

SOUTH HARRISON SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES

Regular Meeting
March 26, 2018
7:00 p.m. Cafeteria

A. Call to Order

Meeting called to order at 7:05 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, 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

James McShea, Ron Reilly

E. Student Recognition

| | | January 2018 |
|-----------|-----------------|------------------|
| 1st Grade | Meghan McMahon | |
| 2nd Grade | Avrie McDermott | |
| 3rd Grade | Annika Dohlen | |
| 4th Grade | Emily Magin | Lana Tropea |
| 5th Grade | Jordan Zimmer | |
| 6th Grade | Nicholas Rosato | Nicolette Linden |

F. Presentations

F.1 Tentative School Budget, Jason Schimpf

G. Public Participation

Chief of Police, Nicholas Priore, Officer Bay Kasten

Discussed school security measures being implemented and Officer Kasten will be working closely with school administration to enhance school and police emergency preparedness.

H. Executive Session

I. Approval of Minutes

Motion by Huggins, second by Buckley

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. | February 20, 2018 | Regular Meeting |

Motion carried unanimously

J. Correspondence

Motion by Buckley, second by Huggins that the South Harrison Board of Education approve the Superintendent’s Recommendations as follows K1-K2, L1-L5, M1, and N1-N8.

K. Personnel

K-1 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 |
|-----------------|--------------------|----------------|-----------------|--|
| Jessica Massing | Teacher of Science | South Harrison | Maternity leave | 05/21/2018-10/14/2018 (Returning 10/15/2018 utilizing 22 sick days and 29 FMLA days) |

K-2 Employment – Co-Curricular Workers

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

| Name | Position | Location | Compensation | Reason | Effective Date |
|-------------------|--------------|----------------|--|---------------|------------------------------------|
| Krista Travaglini | Head Teacher | South Harrison | Prorated stipend based on 61 days - \$449.24 | Fill position | 3/20/18-06/30/2018 ratify & affirm |

L. General Administration

L.1. Discussion Items

- 2016-2017 School Performance Report
- School Budget & State Aid
- Change April BOE meeting from 4/23 to 4/24

L-2. Enrollment Reports as of February 28, 2018:

| Grade Level | Current Totals | June 30, 2017 |
|-------------------|----------------|---------------|
| PK3 | 8 | 10 |
| PK4 | 12 | 10 |
| K | 42 | 43 |
| 1 | 43 | 55 |
| 2 | 52 | 46 |
| 3 | 50 | 43 |
| 4 | 51 | 51 |
| 5 | 51 | 57 |
| 6 | 59 | 58 |
| Resident Students | 342 | 358 |
| Choice Students | 24 | 25 |
| District Total | 366 | 383 |

2017 - 2018 Monthly Average % of Students in Attendance

| Grade Level | Sept % | Oct % | Nov % | Dec % | Jan % | Feb % | March % | April % | May % | June % | 2017-2018 Average % | 2016-2017 Average % | 2015-2016 Average % |
|-------------|--------|-------|-------|-------|-------|-------|---------|---------|-------|--------|---------------------|---------------------|---------------------|
| Pre-K 3 | 98.4 | 96.5 | 96.5 | 92.6 | 83.3 | 85.1 | | | | | 92.1 | 91.2 | 93.3 |
| Pre-K 4 | 93.4 | 96.8 | 93.1 | 88.5 | 90.6 | 83.8 | | | | | 91.0 | 93.6 | 96.3 |

| 2017 - 2018 Monthly Average % of Students in Attendance | | | | | | | | | | | | | |
|---|-------------|-------------|-------------|-------------|-------------|-------------|---------|---------|-------|--------|---------------------|---------------------|---------------------|
| Grade Level | Sept % | Oct % | Nov % | Dec % | Jan % | Feb % | March % | April % | May % | June % | 2017-2018 Average % | 2016-2017 Average % | 2015-2016 Average % |
| K | 96.3 | 93.2 | 92.9 | 89.3 | 90.6 | 85.7 | | | | | 91.3 | 93.0 | 96.7 |
| Average Pre-K & K | 96.0 | 95.5 | 94.2 | 90.1 | 88.2 | 84.9 | | | | | 91.5 | 92.6 | 95.5 |
| 1 | 97.2 | 95.3 | 97.6 | 97.3 | 95.8 | 89.7 | | | | | 95.5 | 92.2 | 96.9 |
| 2 | 98.7 | 97.3 | 96.2 | 95.2 | 95.6 | 91.1 | | | | | 95.7 | 93.4 | 96.6 |
| 3 | 99.0 | 98.6 | 96.8 | 95.0 | 96.6 | 89.8 | | | | | 96.0 | 94.4 | 96.4 |
| 4 | 98.6 | 98.1 | 96.6 | 96.6 | 93.6 | 89.9 | | | | | 95.6 | 96.7 | 96.5 |
| 5 | 98.8 | 97.1 | 96.2 | 96.9 | 96.9 | 89.8 | | | | | 96.0 | 95.9 | 96.9 |
| 6 | 98.6 | 97.9 | 96.1 | 94.2 | 96.8 | 85.0 | | | | | 94.8 | 95.4 | 97.2 |
| Average 1 - 6 | 98.5 | 97.4 | 96.6 | 95.9 | 95.9 | 89.2 | | | | | 95.6 | 94.7 | 96.7 |
| Overall District Average | 97.3 | 96.4 | 95.4 | 93.0 | 92.0 | 87.0 | | | | | 93.5 | 93.7 | 96.6 |

L-3. Emergency Drills/Calls

| School / Date | Time | Drill Description |
|--|----------------------|------------------------------|
| South Harrison Monday, February 26 th | 10:16 AM 10:20 AM | Precautionary Lockdown Drill |
| South Harrison Wednesday, February 28 th | 9:45 AM 9:50 AM | Fire Drill |

L-4 Student Discipline, Violence/Vandalism, HIB as of February 28, 2018:

| Infraction Reports | No. of Incidents this Month | 2017-2018 Total-To-Date | 2016-2017 Total |
|--|-----------------------------|-------------------------|-----------------|
| Detentions | 4 | 8 | 20 |
| Suspensions | 0 | 0 | 2 |
| Violence, Vandalism, Substance Abuse | 0 | 0 | 0 |
| Harassment/Intimidation/Bullying (Confirmed) | 0 | 0 | 0 |

Resolved that South Harrison Township Elementary School District Board of Education accept the Harassment, Intimidation & Bullying report as submitted by the Superintendent of Schools for the month ending March 1, 2018:

| Case Number | Date of Initial Report | Date of Report to Superintendent | Result of Investigation |
|-------------|------------------------|----------------------------------|---------------------------------|
| SH 1 | 2/20/2018 | 3/1/2018 | (1) Does Not Meet Definition |

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 |
|------------------------|--|------------------------------------|------------------|---------------------------------|------------------------|------------------------------------|
| 5 th Grade | Battle of the Books, Haddon field Middle | 4/11/2018 | 14 | 1 | \$273.26 – bus cost | \$0.00 |
| Preschool AM and PM | Storybook Land | 5/31/2018 Rain Date 6/4/2018 | 22 | 25 | \$0.00 | \$15.50 per student – Admission |
| 3 rd Grade | The Franklin Institute | 6/11/2018 | 52 | 14 | \$677.64 – bus cost | \$13.99 per student – Admission |
| Kindergarte n | Please Touch Museum | 6/12/2018 | 41 | 10 | \$340.50 – bus cost | \$15.00 per student - Admission |
| 4 th Grade | Wheaton Arts | 6/13/2018 | 51 | 10 | \$622.85 – bus cost | \$7.60 per student – Admission |
| 2 nd Grade | Academy of Natural Sciences | 6/14/2018 | 52 | 5 | \$708.00 – bus cost | \$12.48 per student - Admission |

M. Curriculum & Instruction

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 |
|-----------------------|-----------------------|--------|------------------|
| 11-190-100-610-05-051 | 11-000-252-330-60-051 | \$2000 | Printer Toner |
| 11-190-100-610-05-051 | 11-190-100-340-05-051 | \$1000 | |
| 11-000-240-580-05-049 | 11-213-100-580-05-032 | \$200 | Registration Fee |

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:
 3/12/2018 \$243,370.76 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 February 28, 2018.

N-5 YMCA of Gloucester County

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the agreement for the YMCA of Gloucester County before/after care to use the facility for the 2018-2019 school year. The cost to the YMCA will be \$2,000.

N-6 Purchase Electric Generation Services Through The Alliance For Competitive Energy Services (“Aces”) Bid Cooperative Pricing System ID#E8801-Acescps

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the South Harrison Township School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, THEREFORE, BE IT RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at

the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

N-7 Purchase Natural Gas Services Through The Alliance For Competitive Energy Services (“Aces”) Bid Cooperative Pricing System ID#E8801-Acescps

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 et seq., and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 et seq. (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the South Harrison Township School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023, hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, THEREFORE, BE IT RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

N-8 Adoption of the 2018-2019 Tentative Budget

a. Approval of the 2018-2019 Tentative Budget

Resolved, that the South Harrison Elementary School District Board of Education authorize the submission of the 2018-19 tentative budget as follows to the Executive County Superintendent of Schools:

| | |
|-----------|------------------------|
| Fund 10 | \$5,253,014 |
| Fund 20 | \$ 139,000 |
| Fund 40 | <u>\$ 877,950</u> |
| Total | <u>\$6,269,964</u> |

With \$3,273,966 to be raised in taxes for Fund 10 and \$708,896 to be raised in taxes for Fund 40. The total tentative tax levy for 2018-2019 is \$3,982,862.

b. Separate Proposal for additional funds

Resolved, that the South Harrison Elementary School District Board of Education authorize a separate proposal for additional funds in the amount of \$120,000 for the purpose of enhancing school security through the upgrade of the phone system and wireless infrastructure, purchase of school emergency

response equipment and visitor management hardware and software, and various facility improvements that enhance school security. These proposed additional expenditures are in addition to those necessary to achieve the NJ Student Learning Standards and will not result in a permanent increase in the district’s tax levy.

c. Travel and Related Expense Reimbursement

Resolved, that the South Harrison Elementary School District Board of Education may establish, for regular school district business travel only, an annual threshold of \$1,500 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

Resolved, that 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

Resolved, that 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 expenditure of \$10,000 for all staff and board of education members.

d. Public Hearing

Be It Further Resolved, that the South Harrison Elementary School District Board of Education hold a public hearing on the 2018-2019 annual school budget at a regularly scheduled public meeting on Wednesday, April 25, 2018 at the South Harrison School District Cafeteria, 904 Harrisonville Road, Mullica Hill, New Jersey.

O. Policy

Motion carried by the following roll call vote:

| YES | NO | ABSTAIN |
|------------|----|---------|
| Brown | | |
| Bruno | | |
| Buckley | | |
| Cunningham | | |
| Huggins | | |
| 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:

- Engage in school-wide book study on “Love and Logic” by Jim Fay and David Funk to better understand culturally responsible instruction.
- Read and discuss scholarly articles such as “Everyday Antiracism: Getting Real About Race in School” and “Gender Equity and Educational Reform.”
- 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 Bruno, second by Urie-West, 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