

HARRISON TOWNSHIP SCHOOL DISTRICT  
MULLICA HILL, NEW JERSEY

BOARD OF EDUCATION REGULAR MEETING

Monday, February 22, 2021 – 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, February 22, 2021 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 February 22, 2021: **DIRECTIONS:** The conference call phone number and conference ID number will be posted on the district website at [www.harrisontwp.k12.nj.us](http://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, February 22, 2021.

**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:**

Update: Restart and Recovery Plan

**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 January 25, 2021 Regular Session of the Board of Education Meetings. (*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. Letter from Jessica Souders received February 17, 2021 re: leave of absence.

**IX. Business Administrator’s Report:**

**A. Finance**

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

1. Appropriation Adjustment List for January 2021. (*Attachment: Fin. #1*)

2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 2021. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of January 2021. (*Attachment: Fin. #2*)
3. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 2021. 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. January 2021 Ratified Bill List \$1,594,858.68 (*Attachment: Fin. #6a*)
  - b. February 2021 Bill List \$202,281.39 (*Attachment: Fin. #6b*)

**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 for Jessica Souders, Fifth Grade Teacher at Pleasant Valley School, effective April 6, 2021 through June 30, 2021, utilizing 30 accumulated sick days concurrent with FMLA, with an anticipated return date of September 1, 2021.
2. Approval of Morgan Pody, current Substitute Teacher, as long-term Substitute Teacher during the leave of Jessica Souders at Pleasant Valley School for the period of April 8, 2021 through June 30, 2021, with salary established at BA, Step 1 (\$51,587.00) in accordance with the 2019-2022 contract between H.T.E.A. and H.T.B.O.E.

3. Approval of the employment of the following individuals as substitutes for the district on an as-needed basis, effective September 1, 2020 through June 30, 2021, at the currently-approved hourly and daily rates, pending receipt of required clearances:
  - a. Dorian Asllanaj, of Woodbury Heights – Teacher

**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. Acknowledgement of the Updated Harrison Township Restart and Recovery Plan – dates and general program.
2. Approval of Michelle Giuliano to attend *The New Jersey Association of Learning Consultants Spring Conference via Zoom Webinar* on April 16, 2021 at a cost of \$130.00.
3. Approval of the Field Experience Placement of Courtney Esposito with Heather Schank at Harrison Township School and Pleasant Valley School during February 3, 2021 through May 7, 2021, under the auspices of Rowan University.
4. Acknowledgement of safety drills conducted in the district schools:
  - a. Shelter in Place Drill
    - 1) Pleasant Valley School – January 26, 2021 (AM & PM)
    - 2) Harrison Township School – January 28, 2021 (AM & PM)

- b. Non-evacuation Fire Drill
  - 1) Pleasant Valley School – February 5, 2021 (AM & PM)
  - 2) Harrison Township School – February 9, 2021 (AM & PM)
- c. Evacuation Drill
  - 1) Pleasant Valley School – February 10, 2021 (AM & PM)
  - 2) Harrison Township School – February 16, 2021 (AM & 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 group to utilize the facilities for the 2020-21 and 2021-22 fiscal years as outlined below:

<u>Name</u>	<u>Location</u>	<u>Type of Use</u>
Coakley/OKKA Karate	HTS Gym 3 & Activity Center (When available)	21-22 Before and After School Program

2. Approval to award bid to Esposito Construction for paving and restoring specific areas of the HTS parking lot this summer in the amount of \$220,962.94. (*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:** \_\_\_\_\_