

SOUTH HARRISON SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES

Regular Meeting
October 16, 2017
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 January 14, 2017. 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, Toni Buckley, Deborah Cunningham, Janice Huggins, James McShea, Ron Reilly, Paul Tropea, Dr. James Lavender, Superintendent, Mr. Jason Schimpf, School Business Administrator/Board Secretary, and Mrs. Patricia Calandro, Chief Academic Officer.

Members Absent

Michael Brennan

E. Student Recognition

1 st Grade	Santino Scaffidi
2 nd Grade	Raegan Stephan
3 rd Grade	Maura Catalano
4 th Grade	Ayda Kelly
5 th Grade	Gabriella Lisi
6 th Grade	Ava Brenza

F. Presentations

F.1 Mr. Rosenheim, Mrs. Calandro – Data Assessment Overview

G. Public Participation

H Executive Session

Motion by Huggins, second by Reilly, 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 8:32 p.m. prevailing time, for approximately 10 minutes as follows:

Item Discussion Item(s)* (Agenda to extent known)

1 Negotiations

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

The president reconvened the meeting at 9:12 p.m.

Motion carried unanimously

H. Approval of Minutes

Motion by Buckley, second by Bruno

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.	September 19, 2017	Regular Meeting Minutes
I-2.	September 19, 2017	Executive Session Minutes

J. Correspondence

Motion by Buckley, second by Cunningham, that the South Harrison Board of Education approve the Superintendent’s Recommendations as follows K1-K4, L1-L8, M1-M2 and N1-N5.

K. Personnel

K-1 Employment – Substitutes

BE IT RESOLVED that the following 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	Location	Compensation	Reason	Effective Date
Rebecca Fillman	Substitute School Nurse	South Harrison	\$200/day	As needed	10/24/2017

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
Argelia Blazer	Teacher of Spanish	Change in start date	Released from former district	10/16/2017
Jennifer Kane	Teacher of Music	Change in start date	Released from former district	10/04/2017

K-3 Leaves of Absence

BE IT RESOLVED that the following leaves of absence be approved, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Effective Date
Maggie Paolone	Teacher	South Harrison	Medical Leave of Absence	10/30/2017-11/17/2017 (Utilizing 10 sick days)

K-4 Employment – Co-Curricular Workers

BE IT RESOLVED that the following personnel recommendations be approved, as recommended by the Superintendent of Schools:

Name	Position	Compensation	Hours	Reason	Effective Date
Krista Travaglini	Reading Specialist	\$30/hour (Title II A)	Not to exceed 25 hours	Co-Coordinator of South Harrison Teacher Academy	9/26/2017-06/30/2018 Ratify & Affirm
Natalie Carrozza	Instructional Coach	\$30/hour (Title II A)	Not to exceed 25 hours	Co-Coordinator of South Harrison Teacher Academy	9/26/2017-06/30/2018 Ratify & Affirm
Jennifer Smith	Teacher	\$30/hour (Title II A)	Not to exceed 14 hours	Attendance at South Harrison Teacher Academy	9/26/2017-06/30/2018 Ratify & Affirm

Name	Position	Compensation	Hours	Reason	Effective Date
Amanda Grabas	Teacher	\$30/hour (<i>Title II A</i>)	Not to exceed 14 hours	Attendance at South Harrison Teacher Academy	9/26/2017-06/30/2018 Ratify & Affirm
Shari Crouch	Teacher	\$30/hour (<i>Title II A</i>)	Not to exceed 14 hours	Attendance at South Harrison Teacher Academy	9/26/2017-06/30/2018 Ratify & Affirm
Maggie Paolone	Teacher	\$30/hour (<i>Title II A</i>)	Not to exceed 14 hours	Attendance at South Harrison Teacher Academy	9/26/2017-06/30/2018 Ratify & Affirm
Linda Miles	Teacher	\$30/hour (<i>Title II A</i>)	Not to exceed 14 hours	Attendance at South Harrison Teacher Academy	9/26/2017-06/30/2018 Ratify & Affirm
Jane Conroy	Teacher	\$30/hour (<i>Title II A</i>)	Not to exceed 14 hours	Attendance at South Harrison Teacher Academy	9/26/2017-06/30/2018 Ratify & Affirm
Erin McLaughlin	Teacher	\$30/hour (<i>Title II A</i>)	Not to exceed 14 hours	Attendance at South Harrison Teacher Academy	9/26/2017-06/30/2018 Ratify & Affirm
Susan Kenderdine	Teacher	\$30/hour (<i>Title II A</i>)	Not to exceed 12 hours	Attendance at South Harrison Teacher Academy	9/26/2017-06/30/2018 Ratify & Affirm

L. General Administration

L.1. Discussion Items

- Contract Update
- Mad Science Program
- Board Goals
- NJSBA Conference/Annual Dinner

L-2. Enrollment Reports as of September 29, 2017

Grade Level	Current Totals	June 30, 2017
PK3	6	10
PK4	11	10
K	42	43
1	42	55
2	53	46
3	50	53
4	51	51
5	49	57
6	59	58
Resident Students	339	358
Choice Students	24	25
District Total	363	383

Attendance Report

2017 - 2018 Monthly Average % of Students in Attendance

Grade Level	Sept %	Oct %	Nov %	Dec %	Jan %	Feb %	Mar %	Apr %	May %	Jun %	2017-2018 Current YTD Average %	2016-2017 Current YTD Average %	2015-2016 Overall Average %
Pre-K 3	98.4										98.4	91.2	93.3
Pre-K 4	93.4										93.4	93.6	96.3
K	96.3										96.3	93.0	96.7
Average Pre-K & K	96.0										96.0	92.6	95.5
1	97.2										97.2	92.2	96.9
2	98.7										98.7	93.4	96.6
3	99.0										99.0	94.4	96.4
4	98.6										98.6	96.7	96.5
5	98.8										98.8	95.9	96.9
6	98.6										98.6	95.4	97.2
Average 1 - 6	98.5										98.5	94.7	96.7
Overall District Average	97.3										97.3	93.7	96.6

L-3. Emergency Drills/Calls

School / Date	Time	Drill Description
South Harrison September 15, 2017	10:07 am 10:10 am	Fire Drill
South Harrison September 28, 2017	2:17 pm 2:22 pm	Precautionary Lockdown drill

L-4 Student Discipline, Violence/Vandalism, HIB as of September 29, 2017:

Infraction Reports	No. of Incidents this Month	2017-2018 Total-To-Date	2016-2017 Total
Detentions	0	0	20
Suspensions	0	0	2
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	0	0

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
Preschool class	Creamy Acres Farm	10/19/2017 Rain date 10/20/2017	18	3	\$0.00	\$0.00

Group	Event/ Destination	Date(s)	# of Students	# of Teachers/ Chaperones	Cost to the BOE	Cost to Students
4 th Grade	Stewart Park	11/3/2017 Rain Date 11/17/2017	53	25	\$0.00	\$0.00
Special Education Students Grades K- 4	FURever as Friends Pet Reading Program	Second Friday of every month for two hours (rotating groups)	TBD	1	\$400.00	\$0.00

L-6 2016 – 2017 Statement of Assurances and HIB Self-Assessment:

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2016 – 2017 Statement of Assurances and HIB Self-Assessment, as recommended by the Superintendent of Schools.

L-7 Research Project(s):

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the following Research Project(s), as recommended by the Superintendent of Schools:

Applicant	Purpose	Date(s)	# of Students	# of Teachers/ Chaperones	Cost to the BOE
Corinne Mesmer	The research project is to help identify and understand literacy behaviors when working with diverse learners, enacting RTI and delivering literacy instruction.	Fall 2017	6 to 20 students	1	\$0.00

L-8 2017-2018 NJQSAC Statement of Assurance (SOA) and District Performance Review (DPR)

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2017-2018 QSAC Statement of Assurance (SOA) and District Performance Review (DPR) and authorizes the Superintendent to SOA to the Gloucester County and N.J. Departments' Offices of Education.

M. Curriculum & Instruction

M-1 Professional Development – Staff Trainings, Seminars, Conventions, & Conferences

BE IT RESOLVED: Resolved that the South Harrison Township Elementary School District Board of Education approve the staff attendance at trainings, seminars, conventions, and conferences be approved, as recommended by the Superintendent of Schools:

Title of Program	Location	Date(s)	Attendee(s)	Educational Purpose	Cost to District
Understanding and Implementing the Next Generation Science Standards (NGSS)	Pitman, NJ	October 16, 2017	Linda Miles	Support NGSS Implementation	\$70.00
Understanding and Implementing the Next Generation Science Standards (NGSS)	Pitman, NJ	October 24, 2017	Jamie Rohe	Support NGSS Implementation	\$70.00

Title of Program	Location	Date(s)	Attendee(s)	Educational Purpose	Cost to District
Jennifer Seravallo-Strategies and Structures for teaching reading and writing	Philadelphia, PA	October 26, 2017	Krista Travaglini Jane Conroy Amanda Grabas	Attend training on how to implement strategies and structures for teaching reading and writing to target students' needs	\$249.00 \$255.20 \$249.00
Standards Based Report Cards	Monroe Township NJ	December 1, 2017	Corrine Mesmer	Learn about the philosophy of Standards Based Report Cards	\$0
Penn Wharton Internet Safety for Kids	Philadelphia, PA	October 13, 2017	Gail Bram	To help understand the full context and impact of technology on the social emotional and academic lives of children and teens.	\$0

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
2017-2018 South Harrison School District Adoption Phase 4
2017-2018 South Harrison Township Elementary School Curricula are available at http://southharrison.k12.nj.us/domain185

N. Finance

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 2017-2018 fiscal year as recommended by the Superintendent of Schools:

To Account	From Account	Amount	Justification
11-000-261-420-05-052	11-190-100-610-05-021	\$6000	Generator Repairs
11-000-261-420-05-052	11-000-261-610-05-052	\$500	Sprinkler System repairs and inspection
11-000-291-299-70-057	11-000-291-270-70-057	\$8500	Sick Payouts, Copier Lease, Bank Fees, Insurance
11-000-251-592-70-050	11-190-100-610-05-021	\$2900	
11-190-100-440-05-050	11-190-100-610-05-021	\$2220	
11-000-262-520-70-050	11-000-262-420-05-053	\$136	

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, 2017. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of July 31, 2017.
- B. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 31, 2017. 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:

10/4/2017	\$143,221.66	Bill List
7/28/2017	\$13,395.06	Payroll
8/15/2017	\$15,022.56	Payroll
8/30/2017	\$12,277.56	Payroll
9/15/2017	\$114,450.75	Payroll
9/29/2017	\$102,940.83	Payroll
10/13/2017	\$109,959.84	Payroll

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 September 30, 2017

N-5 Transportation Jointure

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve a transportation jointure with Harrison Township School District Board of Education for the 2017-2018 School Year for Field Trip Runs. All costs, if any, will be determined on any additional time necessary.

O. Policy

Motion carried by the following roll call vote:

YES	NO	ABSTAIN
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- Brown
- Bruno
- Buckley
- Cunningham
- Huggins
- McShea
- Reilly
- Tropea

P. Old Business

Goal 2: Continue to ensure that all students are achieving at a high level as measured by various assessments utilized by the District. Goal (2) is aligned with the South Harrison’s Strategic Plan: Vision 2018. Strategic Plan I:6, 7, 8. Chair Paul Tropea

Q. New Business

R. Adjournment of Meeting

Motion by Huggins, second by Tropea, that the Board of Education adjourn the meeting at 9:13 p.m.

Motion carried unanimously

Respectfully Submitted,

Jason Schimpf
School Business Administrator/Board Secretary