

SOUTH HARRISON SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES

Regular Meeting
April 29, 2019
7:00 p.m. Cafeteria

A. Call to Order

Meeting called to order at 7:03 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 8, 2019. 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

Diane Barrett, Janet Brown, Laura Bruno, Deborah Cunningham (arrived at 7:13 p.m.), Janice Huggins, Joseph Talbot, Paul Tropea (arrived at 7:15 p.m.), Karen Urie-West, Dr. James Lavender, Mr. Jason Schimpf, School Business Administrator/Board Secretary, and Mrs. Patricia Calandro, Chief Academic Officer.

Members Absent

David Asis

E. Student Recognition

1 st Grade	Polly Evosirch
2 nd Grade	Rachel Tighe
3 rd Grade	Luciano Palmisano
4 th Grade	Emma Campbell
5 th Grade	Courtney Weatherby
6 th Grade	Sarah Ostrowski

F. Presentations

- F-1. Mr. Schimpf – 2019-2020 Budget Public Hearing
Meeting Open to the Public
No Public Comment

G. Public Participation

H Executive Session

Motion by Huggins, second by Bruno, 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 8:55 p.m. prevailing time, for approximately 10 minutes as follows:

<u>Item</u>	<u>Discussion Item(s)* (Agenda to extent known)</u>
1	Grievance Hearing
2	Residency Dispute

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

The president reconvened the meeting at 9:17 p.m.

Motion carried unanimously

I. Approval of Minutes

Motion by Bruno, second by Huggins

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. March 18, 2019	Regular Meeting
I-2. March 18, 2019	Executive Session

Motion carried unanimously

J. Correspondence

Motion by Urie-West, second by Cunningham

BE IT RESOLVED, that the South Harrison Township Board of Education approve K-1, L-1 – L-5, and N-1 – N-5 as follows:

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:

Name	Institution	Reason	Cooperating Teacher	Subject	Grades	Dates of Placement
Kelsey Holt	Rowan University	Practicum	Tim Narcisi	Physical Education	K-5	10/02/2019, 10/09/2019, 10/16/2019, 10/23/2019, 10/30/2019 (1 day per week for 5 weeks)
Kayla McGuire	Rowan University	Practicum	Tim Narcisi	Physical Education	K-5	10/02/2019, 10/09/2019, 10/16/2019, 10/23/2019, 10/30/2019 (1 day per week for 5 weeks)

L. General Administration

L.1. Discussion Items

- Strategic Planning Draft Goals
- Residency Dispute Case
- SHEA vs. SHBOE Grievance Matter Update

L-2. Enrollment Reports as of March 31, 2019

Grade Level	Current Totals	June 30, 2018
PK3	9	10
PK4	9	12
K	53	42
1	41	43
2	46	51
3	50	50
4	51	51
5	50	48
6	48	59
Resident Students	335	342

Choice Students	22	24
District Total	357	370

Attendance Report

2018 - 2019 Monthly Average % of Students in Attendance													
Grade Level	Sept %	Oct %	Nov %	Dec %	Jan %	Feb %	March %	April %	May %	June %	2018-2019 Average %	2017-2018 Average %	2016-2017 Average %
Pre-K 3	95.4	96.0	92.6	92.9	90.5	90.2	95.2				93.3	90.2	91.2
Pre-K 4	93.5	93.6	90.7	88.6	96.7	90.0	92.6				92.2	90.8	93.6
K	95.0	95.1	93.5	94.2	93.1	90.6	90.3				93.1	91.5	93.0
Average Pre-K & K	94.6	94.9	92.3	91.9	93.4	90.3	92.7				92.9	90.8	92.6
1	93.9	95.4	92.8	93.5	93.8	90.9	90.6				93.0	95.7	92.2
2	98.9	95.2	94.1	94.3	92.5	91.7	94.0				94.4	96.1	93.4
3	96.4	96.1	93.7	95.9	94.5	92.9	92.6				94.6	95.9	94.4
4	97.6	97.5	95.8	96.4	94.3	92.8	95.4				95.7	96.0	96.7
5	96.5	97.6	95.5	96.1	94.8	93.8	95.3				95.7	96.1	95.9
6	97.5	97.1	96.1	94.0	94.1	92.4	96.3				95.4	95.1	95.4
Average 1 - 6	96.8	96.5	94.7	95.0	94.0	92.4	94.0				94.8	95.8	94.7
Overall District Average	96.5	95.7	93.5	93.5	93.7	91.3	93.4				93.9	93.5	93.7

L-3. Emergency Drills/Calls

School / Date	Time	Drill Description
South Harrison Friday, March 22, 2019	12:09 pm 12:15 pm	Precautionary Lockdown
South Harrison Thursday, March 28, 2019	2:46 P.M. 2:52 P.M.	Fire Drill

L-4 Student Discipline, Violence/Vandalism, HIB as of March 31, 2019:

Infraction Reports	No. of Incidents this Month	2018-2019 Total-To-Date	2017-2018 Total
Detentions	5	8	24
Suspensions	0	2	1
Violence, Vandalism, Substance Abuse	0	0	0
Harassment/Intimidation/Bullying (Confirmed)	0	0	1

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 ending February 27, 2019:

Case Number	Date of Initial Report	Date of Report to Superintendent	Result of Investigation
SH 6	3/20/2019	3/29/2019	(1)Does Not Meet Definition
SH 7	4/4/2019	4/12/2019	(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
Pre-K AM and PM Classes	Storybook Land	5/22/2019 Rain date 5/28/2019	18	21	\$0.00	\$15.50 per Student
3 rd Grade	Franklin Institute	6/10/2019	50	12	\$850.00 Bus Cost	\$18.00 per Student
1 st Grade	Adventure Aquarium	6/11/2019	41	10	\$790.00 – Bus Cost and Parking	13.50 per Student
Kindergarten Classes	Please Touch Museum	6/14/2019	53	15	\$800.00 – Bus Cost	\$15.00 per Student
4 th Grade	Wheaton Arts	6/19/2019	51	12	744.00 – Bus Cost	\$7.50 per Student

M. Curriculum & Instruction

N. Financial

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 2018-2019 fiscal year as recommended by the Superintendent of Schools:

To Account	From Account	Amount	Justification
12-000-400-450-70-050	11-190-100-50005-021	\$4260	Vestibule Security Upgrades
11-000-270-512-80-056	11-000-270-503-80-056	\$4000	Field Trip Transportation
11-000-270-512-80-056	11-000-291-241-70-057	\$600	
11-000-100-561-70-050	11-000-219-105-05-010	\$3500	Homeless Student Tuition, DCRP
11-000-100-561-70-050	11-000-217-320-05-044	\$3500	
11-000-100-561-70-050	11-120-100-101-05-010	\$6500	
11-000-291-241-70-050	11-120-100-101-05-010	\$2000	
11-000-217-320-05-044	11-000-217-100-05-016	\$1500	
11-000-217-320-05-044	11-120-100-101-05-010	\$9500	Occupational Therapy Costs, Legal, Copier Lease and Security Upgrades
11-000-230-331-30-050	11-120-100-101-05-010	\$5500	
11-000-240-440-70-050	11-000-240-105-05-012	\$1000	
12-000-266-730-05-051	11-000-240-105-05-012	\$110	

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 January 31, 2019 and February 28, 2019. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of January 31, 2019 and February 28, 2019.
- B. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 31, 2019 and February 28, 2019. 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:

4/11/2019	\$275,829.39	Bill List
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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 March 31, 2019.

N-5 Participation in Cooperative Transportation

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve and agreement with GCSSSD for participation in Cooperative Transportation for the 2019-2020 School Year.

Motion carried by the following roll call vote:

YES	NO	ABSTAIN
Barrett		
Brown		
Bruno		
Cunningham		
Huggins		
Talbot		
Tropea		
Urie-West		

N-6 Bid Rejection – 20-001 – Student Transportation Services

Motion by Cunningham, second by Huggins

BE IT RESOLVED, that the South Harrison Township School District Board of Education reject all bids received in regard to bid #20-001 for student transportation services for the 2019-20 school year.

Motion carried by the following roll call vote:

YES	NO	ABSTAIN
Barrett		
Brown		
Bruno		
Cunningham		
Huggins		
Talbot		
Tropea		
Urie-West		

N-7 Adoption of 2019-2020 Budget

Motion by Cunningham, second by Huggins

BE IT RESOLVED, that the South Harrison Township School District Board of Education approve and authorize the submission of the 2019-20 budget as follows to the Executive County Superintendent of Schools:

General Fund (10)	\$5,232,911
Special Revenue Fund (20)	\$ 134,000
Debt Service Fund (40)	<u>\$ 877,200</u>
 Total All Funds	 <u>\$6,244,111</u>

With \$3,367,413 to be raised in taxes for Fund 10 and \$708,291 to be raised in taxes for Fund 40. The total tax levy for 2019-2020 is \$4,075,704.

WHEREAS, the South Harrison Elementary School District Board of Education recognizes the need utilize an adjustment for an increase in health care costs in the amount of \$27,968 to increase the general fund tax levy above the two percent (2%) cap; and

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 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 for all staff and board of education members.

Motion carried by the following roll call vote:

YES	NO	ABSTAIN
Barrett		
Brown		
Bruno		
Cunningham		
Huggins		
Talbot		
Tropea		
Urie-West		

O. Policy

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. Oversee the 2019 strategic planning process to focus on identifying our District’s strengths/weaknesses, targeting critical issues, prioritizing annual goals and creating a process for monitoring and evaluating progress.

Goal 3. Create and implement a subcommittee to explore the long-term sustainability of our district.

Q. New Business

- Nation School Boards Convention overview from BOE members who attended, Joseph Talbot and Janice Huggins
- South Harrison 6th Grade Graduation
- LEAD Graduation
- CSA Evaluation (Due by June 30)
- Shared Services discussion with Kingsway Regional and scheduling of meeting between 4 members of each Board of Education
- NJ.com article on School Grades

R. Adjournment of Meeting

Motion by Huggins, second by Urie-West, that the Board of Education adjourn the meeting at 10:27 p.m.

Motion carried unanimously

Respectfully Submitted,

Jason Schimpf
School Business Administrator/Board Secretary