

**HAINESPORT TOWNSHIP BOARD OF EDUCATION MINUTES**

Regular Meeting  
December 22, 2020  
7:00 PM, Virtual Meeting

**1. Call to Order**

Meeting called to order at 7:04pm 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 Jan. 10, 2020.
- B. Mailed written notice to the Burlington County Times and to the Courier Post on Jan. 10, 2020.
- C. Filed written notice with the Clerk of Hainesport Township on Jan. 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			7:06
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	X			
Kristin Jakubowski			X			

Samir Patel			X		
Keith Peacock			X		
Peter Scarpati	X		X		

Motion Carries       Motion Fails      Time: 7:06pm

**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

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*

**\*No motion for executive session**

**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**

- Olivia Farrell provided an update on the student government and its recent activities.

**10. Recognition/Presentation**

- None at this time

**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
Mrs. Jakubowski	Mrs. Kneringer	9	0

Motion Carries       Motion Fails      Time: 7:10pm

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.

**Dr. Tiffany Berth (11 Lenox Drive)**

- Has there been any forethought to put more time aside for additional training on the Google platform to help with students/teachers going back and forth in the hybrid model?
  - 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. Duda	Mrs. Kneringer	9	0

Motion Carries       Motion Fails      Time: 7:15pm

**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.	11/24/20	Regular Meeting (Open Session)	M-1
2.	11/24/20	Regular Meeting (Closed 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		
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: 7:16pm

**13. Superintendent’s Report**

Discussion Items – Mr. Joseph R. Corn, Superintendent

- o Have a happy and safe holiday season and a happy new year!

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 for October 2020	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.	Reorganization Meeting January 5, 2021 at 6:00 pm.	

Roll Call on Action Items #1-6:

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	X			
Samir Patel			X			
Keith Peacock			X			
Peter Scarpati			X			

Motion Carries       Motion Fails      Time: 7:17pm

**14. STUDENT SERVICES, TECHNOLOGY & COMMUNITY RELATIONS:**

A. Student Services Committee Report: Kristin Jakubowski, Chair

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

*Student Services*

Item	#	Title	Policy	Reg	Rev	1st	Final	Attach
1.	P5330.05	Seizure Action Plan	X			X		SS-1
2.	P6470.01	Electronic Transfer and Claimant Certification	X			X		SS-1
3.	R5330.05	Seizure Action Plan		X		X		SS-1
4.	R6470.01	Electronic Transfer and Claimant Certification		X		X		SS-1

*Curriculum (NJSL)*

Item	Curriculum	Attach
5.	Adopt the revisions to the grade 2 Science curriculum.	SS-2
6.	Adopt the revisions to the grade 1 Science curriculum.	SS-3
7.	Adopt the revisions to the grade K Science curriculum.	SS-4

\*Ratify and Affirm

*Emergency Procedure Manual*

Item	Emergency Procedures	Attach
8.	Adopt the Sports Emergency Procedures Manual for 2020-21	SS-5

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

Motion Carries

Motion Fails

Time: 7:19pm

**15. HUMAN RESOURCES RELATIONS:**

A. Human Resources Committee Report: Jason Cardonick, Chair

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

*Lateral Salary Guide Movement*

Item	Staff Member	Current Step	New Step	Effective Date
1.	Maria Davies	MA+12 Step 5	MA+36 Step 5	1/1/2021
2.	Andrea Cahill	MA+36 Step 6	MA+48 Step 6	1/1/2021
**3.	Sharon Correa	BA+24 Step 12	MA Step 12	1/1/2021

\*\*Upon supporting documentation being on file.

*Retirements/Resignations/Leaves of Absence*

Item	ID#	Position	Type of Leave
4.	1895	Lunch/Recess Aide	Leave without pay (11/20/20 - 1/31/21)

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		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: 7:20pm

**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 November 2020	FI-1
2.	Treasurer's Report for November 2020	FI-2
3.	Appropriation Adjustment Journal for November 2020	FI-3

4.	Board of Education Monthly Certification of Funds for November 2020	
5.	Cash Flow Report for November 2020	FI-4
6.	Payment of bills for the month of December 2020	FI-5
7.	Student Activity Account for November 2020	FI-6
8.	Cafeteria Report for November 2020	FI-7
9.	Approve the Business Administrator to initiate claims of payment using an EFT method in accordance with N.J.S.A. 18A:19-1 and Policy/Regulation 6470.01 for the 2021 Calendar Year	
10.	Approve the Superintendent to review and authorize claims of payment using an EFT method for the 2021 Calendar Year	

\*Ratify and Affirm

*Resolutions*

Item	Description
11.	Resolution #20-09: Approval for Participation in Coordinated Transportation with the Monmouth-Ocean Educational Services Commission for the three (3) year period from December 1, 2020 through June 30, 2023

Roll Call on Action Items #1-10:

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

Motion Carries       Motion Fails      Time: 7:34pm

Roll Call on Resolution #20-09::

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			
Peter Scarpati	X		X			

Motion Carries       Motion Fails      Time: 7:35pm

**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	9	0

Motion Carries       Motion Fails      Time: 7:36pm

~~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. Scarpati	Mr. Patel	9	0

Motion Carries       Motion Fails      Time: 7:37pm

**18. NEW BUSINESS:**

- Mr. O'Brien reminded everyone that the USDA has issued a waiver to extend free lunches through the end of the school year: June 30, 2021. Lunches will not only be free to all Hainesport Township School District students, but also any child aged 18 and under who is domiciled within the district is eligible. Just include them on your meal request form. Meal pick ups will be on Wednesdays from 11:00am-12:30 in the afternoon. You will be able to receive up to 7 meals at a time per child. Meal pick ups are available to all families whether you are 100% remote or are a hybrid of in-person and remote. It's not exclusive to either. All you need to do is fill out a meal request form which can be found in announcements on the district website. We ask that the forms be submitted by Sundays at 5pm. You won't have to check off meals for the days your child is in school since they can select their meal choice during homeroom in the mornings. With winter break coming up, the next Wednesday meal pick up will be on January 6<sup>th</sup>, so please have forms in by December 3<sup>rd</sup> at 5pm. We will also be looking into meal delivery in the future to make it easier on families.

**19. INFORMATION & FUTURE PLANNING ITEMS:**

- None at this time



**20. DATES TO REMEMBER:**

- Dec. 23, 2020 – Early Dismissal
- Dec. 24-31, 2020 – Winter Break
- Jan. 1, 2020 – School Closed

**21. ADJOURNMENT TO EXECUTIVE SESSION:**

BE IT RESOLVED that the Hainesport Township School District Board of Education desires to hold a closed Executive Session at 7:45 p.m. prevailing time, for approximately 30 minutes as follows: Item 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

- 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. Cardonick	9	0

Motion Carries     Motion Fails    Time: 7:45pm

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*

**\*The board left the virtual meeting for public meeting session and entered a separate virtual meeting for executive session.**

**22. 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. Patel	Mrs. Kneringer	9	0

Motion Carries     Motion Fails    Time: 8:37pm

**\*The board left separate virtual meeting for executive session and reentered the virtual meeting for public session.**

**23. RETURN TO OPEN SESSION**

- o Mr. Morelli reconvened the meeting at 8:37pm

**24. ADJOURNMENT**

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

Motion Carries

Motion Fails

Time: 8:39pm

Respectfully submitted,



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Robert O'Brien

School Business Administrator/Board Secretary