

HARRISON TOWNSHIP SCHOOL DISTRICT
MULLICA HILL, NEW JERSEY

BOARD OF EDUCATION REGULAR MEETING

Monday, April 26, 2021 – 7:00 PM

PUBLIC NOTICE HARRISON TOWNSHIP BOARD OF EDUCATION

The Harrison Township Board of Education has adapted the format of its regularly scheduled Board Meeting on Monday, April 26, 2021 at 7:00pm. The meeting will be held in person at the Pleasant Valley School. The public can also participate electronically and gain access to the meeting electronically by following the directions at 7:00pm on April 26, 2021. 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 26, 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:** 2021-22 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 15, 2021 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. Letter from Joanne Murphy received March 25, 2021 re: retirement.
2. Letter from Michael Seonia received April 12, 2021 re: resignation.
3. Email from Lisa DeEugenio received April 14, 2021 re: leave of absence.
4. Letter from Patricia Zane received April 15, 2021 re: retirement.

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 March 2021. (*Attachment: Fin. #1*)
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2021. The Cash Reconciliation Report and Secretary’s Report are in agreement for the month of March 2021. (*Attachment: Fin. #2*)
3. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 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. March 2021 Ratified Bill List \$2,358,709.10 (*Attachment: Fin. #6a*)
 - b. April 2021 Bill List \$350,304.65 (*Attachment: Fin. #6b*)
7. Approval of resolution accepting State Aid for the 2021-22 school year. (*Attachment: Fin. #7*)
8. Approval of resolution adopting the 2021-22 school year budget. (*Attachment: Fin. #8*)

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$20,080,311	\$13,614,219
Special Revenue Fund	724,155	N/A
Debt Service Fund	<u>1,029,650</u>	<u>612,546</u>
Total Base Budget	<u>\$21,834,116</u>	<u>\$14,226,765</u>

9. Approval of the Certification of Tax Levy for fiscal year 2021-22. (*Attachment: Fin. #9*)
10. Consolidated Food Service Report for February and March 2021. (*Attachment: Fin. #10*)
11. Approval for Gloucester County Special Services School District 2021-22 contract for participation in Cooperative Transportation Services.

12. Approval of the submission of a grant application for the 2021 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 \$5,883.00 for the period of July 1, 2021 through June 30, 2022.
13. Approval to join the Clearview Regional High School District for the bidding to purchase 200 Chromebooks for the 2021-22 school year (purchase from Federal ESSR II Funds).

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

Roll Call:

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_____ 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. Acceptance of the retirement of Joanne Murphy, Bus Driver for the District, effective July 1, 2021.
2. Acceptance of the resignation of Michael Seonia Jr., Custodian for the District, effective April 23, 2021.
3. Approval of a medical leave of absence for Lisa DeEugenio, Kindergarten Teacher at Harrison Township School, utilizing accumulated sick days concurrent with FMLA, retroactively effective March 15, 2021 through May 18, 2021 with an anticipated return date of May 19, 2021.
4. Acceptance of the retirement of Patricia Zane, Business Office Specialist for the District, effective October 1, 2021.
5. Acceptance of the resignation of Tracy Cook, General Aide at Pleasant Valley School, effective April 21, 2021.
6. Approval of the employment of Chelsea Swiecinski, current long-term substitute teacher, as long-term substitute teacher during the leave of Lisa DeEugenio at Harrison Township School, effective April 6, 2021.
7. 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. Christine Murray, of Mullica Hill – Teacher
 - b. Sarah DeAngelo, of Mullica Hill - Teacher

8. Approval of the following summer substitute custodians June 2021 through August 2021, as needed, at the established summer substitute rate pending receipt of required clearances:
 - a. Terry Ballinger
 - b. Steven Garland
 - c. Christa Lafage
 - d. Michael Montemurno
 - e. Rose Rainas
 - f. Linda Turk
 - g. Eric Weiss, Sr.
 - h. Eric Weiss, Jr.
 - i. Hunter Weiss
 - j. Eileen Woods

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 student #24030 for the remainder of the 2020-2021 school year and 2021-2022 school year per parent request received April 11, 2021.
2. Retroactive approval for a Memorandum of Understanding for Behavioral Services with the Gateway Regional High School District for the 2020-21 school year in the amount of \$40,000.00.

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 Robert Scharlé to access a virtual 2021 NJASBO Annual Conference on June 9 through June 11, 2021 at a conference fee of \$150.00.
2. Approval of the reimbursement of graduate tuition cost to Justin Stevenson following successful completion of the following course through California University of Pennsylvania, according to terms in negotiated agreement requested amounts stated, with reimbursement June 2022:
 - a. Psychology of Growth and Development – June 1, 2021 – August 6, 2021 - \$1,942.80
 - b. Methods in Research – Early Development – June 1, 2021 – August 6, 2021 - \$1,942.80

3. Approval of Kate Linnehan to participate in the following courses through Southern New Hampshire University at a cost of \$449.00 per course (to be paid using Title III monies):
 - a. Teaching Writing to English Language Learners
 - b. Own Your Words: Effective Vocabulary Instruction

4. Approval of the 2021-2022 Attendance Calendar.

5. Approval of the following student field trips during the 2020-2021 school year:
 - a. Sixth Grade classes to:
 - 1) YMCA Camp of the Pines – Camp Ockanickon

6. Acknowledgement of safety drills conducted in the district schools:
 - 1) Non-evacuation Fire Drill
 - 1) Harrison Township School – March 15, 2021 (AM & PM)
 - 2) Pleasant Valley School – March 15, 2021 (AM & PM)
 - 2) Shelter in place with a transition to Lockdown Drill
 - 1) Harrison Township School – March 24, 2021 (AM & PM)
 - 3) Lockdown Drill
 - 1) Pleasant Valley School – March 24, 2021 (AM & PM)
 - 4) Non-Evacuation Fire Drill
 - 1) Harrison Township School – April 13, 2021 (AM & PM)
 - 2) Pleasant Valley School – April 13, 2021 (AM & PM)
 - 5) Shelter In Place Drill
 - 1) Harrison Township School – April 22, 2021 (PM)
 - 2) Pleasant Valley School – April 22, 2021 (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:

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E. Transportation

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

1. Renewal of Interlocal Agreement with Clearview High School District for the borrowing of buses and trucks (when needed), sharing of bus drivers (when needed), and the purchase of gasoline for the 2021-22 school year.
2. Approval of a shared service agreement with the Kingsway Regional School District Board of Education for school bus maintenance services beginning July 1, 2021 through June 30, 2022 at the rate of \$61.20 per hour and -0- markup on parts, as needed.

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

Roll Call:

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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 and 2021-22 fiscal years as outlined below:

<u>Name</u>	<u>Location</u>	<u>Type of Use</u>
Colleen Illi	HTS Reimagination Garden (5/22)	Volunteer Work Day
PV Fit	PVS Gym (6/28-7/29)	Youth Fitness Class

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

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XI. New Business:

1. Clearview Musical Advertisement
2. Public acknowledgment of Pandemic Assistance – Shoprite and Walgreens

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 26, 2021 – 7:00 PM

AGENDA – Closed Session

1. Personnel
2. Attorney/Client Privilege