

HAINESPORT TOWNSHIP BOARD OF EDUCATION MINUTES

Regular Meeting
April 24, 2018
6:30pm Cafeteria

1. Call to Order

Meeting called to order at 6:32pm by Board President Morelli.

2. Flag Salute

3. Statement of Open Public Meeting Compliance

In compliance with the Open Public Meeting Act, public notices of this meeting have been given by the Business Administrator in the following manners:

- A. Posted written notice on the official bulletin board at the Municipal Building on January 8, 2018.
- B. Mailed written notice to the Burlington County Times and to the Courier Post on January 8, 2018.
- C. Filed written notice with the Clerk of Hainesport Township on January 8, 2018.
- D. Filed written notice with the members of this body.
- E. Mailed written notice to each person who has requested copies of the regular meeting schedule and who has prepaid any charges fixed for such service.

4. Roll Call

Board Member	Present	Absent	Late Arrival
Michael Morelli, President	X		
Mary-Jean Kneringer, Vice President	X		
Jason Cardonick		X	
Jeffrey Duda	X		
Rosa Guilardi		X	
Kristin Jakubowski	X		6:34 PM
Samir Patel	X		
Keith Peacock	X		6:49 PM
Peter Scarpati	X		

- Joseph R. Corn, Chief School Administrator
- Michael Blake, School Business Administrator/Board Secretary

5. Executive Session

BE IT RESOLVED that the Hainesport Township School District Board of Education desires to hold a closed Executive Session at 6:30pm prevailing time for approximately 60 minutes as follows for discussion of the following, action may or may not be taken upon returning to open session:

- Negotiations
- Personnel
- Legal
- Individual Privacy
- Security
- Investment/Property Acquisition
- Litigation

Motion for the Hainesport Township Board of Education to enter into closed session:

Motion	Second	All in Favor	All Opposed
Mrs. Kneringer	Mr. Scarpati	5	0

Motion Carries Motion Fails Time: 6:34pm

Discussion Item(s)* (Agenda to extent known) defined as excluded from requirements of Open Public Meetings Act of 1975, further it is anticipated that such discussions may be disclosed upon resolution.

**Pursuant to the list of exceptions set forth in the Open Public Meetings Act 10:4-12*

6. Return to Open Session

Motion for the Hainesport Township Board of Education to return to open session:

Motion	Second	All in Favor	All Opposed
Mr. Scarpati	Mr. Peacock	7	0

Motion Carries Motion Fails Time: 7:28pm

7. District Mission Statement

Board President Morelli reconvened the meeting at 7:34pm with the reading of the district mission statement:

The Mission of Hainesport Township School District is to provide a safe, supportive and challenging educational environment in an atmosphere that enables each child to develop intellectually, emotionally, physically, and socially in a fiscally responsible manner.

8. PTO Report & Student Government Report

Report	Presenter
PTO Report	Mrs. Paz
Student Government Report	Jordyn McArthur/Paige Petty

PTO:

- Book Fair has ended. \$7,000 in sales and \$1,400 in profit
- Ms. Liedtka class won the coin challenge
- Makerspace donation is complete
- Mini-grants are due
- PNO was a success
- Musical Theatre performance next week
- Future Mother/Son event
- Teacher Appreciation week is ahead

SGA:

- Canned good to the dance
- 8th grade vs. staff volleyball game

- Green/White night at the end of school year.

9. Budget Presentation:

1. Mr. Corn and Mr. Blake gave the budget presentation

10. Public Participation for Budget Presentation

1. None

11. Public Hearing

1. Recommend motion to adopt the 2018-2019 school budget. Resolution #17-15

Roll Call on Resolution #17-15

Board Member	Motion	Second	Yes	No	Abstain	Absent
Michael Morelli			X			
Mary-Jean Kneringer			X			
Jason Cardonick						X
Jeffrey Duda			X			
Rosa Guilardi						X
Kristin Jakubowski			X			
Samir Patel			X			
Keith Peacock		X	X			
Peter Scarpati	X		X			

Motion Carries Motion Fails Time: 8:05pm

12. Public Participation (Action Items Only)

The Public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the appropriate staff member, followed by building level administration, and then the Superintendent of Schools PRIOR to petitioning the Board of Education. Complaints should only be brought to the Board after the appropriate school staff has had a reasonable opportunity to resolve the problem at the employee level.

Each individual will have one opportunity to speak and be given a maximum of three minutes.

A. Motion to Open Meeting for Public Comment

RECOMMEND that the Board of Education open the meeting to receive comment from the public present.

Motion	Second	All in Favor	All Opposed
Mr. Peacock	Mr. Duda	7	0

Motion Carries Motion Fails Time: 8:05 PM

All meetings must be open to the public at all times except for those meetings at which certain excepted matters are discussed. However, the right of the public to be present at the meeting should not be confused with public participation. The public body (Board of Education) retains the right to permit, regulate or prohibit active participation of the public at any meeting. (N.J.S.A. 10:4-12(a)).

This meeting will now be open to the public, however, if your questions or comments pertain to litigation, students, personnel, or negotiations, the Board requests that you see the Superintendent after the meeting since those items cannot be discussed in public.

- None at this time

B. Motion to Close Meeting from Public Comment

RECOMMEND that the Board of Education close the meeting for public comment and return to session.

Motion	Second	All in Favor	All Opposed
Mrs. Jakubowski	Mrs. Kneringer	7	0

Motion Carries Motion Fails Time: 8:05 PM

13. Approval of Minutes

Motion for the Hainesport Township Board of Education to Approve the minutes of the following meeting(s):

Item	Meeting Date	Type	Attach.
1.	3/20/18	Regular Meeting (Open Session)	M-1
2.	3/20/18	Regular Meeting(Executive Session)	M-2

Roll Call on Action Item #1-2:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Michael Morelli			X			
Mary-Jean Kneringer		X	X			
Jason Cardonick						X
Jeffrey Duda			X			
Rosa Guilardi						X
Kristin Jakubowski			X			
Samir Patel			X			
Keith Peacock			X			
Peter Scarpati	X		X			

Motion Carries Motion Fails Time: 8:06pm

14. Superintendent's Report

Discussion Items – Mr. Joseph R. Corn, Superintendent

1. 6th Grade Honor Band is being honored
2. Mr. Goldberg/Ms. Bennett Achieve 3000 award
3. State Police will do a mock active shooter during summer

Action Items – Motion to approve the Superintendent's Report:

Item	Report	Attach
1.	Affirm, Reject, or Modify the monthly HIB Report	SR-1
2.	Code of Conduct	SR-2
3.	Enrollment Report	SR-3
4.	If necessary, the Board authorizes the Superintendent of Schools to hire personnel to directly replace a staff vacancy occurring between Board of Education meeting dates. Employment is contingent upon criminal history review clearance and issuance of appropriate certification.	

Roll Call on Action Items #1-4:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Michael Morelli			X			
Mary-Jean Kneringer			X			
Jason Cardonick						X
Jeffrey Duda		X	X			
Rosa Guilardi						X
Kristin Jakubowski	X		X			
Samir Patel			X			
Keith Peacock			X			
Peter Scarpati			X			

Motion Carries Motion Fails Time: 8:10pm

15. STUDENT SERVICES & COMMUNITY RELATIONS:

A. Student Services Committee Report: Mary-Kean Kneringer

- The committee met on Wednesday, April 18th and discussed the action items below as well as the website update and the maker-space.

Item	Description
1.	Renewal of Agreement for Physical Therapy Services with Andrea Morris of Dimensions in Pediatric Physical Therapy, LLC for the period July 1, 2018 to June 30, 2019 at a cost of \$80/hour (no cost increase).
2.	Renewal of Agreement for Our Playground Therapy Services, LLC with Michelle Critelli for the period July 1, 2018 to June 30, 2019 at a cost of \$80/hour (no cost increase)

Calendar

Item	Description	Attach
3.	Approve the revised calendar for the 2017-18 school year.	SS-1
4.	Approve the revised calendar for the 2018-19 school year.	SS-2

Roll Call on Action Items #1-4:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Michael Morelli			X			
Mary-Jean Kneringer	X		X			
Jason Cardonick						X
Jeffrey Duda			X			
Rosa Guilardi						X
Kristin Jakubowski			X			
Samir Patel			X			
Keith Peacock		X	X			
Peter Scarpati			X			

Motion Carries Motion Fails Time: 8:11pm

16. HUMAN RESOURCES

A. Human Resources Committee Report: Mary-Jean Kneringer

- The committee met on Wednesday, April 18th and discussed the action items.

B. Motion to approve the following Human Resources action items upon the recommendation of the Superintendent:

Faculty and Staff

Item	Description	Attach.
1.	Renewal of non-tenured certificated teaching staff on track to receive tenure during the 2018-19 school year. Tricina Beebe* Tiffany Deer Maria LoVerde (*Tenure of Feb. 2019 due to time and hiring)	HR-1
2.	Renewal of non-tenured certificated teaching staff on track to receive tenure during the 2019-2020 school year: Katherine Bennett Carly Rothenberg Lauren Gill Shannon Higgins Devin Kane Tabitha Nicodemus	HR-2
3.	Renewal of non-tenured certificated teaching staff on track to receive tenure during the 2020-2021 school year: Cyndi Hess* Jackie Bradley Stephanie Glenn (*Tenure as of Nov. 2020 due to time and hiring)	HR-3
4.	Renewal of non-tenured certificated teaching staff on track to receive tenure during the 2021-2022 school year: Anne Lavergne* Mellissa Junio Olivia Liedtka (*Tenure as of Feb. 2022 due to time and hiring)	
5.	Reappointment of tenured certificated teaching staff	HR-4
6.	Reappointment of non-certificated support staff	HR-5
7.	Approve paying Margaret Fuddy for four hours for kindergarten registration. Kindergarten registration was held on the evening of April 12, 2018- from 4:00 – 8:00 p.m. Ms. Fuddy will be compensated at her current HEA rate for a total amount of \$99.48.	
8.	Approve paying Cyndi Hess for four hours for kindergarten registration. Kindergarten registration was held on the evening of April 12, 2018- from 4:00 – 8:00 p.m. Ms. Hess will be compensated at her current HEA rate for a total of \$140.04.	
10.	Employment Contract between Michael Blake, School Business Administrator/Board Secretary, and the Hainesport Township Board of Education, having been reviewed and approved by the Executive County Superintendent in accordance with NJAC 6A:23A 31(a), for the period of July 1, 2018 through June 30, 2019.	
12.	Contract between Cora Schiers, Confidential Assistant to the Chief School Administrator, and the Hainesport Board of Education for the period of July 1, 2018 through June 30, 2019.	
12.	Contract between Pat Gwynne, Confidential Assistant to the Business Administrator, and the Hainesport Board of Education for the period of July 1, 2018 through June 30, 2019.	
13.	Contract between Christy Eckert, Confidential Business Office Clerk, and the Hainesport Board of Education for the period of July 1, 2018 through June 30, 2019.	
14.	Contract between Lauren Salls, Principal PreK-4/Special Services, and the Hainesport Board of Education for the period of July 1, 2018 through June 30, 2019.	
15.	Contract between Thomas Simonet, Principal 5-8/Curriculum & Instruction, and the Hainesport Board of Education for the period of July 1, 2018 through June 30, 2019.	
16.	Contract between Jules Krause, Manager of Buildings and Grounds, and the Hainesport Board of Education for the period of July 1, 2018 through June 30, 2019.	
17.	Approve Scott Stipa for up to 10 hours of 5th grade Science curriculum writing. Mr. Stipa will be	

compensated at the rate of \$38.15 per hour.
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*Cost includes travel, and lodging.

**Ratify and Affirm

Professional Development

Item	Program	Location	Date(s)	Hour(s)/Miles/Tolls	Workshop Cost	Attendee
18.	HIB Training	Toms River, NJ	5/22/18	9:00 am - 1:00 pm 80 miles	\$145.00	Ms. Wenz

*Cost includes travel, and lodging.

**Ratify and Affirm

Clinical Practice Field Experience Practicum

Item	Name	Subject Area	School	Teacher	Grade(s)	Approved Start Date
19.	Danielle Mann	Art/ Psychology	Endicott College	Ms. Hamilton & Ms. Pollock	Variety	5/1/18 - 6/25/18 (120 hours)

Additional Volunteers for 2017-18

Item	Name
20.	Ryan Lederman Craig Wenz

Roll Call on Action Items #1-20:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Michael Morelli			X		#20	
Mary-Jean Kneringer	X		X			
Jason Cardonick						X
Jeffrey Duda			X			
Rosa Guilardi						X
Kristin Jakubowski			X			
Samir Patel			X			
Keith Peacock		X	X			
Peter Scarpati			X			

Motion Carries

Motion Fails

Time: 8:13pm

17. FINANCE :

A. Finance Committee Report: Pete Scarpati, Chair

- The committee met on Tuesday, April 17 and discussed the action items and the budget for next year.

B. Motion to approve the following Finance action items upon the recommendation of the Superintendent:

Reports

Item	Report Type	Attach
1.	Board Secretary's Report for March 2018.	FI-1

2.	Treasurer's Report for March 2018.	FI-2
3.	Appropriation Adjustment Journal for March 2018.	FI-3
4.	Board of Education Monthly Certification of Funds for March 2018.	
5.	Cash Management Report for March 2018.	FI-4
6.	Payment of bills for the month of March 2018.	FI-5
7.	Student Activity Account for March 2018.	FI-6
8.	Cafeteria Report for March 2018.	FI-7
9.	Renewal of Holman Frenia Allison, P.C. to conduct the district annual audit for the 2017-2018 school year at a cost of \$20,200.	
10.	Renewal of food service contract with Nutri-Serve Food Management (year 5 of 5) for the 2018-2019 school year for a flat fee of \$13,780.00	

Field Trips

Item	Date	Time	Grade/ Group	# of Students	Destination	Admission/ Cost	Nurse	Bus	Payee	Coordinator
11.	6/14/18	8:45 am 2:00 pm	2	52	Franklin Institute	\$1039.00	\$450.00	\$500.00 (2)	Board	Ms. Pryor
12.	5/15/18	11:00 am 2:00 pm	4	63	Shop Rite of Hainesport (Nutritional Meals)	0	N/A	250.00 (1)	Board	Ms. Basantis
13.	5/29/18	9:20 am 1:30 pm	6 Choir	29	Brandywine Living Voorhees	\$15.00 per student for lunch	450.00	250.00 (1)	Parents pay for lunch. Board pays for nurse & bus	Ms. Cahill
14.	5/21/18	8:45 am 1:45 pm	TAG-4	12	Fountain Woods School	0	N/A	250.00	Board	Ms.Venuto
15.	6/4/18	8:45 am 1:45 pm	TAG-3	7	Fountain Woods	0	N/A	250.00	Board	Ms.Venuto

Resolutions

Item	
16.	Res #17-16: Submission of the 2018-2019 Safety Grant Application to New Jersey Insurance Group
17.	Res #17-17 Execution of the Burlington County Joint Transportation Agreements for the 2018-19 School Year.

Roll Call on Action Items #1-15:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Michael Morelli			X			
Mary-Jean Kneringer			X			
Jason Cardonick						X
Jeffrey Duda		X	X			
Rosa Guilardi						X
Kristin Jakubowski			X			
Samir Patel			X			
Keith Peacock			X			
Peter Scarpati	X		X			

Motion Carries Motion Fails Time: 8:15pm

Roll Call on Action Item #16:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Michael Morelli			X			
Mary-Jean Kneringer			X			
Jason Cardonick						X
Jeffrey Duda			X			
Rosa Guilardi						X
Kristin Jakubowski			X			
Samir Patel		X	X			
Keith Peacock			X			
Peter Scarpati	X		X			

Motion Carries Motion Fails Time: 8:15pm

Roll Call on Action Item #17:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Michael Morelli			X			
Mary-Jean Kneringer			X			
Jason Cardonick						X
Jeffrey Duda			X			
Rosa Guilardi						X
Kristin Jakubowski		X	X			
Samir Patel			X			
Keith Peacock			X			
Peter Scarpati	X		X			

Motion Carries Motion Fails Time: 8:16pm

18. FACILITIES & TECHNOLOGY:

A. Facilities Committee Report: Keith Peacock, Chair

- The committee met on Tuesday, April 17 and discussed the items on the agenda, as well as the roof replacement, technology for next year and renovating the cafeteria bathrooms.

B. Motion to approve the following Facilities action items upon the recommendation of the Superintendent:

Drills

Item	Drill	Date	Time
1.	Fire Drill - April	4/13/18	2:05 pm
2.	Roundtable Cafeteria Lockdown Drill - April	4/10/18	8:30 am

*Use of Facilities**

Item	Date	Time	Activity	Area Requested	Point of Contact
3.	5/18/18	3:45 – 9:00 pm	Mother /Son Event	Gym	Ms. Paz
4.	5/23/18	3:30 - 8:30 pm	Gr. 5 Drama Club Dress Rehearsal	Cafeteria/ Stage	Ms. Beuerle
5.	5/29/18	7:00 - 8:30 pm	Gr. 5 Drama Club Show-Cast A	Cafeteria/Stage	Ms. Beuerle
6.	5/30/18	7:00 - 8:30 pm	Gr. 5 Drama Club Show-Cast B	Cafeteria/Stage	Ms. Beuerle
7.	6/4/18	3:30 - 8:30 pm	Gr. 4 Drama Club Dress Rehearsal	Cafeteria/Stage	Ms. Beuerle
8.	6/6/18	7:00 - 8:30 pm	Gr. 4 Drama Club Show-Cast A	Cafeteria/Stage	Ms. Beuerle
9.	6/11/18	3:30 - 8:30 pm	Gr. 4 Drama Club Dress Rehearsal	Cafeteria/Stage	Ms. Beuerle
10.	6/12/18	7:00 - 8:30 pm	Gr. 4 Drama Club Show-Cast B	Cafeteria/Stage	Ms. Beuerle
11.	6/13/18	7:00 - 8:30 pm	Gr. 4 Drama Club Show-Cast C	Cafeteria/Stage	Ms. Beuerle
12.	6/13/18	9:00 - 10:00 am	Elementary Concert	Cafeteria	Ms.Chieffo
13.	**6/13/18	8:10 - 10:48 am	Staff/Student Volleyball Game	Gym	Ms. Maiorano
14.	6/19/18	8:00 pm - 9:00 pm	Wee Kids Graduation	Cafeteria	Mr. Goldstein
15.	**6/22/18	3:20 - 5:20 pm	Green & White Day	Gym	Ms. Maiorano
16.	6/22/18	5:30 -9:00 pm	Future Scholars Pre-K Graduation	Cafeteria	Ms. Tenner
17.	7/9/19 - 8/2/18	8:15 am - 12:00 pm	Hainesport Township Summer Recreation Camp	Gym/ Cafeteria	Ms. Tiver

**All approval of use of facilities is contingent upon district receipt of proper documentation including proof of insurance & availability of area with respect to previously approved request.*

**** Revised Date ***Ratify and Affirm**

Resolutions

Item	
18.	Res #17-18: Capital Improvements Project Submittal to the State
19.	Res #17-19: Long Range Facilities Plan Amendment for Cafeteria Roof

Roll Call on Action Items #1-17:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Michael Morelli			X			
Mary-Jean Kneringer			X			
Jason Cardonick						X
Jeffrey Duda			X			
Rosa Guilardi						X
Kristin Jakubowski			X			
Samir Patel			X			
Keith Peacock	X		X			
Peter Scarpati		X	X			

Motion Carries Motion Fails Time: 8:18pm

Roll Call on Action Items #18-19:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Michael Morelli			X			
Mary-Jean Kneringer			X			
Jason Cardonick						X
Jeffrey Duda			X			
Rosa Guilardi						X
Kristin Jakubowski			X			
Samir Patel		X	X			
Keith Peacock	X		X			
Peter Scarpati			X			

Motion Carries Motion Fails Time: 8:18pm

19. PUBLIC PARTICIPATION:

The Public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the appropriate staff member, followed by building level administration, and then the Superintendent of Schools PRIOR to petitioning the Board of Education. Complaints should only be brought to the Board after the appropriate school staff has had a reasonable opportunity to resolve the problem at the employee level.

Each individual will have one opportunity to speak and be given a maximum of three minutes.

A. Motion to Open Meeting for Public Comment

RECOMMEND that the Board of Education open the meeting to receive comment from the public present.

Motion	Second	All in Favor	All Opposed
Mrs. Jakubowski	Mr. Duda	7	0

Motion Carries Motion Fails Time: 8:18 PM

All meetings must be open to the public at all times except for those meetings at which certain excepted matters are discussed. However, the right of the public to be present at the meeting should not be confused with public participation. The public body (Board of Education) retains the right to permit, regulate or prohibit active participation of the public at any meeting. (N.J.S.A. 10:4-12(a)).

This meeting will now be open to the public, however, if your questions or comments pertain to litigation, students, personnel, or negotiations, the Board requests that you see the Superintendent after the meeting since those items cannot be discussed in public.

- Mone

B. Motion to Close Meeting from Public Comment

RECOMMEND that the Board of Education close the meeting for public comment and return to session.

Motion	Second	All in Favor	All Opposed
Mr. Scarpari	Mr. Peacock	7	0

Motion Carries Motion Fails Time: 8:19 PM

20. NEW BUSINESS:

- Mr. Morelli thanked the staff for coming, PTO for the PNO event, Mr. Blake/ Mr. Corn for the budget as well to Mr. Scarpari and finance committee for the budget. Him and Mr. Corn went to the RV open house and great event.

21. INFORMATION, FUTURE PLANNING ITEMS & DATES TO REMEMBER:

1. May 28, 2018 Memorial Day (School Closed)

22. Adjournment to Executive Session

23. RETURN TO OPEN SESSION, if necessary:

24. ADJOURNMENT

Motion	Second	All in Favor	All Opposed
Mrs. Kneringer	Mr. Peacock	7	0

Motion Carries Motion Fails Time: 8:23 PM

Respectfully submitted,



 Michael Blake
 School Business Administrator/Board Secretary