

SOUTH HARRISON SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES

Regular Meeting
May 18, 2020
7:00 p.m. Virtual

A. Call to Order

Meeting called to order at 7:00 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, issues of January 10, 2020 and April 23, 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

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

Members Absent

David Asis, Karen Urie-West

E. Student Recognition

F. Presentations

G. Public Participation

Danielle Barry, Question regarding report cards, and younger grade assessments.

Elisabeth Henjes, Question regarding posting Board of Education Meeting Agendas in the future.

H. Executive Session

I. Approval of Minutes

Motion by Talbot, 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.	April 27, 2020	Regular Meeting Minutes

Motion carried unanimously

J. Correspondence

Approval of Agenda Items

Motion by Cunningham, second by Rosato,

BE IT RESOLVED, that the South Harrison Township Board of Education approve K-1, L-1 – L- 3, and N-1 – N-19 as follows:

K. Personnel

K-1 Adoption of Substitute Employment Rates

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following substitute employment rates for the period July 1, 2020 through June 30, 2021:

Position	Term	Credentials	Daily Rate	Hourly Rate
Substitute School Nurse	1+	School Nurse	\$200/Day	
Substitute Secretary	1+	HS Diploma		\$15/Hour

L. General Administration

L-1. Discussion Items

- Graduation
- Grading Policies
- Summer Programs
- Evaluations
- CARES Act Allocations
- FY21 Budget

L-2. Enrollment Reports as of April 30, 2020:

Grade Level	Current Totals	June 30, 2019
PK3	6	9
PK4	12	9
K	35	53
1	51	41
2	39	45
3	48	50
4	48	50
5	46	49
6	45	48
Resident Students	307	332
Choice Students	23	22
District Total	330	354

L-3 Student Discipline, Violence/Vandalism, HIB as of April 30, 2020:

Infraction Reports	No. of Incidents this Month	2019-2020 Total-To-Date	2018-2019 Total
Detentions	0	7	18
Suspensions	0	3	2
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	1	3

M. Curriculum & Instruction

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
11-000-230-331-30-050	11-000-291-270-70-057	\$5000	Legal Expenses, Other Purchased Services
11-000-251-592-70-050	11-000-291-270-70-057	\$1000	
11-190-100-640-05-021	11-000-218-600-40-050	\$1200	Go Math Program Deposit
11-190-100-640-05-021	11-000-222-600-05-021	\$289	
11-190-100-640-05-021	11-000-230-530-05-049	\$1004	

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:

5/13/2020	\$154,250.70	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 March 31, 2020.

N-5 Tax Levy Payments

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the tax levy payment schedule for the 2020-2021 school year:

Month	Fund 10	Debt Service	Total
July 10, 2020	\$ 686,952.20	\$237,120.00	\$ 924,072.20
August 10, 2020	\$ 249,800.80		\$ 249,800.80
September 10, 2020	\$ 249,800.80	\$237,120.00	\$ 486,920.80
October 10, 2020	\$ 249,800.80		\$ 249,800.80
November 10, 2020	\$ 249,800.80	\$237,120.00	\$ 486,920.80
December 10, 2020	\$ 249,800.80		\$ 249,800.80
January 10, 2021	\$ 249,800.80		\$ 249,800.80
February 10, 2021	\$ 249,800.80		\$ 249,800.80
March 10, 2021	\$ 249,800.80		\$ 249,800.80
April 10, 2021	\$ 249,800.80		\$ 249,800.80
May 10, 2021	\$ 249,800.80		\$ 249,800.80
June 10, 2021	\$ 249,800.80		\$ 249,800.80
Total	\$3,434,761.00	\$711,360.00	\$4,146,121.00

N-6 Professional Service Appointments

BE IT RESOLVED, that the South Harrison Township School District Board of Education appoint the following professionals per 18A:18A-5a.1 through June 30, 2021: (Fee schedules on file in the office of the Business Administrator):

Attorney	Weiner Law Comegno Law Group. P.C.
Architect of Record	Garrison Architects
Engineer of Record	Federici and Aiken, P.A.
Financial Advisor	Phoenix Advisors
Risk Management Group	The Barclay Group
School Physician	Inspira Medical Group
Auditor	Holt, McNally & Associates

N-7 Medical Renewal Rates

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the contract through SHIF, to provide for a one (1) year renewal, effective July 1, 2020 through June 30, 2021 at the below listed monthly premiums:

Coverage	Aetna \$20 Bronze	Aetna \$10 Gold/Silver	Horizon Omnia
Employee	\$793.00	\$908.00	\$777.00
Employee & Spouse	\$1,676.00	\$1,987.00	\$1,685.00
Employee & Child(ren)	\$1,156.00	\$1,327.00	\$1,118.00
Family	\$2,026.00	\$2,326.00	\$1,977.00

N-8 Prescription Renewal Rates

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the contract through SHIF, to provide for a one (1) year renewal, effective July 1, 2020 through June 30, 2021 at the below listed monthly premiums:

Coverage	\$10/\$20 Silver Plan	\$15/\$30 Bronze Plan	\$5/10 Gold Plan
Employee	\$253.00	\$222.00	\$348.00
Employee & Spouse	\$493.00	\$430.00	\$675.00
Employee & Child(ren)	\$304.00	\$268.00	\$419.00
Family	\$593.00	\$520.00	\$815.00

N-9 Dental Renewal Rates

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve a contract through SHIF with Delta Dental, to provide for a one (1) year renewal, effective July 1, 2020 through June 30, 2021 at the below listed monthly premiums:

Coverage	2020-2021
Employee	\$39.00
Employee +1	\$66.00
Employee +2 or greater	\$133.00

N-10 Appointment of Representatives Requesting Federal and State Funds

BE IT RESOLVED, that the South Harrison Township School District Board of Education designate the Superintendent and Business Administrator/Board Secretary as the Board's agents to request state and federal funds pursuant to state and federal law for the period July 1, 2020 through June 30, 2021.

N-11 Designation of Superintendent: Transfer Authority

BE IT RESOLVED, that the South Harrison Township School District Board of Education appoint as provided by N.J.S.A. 18A22-8.1 amended, the Superintendent or designee, be designated to approve such item transfers as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regularly scheduled meeting of the Board of Education.

N-12 Procurement of Goods and Services Through State Contract

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve,

WHEREAS, Title 18A:18A-10 provides that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, the South Harrison Township School District Board of Education desires to authorize its purchasing agent, for the period July 1, 2020 through June 30, 2021, to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED, that the South Harrison Township School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as awarded by said agency.

N-13 Designation of Official Website

BE IT RESOLVED, that the South Harrison Township School District Board of Education adopted as the official website of the district from July 1, 2020 through June 30, 2021:

www.southharrison.k12.nj.us

N-14 Authorization to Pay Claims Between Meetings

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve authorization be granted to the School Business Administrator to pay claims between monthly meetings of the Board of Education and be ratified at its next regularly scheduled meeting in accordance with N.J.S.A. 18A:19-4.1 for the period July 1, 2020 through June 30, 2021.

N-15 District Travel Limitation for Regular Business Travel

BE IT RESOLVED, that the South Harrison Township School District Board of Education establish a maximum annual limitation of \$1,500 for regular business travel for staff members and board of education members in accordance with board policy 6471 and P.L. 2007 c. 53 for the period July 1, 2020 through June 30, 2021.

N-16 Establishment of Petty Cash Funds

RESOLVED, that authorization be granted for the establishment of the following petty cash accounts in accordance with board policy 6620 for the 2020-2021 school year:

Office	Amount	Custodian
Superintendent/SBA	\$200.00	Jason Schimpf

N-17 Appointment of Board Officials

RESOLVED, that the following Board Officials be appointed for the 2020-2021 school year:

Board Secretary	Jason Schimpf
Affirmative Action Officer	Corinne Sannino
AHERA Compliance Officer	Michael Shuster
Indoor Air Quality Officer	Bethany Bakley
Integrated Pest Management (IPM) Coordinator	Michael Shuster
Right to Know Officer	Michael Shuster
504 Officer	Shanna Hoffman
Public Agency Compliance Officer	Jason Schimpf
Purchasing Agent/Threshold	Jason Schimpf/\$40,000
Custodian of Public Records	Jason Schimpf
Custodian of Student Records	Corinne Sannino
Homeless Liaison	Shanna Hoffman
DYFS Liaison	Shanna Hoffman
Title IX Coordinator	Corinne Sannino
Official for Investments and Wires	Jason Schimpf
H.I.B. Coordinator	Shanna Hoffman
H.I.B. Specialist	Courtney Haslam

N-18 Adoption of Curriculum

BE It RESOLVED, that the South Harrison Township School District that all current written curriculum, courses, and textbooks of the District, on file in the office of the Superintendent, be adopted for the 2020-2021 school year.

N-19 Adoption of Chart of Accounts

RESOLVED, that the Uniform Minimum Chart of Accounts for New Jersey Public Schools be adopted for use for the 2020-2021 School Year.

O. Policy

Motion carried by the following roll call vote:

YES NO ABSTAIN

Asis

Brown N-5

Bruno

Cunningham

Huggins

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 Brown, second by Rosato, that the Board of Education adjourn the meeting at 9:04 p.m.

Motion carried unanimously

Respectfully Submitted,

Jason Schimpf
School Business Administrator/Board Secretary