

SOUTH HARRISON SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES

Regular Meeting
October 15, 2018
7:00 p.m. Cafeteria

A. Call to Order

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

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 September 7, 2018. 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

Diane Barrett, Janet Brown, Laura Bruno, Toni Buckley, Janice Huggins, Paul Tropea, Karen Urie-West, Dr. James Lavender, Mr. Jason Schimpf, School Business Administrator/Board Secretary, and Mrs. Patricia Calandro, Chief Academic Officer.

Members Absent

Deborah Cunningham, Joseph Talbot

E. Student Recognition

| | |
|-----------------------|------------------|
| 1 st Grade | Annabel Logan |
| 2 nd Grade | Abey Little |
| 3 rd Grade | Julie Caltabiano |
| 4 th Grade | Frank Damminger |
| 5 th Grade | Giacomo Bindi |
| 6 th Grade | Jacob Meldrum |

F. Presentations

F-1 PARCC Data Update, Mrs. Calandro

G. Public Participation

Scott Scully – Route 45 – Transportation issue with Granddaughter

H. Executive Session

I. Approval of Minutes

Motion by Bruno, second by Urie-West

RESOLVED, that the South Harrison Township Board of Education approve the minutes of the following meetings:

| <u>Date</u> | <u>Type of Meeting</u> |
|--------------------------------|------------------------|
| <u>I-1.</u> September 10, 2018 | Regular Meeting |

Motion carried unanimously

J. Correspondence

J-1 Recognition Program 2018-19 School Year South Harrison

Motion by Buckley, second by Tropea that the South Harrison Board of Education approve the Superintendent’s Recommendations as follows K1-K3, L1-L6, M1-M2, N-1-N7, and O1.

K. Personnel

K-1 Employment – Co-Curricular Workers

BE IT RESOLVED that the following long term substitute staff members be approved, as recommended by the Superintendent of Schools, contingent upon criminal history review clearance and issuance of appropriate certification where applicable:

| Name | Position/ Assignment | Department (Location) | Compensation | Reason | Effective Date |
|--------------------|-------------------------------|--------------------------|--------------|-------------|-------------------------|
| Alec Del Viscio | Fuel Up to Play 60 Advisor | Grades K-6 | \$928.00 | Appointment | 10/16/2018 -06/30/19 |

K-2 Change of Status (Name change, rescind position, corrections, transfers, guide movement)

BE IT RESOLVED that the following changes in status be approved, as recommended by the Superintendent of Schools:

| Name | Position | Change/Correction | Reason | Effective Date |
|------------------|----------------------|-------------------|--|--|
| Amanda Grabas | Special Education | \$55,542/year MA | Step level move based on contractual guidelines | 09/04/2018- 06/30/2019 Ratify & Affirm |

K-3 Practicum, Student Teachers, Visitation, Volunteers, and Internships

BE IT RESOLVED that the following Practicum, Student Teachers, Visitation, Volunteers and Internships, be approved as recommended by the Superintendent of Schools:

| Name | Institution | Reason | Cooperating Teacher | Subject | Grades | Dates of Placement |
|-------------------|-------------|------------|--|-------------------------|--------|-----------------------|
| Hocker, Alexis | CBD College | Internship | Katrina Guzetti, Contracted Service Provider | Occupational Therapy | All | 10/16/18- 06/30/19 |

L. General Administration

L.1. Discussion Items

- Strategic Planning Dates January – March 2019
- South Harrison School Survey Results – January 26, 2018
- NJSBA Board Dinner – October 24th at 7:00 pm
- School Security Enhancement Proposal Update
- Board Member HIB Training – Governance I

L-2. Enrollment Reports as of September 28, 2018:

Enrollment Report

| Grade Level | Current Totals | June 30, 2018 |
|-------------|----------------|---------------|
| PK3 | 9 | 10 |
| PK4 | 9 | 12 |
| K | 52 | 42 |
| 1 | 41 | 43 |
| 2 | 45 | 51 |
| 3 | 50 | 50 |
| 4 | 50 | 51 |
| 5 | 50 | 48 |
| 6 | 50 | 59 |

| | | |
|-------------------|-----|-----|
| Resident Students | 332 | 342 |
| Choice Students | 24 | 24 |
| District Total | 356 | 370 |

Attendance Report

2018 - 2019 Monthly Average % of Students in Attendance

| Grade Level | Sept % | Oct % | Nov % | Dec % | Jan % | Feb % | March % | April % | May % | June % | 2018-2019 Average % | 2017-2018 Average % | 2016-2017 Average % |
|--------------------------|--------|-------|-------|-------|-------|-------|---------|---------|-------|--------|---------------------|---------------------|---------------------|
| Pre-K 3 | 95.4 | | | | | | | | | | 95.4 | 90.2 | 91.2 |
| Pre-K 4 | 93.5 | | | | | | | | | | 93.5 | 90.8 | 93.6 |
| K | 95.0 | | | | | | | | | | 95.0 | 91.5 | 93.0 |
| Average Pre-K & K | 94.6 | | | | | | | | | | 94.6 | 90.8 | 92.6 |
| 1 | 93.9 | | | | | | | | | | 93.9 | 95.7 | 92.2 |
| 2 | 98.9 | | | | | | | | | | 98.9 | 96.1 | 93.4 |
| 3 | 96.4 | | | | | | | | | | 96.4 | 95.9 | 94.4 |
| 4 | 97.6 | | | | | | | | | | 97.6 | 96.0 | 96.7 |
| 5 | 96.5 | | | | | | | | | | 96.5 | 96.1 | 95.9 |
| 6 | 97.5 | | | | | | | | | | 97.5 | 95.1 | 95.4 |
| Average 1 - 6 | 96.8 | | | | | | | | | | 96.8 | 95.8 | 94.7 |
| Overall District Average | 96.5 | | | | | | | | | | 96.5 | 93.5 | 93.7 |

L-3. Emergency Drills/Calls

| School / Date | Time | Drill Description |
|--|---------------------|---|
| South Harrison Friday, September 14 | 9:59 AM 10:02 AM | Fire Drill |
| South Harrison Thursday, September 20 | 1:24 PM 1:30 PM | Lockdown Drill with South Harrison Police |

L-4 Student Discipline, Violence/Vandalism, HIB as of September 28, 2018:

| Infraction Reports | No. of Incidents this Month | 2018-2019 Total-To-Date | 2017-2018 Total |
|--|-----------------------------|-------------------------|-----------------|
| Detentions | 0 | 0 | 24 |
| Suspensions | 0 | 0 | 1 |
| Violence, Vandalism, Substance Abuse | 0 | 0 | 0 |
| Harassment/Intimidation/Bullying (Confirmed) | 0 | 0 | 1 |

L-5 Educational Field Trips/Assemblies

Resolved that the South Harrison Township School District Board of Education approve the educational field trips and assemblies, as recommended by the Superintendent of Schools:

| Group | Event/ Destination | Date(s) | # of Students | # of Teachers/ Chaperones | Cost to the BOE | Cost to Students |
|-------------|--------------------|------------|---------------|---------------------------|-----------------|------------------|
| Pre K Class | Creamy Acres Farm | 10/29/2018 | 18 | 3 | \$0.00 | \$0.00 |

L-6. 2017 – 2018 Statement of Assurances and HIB Self-Assessment:

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2017 – 2018 Statement of Assurances and HIB Self-Assessment, as recommended by the Superintendent of Schools.

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 |
|---|-------------------|-------------------------------|--|---|--|
| 2019 NJSBA Workshop | Atlantic City, NJ | October 22 through October 25 | Janet Brown Paul Tropea Karen Urie-West Janice Huggins Joseph Talbot | To further strengthen the organization's capacity to educational excellence | \$687.42 \$592.27 \$483.85 \$667.42 \$667.42 |
| Strategies for Teaching Students with Visual Impairments | New Brunswick, NJ | 10/23/2018 | Amy Danner | This workshop focuses on strategies for working with students who have vision impairment and multiple disabilities and are engaged with general curriculum content. | \$0 |
| PBIDA 40 th Annual Fall Conference on Reading, Lit & Learning Disabilities | Philadelphia, PA | 10/20/2018 | Corinne Sannino | This conference will focus on strategies for working with Reading, Literacy & Learning Disabilities. | \$178.60 |

M-2 Curriculum- Adoption and Re-Adoption

BE IT RESOLVED, that the following new and revised curricula be approved and all others be re-adopted.

| |
|--|
| Curriculum- New/Revised Curriculum |
| 2018-2019 South Harrison School District Adoption Phase 5 |
| 2018-2019 South Harrison Township Elementary School Curricula are available at https://www.southharrison.k12.nj.us/domain/185 |

N. Financial

N-1 Line Item Transfers

BE IT RESOLVED, that the South Harrison Township School District Board of Education ratify the line item transfers listed below for the 2018-2019 fiscal year as recommended by the Superintendent of Schools:

| To Account | From Account | Amount | Justification |
|-----------------------|-----------------------|--------|----------------------------------|
| 20-270-200-500-40-045 | 20-270-200-100-40-045 | \$75 | Professional Development |
| 11-190-100-640-05-021 | 11-190-100-610-40-034 | \$850 | Extra Resources for the SS Pilot |

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, 2018. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of July 31, 2018.
- B. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 31, 2018. 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 School District approve the following bill lists:

| | | |
|------------|--------------|-----------|
| 9/13/2018 | \$339.00 | Bill List |
| 9/13/2018 | \$197,058.98 | Bill List |
| 10/08/2018 | \$269,327.72 | Bill List |

N-4 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 August 31, 2018

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the Student Activity Financial Report as of September 30, 2018

N-5 Prior Year Void Checks

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the outstanding check list below be voided:

| Check Number | Payee | Amount | Date |
|--------------|----------------|----------|------------|
| 20996 | John Shaver | \$89.42 | 10/10/2016 |
| 20849 | PSUG-NJ | \$150.00 | 04/17/2017 |
| 21120 | Shulman, D | \$816.60 | 08/09/2017 |
| 21143 | DCRP | \$67.96 | 09/12/2017 |
| 21205 | In the Village | \$115.00 | 10/04/2017 |

5. Research and implement “best practices” regarding equity and diversity management utilized by other districts and organizations.
6. Assure that every child has the specific academic support necessary to be successful in school.

Timeline: July 1, 2017 – June 30, 2018

Indicators of Achievement: Completion of all training sessions

Q. New Business
Congratulations to Principal Corinne Sannino on receiving her doctoral degree.
Ms. Urie-West updated the Board of Education on NJSBA Roundtable discussion.

R. Adjournment of Meeting
Motion by Buckley, second by Bruno, that the Board of Education adjourn the meeting at 9:54 p.m.

Motion carried unanimously

Respectfully Submitted,

Jason Schimpf
School Business Administrator/Board Secretary