

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

Regular Meeting
October 19, 2015
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 August 7, 2015. 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, Janet Brown, Toni Buckley, Deborah Cunningham, Carole English (left the meeting at 8:38), Janice Huggins, Ron Reilly, Jim McShea, Joseph Talbot, Mr. Jason Schimpf, School Business Administrator/Board Secretary, Mrs. Patricia Calandro, Chief Academic Officer and Dr. James Lavender, Superintendent.

Members Absent

None

E. Student Recognition

- A. Spotlight Students September 2015
- | | |
|-----------|--------------------|
| 1st Grade | Gabriel Eisenhart |
| 2nd Grade | Gabriella Scaffidi |
| 3rd Grade | Olivia Carbone |
| 4th Grade | Ryan Visconti |
| 5th Grade | Alex Weatherby |
| 6th Grade | Claire Mathis |

F. Presentations

- A. Elementary School Program Spotlight, Ms. Mesmer

G. Public Participation

None

H. Executive Session

I. Approval of Minutes

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

	<u>Date</u>	<u>Type of Meeting</u>
<u>I-1</u>	September 21, 2015	Regular Meeting
<u>I-2</u>	September 21, 2015	Executive Session

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Motion carried unanimously

J. CorrespondenceJ-1 Transportation letter to Mrs. Gina Rosato

Motion by Buckley, second by Huggins, that the South Harrison Board of Education approve the Superintendent's Recommendations as amended K-1 – K-2, L-1 – L-9, M-1 – M-2, and N-1 – N-5.

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

Resolved that the following personnel recommendations be approved, as recommended by the Superintendent of Schools: (Note: **based on 2013-14 Salary Guides*)

Name	Position/ Position Code	Department (Location)	Guide/Step Salary	Reason	Term of Contract/ Effective Date
Michelle LaMalfa	Fuel Up to Play 60 Club Co- Advisor	South Harrison	\$666.60	Appointment	10/01/15 to 06/30/16
Amanda Grabas	Fuel Up to Play 60 Club Co- Advisor	South Harrison	\$666.60	Appointment	10/01/15 to 06/30/16
Sarah Brown	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Linda Caltabiano	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Jane Conroy	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Shari Crouch	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Jennie Dammingier	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Jessica Devecchio	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Beverly Donofrio	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Nicole Eschenbach	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Christine Fretz	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Amanda Grabas	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Lisa Henjes	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Susan Kenderdine	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Michele LaMalfa	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15

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Name	Position/ Position Code	Department (Location)	Guide/Step Salary	Reason	Term of Contract/ Effective Date
Denise LaPalomero	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Jessica Lourie	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Erin McLaughlin	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Samantha Michielli	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Linda Miles	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Carolyn Olsen	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Marguerite Paolone	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Jamie Rohe	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Cherie Sinor	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Sarah Sobeck	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Kathryn Tranz	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15
Heidi Wagner	Home Instruction	South Harrison	\$30.00/hr.	Appointment	09/01/15 to 06/30/15

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
Mary Clark	Paraprofessional	South Harrison	\$13,894/yr.	To bring her to the 2015-2016 hourly rate.	Retro to 09/01/15 to 06/30/16

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

- Student Transportation Procedures
Mr. Talbot made a suggestion to bring to the table by next meeting suggestions regarding transportation issues that warrant Board consideration as Transportation Policy.
- Superintendent and Board Goals
- Cooling Tower Replacement
- Stokes Fundraising

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A. Enrollment Report as of September 30, 2015

B. Attendance Summary

[illegible]

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School / Date	Time	Drill Description
South Harrison Sept 17, 2015	Begin time: 10:19 End time: 10:21	Fire Drill
South Harrison September 23, 2015	Begin time: 11:17 End time: 11:23	Precautionary Lockdown

L-4 Student Discipline, Violence/Vandalism, HIB as of September 30, 2015:**A. Student Discipline, Violence/Vandalism, HIB**

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

L-5 Educational Field Trips/Assemblies:

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

School	Group	Event/ Destination	Date(s)	# of Student s	# of Teachers/ Chaperones	Cost to the BOE	Comments
SH	Pre-school	Creamy Acres Farm	10/22/15 Rain date: 10/28/15	20	2	\$0.00	Cost to students: \$5.00 Bus Cost: \$0.00

L-6 Fundraisers:

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

School	Program/Group	Purpose	Product/Service	Dates
SH	Stokes	Proceeds will benefit the 6 th grade activities account	Junk in the Trunk/Trunk-or-Treat	10/23/15 Rain date: 10/24/15

L-7 Programs/Other:

BE IT RESOLVED, that the South Harrison Board of Education approve the programs as recommended by the Superintendent of Schools:

A.2014-2015 Nursing Services Plan

B.2015-2016 Student Handbook**L-8 Policy:****B. First Reading/Introduction:**

None

C. Second Reading/Adoption:

None

L-9 Out of District Placement(s)

BE IT RESOLVED, that South Harrison Board of Education approve the following out of district placement(s) and contracts executed by the school business administrator:

A. Out of District Tuition Contract-Private School for the Disabled 2015-2016 School Year

Name	Location	Tuition	Dates
#27142	GCSSSD	\$34,200.00	9/8/2015-6/30/2016
#22140	GCSSSD	\$34,200.00	9/8/2015-6/30/2016

L-10 Superintendent Merit Goals for the 2015-16 School Year

Motion by Huggins, second by Talbot, that the South Harrison Board of Education approve the Superintendent's merit goals for the 2015-16 school year as approved by the Executive County Superintendent of Schools

BE IT RESOLVED, that the South Harrison Board of Education approve the superintendent goals

YES NO ABSTAIN

Cunningham
Brennan
Brown
Buckley
Huggins
McShea
Reilly
Talbot

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

BE IT 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
Harassment, Intimidation & bullying Prevention Training Program	Toms River, NJ	10/22/15	Courtney Casey	To learn important updates related to HIB training	\$146.35

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Title of Program	Location	Date(s)	Attendee(s)	Educational Purpose	Cost to District
New Jersey School Boards Association Conference	Atlantic City, NJ	10/27/2015 to 10/28/2015	Janet Brown Joseph Talbot	To further strengthen the organization's capacity for educational excellence	\$457.42 (Brown) \$651.42 (Talbot)
My Access Writing Program	Woolwich Twp, NJ	10/29/2015	Amanda Grabas Maggie Paolone	To support literacy initiative	NA
The Ultimate One Day Diabetes Course	Cherry Hill, NJ	11/13/15	Beth Bakley	Required training for nursing assessment and student safety	\$199.99
Odyssey of the Mind Training	Collingswood, NJ	11/14/15	Lisa Henjes Christina Brown	To support the gifted and talented program	\$90 \$90
Practical Strategies for Highly Effective Co-Teaching	Mullica Hill, NJ	12/3/15	Amanda Grabas Maggie Paolone	To receive updates on inclusion procedures	\$149 (Title II) \$149 (Title II)

M-2 Units of Study – Adoption of New/Revised Curriculum

BE IT RESOLVED, that the following new and revised units of study be approved:

Units of Study – New/Revised Curriculum
2015-2016 South Harrison School District Course Adoption Phase 2 (Attachment N-1.0)
2015-2016 South Harrison Township Elementary School Courses of Study, including those with updated 2014 standards are available at http://www.southharrison.k12.nj.us/coursesofstudy

N. Finance

N-1 BE IT RESOLVED, that the South Harrison 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	\$3,000	OT, PT and Speech Supplies
11-000-261-610-05-052	11-000-261-420-050-52	\$5,000	Building Maintenance Supplies
11-190-100-640-05-021	11-190-100-610-05-021	\$138	Textbook Shipping and Handling
11-000-291-290-70-057	11-000-291-299-70-057	\$500	Other Employee Benefits

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

Date	Amount	Type
8/15/2015	\$15,457.37	Payroll/Agency
8/28/2015	\$11,668.43	Payroll/Agency
9/28/2015	\$51,573.00	Bill List
10/19/2015	\$126,901.39	Bill List

N-4 BE IT RESOLVED, that the South Harrison School District Board of Education accept a grant in the amount of \$4,000 from the Mid-Atlantic Dairy Association for Funds for Fuel Up to Play 60. The funds will be utilized to implement a Healthy Eating and Physical Activity program.

N-5 WHEREAS, Jason Schimpf, School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate;

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000.

NOW, THEREFORE BE IT RESOLVED that the South Harrison School District Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the board of education, and further authorizes, Jason Schimpf, to award contracts, in full accordance with N.J.S.A 18A:18A-3 (a), for those purchases that do not exceed in aggregate of the newly established bid threshold amount.

YES

NO

ABSTAIN

Cunningham

Brennan

Brown

Buckley

English

Huggins

McShea

Reilly

Talbot

O. Public Participation

P. Old Business

Q. New Business

Board Goal Setting Session to be held in January at the regular scheduled action meeting

R. Adjournment of Meeting

Motion by Talbot, second by Huggins, that the Board of Education adjourn the meeting at 9:32 p.m.

Motion carried unanimously

Respectfully Submitted,

Jason Schimpf
School Business Administrator/Board Secretary