

HARRISON TOWNSHIP SCHOOL DISTRICT
MULLICA HILL, NEW JERSEY

BOARD OF EDUCATION REGULAR MEETING

Monday, June 14, 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, June 14, 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 June 14, 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, June 14, 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:**

- 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 24, 2021 Regular and Executive Sessions 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 Emily Bramante received May 24, 2021 re: resignation.
2. Letter from Sarah Stetson received May 27, 2021 re: resignation.
3. Letter from Barbara Ruiz received May 28, 2021 re: retirement.
4. Letter from Valarie Eastlack received June 1, 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 May 2021. (*Attachment: Fin. #1*)
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of May 2021. The Cash Reconciliation Report and Secretary's Report are in agreement for the month of May 2021. (*Attachment: Fin. #2*)
3. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of May 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. May 2021 Ratified Bill List \$1,597,725.89 (*Attachment: Fin. #6a*)
 - b. June 2021 Bill List \$185,196.16 (*Attachment: Fin. #6b*)
7. Approval of the Resolution to transfer an amount not to exceed \$400,000 (if available) to Maintenance Reserve to supplement the cost of any possible HTS and PVS future maintenance projects. (*Attachment: Fin. #7*)
8. Approval of the Report of 2021-22 Anticipated Contracts as required by P.L. 2015 Chapter 47. (*Attachment: Fin. #8*)
9. Approval of Resolution to cancel old outstanding checks. (*Attachment: Fin. #9*)
10. Approval of Option 1 for Biometric Screening for the 2021-22 school year as offered by the SHIF (School Health Insurance Fund) Wellness Grant Program.
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 2021-22 school year.

12. Acceptance of the following grant awards for the 2021-22 school year:

<u>IDEA Grant</u>	<u>Total</u>
Basic	\$276,587.00
Basic-Non-Public	24,862.00
Preschool	<u>29,727.00</u>
<u>TOTAL</u>	<u>\$331,176.00</u>

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. Acceptance of the resignation of Emily Bramante, part-time Custodian for the District, effective July 1, 2021.
2. Acceptance of the resignation of Sarah Stetson, Grade Five Teacher at Pleasant Valley School, effective June 18, 2021.
3. Acceptance of the retirement of Barbara Ruiz, Special Education Teacher at Harrison Township School, effective October 1, 2021.
4. Approval of a medical leave of absence for Valarie Eastlack, Administrative Assistant to the Superintendent, effective July 14, 2021 utilizing accumulated sick time with an estimated return date of August 30, 2021.
5. Approval of the employment of Lauren Gill, of Bellmawr, as a Special Education Teacher at Harrison Township School for the period of September 1, 2021 through June 30, 2022 with salary established at BA, Step 1 (\$51,887.00) in accordance with the 2019-2022 contract between H.T.E.A. and H.T.B.O.E., plus benefits, pending receipt of required clearances. (*Attachment: Pers. #5*)
6. Approval of Kim Rohrbacher, current Substitute Teacher as long-term Substitute Teacher during the leave of Michelle Troast at Harrison Township School for the period of September 1, 2021 through June 30, 2022, with a salary established at BA, Step 1 (\$51,887.00) in accordance with the 2019-2022 contract between H.T.E.A. and H.T.B.O.E., plus benefits.

7. Approval of Denise Sosnowicz, current Substitute Teacher as long-term Substitute Teacher during the leave of Tara Reeves at Harrison Township School for the period of September 1, 2021 through June 30, 2022, with a salary established at MA, Step 1 (\$54,077.00) in accordance with the 2019-2022 contract between H.T.E.A and H.T.B.O.E., plus benefits.
8. Approval of the voluntary transfer of Eileen Woods, current 5.0 hour/day General Aide to a 2.75/hour day General Aide at Harrison Township School.
9. Approval of a step/level adjustment for Olivia Langerhans from BA, Step 6 to BA+15, Step 6 with salary established at \$55,417.00 in accordance with the 2019-2022 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2021.
10. Approval of the employment of Marsha Snajkowski, as a Summer Substitute Custodian at the approved hourly rate effective through September 2021.

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 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, 2021 through June 30, 2022, 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. Authorizing the awarding of contracts for professional services for a one-year term commencing July 1, 2021 without competitive bidding.
 - 1) Special Education Attorney – Brett Gorman, Esquire, of Parker McCay P.A.

2. Approval of Lori Hynes to virtually attend *NJCIE Summer 2021 Inclusion Leadership Conference* on June 28, 2021 at no cost.
3. Acknowledgement of a Bus Evacuation Drill at Pleasant Valley School on May 12, 2021 at 8:56am supervised by Jennifer Hackett-Slimm, Principal and Christine Fellona, Assistant Principal. All busses, drivers, and aides were in participation.
4. Acknowledgement of a Bus Evacuation Drill at Harrison Township School on May 20, 2021 at 8:25am supervised by AnnaLisa Rodano, Principal and Chad Flexon, Supervisor of Instruction. All busses, drivers, and aides were in participation.
5. Acknowledgement of safety drills conducted in the district schools:
 - a. Shelter in Place with Transition to Lockdown Drill
 - 1) Pleasant Valley School – May 24, 2021 (AM)
 - 2) Harrison Township School – June 9, 2021 (AM)
 - 3) Pleasant Valley School – June 10, 2021 (AM)
 - b. Non-Evacuation Fire Drill
 - 1) Harrison Township School – June 8, 2021 (PM)
 - 2) Pleasant Valley School – June 9, 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:

_____ 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 for the sale of two (2) 2006 fifty-four passenger busses pursuant to NJSA 18A:18A-45.

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 2021-22 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	\$520.00 per month (2% increase)
	(School year)
	*= during normal operating hours

2. Approval of the following group to utilize the facilities:

<u>Name</u>	<u>Location</u>	<u>Type of Use</u>
PTA	PVS Gym	Pilo-Polo with 6 th Grade

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 14, 2021 – 7:00 PM

AGENDA – Closed Session

1. Personnel