

SOUTH HARRISON SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES

Regular Meeting
June 25, 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, James McShea, Paul Tropea, Karen Urie-West, Mr. Jason Schimpf, School Business Administrator/Board Secretary, and Mrs. Patricia Calandro, Chief Academic Officer.

Members Absent

Ron Reilly

E. Student Recognition

1 st Grade	Rachel Tighe
2 nd Grade	Cecelia Raffa
3 rd Grade	Audrey Curtis
4 th Grade	Gia Griscom
5 th Grade	Sofia Mazzeo
6 th Grade	Chloe Vit

F. Presentations

G. Public Participation

Bob Abbott, Introduced himself as Gloucester County School Boards Association Vice President

H. Executive Session

Motion by Bruno, second by Huggins, 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 7:33 p.m. prevailing time, for approximately 30 minutes as follows:

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

Personnel

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

The president reconvened the meeting at 9:13 p.m.

Motion carried unanimously

Adopt 2017-2018 CSA Evaluation

Motion by Huggins, second by Bruno that the Board of Education approve the 2017-2018 CSA Evaluation.

Motion carried unanimously

I. Approval of Minutes

Motion by Bruno, 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.	May 21, 2018	Regular Meeting
	May 21, 2018	Executive Session

Motion carried unanimously

J. Correspondence

Motion by McShea, second by Cunningham that the South Harrison Board of Education approve the Superintendent’s Recommendations as follows K1-K2, L1-L7, and N1-N13.

K. Personnel

K-1 Resignations, Retirements & Terminations

Resolved that the following resignations, retirements & terminations be approved, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Effective Date	Years of Service
Ferguson, Eileen	Secretary	Business Office	Retirement	01/01/2019	7 years
Christ, Marylynne	Teacher of Art	South Harrison	Resignation	07/01/2018	1 year

K-2 Summer Appointments

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	Not to exceed 50 hours	Title 1 Summer Enrichment Program	07/01/2018-08/11/2018
Maggie Paolone	Teacher	\$30/hour	Not to exceed 70 hours	Title 1 Summer Enrichment Program	07/01/2018-08/11/2018
Heidi Wagner	Teacher	\$30/hour	Not to exceed 70 hours	Title 1 Summer Enrichment Program	07/01/2018-08/11/2018
Jennie Damminger	Teacher	\$30/hour	Not to exceed 70 hours	Title 1 Summer Enrichment Program	07/01/2018-08/11/2018
Susan Kenderdine	Teacher	\$30/hour	Not to exceed 70 hours	Title 1 Summer Enrichment Program	07/01/2018-08/11/2018
Amy Danner	LDTC	\$30/hour	Not to exceed 10 hours	CST Work	6/21/2018-09/03/2018

Name	Position	Compensation	Hours	Reason	Effective Date
Courtney Haslam	School Psychologist	\$30/hour	Not to exceed 10 hours	CST Work	06/21/2018-09/03/2018
Jennifer Smith	5 th Grade Teacher	\$30/hour	Not to exceed 20 hours	RTI Summer Work	06/25/18-08/31/2018
Krista Travaglini	Reading Coach	\$30/hour	Not to exceed 20 hours	RTI Summer Work	06/25/18-08/31/2018
Jennie Damminger	2 nd Grade Teacher	\$30/hour	Not to exceed 20 hours	RTI Summer Work	06/25/18-08/31/2018
Amy Corson	LDTTC	\$30/hour	Not to exceed 20 hours	RTI Summer Work	06/25/18-08/31/2018
Carolyn Olsen	5 th Grade Teacher	\$30/hour	Not to exceed 5 hours	RTI Summer Work	06/25/18-08/31/2018
Beth Bakley	School Nurse	\$30/hour	Not to exceed 10 hours	Nurse Summer Hours	06/25/18-08/31/2018
Gail Bram	Media Specialist	\$30/hour	Not to exceed 25 hours	Computer Summer Hours	06/25/18-08/31/2018
Amy Danner	ESY Substitute	\$30/hour	As Needed	ESY	07/09/2018-08/09/2018

L. General Administration

L.1. Discussion Items

L-2. Enrollment Reports as of May 31, 2018:

Enrollment Report

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

Attendance Report

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	90.4	87.0		91.3	91.2	93.3
Pre-K 4	93.4	96.8	93.1	88.5	90.6	83.8	85.5	91.9	94.9		90.9	93.6	96.3
K	96.3	93.2	92.9	89.3	90.6	85.7	89.8	91.7	92.8		91.4	93.0	96.7

2017 - 2018 Monthly Average % of Students in Attendance													
Grade Level Average Pre-K & K	Sept %	Oct %	Nov %	Dec %	Jan %	Feb %	March %	April %	May %	June %	2017-2018 Average %	2016-2017 Average %	2015-2016 Average %
K	96.0	95.5	94.2	90.1	88.2	84.9	89.1	91.3	91.6		91.2	92.6	95.5
1	97.2	95.3	97.6	97.3	95.8	89.7	93.2	96.1	97.4		95.5	92.2	96.9
2	98.7	97.3	96.2	95.2	95.6	91.1	96.7	96.1	97.0		96.0	93.4	96.6
3	99.0	98.6	96.8	95.0	96.6	89.8	95.3	97.2	95.0		95.9	94.4	96.4
4	98.6	98.1	96.6	96.6	93.6	89.9	95.4	96.8	96.9		95.8	96.7	96.5
5	98.8	97.1	96.2	96.9	96.9	89.8	94.8	97.9	95.7		96.0	95.9	96.9
6	98.6	97.9	96.1	94.2	96.8	85.0	95.3	95.1	95.4		94.9	95.4	97.2
Average 1 - 6	98.5	97.4	96.6	95.9	95.9	89.2	95.1	96.5	96.0		95.7	94.7	96.7
Overall District Average	97.3	96.4	95.4	93.0	92.0	87.0	92.1	93.9	95.5		93.6	93.7	96.6

L-3. Emergency Drills/Calls

School / Date	Time	Drill Description
South Harrison Tuesday, May 1, 2018	1:15-2:00 pm & 3:12-3:16 pm	Fire Drill – false alarm
South Harrison Wednesday, May 23, 2018	08:20 am	School Bus Evacuation Drill
South Harrison Wednesday, May 30, 2018	1:26 pm 1:30 pm	Shelter in Place

L-4 Student Discipline, Violence/Vandalism, HIB as of May 31, 2018:

Infraction Reports	No. of Incidents this Month	2017-2018 Total-To-Date	2016-2017 Total
Detentions	6	18	20
Suspensions	0	1	2
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	1	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
Title 1 Step up Summer Camp	Mullica Hill Library	8/1/2018 or 8/2/2018	30	5	\$0.00	\$0.00

L-6 2016-2017 New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report:

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2016-2017 New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report, as recommended by the

Superintendent of Schools.

L-7 2016-2017 Anti Bullying Bill of Rights:

BE IT RESOLVED, that the South Harrison Township Elementary School District Board of Education approve the 2016-2017 Anti Bullying Bill of Rights, as recommended by the Superintendent of Schools:

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
11-000-222-100-05-010	11-000-291-270-70-057	\$23,000	Media Salaries
11-000-240-300-05-049	11-190-100-610-05-021	\$3,170	Video Door Entry System
11-000-262-300-05-053	11-000-261-420-05-052	\$300	Repairs to Divider Curtain
11-000-262-300-05-053	11-000-262-610-05-053	\$400	
11-000-219-320-05-044	11-190-100-320-05-021	\$2,200	Student Evaluations, Classroom Resources for new Kindergarten room, Resources for Reunification Plan, Classroom Furniture, Media Center Subscriptions
11-190-100-610-05-021	11-190-100-320-05-021	\$1,000	
11-190-100-610-05-021	11-190-100-500-05-021	\$413	
11-190-100-610-05-021	11-190-100-320-40-033	\$500	
11-190-100-610-05-021	11-190-100-610-40-024	\$287	
11-190-100-610-05-021	11-190-100-610-40-025	\$76	
11-190-100-610-05-021	11-190-100-610-40-026	\$54	
11-190-100-610-05-021	11-190-100-610-40-028	\$118	
11-190-100-610-05-021	11-190-100-600-40-029	\$86	
11-000-222-600-05-045	11-000-222-300-05-045	\$135	
11-000-213-600-05-049	11-000-213-300-05-049	\$10	
11-000-261-610-05-052	11-000-262-622-05-050	\$1,000	
11-000-262-621-05-050	11-000-262-622-05-050	\$3,000	
11-000-262-420-05-053	11-000-262-622-05-050	\$1,000	
11-000-291-290-70-057	11-000-291-280-70-057	\$7,000	
11-190-100-440-05-050	11-190-100-500-05-021	\$150	
11-000-100-565-50-044	11-000-211-300-05-049	\$2,000	Tuition
11-000-100-565-50-044	11-000-213-300-05-049	\$903	

BE IT RESOLVED, that the South Harrison Township School District Board of Education ratify the line item transfers listed below for the 2018-2019 fiscal year as recommended by the Superintendent of Schools:

To Account	From Account	Amount	Justification
11-190-100-340-05-051	11-000-291-250-70-057	\$3,000	Wireless Subscription

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 months of March 31, 2018 and April 30, 2018. The Cash Reconciliation Report and Secretary’s Report are in agreement for the months of March 31, 2018 and April 30, 2018.
- B. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the months of March 31, 2018 and April 30, 2018. 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:
6/8/2018 \$152,778.23 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 May 31, 2018.

N-5 Donation

BE IT RESOLVED that the South Harrison Township School District Board of Education accept a donation of a SB 885 SMART Board and projector kit from Crown Point International, LLC.

N-6 Mission One Educational Staffing Services, LLC Agreement

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the addendum to the Mission One Educational Staffing Services, LLC agreement for the 2018-2019 School Year as per agreement on file in the business office.

N-7 Source 4 Teachers Staffing Services, LLC Agreement

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve the addendum to the Source 4 Teachers agreement for the 2018-2019 School Year as per agreement on file in the business office.

N-8 Transportation Jointure with Kingsway Regional

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve a transportation agreement with Kingsway Regional for enrichment program beginning July 1, 2018 and ending August 31, 2018 in the amounts of SH-3, \$5,443.36 and SH-4, \$4,271.36.

N-9 Capital Project Application Authorization

BE IT RESOLVED, that the South Harrison Township School District authorize Garrison Architects to prepare and submit a New Jersey Department of Education Other Capital Projects application for various building renovations at the South Harrison Township Elementary School.

BE IT FURTHER RESOLVED, that the Board of Education acknowledges that it will not be eligible for state aid for these projects and further authorizes Garrison Architects to amend the district’s long range facility plan to include these projects.

N-10 Shared Service Agreements with the Kingsway Regional School District

BE IT RESOLVED, that the South Harrison Township School District authorize shared service agreements with the Kingsway Regional School District for the provision of the following services for the period July 1, 2018 through June 30, 2019:

Service	Annual
Information Technology Management	\$35,000
Building Maintenance	\$60,000
Curriculum & Instruction	\$60,000
Child Study Team Management	\$16,000
Business Administration	\$58,183

Total Services	\$229,183
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N-11 Appointment of Investor’s Bank as Official Depository

BE IT RESOLVED, that the South Harrison Township School District appoint Investor’s Bank as the official depository per N.J.S.A. 18A:18A-4.1 effective July 1, 2018.

N-12 Transportation Jointure with Harrison Township School District

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve a transportation agreement with Harrison Township in the amount of \$5,400 beginning July 9, 2018 through August 9, 2018.

N-13 Schwartz Edelstein Law Group/Weiner Law Group

WHEREAS, Schwartz Edelstein Law Group serves as attorney to the Kingsway South Harrison Township Board of Education; and

WHEREAS, commencing on or about July 1, 2018, Schwartz Edelstein Law Group will merge their practice into the Weiner Law Group, 629 Parsippany Road, Parsippany, NJ 07054; now therefore

BE IT RESOLVED THAT, effective immediately the prior resolution appointing the Schwartz Edelstein Law Group as attorney is hereby amended to substitute the name of the Weiner Law Group. All other aspects of the Resolution will remain in full force and effect, and the Weiner Law Group will submit the required disclosure forms.

O. Policy

Motion carried by the following roll call vote:

YES	NO	ABSTAIN
Brown		
Buckley		
Bruno		
Cunningham		K-6
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,” “Gender Equity and Educational Reform,” “Racism and Mental Health: Are Schools Hostile Learning Environments for Students of Color,” and “Learning and Unlearning Racial Prejudice: The Role of Schools.”
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.

Timeline: July 1, 2017 – June 30, 2018

Indicators of Achievement: Completion of all training sessions

Q. New Business
NJSBA Training
Ethics Training (Comegno)

R. Adjournment of Meeting

Motion by McShea, second by Bruno, that the Board of Education adjourn the meeting at 9:16 p.m.

Motion carried unanimously

Respectfully Submitted,

Jason Schimpf
School Business Administrator/Board Secretary