLVED, that the South Harrison Township Board of Education approve the following personnel recommendations be approved, as recommended by the Superintendent of Schools:

None

K-3 Tuition Reimbursement

BE IT RESOLVED, that the South Harrison Township Board of Education approve the following personnel recommendations be approved, as recommended by the Superintendent of Schools:

Name	Position/ Assigned Staff	Department (Location)	Tuition Cost	Name of Course	Course Dates
Corinne Mesmer	Principal	South Harrison	\$2,544.00	Promoting Effective Learning	01/11/2016 – 02/29/2016

- L. General Administration

L-1 Discussion Items

- Work Force 55+
- 2016-17 Budget
- Board Leadership
- Preschool Tuition
- Board Goals

L-2 Enrollment Report as of January 31, 2016:

- A. Enrollment Report

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Grade Level	Current Totals	Prior Month Totals	June 30, 2015
PK3	8	7	9
PK4	14	14	9
K	49	49	44
1	44	44	48
2	50	49	49
3	52	51	57
4	56	56	62
5	61	61	53
6	54	54	56
<i>Resident Students</i>	<i>361</i>	<i>358</i>	<i>362</i>
<i>Choice Students</i>	<i>27</i>	<i>27</i>	<i>25</i>
<i>District Total</i>	<i>388</i>	<i>385</i>	<i>387</i>

B. Attendance Summary

2015 - 2016 Monthly Average % of Students in Attendance												
Grade Level	Sept %	Oct %	Nov %	Dec %	Jan %	Feb %	March %	April %	May %	June %	2015-2016 Current YTD Average %	2014-2015 Overall Average %
Pre-K 3	94.7	93.2	87.2	97.4	89.2						92.3	96.5
Pre-K 4	96.7	97.2	95.4	98.3	97.0						96.9	94.8
K	98.7	98.0	97.3	99.0	96.6						97.8	95.2
Average Pre-K & K	96.7	96.1	93.3	98.2	94.3						95.7	95.5
1	98.6	98.5	97.5	98.8	95.1						97.7	96.0
2	97.3	97.8	95.6	98.3	95.9						97.0	96.5
3	97.6	97.3	96.9	98.7	95.8						97.3	95.6
4	98.0	97.8	95.5	98.5	95.4						97.0	95.7
5	97.9	98.4	96.5	98.7	96.6						97.6	95.7
6	98.1	98.3	96.9	98.9	97.0						97.8	96.6
Average 1 - 6	97.9	98.0	96.5	98.7	96.0						97.4	96.0
Overall District Average	97.9	97.9	96.4	98.7	95.1						97.2	95.9

L-3 Emergency Drills/Calls

School / Date	Time	Drill Description
South Harrison Friday, January 15 th	Begin time: 2:20 PM End time: 2:23 PM	Fire Drill

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School / Date	Time	Drill Description
South Harrison Thursday, January 28 th	Begin time: 10:37 AM End time: 10:49 AM	Shelter – in - Place

L-4 Student Discipline, Violence/Vandalism, HIB as of January 31, 2016:

Infraction Reports	No. of Incidents this Month	2015-2016 Total-To-Date
Detentions	0	0
Suspensions	1 (.5 days)	1 (.5 days)
Violence, Vandalism, Substance Abuse	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	0

L-5 Educational Field Trips/Assemblies:

BE IT RESOLVED, that South Harrison Township School District Board of Education approve the following educational field trips/ assemblies, as recommended by the Superintendent of Schools:

School	Group	Event/ Destination	Date(s)	# of Students	# of Teachers/ Chaperones	Cost to the BOE	Comments
SH	6 th Grade	Kingsway Track and Field Day	5/20/16 rain date 5/23/16	54	4	\$0.00	Cost to Student: \$0.00 Bus Cost: \$162.14 per bus
SH	6 th Grade	Students will be going to Stokes State Forest	5/31/16 – 6/3/16	54	4	\$0.00	Cost to Student: \$0.00 Bus Cost: \$309.09 per bus
SH	Kindergarten	Philadelphia Zoo	5/19/16 rain date 5/24/16	49	5	\$0.00	Cost to Student: \$12.00 per student Bus Cost: \$395.00 per bus
SH	5 th Grade	Philadelphia Walking Tour	4/8/16 rain date 4/15/16	61	9	\$0.00	Cost to Student: \$2.50 per student Bus Cost: \$330.00 per bus

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School	Group	Event/ Destination	Date(s)	# of Students	# of Teachers/ Chaperones	Cost to the BOE	Comments
SH	3 rd Grade	The Franklin Institute	4/29/16	60	3	\$0.00	Cost to Student: \$12.50 Bus Cost: \$506.70
SH	2 nd Grade	Academy of Natural Science	6/17/16	54	5	\$0.00	Cost to Student: \$15.64 Bus Cost: \$506.70
SH	4 th Grade	Wheaton Arts	6/14/16	56	12	\$0.00	Cost to Student: \$7.50 Bus Cost: \$506.70

L-6 Programs/Other:

None

L-7 Fundraiser(s)

BE IT RESOLVED, that South Harrison Township School District Board of Education approve the following fundraisers, as recommended by the Superintendent of Schools:

School	Program/Group	Purpose	Product/Service	Dates
SH	Physical Education	Jump Rope for Heart to raise funds for the American Heart Association	Collect funds for the American Heart Association	4/18/16 – 4/22/16
SH	6 th Grade	Raise funds for 6 th grade activities	Mother Son Bowling Night	3/12/16

M. Curriculum & Instruction**M-1 Professional Development – Staff Trainings, Seminars, Conventions, & Conferences**

BE IT RESOLVED, that South Harrison Township School District Board of Education approve 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
Duties & Responsibilities of the District Anti- Bullying Coordinator & Specialist	Mullica Hill, NJ	2/2/2016	Courtney Casey	To fulfill anti- bullying specialist/requ irements	\$155.82

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Title of Program	Location	Date(s)	Attendee(s)	Educational Purpose	Cost to District
PARCC Training for Test coordinator	Cumberland County College	3/1/2016	Courtney Casey	To learn best practices; mandatory class prior to PARCC testing	NA
Assessment and Intervention for Executive Function Difficulties w/Dr. McCloskey	Mullica Hill, NJ	3/4/2016	Courtney Casey	To learn updates in best practices in assessment and intervention	\$155.82
Weather and Climate for Teachers Grade K-3	Galloway, NJ	3/15/2016	Beverly Donofrio	To become more proficient in translating the K-5 Model Science Curriculum Frameworks into local curriculum	\$32.97
Best Practices in Co-Teaching	Cherry Hill, NJ	3/15/2016	Katie Fransko Kathryn Tranz Cherie Sinor	To learn updates in instructional practices in the inclusion classroom setting	\$225 (Title II) \$225 (Title II) \$225 (Title II)

N. Finance**N-1 Budget Transfers**

Resolved that the South Harrison Township School District Board of Education ratify the line item transfers listed below for the 2014-2015 fiscal year as recommended by the Superintendent of Schools:

To Account	From Account	Amount	Justification
11-190-100-500-70-050	11-190-100-610-05-021	\$20,000	Substitute Teacher Salaries
40-710-510-910-70-050	40-710-510-834-70-050	\$80,000	Debt Service Principal Adjustment
11-000-216-320-05-044	11-000-100-56550-044	\$13,082	Additional Speech Services
11-000-219-600-05-044	11-000-219-500-05-044	\$1,150	FM System Replacement
11-000-230-331-30-050	11-000-230-590-30-047	\$10,000	Legal Expenses
11-000-262-621-05-050	11-000-262-622-05-050	\$5,000	Natural Gas Expense

N-2 Financial Reports

BE IT RESOLVED, that the South Harrison School District Board of Education approve the following financial reports:

- A. Approval of Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 31, 2015. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of December 31, 2015 .
- B. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 31, 2015. 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.
- D. 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.

N-3 Payment of Claims

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the following payment of claims:

12/31/2015	\$7,652.70	Bill List
1/20/2016	\$199,328.02	Bill List
1/30/2016	\$109,243.79	Payroll
2/15/2016	\$106,674.76	Payroll
2/19/2016	\$180,555.61	Bill List

N-4 SEMI Waiver

BE IT RESOLVED, that the South Harrison Township School District Board of Education 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 2016-2017 school year.

Motion carried by the following roll call vote:

YES	NO	ABSTAIN
Cunningham		
Bruno		
Brown		
Buckley		
Huggins		
McShea		
Reilly		
Talbot		

N-5 Preschool Tuition

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the preschool tuition rate for the 2016-2017 school year at \$2,500.00 per student.

Motion carried by the following roll call vote:

YES	NO	ABSTAIN
Cunningham		
Bruno		
Brown		
Buckley		
Huggins		
McShea		
Reilly		
Talbot		

N-6 Board of Education Goals

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the Board of Education Goals for the 2015-2016 School Year.

Motion carried by the following roll call vote:

YES	NO	ABSTAIN
Cunningham		
Bruno		
Brown		
Buckley		
Huggins		
McShea		
Reilly		
Talbot		

O. Policy
None

P. Old Business
None

Q. New Business
None

R. Adjournment of Meeting

Motion by McShea, second by Cunningham, that the Board of Education adjourn the meeting at 8:45 p.m.

Motion carried unanimously

Respectfully Submitted,

Jason Schimpf
School Business Administrator/Board Secretary