

SOUTH HARRISON SCHOOL DISTRICT

BOARD OF EDUCATION MINUTES

Date: May 20, 2024
Time: 7:00 p.m.
Location: Cafeteria
904 Mullica Hill Road
Harrisonville, NJ 08039

A. Meeting Called To Order

B. Flag Salute

C. Open Meeting Statement

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meeting of the Public Bodies at which any business affecting their interest is discussed or acted upon in accordance with the provision by having the date, time and place whereof posted in the South Jersey Times, the Harrisonville Post Office and with the Township Clerk.

D. Roll Call

Laura Bruno, Joan Pino-Talbot, Deborah Cunningham, Cheryl Easterling, Janice Huggins, Carrie Selb, Joseph Talbot, Christian Albadine, School Business Administrator/Board Secretary, Steve Price, Chief School Administrator

Absent:
Toni Buckley
Jennifer McIlvaine

E. Student Recognition

PreK	Farryn Catalano
Kindergarten	Mia Campbell
1st Grade	William Mercogliano
2nd Grade	Aizah Ahmad
3rd Grade	Anastasia Morrow
4th Grade	Eden Torres
5th Grade	Caitlyn O'Leary
6th Grade	Krista Nordone
Art	Arianna Fearon
Physical Education	Riley Manno
World Cultures	Arabella Catalano
Music	James Baird

F. Presentations & Discussions

1. Teacher of the Year

G. Public Comment

No public comments were made.

H. Executive Session**I. Approval of Minutes**

Motion by Mr. Talbot, seconded by Ms. Huggins

All in Favor? Aye

Motion Carried

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

1. Regular Meeting Minutes from April 29, 2024

J. CorrespondenceApproval of Agenda Items

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve K-1 through O-2 as follows:

Motion to open discussion of agenda items.

Motion by Mrs. Pino-Talbot, seconded by Mrs. Selb

All in Favor? Aye

K. Personnel**1. Appointments and Reappointments - Tenured Certificated Staff**

BE IT RESOLVED that the appointment(s) of the following staff member(s) for the 2024-2025 school year be approved as recommended by the Chief School Administrator: *All certified personnel are approved for Home Instruction on an as needed basis:

Name	Level	Step	Position	Salary
Bethany Bakley	BA+20	15	School Nurse	\$81,953
Erin Beegal	BA	11	Teacher	\$64,568
Sarah Brown	BA	11	Teacher	\$64,568
Linda Caltabiano	BA	15	Teacher	\$80,093
Jennie Dammingier	MA	11	Teacher	\$67,669
Jessica Devecchio	MA	11	Teacher	\$67,669
Nicole Eschenbach	BA	11	Teacher	\$64,568

Christine Fretz	BA	15	Teacher	\$80,093
Heather George	MA	9	Teacher	\$62,969
Michele Lamalfa	BA+10	15	Teacher	\$80,713
Denise Lapalomento	BA	14	Teacher	\$72,500
Amanda McCart	MA	11	Teacher	\$67,669
Timothy Narcisi	MA	15	Teacher	\$83,194
Lisa Pessa	BA+20	8	Teacher	\$59,428
Jamie Rohe	BA	15	Teacher	\$80,093
Cherie Sinor	BA	15	Teacher	\$80,093
Sarah Sobeck	BA	11	Teacher	\$64,568
Kathryn Tranz	MA	15	Teacher	\$83,194

2. Appointments and Reappointments – Non-Represented Staff Salaries

BE IT RESOLVED that the appointment(s) and 2024-2025 salary of the following non-represented staff member(s) be approved, as recommended by the Chief School Administrator:

Name	Job Title	2023- 2024 Salary	2024-2025 Salary	% Increase
Elizabeth Wright	Business Office Secretary	\$44,009.31	\$45,329.59	3%

3. Employment- Co-Curricular Workers

BE IT RESOLVED, that the following personnel recommendations be approved, as recommended by the Chief School Administrator to be paid with IDEA Preschool 20-251-100-100 funds:

Name	Position	Hours	Compensation	Reason	Effective Date
Lisa Pessa	Teacher	NTE 45hrs	\$30/hr	ESY	7/8-8/1/2024
Alicia Whitehead	Teacher	NTE 45hrs	\$30/hr	ESY	7/8-8/1/2024

4. Employment- Co-Curricular Workers

BE IT RESOLVED, that the following personnel recommendations be approved, as recommended by the Chief School Administrator to be paid with ARP ESSER 24-90-100-100 funds:

Name	Position	Hours	Compensation	Reason	Effective Date
Dennis Summerville	Teacher	NTE 45hrs	\$30/hr	ESY	7/8-8/1/2024
Jacklyn Guht	Teacher	NTE 45hrs	\$30/hr	ESY	7/8-8/1/2024
Bethany Bakley	Nurse	NTE 45hrs	\$30/hr	ESY	7/8-8/1/2024
Bethany Bakley	Nurse	NTE 10hrs	\$30/hr	Summer Work	As Needed

5. Employment- Co-Curricular Workers

BE IT RESOLVED, that the following personnel recommendations be approved, as recommended by the Chief School Administrator to be paid with ARP ESSER 24-90-100-100 funds:

Name	Position	Hours	Compensation	Reason	Effective Date
Jessica Devecchio	Teacher	NTE 30hrs	\$30/hr	Virtual Summer School	July-August 2024
Michele LaMalfa	Teacher	NTE 30hrs	\$30/hr	Virtual Summer School	July-August 2024

L. General Administration1. Enrollment Reports as of April 30, 2024

i. Enrollment Report

Grade Level	Current Totals	June 30, 2022
PK	54	13
		15
K	39	40
1	44	49
2	41	33
3	42	48
4	35	39
5	53	47
6	38	45
Resident Students	323	305
Choice Students	26	24
District Total	349	329

2. Emergency Drills/Calls

School/ Date	Time	Drill Description
South Harrison April 11, 2024	2:02 PM 2:08 PM	Fire Drill
South Harrison April 22, 2024	8:50 AM 9:21 AM	Building Evacuation

3. Student Discipline, Violence/Vandalism, HIB as of April 30, 2024

Infraction Reports	No. of Incidents this Month	2023-2024 Total-To-Date	2022-2023 Total
Detentions	6	50	82
Suspensions	0	4	9
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying Non-affirmed	0	0	1
Harassment/Intimidation/Bullying Affirmed	0	0	4

M. Curriculum & Instruction1. Meeting of the Curriculum & Instruction Committee - Mrs. Selb, Chairperson, reporting.

Objective: Evaluate decisions that are data-driven and fiscally responsible that further support QSAC.

N. Financial1. Meeting of the Facilities & Finance Committee - Mrs. Pino-Talbot, Chairperson, reporting.

Objective: Prioritize preventative maintenance needs to sustain safe operational facilities while maintaining a well-supported educational environment with fiscally responsible activity.

2. BE IT RESOLVED to approve the following:

- i. Approval of Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2024. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of March 2024.
- ii. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2024. 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.
- iii. March 2024 Line Item Transfers for the 2023-2024 fiscal year as recommended by the Chief School Administrator.

- iv. 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.
- v. 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.

3. Payment of Claims

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following payment of bills:

5/31/2024	\$349,533.43	May Bills
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4. Student Activity Financial Report

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the Student Activity Financial Report as of March 31, 2024.

5. Ricoh Copier Lease

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the two year agreement with Ricoh USA, Inc. for copier lease and services at a rate of \$40,755.84.

6. Food Service Management Renewal

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the renewal of the food service management contract with Nutri-Serve Food Management at a fee of \$17,175 for the 2024-2025 school year, with no guarantee. This is year four with an option of 4 "one year" renewals.

7. A4F School Tax Levy Certification Form

BE IT RESOLVED, that the amount required for school purposes in the school district of South Harrison Township Elementary, County of Gloucester, for the 2024-2025 school year is required to be levied for local school district purposes.

8. Adopt School Tax Levy Schedule

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education adopt the tax levy schedule for the 2024-2025 fiscal year and authorize the Business Administrator to submit the schedule to the Municipal Clerk for the collection of the local school district taxes for school district purposes.

South Harrison Township School District			
2024-2025 Tax Payment Schedule			
	General Fund	Debt	Total
7/10/2024	324,195.25	360,766.50	684,961.75
8/10/2024	324,195.25	-	324,195.25
9/10/2024	324,195.25	-	324,195.25
10/10/2024	324,195.25	-	324,195.25
11/10/2024	324,195.25	-	324,195.25
12/10/2024	324,195.25	-	324,195.25
1/10/2025	324,195.25	360,766.50	684,961.75
2/10/2025	324,195.25	-	324,195.25
3/10/2025	324,195.25	-	324,195.25
4/10/2025	324,195.25	-	324,195.25
5/10/2025	324,195.25	-	324,195.25
6/10/2025	324,195.25	-	324,195.25
Total Raised			4,611,876.00

O. Policy

1. Meeting of the Policy & Communication Committee - Mrs. Cunningham, Chairperson, reporting.

Objective: Prioritize expectations and accountability pertaining to relevant policy updates that will support student learning in a safe environment, as well as effectively communicate with all stakeholders.

2. Policy/ Regulation Second Reading

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

Policy/Regulation #'s
1140P, 1523P, 1530P&R, 1550P
2200R, 2260P&R, 2411P

ROLL CALL:

Roll Call Vote:

Aye - 7

Nay - 0

Abstain: Deborah Cunningham K-1

Motion carried to approve motions K-1 through O-2.

P. Old Business**1. Board of Education Goals**

Objective: 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.

i. *Instruction*

During the 2023-2024 school year, South Harrison Elementary School District will support and enhance student achievement through recognition of student successes that can be replicated. The administrative team will report to the Board of Education highlights of student success throughout the school year. Students will be publicly recognized and celebrated in school, on social media, and at Board of Education meetings.

ii. *School Culture*

The Board of Education will research the accomplishments of recent South Harrison Elementary graduates to highlight academic, vocational, and social preparedness by June 30, 2023. Using that data, the Board will strategically plan areas of emphasis for the future of the district.

iii. *Finance*

The Board of Education is committed to maintaining funding levels, accessing grants, and caring for and managing its assets. During the 2023-2024 school year, long-term forecasting will be done to plan for fiscal and physical management of the district. Recurring funding sources, grant opportunities, shared services, and other revenue-generating opportunities will be sought, investigated, and applied for to help direct the strategic plan for the future.

Q. New Business**R. Executive Session**

1. Personnel

S. Adjournment

Motion by Ms. Huggins second by Mr. Talbot, that the Board of Education adjourn the meeting at 8:55 PM.

Motion carried unanimously.

Respectfully submitted,

Christian Albadine
School Business Administrator