

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

March 28, 2022
Regular Meeting
7:00 PM Cafeteria

A. Meeting Called To Order

Meeting called to order at 7:06 p.m. by President Bruno.

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

Members Present

Janet Brown, Laura Bruno, Deborah Cunningham, Carole English, Janice Huggins, Jennifer McIlvaine, Joan Pino-Talbot, Carrie Selb, Joseph Talbot, Sarah Bell, School Business Administrator/Board Secretary, Scott Hogan, Chief School Administrator

Members Not Present

None

E. Student Recognition

PreK	Juliette Mullen
Kindergarten	Reagan Reichelderfer
1st Grade	Andrew Bennett
2nd Grade	Alexandria Richardson
3rd Grade	Danielle Johnston
4th Grade	Eris Torres
5th Grade	Santino Scaffidi
6th Grade	Cameron Sharp
Art	Braedon Ward
Music	Morgan Beckley
Physical Education	Logan Scolpino
World Cultures	Joseph Stec

F. Presentations & Discussions

Dr. Bruno recognized and thanked the board members for their level of commitment and care for the community and well-being of the school district.

1. Public Statement: Dr. Scott J. Hogan, Chief School Administrator

Dr. Scott J. Hogan, Chief School Administrator, gave a brief statement regarding his resignation from the school district. Dr. Hogan also addressed the various rumors circulating within the community and clarified that the school is not closing or becoming a charter school. The 2022-2023 school year will be a normal school year for students, but will operate with a smaller budget than usual.

2. 2022/2023 Tentative Budget Presentation: Mrs. Sarah Bell, Business Administrator

Mrs. Bell presented the 2022/2023 tentative budget.

3. Discussion item: South Harrison Administrative Structure

Dr. Bruno stated the board needs additional time to work through different options and identify what the best move will be for the district and students. Dr. Bruno assured the community that the board is doing their due diligence and being proactive in making this decision.

G. Public Comment

Dorothy Holt [10 Ashford Court] expressed how Dr. Hogan will be greatly missed. Ms. Holt also inquired with Mrs. Bell on whom they should contact for additional information on state aid cuts. Mrs. Bell stated that this information will be posted on the district website, once obtained.

Danielle Barry [15 Gazelle Court] asked if library cuts will impact instruction. Dr. Hogan specified that those details will be shared at the April Public Hearing.

Jeff Hillenmayer [23 Ashford Court] asked why the district is losing money and what the board is doing about it. Mrs. Bell explained that declining enrollment and the state formula indicate South Harrison is overfunded and that in addition to the board's efforts, community involvement would be helpful in addressing the state. Mr. Hillenmayer also asked about administrative turnover and Dr. Hogan explained that it has been due to a changeover in shared services and budgetary constraints.

Peter Saccone [107 Victoria Lane] asked what other administrative paths the board was exploring. Dr. Bruno stated there are a number of models the board is discussing but they will need more time to deliberate and discuss.

Christoforos Sokos [Lincoln Mill Road] asked if the district can account for children that unenrolled during COVID and may be looking to return. Mrs. Bell explained that only children that are enrolled on October 15th are included in count for state aid, but additionally the district had a demographic report from the architect which shows an enrollment projection through FY26 which will be posted on the school's website.

Brenda Talley [2 Orchard Court] thanked Dr. Hogan for everything he has done for the school community. Ms. Talley stated that they have seen a significant change this year as a result of Dr. Hogan being in place.

Stephanie Wieland [9 South Branch Court] asked why the district is losing state aid now if enrollment has been declining over 6 years? Mrs. Bell explained that Fiscal Year 2023 is the 3rd year of losses and it will not stop until enrollment stops declining.

Julie Terres [48 Ferrell Road] asked how the district's separation from Kingsway impacted the state aid. Mrs. Bell explained it did not have any impact on the district's aid, which is solely impacted by enrollment and district worth.

H. Executive Session

None at this time.

I. Approval of Minutes

Motion by Ms. Huggins, second by Mrs. Cunningham.

Abstained - 0

Motion Carried

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

1. Regular Meeting Minutes from February 22, 2022.

J. Correspondence

1. Teacher of the Year Thank You

Approval of Agenda Items

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve K-1 through N-6 as follows:

Motion to open discussion of agenda items.

Motion by Mrs. Cunningham, second by Ms. Huggins

K. Personnel

1. Resignations, Retirements & Terminations

BE IT RESOLVED, that the following resignations, retirements and terminations be approved, as recommended by the South Harrison Township Elementary School District Board of Education:

Name	Position	Location	Reason	Effective Date	Years of Service
Dr. Scott J. Hogan	Chief School Administrator	SHTES	Resignation	7/11/2022	1

L. General Administration

1. Enrollment Reports as of February 28, 2022
 - i. Enrollment Report

Grade Level	Current Totals	June 30, 2021
PK3	9	1
PK4	15	6
K	40	45
1	49	35
2	33	52
3	49	39
4	39	46
5	46	44
6	45	48
Resident Students	301	291
Choice Students	24	25
District Total	325	316

2. Emergency Drills/Calls

School/ Date	Time	Drill Description
South Harrison February 11, 2022	2:48 PM 2:51 PM	Fire Drill
South Harrison February 15, 2022	10:19 AM 10:35 AM	Shelter in Place

3. Student Discipline, Violence/Vandalism, HIB as of February 28, 2022

Infraction Reports	No. of Incidents this Month	2021-2022 Total-To-Date	2020-2021 Total
Detentions	2	12	0
Suspensions	0	0	1
Violence, Vandalism, Substance Abuse	0	3	0
Harassment/Intimidation/Bullying (Affirmed)	1	3	0

4. HIB Findings

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education affirm the findings of a HIB incident for the month of February which was found to be a HIB as presented to the Board by the Superintendent.

5. 2022-2023 School Calendar

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education amend the 2022-2023 School Calendar, originally approved at the February 22, 2022, meeting as recommended by the Chief School Administrator.

6. 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 Chief School Administrator:

Group	Event/ Destination	Date(s)	# of Students	# of Teachers/ Chaperones	Cost to the BOE	Cost to Students
1st Grade	Adventure Aquarium	6/9/2022	49	11	\$2,080.00	\$0.00
5th Grade	Museum of the American Revolution	6/2/2022	47	10	\$1,973.00	\$0.00
6th Grade	Kingsway Field Trip	5/13/2022	44	5	\$425.00	\$0.00
6th Grade	Franklin Institute	6/10/2022	44	8	\$2,670.00	\$0.00

M. Curriculum & Instruction1. Meeting of the Curriculum & Instruction Committee

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

Mrs. Selb commented nothing to report.

N. Financial1. Meeting of the Facilities & Finance Committee

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

Mrs. Pino-Talbot commented nothing to report.

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 February 2022. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of February 2022.

- ii. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of February. 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. February 2022 Line Item Transfers for the 2021-2022 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, the the South Harrison Township Elementary School District Board of Education approve the following payment of bills:

03/31/2022	\$274,351.04	March Payments
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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 February 28, 2022.

5. Adoption of the 2022-2023 Tentative Budget

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve and authorize the submission of the 2022-2023 tentative budget as follows to the Executive County Superintendent of Schools:

2022-2023 School Year	Budget	Tax Levy
General Fund	\$5,477,088.00	\$3,573,525.00
Special Revenue	\$238,202.00	\$0.00
Debt Service	\$884,200.00	\$713,942.00
Total Base Budget	\$6,599,490.00	\$4,287,467.00

WHEREAS, the South Harrison Elementary School District Board of Education may establish, for regular school district business travel only, an annual threshold of \$1,500.00 per staff member where prior Board approval shall not be required unless this annual threshold is exceeded in the budget year (July 1 - June 30); and

WHEREAS, the South Harrison Elementary School District Board of Education has elected to exclude travel expenditures supported by federal funds pursuant to N.J.A.C. 6A:23A-7.3(a)2; and

WHEREAS, the South Harrison Elementary School District Board of Education authorizes travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3(a)1, to a maximum of expenditure of \$25,000.00 for all staff and board of education members.

6. Food Service Management Renewal

BE IT RESOLVED, that the South Harrison Elementary School District Board of Education approve the renewal of the food service management contract with Nutri-Serve Food Management at a fee of \$16,125.00 for the 2022-2023 school year, with no guarantee. This is year two with an option of 4 “one year” renewals.

Roll Call Vote:

Aye - 9

Nay - 0

Abstained 0

Motion Carried

O. Policy

1. Meeting of the Policy & Communication Committee

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.

Mrs. Brown commented nothing to report.

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. Student Achievement

Continue to offer and monitor the effectiveness of research based academic instructional programs and tiered remedial interventions in meeting with common core standards.

ii. Fiscal Responsibility and Accountability

Create a cost-effective budget that provides for educational resources and preventive maintenance options for ongoing facility improvement needs.

iii. Safety and Support

Provide and monitor the effectiveness of research-based social-emotional instructional programs to improve prosocial behaviors, social problem solving and resilience/adaptability.

iv. Teamwork, Professional Conduct and Civility

Ensure a culture of productivity and effectiveness that is driven by professional language, intent and behaviors that connect with the district-wide mission.

2. Dr. Lynch, Environmental Safety Management Corp - February MPR Floor testing

Q. New Business

R. Adjournment

Motion by Ms.Huggins, second by Mr. Joseph Talbot, that the Board of Education adjourn the meeting at 8:27 p.m.

Motion carried unanimously.

Respectfully submitted,

Sarah J. Bell
School Business Administrator/Board Secretary