

SOUTH HARRISON SCHOOL DISTRICT  
BOARD OF EDUCATION  
MINUTES

Regular Meeting  
January 22, 2018  
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 10, 2018. 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, Paul Tropea Karen Urie-West, Dr. James Lavender, Superintendent, Mr. Jason Schimpf, School Business Administrator/Board Secretary, and Mrs. Patricia Calandro, Chief Academic Officer.

Members Absent

Ron Reilly

Moment of Silence

Moment of Silence for Denise Menold, was a paraprofessional at South Harrison Township Elementary School District.

E. Student Recognition

November

1st Grade	Reese Emmett
2nd Grade	Tegan McLeer
3rd Grade	Enrique Torres
4th Grade	Gabriella Scaffidi
5th Grade	Kyle Nordone
6th Grade	Rudy Tighe

December

1st Grade	Dakota Budney
2nd Grade	Talia Pacitti
3rd Grade	Halle Dolce
4th Grade	Mackenzie Barry
5th Grade	Yael Hernandez
6th Grade	Brendan McShea

F. Presentations

F-1. Corinne Mesmer – G&T Enrichment

F-2. Teacher of the Year - Jane Conroy (2nd Grade Special Ed Teacher)

G. Public Participation

H. Executive Session

I. Approval of Minutes

Motion by Buckley, second by Urie-West

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.	December 18, 2017	Regular Meeting
I-2.	January 3, 2018	Reorganization Meeting

Motion carried unanimously

J. Correspondence

Motion by Cunningham, second by McShea that the South Harrison Board of Education approve the Superintendent’s Recommendations as follows K1-K2, L1-L6, M1, and N1-N8.

K. Personnel

K-1 Practicum, Student Teachers, Visitation, Volunteers, and Internships

BE IT RESOLVED that the following Practicum, Student Teachers, Visitation, Volunteers and Internships, be approved as recommended by the Superintendent of Schools:

Student Name	Institution	Reason	Cooperating Teacher	Date of Placement	Grade	Subject
Meghan Treiber	Rowan University	Internship	Kate Guzzetti (Contract Occupational Therapist)	01/26/2018-06/30/2018	SH	Occupational Therapy

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	2017-2018 Salary/ Longevity	Reason	Effective Date
Amanda Grabas	Teacher of Special Education	\$53,159/year Step 4/BA +20	Step level move based on contractual guidelines	02/01/2018-06/30/2018

L. General Administration

L.1. Discussion Items

- School Funding Litigation
- School Funding

L-2. Enrollment Reports as of December 31, 2017

A. Enrollment Report

Grade Level	Current Totals	June 30, 2017
PK3	8	10
PK4	11	10
K	41	43
1	43	55
2	52	46
3	50	43
4	50	51
5	49	57
6	59	58
Resident Students	337	358
Choice Students	24	25
District Total	361	383

**B. 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 YTD Average %	2015-2016 YTD Average %
Pre-K 3	98.4	96.5	96.5	92.6							96.0	91.2	93.3
Pre-K 4	93.4	96.8	93.1	88.5							93.0	93.6	96.3
K	96.3	93.2	92.9	89.3							92.9	93.0	96.7
Average Pre-K & K	96.0	95.5	94.2	90.1							94.0	92.6	95.5
1	97.2	95.3	97.6	97.3							96.9	92.2	96.9
2	98.7	97.3	96.2	95.2							96.9	93.4	96.6
3	99.0	98.6	96.8	95.0							97.4	94.4	96.4
4	98.6	98.1	96.6	96.6							97.5	96.7	96.5
5	98.8	97.1	96.2	96.9							97.3	95.9	96.9
6	98.6	97.9	96.1	94.2							96.7	95.4	97.2
Average 1 - 6	98.5	97.4	96.6	95.9							97.1	94.7	96.7
Overall District Average	97.3	96.4	95.4	93.0							95.5	93.7	96.6

**L-3. Emergency Drills/Calls**

School / Date	Time	Drill Description
South Harrison Tues., December 19	10:47 am 10:50 am	Fire Drill
South Harrison Wed., December 20	1:40 pm 1:45 pm	Shelter in Place drill

**L-4 Student Discipline, Violence/Vandalism, HIB as of December 31, 2017:**

Infraction Reports	No. of Incidents this Month	2017-2018 Total-To-Date	2016-2017 Total
Detentions	2	4	20
Suspensions	0	0	2
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	0	0

**L-5 2018-2019 School Calendar**

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the 2018 – 2019 school calendar, as recommended by the Superintendent of School.

**L-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 Superintendent of Schools:

Group	Event/ Destination	Date(s)	# of Students	# of Teachers/ Chaperones	Cost to the BOE	Cost to Students
6 <sup>th</sup> Grade	STOKES	4/2/2018 to 4/6/2018	59	9	\$0.00	\$0.00
Kindergarten	Harrisonville Post Office	2/8/2018 and 2/9/2018	42	4	\$0.00	\$0.00

**M. Curriculum & Instruction**

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

BE IT 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
NJIDA- Winter Institute	Clark, NJ	2/3/2018	Amy Danner Jane Conroy Corinne Mesmer	Increase student performance on written expression PARCC scores by developing our RTI program and providing an inclusive program for all students.	\$75.00 \$175.00 \$124.60

**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
11-000-240-580-05-049	11-000-230-590-30-047	100.00	Workshop-Affirmative Action
11-000-261-610-05-052	11-000-262-300-05-053	2000	Pump house and Compressor Repair
11-000-261-610-05-052	11-000-262-420-05-053	1000	
11-000-261-420-05-052	11-000-262-420-05-053	1000	

**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 October 31, 2017 and November 30, 2017. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of October 31, 2017 and November 30, 2017.
- B. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 31, 2017 and November 30, 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:

11/30/2017	\$4,985.45	Bill List
1/17/2018	\$211,531.92	Bill List

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 December 31, 2017.

N-5 Professional Services Agreement for CRESS

BE IT RESOLVED, that the South Harrison Township Elementary School Board of Education approve the agreement with Gloucester County Special Service School District for services through CRESS as follows:

PTA	\$16,848.00
Physical Therapy	\$25,704.00
Auxiliary Speech-Language	\$93,420.00
Auxiliary Social Work	\$16,625.00

N-6 Special Olympics Grant

BE IT RESOLVED, that the South Harrison Township School District Board of Education accept a \$833.33 grant from Special Olympics UNIFY to be used to promote inclusive sports activities for the 2017-2018 school year.

N-7 Board Officials

BE IT RESOLVED, that the South Harrison Township School District Board of Education appoint Corrinne Mesmer as District School Safety Specialist for the 2017-2018 school year.

N-8. S4Teachers Addendum

BE IT RESOLVED, that the South Harrison Township Board of Education approves an addendum to the Source for Teachers Agreement to increase Substitute Cafeteria/Playground Aide rate as of January 1, 2018 as follows:

Pay Rate	Bill Rate
\$8.60	\$11.61

O. Policy

Motion carried by the following roll call vote:

YES                      NO                      ABSTAIN

- Brown
- Bruno
- Buckley
- Cunningham
- Huggins
- McShea
- Tropea
- Urie-West

P. Old Business

Board of Education Goals

Goal 1: 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

Goal 2: Social Equity. Understand and support the development of strategies and efforts to promote equity, diversity and a safe environment for all students. Strategic Plan II: Curriculum.

Major Activities:

1. Engage in school-wide book study on “Love and Logic” by Jim Fay and David Funk to better understand culturally responsible instruction.
2. Read and discuss scholarly articles such as “Everyday Antiracism: Getting Real About Race in School” and “Gender Equity and Educational Reform.”
3. Assess causes of inequity by reviewing relevant literature on institutional racism and class bias in public schools, as well as staff, student, and family behaviors, to identify factors that contribute to disproportionate rates of student success and participation, lack of diversity, and an unsafe environment.
4. Support administration’s efforts to create a social justice library to use books and articles from previous years with new groups of employees to ensure a sustainable culture of professional growth and collaborative learning.
5. Research and implement “best practices” regarding equity and diversity management utilized by other districts and organizations.
6. Assure that every child has the specific academic support necessary to be successful in school.

Q. New Business

R. Adjournment of Meeting

Motion by Urie-West, second by McShea, that the Board of Education adjourn the meeting at 8:14 p.m.

Motion carried unanimously

Respectfully Submitted,

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Jason Schimpf  
School Business Administrator/Board Secretary