

HAINESPORT TOWNSHIP BOARD OF EDUCATION MINUTES

Regular Meeting  
May 22, 2018  
7:00pm Conference Room

1. Call to Order

Meeting called to order at 7:02pm 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		7:42 PM
Jeffrey Duda	X		
Rosa Guilardi	X		7:08 PM
Kristin Jakubowski	X		
Samir Patel	X		
Keith Peacock	X		
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 7:00pm prevailing time for approximately 30 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	Mr. Peacock	5	1

Motion Carries       Motion Fails      Time: 7:04pm

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	6	1

Motion Carries       Motion Fails      Time: 7:11pm

**7. 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.

**8. PTO Report & Student Government Report**

Report	Presenter
PTO Report	Mrs. Bove
Student Government Report	Cora Blackburn

**PTO:**

- Meeting is tomorrow in room 100
- Nominations for PTO board 3 positions open
- Mother/Son event was a success
- BOGO bookfair starts May 28

**SGA:**

- This Thursday Jeans for troops
- 8<sup>th</sup> grade vs staff volleyball game June 13<sup>th</sup> during school
- Green/White night June 22 during school.

**9. Recognition/Presentation**

South Jersey Elementary Choir  
Sabrina Paz

Cienna Tenn

Kylie Robinson

**Western Burlington Honors Band**

Frank Paz	Klaudine Bermudez	Monica Mulhern
Molly Tyndale	Alex Pratt	Ezekiel Bertsch
Sarah Lontoc	Megan Lontoc	Aidan Holmes

**South Jersey Elementary Honors Band**

Margaret Blackburn	Robert Lockshine	Chloe Cancila
Jonah Fish	Alexandra Haseck	Andrew Dey
Ryan Gaulrapp		

The board took a break for refreshments from 7:37-7:42.

**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.

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. Peacock	8	0

Motion Carries       Motion Fails      Time: 7:43 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
Mr. Peacock	Mr. Patel	8	0

Motion Carries       Motion Fails      Time: 7:43 PM

**11. 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.	4/24/18	Regular Meeting (Open Session)	M-1
2.	4/24/18	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
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: 7:44pm

**12. Superintendent’s Report**

Discussion Items – Mr. Joseph R. Corn, Superintendent

1. Thanked staff for their work on the assessments and Ms. Salls for her work.

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			
Rosa Guilardi			X			
Kristin Jakubowski			X			
Samir Patel		X	X			
Keith Peacock			X			
Peter Scarpati	X		X			

Motion Carries       Motion Fails      Time: 7:46pm

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

A. Student Services Committee Report: Rosa Guilardi, Chair

- The committee met on Wednesday, May 16th and discussed the action items below as well as the 8<sup>th</sup> grade dance.

Item	Description	Attach
1.	Renewal with Balanced Child Pediatric Therapy, LLC for speech services for the period of July 1, 2018 to June 30, 2019 for a fee of \$60/hour (no cost increase)	
2.	Renewal of Agreement with Achieve3000 for the 2018-2019 school year for a price of \$27,495.00	
3.	Agreement with the Burlington County Special Services School District for the 2018-2019 School year for Professional Services rates.	

*Curriculum (NJSLS)*

Item	Curriculum	Attach
4.	Adopt the revisions to the middle school Art curriculum.	SS-1
5.	Adopt the revisions to the middle school Math curriculum	SS-2

Mr. Morelli asked about progress with action item #2.

Mr. Corn responded.

Roll Call on Action Items #1-5:

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

Motion Carries       Motion Fails      Time: 7:50pm

**14. HUMAN RESOURCES**

A. Human Resources Committee Report: Jason Cardonick, Chair

- The committee met on Wednesday, May 16th and discussed the action items as well as negotiations.

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

*Faculty and Staff*

Item	Description	Attach.
1.	Approve all teaching staff as Homebound Instructors for the 2018-19 school year.	
2.	Approve staff to cover classes during their prep period at their hourly rate for the 2018-2019 school year.	
3.	Creation of an additional part-time Building School Counselor for the 2018-19 school year.	
4.	Approve Melinda Basdekis for up to 5 hours of grade 1 ELA curriculum writing. Ms. Basdekis will be compensated at the rate of \$38.15 per hour.	
5.	Approve Scott Stipa for up to 30 hours of grades K-4 Science curriculum writing.	

	Mr. Stipa will be compensated at the rate of \$38.15 per hour.	
6.	Approve Michael Blake to carry over up to 6 vacation days consistent with N.J.S.A. 18A:30-9.1	
7.	Hire a 1:1 Aide for the 2018-19 school year for student H-0225	
8.	Hire a 1:1 Aide for the 2018-19 school year for student H-0227	

\*Cost includes travel, and lodging.

\*\*Ratify and Affirm

*Leaves of Absence, Resignations, Retirements & Terminations*

Item	Name	Position	Reason	Date
9.	Linda Powell	Lunch/Recess Aide	Resignation, with regret	6/30/18

*Retirements/Leaves of Absence*

Item	Name	Position	Type of Leave	Date
10.	Staff #1153	Elementary Teacher	FMLA extended 3/5/2018-6/30/18 Anticipated Return date 9/1/18 (Subject to change)	4/24/18
11.	Staff #1903	Speech Pathologist	Maternity Paid Sick LOA 9/19/18 (estimated date) Paid Personal Days Unpaid FLMA Return date 1/2/19	

*Additional Summer Hours*

Item	Name	Position	Reason	Total Hours	Rate	Effective Date
12.	Meryl Pellicore	Secretary to Director of Student Services	Various Tasks	Not to exceed 109	CBA/per diem	7-1-18 to 8-31-18
13.	Rose Wenz	Guidance Counselor	New students, scheduling, orientations	Not to exceed 43	CBA/per diem	7-1-18 to 8-31-18
14.	Cindy Hess	Nurse	Health Mandates	Not to exceed 72 (ESY)	CBA/per diem	7-1-18 to 8-31-18
15.	Melissa Junio	Speech Pathologist	ESY, Kindergarten Screenings, Evaluations and Speech Services	Not to exceed 51	CBA/per diem	7-1-18 to 8-31-18
16.	Marie DeWitt	LDTC	IEP Caseload	Not to exceed 72	CBA/per diem	7-1-18 to 8-31-18
17.	Tracey Huster	Social Worker	IEP Caseload	Not to exceed 72	CBA/per diem	7-1-18 to 8-31-18
18.	Marjorie Pollock	School Psychologist	IEP Caseload	Not to exceed 72	CBA/per diem	7-1-18 to 8-31-18
19.	Tricina Beebe	Librarian	Work in Library	Not to exceed 21	CBA/per diem	7-1-18 to 8-31-18

20.	Courtney Quinn	Library Clerk	Work in Library and Student Activities	Not to exceed 21	CBA/per diem	7-1-18 to 8-31-18
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**Extra-Curricular**

Item	Name	Position	Rate	Effective Date
21.	Maria Azpiri	Extended School Year	CBA/per diem	7/9/18
22.	Cheryl Smith	Extended School Year	CBA/per diem	7/9/18
23.	Robyn Beuerle	Extended School Year	CBA/per diem	7/9/18
24.	Mary Rosas-Rodriguez	Extended School Year	CBA/per diem	7/9/18
25.	Janice Mount	Extended School Year	CBA/per diem	7/9/18
26.	Kelly Drinkard	Extended School Year	CBA/per diem	7/9/18
27.	Scott Stipa	Extended School Year	CBA/per diem	7/9/18
28.	Tabitha Nicodemus	Extended School Year	CBA/per diem	7/9/18

**Professional Development**

Item	Program	Location	Date(s)	Hour(s)/Miles/Tolls	Workshop Cost	Attendee
29.	NJASBO Conference	Atlantic City	June 5-8	N/A	*\$710.00	Michael Blake

\*Cost includes Conference fee, transportation and lodging.

\*\*Ratify and Affirm

**Clinical Practice Field Experience Practicum**

Item	Name	Subject Area	School	Teacher	Grade(s)	Approved Start Date
30.	Mariya Rivera	Art	(TCNJ)	Ms. Hamilton	PreK-8	9/4/18 to 10/19/18

**Resolutions**

Item	
31.	Resolution #17-20: Travel Related Expense Reimbursement

**Roll Call on Action Items #1-30:**

Board Member	Motion	Second	Yes	No	Abstain	Absent
Michael Morelli			X		#13	
Mary-Jean Kneringer						X
Jason Cardonick			X		#3,13	
Jeffrey Duda			X			
Rosa Guilardi			X			

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Kristin Jakubowski			X		
Samir Patel			X		
Keith Peacock		X	X		
Peter Scarpati	X		X		

Motion Carries       Motion Fails      Time: 7:53pm

Roll Call on Action Item #31:

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		X			
Peter Scarpati			X			

Mrs. Jakubowski asked for clarification on the action item.

Mr. Blake responded

Motion Carries       Motion Fails      Time: 7:54pm

**15. FINANCE :**

A. Finance Committee Report:      Pete Scarpati, Chair

- The committee met on Tuesday, May 15 and discussed the action items on the agenda.

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 April 2018.	FI-1
2.	Treasurer’s Report for April 2018.	FI-2
3.	Appropriation Adjustment Journal for April 2018.	FI-3
4.	Board of Education Monthly Certification of Funds for April 2018.	
5.	Cash Management Report for April 2018.	FI-4
6.	Payment of bills for the month of April 2018.	FI-5
7.	Student Activity Account for April 2018.	FI-6
8.	Cafeteria Report for April 2018.	FI-7
9.	Renewal the Health Insurance Benefits with AmeriHealth, renewal the Prescription Benefits with Benecard renew Dental Benefits with Delta Dental PPO for the period of July 1, 2018 to	



	June 30, 2019.	
10.	Renewal with Frontline Education for Absence & Substitute Services for period of July 1, 2018 to June 30, 2019.	
11.	Approve Scholarship Payments for the 2017-2018 school year of a maximum of \$350.	
12.	Tax Payment Schedule for the 2018-2019 School year	FI-8
13.	Accept the Anonymous donation of the amount of \$3,000 to support new school uniforms for sports teams.	
14.	Renewal of student transportation contract with Wills Bus Service, Inc. for the 2018-2019 school year at a cost of \$ 227,297.40 (1.51% increase).	
15.	Renewal of after school activity bus with Wills Bus Service, Inc. for the 2018-2019 school year at a cost of \$71.06 a day (1.51% increase).	
16.	Approve Bayada Pediatrics for Nursing services for the 2018-2019 school year.	
17.	Approve Professional Medical Staffing for nursing services for the 2018-2019 school year.	
18.	Approve VOYA, Equitable Finance, and Lincoln Financial as the official district 403(b) providers for all new enrollments.	
19.	New Jersey Schools Insurance Group Trust Agreement Renewal	

Roll Call on Action Items #1-19:

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			
Keith Peacock		X	X			
Peter Scarpati	X		X			

Motion Carries       Motion Fails      Time: 7:57pm

**16. FACILITIES & TECHNOLOGY:**

A. Facilities Committee Report: Samir Patel

- The committee met on Tuesday, May 15 and discussed the items on the agenda, as well as the roof replacement, technology for next year, renovating the cafeteria bathrooms security and grounds updates.

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

*Use of Facilities\**

Item	Date	Time	Activity	Area Requested	Point of Contact
1.	6/5/18	6:00-7:00 pm	Wax Museum (Grades 5 & 6)	Gym	Ms. Venuto

2.	5/29/18	8:45-9:45 am	Meteorology Presentation	Cafeteria	Ms. Matusz
3.	6/18/18	3:30 pm set up 7:00 - 9:00 pm	National Junior Honor Society	Cafeteria	Ms. Reale

*\*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**

*Service Agreement*

Item	Description	Attach
4.	Interlocal Services Agreement with Northern Burlington Regional School District for technology services for the 2018-2019 school district for \$76,695.	

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			
Rosa Guilardi			X			
Kristin Jakubowski			X			
Samir Patel	X		X			
Keith Peacock		X	X			
Peter Scarpati			X			

Motion Carries       Motion Fails      Time: 7:58pm

**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.

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. Patel	8	0

Motion Carries       Motion Fails      Time: 8:01 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.

Mrs. Flanders (Hainesport Resident) asked about the part-time counselor:

Mr. Corn answered.

Mrs. Orfe (Hainesport Staff) thanked the donor for the donation for sports uniforms.

Mrs. Paz (Hainesport Resident) thanked the school and board for the busy April and for the help with the facilities, there were lots of evens.

**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. Cardonick	Mr. Scarpati	8	0

Motion Carries       Motion Fails      Time: 8:05 PM

**18. Adjournment to Executive Session**

BE IT RESOLVED that the Hainesport Township School District Board of Education desires to hold a closed Executive Session at 8:06pm prevailing time for approximately 10 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. Jakubowski	Mr. Peacock	8	1

Motion Carries       Motion Fails      Time: 8:04pm

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*

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

Motion	Second	All in Favor	All Opposed
Mr. Peacock	Mr. Patel	8	0

Motion Carries       Motion Fails      Time: 8:15 PM

Motion to amend the agenda to add action item #22

Motion	Second	All in Favor	All Opposed
Mr. Peacock	Mr. Scarpati	8	0

Motion Carries    Motion Fails      Time: 8:15 PM

**20. Recognition/Presentation**

**South Jersey Elementary Choir**  
Sabrina Paz

Cienna Tenn

Kylie Robinson

**Western Burlington Honors Band**

Frank Paz  
Molly Tyndale  
Sarah Lontoc

Klaudine Bermudez  
Alex Pratt  
Megan Lontoc

Monica Mulhern  
Ezekiel Bertsch  
Aidan Holmes

**South Jersey Elementary Honors Band**

Margaret Blackburn  
Jonah Fish  
Ryan Gaulrapp

Robert Lockshine  
Alexandra Hascek

Chloe Cancila  
Andrew Dey

**21. NEW BUSINESS:**

- Mr. Morelli congratulated the students being honored
- PTO on their hard work this year so far.

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

- May 28, 2018 Memorial Day (School Closed)
- June 15, 2018 Graduation (Full Day for Students and Staff)
- June 18-20, 2018 Full Day for Students and Staff
- June 21-22, 2018 Early Dismissal for Students
- June 25, 2018 Last Day of School - Early Dismissal for Students and Staff

**23. ADJOURNMENT**

Motion	Second	All in Favor	All Opposed
Mrs. Kneringer	Mr. Cardonick	8	0

Motion Carries    Motion Fails      Time: 8:27 PM

Respectfully submitted,



Michael Blake  
School Business Administrator/Board Secretary