

**HARRISON TOWNSHIP SCHOOL DISTRICT
MULLICA HILL, NEW JERSEY**

BOARD OF EDUCATION REGULAR MEETING

Monday, March 16, 2020 – 7:00 PM

A G E N D A

I. Call to Order: The New Jersey Open Public Meeting Act of 1975 was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act, Harrison Township Board of Education has caused notice of the meetings to be published by having the dates, time, and place thereof posted on the Harrison Township School District website, at the Harrison Township School Building, and mailed to the Township Municipal Clerk, the South Jersey Times, and the Courier Post.

The Regular Meeting of the Harrison Township Board of Education will be called to order at _____ p.m. on Monday, March 16, 2020.

II. Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Theresa Vaites
_____ Walter Bright	_____ Sean Henderson	_____ Shannon Williams
_____ Cristie Clark	_____ Marissa Straccialini	_____ Stacey Muscarella

Attendance:

_____ Missy Peretti _____ Robert Scharlé _____ Other _____

III. Flag Salute: I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

IV. President’s Welcome:

- 1. Budget Introduction

V. Audience Participation I: The Board President will recognize those individuals who wish to comment on the agenda items. Please respect the following procedures:

- 1) Be recognized by the Board President.
- 2) State your full name and address.
- 3) Identify the agenda item you wish to comment on.
- 4) Wait to be recognized before making your comments.
- 5) Limit your comments to specific items.

VI. Approval of Minutes:

- 1. Approval of minutes of the February 24, 2020 Regular Session of the Board of Education Meeting. (*Attachment: Min. #1*)

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen _____ Janette Coslop _____ Theresa Vaites
_____ Walter Bright _____ Sean Henderson _____ Shannon Williams
_____ Cristie Clark _____ Marissa Straccialini _____ Stacey Muscarella

VII. Committee Reports:

- 1. Standing Committees
 - a. Finance – Walter Bright
 - b. Curriculum – Stacey Muscarella
 - c. Personnel – Shannon Williams
 - d. Negotiations – Theresa Vaites
 - e. Board Development – Marissa Straccialini
- 2. Ad Hoc Committees
 - f. Public Relations – Cristie Clark
 - g. School Safety – Cristie Clark
 - h. Shared Services – Sean Henderson
 - i. Transportation – Jennifer Bowen
- 3. Delegate/Representative Reports (if any)

VIII. Correspondence: (*Copies of Correspondence are included in Backup materials*)

- 1. *No correspondence at this time.*

IX. Business Administrator’s Report:

A. Finance

It is recommended that the Board of Education approve the following action items:

- 1. Appropriation Adjustment List February 2020. (*Attachment: Fin. #1*)
- 2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 2020. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of February 2020. (*Attachment: Fin. #2*)
- 3. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 2020. The Board Secretary certifies that no line item 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. (*Attachment: Fin. #3*)

4. 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.
5. 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:23-16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
6. Payment of Bills.
 - a. February 2020 Ratified Bill List \$1,732,916.63 (*Attachment: Fin. #6a*)
 - b. March 2020 Bill List \$419,657.12 (*Attachment: Fin. #6b*)
7. Approval of the resolution to submit the 2020-21 school year budget to the Gloucester County Office of Education. (*Attachment: Fin. #7*)
8. Consolidated Food Services Report for January 2020. (*Attachment: Fin. #8*)
9. Approval for the Gloucester County Special Services School District to provide service for the Nonpublic Textbook Purchasing Program and the Nonpublic Technology Purchasing Program for 2020-21 school year to the students enrolled in nonpublic schools located in our school district.
10. Acceptance of the cash donations from the Deluxe Corporation Foundation of \$500.00 for program participation by Joseph Schwab. (*Attachment: Fin. #10*)

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Theresa Vaites
_____ Walter Bright	_____ Sean Henderson	_____ Shannon Williams
_____ Cristie Clark	_____ Marissa Straccialini	_____ Stacey Muscarella

X. Superintendent’s Report:

A. Personnel

The Superintendent recommends to the Board of Education the approval of the following action items:

1. Approval of the employment of the following individuals as substitutes for the district on an as-needed basis, effective through June 30, 2020, at the currently-approved hourly and daily rates, pending receipt of required clearances:
 - a. Cheryl Salotto, of Mullica Hill - Teacher

- b. Riley Ferguson, of Mullica Hill – General Aide
- c. Marsha Snajkowski, of Mt. Royal – General Aide

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Theresa Vaites
_____ Walter Bright	_____ Sean Henderson	_____ Shannon Williams
_____ Cristie Clark	_____ Marissa Straccialini	_____ Stacey Muscarella

B. Education

It is recommended that the Board of Education approve the following action items:

1. Approval of agreement with Advancing Opportunities for Assistive Technology Evaluation Services in the amount of \$900.00 per service on an as needed basis.

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Theresa Vaites
_____ Walter Bright	_____ Sean Henderson	_____ Shannon Williams
_____ Cristie Clark	_____ Marissa Straccialini	_____ Stacey Muscarella

C. Administration

It is recommended that the Board of Education approve the following action items:

1. Approval of Shawn Shenk to attend *Cybersecurity Training* on April 28 and 29 in Waretown, NJ at no cost. Mileage reimbursement only.
2. Approval of Dottie Hall to attend *Behind the Wheel Training* on July 27 – 29, 2020 in Franklinville at a cost of \$556.00 plus mileage reimbursement.
3. Approval of Danielle Nemeth to attend *Collaborative and Proactive Solutions with Dr. Ross Greene* on March 27, 2020 in Glassboro at a cost of \$185.00 each plus mileage reimbursement.
4. Approval of the following student field trips during the 2019-2020 school year:
 - a. Battle of the Books winners to:
 - 1) Haddonfield Middle School for multi-district Battle of the Books
 - b. Steam Tank Finalists to:
 - 2) US Army Reserve Center in Blackwood for STEAM Tank Regionals
5. Approval of the 2020 – 2021 Student Attendance Calendar. (**Attachment: Admin. #5**)

6. Approval of the reimbursement of graduate tuition cost to Diane Eisenhart following successful completion of the following courses through Wilmington University, according to terms in negotiated agreement requested amounts stated, with reimbursement June 2020:
 - a. Curriculum Development – March 2020 – May 2020 - \$1,464.00
 - b. Curriculum Leadership – March 2020 – May 2020 - \$1,464.00

7. Approval of the reimbursement of tuition cost to Ray Meyers following successful completion of the following courses through Rutgers University, requested amounts as stated:
 - a. Financial Management and Purchasing – April 4, 2020 – April 25, 2020 - \$502.00

8. Acknowledgement of safety drills conducted in the district schools:
 - a. Evacuation Drill
 - 1) Pleasant Valley School – February 24, 2020 (AM)
 - b. TableTop Drill
 - 1) Harrison Township School – February 28, 2020 (PM)
 - c. Fire Drill
 - 1) Harrison Township School – March 2, 2020 (PM)
 - 2) Pleasant Valley School – March 3, 2020 (AM)
 - d. Lockdown Drill
 - 1) Harrison Township School – March 6, 2020 (PM)
 - 2) Pleasant Valley School – March 9, 2020 (PM)

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Theresa Vaites
_____ Walter Bright	_____ Sean Henderson	_____ Shannon Williams
_____ Cristie Clark	_____ Marissa Straccialini	_____ Stacey Muscarella

D. Policy

It is recommended that the Board of Education approve the following action items:

1. *No items at this time.*

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Theresa Vaites
_____ Walter Bright	_____ Sean Henderson	_____ Shannon Williams
_____ Cristie Clark	_____ Marissa Straccialini	_____ Stacey Muscarella

E. Transportation

It is recommended that the Board of Education approve the following action items:

- 1. No items at this time.

MOTION TO APPROVE: _____ SECOND: _____

Roll Call:

_____ Jennifer Bowen _____ Janette Coslop _____ Theresa Vaites
_____ Walter Bright _____ Sean Henderson _____ Shannon Williams
_____ Cristie Clark _____ Marissa Straccialini _____ Stacey Muscarella

F. Buildings & Grounds

It is recommended that the Board of Education approve the following action items:

- 1. Approval of the following groups to utilize the facilities for the 2019-20 and 2020-21 fiscal year as outlined below:

Table with 3 columns: Name, Location, Type of Use. Rows include Harrison Twp. Youth Basketball, Coakley/OKKA Karate, and Tiger Organization.

- 2. Approval of award bid to Plymouth Companies for the removal of the HTS gym floor this summer in the amount of \$105,400.00. (Attachment: B&G: #2)

MOTION TO APPROVE: _____ SECOND: _____

Roll Call:

_____ Jennifer Bowen _____ Janette Coslop _____ Theresa Vaites
_____ Walter Bright _____ Sean Henderson _____ Shannon Williams
_____ Cristie Clark _____ Marissa Straccialini _____ Stacey Muscarella

XI. New Business:

XII. Old Business:

XIII. Audience Participation II:

XIV. Recess Into Executive Session (if necessary):

It is recommended that the Board of Education, by Resolution, adjourn into Executive Session from which the general public will be excluded to discuss school matters. The results of this session will be made public immediately after or as soon thereafter as a decision is reached. Action may be taken.

MOTION TO APPROVE: _____ **SECOND:** _____

Time: _____ **Voice vote:** _____

XV. Out of Executive Session:

MOTION TO APPROVE: _____ **SECOND:** _____

Time: _____ **Voice vote:** _____

XVI. Adjournment:

MOTION TO APPROVE: _____ **SECOND:** _____

Time: _____ **Voice vote:** _____