

The regular meeting of the South Harrison Township Board of Education was held on the above date and was called to order at 7:30 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: Janet Brown, Carole English, Janice Huggins, Jim McShea, Ron Reilly, Joseph Talbot, and Debbie Cunningham

Absent: Michael Brennan and Toni Buckley

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

**Student Recognition- None**

**Presentations – None**

**Executive Session – None**

**I. Minutes**

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

<u>Date</u>	<u>Type of Meeting</u>
I-1	February 24, 2015 Regular

Roll Call Vote: Yes (6)                      No (0)                      Abstain (1) English  
Motion Passed

**J.**

**J-1. Correspondence – Letter approving SEMI Waiver**

- Mrs. Wechter explained the correspondence-letter from the County Office approving SEMI waiver.

**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
Tina McDonnell	Paraprofessional	South Harrison		Medical Leave amended to return early on 3/9/15	
Barbara Buchenhorst	Substitute Nurse	South Harrison	\$100.00/per day	As needed (Pending Paperwork)	As needed

K-2Co-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
Carolyn Olsen	Detention Monitor	South Harrison	30.00/Hour	As Needed	3/1/15-6/30/15
Corinne Mesmer	Principal	South Harrison	\$2,544	Tuition Reimbursement Pre-Approval for "The Policy Environment" Course	3/17/2015 – 5/10/2015 Tuesdays 5-9pm
David Inzinna	Art Teacher	South Harrison	\$2,604	Course Approval Education of Equity & Social Justice, Curriculum Development	June-August 2015

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

- Dr. Lavender explained preschool change. We are opening the 3-year old program for non-disabled children on a lottery basis. This will generate revenue.
- Mrs. Calandro reviewed M-I and explained the professional development.
- Finance – Mrs. Wechter reviewed and gave an update on the bond refunding.
- Mrs. Brown asked a question about the Pre-K program and asked if it is the same as the 4-year program. She asked if we have a vision of how many kids we want. Dr. Lavender and Dr. Hoffman answered and explained the ratio we have to maintain.
- Mrs. Brown asked about professional development, tuition reimbursement and what qualifies for reimbursement. Dr. Lavender explained the collective bargaining agreement and what is required for approval, as well as what we have budgeted.
- PARCC Update – Dr. Lavender received more questions on the South Harrison side early on, but not much lately. The percentage of students opting out is large at Kingsway; at South Harrison less than two dozen. He explained how we handle opt outs, spoke about test schedule, etc.
- Mrs. Sinor commented on the special education students who are below grade level, but are required to take the test for the grade they are in. She says it is not

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appropriate and wanted to know if Dr. Lavender has heard anything regarding this.

- 2015 – 2016 Tentative Budget – Dr. Lavender and Mrs. Wechter presented the preliminary budget and answered various questions from the Board and the public.
- GCSSD Dinner-Safety Award Received for \$1,000. Mrs. Wechter explained the safety award for JIF.
- Board meeting night change was discussed, but will remain as previously scheduled. Board meeting start time will change from 7:30 p.m. to 7:00 p.m. for all future meetings.

## L-2 Enrollment Report as of February 27, 2015:

### A. Enrollment Report

Grade Level	Current Totals	Prior Month Totals	June 30, 2014
PK3	7	6	6
PK4	9	9	12
K	42	42	46
1	48	48	50
2	49	49	53
3	57	56	62
4	63	63	52
5	53	53	52
6	56	55	45
<b>Resident Students</b>	<b>359</b>	<b>356</b>	<b>351</b>
<b>Choice Students</b>	<b>25</b>	<b>25</b>	<b>27</b>
<b>District Total</b>	<b>384</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 Avg. %
Pre-K 3	99.00	96.00	95.00	99.0	98.0	95.0					97.0
Pre-K 4	63.00	65.00	68.00	97.0	96.0	97.0					81.0
K	92.00	90.00	87.00	93.0	97.0	94.0					92.2

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Average Pre-K & K	84.67	83.67	83.33	96.3	97.0	95.3				90.1
1	95.00	96.00	95.00	96.0	96.0	95.0				95.5
2	95.00	94.00	93.00	97.0	97.0	94.0				95.0
3	98.00	97.00	96.00	95.0	96.0	93.0				95.8
4	97.00	96.00	96.00	96.0	96.0	94.0				95.8
5	94.00	94.00	93.00	96.0	96.0	95.0				94.7
6	94.00	93.00	94.00	96.0	95.0	95.0				94.5
Average 1 – 6	95.50	95.00	94.50	96.0	96.0	94.3				95.2
Overall District Average	90.1	89.3	88.9	96.2	96.5	94.8				92.6

L-3 Emergency Drills/Calls

A. Drills

School / Date	Time	Drill Description
Wednesday, February 25	Begin time: 2:50 End time: 2:55	Fire drill
Friday, February 27	Begin time: 2:35 End time: 2:45	Precautionary lockdown

L-4 Student Discipline, Violence/Vandalism, HIB as of February 27, 2015:

A. Student Discipline, Violence/Vandalism, HIB

Infraction Reports	No. of Incidents this Month	2014-15 Total-To-Date
Detentions	1	5
Suspensions	0	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	3 <sup>rd</sup> Grade	Franklin Institute Science Museum, Phila., PA	April 24, 2015	57	4+ 11 parents	Transportation Only	

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 Little League	Softball Practice	3/11, 3/18, 3/25	Wednesdays	6-8 pm

L-7 Programs/Other:

- A. BE IT RESOLVED that the tentative budget be approved for the 2015-2016 School Year per Resolution 2 - 2014-2015.
- B. BE IT RESOLVED to approve an agreement to purchase natural gas services through the Alliance for Competitive Energy Services (ACES) from Direct Energy Business from March 2015 for a 21-month term.
- C. BE IT RESOLVED to approve to submit an application to the County Office of Education to modify the current 3-year-old pre-school handicapped program to become an inclusive pre-school program.

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
Nutrition Intervention for Managing Diabetes & Complications	Cherry Hill, NJ	4/9/15	Bethany Bakley	Job Related	\$189.99 + Travel
Reg. Curriculum Technical Assistance Committee		3/30 & 3/31/15 plus monthly & summer meetings	Michele LaMalfa	Put together curriculum, discuss assessments, etc. in relationship to Next Generation Science Standards	No Cost

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

N-1 BE IT RESOLVED to approve budget transfers from January 1, 2015 through January 31, 2015.

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 January 2015. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of January.
- B. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of January. 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 BE IT RESOLVED to approve the following bill lists:

P041	Payroll Agency	\$9,010.70
P042	Warrant Account	\$217,113.65
P043	Warrant Account	\$133.70
P044	Warrant Account	\$2,172.50

Motion by Mrs. English and second by Ms. Huggins that the Board of Education approve the Superintendent's Recommendations as amended L-1 through N-3.

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

Motion Carried

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

- Mrs. Conroy's question regarding how many classrooms will be needed next year was addressed by Dr. Lavender.
- Mrs. Olsen asked when the conversation for addition to building would start. Dr. Lavender responded.
- Mrs. Conroy asked if we would have a reading specialist for K-6. Dr. Lavender answered "yes".

Old Business – None

New Business – None

**Adjournment**

Motion by Mr. McShea and second by Mr. Talbot to adjourn the meeting at 8:45 pm.

Motion Carried

Respectfully submitted,

Linda M DiStefano  
Board Secretary