

HAINESPORT TOWNSHIP BOARD OF EDUCATION MINUTES

Regular Meeting
February 27, 2018
7:15pm Conference Room

1. Call to Order

Meeting called to order at 7:15pm 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 | | 7:23 PM |
| Jeffrey Duda | X | | |
| Rosa Guilardi | X | | 7:18 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 7:15pm prevailing time for approximately 15 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 | 7 | 0 |

Motion Carries Motion Fails Time: 7:17pm

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 |
|----------------|--------------|--------------|-------------|
| Mrs. Kneringer | Mr. Scarpati | 9 | 0 |

Motion Carries Motion Fails Time: 7:34pm

7. District Mission Statement

Board President Morelli reconvened the meeting at 7:38pm 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 | Kristin Bove |
| Student Government Report | Eric Wenz and Drew Shaffer |

PTO:

- PNO night is April 20
- March 2nd Father/Daughter Dance
- March 9 Talent Show
- PTO Meeting march 7

SGA:

- Winter Formal was January 27 and raised \$600
- March 23 Spring dance, bring can good.

9. Recognition/Presentation

1. Safety Report was given by Mr. Krause
2. Student Safety Data System Reporting Period 1 (formally EVVRS) by Mr. Simonet

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 |
|-------------|-----------|--------------|-------------|
| Mr. Peacock | Mr. Patel | 9 | 0 |

Motion Carries Motion Fails Time: 8:04 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 | Mrs. Jakubowski | 9 | 0 |

Motion Carries Motion Fails Time: 8:04 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. | 1/23/18 | Regular Meeting (Open Session) | M-1 |
| 2. | 1/23/18 | 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 | | X | | | |
| Samir Patel | | X | X | | | |

| | | | | | |
|----------------|--|--|---|--|--|
| Keith Peacock | | | X | | |
| Peter Scarpati | | | X | | |

Motion Carries Motion Fails Time: 8:07pm

12. Superintendent’s Report

Discussion Items – Mr. Joseph R. Corn, Superintendent

1. Read Across America week

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, to hire personnel prior to the next Board of Education meeting. Employment is contingent upon criminal history review clearance and issuance of appropriate certification. | |

Mr. Scarpati and Mr. Cardonick asked a question regarding #4. Mr. Corn responded.

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 | | | |
| Samir Patel | | | X | | | |
| Keith Peacock | X | | X | | | |
| Peter Scarpati | | | X | | | |

Motion Carries Motion Fails Time: 8:11pm

13. STUDENT SERVICES & COMMUNITY RELATIONS:

A. Student Services Committee Report: Rosa Guilardi, Chair

- The committee met on Wednesday, February 21st and discussed the action items below as well as the website update and the maker-space.

Motion for the Hainesport Township Board of Education to add action items #8 to the agenda:

| Motion | Second | All in Favor | All Opposed |
|----------|--------------|--------------|-------------|
| Mr. Duda | Mr. Scarpati | 9 | 0 |

Motion Carries Motion Fails Time: 8:12pm

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

| Item | # | Title | Policy | Reg | Rev | 1st | Final | Attach |
|------|----------|---|--------|-----|-----|-----|-------|--------|
| 1. | P5516.01 | Student Tracking Devices | X | | | | X | SS-1 |
| 2. | P7425 | Lead Testing of Water in Schools | X | | | | X | SS-1 |
| 3. | R7441 | Electronic Surveillance in School Buildings & on School Grounds | | X | X | | X | SS-1 |
| 4. | P8630 | Bus Driver/Bus Aide Responsibility | X | | X | | X | SS-1 |
| 5. | P9242 | Use of Electronic Signatures | X | | | | X | SS-1 |
| 6. | R5200 | Attendance | | X | X | | X | SS-1 |

Calendar

| Item | Description | Attach |
|------|--------------------------------------|--------|
| 7. | Approve the 2018-19 School Calendar. | SS-2 |

Residency Verification

| Item | Description | Attach |
|------|--|--------|
| 8. | Approve hiring RJ Frascella Private Investigations, LLC to conduct residency verifications, as per contract. | SS-2 |

Roll Call on Resolution #1-8:

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

Motion Carries Motion Fails Time: 8:13pm

14. HUMAN RESOURCES

- A. Human Resources Committee Report: Jason Cardonick, Chair
- The committee met on Wednesday, February 21st and discussed the action items.

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

Leaves of Absence, Resignations, Retirements & Terminations

| Item | Name | Position | Reason | Date |
|------|------|----------|--------|------|
|------|------|----------|--------|------|

| | | | | |
|----|---------------|------------------|--------------------------|---------|
| 1. | Mary Kealy | Teacher | Resignation, with regret | 6/30/18 |
| 2. | Joyce Collins | Paraprofessional | Resignation, with regret | 6/30/18 |

Faculty and Staff

| Item | Description |
|------|---|
| 3. | Paying Ms. Kealy for her unused sick days in accordance to Article XIV, Section A of the 2017-18 Collective Bargaining Agreement. |
| 4. | Paying Ms. Collins for her unused sick days in accordance to Article XIV, Section B of the 2017-18 Collective Bargaining Agreement. |

**Ratify and Affirm*

*** To be Prorated*

Mentoring

| Item | Mentor's Name | Staff Member | Subject Area | School Year |
|------|-----------------|----------------|--------------|-------------|
| 5. | Amanda DiJoseph | Olivia Liedtka | Grade 3 | 2017-18 |

Professional Development

| Item | Program | Location | Date(s) | Hour(s)/Miles/Tolls | Cost | Attendee |
|------|--|---------------|--------------|----------------------------------|----------|-----------|
| 6. | Branch of the International Dyslexia Association | Garwood, NJ | 3/9/18 | 7:00 am - 5:00 pm | \$195.00 | Ms. Junio |
| 7. | NJSSNA 2018 Spring Conference | Princeton, NJ | Mar. 16 & 17 | 5:00 -9:00 pm & 7:00 am -5:00 pm | \$255.00 | Ms. Hess |

**Cost includes travel, and lodging.*

***Ratify and Affirm*

Retirements/Leaves of Absence

| Item | Name | Position | Type of Leave | Date |
|------|-------------|--------------------|--|-----------|
| 8. | Staff #1153 | Elementary Teacher | FMLA 3/5/2018-5/4/2018 Anticipated Return date 5/7/18 (Subject to change) | 2/22/2018 |

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 | | 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: 8:15pm

15. FINANCE :

A. Finance Committee Report: Pete Scarpati, Chair

- The committee met on Tuesday, February 20 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:

| Item | Report Type | Attach |
|------|--|--------|
| 1. | Board Secretary’s Report for January 2018. | FI-1 |
| 2. | Treasurer’s Report for January 2018. | FI-2 |
| 3. | Appropriation Adjustment Journal for January 2018. | FI-3 |
| 4. | Board of Education Monthly Certification of Funds for January 2018. | |
| 5. | Cash Management Report for January 2018. | FI-4 |
| 6. | Payment of bills for the month of January 2018. | FI-5 |
| 7. | Student Activity Account for January 2018. | FI-6 |
| 8. | Cafeteria Report for January 2018. | FI-7 |
| 9. | 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 \$13,791.70 | |
| 10. | Renewal of Asbury Park Board of Education Information Technology Center for payroll/personnel and budgetary accounting systems for the 2018/2019 school year in the amount of \$12,700 | |

Field Trips

| Item | Date | Time | Grade/Group | Destination | Cost | Coordinator |
|------|---------|--------------------|--------------|-------------------|---------------------------|-----------------------|
| 11. | 5/17/18 | 9:30 am -2:30 pm | Kindergarten | NJ Aquarium | *\$757.50 + nurse & buses | Kindergarten Teachers |
| 12. | 6/7/18 | 8:45 am - 12:45 pm | 3rd | Palmyra Cove Park | \$660 + nurse & buses | 3rd Grade Teachers |

*Total cost for trip

**Cost per Student

*** Revised date

Fundraisers

| Item | Date | Description | Coordinator |
|------|---------------------|-------------------|--------------|
| 13. | **1/31/18 - 3/31/18 | Hoops Mania (TAG) | Ms. Drueding |

****Ratify and Affirm**

Federal Grants

| Item | Description |
|------|--|
| 14. | Approve the Amendment for the 2017-2018 IDEA application |
| 15. | Approve the Amendment for the 2017-2018 NCLB application |

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

Motion Carries Motion Fails Time: 8:19pm

16. FACILITIES & TECHNOLOGY:

A. Facilities Committee Report: Samir Patel

- The committee met on Tuesday, February 20 and discussed the items on the agenda, as well as long range facility plan.

Motion for the Hainesport Township Board of Education to add action items #11-13 to the agenda:

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

Motion Carries Motion Fails Time: 8:20pm

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

Drills

| Item | Drill | Date | Time |
|------|------------------------------|---------|---------|
| 1. | Fire Drill - February | 2/12/18 | 2:06 am |
| 2. | Bomb Threat Drill - February | 2/15/18 | 9:40 am |

*Use of Facilities**

| Item | Date | Time | Activity | Area Requested | Point of Contact |
|------|-----------------------|------------------|---|----------------|------------------|
| 3. | ***2/22/18 | 7:00 - 7:30 pm | Meet Ms. LaVergne | 108 | Ms.Salls |
| 4. | ***2/22/18 | 7:00 - 7:30 pm | Meet Ms. Dustman | 109 | Ms.Salls |
| 5. | ***2/21/18 | 6:30 - 7:30 pm | Special Education Parent Advisory Group (SEPAG) | 100 | Ms. Salls |
| 6. | 3/2/18 | 12: 45 - 3:15 pm | Dr. Seuss Assembly | Gym | Ms. DeSimone |
| 7. | 3/16/18 | 3:15 - 5:30 pm | Middle School Drama | Cafeteria | Ms. Canning |
| 8. | 3/23/18 | 3:15 - 5:30 pm | Middle School Drama | Cafeteria | Ms. Canning |
| 9. | 5/7/18 | 3:15 - 5:30 pm | Middle School Drama | Cafeteria | Ms. Canning |
| 10. | Mar. 3, 7, 14, 21, 28 | 6:30 - 7:30 pm | Boot Camp Class | Gym | Ms. Sweeney |

**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**

Capital Projects

| Item | Description |
|------|---|
| 11. | Approve an Amendment to the Long Range Facility Plan for work to be done for the roof above the gym and cafeteria. |
| 12. | Close-out the sewer project with total cost of \$218,636, when the budgeted cost was \$231,775. The remaining \$13,139 will be used to begin the planning and preparation on the replacement of the cafeteria and gym roof. |

Night Custodians

| Item | Description |
|------|--|
| 13. | Award Bid #18-01 for Night Custodian Services to Pritchard Industries. Year 1 cost will be \$128,644.27. |

Roll Call on Action Items #1-13:

| 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: 8:23pm

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 |
|--------------|----------------|--------------|-------------|
| Mr. Scarpati | Mrs. Kneringer | 9 | 0 |

Motion Carries Motion Fails Time: 8:22 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.

- Kathy Paz(Hainesport Resident)-> Asked about policy regarding student tracking services
 - o Mrs. Kneringer responded.
- Mr. Simonet(Hainesport Administrator)
 - o Thank you to the PTO for the new website.

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. Cardonick | 9 | 0 |

Motion Carries Motion Fails Time: 8:25 PM

18. NEW BUSINESS:

- Mr. Morelli thanked Ms. Kealy & Ms. Collins for their years of service. Thanked Mr. Krause for the safety presentation. Thanked Mrs. Paz and PTO for the website.

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

1. March 26, 2018 In-Service Day (Teachers Only)
2. March 30, 2018 Spring Recess (School Closed)

20. Adjournment to Executive Session

Executive Session is not necessary at this time.

21. RETURN TO OPEN SESSION, if necessary:

n/a

22. ADJOURNMENT

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

Motion Carries Motion Fails Time: 8:27 PM

Respectfully submitted,



Michael Blake
School Business Administrator/Board Secretary

