

HARRISON TOWNSHIP SCHOOL DISTRICT
MULLICA HILL, NEW JERSEY

BOARD OF EDUCATION REGULAR MEETING

Monday, April 27, 2020 – 7:00 PM

PUBLIC NOTICE HARRISON TOWNSHIP BOARD OF EDUCATION

The Harrison Township Board of Education in the County of Gloucester has changed the format of its regularly scheduled Board Meeting on Monday, April 27, 2020 at 7:00pm. The meeting will be conducted electronically in light of Executive Order 107's mandate for all citizens to avoid any unnecessary travel or social gatherings, as well as to remain home or in their place of residence. The purpose of this meeting will be to complete regular school business and a public hearing on the proposed 2020-2021 school budget. Members of the public can access the electronic meeting by following the directions below on April 27, 2020: **DIRECTIONS:** The conference call phone number and conference ID number will be posted on the district website at www.harrisontwp.k12.nj.us.

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, April 27, 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:

2020-21 Budget Presentation and Public Hearing

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 March 16, 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 March 2020. (*Attachment: Fin. #1*)
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2020. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of March 2020. (*Attachment: Fin. #2*)
3. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 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. March 2020 Ratified Bill List \$2,319,448.97 (*Attachment: Fin. #6a*)
 - b. April 2020 Bill List \$240,476.75 (*Attachment: Fin. #6b*)
7. Approval of Resolution accepting State Aid for the 2020-21 school year. (*Attachment: Fin. # 7*)
8. Approval of Resolution adopting the 2020-21 School Year Budget. (*Attachment: Fin. # 8*)

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$20,097,130	\$13,347,274
Special Revenue Fund	384,608	N/A
Debt Service Fund	<u>1,033,650</u>	<u>615,185</u>
Total Base Budget	<u>\$21,515,388</u>	<u>\$13,962,459</u>

9. Approval of the Certification of Tax Levy for fiscal year 2020-21. (*Attachment: Fin. #9*)
10. Consolidated Food Service Report for February 2020. (*Attachment: Fin. #10*)

11. Approval of the submission of a grant application for the 2020 Safety Grant Program through the New Jersey School Insurance Group toward the purchase of three (3) additional bus cameras in order to enhance school bus safety. The Grant amount is \$6,750.00 for the period of July 1, 2020 through June 30, 2021.

12. Approval to award contract for food service management services to Nutri-Serve Food Management, Inc. for the 2020-2021 school year, at the established flat management fee of \$22,360.00 per one school calendar year. Nutri-Serve guarantees a break even bottom line on the operational financial report up to the amount of the management fee. This represents a 2.0% increase. [CPI for 4th quarter 2019 was 2.00%] pursuant to the New Jersey Food and Nutrition guidelines.

13. Approval for Gloucester County Special Services School District 2020-21 contract for Participation in Cooperative Transportation Services.

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 Natalie Pate, current Nutri-Serve employee, as substitute Custodian on an as-needed basis, effective through June 30, 2020, at the currently-approved hourly and daily rates.

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. 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

C. Administration

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

- 1. Approval of amended 2019-2020 Student Attendance Calendar. (Attachment: Admin. #1)
2. Approval of the reimbursement of graduate tuition cost to Justin Stevenson following successful completion of the following courses through California University of Pennsylvania, according to terms in negotiated agreement requested amounts stated, with reimbursement June 2021:
a. Standards Aligned Curriculum, Instruction and Assessment – June 8, 2020 – August 14, 2020 - \$1,942.80
b. Strategies in Teaching Online – June 8, 2020 – August 14, 2020 - \$1,942.80
3. Acknowledgement of safety drills conducted in the district schools:
a. Fire Drill
1) Pleasant Valley School – April 15, 2020 (AM)
2) Harrison Township School – April 15, 2020 (AM)
b. Lockdown Drill
1) Harrison Township School – April 15, 2020 (AM)
2) Pleasant Valley School – April 15, 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 2020-21 fiscal year as outlined below:

Table with 3 columns: Name, Location, Type of Use. Rows include Adventure Club at HTS Gym 3; Activity Center & Art Room, and Adventure Club at HTS Gym 3; Activity Center.

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:** _____

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

BOARD OF EDUCATION REGULAR MEETING

Monday, April 27, 2020 – 7:00 PM

AGENDA – Closed Session

1. Personnel