

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

Regular Meeting
November 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

Janet Brown, Michael Brennan, Laura Bruno, Toni Buckley, Deborah Cunningham, Janice Huggins, James McShea, Ron Reilly, Mr. Jason Schimpf, School Business Administrator/Board Secretary, Mrs. Patricia Calandro, Chief Academic Officer and Dr. James Lavender, Superintendent.

Members Absent

Joseph Talbot

E. Student Recognition

E.1 October Spotlight Students

- 1st Grade Ethan Brennan
- 2nd Grade Julia Stec
- 3rd Grade Ty McLeer
- 4th Grade Tyler Capra
- 5th Grade Lacie Law
- 6th Grade Isabella Cervantes

F. Presentations

F-1 Mr. Rosenheim, PARCC Data

G. Public Participation

H. Executive Session

None

I. Approval of Minutes

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

| | <u>Date</u> | <u>Type of Meeting</u> |
|------------|------------------|------------------------|
| <u>I-1</u> | October 17, 2016 | Regular Meeting |

Motion carried with Cunningham and Brennan abstaining

J. Correspondence

None

BOARD OF EDUCATION MINUTES – 2**November 14, 2016**

Motion by McShea, second by Buckley, that the South Harrison Board of Education approve the Superintendent's Recommendations as follows K-1, L1 – L4, M1, N1 – N5, and O-1.

K. Personnel**K-1 Appointments, Separation, Leaves of Absence & Substitutes**

BE IT 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 |
|---------------------|-------------------------------|--------------------------|----------------------|--------------|---|
| Julie Graham | Substitute School Nurse | South Harrison | \$200/Day | As Needed | 11/15/2016 |
| Elaine Lack | Substitute School Nurse | South Harrison | \$200/Day | As Needed | 11/15/2016 |
| Kathleen Mercado | Substitute School Nurse | South Harrison | \$200/Day | As Needed | 11/15/2016 pending final certification |

L. General Administration**L-1 Discussion Items**

- Negotiation's Team – Janet Brown, Ron Reilly, Janice Huggins.

L-2 Enrollment Report as of October 31, 2016:**A. Enrollment Report**

| Grade Level | Current Totals | June 30, 2016 |
|-------------------|----------------|---------------|
| PK3 | 10 | 10 |
| PK4 | 10 | 14 |
| K | 43 | 49 |
| 1 | 55 | 44 |
| 2 | 45 | 50 |
| 3 | 53 | 52 |
| 4 | 52 | 56 |
| 5 | 57 | 61 |
| 6 | 59 | 54 |
| Resident Students | 358 | 363 |
| Choice Students | 26 | 27 |
| District Total | 384 | 390 |

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| 2015 - 2016 Monthly Average % of Students in Attendance | | | | | | | | | | | | | |
|---|--------|-------|-------|-------|-------|-------|---------|---------|-------|--------|---------------------------------|---------------------------------|-----------------------------|
| Grade Level | Sept % | Oct % | Nov % | Dec % | Jan % | Feb % | March % | April % | May % | June % | 2016-2017 Current YTD Average % | 2015-2016 Current YTD Average % | 2014-2015 Overall Average % |
| Pre-K 3 | 98.0 | 95.2 | | | | | | | | | 96.6 | 93.3 | 96.5 |
| Pre-K 4 | 94.7 | 94.8 | | | | | | | | | 94.8 | 96.3 | 94.8 |
| K | 95.7 | 94.1 | | | | | | | | | 94.9 | 96.7 | 95.2 |
| Average Pre-K & K | 96.1 | 94.7 | | | | | | | | | 95.4 | 95.5 | 95.5 |
| 1 | 93.9 | 94.3 | | | | | | | | | 94.1 | 96.9 | 96.0 |
| 2 | 95.7 | 96.3 | | | | | | | | | 96.0 | 96.6 | 96.5 |
| 3 | 96.1 | 96.1 | | | | | | | | | 96.1 | 96.4 | 95.6 |
| 4 | 99.1 | 98.1 | | | | | | | | | 98.6 | 96.5 | 95.7 |
| 5 | 98.9 | 97.5 | | | | | | | | | 98.2 | 96.9 | 95.7 |
| 6 | 97.7 | 97.8 | | | | | | | | | 97.8 | 97.2 | 96.6 |
| Average 1 - 6 | 96.9 | 96.7 | | | | | | | | | 96.8 | 96.7 | 96.0 |
| Overall District Average | 96.8 | 95.7 | | | | | | | | | 96.2 | 96.6 | 95.9 |

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

| School / Date | Time | Drill Description |
|---|--|--|
| South Harrison Thursday, October 6 th | Begin time: 9:37 AM End time: 9:40 AM | Fire Drill |
| South Harrison Tuesday, October 11 th | Begin time: 2:04 AM End time: 2:35 PM | Evacuation Drill to Methodist Church and Municipal Building and back to school |

L-4 Student Discipline, Violence/Vandalism, HIB as of October 31, 2016:**A. Student Discipline, Violence/Vandalism, HIB**

| Infraction Reports | No. of Incidents this Month | 2016-2017 Total-To-Date | 2015-2016 Total |
|--|-----------------------------|-------------------------|-----------------|
| Detentions | 1 | 1 | 5 |
| Suspensions | 0 | 0 | 7 |
| Violence, Vandalism, Substance Abuse | 0 | 0 | 0 |
| Harassment/Intimidation/Bullying (Confirmed) | 0 | 0 | 0 |

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:

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| Title of Program | Location | Date(s) | Attendee(s) | Educational Purpose | Cost to District |
|-------------------------|--------------|-----------|-----------------|---|------------------|
| NJASP Winter Conference | Hamilton, NJ | 12/9/2016 | Courtney Haslam | To support the best practice school safety team | \$110 |

N. Finance

N-1 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 |
|-----------------------|-----------------------|----------|--|
| 11-000-222-500-05-021 | 11-000-222-600-05-045 | \$80 | Maintenance agreement, water filters and replacement cooler, source4teacher reclassification, main office copier lease |
| 11-000-261-420-05-052 | 11-000-263-610-05-054 | \$2,000 | |
| 11-000-261-420-05-052 | 11-000-262-622-05-050 | \$8,000 | |
| 11-190-100-500-70-050 | 11-190-100-500-05-021 | \$59,492 | |
| 11-000-240-440-70-050 | 11-000-240-800-05-049 | \$600 | |
| 11-000-261-420-05-052 | 11-000-261-610-05-052 | \$900 | Adhera Compliance Services |

N-2 BE IT RESOLVED to approve the following:

- A. 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.
- B. 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 approve the following bill lists:

| | | |
|------------|--------------|-----------|
| 9/30/2016 | \$2,152.95 | Bill List |
| 9/30/2016 | \$2,152.95 | Bill List |
| 9/30/2016 | \$30.00 | Bill List |
| 11/1/2016 | \$185,982.84 | Bill List |
| 10/31/2016 | \$133,091.59 | Payroll |
| 11/15/2016 | \$111,438.21 | Payroll |

N-4 Special Olympics Grant

BE IT RESOLVED, that the South Harrison Township School District Board of Education accept a \$741.00 grant from Special Olympics to be used to promote inclusive sports activities for the 2016-2017 school year.

N-5 2017-18 Comprehensive Maintenance Plan

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education authorize the submission of the District's 2017-18 Comprehensive Maintenance Plan (CMP), which contains required maintenance activities that are reasonable to keep the school facilities open and safe for use in their original condition and maintain the validity of their warranties in accordance with N.J.A.C. 6A:26A-3.1.

O. Board Goals**P. Policy**

Q-1 First Reading:

The following policies are recommended for first reading:
Policy 6660- Student Activity Fund

Motion carried by the following roll call vote:

YES NO ABSTAIN

Brennan

Brown

Bruno

Buckley

Cunningham

Huggins

McShea

Reilly

Q. Old Business

Board of Education Goals

Goal 1: To review, analyze, and improve our fundraising policies to ensure that all fundraising practices are equitable among students and that procedures are clarified, ensuring the proper management of funds: Goal (1) is aligned with the South Harrison's Strategic Plan: Vision 2018. Strategic Plan IV:2,3,4. Chair Janet Brown

Goal 2: Ensure that all students are achieving at a high level as measured by various assessments utilized by the District. Goal (2) is aligned with the South Harrison's Strategic Plan: Vision 2018. Strategic Plan I:6, 7, 8. Chair Joe Talbot

Goal 3: Using the eight characteristics of effective school boards, the South Harrison Township Elementary School District Board of Education will become a board that functions as a cohesive and productive governmental unit. Goal (3) is aligned with the South Harrison's Strategic Plan: Vision 2018. Strategic Plan I, II, III, IV, & V. Chair Jim McShea

R. New Business

Reorganization meeting, January 4, 2017 at 7:00 p.m.

S. Adjournment of Meeting

Motion by Bruno, second by McShea, that the Board of Education adjourn the meeting at 8:40 p.m.

Motion carried unanimously

Respectfully Submitted,

Jason Schimpf

School Business Administrator/Board Secretary