

**HARRISON TOWNSHIP SCHOOL DISTRICT
MULLICA HILL, NEW JERSEY
BOARD OF EDUCATION REGULAR MEETING
Monday, November 20, 2023 – 7:00 PM**

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, November 20, 2023.

II. Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ 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:

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

1. Approval of minutes of the October 23, 2023 Regular and Executive Sessions of the Board of Education Meeting. (*Attachment: Min. #1*)

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

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ Stacey Muscarella

VII. Committee Reports:

1. Standing Committees
 - a. Finance – Walter Bright
 - b. Curriculum – Stacey Muscarella
 - c. Personnel – Shannon Williams
 - d. Negotiations – Jennifer Bowen
 - 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 – Janette Coslop
3. Delegate/Representative Reports (if any)

VIII. Correspondence: (*Copies of Correspondence are included in backup materials*)

1. Letter from Maia Mullins received October 30, 2023 re: resignation.
2. Letter from Linda Bermudez received November 13, 2023 re: resignation.
3. Letter from Gina Rotoli received November 15, 2023 re: leave of absence.
4. Thank you card from the Harrison Township PTA re: Golf Outing

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 October 2023. (*Attachment: Fin. #1*)
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2023. The Cash Reconciliation Report and Secretary’s Reports are in agreement for the month of October 2023. (*Attachment: Fin. #2*)
3. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2023. 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. October 2023 Ratified Bill List \$1,727,354.70 (*Attachment: Fin. #6a*)
 - b. November 2023 Bill List \$375,047.28 (*Attachment: Fin. #6b*)

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

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ 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 Shannon Gibbons, Long-term Substitute Teacher, effective October 24, 2023.
2. Acceptance of the resignation of Maia Mullins, Bus Driver for the District, effective November 28, 2023.
3. Acceptance of the resignation of Linda Bermudez, Transportation Aide for the District, effective December 29, 2023.
4. Approval of an intermittent leave of absence for Gina Rotoli, Special Education Aide at Harrison Township School, effective December 4, 2023 through June 30, 2024.
5. Approval of the employment of Jonathan Brand, of Haddonfield, as Long-Term Substitute Teacher at Pleasant Valley School, during the absence of Danielle Metcalf for the period of December 15, 2023 through June 30, 2024, with salary established at the daily substitute rate for the first 20 days of service in this role, in accordance with State Statute, followed by a salary established at BA, Step 1 (\$52,487.00 pro-rated) in accordance with the 2022-2025 contract between H.T.E.A. and H.T.B.O.E., pending receipt of required clearances. (*Attachment: Pers. #5*)

6. Approval of increase of revised minimum wage as required by Governor Murphy, effective January 1, 2024. (*Attachment: Pers. #6*)
7. Approval of the employment of the following individuals as substitutes for the district on an as-needed basis, effective September 1, 2023 through June 30, 2024, at the currently-approved hourly and daily rates, pending receipt of required clearances:

Summer Bajewicz - Teacher	Caitlin Czajkowski - Teacher
Lauren Carroll - Nurse	Brianna Merklein - Teacher
Ashley Muscarella - Teacher	

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

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Seam Henderson	_____ 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	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ Stacey Muscarella

C. Administration

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

1. Approval to submit the 2023-2024 State of Assurance for NJ Quality Single Accountability Continuum (NJQSAC) to the Commissioner of Education, in compliance with the provisions of N.J.A.C.6A:30.
2. Approval of the Resolution to Submit the 2023-2024 DPR for the NJ Quality Single Accountability Continuum (NJQSAC) to the Commissioner of Education, in compliance with the provisions of N.J.A.C.6A:30-2.3(f).
3. Approval of Laura Wygant to attend *Public Foundations Level 1 Virtual Launch Workshop* on November 7, 2023 at a cost of \$320.00.
4. Approval of the reimbursement of graduate tuition cost to Kelly Meagher following successful completion of the following courses through Western Michigan University, according to terms in the negotiated agreement, requested amounts stated, with reimbursement June 2024:
 - a. Programming in Adapted Physical Education – January 8, 2024 through April 27, 2024 - \$2,294.28

5. Approval of Courtney Stankiewicz to attend *40-hour Registered Behavior Technician Series Version 2* online at a cost of \$99.00
6. Retroactive approval for Pooja Arora to share information about Diwali Celebrations in Mrs. Corey’s classroom.
7. Approval for Mr. Carbone to share a lesson on kindness in Mrs. Nguyen’s classroom.
8. Approval of the following field trips for the 2023-2024 school year:
 - a. Sixth Grade classes to the Fun Plex in Mt. Laurel, NJ.
 - b. Sixth Grade classes to Clearview for 6th Grade Recognition Night Practice.
 - c. Sixth Grade choir students to Clearview for Q&A with fall production of Annie cast.
9. Acknowledgement of a Bus Evacuation Drill at Harrison Township School on November 2, 2023 at 8:30am supervised by AnnaLisa Rodano, Principal. All busses, drivers and aides were in participation.
10. Acknowledgement of safety drills conducted in the district schools:
 - a. Fire Drill
 - 1) Pleasant Valley School – November 2, 2023 (AM)
 - b. Shelter In Place Drill
 - 1) Harrison Township School – November 8, 2023 (AM)

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

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ 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	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ 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	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ 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 2023-2024 fiscal year as outlined below:

<u>Name</u>	<u>Location</u>	<u>Type of Use</u>
OKKA	HTS Activity Center	Self Defense for Scouts
TOP Sports	PVS Cafeteria	Buddy Training
PTA	PVS Gym/Cafeteria	Santa
Boy Scouts	HTS Activity Center	Meetings

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

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ 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, November 20, 2023 – 7:00 PM

AGENDA – Closed Session

1. Attorney Client Privilege