

HARRISON TOWNSHIP SCHOOL DISTRICT
MULLICA HILL, NEW JERSEY

BOARD OF EDUCATION REGULAR MEETING

Monday, June 15, 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, June 15, 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. Members of the public can access the electronic meeting by following the directions below on June 15, 2020: **DIRECTIONS:** The conference call phone number and conference ID number will be posted on the district website at www.harrisontwp.k12.nj.us.

AGENDA

- 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, June 15, 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:

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 May 18, 2020 Regular and Executive Sessions of the Board of Education Meeting. (*Attachment: Min. #1*)

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

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Theresa Vaite
_____ 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 Vaite
 - 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. Letter from Emily Phillips received May 18, 2020 re: leave of absence.
- 2. Letter from Betsy Patterson received May 28, 2020 re: leave of absence.
- 3. Email from Valerie Robinson received June 3, 2020 re: Summer Adventure Club.

IX. Business Administrator’s Report:

A. Finance

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

1. Appropriation Adjustment List May 2020. (*Attachment: Fin. #1*)
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of May 2020. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of May 2020. (*Attachment: Fin. #2*)
3. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of May 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. May 2020 Ratified Bill List \$1,543,253.42 (*Attachment: Fin. #6a*)
 - b. June 2020 Bill List \$491,537.83 (*Attachment: Fin. #6b*)
7. Approval to comply with USDA and NJ Department of Agriculture Directive to set the student lunch price for the 2020-2021 school year as follows (10 cent increase):

Student Lunch	\$2.95
Milk	.40
Adult Lunch	\$3.80

8. Acceptance of the following grant awards for the 2020-2021 school year:

<u>ESEA Grant</u>	<u>Total</u>
Title I A Basic	\$59,078.00
Title II A	16,453.00
Title II A – Nonpublic	1,629.00
Title III	713.00
Title IV	9,099.00
Title IV – Nonpublic	<u>901.00</u>
TOTAL	<u>\$87,873.00</u>

<u>IDEA Grant</u>	<u>Total</u>
Basic	\$296,433.00
Basic – Nonpublic	20,562.00
Preschool	<u>29,676.00</u>
TOTAL	<u>\$346,671.00</u>

9. Approval of Resolution to transfer an amount not to exceed \$400,000 (if available) to Maintenance Reserve to supplement the cost of any possible HTS future paving projects, possible flooring replacements, door lock replacements and upgrades to LED lighting. *(Attachment: Fin. #9)*
10. Consolidated Food Service Report for April and May 2020. *(Attachment: Fin. #10)*
11. Approval for Gloucester County Special Services School District to provide additional Remedial Services for Nonpublic I.D.E.A. Students funded by the Federal I.D.E.A. grant and provide Chapter 226 Nonpublic Nursing Services funded by the State Nonpublic grant for the 2020-21 school year.
12. Approval of the 2020-21 contract of participation in Gloucester County Special Services School District MVC on-line Abstract Request Program at an annual cost of \$35.00.
13. Approval of Resolution to increase the bid threshold for a Qualified Purchasing Agent from \$40,000 to \$44,000 effective July 1, 2020. *(Attachment: Fin. #13)*
14. Approval to award a contract to Gloucester County Special Services School District for Nonpublic IDEA Services for the 2020-21 school year at a cost of \$20,400 funded by the Federal IDEA Grant.
15. Approval of the Report of 2019-20 Anticipated Contracts as required by P.L. 2015 Chapter 47. *(Attachment: Fin. #15)*
16. Approval of Resolution to cancel old outstanding checks. *(Attachment: Fin. #16)*
17. Approval of the amended 403(b) & 457(b) Plan Document for the Harrison Township School District effective July 1, 2020. (To comply with IRS regulations)
18. Approval of the submission of the CARES Emergency Relief Grant as outlined. *(Attachment: Fin. #18)*

19. Approval of Grant Application for the 2020-21 Wellness Grant Program sponsored by the SHIF (School Health Insurance Fund) in the amount of \$3,750 for Biometric Screening.

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 a leave of absence extension for Emily Phillips, Second Grade Teacher at Harrison Township School, effective September 1, 2020 through January 3, 2021, continuing an unpaid leave under NJFMLA with an anticipated return date of January 4, 2021.
2. Approval of a leave of absence for Betsy Patterson, Third Grade Teacher at Harrison Township School, effective October 1, 2020 utilizing 30 accumulated sick days concurrent with FMLA, continued with an unpaid leave under NJFMLA with an anticipated return date of September 1, 2021.
3. Approval of a step/level adjustment for Diane Eisenhart from BA+15, Step 8 to BA+30, Step 8 with salary established at \$64,197.00 in accordance with the 2019-2022 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2020.
4. Approval of a step/level adjustment for Jennifer Culling from MA, Step 2 to MA+15, Step 2 with salary established at \$54,907.00 in accordance with the 2019-2022 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2020.
5. Approval of a step/level adjustment for Laura Richardson from MA, Step 12 to MA+15, Step 12 with salary established at \$84,466.00 in accordance with the 2019-2022 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2020.
6. Approval of the employment of Rachel Geiser, of Port Jefferson, NY, as a full-time Special Education Teacher at Harrison Township School effective September 1, 2020 through June 30, 2021 with a salary at MA, Step 1 (\$53,777.00), as established in accordance with the 2019-2022 contract between H.T.E.A. and H.T.B.O.E. pending receipt of required clearances. (*Attachment: Pers. #6*)

7. Approval of the employment of Brianna Lubelski, of Sicklerville, as a full-time Grade Six Teacher at Pleasant valley School effective September 1, 2020 through June 30, 2021 with a salary at BA, Step 1 (\$51,587.00) as established in accordance with the 2019-2022 contract between H.T.E.A. and H.T.B.O.E., plus benefits. (*Attachment: Pers. #7*)
8. Approval of the employment of Kelly Meagher, of West Deptford, as a full-time PE Teacher at Harrison Township School effective September 1, 2020 through June 30, 2021 with a salary at BA, Step 1 (\$51,587.00) as established in accordance with the 2019-2022 contract between H.T.E.A. and H.T.B.O.E., plus benefits. (*Attachment: Pers. #8*)
9. Approval of the employment of Matthew Simmermon, current long-term substitute, as a full-time PE Teacher at Harrison Township School effective September 1, 2020 through June 30, 2021 with a salary at BA, Step 1 (\$51,587.00) as established in accordance with the 2019-2022 contract between H.T.E.A. and H.T.B.O.E., plus benefits.
10. Approval of the Virtual Special Education Extended School Year Program for students entering grades 1 through 6. Students attend sessions from 9:00 to 12:00 Monday through Thursday from July 6th to August 6th. Teachers receive compensation for 3.0 hours of student contact time (9:00-12:00) at \$33.64/hour and 1 hour of non-student contact time per day at \$22.77/hour as well as one, 5 hours of pre- and 2 hours of post-planning time at \$22.77/hour. Compensation is based on the negotiated HTEA contract.
HTS/PVS:
 - a. Jennifer Kotzen – Special Education Teacher
 - b. Heather Leonardi – Special Education Teacher
 - c. Nicole Grieb – Special Education Teacher
 - d. Sarah McCafferty – Special Education Teacher
 - e. Olivia Langerhans – Special Education Teacher
 - f. Carla Iannone – Special Education Teacher
11. Approval of the Virtual Special Education Extended School Year program for students in Pre-Kindergarten. Students attend sessions from 9:00 to 12:00 Monday through Thursday from July 8th to August 1st. Teachers receive compensation for 3.0 hours of student contact (9:00-12:00) at \$33.64/hour and 1 hour of non-student contact time per day at \$22.77/hour as well as 5 hours of pre- and 2 hours of post-planning time at \$22.77/hour. Compensation is based on the negotiated HTEA contract.
HTS:
 - a. Tawnya Hartman – Special Education Teacher
 - b. Andrea Startare – Special Education Teacher
12. Approval of the employment of Chelsea Swiecinski, current long-term substitute, as long-term substitute Grade 3 Teacher at Harrison Township School during the absence of Betsy Patterson for the period of September 1, 2020 through June 30, 2021 with salary established at MA, Step 1 (\$53,777.00) in accordance with the 2019-2022 contract between H.T.E.A. and H.T.B.O.E., plus benefits.

13. Approval of the voluntary transfer of Justin Arabia from full-time PE Teacher at Harrison Township School to full-time PE Teacher at Pleasant Valley School, effective September 1, 2020 through June 30, 2021.
14. Approval of the voluntary transfer of Danielle Pricskett from Grade Six Teacher to Grade Four Teacher at Pleasant Valley School, effective September 1, 2020 through June 30, 2021.
15. Approval of the administrative transfer of Kristina Love from Grade Five Teacher to Grade Six Teacher at Pleasant Valley School, effective September 1, 2020 through June 30, 2021.
16. Approval of the administrative transfer of Veronica Campbell, Special Education Teacher, from Pleasant Valley School to Harrison Township School, effective September 1, 2020 through June 30, 2021.
17. Approval of the following summer substitute custodians June 16, 2020 through August 28, 2020, as needed, at the established summer substitute rate pending receipt of required clearances:
 - a. Eric Weiss, Jr.
 - b. Terry Ballinger
 - c. Kimberly DeAngelo
 - d. Rose Rainas
 - e. Josh White
 - f. Hunter Weiss
 - g. Eileen Woods
 - h. James Messina
 - i. Brandon DeAngelo
 - j. Debbie Wagner

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 the homeschooling of students #25188, #24201, #28019, and #22192 for the 2020-2021 school year per parent request received June 3, 2020.
2. Approval of Marianna Tasso, speech pathologist, to provide speech services via tele-therapy to students in ESY at the rate of \$55.00 per hour during ESY July 6, 2020 through August 6, 2020.
3. Approval of the contract renewal with The Wright Choice for substitute nurses, as needed, at a rate of \$51.00 per hour for a Registered Nurse for the 2020-21 school year.

4. Approval of a contract renewal with Bayada Home Health Care Inc. for substitute nurses, as needed, at a rate of \$52.00 per hour for a Registered Nurse for the 2020-21 school year.
5. Approval of the contracted Physical Therapist services for the district as provided by Hope in Motion Physical Therapy, LLC at a rate of \$70.00 per hour up to 10 hours per week from July 1, 2020 through June 30, 2021, as needed.

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. Acknowledgement of the completion, NJ Department of Education approval, and the successful implementation of the Harrison Township School District Closure Plan from March 16, 2020 through June 15, 2020. The New Jersey Department of Education determined that the Plan met all the requirements in accordance with P.L. 2020, Chapter 27 and communicated that determination on May 31, 2020.
2. 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 2021:
 - a. Practicum in School Leadership – May 2020 – June 2021 - \$1,464.00
 - b. Admin Intern – May 5, 2020 – June 29, 2021 - \$1,464.00
3. Acknowledgement of safety drills conducted in the district schools:
 - a. Active Shooter Drill
 - 1) Harrison Township School – May 27, 2020 (AM)
 - b. Fire Drill
 - 1) Pleasant Valley School – May 27, 2020 (AM)
 - c. Lockdown Drill
 - 1) Pleasant Valley School – May 28, 2020 (AM)

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. Approval of Student Transportation Contract for Bus Route S7413 for Homeless Student #22162 with GCSSSD for the 2020-21 school year at a cost of \$293.86 per day and split with Clearview Regional High School.
2. Approval for the sale of one (1) 2000 and two (2) 2005 Fifty-Four passenger busses pursuant to NJSA 18A:18A-45.
3. Approval of the Purchase of Goods or Services through the use of State Contracts for the following:
➤ Buds Auto & Truck Repair for bus repairs and maintenance for the period of July 1, 2020 to June 30, 2021 at the rate of \$63.00 per hour and -0- markup on parts, as needed. (State Contract No. A89286)

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 Use of Facility Rates for the 2020-21 fiscal year as outlined below:

Hourly Charge	\$31.00 (No change)
<i>For Profit Entities:</i>	
HTS Classroom Space	\$200.00 per week (8 hr. day)
	\$ 75.00 per week (3 hr. day)
HTS Gym 3	\$350.00 per week (8 hr. day)
HTS Gym 1-2	\$330.00 per week (8 hr. day)
PVS Gym	\$200.00 Full Day*
	\$100.00 Half Day*
HTS Gym 3 (Adventure Club)	\$510.00 per month (2% increase) (School Year)

*= During Normal Operating Hours

- 2. Re-approval of the following groups to utilize the facilities for the Summer of 2020 subject to the Governor of New Jersey Executive Order(s) in effect at that time:

<u>Name</u>	<u>Location</u>	<u>Type of Use</u>
Brian Gray/PVFit	PVS Gym	Student Fitness Class
Tiger Organization	HTS Gym K-2; HTS Gym 3	Summer Basketball Camps

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, June 15, 2020 – 7:00 PM

AGENDA – Closed Session

1. Personnel
2. Negotiations