

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

Regular Meeting
September 19, 2016
6:00 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, Laura Bruno, Deborah Cunningham, Janice Huggins, James McShea, Joseph Talbot, Ron Reilly (arrived at 7:06 p.m.), Mr. Jason Schimpf, School Business Administrator/Board Secretary, Mrs. Patricia Calandro, Chief Academic Officer and Dr. James Lavender, Superintendent.

Members Absent

Michael Brennan, Toni Buckley

E. Student Recognition

F. Presentations

F-1. Mr. Robert Rosenheim, Assessment Overview

F-2. New Staff Introductions

G. Public Participation

Heidi Bamford – Fountas & Pennell related question

H. Executive Session

None

I. Approval of Minutes

Motion by Talbot, second by McShea, 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> | August 22, 2016 | Regular Meeting |

Motion carried unanimously

J. Correspondence

None

Motion by McShea, second by Brunno, that the South Harrison Board of Education approve the Superintendent's Recommendations as follows K1, L1 – L6, M1, N1 – N3, O1 and P1 – P3.

BOARD OF EDUCATION MINUTES – 2**September 19, 2016****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 |
|----------------------|----------------------------|--------------------------|----------------------|--------------------|---|
| Jessica Devecchio | Kindergarten Teacher | South Harrison | | Maternity Leave | Ratify & Affirm 09/01/2016 – 12/02/2016 (Utilizing 28 sick, 2 personal, and 35 FMLA days) |

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

- Board Goals
- School Opening

L-2 Enrollment Report as of September 13, 2016:

| Grade Level | Current Totals | June 30, 2016 |
|-------------------|----------------|---------------|
| PK3 | 8 | 10 |
| PK4 | 10 | 14 |
| K | 43 | 49 |
| 1 | 55 | 44 |
| 2 | 45 | 50 |
| 3 | 53 | 52 |
| 4 | 52 | 56 |
| 5 | 58 | 61 |
| 6 | 60 | 54 |
| Resident Students | 359 | 363 |
| Choice Students | 25 | 27 |
| District Total | 384 | 390 |

L-3 Student Discipline, Violence/Vandalism, HIB as of August 31, 2016:

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

L-4 Educational Field Trips/Assemblies:

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following Educational Field Trips/Assemblies, as recommended by the Superintendent of Schools:

BOARD OF EDUCATION MINUTES – 3**September 19, 2016**

| School | Group | Event/ Destination | Date(s) | # of Students | # of Teachers/ Chaperones | Cost to the BOE | Comments |
|--------|-----------------------|--|----------------------------------|------------------|------------------------------|--------------------|--|
| SH | 4 th Grade | Voices from the Land, Stewart Park | 10/27/16 Rain date 11/1/16 | 52 | 4 Teachers 18 Chaperones | \$0.00 | Cost to Student: \$0.00 Bus Cost: \$0.00 |
| SH | 6 th Grade | School of Conservation, Stokes | 6/12/17 to 6/15/17 | 62 | 7 Teachers | \$0.00 | Cost to Student: \$0.00 Bus Cost: \$TBD |

L-5 2016 – 2017 Statement of Assurances and HIB Self – Assessment

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2016-2017 HIB Self-Assessment & Statement of Assurance, as recommended by the Superintendent of Schools.

L-6 Research Project(s)

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following research project(s), as recommended by the Superintendent of Schools:

| School | Applicant | Purpose | Date(s) | # of Students | # of Teachers/ Chaperones | Cost to the BOE |
|--------|-----------------|--|---------------------------|------------------|---------------------------------|-----------------------|
| SH | Andrew Menno | To develop a nationally available assessment of teaching that can measure and lead to the improvement of the performance of those working toward teacher certification. | 9/20/16 to 10/22/16 | 18 | 2 | \$0.00 |

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 |
|-------------------------------------|--|----------|--|---|--|
| New Jersey Science Convention | Princeton, NJ | 10/26/16 | Beverly Donofrio | To prepare for NGSS integration in 2017 | \$21.00 |
| Benchmark Assessment System I | Pitman School District- Memorial School | 9/27/16 | Sue Kenderdine Jane Conroy Jennie Damminger Denise LaPalomanto | To receive training in program used to report student reading levels | \$76.20 per Teacher 560 (Title II A) |
| Benchmark Assessment System I | Pitman School District- Memorial School | 10/13/16 | Krista Travaglini Linda Miles Linda Caltabiano Sarah Sobeck | To receive training in program used to report student reading levels | \$76.20 per Teacher 560 (Title II A) |

BOARD OF EDUCATION MINUTES – 4**September 19, 2016**

| Title of Program | Location | Date(s) | Attendee(s) | Educational Purpose | Cost to District |
|---|---------------------------------------|--|--|---|--|
| Benchmark Assessment System II | Pitman School District- Middle School | 9/28/16 | Heidi Wagner Sarah Brown Krista Travaglini Shari Crouch | To receive training in program used to report student reading levels | \$76.20 per Teacher 630 (Title II A) |
| Benchmark Assessment System II | Pitman School District- Middle School | 10/14/16 | Maggie Paolone Amanda Grabas Jamie Rohe Erin McLaughlin Lisa Henjes | To receive training in program used to report student reading levels | \$76.20 per Teacher 630 (Title II A) |
| Levelled Literacy Training (LLI) Primary | Pitman School District – W.C.K. Walls | 9/29/16, 9/30/16, and 3 rd date TBD | Jennie Damminger Denise LaPalomente Krista Travaglini Sue Kenderdine Jane Conroy | To receive training in program used for Intervention in RTI | \$338.60 per Teacher 1600 (Title II A) |
| Levelled Literacy Training (LLI) Intermediate | Pitman School District | 10/5/16 | Corinne Mesmer | To receive training in program used for Intervention in RTI | \$112.20 per Teacher 1706 (Title II A) |
| Levelled Literacy Training (LLI) Intermediate | Pitman School District | 10/5/16, 10/6/16 and 3 rd date TBD | Heidi Wagner Shari Crouch Krista Travaglini Jessica Massing Jessica Cardella Jennifer Smith | To receive training in program used for Intervention in RTI | \$338.60 per Teacher 1706 (Title II A) |
| New Jersey Science Convention | Princeton, NJ | 10/26/16 | Jessica Massing | To prepare for NGSS integration in 2017 | \$214.06 |
| Art Education Conference 2016 Story and Art | Long Branch, NJ | 10/9/16 | David Inzinna | To engage in professional learning relative to the integration of newly developed concepts related to visual arts | \$167.28 |
| ABC's of understanding the NJ children's system of care | Sewell, NJ | 9/29/16 | Amy Corson | To have a better understanding of the NJ children's system of care | \$0.00 |

N. Finance**N-1 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, 2016. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of July 31, 2016.
- B. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 31, 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.

BOARD OF EDUCATION MINUTES – 5**September 19, 2016**

- 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-2 Payment of Claims

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

| | | |
|-----------|--------------|-----------|
| 8/3/2016 | \$52,114.57 | Bill List |
| 9/13/2016 | \$212,332.89 | Bill List |
| 9/13/2016 | \$677.45 | Bill List |
| 8/30/2016 | \$8,954.01 | Payroll |
| 9/15/2016 | \$113,256.53 | Payroll |

N-3 Student Activity Financial Report

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the Student Activity Financial Report as of July 31, 2016.

O. Policy**O-1 Second Reading/Adoption:**

The following policies are recommended for second reading and adoption:

Policy 5830- Pupil Fundraising

P. Board of Education Goals

P-1 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

P-2 Goal 2: Ensure that all students are achieving at a high level as measured by various assessments utilized by the District. Goal (3) is aligned with the South Harrison's Strategic Plan: Vision 2018. Strategic Plan I:6, 7, 8. Chair Joe Talbot

P-3 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 (2) is aligned with the South Harrison's Strategic Plan: Vision 2018. Strategic Plan I, II, III, IV, & V. Chair Jim McShea

Motion carried by the following roll call vote:

YES NO ABSTAIN

Cunningham

Brown

Bruno

Huggins

McShea

Reilly

Talbot

P. Old Business

Discussion of Board Goal #3, 8 Characteristics of effective school boards, 1st Characteristic, Mr. McShea

R. New Business
Township snow removal correspondence
Trailer Removal Update

S. Adjournment of Meeting

Motion by Huggins, second by Reilly, that the Board of Education adjourn the meeting at 8:06 p.m.

Motion carried unanimously

Respectfully Submitted,

Jason Schimpf
School Business Administrator/Board Secretary