

**HARRISON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION
120 N. MAIN STREET
MULLICA HILL, NEW JERSEY**

**REGULAR MEETING
JUNE 12, 2023
7:00 PM**

Mrs. Stacey Muscarella, Board President, called the meeting of the Harrison Township Board of Education to order in the music room at Pleasant Valley School at 7:03 p.m. It was announced that the Board might adjourn into Executive Session during the meeting to discuss personnel, student issues, property, or any other matter appropriate for this session, the results of which would be made public at a later date.

- 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.

II. Roll Call:

Mrs. Jennifer Bowen	Mr. Sean Henderson
Mr. Walter Bright	Mrs. Stacey Muscarella
Ms. Cristie Clark	Mrs. Marissa Straccialini
Mrs. Janette Coslop	Mrs. Shannon Williams
Mr. Louis DiBacco	

Others Present:

Dr. Missy Peretti, Superintendent of Schools and Mr. Robert Scharlé, School Business Administrator /Board Secretary

III. Flag Salute:

Led by Stacey Muscarella, Board President of the Harrison Township Board of Education.

IV. President's Welcome:

None

V. Audience Participation I:

Danielle Nemeth, School Psychologist

Regarding the budget cut of a school counselor:

- National ratio – 1 counselor to every 250 students
- New Jersey ratio – 1 counselor to every 350 students
- HTSD ratio for 2023-24 will be approximately 1 counselor to every 650 students
- Concerned about the social and emotional aspects of the students

VI. Approval of Minutes:

Motion: For the Board of Education to approve the following action item:

1. Approval of minutes of the May 22, 2023 Regular and Executive Sessions of the Board of Education Meeting. (**Attachment: Min. #1**)

Motion: Mr. Henderson Second: Ms. Clark
Roll Call: (7-0-2) Carried: Yes
Abstained: Mr. Henderson, Mrs. Muscarella

VII. Committee Reports:

1. Standing Committees
 - a. Finance – Walter Bright (No report at this time.)
 - b. Curriculum – Stacey Muscarella (No report at this time.)
 - c. Personnel – Shannon Williams (No report at this time.)
 - d. Negotiations – Jennifer Bowen (No report at this time.)
 - e. Board Development – Marissa Straccialini (No report at this time.)
2. Ad Hoc Committees
 - f. Public Relations – Cristie Clark (No report at this time.)
 - g. School Safety – Cristie Clark (No report at this time.)
 - h. Shared Services – Sean Henderson (No report at this time.)
 - i. Transportation – Janette Coslop (No report at this time.)
3. Delegate/Representative Reports (No report at this time.)

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

1. Email from Lauren Gill received May 29, 2023 re: resignation.
2. Letter from Linda Pennypacker received June 2, 2023 re: resignation.
3. Letter from Beth Ann Stanton received June 7, 2023 re: resignation.

IX. Business Administrator’s Report:

- A. Finance

Motion: For the Board of Education to approve the following action items:

1. Appropriation Adjustment List for May 2023. (**Attachment: Fin. #1**)
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of May 2023. The Cash Reconciliation Report and Secretary’s Reports are in agreement for the month of May 2023. (**Attachment: Fin. #2**)

X. Superintendent's Report:

A. Personnel

Motion: For the Board of Education to approve the following action items:

1. Acceptance of the resignation of Lauren Gill, Kindergarten Teacher at Harrison Township School, effective July 1, 2023.
2. Acceptance of the resignation of Linda Pennypacker, General Aide at Pleasant Valley School, effective June 14, 2023.
3. Acceptance of the resignation of Beth Ann Stanton, Bus Driver for the District, effective June 14, 2023.
4. Approval of the employment of Devon Nolt, of Blackwood, as a Full-Time Teacher at Pleasant Valley School, effective September 1, 2023 through June 30, 2024 with salary established at BA, Step 3 (\$53,187.00), plus benefits, 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. #4*)
5. Approval of the employment of Kelsey Minniti, of Mickleton, as a Full-Time Special Education Teacher, effective September 1, 2023 through June 30, 2024 with salary established at BA, Step 10 (\$73,764.00), plus benefits, 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. #6*)
6. Approval of the Step/Level Adjustment for Melinda Gerken from MA+15, Step 12 to MA+30, Step 12, salary to be established in accordance with the 2022-2025 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2023.
7. Approval of the Step/Level Adjustment for Erin Durkin from BA, Step 2 to BA+15, Step 2, salary to be established in accordance with the 2022-2025 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2023.
8. Approval of Kaitlyn Hogan, Speech-Language Specialist, to provide speech services to students in ESY at the rate of \$44.00 per hour during ESY – July 10, 2023 through August 3, 2023.
9. Approval of Dana Savvas as Special Education Teacher Assistant and Aide to provide support for our Special Education Extended School Year students in grades PK through six. Monday through Thursday 8:45-12:15 July 10, 2023 to August 3, 2023 at Harrison Township School. Teacher Assistants and Aides receive compensation for 3.5 hours per day at the rate of \$18.50 per hour. Compensation is based on the negotiated HTEA contract.
10. Approval of Susan Jones, Substitute School Nurse to provide support for our ESY students Monday through Thursday (8:45-12:15) July 10, 2023 through August 3, 2023 at \$44.00 per hour and 3 hours of pre- and 2 hours of post-planning non-student contact time at \$22.77 per hour.

11. Approval of the employment of Dylon Rodriguez, of Mantua, as Summer Substitute Custodian effective June 1, 2023 through September 30, 2023, on an as-needed basis, at the approved hourly and daily rate.
12. Approval of the employment of the individuals appearing on the attached list as substitute teachers, nurses, general aides, bus drivers, bus aides and custodians 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. (*Attachment: Pers. #13*)
13. Acceptance of the resignation of Joseph Munafo, Bus Driver for the District, effective July 1, 2023.
14. Approval of the employment of Jennifer Calhoun, current Part-Time General Aide, as Summer Substitute Custodian effective June 1, 2023 through September 30, 2023, on an as-needed basis, at the approved hourly and daily rate.
15. Approval of the employment of the following 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:
 - a. Donna Clifford – Teacher
 - b. Helen Evans – Teacher
 - c. Christine McGuire – Teacher
 - d. Deborah Placentra – Bus Driver
 - e. Diane Ditzler – Transportation Aide
 - f. Shelby Mullen – Teacher

Dr. Peretti indicated that Shelby Mullen is being added to the substitute teacher list under item #15. Shelby resigned as a General Aide.

Motion: Mrs. Straccialini Second: Mrs. Coslop
 Roll Call: (9-0) Carried: Yes

B. Education

Motion: For the Board of Education to approve the following action items:

1. Approval of a contract renewal with The Wright Choice for substitute nurses, as needed, at a rate of \$52.00/hour for a Registered Nurse for the 2023-2024 school year.

Motion: Mrs. Williams Second: Mr. Henderson
 Roll Call: (9-0) Carried: Yes

C. Administration

Motion: For the Board of Education to approve the following action items:

1. Approval of Lisa Schreyer to attend an online Webinar: *Wilson Virtual PD – Spotlight on Dyslexia* on June 7-8, 2023 at a cost of \$79.00.

2. Approval of the Summer Externship Placement of Erin West with Michelle Giuliano from July 5, 2023 through August 8, 2023, under the auspices of Rowan University.
3. Approval of the completion of the Comprehensive Equity Plan Needs Assessment and the submission of the 2023-2026 Comprehensive Equity Plan.
4. Acknowledgement of safety drills conducted in the district schools:
 - a. Fire Drill
 - 1) Pleasant Valley School – May 26, 2023 (AM)
 - 2) Harrison Township School – May 31, 2023 (PM)
 - 3) Pleasant Valley School – June 7, 2023 (AM)
 - b. Lockdown Drill
 - 1) Pleasant Valley School – May 31, 2023 (PM)
5. Approval of the reimbursement of graduate tuition cost to Melinda Gerkens following successful completion of the following courses through NJEXCEL, according to terms in the negotiated agreement, requested amounts stated, with reimbursement June 2023:
 - a. Examining & Applying School Leadership Practices – July 2022 through December 2022 - \$675.00
 - b. Strategic Management: Leading Learning Communities – July 2022 through December 2022 - \$900.00
 - c. Instructional Leadership – July 2022 through December 2022 - \$1,350.00
 - d. Examining & Applying School Leadership Practices – January 2023 through June 2023 - \$900.00
 - e. Standards-based Curriculum, Instruction & Assessment – January 2023 through June 2023 - \$900.00
 - f. Examining & Applying Supervisory Practices – January 2023 through June 2023 - \$675.00

Motion: Ms. Clark
 Roll Call: (9-0)

Second: Mrs. Straccialini
 Carried: Yes

D. Policy

Motion: For the Board of Education to approve the following action items:

1. Second Reading of updated Board Policy 4119.22/4219.22 – Conduct and Dress.

Motion: Mr. Bright
 Roll Call: (9-0)

Second: Mr. DiBacco
 Carried: Yes

E. Transportation

None

F. Buildings & Grounds

Motion: For the Board of Education to 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>
Girl Scouts	HTS Activity Center	Meetings

Motion: Mrs. Coslop	Second: Ms. Clark
Roll Call: (9-0)	Carried: Yes

XI. Old Business:

Mr. Scharlé reported that he received notice from the Salem County Prosecutors office that they arrested an additional accomplice in the stolen truck case from last year. I have forwarded all the requested information in an attempt to receive reimbursement for our expenses.

XII. Recess into Executive Session:

RESOLUTION: To enter into Executive Session at 7:14 p.m.

Motion: Mr. Henderson	Second: Mrs. Bowen
Roll Call: Voice	Carried: Yes

XIII. Out of Executive Session:

RESOLUTION: To return to Regular Session at 7:38 p.m.

Motion: Mr. Henderson	Second: Mr. Bright
Roll Call: Voice	Carried: Yes

Motion: Approval of the settlement agreement and general release of #35614 as discussed in Execution Session.

Motion: Mr. Henderson	Second: Ms. Clark
Roll Call: (9-0)	Carried: Yes

XIV. New Business:

Big Al Szolak introduced Addison McMichael as his essay winner. Al also introduced Addison's family. Al was extremely proud of her essay. Addison's Mom read the essay to the Board. Addison's Mom indicated that the free week of camp will be donated to another family that may not be able to afford the camp.

Al thanked the Board for the opportunity to have his camp here and to encourage kids to make the right decision.

XV. Audience Participation II:

None

XVI. Adjournment:

There is no further business. A motion was made to adjourn at 7:50 p.m.

Motion: Mr. DiBacco
Roll Call: Voice

Second: Mr. Bright
Carried: Yes

Respectfully Submitted,

Robert E. Scharlé
Board Secretary