

SOUTH HARRISON SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES

Regular Meeting
February 18, 2020
7:00 p.m. Cafeteria

A. Call to Order

Meeting called to order at 7:05 p.m. by President Bruno.

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 10, 2020. 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

David Asis, Janet Brown, Laura Bruno, Deborah Cunningham, Janice Huggins, Nicholas Rosato, Carrie Selb, Joseph Talbot, Karen Urie-West, Dr. James Lavender, Mr. Jason Schimpf, School Business Administrator/Board Secretary, and Mrs. Patricia Calandro, Chief Academic Officer.

Members Absent

E. Student Recognition

1 st Grade	Chloe Lewis
2 nd Grade	Ethan Hall
3 rd Grade	Michael Barrett
4 th Grade	Avrie McDermott
5 th Grade	Audrey Curtis
6 th Grade	Layla Eisenhart

F. Presentations

F-1. Dr. Sannino, Mrs. Calandro, Ms. Smith, I & C Update

G. Public Participation

H. Executive Session

Motion by Huggins, second by Urie-West, 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 8:46 p.m. prevailing time, for approximately 10 minutes as follows:

<u>Item</u>	<u>Discussion Item(s)* (Agenda to extent known)</u>
1	Student Matter

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

The president reconvened the meeting at 9:25 p.m.

Motion carried unanimously

I. Approval of Minutes

Motion by Cunningham, second by Huggins

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

	<u>Date</u>	<u>Type of Meeting</u>
I-1.	January 27, 2020	Regular Meeting Minutes

Motion carried unanimously

J. Correspondence

J.1 Letter to Gary Centifonti, NJ Department of Health

Approval of Agenda Items

Motion by Cunningham, second by Brown

BE IT RESOLVED, that the South Harrison Township Board of Education approve L-1 – L-5, L-7, M-1, N-1– N-5 and O-1 as follows:

K. Personnel

L. General Administration

L.1. Discussion Items

- Shared Service Committee
- NJ Department of Health Updated Mercury Gym Floor Guidelines – Feb. 2020

L-2. Enrollment Reports as of January 31, 2020:

Grade Level	Current Totals	June 30, 2019
PK3	6	9
PK4	13	9
K	35	53
1	51	41
2	40	45
3	48	50
4	47	50
5	48	49
6	45	48
Resident Students	308	332
Choice Students	25	22
District Total	333	354

Attendance Report

2019- 2020 Monthly Average % of Students in Attendance													
Grade Level	Sept %	Oct %	Nov %	Dec %	Jan %	Feb %	Mar %	Apr %	May %	Jun %	2019-2020 Average %	2018-2019 Average %	2017-2018 Average %
Pre-K 3	99.1	97.0	97.6	96.4	98.3						97.7	90.2	91.2
Pre-K 4	99.4	95.8	93.4	97.5	98.2						96.9	90.8	93.6
K	97.3	94.7	96.7	94.6	97.3						96.1	91.5	93.0
Average Pre-K & K	98.6	95.8	95.9	96.2	97.9						97.2	90.8	92.6
1	98.0	97.2	95.5	96.9	97.9						97.1	95.7	92.2

2019- 2020 Monthly Average % of Students in Attendance													
Grade Level	Sept %	Oct %	Nov %	Dec %	Jan %	Feb %	Mar %	Apr %	May %	Jun %	2019-2020 Average %	2018-2019 Average %	2017-2018 Average %
2	92.6	90.7	89.9	91.4	95.4						92.0	96.1	93.4
3	98.4	97.8	93.8	97.5	98.2						97.1	95.9	94.4
4	97.9	96.6	96.4	94.5	98.1						96.7	96.0	96.7
5	98.2	97.2	97.3	95.4	98.2						97.3	96.1	95.9
6	98.7	98.0	95.1	97.3	98.5						97.5	95.1	95.4
Average 1 - 6	97.3	96.3	94.7	95.5	97.7						96.8	95.8	94.7
Overall District Average	96.5	96.0	95.3	95.8	97.8						96.3	93.5	93.7

L-3. Emergency Drills/Calls

School / Date	Time	Drill Description
South Harrison Monday, January 27, 2020	2:29 pm 2:33 pm	Precautionary Lockdown
South Harrison January 31, 2020	2:49 pm – 2:52 pm	Fire Drill

L-4 Student Discipline, Violence/Vandalism, HIB as of January 31, 2020:

Infraction Reports	No. of Incidents this Month	2019-2020 Total-To-Date	2018-2019 Total
Detentions	1	2	18
Suspensions	1	2	2
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	1	3

L-5 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:

Group	Event/ Destination	Date(s)	# of Students	# of Teachers/ Chaperones	Cost to the BOE	Cost to Students
4 th Grade Class	Wheaton Arts	6/12/2020	47	8	\$810.12 Bus Cost	\$7.60 per student
Battle of the Books	Battle of the Books Competition @ Haddonfield M.S.	4/3/2020	14	4	\$389.56 Bus Cost	\$0.00
Kindergarten Class	Please Touch Museum - Philadelphia	6/9/2020	35	13	\$405.86 Bus Cost	\$15.00
2 nd Grade Class	Academy of Natural Sciences – Philadelphia	6/8/2020	40	10	\$780.00 Bus Cost	\$11.25

Motion by Talbot, second by Rosato

L-6. Resolution to Approve Non-Resident Students to Continue at South Harrison School

WHEREAS Board of Education Policy 5111 Eligibility of Resident/Nonresident Pupils establishes residency requirements for all pupils who attend South Harrison Twp. Elementary School; and,

WHEREAS, Board Policy 5111 requires Board of Education approval anytime nonresident pupils seek tuition-free admission; and,

WHEREAS, pupils from families who move out of the district before April 15th, must obtain Board of Education approval to complete the remainder of the school year; and,

WHEREAS, pupils 26126 and 28102, having been enrolled in district since kindergarten, seek Board of Education approval to complete the remainder of the school year.

NOW, THEREFORE, BE IT RESOLVED, that the South Harrison Twp. Board of Education, in consideration of circumstances beyond pupil control, hereby grant approval for pupils 26126 and 28102 to complete the remainder of the 2019-20 school year, tuition-free, as non-resident pupils.

Motion carried by the following roll call vote:

YES	NO	ABSTAIN
Asis		
	Brown	
Bruno		
Cunningham		
Huggins		
Rosato		
Selb		
Talbot		
Urie-West		

L-7. Fundraisers

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following Fundraiser, as recommended by the Superintendent of Schools:

Program/Group	Purpose	Product/Service	Dates
PBSIS	To purchase school-wide reinforcement systems for staff and students	Soft Pretzel/Water Sale	3/26/2020 & 3/27/2020

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
Mandatory Training for 2020 NJSLA	Atlantic City, NJ	3/5/2020	Courtney Haslam	To fulfill mandatory training requirements for NJSLA	\$56.77
Inclusion Institute	Glassboro, NJ	3/17/2020	Amy Danner	To learn instructional practices that focus on meeting the needs of all learners with an emphasis on content area teaching, co-teaching, & differentiated instruction	\$0

Title of Program	Location	Date(s)	Attendee(s)	Educational Purpose	Cost to District
Stop the Bleed for NJ Schools	Galloway Twp., NJ	3/23/2020	Corinne Sannino	To participate in Bleed Control training that is required by the NJ Homeland Security Grant Program & receive Bleed Control kits for the school	\$37.40

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 2019-2020 fiscal year as recommended by the Superintendent of Schools:

To Account	From Account	Amount	Justification
11-000-230-630-30-050	11-000-230-530-05-049	\$350	Paper Shredder
11-000-230-334-30-050	11-000-270-515-80-056	\$1500	Charter School Tuition, Postage, and Architectural Services
11-000-230-530-60-051	11-000-270-515-80-056	\$100	
11-000-252-340-60-051	11-000-270-515-80-056	\$200	
11-000-262-621-05-050	11-000-270-515-80-056	\$500	
10-000-100-561-70-050	11-000-270-515-80-056	\$5700	
10-000-100-561-70-050	11-000-291-270-70-057	\$30000	
10-000-100-561-70-050	11-000-211-300-05-051	\$2365	
11-000-263-420-06-054	11-000-262-622-05-050	\$1000	Fertilizer Cost
11-000-261-420-05-052	11-000-262-622-05-050	\$100	

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 December 31, 2019. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of December 31, 2019.
- B. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 31, 2019. 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:

2/12/2020	\$143,299.29	Bill List
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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 January 31, 2020.

N-5. Resolution Providing for a Special School District Election to be held on March 10, 2020 for Consideration of a Bond Proposal by the Legally Qualified Voters of the School District.

BE IT RESOLVED by the Board of Education of the Township of South Harrison in the County of Gloucester, New Jersey (with not less than a majority of the full membership of the Board concurring) as follows:

1. It is hereby determined that a bond proposal shall be submitted for voter approval at a special school district election to be held on March 10, 2020 between the hours of 3:00 p.m. and 8:00 p.m. as permitted and required by law. The form of the bond proposal and question to be submitted to the voters shall read substantially as follows with such adjustments as may be provided by bond counsel:

BOND PROPOSAL QUESTION

The Board of Education of the Township of South Harrison in the County of Gloucester, New Jersey is authorized: (a) to provide for replacement of the gym flooring at South Harrison Elementary School, including fixtures, equipment and related work; (b) to appropriate \$1,000,000 for such purposes and (c) to issue bonds of the school district in the principal amount of \$1,000,000.

The final eligible costs of the projects approved by the Commissioner of Education are \$1,000,000. The proposed improvements include \$0 for elements in addition to the facilities efficiency standards developed by the Commissioner of Education or not otherwise eligible for State support pursuant to N.J.S.A. 18A:7G-5(g). The State debt service aid percentage will equal 40% of the annual debt service due with respect to the final eligible costs of the projects. The Board of Education is authorized to transfer funds among the projects approved at this special election.

Do you approve this bond proposal?

2. This Board of Education hereby approves and adopts the bond proposal set forth above, and, subject to the approval of the legal voters of the school district, hereby determines to carry out the improvements described therein (the "Projects").
3. This Board of Education hereby acknowledges and confirms that in accordance with N.J.S.A. 18A:24-16 and 18A:24-17 a supplemental debt statement has been prepared by the chief financial officer of the Township of South Harrison (the "Township"), giving effect to the proposed authorization of bonds of the school district in the maximum amount of bonds authorized in the proposal. The supplemental debt statement has been filed in the office of the Township Clerk and in the office of the Business Administrator/Board Secretary of this Board of Education prior to the adoption of the proposal and will be filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs prior to the date of the special election.
4. The Business Administrator/Board Secretary is hereby authorized and directed to send a certified copy of the bond proposal question to the County Clerk as required by N.J.S.A. 19:60-2, to request the County Clerk to submit the bond proposal question to the voters at the special school district election and to seek the assistance of the county officials and the municipal clerk in conducting the special school district election.
5. The Board of Education hereby acknowledges receipt of the Preliminary Eligible Costs (PEC) letters for the Projects from the Department of Education. The Board hereby elects to receive debt service aid pursuant to Section 9 of the Educational Facilities Construction and Financing Act, N.J.S.A. 18A:7G-1 *et seq.* (the "Act"). The Board further agrees to

accept the preliminary eligible costs as final eligible costs as set forth in the PEC letters by the Department of Education and not to appeal. The Business Administrator/Board Secretary is authorized, if necessary, to notify the Department of Education of the Board's election with respect to the eligible spaces and costs and its election to receive debt service aid.

6. Garrison Architects, the School District's appointed architect for the Projects (the "Project Architect"), has heretofore been authorized and delegated the responsibility to prepare the plans and specifications for the Projects in consultation with and under the supervision of the Business Administrator/Board Secretary, who has heretofore been delegated the responsibility to work with the Project Architect for this purpose on behalf of the Board of Education, in accordance with the requirements of N.J.S.A. 18A:18A-16, and such authorizations and delegations are hereof reconfirmed.
7. The educational plans, where required, and the schematic plans for the construction of the Projects have heretofore been approved by this Board of Education, and such approval is hereby reconfirmed.
8. The Board President, the Superintendent of Schools, the Business Administrator/Board Secretary, the Project Architect, Bond Counsel and other appropriate representatives of the Board of Education (the "Board Representatives") have heretofore been authorized, and such authorization is hereby reconfirmed, to submit the educational plans, where required, and the schematic plans for the Projects, together with such other information as may be required, to the State Department of Education for approval and to make application to the Commissioner of Education for approval of the educational plans, where required, the schematic plans and the Projects and, if necessary, any required amendment to the long-range facilities plan, in accordance with the requirements of the Act and N.J.A.C. 6A:26-2.1(f), 6A:26-2.3(c), 6A:26-3.1 and 6A:26-3.2, as appropriate.
9. The Board Representatives have heretofore been and are hereby further authorized and directed to submit the plans and any other required information to the Planning Board and the Department of Environmental Protection for review and comment as necessary, and such authorization and direction are hereby reconfirmed.
10. This Board of Education hereby makes the following covenants and declarations with respect to obligations determined to be issued by the Business Administrator/Board Secretary through a public offering or private placement or through a conduit borrower on a tax-exempt basis. The Board of Education hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on its bonds or notes if issued as tax exempt, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on its bonds or notes. The Business Administrator/Board Secretary is hereby authorized to act on behalf of the Board of Education to deem any obligations authorized herein as Bank Qualified for the purposes of Section 265 of the Code, when appropriate. The Board of Education hereby declares the intent of the Board of Education to issue bonds or temporary notes in the amount not to exceed the amount set forth in the bond proposal approved by the voters as set forth in Section 1 and to use the proceeds to pay or to reimburse expenditures for the costs of the school capital projects authorized therein. This resolution is a declaration of intent within the meaning and for purposes of Treasury Regulations §1.150-2 or any successor provisions of federal income tax law.

11. The Board Representatives are hereby authorized to take all steps necessary to implement this resolution. Any actions authorized herein and taken prior hereto are hereby ratified. The Business Administrator/Board Secretary is further authorized to act on behalf of the Board of Education to make such determinations required of the Board of Education for the conduct of the election as may become necessary.
12. The reference to officers of this school district herein includes any interim, acting or successor officer holding that position.
13. This resolution shall take effect immediately.

O. Policy

O-1. Policy/Regulation

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education recommend the following policies and regulations for first reading for revision and/or adoption.

Policy/Regulation	Title
Policy #3212	Attendance
Policy #4211	Attendance
Regulation #3432	Sick Leave
Regulation #4432	Sick Leave

Motion carried by the following roll call vote:

YES NO ABSTAIN

Asis

Brown

Bruno

Cunningham

Huggins N-5

Rosato

Selb

Talbot

Urie-West

P. Old Business

Board Goals

Objective: Strive to provide all students with educational opportunities and learning programs that promote high levels of academic achievement, social-emotional competence, and guided preparation for the future.

1. Continue to offer and monitor the effectiveness of research based academic instructional programs and tiered remedial interventions in meeting with common core standards.
2. Create a cost-effective budget that provides for educational resources and preventive maintenance options for ongoing facility improvement needs.
3. Provide and monitor the effectiveness of research based social-emotional instructional programs to improve prosocial behaviors, social problem solving, and resilience/adaptability.
4. Provide regular updates (3x per year) on actions taken and outcomes delivered to improve the faculty and staff survey results.

Q. New Business

R. Adjournment of Meeting

Motion by Cunningham, second by Asis, that the Board of Education adjourn the meeting at 9:27 p.m.

Motion carried unanimously

Respectfully Submitted,

Jason Schimpf
School Business Administrator/Board Secretary