

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

Regular Meeting
March 14, 2016
7:00 p.m. Cafeteria

A. Call to Order

Meeting called to order at 7:00 p.m. by President Cunningham.

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

Michael Brennan, Laura Bruno, Janet Brown, Toni Buckley, Deborah Cunningham, Janice Huggins, 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

James McShea

D.1 Election of Vice President

Open nominations for Vice President

Motion by Brennan, second by Huggins

BE IT RESOLVED, that the South Harrison Township School District Board of Education open nominations for Vice President of the Board of Education

Motion carries unanimously

At this time President Cunningham accepted nominations for Vice President of the Board of Education. After nominations have been closed, the Secretary will have the ballot cast.

Michael Brennan nominates Janet Brown for Vice President of the South Harrison Township School District Board of Education.

Close nominations for Vice President

Motion by Bruno, second by Reilly

BE IT RESOLVED, that the South Harrison Township School District Board of Education close nominations for Vice President of the Board of Education

Motion carries unanimously

Vice President Election

Motion by Brennan, second by Bruno

BE IT RESOLVED, that the South Harrison Township School District Board of Education elect Janet Brown for Vice President of the Board of Education

Motion carried by the following roll call vote:

YES	NO	ABSTAIN
Brennan		
Cunningham		
Bruno		
Brown		
Buckley		
Huggins		
Reilly		
Talbot		

E. Student Recognition

E.1 February's Spotlight Students

1 st Grade	Matthew Strickland
2 nd Grade	Annie Reinerth
3 rd Grade	Sarah Ostrowski
4 th Grade	Chelsea Bomenblit
5 th Grade	Charly Merida
6 th Grade	Lauren Keefer

F. Presentations

F.1 2016-2017 Tentative Budget, Jason Schimpf

G. Public Participation

Mary Ellen Brennan – Question related to STOKES trip

Lindsey Williams – Questions related to STOKES trip

H. Executive Session

Motion by Talbot, second by Buckley, that the Board of Education approve the following:

BE IT RESOLVED that the South Harrison Township Elementary School District Board of Education desires to hold a closed Executive Conference Session at 7:22 p.m. prevailing time, for approximately 10 minutes as follows:

Item Discussion Item(s)* (Agenda to extent known)
Personnel

**Pursuant to the list of exceptions set forth in the Open Public Meetings Act 10:4-12*

The president reconvened the meeting at 7:45 p.m.

Motion carried unanimously

I. Approval of Minutes
None

J. Correspondence
None

Motion by Buckley, second by Huggins, that the South Harrison Board of Education approve the Superintendent's Recommendations as amended L-1 – L-7, M-1, and N-1 – N-5

K. Personnel

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L. General Administration

L-1 Discussion Items

- 2016-17 Budget
- Personnel

L-2 Enrollment Report as of February 29, 2016:

A. Enrollment Report

Grade Level	Current Totals	Prior Month Totals	June 30, 2015
PK3	9	8	9
PK4	14	14	9
K	49	49	44
1	44	44	48
2	50	50	49
3	52	52	57
4	56	56	62
5	61	61	53
6	54	54	56
<i>Resident Students</i>	<i>362</i>	<i>361</i>	<i>362</i>
<i>Choice Students</i>	<i>27</i>	<i>27</i>	<i>25</i>
<i>District Total</i>	<i>389</i>	<i>388</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	94.1					92.3	96.5
Pre-K 4	96.7	97.2	95.4	98.3	97.0	96.1					96.9	94.8
K	98.7	98.0	97.3	99.0	96.6	93.7					97.8	95.2
Average Pre-K & K	96.7	96.1	93.3	98.2	94.3	94.6					95.7	95.5
1	98.6	98.5	97.5	98.8	95.1	96.1					97.7	96.0
2	97.3	97.8	95.6	98.3	95.9	95.6					97.0	96.5
3	97.6	97.3	96.9	98.7	95.8	95.0					97.3	95.6
4	98.0	97.8	95.5	98.5	95.4	95.2					97.0	95.7
5	97.9	98.4	96.5	98.7	96.6	95.3					97.6	95.7
6	98.1	98.3	96.9	98.9	97.0	95.7					97.8	96.6
Average 1 - 6	97.9	98.0	96.5	98.7	96.0	95.5					97.4	96.0
Overall District Average	97.9	97.9	96.4	98.7	95.1	95.2					97.2	95.9

L-3 Emergency Drills/Calls**A. Drills**

School / Date	Time	Drill Description
South Harrison Elementary Wednesday, February 24, 2016	Begin time: 10:46 AM End time: 10:51 AM	Lockdown
South Harrison Elementary Friday, February 26, 2016	Begin time: 9:33 End time: 9:35	Fire Drill

L-4 Student Discipline, Violence/Vandalism, HIB as of February 29, 2016:

Infraction Reports	No. of Incidents this Month	2015-16 Total-To-Date
Detentions	0	0
Suspensions	2 (2 students, 2.5 days each)	3
Violence, Vandalism, Substance Abuse	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	0

L-5 Educational Field Trips/Assemblies:

None

L-6 Programs/Other:

None

L-7 BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the following out of district placement contracts as recommended by the Superintendent of Schools:

None

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

Resolved that the following personnel 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
Death of Dinosaurs, Birth of a Fossil Park	Glassboro, NJ	3/19/2016	Beverly Donofrio	To learn about updates and new advances in Earth Science and fossil exploration	\$35
Strengthen Your RTI Program	Voorhees, NJ	5/5/2016 & 5/6/2016	Elisabeth Henjes Krista Travaglini Corinne Mesmer	To learn strategies for improving RTI program	\$1,190 Title IIA

N-1 Budget Transfers

BE IT RESOLVED, that the South Harrison Township School District Board of Education ratify the line item transfers listed below for the 2015-2016 fiscal year as recommended by the Superintendent of Schools:

To Account	From Account	Amount	Justification
11-000-216-600-05-044	11-000-216-320-05-044	\$500	Speech Supplies, Business
11-000-251-600-70-050	11-000-270-515-80-056	\$5,000	Office Supplies
11-190-100-610-05-051	12-000-266-730-60-051	\$3,101	Additional technology supplies
11-190-100-610-05-051	12-000-252-730-60-051	\$3,500	
11-219-100-320-05-044	11-000-216-320-05-044	\$700	Home Instruction
11-000-100-567-50-044	11-000-216-320-05-044	\$16,080	Out of District Tuition

N-2 Monthly 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 January 2016. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of January 2016.
- B. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 2016. 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 Board of Education approve the following bill lists:

1/31/2016	Bill List	\$5,314.60
3/09/2016	Bill List	\$237,603.35
2/29/2016	Payroll	\$107,341.94
3/15/2016	Payroll	\$105,160.36

N-4 Change Order

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the following change orders from Falasca Mechanical for the Cooling Tower Project:

Change Order Number	Description	Cost
#3	Clean and Flush the glycol loop twice and refill with 40% HVAC Grade Propylene Glycol	

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Change Order Number	Description	Cost
	Aqua-Treat, Inc.	\$12,480.00
	HVAC Labor – 1 Man/3 days @ \$98.00/hr.	\$ 2,352.00
	HVAC Material	\$ 250.00
	Subtotal	\$15,082.00
	10 % Overhead	\$ 1,508.20
		\$16,590.20
	5% Profit	\$ 829.51
	Total	\$17,419.71
	500 Gallon Pure Glycol Allowance	(\$ 3,358.70)
	Change Order Request # 3 Total	\$14,061.01

N-5 Adoption of the 2016-2017 Tentative Budget**a. Approval of the 2016-2017 Tentative Budget**

Resolved, that the South Harrison Township School District Board of Education authorize the submission of the 2016-17 tentative budget as follows to the Executive County Superintendent of Schools:

Fund 10	\$5,174,164
Fund 20	\$ 104,493
Fund 40	\$ 866,650
Total	<u>\$6,145,307</u>

With \$3,116,783 to be raised in taxes for Fund 10 and \$705,764 to be raised in taxes for Fund 40. The total tentative tax levy for 2016-2017 is \$3,822,541.

Be It Further Resolved, that the South Harrison Township School District Board of Education authorizes the use of an Enrollment Adjustment in the amount of \$16,040 pursuant to N.J.S.A. 18A:7F-38;

b. Public Hearing

Be It Resolved to hold a public hearing on the 2016-2017 annual school budget at the regularly scheduled public meeting on Monday, April 25, 2016 at the South Harrison School District Cafeteria, 904 Harrisonville Road, Mullica Hill, New Jersey.

Motion carried by the following roll call vote:

YES	NO	ABSTAIN
Brennan		
Cunningham		
Bruno		
Brown		
Buckley		
Huggins		
Reilly		
Talbot		

N. Policy
None

O. Old Business

April 30, Senior Luncheon

P. New Business

None

R. Adjournment of Meeting

Motion by Reilly, second by Bruno, that the Board of Education adjourn the meeting at 9:07 p.m.

Motion carried unanimously

Respectfully Submitted,

Jason Schimpf

School Business Administrator/Board Secretary