



Hainesport Board of Education
Regular Meeting
 December 21, 2017



7:30 PM - Public Session
Location: Conference Room

Board of Education Members

Michael Morelli, (<i>Pres.</i>)	Mary-Jean Kneringer, (<i>Vice Pres.</i>)	Jason Cardonick
Jeffrey Duda	Rosa Guilardi	Kristin Jakubowski
Samir Patel	Keith Peacock	Peter Scarpati

Committees of the Board

<p><u>Student Services/Community Relations</u> Rosa Guilardi (Chair) Jason Cardonick Jeffrey Duda Mary-Jean Kneringer</p>	<p><u>Human Resources</u> Jason Cardonick (Chair) Rosa Guilardi Mary-Jean Kneringer Michael Morelli</p>
<p><u>Facilities/Technology</u> Keith Peacock (Chair) Kristen Jakubowski Samir Patel Peter Scarpati</p>	<p><u>Finance</u> Peter Scarpati (Chair) Kristen Jakubowski Samir Patel Keith Peacock</p>

1. MEETING CALLED TO ORDER BY BOARD PRESIDENT (7:00 P.M.)

2. FLAG SALUTE

3. PUBLIC ANNOUNCEMENT

In compliance with the Open Public Meeting Law, public notices of this meeting has been given by the Business Administrator in the following manner:

- A. Posted written notice on the official bulletin board at the Municipal Building on **Jan. 6, 2017**.
- B. Mailed written notice to the Burlington County Times and to Courier Post on **Jan. 6, 2017**.
- C. Filed written notice with the Clerk of Hainesport Township on **Jan. 6, 2017**.
- 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	If late, time of arrival
Michael Morelli			
Mary-Jean Kneringer			
Jason Cardonick			
Jeffrey Duda			
Rosa Guilardi			
Kristin Jakubowski			
Samir Patel			
Keith Peacock			
Peter Scarpati			

- Mr. Joseph R. Corn, Superintendent**
- Mr. Michael Blake, Business Administrator/Board Secretary**

5. EXECUTIVE SESSION (if necessary)

BE IT RESOLVED that the Hainesport Township School District Board of Education desires to hold a closed Executive Conference Session at 7:00 p.m. prevailing time, for approximately 30 minutes as follows: Item 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.

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

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

Motion	Second	All in Favor	All Opposed

- Motion Carries
- Motion Fails

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

- Motion Carries
- Motion Fails

The president reconvened the meeting at _____ p.m.

7. DISTRICT MISSION STATEMENT:

The Mission of the 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(s)
PTO Report	Kathy Paz/Kristin Bove
Student Government Report	Jordan Cottone, Ryan Hans and Andrew Brodsky

9. RECOGNITION/PRESENTATION:

None at this time.

10. 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.

- A. Motion to Open Meeting for Public Comment

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

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.

- B. Motion to Close Meeting from Public Comment

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

11. APPROVAL OF MINUTES:

- A. Motion for the Hainesport Township Board of Education to approve the minutes of the following meeting(s):

Item	Meeting Date	Type	Attach
1	11/16/17	Regular Meeting (Executive Session)	M-1
2	11/16/17	Regular Meeting (Open Session)	M-2

Roll Call on Action Items #1-2:

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

Motion Carries

Motion Fails

12. SUPERINTENDENT'S REPORT: Mr. Joseph R. Corn, Superintendent

A. Discussion Items

1. Verbal report

B. Motion to approve the following reports upon the recommendation of the Superintendent:

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

Roll Call on Action Items #1-3:

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

Motion Carries

Motion Fails

13. STUDENT SERVICES & COMMUNITY RELATIONS:

A. Student Services Committee Report: Rosa Guilardi, Chair

B. Motion to approve the following Student Services & Community Relations Committee action items upon the recommendation of the Superintendent:

Curriculum (NJSLS)

Item	Curriculum	Attach
1.	Talented and Gifted (TAG)	SS-1

Roll Call on Action Item #1:

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

□ Motion Carries

□ Motion Fails

14. HUMAN RESOURCES RELATIONS:

A. Human Resources Committee Report: Jason Cardonick, Chair

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

Faculty and Staff

Item	Description
1.	Approve Scott Stipa for 12 hours of Science curriculum writing. Mr. Stipa will be compensated at the rate of \$38.15 per hour.

***Ratify and Affirm**

**** To be Prorated**

Retirements/Resignations/Leaves of Absence

Item	Name	Position	Type of Leave	Date
2.	Sharon Correa (1156)	Middle School LA	Unpaid Leave Extended 12/31/17 to 1/30/18 Return date 1/31/18	12/4/17

Lateral Salary Guide Movement

item	staff member	Current Step	New Step	Effective Date
3.	Kelly Drinkard	MA - Step J \$56,539.00	MA+12 - Step J \$57,365.00	1/1/2018
4.	Devin Kane	BA - Step F \$49,944.00	BA+12 - Step F \$50,771.00	1/1/2018

Professional Development

Item	Program	Location	Date(s)	Hour(s)/Miles/Tolls	Cost	Attendee
5.	School Nurses: Enhance Effective Medical Emergency Response	Voorhees, NJ	1/26/18	8:30 am - 3:15 pm	\$295.00	Ms. Hess

***Cost includes travel, and lodging.**

****Ratify and Affirm**

Resignation

Item	Description
6.	Accept Anita Friedman's letter of retirement effective on or before January 30, 2018, with regrets.

***Ratify and Affirm**

**** To be Prorated**

Additional Volunteers for 2017-18

Item	Name
7.	George Dick

Roll Call on Action Items #1- 7:

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

- Motion Carries**

 Motion Fails

15. FINANCE RELATIONS:

A. Finance Committee Report: Pete Scarpati, Chair

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

Item	Report Type	Attach
1.	Board Secretary's Report for November 2017.	FI-1
2.	Treasurer's Report for November 2017.	FI-2
3.	Appropriation Adjustment Journal for November 2017.	FI-3
4.	Board of Education Monthly Certification of Funds for November 2017.	
5.	Cash Management Report for November 2017.	FI-4
6.	Payment of bills for the month of November 2017.	FI-5
7.	Student Activity Account for November 2017.	FI-6
8.	Cafeteria Report for November 2017	FI-7
9.	Accept the 2016-2017 School Year Audit Report	
10.	Accept the Corrective Action Plan	FI-8
11.	Renewal of agreement with Phoenix Advisors, LLC for continuing disclosure agent and independent registered municipal advisor of record services for the fiscal year ending June 30, 2018 at a cost of \$850	

Field Trips

Item	Date	Time	Grade/Group	Destination	Cost	Coordinator
12.	3/26/18	8:30 am - 2:00 pm	8th grade	RVR High School	Buses	Ms. Rothkopf

13.	3/17/18	7:00 am - 7:00 pm	7 & 8 grades TAG	Woodstown High School	\$235.00 + Buses	Ms. Venuto
14.	3/7/18	8:45 am - 2:00 pm	4th grade TAG	Memorial School	Buses	Ms. Venuto
15.	4/10/18	10:30 am - 1:30 pm	Preschool	Popcorn Park Zoo	Buses	Ms.Phogat

***Total cost for trip**

****Cost per Student**

***** Revised date**

Fundraisers

Item	Date	Description	Coordinator
16.	**12/14/17	Chick Fil A - Hershey Park Trip (7 & 8)	Ms. Cahill

****Ratify and Affirm**

Roll Call on Action Items#1-16:

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

Motion Carries

Motion Fails

16. FACILITIES & TECHNOLOGY:

A. Facilities Committee Report:

Keith Peacock, Chair

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

Drills

Item	Drill	Date	Time
1.	Fire Drill - November	11/29/17	2:15 pm
2.	Evacuation Drill - November	11/21/17	9:01 am
3.	Fire Drill - December	12/1/17	1:05 pm
4.	Lock-Down Drill - December	12/8/17	1:10 pm

Agreement

Item	Description
5.	Preventive Maintenance agreement with West Jersey Air Conditioning & Heating Company for the HVAC units, filters, and belts for the period of 1/1/18 to 12/31/18 in the amount of \$13,485.00

Use of Facilities*

Item	Date	Time	Activity	Area Requested	Point of Contact
6.	5/31/18	8:30 am - 3:30 pm	MARE	Stage	Mr. Goldberg
7.	6/1/18	8:30 am - 3:30 pm	MARE	Stage	Mr. Goldberg
***8.	Tuesdays starting on 12/5/17	6:00 - 9:00 pm	Mt. Laurel Basketball	Gym	Ms.Milley

****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**

Roll Call on Action Items #1-8:

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

Motion Carries

Motion Fails

17. 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.

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B. Motion to Close Meeting from Public Comment

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

18. NEW BUSINESS:

19. INFORMATION & FUTURE PLANNING ITEMS:

20. DATES TO REMEMBER:

1. Jan. 1, 2018 New Year's Day - School Closed
2. Jan. 15, 2018 Dr. Martin Luther King, Jr. - School Closed
3. Feb. 7, 2018 Spring Conferences - Early Dismissal for Students
4. Feb. 16, 2018 All Staff In-Service Day - School Closed for Students
5. Feb. 19, 2018 Presidents' Day - School Closed

21. ADJOURNMENT TO EXECUTIVE SESSION: (if necessary)

22. RETURN TO OPEN SESSION:

23. ADJOURNMENT

