

HAINESPORT TOWNSHIP BOARD OF EDUCATION MINUTES

Regular Meeting
August 26, 2019
6:30 PM Room 100

1. Call to Order

Meeting called to order at 6:37pm by Board Vice-President Kneringer

2. Flag Salute/National Anthem

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 10, 2019.
- B. Mailed written notice to the Burlington County Times and to the Courier Post on January 10, 2019.
- C. Filed written notice with the Clerk of Hainesport Township on January 10, 2019.
- 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	
Bianca Cuniglio	X		
Jeffrey Duda		X	
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 6:30pm 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. Peacock	Mr. Patel	5	0

Motion Carries Motion Fails Time: 6:37pm

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. Peacock	Mr. Patel	5	0

Motion Carries Motion Fails Time: 6:55pm

Mrs. Kneringer reconvened the meeting at 7:00 pm.

7. District Mission Statement

Mrs. Kneringer read 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:

- Mrs. Paz thanked the board/staff/administration for their collaboration last 2 years.
- Mrs. Paz also did a year in review of the PTO

9. Recognition/Presentation:

- Mrs. Giovanelli & Mr. Martin gave a presentation on the RVRHS referendum

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. Cuniglio	Mr. Peacock	5	0

Motion Carries Motion Fails Time: 7:30 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	5	0

Motion Carries Motion Fails Time: 7:31 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.	6/25/19	Regular Meeting (Open Session)	M-1

Roll Call on Action Item #1:

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

Motion Carries Motion Fails Time: 7:32pm

12. Superintendent’s Report

Discussion Items – Mr. Joseph R. Corn, Superintendent

1. Thanked Jules and crew for the hard-work they put in during the summer.

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

Reports

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.	Nurse's Report - June 2019	SR-4
5.	If necessary, the Board authorizes the Superintendent of School 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	
6.	Affirmative Action Turnkey Training for Administrators Handbook	SR-5
7.	Affirmative Action Training for School Staff Handbook	SR-6
8.	Harassment, Intimidation and Bullying Handbook	SR-7
9.	Code of Conduct (S.Y. 2019-20)	SR-8
10.	Submitting the Statement of Assurance for the Comprehensive Equity Plan (2019-20)	SR-9
11.	Student Standard Operating Procedure Manual	SR-10
12.	Staff Standard Operating Procedure Manual	SR-11
13.	Substitute Standard Operating Procedure Manual	SR-12
14.	Professional Development Plan with Mentoring Plan (School)	SR-13
15.	Staff Athletic Standard Operating Procedure Manual	SR-14
16.	Submitting the Statement of Assurance for the Professional Development Plan with Mentoring Plan (2019-20)	
17.	School Nursing Plan	SR-15
18.	Lunch/Recess Operating Procedure Manual	SR-16
19.	District Professional Development Plan with Mentoring Plan with Financial Information	SR-17
20.	Approve Danielson's rubric for teacher evaluation for the 2019 - 2020 School Year	
21.	Approve the Memorandum of Agreement with the New Jersey State Police for 2019-2020.	

Roll Call on Action Items #1-21:

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

Motion Carries Motion Fails Time: 7:33pm

13. STUDENT SERVICES & COMMUNITY RELATIONS:

A. Student Services Committee Report: Bianca Cuniglio

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

Item	Description
1.	Approve Handle with Care restraint training for up to 20 staff members. The cost is \$4,800.00 plus expenses.
2.	Approve 8th grade Dinner Dance on May 8, 2020.

Curriculum (NJSLS)

Item	Curriculum	Attach
3.	Adopt the revisions to Language Arts Basic Skills for grades K-5	SS-1

Student Services

Item	#	Title	Policy	Reg	Rev	1st	Final	Attach
4.	1110	Organizational Chart	X		X		X	SS-2

Out of District Placement

Item	Student	Placement	Tuition	Term
5.	H-0189	Moorestown Public Schools	\$36,959.00	7/1/19-6/30/20
6.	H-0184	YALE School SouthEast	\$79,587.90	7/1/19-6/30/20
7.	H-0224	YALE School North	\$54,448.80	7/1/19-6/30/20
8.	H-0198	NewGrange School	\$75,508.38	7/1/19-6/30/20

Resolution

Item	Description	Attach
9.	Resolution #19-02: HIB Self Assessment for 2018-19 school year.	SS-3

Roll Call on Action Items #1-9:

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

Motion Carries Motion Fails Time: 7:37pm

- Mr. Simonet discussed this action item

Roll Call on Action Item #9:

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

Motion Carries Motion Fails Time: 7:38pm

14. HUMAN RESOURCES

A. Human Resources Committee Report: Bianca Cuniglio

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

Retirements/Leaves of Absence

Item	Name	Position	Type of Leave	Date
1.	Staff #1281	Basic Skills	Resignation	6/30/19
2.	Staff #1917	Paraprofessional	Resignation	8/26/19
3.	Staff #1886	Elementary School	Maternity Leave Paid LOA 9/23/19 - 10/11/19 Unpaid Leave of Absence 10/12/19 - 11/15/19 FMLA/NJFLA 11/16/19 -2/2/20 Return to work 2/3/20	8/26/19

Faculty and Staff

Item	Description
4.	Approve the following lunch/recess aides as substitute lunch/recess aides for the 2019-20 school year. They will be paid at their current contracted rate. Angela Cellucci Carol Clarkson Michelle Corn Christine Chong Michelle D’Silva Colleen Fasso Priscilla Holohan Karen Kauterman Glysaura Nieves-Rodriguez Lisa Palmer Lisa Remenicky Cindy Tavormina Tamayo Tenn
5.	Approve Angela Cellucci for up to 4 hours on 9/3/19 at CBA/per diem rate.
6.	Approve Carolyn Clarkson for up to 4 hours on 9/3/19 at CBA/per diem rate.
7.	Approve Michelle Corn for up to 4 hours on 9/3/19 at CBA/per diem rate.
8.	Approve Christine Chong for up to 4 hours on 9/3/19 at CBA/per diem rate.

9.	Approve Colleen Fasso for up to 4 hours on 9/3/19 at CBA/per diem rate.
10.	Approve Priscilla Holohan for up to 4 hours on 9/3/19 at CBA/per diem rate.
11.	Approve Karen Kauterman for up to 4 hours on 9/3/19 at CBA/per diem rate.
12.	Approve Lisa Palmer for up to 4 hours on 9/3/19 at CBA/per diem rate.
13.	Approve Cynthia Tavormina for up to 4 hours on 9/3/19 at CBA/per diem rate.
14.	Approve Tamaya Tenn for up to 4 hours on 9/3/19 at CBA/per diem rate.
15.	Approve Glysaura Nieves-Rodriguez for up to 4 hours on 9/3/19 at CBA/per diem rate.
16.	Approve Michelle D’Silva for up to 4 hours on 9/3/19 at CBA/per diem rate.
17.	Approve Lisa Remenicky for up to 4 hours on 9/3/19 at CBA/per diem rate.
18.	Pay Margaret Futy for 3 unused vacation days from the 2018 - 19 school year.
19.	Evaluation of Joseph R. Corn, Superintendent of Schools

*Ratify and Affirm

** To be Prorated

Lateral Salary Guide Movement

Item	Staff Member	Current Step	New Step	Effective Date
20.	Lauren Maiorano	MA+36 Step 5	MA+48 Step 5	9/1/19
21.	Carly Rothenberg	BA + 12 Step 3	BA + 24 Step 3	9/1/19
22.	Kailey D’Occhio	BA + 12 Step 5	BA + 24 Step 5	9/1/19
23.	Devin Kane	BA + 24 Step 3	MA Step 3	9/1/19
24.	Maria Davies	BA + 12 Step 4	BA + 24 Step 4	9/1/19
25.	Andrea Cahill	MA Step 5	MA+12 Step 5	9/1/19

Assignment

Item	Staff Member	Subject Area	School Year
26.	Mark Mecholsky	Special Education	2019-20

Professional Development

Item	Program	Location	Date(s)	Hour(s)/Miles/Tolls	Cost	Attendee
27.	Anti Bullying Specialist	Monroe, NJ	9/29/19, 10/1/19 10/2/19	9:00 3:00 pm	\$500.00	Ms. Barnett
28.	Anti Bullying Specialist	Monroe, NJ	9/29/19, 10/1/19 10/2/19	9:00 3:00 pm	\$500.00	Ms. Rehmann

Roll Call on Action Items #1-28:

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

Motion Carries Motion Fails Time: 7:39pm

15. FINANCE :

A. Finance Committee Report: Pete Scarpati, Chair

B. Motion to approve the following Finance action items upon the recommendation of the *Reports*

Item	Report Type	Attach
1.	Board Secretary’s Report for June 2019	FI-1
2.	Treasurer’s Report for June 2019	FI-2
3.	Appropriation Adjustment Journal for June 2019	FI-3
4.	Board of Education Monthly Certification of Funds for June 2019	
5.	Cash Flow Report June 2019	FI-4
6.	Payment of bills for the month of July 2019	FI-5
7.	Student Activity Account June 2019	FI-6
8.	Cafeteria Report for June 2019	FI-7
9.	Approve lunch prices to \$2.95 for a student lunch and \$3.85 for adult lunches	
10.	Approve the Standard Operating Procedures (SOP) for the business office	
11.	Approve the purchasing manual for the business office	
12.	Board Secretary Report for July 2019	FI-8
13.	Treasurer’s Report for July 2019	FI-9
14.	Appropriation Adjustment Journal for July 2019	FI-10
15.	Board of Education Monthly Certification of Funds for July 2019	

16.	Cash Flow Report July 2019	FI-11
17.	Payment of bills for the month of August 2019	FI-12
18.	Student Activity Account July 2019	FI-13
19.	Approve Professional Medical Staffing, LLC for nursing services for the 2019-2020 school year for \$50/hour	

Field Trips

Item	Date	Time	Grade/Group	# of Students	Destination	Admission/Cost	Nurse	Bus	Payee	Coordinator
20.	5/29/20	9:30-5:00	7 & 8 Safety Patrol	40	Great Adventure	\$14.00 per person	\$450.00	\$300.00	BoE	Ms. Rothkopf
21.	6/3/20	8:35-2:15	5th & 6th Band	50	RVRHS	N/A	N/A	\$600.00	BoE	Ms. Rothkopf
22.	6/5/20	8:00 am - 10:00 pm	7th & 8th Band	TBD	Hershey Park	\$105.00	\$450.00	\$600.00	BoE	Ms. Rothkopf
23.	4/29/20	10:00 am - 2:00 pm	6th Gr.	71	Penn Museum	Total cost is \$30.00 per student			Students	Ms. Wenz
24.	5/1/20		7th Gr.	63	Medieval Times	Total cost is \$70.00 per student			Students	Ms. Wenz
25.	6/12/20		8th Gr.	79	Baltimore	Total cost is \$85.00 per student			Students	Ms. Wenz

*Total cost for trip

**Cost per Student

*** Revised date

Fundraiser

Item	Date	Description	Coordinator
26.	9/5/19 - 10/31/19	PTO Membership Drive	Ms. McAvoy
27.	9/5/19 - 9/13/19	Spirit Wear	Ms. McAvoy
28.	9/5/19 - 9/30/19	KidStuff	Ms. McAvoy
29.	10/1/19- 10/31/19	Mixed Bags	Ms. McAvoy
30.	November & May	Scrip Gift Cards	Ms. McAvoy
31.	October	Dine Out- Chick Fil A	Ms. McAvoy
32.	March	Gertrude Hawk	Ms. McAvoy
33.	3/20/20	Parents Night Out	Ms. McAvoy

Roll Call on Action Items #1-33:

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

Motion Carries Motion Fails Time: 7:41pm

16. FACILITIES & TECHNOLOGY:

A. Facilities Committee Report: Keith Peacock, Chair

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

Item	Description
1.	Lead Testing Statement of Assurance for 2018-2019.

Updated Plans

Item	Plan	Attach
2.	Crisis Management Plan for 2019-20	FA-1
3.	School Safety and Security Plan for 2019-20	FA-2
4.	Written Indoor Air Quality Plan for 2019-20	FA-3
5.	Exposure Control Plan for 2019-20	FA-4
6.	Integrated Pest Management Plan for 2019-20	FA-5
7.	Emergency Response Template (ERT)	

Use of Facilities 2019-20 School Year*

Item	Activity	Contact
8.	Handle With Care Restraint Training	Ms. Salls
9.	Preschool Graduation Set up	Ms. Phogat
10.	Preschool Graduation	Ms. Phogat
11.	Preschool Mother’s Day Tea Party	Ms. Phogat
12.	PTO Meeting	Ms. McAvoy

13.	PTO Meeting change in room	Ms. McAvoy
14.	9/11 Presentation	Ms. Salls

**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.*

****Ratify and Affirm**

Resolution

Item	Resolution	Attach
15.	Alternate Method of Toilet Room Facilities approve for 2019-20	Res. #19-01
16.	Health & Safety Evaluation of School Buildings Checklist 2019-20	Res. #19-03

Roll Call on Action Items #1-27:

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

Motion Carries Motion Fails Time: 7:42pm

Roll Call on Action Item #15:

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

Motion Carries Motion Fails Time: 7:43pm

Roll Call on Action Item #16:

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

Motion Carries Motion Fails Time: 7:44pm

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	Mr. Patel	5	0

Motion Carries Motion Fails Time: 7:44 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. Kathy Paz(24 Parry Drive):

- Question regarding the HIB self-report.
 - Mr. Simonet answered
- Will the resignation be replaced?
 - One will not be

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	5	0

Motion Carries Motion Fails Time: 7:46 PM

18. New Business:

- Mrs. Kneringer:
 - i. Thanked administration for a great year and another one ahead
 - ii. Thanked Jules and staff for how great the building looks
 - iii. Thanked the PTO of last year and the incoming PTO to a great year

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

- Sept. 3 - All Staff In-Service Day
- Sept. 4 - All Staff In-Service Day
- Sept. 5 - First Student Day (Full Day Session)
- Sept. 17 - Back to School Night (PreK-5)
- Sept. 18 - Back to School Night (Grades 6-8)

20. ADJOURNMENT

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

Motion Carries Motion Fails Time: 7:47PM

Respectfully submitted,



Michael Blake
School Business Administrator/Board Secretary