

HAINESPORT TOWNSHIP BOARD OF EDUCATION MINUTES

Regular Meeting
August 25, 2020
7:00 PM, Virtual Meeting

1. Call to Order

Meeting called to order at 7:07pm by Board President Morelli

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, 2020.
- B. Mailed written notice to the Burlington County Times and to the Courier Post on January 10, 2020.
- C. Filed written notice with the Clerk of Hainesport Township on January 10, 2020.
- 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
- Robert O'Brien, School Business Administrator/Board Secretary.

5. Resolution #19-17:

Approve resolution at outset of each meeting suspending the relevant by-laws and authorizing the meeting to proceed virtually.

Roll Call on Resolution #19-17

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: 7:09pm

6. 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

***No motion for executive session.**

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

Motion	Second	All in Favor	All Opposed
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Motion Carries Motion Fails Time:

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*

7. 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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Motion Carries Motion Fails Time:

8. District Mission Statement

Board President Morelli 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.

9. PTO Report & Student Government Report

- None at this time

10. Recognition/Presentation

- Update to District Reopening Plan

11. 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. Scarpati	Mrs. Jakubowski	9	0

Motion Carries Motion Fails Time: 7:49pm

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.

Kristin Bozarth (304 New Jersey Avenue):

- Will teachers be teaching from home? If so, will packets be provided for students and will classes be recorded? Will teachers be able to visit students at their home if necessary?
 - Teachers will be recommended/encouraged to teach from class, but it will be optional. Emphasizing electronic/digital copies rather than paper packets but will make accommodations for paper packet requests. No recordings available but it may be necessary for a teacher to prerecord part of their lesson. District will have 3 counselors available for requested meetings and any teacher recommendations.

Lissa Myers (2210 Creek Road):

- Will tutorials for how to use Google Classroom be available? Will study/office hours be available? Questions regarding how teachers can help parents teach and class schedules for younger students.
 - Yes guidance will be given to help with Google Classroom. Study/office hours will be made available outside of teacher prep time. Mrs. Salls answered the remaining questions.

Tiffany Berth (11 Lenox Drive):

- In regards to school clubs/activities, has the district considered having capability to have some type of play group virtually? Will teachers be going over expected behaviors and classroom policies?
 - Mr. Simonet answered.

John Weres (2310 Craig Drive):

- Will petition letter be stating that the district does not have a large enough substitute pool available? With a presumed return to in person schooling, what countermeasures will be in place to ensure school can go live and remain live.
 - Mr. Corn and Mr. Simonet answered.

Mike Golenda (1610 Albert Street):

- How will the return to school information or process be communicated ahead of time in the future? What can I do as a citizen/parent/teacher to work on NJ Core Content Standards being revised?
 - Mr. Simonet answered.

Michele Kovacs (3 Whittier Drive):

- When will students be notified of bell schedule? Is there any thought of hiring someone to provide healthcare at the school? Will there be band or choir?
 - Students should be notified next week of the bell schedule via OnCourse. Band/choir will not occur due to guidance from the NJDOE. Mr. Corn answered the question regarding healthcare of children.

Tamara Haas (1 Longfellow Lane):

- What are the expectations of parents during full remote? Is the expectation that students will be doing virtual instruction 7-8 hours a day? Is there a plan to educate children for online learning?
 - Mr. Simonet and Mrs. Salls answered.

Jaclyn Caemmerer (15 Eckert Road):

- If the switch to all remote is approved, will that change how Chromebooks are distributed? If a child was scheduled for an IEP, will that be rescheduled?
 - Mrs. Salls and Mr. Simonet answered.

Jill Tyndale (19 Barclay Road):

- How long will it take for new HVAC filters to become available? Will band/choir and other teachers be assigned to other areas? Is there a class size limit? What will aides and paraprofessionals do during remote learning?
 - Mr. O’Brien answered question regarding HVAC filters. Teachers will be reassigned to other instruction components if necessary. Mr. Corn answered question regarding class size. Mrs. Salls answered questions regarding aides and paraprofessionals.

Bryana Adornetto (2 Heather Lane):

- Has there been a discussion on planning for students’ home related learning or any behavioral/environmental support?
 - We are expecting more frequent interaction between students and teachers, much different from the spring, and will be upholding that level of expectation. There will be a level of support beyond that, but the district is encouraging communication between families and the district. There are plenty of professionals at the school willing to go above and beyond.

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. Scarpati	Mr. Duda	9	0

Motion Carries Motion Fails Time: 8:51pm

12. 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.	7/29/20	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	X			
Jason Cardonick			X			
Bianca Cuniglio			X			

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

Motion Carries Motion Fails Time: 8:52pm

13. Superintendent’s Report

Discussion Items – Mr. Joseph R. Corn, Superintendent

- o None at this time.

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

Reports

Item	Report	Attach
1.	Enrollment Report	SR-1
2.	Nurse’s Reports for April, May and June	SR-2
3.	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	
4.	Affirmative Action Turnkey Training for Administrators Handbook	SR-3
5.	Affirmative Action Training for School Staff Handbook	SR-4
6.	Harassment, Intimidation and Bullying Handbook	SR-5
7.	Code of Conduct (S.Y. 2020-21)	SR-6
8.	Submitting the Statement of Assurance for the Comprehensive Equity Plan (2020-21)	SR-7
9.	Student Standard Operating Procedure Manual	SR-8
10.	Staff Standard Operating Procedure Manual	SR-9
11.	Substitute Standard Operating Procedure Manual	SR-10
12.	Professional Development Plan with Mentoring Plan	SR-11
13.	Submitting the Statement of Assurance for the Professional Development Plan with Mentoring Plan (2020-21)	

14.	School Nursing Plan (2020-21)	SR-12
15.	Lunch/Recess Operating Procedure Manual	SR-13
16.	Approve Danielson's 2007 rubric for teacher evaluation for the 2020 - 2021 School Year	
17.	Approve petition to Commissioner of Education to delay live reopening and to move forward with full remote instruction.	SR-14

Resolutions

Item	Description	Attach
18.	Resolution #20-03 Memorandum of Agreement with the New Jersey State Police for 2020-21.	Res. #20-03

*Ratify and Affirm

Roll Call on Action Items #1-17:

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: 8:55pm

- Mr. Duda asked how the police presence will look going full virtual?
 - Mr. Corn answered.
- Mrs. Kneringer asked if there was any difference in the memorandum from last year?
 - Mr. Corn answered.
- Mr. Peacock asked if students will still be able to have some interactions with the police?
 - Mr. Simonet answered.

Roll Call on Res. #20-03:

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: 9:00 pm

14. STUDENT SERVICES, TECHNOLOGY & COMMUNITY RELATIONS:

A. Student Services Committee Report: Kristin Jakubowski, Chair

- The Remote Learning Options for Families will apply once we are back in hybrid model. Families will have the option to request remote option once we return. Does not change homebound students.

Student Services

Item	#	Title	Policy	Reg	Rev	1st	Final	Attach
1.	1648.02	Remote Learning Options for Families	X			X	X	SS-1
2.	1648	Restart & Recovery Plan	X		X		X	SS-2
3	5310	Health Services	X		X		X	SS-3
4.	8451	Control of Communicable Disease	X		X		X	SS-4

Out of District Placement

Item	Student	Placement	Annual Tuition	Term
5.	H-0236	BCSSSD	\$3,978	7/6/20-7/31/20
6.	H-0237	BCSSSD	\$3,978	7/6/20-7/31/20

Roll Call on Action Items #1-6:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Michael Morelli			X			
Mary-Jean Kneringer			X *Item 1-4		X *Item 5-6	
Jason Cardonick			X			
Bianca Cuniglio			X			
Jeffrey Duda	X		X			
Kristin Jakubowski			X			
Samir Patel		X	X			
Keith Peacock			X			
Peter Scarpati			X			

Motion Carries Motion Fails Time: 9:05pm

15. HUMAN RESOURCES RELATIONS:

A. Human Resources Committee Report: Jason Cardonick, Chair

B. Motion to approve the following Human Resources action items:

Faculty

Item	Description	Attach.
1.	Approve Maureen Palli as a One-to-One Aide for the 2020-2021 school year.	

2.	Volunteer list for the 2020-21 school year.	HR-1
3.	Substitute Lunch/Recess Aides for 2020-21 school year.	HR-2
4.	Substitute Nurses for 2020-21 school year.	HR-3
5.	Approve all lunch/recess aides for up to 6 hours for training at CBA/per diem rate, as per state requirements.	
6.	Approve posting for Yearbook Advisor for the 2020-21 school year.	

*Ratify and Affirm

** To be Prorated

Mandated Appointments as per N.J.A.C. 18A & N.J.A.C. 6 & 6A for School Year 2019-20

Item	Name	Position	Effective Date
7.	Lauren Salls	Affirmative Action Office	9/1/2020
8.	Thomas Simonet	Affirmative Action Office	9/1/2020
9.	Cora Schiers	Issuing Officer of Working Papers	9/1/2020
10.	Thomas Simonet	Anti-Bullying Coordination	9/1/2020
11.	Morgan Barnett	Anti-Bullying Specialist	9/1/2020
12.	Rose Wenz	Anti-Bullying Specialist	9/1/2020
13.	Nicole Zerbo	Anti-Bullying Specialist	9/1/2020
14.	Lauren Salls	McKinney-Vento Homeless Liaison	9/1/2020

New Hire

Item	Name	Position	FTE	Compensation	Date	Attach
*15.	Meredith Gocke	Main Office Secretary	1.00	Step 1 \$36,668.00 Prorated	8/24/2020	
16.	Heather Kelleher	Special Education Teacher	1.00	\$51,090.00 BA+12 Step 1	9/1/20- 6/30/21	
17.	Linda Russ	Child Study Team Secretary	1.00	Step 1 \$32,700.00	9/1/20- 6/30/21	

*Ratify and affirm

** Pending Background Check

*** Updated Salary

Retirements/Resignations/Leaves of Absence

Item	ID#	Position	Type of Leave
18.	1890	Special Education Teacher	Maternity Paid Sick LOA 9/21/20 (estimated date) Return Date 11/2/20

19.	1119	Special Education Teacher	Families First Coronavirus Response Act (FFCRA) From 9/1/20 to 11/23/20
20.	1885	Middle School Math Teacher	Families First Coronavirus Response Act (FFCRA) From 9/8/20 to 11/30/20
21.	1153	Elementary Teacher	Families First Coronavirus Response Act (FFCRA) From 9/1/20 to 11/23/20

Professional Development

Item	Program	Location	Date(s)	Hour(s)/Miles/Tolls	Cost	Attendee
22.	Best Use of Google Classroom (Social Studies Instruction)	Virtual	10/22/20	9:00am - 3:00pm	\$279.00	Ms. Rosas-Rodriguez

Lateral Salary Guide Movement

Item	Staff Member	Current Step	New Step	Effective Date
23.	Mark Mecholsky	BA-Step 6	BA+12- Step 6	09/01/2020
24.	Jessica Mann	MA- Step 4	MA+12 Step 4	09/01/2020
25.	Kelly Moffet	MA+12 Step 8	MA+24 Step 8	09/01/2020
26.	Andrea Cahill	MA+12 Step 6	MA+36 Step 6	09/01/2020
27.	Maria Davies	MA Step 5	MA+12 Step 5	09/01/2020

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		X			
Bianca Cuniglio			X			
Jeffrey Duda			X			
Kristin Jakubowski		X	X			
Samir Patel			X			
Keith Peacock			X			
Peter Scarpati			X			

Motion Carries Motion Fails Time: 9:10pm

16. FACILITIES & FINANCE RELATIONS :

A. Finance Committee Report: Pete Scarpati, Chair

B. Motion to approve the following Finance action items:

Reports

Item	Report Type	Attach
1.	Board Secretary’s Report for July 2020	FI-1
2.	Treasurer’s Report for July 2020	FI-2
3.	Appropriation Adjustment Journal for July 2020	FI-3
4.	Board of Education Monthly Certification of Funds for July 2020	
5.	Cash Flow Report for July 2020	FI-4
6.	Payment of bills for the month of August 2020	FI-5
7.	Student Activity Account for July 2020	FI-6
8.	Approve the Standard Operating Procedures (SOP) for the business office	
9.	Approve the purchasing manual for the business office	
10.	Approve Catapult CMS Professional Service Agreement for the 2020-2021 school year for a fee of \$1,188.00	

Updated Plans

Item	Plan	Attach
11.	Crisis Management Plan for 2020-21	FA-1
12.	School Safety and Security Plan for 2020-21	FA-2
13.	Written Indoor Air Quality Plan for 2020-21	FA-3
14.	Exposure Control Plan for 2020-21	FA-4
15.	Integrated Pest Management Plan for 2020-21	FA-5
16.	Emergency Response Template (ERT) for 2020-21	

Resolutions

Item	Description	Attach
*17.	Res: #20-02: Submission of the NJDOE 2020 Bridging the Digital Divide Grant	Res. #20-02

***Ratify and Affirm**

Roll Call on Action Items #1-16:

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			
Peter Scarpati	X		X			

Motion Carries Motion Fails Time: 9:12pm

Roll Call on Res. #20-2:

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: 9:14pm

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. Patel	Mrs. Kneringer	9	0

Motion Carries Motion Fails Time: 9:14pm

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.

Kristin Bozarth (304 New Jersey Avenue):

- Will we have fire drills and is there an app that has a bell schedule?
 - Board President Morelli and Mr. Simonet answered.

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. Scarpati	Mr. Duda	9	0

Motion Carries Motion Fails Time: 9:19pm

18. NEW BUSINESS:

- Board President Morelli thanked the public for their participation. Would encourage participants to continue to join board meetings even after transitioning from virtual to in-person. We enjoy the feedback and comments. It is a much better idea to come to the board instead of utilizing social media. Thank you to the team for their hard work in putting this all together and good luck to the teachers as they prepare for the first day of school. Looking forward to a successful year and welcoming back students and faculty.

19. INFORMATION & FUTURE PLANNING ITEMS:

20. DATES TO REMEMBER:

21. ADJOURNMENT TO EXECUTIVE SESSION:

- No motion for executive session

22. RETURN TO OPEN SESSION

23. ADJOURNMENT

Motion	Second	All in Favor	All Opposed
Mr. Scarpati	Mrs. Kneringer	9	0

Motion Carries Motion Fails Time: 9:21pm

Respectfully submitted,



Robert O'Brien
School Business Administrator/Board Secretary