

**HAINESPORT TOWNSHIP BOARD OF EDUCATION MINUTES**

**Regular Meeting  
January 23, 2018  
7:00pm Conference Room**

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**1. Call to Order**

Meeting called to order at 5:38pm 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		6:15 PM
Jason Cardonick	X		5:43 PM
Jeffrey Duda	X		
Rosa Guilardi	X		5:44 PM
Kristin Jakubowski	X		
Samir Patel	X		
Keith Peacock	X		6:13 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 5:30pm prevailing time for approximately 120 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
Mr. Scarpati	Mrs. Jakubowski	5	0

Motion Carries       Motion Fails      Time: 5:39pm

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	Mrs. Jakubowski	9	0

Motion Carries       Motion Fails      Time: 7:04pm

**7. Executive Session**

BE IT RESOLVED that the Hainesport Township School District Board of Education desires to hold a closed Executive Session at 7:10pm prevailing time for approximately 20 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
Mr. Peacock	Mr. Scarpati	9	0

Motion Carries       Motion Fails      Time: 7:10pm

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*

**8. Return to Open Session**

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

Motion	Second	All in Favor	All Opposed
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Mrs. Kneringer	Mr. Peacock	9	0
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Motion Carries       Motion Fails      Time: 7:22pm

**9. District Mission Statement**

Board President Morelli reconvened the meeting at 7:30pm 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.

**10. PTO Report & Student Government Report**

Report	Presenter
PTO Report	Kristin Bove
Student Government Report	

**PTO:**

- January 10<sup>th</sup> last meeting
- Raised \$270 at Sonic Dine Out Night
- Mini-grants were approved
- Valentines social on February 9<sup>th</sup>
- Talen show is on March 9
- Father Daughter Dance March 2
- Next Meeting February 7<sup>th</sup>,

**SGA:**

- Friday is winter formal
- Conference for TCNJ was fantastic

**11. Recognition/Presentation**

1. None at this time

**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	9	0

Motion Carries       Motion Fails      Time: 7:35 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	Mr. Patel	9	0

Motion Carries       Motion Fails      Time: 7:36 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.	12/19/17	Regular Meeting (Open Session)	M-1
2.	1/3/18	Reorganization Meeting(Open Session)	M-2
3.	1/3/18	Reorganization Meeting(Executive Session)	M-3

Roll Call on Action Item #1-3:

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: 7:36pm

**14. Superintendent’s Report**

Discussion Items – Mr. Joseph R. Corn, Superintendent

1. Future Ready Schools
2. Mr. Dick presentation regarding NASA missions.

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

Roll Call on Action Items #1-3:

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	X			
Samir Patel			X			
Keith Peacock			X			
Peter Scarpati			X			

Motion Carries       Motion Fails      Time: 7:40pm

**15. STUDENT SERVICES & COMMUNITY RELATIONS:**

A. Student Services Committee Report:                      Rosa Guilardi, Chair

- The committee met on Wednesday, January 17th and discussed the action items below as well as the website update.

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

*Student Services*

Item	#	Title	Policy	Reg	Rev	1st	Final	Attach
1.	P3437	Military Leave	X		X		X	SS-1
2.	P4437	Military Leave	X		X		X	SS-1
3.	P5516.01	Student Tracking Devices	X			X		SS-1
4.	R7101	Educational Adequacy of Capital Projects		X	X		X	SS-1
5.	P7425	Lead Testing of Water in Schools	X			X		SS-1
6.	P7440	School District Security	X		X		X	SS-1
7.	R7440	School District Security		X	X		X	SS-1
8.	P7441	Electronic Surveillance in School Buildings & on School Grounds	X		X		X	SS-1
9.	R7441	Electronic Surveillance in School Buildings & on School Grounds		X	X		X	SS-1

10.	P8630	Bus Driver/Bus Aide Responsibility	X		X		X	SS-1
11.	R8630	Emergency School Bus Procedures		X	X		X	SS-1
12.	P9242	Use of Electronic Signatures	X			X		SS-1

Roll Call on Resolution #1-12:

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

Motion Carries       Motion Fails      Time: 7:40pm

**16. HUMAN RESOURCES**

A. Human Resources Committee Report: Jason Cardonick, Chair

- The committee met on Wednesday, January 17th 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
1.	Ratify and affirm staff member #1408 to return to work from medical leave on January 16, 2018.
**2.	**Hiring Anne Lavergne as an Elementary Teacher for the 2017-18 school year. Ms. Lavergne will be BA/Step F at \$49,944.00 (prorated).
3.	Approve Gayla Reale salary at BA+24/Step R at \$78,111.00. for School Year 2017-2018
4.	Extend Marcella Chen's resignation date by up to 40 school days.

*\*Ratify and Affirm*

*\*\* To be Prorated*

*Professional Development*

Item	Program	Location	Date(s)	Hour(s)/Miles/Tolls	Cost	Attendee
*5.	Future Ready Schools-New Jersey	Trenton, NJ	1-16-18	80 miles total	\$24.80	Ms. Beebe
6	PESI: Executive Dysfunction	Cherry Hill, NJ	1-30-18	-	\$261.99	Ms. Schiffhauer
7	TECHSBO	Atlantic, City	1/25-26	110 Miles/Tolls	Parking	Mr. Corn

*\*Cost includes travel, and lodging*

*\*\*Ratify and Affirm*

Item	Resolutions
8.	Resolution 17-07 Hainesport Township School District to join Future Ready Schools- New Jersey
9.	Resolution 17-08 Appoint Joseph Corn and Michael Blake as Hainesport’s Safety School Specialists for the 2017-18 school year.

Roll Call on Action Items #1-7:

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

Motion Carries       Motion Fails      Time: 7:42pm

Roll Call on Action Item #8:

- o Mr. Simonet explained the action item in more detail.

Board Member	Motion	Second	Yes	No	Abstain	Absent
Michael Morelli			X			
Mary-Jean Kneringer			X			
Jason Cardonick	X		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: 7:46pm

Roll Call on Action Item #9:

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

Motion Carries       Motion Fails      Time: 7:47pm

**17. FINANCE :**

A. Finance Committee Report:      Pete Scarpati, Chair

- The committee met on Tuesday, November 16 and discussed the action items.

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 December 2017.	FI-1
2.	Treasurer’s Report for December 2017.	FI-2
3.	Appropriation Adjustment Journal for December 2017.	FI-3
4.	Board of Education Monthly Certification of Funds for December 2017.	
5.	Cash Management Report for December 2017.	FI-4
6.	Payment of bills for the month of December 2017.	FI-5
7.	Student Activity Account for December 2017.	FI-6
8.	Cafeteria Report for December 2017	FI-7

*Field Trips*

Item	Date	Time	Grade/Group	Destination	Cost	Coordinator
9.	3/27/18	8:30 am- 2:00 pm	8th Gr. Band	RVRHS	Bus	Ms. Rothkopf
10.	2/9/18	11:00 am- 1:0 pm	4th Grade	Republic Bank	Bus	Ms. Richman
11.	2/22/18	8:30 am - 1:00 pm	8th Grade	Lockheed Martin	Bus	Mr. Stipa

\*Total cost for trip

\*\*Cost per Student

\*\*\* Revised date

*Fundraisers*

Item	Date	Description	Coordinator
12.	2/21/18	PTO Gertrude Hawk Candy Fundraiser	Mrs. Paz (PTO)



Roll Call on Action Items #1-12:

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: 7:49pm

**18. FACILITIES & TECHNOLOGY:**

A. Facilities Committee Report:      Samir Patel

- The committee met on Tuesday, November 16 and discussed the items on the agenda.

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

**Drills**

Item	Drill	Date	Time
1.	Fire Drill - October	TBD	TBD
2.	Lock-Down Drill - October	1/22/17	2:35 PM

**Use of Facilities\***

Item	Date	Time	Activity	Area Requested	Point of Contact
3.	Jan. 25, 30, Feb. 1, 6, 13, 20, 22, 27, Mar. 1	3:15 - 5:00 pm	Talent Show Rehearsals	Cafeteria	Ms. Paz
4.	May 5, 2018 May 6, 2018	3:00 pm 1:00 pm	PTO Musical Theatre Club (Additional shows)	Cafeteria	Ms. Canning
5.	6/13/18 6/14/18	12:40 pm - 3:20 pm (Rain date)	Green & White	Gym & Fields	Ms. Maiorano
6.	Feb. 13, 2018	8:19 am - 9:52 am	RV Honors Readiness Assessment	Cafeteria	Ms. Zerbo
7.	6/21/18 to 8/30/18	7:00 am - 6:00 pm	Wee Kids Summer Camp	Library, Cafeteria, Classrooms	Ms. Iwanicki

*\*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

*Bid*

Item	Description
8.	Approve the Business Administrator to solicit bids for night custodians

*\*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			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: 7:50pm

**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
Mr. Jakubowski	Mr. Peacock	9	0

Motion Carries       Motion Fails      Time: 7:51 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.

- Victoria Bayon(26 Hastings Lane)-> Mrs. Iulucci plans
  - Mr. Corn answered the question.

**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. Peacock	Mr. Patel	9	0

Motion Carries       Motion Fails      Time: 7:52 PM

**20. NEW BUSINESS:**

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

1. Feb. 7, 2018 Spring Conferences - Early Dismissal for Students
2. Feb. 16, 2018 All Staff In-Service Day - School Closed for Students
3. Feb. 19, 2018 Presidents' Day - School Closed
- 4.

**22. Adjournment to Executive Session**

Executive Session is not necessary at this time.

**23. RETURN TO OPEN SESSION, if necessary:**

n/a

**24. ADJOURNMENT**

Motion	Second	All in Favor	All Opposed
Mr. Scarpati	Mr. Peacock	9	0

Motion Carries       Motion Fails      Time: 7:57 PM

Respectfully submitted,



\_\_\_\_\_  
 Michael Blake  
 School Business Administrator/Board Secretary

